



## REGISTER OF REPORTS TO BE ACTIONED - PROGRESS REPORT – MAY 2018

**Directorate:** Chief Executive Officer

**Details:**

A status report is submitted to Council as an Information Bulletin item on a monthly basis.

The following reports still require action or are in the process of being actioned.

**Key Index:**

CEO: Chief Executive Officer  
 DCE: Director Community Engagement  
 DCorpS: Director Corporate Services  
 DDS: Director Development Services  
 DE: Director Engineering

Item	Report Details	Action Officer	Comments
<b>Council Meeting – 4 April 2018</b>			
9.3	No. 14 (Lot: 1; SP: 12592) Orange Avenue, Perth - Second Storey Addition to Single House	DDS	Administration will liaise with applicant and report back to Council.
9.6	North Perth Town Centre Parking Six Month - Review of Parking Restrictions	DDS	Administration will now advertise the proposed parking restriction changes on Pansy Street and Vine Street. A further report will be presented to Council on the results of this consultation in 2018.
11.1	Lease of Leederville Oval by East Perth Football Club Inc & Subiaco Football Club Inc - Request for waiver and write-off of fees and variation of leases	DCorpS	Draft invoices to be confirmed with Club CEOs. Variation of lease to be drafted.
11.3	Review of Corporate Services Policies	DCorpS	Amend Policy Register as per recommendation.
12.1	Reallocation of Loftus Recreation Centre Reserve Funds	DCE	Works will proceed to replace the Centre's outdoor synthetic soccer pitch surface prior to the end of the Financial Year
12.2	Petition to Exclude Brisbane Terrace, Perth from New Parking Zone 7 – Parking Permits Policy No. 3.9.3	DCE	A further report be presented to the Ordinary Meeting of Council on 29 May 2018
<b>Council Meeting – 6 March 2018</b>			
9.7	Outcomes of Advertising - Policy No. 7.7.1 - Non-Residential Development Parking Requirements	DDS	Administration has updated the Policy to reflect the changes outlined in Item 1 of Council's resolution. Administration has updated the fees and charges on the City's website. Administration will publish the notice of final adoption in the Policy in the newspaper on 7 April 2018. Administration will also incorporate a review of the delegations in relation to waiving cash in lieu of car parking and present this to Council in 2018.
11.4	Draft Financial Reserves Policy	DCorpS	Public Notice advertised. Consultation period closed 19 April 2018. Further report to be presented to OMC 29 May 2018
11.5	Amended Purchasing Policy 1.2.3	DCorpS	<b>Completed.</b> 23 March 2018
11.8	Mid-Year Review of the Annual Budget 2017/18	DCorpS	<b>Completed.</b> 21 March 2018
13.2	Community Budget Submission 2018/19	CEO	Being actioned as per Council resolution.
<b>Council Meeting – 6 February 2018</b>			
9.1	Making of the Fencing Amendment Local Law 2017	DCorpS	<b>Completed.</b> 23 March 2018

