



REGISTER OF REPORTS TO BE ACTIONED - PROGRESS REPORT – JULY 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
Council Meeting – 26 June 2018			
9.5	No. 16 (Lot: 30; D/P: 1962) Howlett Street, North Perth - Change of Use from Office to Unlisted Use (Dog Day Care)	DDS	The matter will be presented to a future Council meeting for determination.
9.7	North Perth Common – Concept Design	DDS	The saving of \$42,350 made from the design, documentation and project management phase of the North Perth Common project was carried forward and included in the 2018/19 budget for the construction phase of the North Perth Common project. Administration will now notify the relevant parties of Council's decision. The North Perth Common project will now proceed to Stage Two, being Detailed Design and Tender Documentation.
9.8	Business Advisory Group – Key Priorities	DDS	Administration will now use the Business Advisory Group's Key Priorities to inform the review of the City's Economic Development Strategy.
10.1	City of Vincent Greening Plan – Review	DE	Further report to Council at the conclusion of the advertising period.
10.3	Draft Waste Strategy 2018 – 2023	DE	Further report to Council at the conclusion of the advertising period.
11.1	Variation of Kiddies Learning Hub Pty Ltd's licence to use Banks Reserve Pavilion to include an additional 1 hour on Mondays and extend the licence term to 28 June 2019	DCorpS	Variation of lease being drafted.
11.2	Acquisition of private rights of way as Crown Land and vesting in City – Right of Way between London and Dunedin Streets, Mount Hawthorn (Lot 60) and Colvin Lane, West Perth (Lot 67)	DCorpS	Administration to provide public notice in accordance with section 52(1)(b) of the Land Administration Act and following consideration of any objections make a request to the Minister.
11.6	Delegated Authority Review 2018	DCorpS	Completed. 27 June 2018.
11.7	Adoption of 2018/19 Annual Budget	DCorpS	Fees and Charges to be amended as per OMC. Notify Department of adoption and upload onto website.
12.1	Review of Community Engagement Policies	DCE	Three Policies (being 'Welcome to Country', 'Community Funding' and 'Community Bus') were reviewed and presented to Council on 26 June 2018. The 'Street Parties Policy' will be presented to Council on 24 July 2018.
13.3	Corporate Business Plan 2018/19-2021/22	DCorpS	Document design being undertaken by the City's Marketing & Communications Team for publishing on website.
13.4	Community Budget Submissions 2018/2019	DCorpS	Acknowledge and notify submission applicants.

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18.1	CONFIDENTIAL ITEM: Expressions of Interests received and disposition options for 245 Vincent Street, Leederville	DCorpS	Notify applicants of Council's decision to not accept their submission.
Council Meeting – 29 May 2018			
9.6	Amendment 1 to Local Planning Scheme No. 2	DDS	Completed. Administration forwarded Amendment 1 to the Environmental Protection Authority on 1 June 2018 for its assessment under Section 81 of the Planning and Development Act and has forwarded to the Western Australian Planning Commission for determination on 19 June 2018.
10.1	Review of Engineering Policies Relating to Verge Treatments and Street Trees	DE	Further report to Council at the conclusion of the advertising period.
11.1	Leases to Department of Health to govern Department's current use of the Child Health Clinics within City of Vincent	DCorpS	Leases to be sent to Department for review. Signs acknowledging City's support to be installed.
18.1	CONFIDENTIAL ITEM: Licence to govern encroachment of drainage infrastructure from 152 Joel Terrace, Mount Lawley into Swan River Foreshore Reserve 43459	DCorpS	Licence reviewed and sent to owners for comment. City and owners representatives to meet to discuss Development Application process 3 July 2018.
Council Meeting – 1 May 2018			
9.7	No. 48 (Lot: 66; D/P: 6049) Milton Street, Mount Hawthorn - Proposed Five Grouped Dwellings	DDS	Completed. Proposal considered at 26 June 2018 Council Meeting.
12.1	Asset Disposal – Vincent Community Bus	DCE	The Vincent Community Bus will be going to Public Auction on 6 July 2018.
18.1	Review of Policy No. 4.2.13 - Design Advisory Committee and Appointment of Design Review Panel	DDS	Completed. Administration has removed Policy No. 4.2.13 from the City's website and uploaded the adopted Terms of Reference for the Design Review Panel. Administration has notified all applicants for the Design Review Panel on the outcome of this decision and undertook an induction on 9 May 2018.
Council Meeting – 4 April 2018			
9.3	No. 14 (Lot: 1; SP: 12592) Orange Avenue, Perth - Second Storey Addition to Single House	DDS	Completed. Proposal considered at 26 June 2018 Council Meeting.
9.6	North Perth Town Centre Parking Six Month - Review of Parking Restrictions	DDS	Administration advertised the proposed parking restriction changes on Pansy Street and Vine Street between 27 April 2018 and 20 May 2018. 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	Further meeting being finalised to again explain waiver and write off amounts.
12.1	Reallocation of Loftus Recreation Centre Reserve Funds	DCE	Contractor has been appointed and works will be undertaken by the end of the financial year.
Council Meeting – 6 March 2018			
11.4	Draft Financial Reserves Policy	DCorpS	Administration to finalise Policy adoption process.
Council Meeting – 14 November 2017			
12.1	Loftus Community Centre – request for Waiver and Write-Off of Fees	DCE	New lease to be negotiated for Council consideration.
12.2	Manna Inc – Review of the Use of Weld Square for the Provision of Free meal Services for the Homeless	DCE	The City has joined the Homelessness Framework Committee (comprising the City of Perth and key service providers) to address broad issues that are relevant for Weld Square.
12.4	Floreat Athena Football Club – Litis Stadium Master Plan	DCE	Working Group including Football West and Department Local Government, Sport and Cultural Industries representatives being formed to progress initiatives as per the Council resolution.

