

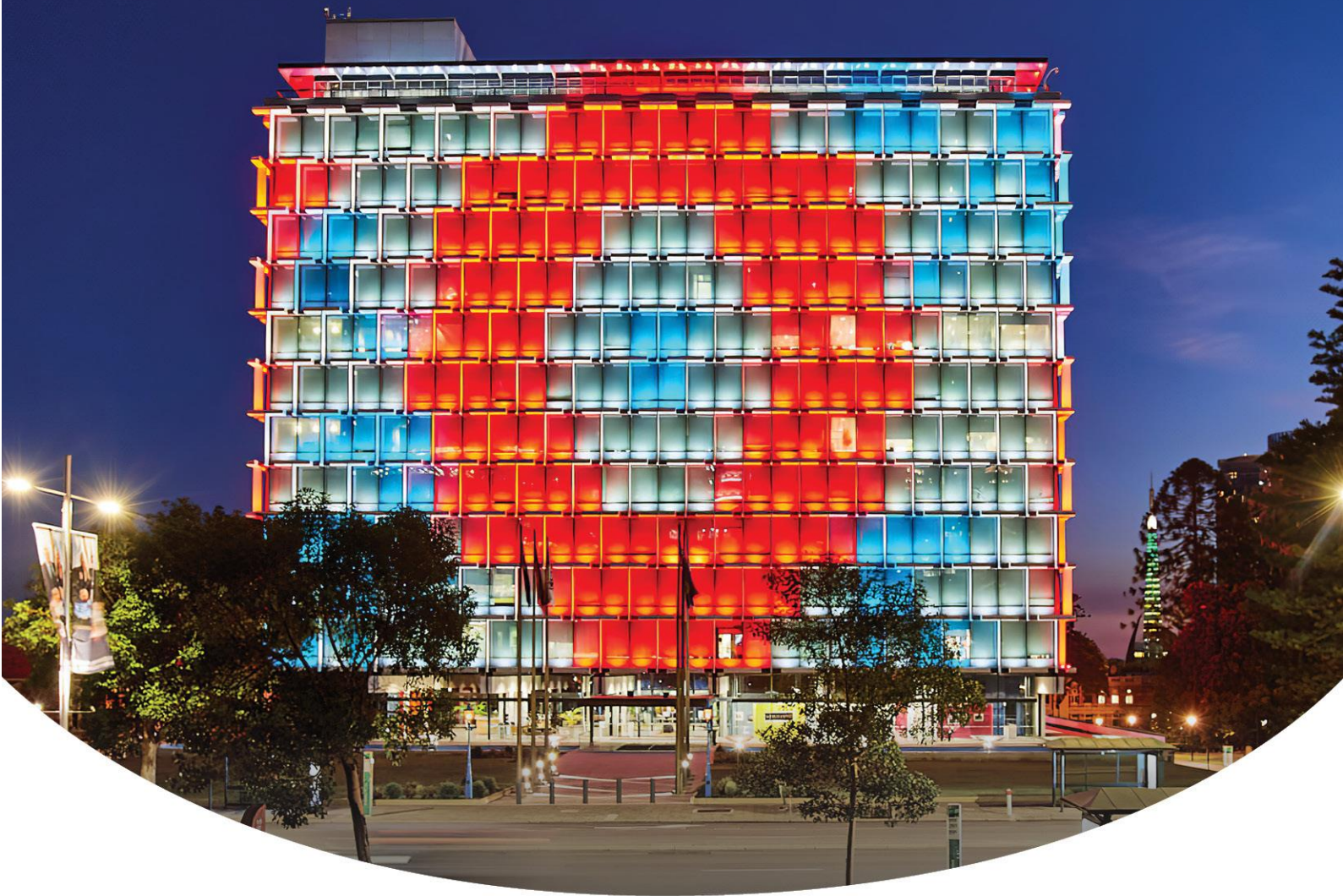


City of Perth

Ordinary Council Meeting

MINUTES

29 September 2020, 5pm | Council Chamber, Level 9, 27 St Georges Terrace, Perth



Minutes to be confirmed at the next Ordinary Council Meeting

These minutes are hereby certified as confirmed

Presiding member's Signature: _____ Date: _____

Vibrant, Connected, Progressive.

This is the community's vision for Perth and the City of Perth.



Order of Business

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16. Closure

Minutes of the Ordinary Council Meeting of the City of Perth held in the Council Chamber, Level 9, St Georges Terrace, Perth on Tuesday, 29 September 2020.

Members in attendance

Chair Commissioner Andrew Hammond Presiding Member
Deputy Chair Commissioner Gaye McMath
Commissioner Len Kosova

Officers in attendance

Ms Michelle Reynolds	Chief Executive Officer
Mr Bill Parker	General Manager Corporate Services
Ms Anne Banks-McAllister	General Manager Community Development
Mr Dan High	Acting General Manager Planning and Economic Development
Mr Jason Tan	Acting General Manager Infrastructure and Operations
Ms Karin Strachan	Project Director Corporate Recovery
Mr Michael Kent	Project Director Strategic Finance (CFO)
Ms Danielle Uniza	Alliance Manager Governance
Ms Ashlee Rutigliano	Governance Officer

Observers

Four of the public.
Five members of staff.
One member of the media.

1. Acknowledgment of Country/Prayer

The Presiding Member read the Acknowledgement of Country.

The Chief Executive Officer read the prayer.

2. Declaration of opening

5.03pm The Presiding Member declared the meeting open.