Item	Report Details	Action Officer	Comments
11.3	Adoption of the Standing Orders Amendment Local Law 2017	DCorpS	The Local Law to be published.
11.5	Variation of lease to include additional artists as joint lessees - Halvorsen Hall, Robertson Park, 176 Fitzgerald Street, Perth	DCorpS	<b>Completed.</b> 6 April 2018
<b>Council Meeting – 12 December 2017</b>			
9.9	Amendment to Policy No. 7.5.15 – Character Retention and Heritage Areas	DDS	The adopted Policy which includes Harley Street as a Heritage Area was published on 16 December 2017. Administration notified landowners and the State Heritage Office of the Harley Street Heritage Area designation on 21 December 2017. Administration invited public comment on the proposed Janet Street Heritage Area, Carr Street Character Retention Area and the proposed amendment to the Policy between 16 December 2017 and 6 March 2018. A further report on the results of the consultation will be presented to Council in 2018.
12.1	Adoption of the Parking and Parking Facilities Amendment Local Law 2017	DCE	The adopted local law was published in the general addition of the Local Government Gazette 9 January 2018. Explanatory material is currently being compiled and will be submitted in accordance with s3.12(7) <i>Local Government Act 1995</i> .
18.1	Confidential Report: Rates on Small Tenancies	DCorps	<b>Completed.</b> 23 March 2018
<b>Council Meeting – 14 November 2017</b>			
12.1	Loftus Community centre – request for Waiver and Write-Off of Fees	DCE	Loftus Community Centre has finalised outstanding payments and submitted Business Plan (draft) and Community Health Check as per the Council resolution.
12.2	Manna Inc – Review of the Use of Weld Square for the Provision of Free meal Services for the Homeless	DCE	The new City Homeless Framework being established by the Member for Perth may assist with addressing issues at Weld Square, including a more consolidated approach to service delivery. Administration will continue active involvement with the Member for Perth and key stakeholders.
12.4	Floreat Athena Football Club – Litis Stadium Master Plan	DCE	New lease with Floreat Athena Football Club executed. Working Group including Football West and Department Local Government, Sport and Cultural Industries representatives to be formed in 2018 to progress initiatives as per the Council resolution.
<b>Council Meeting – 17 October 2017</b>			
10.1	Hyde Street Reserve – Proposed Extension	DE	<b>Completed.</b> Opening held on Sunday 8 April 2018.
11.3	Termination of Lease and options for future use – 245 (Lot 245) Vincent Street, Leederville	DCorpS	Expressions of Interest (EOI) documentation prepared. To be advertised from 16 March 2018 to 20 April 2018.
11.4	Lease to Axicom Pty Ltd for telecommunications purposes – Lot 9023 Marmion Venue, Clarkson (Tamala Park)	DCorpS	Delegated Authority has been obtained from the Chief Executive Officer (CEO). Waiting for lease to be finalised for execution.
<b>Council Meeting – 19 September 2017</b>			
9.9	Review of Policy No. 4.2.13 – Design Advisory Committee	DDS	Administration has notified existing Design Advisory Committee members of their extended appointment and have advertised an Expression of Interest for the new Design Review Panel, which concludes on 10 April 2018. A further report will be presented to Council following the Expression of Interest process to appoint new members and revoke the existing Policy.
9.11	Relocation of the Leederville Town Centre Taxi Zone	DDS	The relocation of the existing Taxi Rank, installation of ride share pick up/set down locations, approval and installation of public alfresco and implementation of parking restriction changes including signage and line marking was completed in January 2018. Administration met with ride share operators Uber on 1 February 2018 and will continue to negotiate and enter

Item	Report Details	Action Officer	Comments
			<p>into an appropriate written agreement with them and other ride share operators and taxi organisations to implement ride share totems and wayfinding signage. Administration have notified Leederville Connect and all residents, landowners and businesses within 500m of the Taxi zone of Council's decision.</p> <p>Administration will consult with Leederville Connect and all residents, landowners and businesses within 500m of the detail of the Taxi zone changes as they occur in early 2018 and throughout the trial as required by Council's resolution.</p> <p>A report will be presented to Council in late 2018 following the implementation of the trial.</p>
<b><u>Council Meeting – 22 August 2017</u></b>			
11.3	Licence for use of land comprising portion of bike path – Swan River, Under Windan Bridge, East Perth	DCorpS	<b>Completed.</b> 5 April 2018
11.4	Dedication of spite strip (pedestrian footpath) as road – Lot 151, 62 Robinson Ave, Perth	DCorpS	Minister has approved proposed dedication and documents are being checked by Department of Planning, Lands and Heritage (DPLH) in preparation for lodgement at Landgate.
12.1	Petition for a Multipurpose Court at Birdwood Square, Perth	DCE	Director Community Engagement has met with lead petitioner to discuss Council resolution. Request to be further considered within the context of the Public Open Space Strategy.
<b><u>Council Meeting – 25 July 2017</u></b>			
9.2	North Perth Town Centre Public Open Space	DDS	<p>The City has entered into a funding agreement with the State Government represented by the Department of Planning, Lands and Heritage in order to receive grant funds of \$250,000 (ex GST).</p> <p>Administration released a tender for a qualified consultant to design, document and project manage the North Perth Common project which closed 15 December 2018.</p> <p>Administration have reviewed the tender responses and appointed Emerge Associates to prepare the design. The first concept design workshop was held on 23 March 2018 with a second workshop to occur on 30 April 2018.</p> <p>Administration listed a project to prepare an urban design concept for View Street Car Park and surrounds in the Corporate Business Plan 2017/18 which was adopted by Council on 25 July 2017. Administration sent letters to North Perth Local and all residents, landowners and businesses within 500 metres of the endorsed public open space location notifying them of Council's decision on 18 August 2017. Letters were also dropped to local businesses in the North Perth Town Centre on 22 August 2017. Community members that submitted a response during the consultation period did not provide contact details so these individuals are not able to be notified.</p>
9.3	North Perth Town Centre Parking Restrictions – Leake Street (between Alma Road and View Street)	DDS	<p><b>Completed.</b></p> <p>A report was presented to Council at OMC held on 4 April 2018, which outlines the results of the survey undertaken to measure the performance of the new parking restrictions in the North Perth Town Centre as per Council's decision at the 7 March 2017 OCM.</p>
<b><u>Council Meeting – 27 June 2017</u></b>			
9.4	Proposed Amended Parking Restrictions – Mount Hawthorn Town Centre	DDS	<p>Administration has now completed the installation of the new parking restrictions including sending letters to affected landowners and businesses, installing parking signage and line marking. The enforcement caution period is now complete and the City's Rangers are issuing fines for any illegal parking.</p> <p>Rangers have appointed a consultant to conduct a review of the new parking restrictions and a report will be presented back to Council in 2018.</p>

