



## REGISTER OF REPORTS TO BE ACTIONED - PROGRESS REPORT – OCTOBER 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><u>Council Meeting – 18 September 2018</u></b>			
9.5	Amendment to Trees of Significance Inventory - 209 Brisbane Street, Perth	DDS	<b>Completed.</b> Administration has updated the City's Trees of Significance Inventory on the City's website and notified the applicant of the outcome.
9.6	Amendment 1 to Local Planning Policy No. 7.1.1 - Built Form	DDS	Administration will modify Clause C1.5.2 and C1.5.3 in accordance with Council's resolution. Administration will advertise the three policy amendments in accordance with Council's resolution and will give notice of the proposed amendment to the Built Form Policy to the Western Australian Planning Commission.
10.4	Response to Petition – Alma Road and Claverton Streets, North Perth	DE	Will progress with implementation and consultation. Once consultation is complete, a further report to Council will be prepared.
11.1	Transfer and dedication of lots as road - Intersection of Charles, Green and Walcott Streets, North Perth	DCorpS	Advise Main Roads of Council's decision and arrange for preparation of transfer of land. Investigate district boundary realignment and discuss with consultant.
12.1	New Draft Policy No. 3.10.3	DCE	Council has specifically requested that the supporting documentation be uploaded to the Imagine Vincent portal with the draft Street Activation Policy during the public comment period.
<b><u>Council Meeting – 21 August 2018</u></b>			
10.2	Axford Park Upgrade - Concept Design & Implementation of Quick Win Works Items	DE	Administration will undertake the following notification of Council's decision. <b>Quick Win progressing well.</b>
10.3	LATE REPORT: Revised Engineering Policies Relating to Verge Treatments and Street Trees	DE	Submitters to be advised of Council's decision.
11.1	License to use Axford Park for Mount Hawthorn Hawkers Markers – Heat Inspired Events	DCorpS	Licence drafted and awaiting signature of applicant.
11.2	Report from Audit Committee meeting of 17 July 2018	DCorpS	<b>Completed.</b> 23 August 2018.
<b><u>Council Meeting – 24 July 2018</u></b>			
12.1	LATE REPORT: NOTICE OF MOTION - Cr Susan Gontaszewski – Strategies to Improve Participation and Accessibility by Women and Girls at City of Vincent Sportsgrounds and Associated Facilities	DCE	Administration has commenced implementation of the specific strategies. Update to be reported back to Council in February 2019.

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<b><u>Council Meeting – 26 June 2018</u></b>			
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 project. The 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	<b>Completed.</b> Approved at OMC 18 September 2018 (Item 10.1).
10.3	Draft Waste Strategy 2018 – 2023	DE	<b>Completed.</b> Approved at OMC 18 September 2018 (Item 10.2).
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	<b>Completed.</b> 10 August 2018
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	Letter of request with CEO for review. Awaiting Director Corporate Services' signature.
12.1	Review of Community Engagement Policies	DCE	The revised Street Parties Policy was presented to Council on 18 September 2018 and approved for 21 days community consultation, along with the supporting documentation including the Open Streets Guide. The Welcome to Country Policy community consultation has closed and the outcome of submissions received was presented to Council on 18 September 2018 and this Policy has now been approved.
13.3	Corporate Business Plan (CBP) 2018/19-2021/22	DCorpS	CBP design being finalised for CEO approval.
<b><u>Council Meeting – 29 May 2018</u></b>			
11.1	Leases to Department of Health to govern Department's current use of the Child Health Clinics within City of Vincent	DCorpS	Lease with Department for review. Signs acknowledging City's support to be installed.
12.1	Seasonal Licences for use of Charles Veryard Pavilion - Modernians Hockey Club Inc., Tuart Hill Cricket Club Inc. and Mt Hawthorn Cardinals Junior Football Club Inc	DCE	Licenses with Clubs for signing.
18.1	CONFIDENTIAL ITEM: Licence to govern encroachment of drainage infrastructure from 152 Joel Terrace, Mount Lawley into Swan River Foreshore Reserve 43459	DCorpS	Owners obtaining approval from Department of Biodiversity, Conservation and Attractions (DBCA). City waiting on approval in order to sign licence.
<b><u>Council Meeting – 4 April 2018</u></b>			
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	Clubs working with the City's Community Engagement Directorate to resolve some leasing issues.
<b><u>Council Meeting – 6 March 2018</u></b>			
11.4	Draft Financial Reserves Policy	DCorpS	Administration to finalise Policy adoption process.
<b><u>Council Meeting – 14 November 2017</u></b>			
12.1	Loftus Community Centre – request for Waiver and Write-Off of Fees	DCE	New lease to be negotiated with Loftus Community Centre following the completion of the Leasing Management Framework.
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 key issues impacting Weld Square and surrounds. Further report to be presented to Council on 16 October 2018.