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<u>Council Meeting – 17 October 2017</u>			
11.3	Termination of Lease and options for future use – 245 (Lot 245) Vincent St, Leederville	DCorpS	Completed. See 18.1 - OMC 26 June 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.
<u>Council Meeting – 19 September 2017</u>			
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 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. 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. A report will be presented to Council in October 2018 following the implementation of the trial.
<u>Council Meeting – 22 August 2017</u>			
11.4	Dedication of spite strip (pedestrian footpath) as road – Lot 151, 62 Robinson Ave, Perth	DCorpS	Completed. 27 June 2018.
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.
<u>Council Meeting – 27 June 2017</u>			
9.4	Proposed Amended Parking Restrictions – Mount Hawthorn Town Centre	DDS	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. A consultant has undertaken a survey of parking in the Mount Hawthorn area and a report on this review will be presented back to Council in 2018.
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 the 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	Consultant appointed to undertake community consultation and prepare Strategy.
<u>Council Meeting – 30 May 2017</u>			
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.

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10.1	Water Corporation – Long Term Water Main Replacement Program within the City of Vincent	DE	Water Corporation's current works program within the City of Vincent 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.
<u>Council Meeting – 7 March 2017</u>			
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 (WAPC) 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.
9.3.5	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.
<u>Council Meeting – 7 February 2017</u>			
9.2.4	Charles Veryard Reserve – Installation of Dog Exercise Area Fencing (Full Enclosure)	DE	Completed. April 2018.
<u>Council Meeting – 13 December 2016</u>			
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 in discussions with the Department of Planning Lands and Heritage regarding the WAPC decision and a future amendment to the Built Form Policy. Administration has commenced a review of the Built Form Policy in conjunction with the review of the landscaping and setback provisions that are subject to the approval of the WAPC and will report back to Council on this matter in 2018. It is proposed that the heights in the Claisebrook area will be reviewed through item "5.2 Investigate a Planning Framework for each of the City's Town Centres."
<u>Council Meeting – 15 November 2016</u>			
9.3.8	Leederville Gardens Retirement Village – Village Manager (SC313 & SC308)	DCorpS	All Board support functions with exception of accounting support have been transferred. It is anticipated the accounting function will transfer for the new financial year.
<u>Council Meeting – 18 October 2016</u>			
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. Further traffic data collections prior to arranging a meeting with MRWA and City of Stirling.
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.
<u>Council Meeting – 23 August 2016</u>			
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.
9.2.5	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 the North Perth Parking Review.

Item	Report Details	Action Officer	Comments
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.
Council Meeting – 28 June 2016			
9.3.5	Lease of No. 4 Broome Street, Highgate to Minister for Education – Highgate Pre-Primary (Little Citizens) (SC591)	DCorpS	Report presented to City's Exec Team meeting held on 20 June 2018. Exec Team decided to finalise lease as per approval at OMC held on 25 June 2016.
Council Meeting – 5 April 2016			
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.
Council Meeting – 8 March 2016			
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.
Council Meeting – 27 October 2015			
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 the City's Community Engagement Directorate.
Council Meeting – 22 September 2015			
9.5.3	Review of Advisory and Working Groups and Committees, <i>specifically</i> : <ul style="list-style-type: none"> Draft Policy for establishment and operation of a new Community Engagement Panel 	DCE	Draft Policy is being progressed as part of the CBP item that includes preparation of a new Community Engagement Framework and revised Community Consultation Policy.
Council Meeting – 20 January 2015			
9.3.4	Lease for Margaret Kindergarten – No 45 (Lot 10349 D/P: Swan L), Richmond Street, Leederville (SC351/SC589)	DCorpS	Report presented to the City's Exec Team meeting held on 20 June 2018. Exec Team decided to finalise lease as per approval at OMC 20 January 2015.
Council Meeting – 18 November 2014			
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>
Council Meeting – 21 October 2014			
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	Licences being finalised for execution.

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<u>Council Meeting – 7 October 2014</u>			
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.
<u>Council Meeting – 23 September 2014</u>			
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.
<u>Council Meeting – 27 May 2014</u>			
9.3.4	LATE ITEM: East Perth Football Club and Subiaco Football Club Lease additional space at Medibank Stadium	DCorpS	Further discussions ongoing as part of broader discussions with Football Clubs.
<u>Council Meeting – 12 February 2013</u>			
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.