Item	Report Details	Action Officer	Comments
9.5	Submission to WALGA – Third Party Appeal Rights in Planning	DDS	Administration has forwarded its submission to WALGA and is drafting letters to be sent to Minister for Planning and Attorney General advising of the City's position.
10.3	Beatty Park Leisure Centre – Remedial Works	DE	Works will be ongoing over the next 12 months.
12.1	No. 34 (Lot 1) Cheriton Street, Perth – Progress Report No. 8	DCE	Administration continues to liaise with the Department of Planning, Lands and Heritage regarding excusing of the Norwood Community Garden (agreed in principle). Management of the remainder of the Lot to then be handed back to the Department.
12.3	Public Open Space Strategy	DCE	Public Open Space (POS) inventory and classification completed. Project Purpose and Objectives confirmed. Consultant being appointed.
<b><u>Council Meeting – 30 May 2017</u></b>			
9.3	Response to Notice of Motion (Item 10.2 OMC 20 September 2016) – Request to Investigate the Requirements, Conditions and Associated Compliance for Development Applications Involving Tree Retention on Private Land	DDS	Administration has implemented changes in relation to development assessment and enforcement procedures in relation to this report. Local planning policy provisions will be included in a future amendment to the Built Form Policy.
10.1	Water Corporation – Long Term Water Main Replacement Program within the City of Vincent	DE	Currently works completed, awaiting 2018/19 program to assess future impact.
12.5	Perth Parking Levy	DCE	Analysis of parking occupancy being undertaken as the basis for any proposed parking restrictions and/or alternative land uses.
<b><u>Council Meeting – 7 March 2017</u></b>			
9.1.4	Submission on Metropolitan Region Scheme Amendment 1310/41 – Guildford Road from East Parade to Tonkin Highway (SC654)	DDS	The submission was forwarded to the Western Australian Planning Commission on 10 March 2017. A meeting between Main Roads, the Department of Transport and the Department of Planning was held on 4 April 2017. A letter to the Minister for Transport, the Minister for Planning and the Western Australian Planning Commission is currently being prepared.
9.1.5	Outcomes of Advertising – Proposed Amended Parking Restrictions – North Perth Town Centre (SC2862)	DDS	<b>Completed.</b> A letter to landowners and businesses was sent on 1 May 2017. Parking signs and ticket machines were installed throughout May and June 2017. The fee change notice was published in the newspaper on 24 June 2017. Parking restrictions came into effect on 1 July 2017. Distribution of Parking Permits for residents commenced from 21 June 2017. A project to consider the number and location of ACROD bays has been considered as part of the 2017/18 budget process. Rangers have conducted a review of the new parking restrictions and a report has been presented back to Council on 4 April 2018.
9.3.5	Review of City of Vincent Local Laws under Section 3.16 of the Local Government Act 1995 (SC2688)	DDS	Health; Property; and Trading in Public Places Local Laws to be reported back to Council in 2018.
<b><u>Council Meeting – 7 February 2017</u></b>			
9.2.4	Charles Veryard Reserve – Installation of Dog Exercise Area Fencing (Full Enclosure)	DE	Works in progress. Planting to be completed in late April 2018.
<b><u>Council Meeting – 13 December 2016</u></b>			
9.1.11	Outcomes of Advertising – Draft Policy No. 7.1.1 – Built Form (SC2320)	DDS	Notice of final adoption and revocation published in the Perth Voice on 21 January 2017. Landscaping and setback provisions provided to WAPC at a meeting on 23 January 2017. A follow up meeting with the Department of Planning was held on 2 March 2017 and again on 9 August 2017. The Policy provisions were considered at the Statutory Planning Committee meeting on 12 December 2017 and the City was notified of the WAPC's decision on 8 January 2018. Administration is now reviewing the decision and will prepare an amendment to the Built Form Policy in relation