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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 have met to progress initiatives as per Council resolution.
<b><u>Council Meeting – 17 October 2017</u></b>			
11.4	Lease to Axicom Pty Ltd for telecommunications purposes – Lot 9023 Marmion Venue, Clarkson (Tamala Park)	DCorpS	Leases with City for signing.
<b><u>Council Meeting – 19 September 2017</u></b>			
9.11	Relocation of the Leederville Town Centre Taxi Zone	DDS	<p>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.</p> <p>Administration met with ride share operators Uber on 1 February 2018 and has continued discussions with the organisation throughout 2018 to negotiate and enter into an agreement for it to fund and install ride share totems in the designated pick up / set down bays throughout the town centre, in accordance with Council's resolution. Uber has indicated that it is not prepared to fund the ride share totems unless they are for the exclusive use of Uber for at least six months. It is not considered appropriate to install infrastructure on the verge that is for the exclusive use of one individual organisation and therefore Administration has not been able to enter into an agreement with Uber to install ride share totems at the designated pick up / set down locations in the town centre.</p> <p>On 7 September 2018, Administration commenced consultation with Leederville Connect and all residents, landowners and businesses within 500m of the Taxi Zone changes, with that consultation concluding on 21 September 2018. Following this time, a report will be presented to Council in late 2018.</p>
<b><u>Council Meeting – 22 August 2017</u></b>			
12.1	Petition for a Multipurpose Court at Birdwood Square, Perth	DCE	<p><b>Completed.</b></p> <p>The City's 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.</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>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.</p>
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.
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 exercising 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	Community Consultation completed and Draft Strategy Report received. Review of this document currently being finalised and proposed to be presented to a Council Workshop in October 2018.

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<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	<b>Completed.</b> Administration has implemented changes in relation to development assessment and enforcement procedures in relation to this report. Amendment 1 to the Built Form Policy was presented to Council on 18 September 2018 and included relevant policy provisions.
10.1	Water Corporation – Long Term Water Main Replacement Program within the City of Vincent	DE	Water Corporation have advised there is only one project in their 2018/19 schedule in the City, this is Beaufort Street (Newcastle to Walcott). Details of the project are yet to be provided by Water Corp.
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.
9.3.5	Review of City of Vincent Local Laws under Section 3.16 of the Local Government Act 1995 (SC2688)	DDS	A report on the Health; Property; and Trading in Public Places Local Laws to be presented to Council in 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	<b>Completed.</b> 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. Amendment 1 to the Built Form Policy was presented to Council on 18 September 2018 to address the WAPC's decision. The heights in the Claisebrook area will be reviewed as part of Item 5.2 in the Corporate Business Plan 2018/19 – 2020/21.
<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 and traffic data collections now complete. Meeting with Main Roads WA (MRWA) and City of Stirling now to be arranged.
<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	Report being prepared for OMC on 16 October 2018.
14.1	CONFIDENTIAL REPORT: Belgravia Leisure Option to Renew Loftus Recreation Centre Lease (SC379)	DCorpS	Deed of extension with Belgravia for signing.
<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	Final wording of lease being negotiated with Department.
<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

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			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. The amendment 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. Board has deferred consideration.
<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 the City's Community Engagement Directorate. This is pending until completion of the draft Community Leasing Framework which is to be presented to future Council Workshop.
<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 finalised as part of the Corporate Business Plan (CBP) item that includes preparation of a new Community Engagement Framework and revised Community Consultation Policy.
<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	Final wording of lease being negotiated with Department of Education.
<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	The option of having parking benefit districts will be reviewed as part of the review of the Car Parking Strategy and preparation of an Integrated Transport Plan. 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. 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. 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. 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.
<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 Varyard Reserve Pavilion and Turf Wickets, Bourke Street, North Perth (SC351)	DCorpS	<i>Superseded by Item 12.1 – OMC 29 May 2018.</i>
<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.

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<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	Further discussions ongoing as part of broader discussions with Football Clubs.
<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.