Item	Report Details	Action Officer	Comments
			to these modifications for Council's consideration. Administration is meeting DPLH to discuss the decision that was made by the WAPC's Statutory Planning Committee and the next steps forward. Administration will put forward a project to review the heights in the Claisebrook area as a result of the Minister's decision on Local Planning Scheme 2 as part of the 2018/19 to 2021/22 Corporate Business Plan.
<b><u>Council Meeting – 15 November 2016</u></b>			
9.3.8	Leederville Gardens Retirement Village – Village Manager (SC313 & SC308)	DCorpS	Activities being finalised for handover.
<b><u>Council Meeting – 18 October 2016</u></b>			
9.2.1	Proposed Safety Improvement at the Intersection of Walcott and Beaufort Streets, Mount Lawley (SC686, SC986)	DE	Twelve month trial commenced 1 June 2017.
9.2.3	Proposed Parking Restriction Trial – Chelmsford Road, Fitzgerald Street to Ethel Street, North Perth (SC738, SC1201)	DE	Community consultation to be undertaken in conjunction with North Perth Parking Review.
<b><u>Council Meeting – 23 August 2016</u></b>			
9.2.3	Proposed 40kph Area Wide Speed Zone Trial – South Vincent Progress Report No 2 (SC466)	DE	Continuing discussions with the Road Safety Commission being undertaken prior to the consultation scheduled for 2018.
9.2.4	Proposed Traffic Calming - Anzac Road, Mount Hawthorn (SC673)	DE	<i>Speed humps installed, linemarking including parking bays to be completed.</i>
9.2.5	Proposed Parking Restriction Trial – Chelmsford Road, Leake Street and Grosvenor Road, North Perth (SC738, SC850, SC811, SC1201)	DE	Community consultation to be undertaken in conjunction with North Perth Parking Review.
14.1	CONFIDENTIAL REPORT: Belgravia Leisure Option to Renew Loftus Recreation Centre Lease (SC379)	DCorpS	Final negotiations and drafting of deed of extension being undertaken.
<b><u>Council Meeting – 28 June 2016</u></b>			
9.3.5	Lease of No. 4 Broome Street, Highgate to Minister for Education – Highgate Pre-Primary (Little Citizens) (SC591)	DCorpS	Have requested meeting with Department. Awaiting response.
14.1	CONFIDENTIAL REPORT: Lease of Dorrien Gardens, 3 Lawley Street, West Perth – Perth Soccer Club Inc – Lease Fee (SC529)	DCorpS	Final lease sent to Perth Soccer Club for signing.
<b><u>Council Meeting – 5 April 2016</u></b>			
9.1.6	Review of Licences for Outdoor Eating Areas and Display of Goods on Footpaths	DDS	Policies reviewed and revoked at 23 August 2016 OMC. Administration has prepared the new 'self-assessment' system for Trading in Public Places Local Law permits and this system went live on 22 February 2018. The outcomes and results of this system will inform future amendments to the Local Law to identify further efficiencies. These amendments will be presented to Council in 2018.
<b><u>Council Meeting – 8 March 2016</u></b>			
9.3.5	Leederville Gardens Retirement Village Estate (SC313/SC308)	DCorpS	The City has submitted a request to the Board for consideration of a refund and is awaiting a formal response.
<b><u>Council Meeting – 27 October 2015</u></b>			
9.3.6	Portion of No. 10 (Lot 2545) Farmer Street, North Perth – Approval of a Sub-lease to Vincent Men's Shed (Inc.) (SC351/SC2087)	DCorpS	Negotiating terms with Community Engagement.
<b><u>Council Meeting – 22 September 2015</u></b>			
9.5.3	Review of Advisory and Working Groups and Committees, <i>specifically</i> : <ul style="list-style-type: none"> <li>Draft Policy for establishment and operation of a new Community Engagement Panel</li> </ul>	DCE	Draft Policy is being progressed as part of the CBP item that includes preparation of a new Community engagement Strategy and revised Community Consultation Policy.

Item	Report Details	Action Officer	Comments
<b><u>Council Meeting – 20 January 2015</u></b>			
9.3.4	Lease for Margaret Kindergarten – No 45 (Lot 10349 D/P: Swan L), Richmond Street, Leederville (SC351/SC589)	DCorpS	Have requested a meeting with Department. Awaiting response.
<b><u>Council Meeting – 18 November 2014</u></b>			
9.1.4	Car Parking Strategy Implementation – Progress Report No. 1 (PRO0084/SC1345)	DDS/ DE/ DCE	<p>The option of parking benefit districts will be reviewed as part of the review of the Car Parking Strategy and preparation of an Integrated Transport Plan.</p> <p>The City has a policy to guide the issuing of parking permits and has the ability to issue commercial parking permits. Administration issues permits in accordance with this policy.</p> <p>The City takes an approach to parking restrictions where we receive complaints, conduct parking occupancy surveys and report to Council on the results of these surveys.</p> <p>The replacement of the CALE ticket machines throughout the City is currently underway and machines are replaced on a periodic basis. This process will continue until all CALE machines are replaced.</p> <p>Paid parking on William Street was approved by Council on 25 July 2017 (Item 10.2), ticket machines have been modified and signs installed 22 August 2017.</p>
<b><u>Council Meeting – 21 October 2014</u></b>			
9.3.5	Lease for Tuart Hill Cricket Club Inc, Modernians Hockey Club Inc and Cardinals Junior Football Club – Lease of Premises at Charles Veryard Reserve Pavilion and Turf Wickets, Bourke Street, North Perth (SC351)	DCorpS	Administration finalising discussions with Mt Hawthorn Cardinals Junior Football Club regarding their proposed use of the Charles Veryard Reserve Pavilion and Menzies Pavilion. It is expected that a new Lease for the Pavilion will be finalised by May 2018.
<b><u>Council Meeting – 7 October 2014</u></b>			
9.3.2	Lease for North Perth Tennis Club – Lease of Premises at Woodville Reserve, 10 Farmer Street, North Perth (SC351/SC621)	DCorpS	No further action pending the outcomes and recommendations included within the Tennis West Strategic Facilities Plan.
<b><u>Council Meeting – 23 September 2014</u></b>			
9.3.6	Lease for Leederville Tennis Club – Lease of premises at 150 Richmond Street, Leederville (SC351 & PR25077)	DCorpS	No further action pending the outcomes and recommendations included within the Tennis West Strategic Facilities Plan.
<b><u>Council Meeting – 27 May 2014</u></b>			
9.3.4	LATE ITEM: East Perth Football Club and Subiaco Football Club Lease additional space at Medibank Stadium	DCorpS	City's Director Community Engagement (DCE) coordinating discussions with Clubs in respect to varying lease area.
<b><u>Council Meeting – 12 February 2013</u></b>			
9.2.12	Request to the Minister for Lands for Acquisition of the Right of Way Bounded By Anzac Road, Oxford, Salisbury and Shakespeare Streets, Leederville as Crown Land	DE	City's Coordinator Land & Development requested further update on 8 January 2018 however has not received a response to date.
9.2.13	Request to the Minister for Lands for the Acquisition and Reversion to 'Crown Land' of the Right of Way Named Luce Lane, North Perth (TES0225)	DE	City's Coordinator Land & Development requested further update on 8 January 2018 however has not received a response to date.