3. Apologies

Nil.

4. Question time for the public and notification of deputations

4.1 Question time for the public

A question was received from Mr Ron Dagostino, 20 Beacon Terrace, East Perth.

Question 1

Can some level of transparency be provided on what percentage of ratepayers’ rates

- (a) increased
- (b) stayed the same, and
- (c) decreased,

as well as the highest percentage increase for those rates which increased?

Answer

The impact of the revalued GRVs supplied to the City by Landgate Valuation Services was volatile and inconsistent both across and within the different property categories.

This is illustrated in the table below

Property Category	Overall GRV Change	Max GRV Increase	Max GRV Decrease
Commercial	(9.0%)	+283%	(82%)
Hotel	(24%)	+35%	(41%)
Retail	(24.7%)	+47%	(52%)
Office	(11.7%)	+89%	(52%)
Vacant Land	(1%)	+22%	(23%)

The same Rate in the Dollar must be applied to all properties within a property category.

Clearly from the range of changes in rateable values shown above, there was going to be some people who benefited significantly from this revaluation and others who were disadvantaged.

The City attempted to put people in the least disadvantaged position whilst ensuring that the overall rate yield was no more than the previous year.

The proportion of properties with rates increases / decreases by property category are shown below.

Property Category	Increase > 2%	Increase 0% to 2%	Decrease
Commercial	67%	3%	30%
Hotel	39%	1%	60%
Retail	45%	5%	50%
Office	58%	8%	34%
Vacant Land	65%	1%	34%

The Commercial, Retail, Hotel and Residential categories all now derive a similar relative rating effort from the available GRVs. The Office category provides a lesser relative rating effort.

The City will not comment on the rates increases or decreases of individual properties.

Question 2

Some metropolitan councils adopted a policy where ratepayers paid no more in rates (on an individual basis) than they did in the previous year, why did the Perth Council not use this methodology?

Answer

Gross Rental Values across the City of Perth dropped in total by almost 14% through the Landgate Revaluation of property rateable values - which equals a \$13.8M decline in Rates revenue.

If the suggested approach was applied, this would have created a significant funding shortfall, effectively removing 65% of the City's capacity to support its \$20M Covid Economic Rebound Strategy. Alternatively, it would have required an 8% reduction across the board in service levels provided to the community. The City does not believe that such a methodology is either prudent or financially responsible management.

Question 3

Specifically, my Rateable Valuation has decreased by 4.75% but my Rates have increased by 2.8% (which is twice the Perth CPI change for 2019/2020). The City has frozen fees and charges yet has increased some ratepayers rates by twice Perth CPI. Does the City feel this is fair and equitable?

Answer

CPI is not necessarily a relevant measure for setting local government rates. The CPI basket of goods and services includes items such as education, medical expenses, housing, clothing, tobacco, alcohol and bananas – several of which have limited relevance to the delivery of local government services. The process by which a local government determines its required rates yield is explained in the Annual Budget document.

GRV is simply the method used by local governments to equitably distribute the relative contributions of various ratepayers to make up the rates yield required to fund the services delivered to the community.

Question 4

In next year's rate review, what consideration will be made for those ratepayers that had to pay rate increases this year.

Answer

Next year will not be a revaluation year, so any change in rates will be equally distributed across all ratepayers, The revaluation that causes the volatility in rates increases occurs only each three years.

4.2 Notification of deputations

Nil.

5. Members on leave of absence and applications for leave of absence

Nil.

6. Confirmation of minutes

Council Resolution

Moved: Commissioner Kosova
Seconded: Commissioner McMath

That Council CONFIRMS the minutes of the Ordinary Council Meeting held on 25 August 2020, Special Council Meeting held on 27 August 2020, Special Council Meeting held on 15 September 2020 and Special Council Meeting held on 17 September 2020 as a true and correct record.

CARRIED 3 / 0

For:
 Commissioner Hammond
 Commissioner McMath
 Commissioner Kosova

Against:
 Nil

7. Announcements by the Chair Commissioner

Incorrect statement made at last Ordinary Council Meeting

I understand at the last Ordinary Council Meeting, it was mentioned that Reverend Peter Abetz had attended meetings with the City in relation to the Christmas Nativity event. Reverend Peter Abetz has advised the City that he had not met with Council.

Farewell and thank you from Commissioners

The Chair Commissioner made the following announcement:

It would obviously be remiss of me not to give some reflection on the events of the last couple of years as this is the Commissioners last ordinary council meeting.

In March 2018, I was in a car on the way to the airport for a wedding in Melbourne and got a phone call asking do I want to be a Commissioner at the City of Perth.

I feigned my delight and said I'll think about it, but of course was delighted to be given that opportunity and also delighted to be able to meet three days later with my colleague Commissioner McMath and also the late Eric Lumsden, who sadly left us after a short and vicious battle with

cancer. I'm certainly sure our thoughts are still all with Eric. God bless him.

I can recall when we started, it was the first day I ever met Gaye and we looked at each other and shook our head. The organisation was in meltdown, it was under siege and it's fair to say that it required huge interventions on a range of areas.

Not only did we have that, we had the Inquiry hanging over the head of staff and of course that took a whole lot longer than we thought it would; to the degree we were first appointed, I think for a period of 12 months; and now we find it has been close to two and half years.

Over that time though, we were able to introduce the changes that were necessary to bring the City back to a level of proper governance and proper standards. We aren't there 100% yet, we still have a way to go, but all organisations can improve - they should improve forever.

But what we have done is firstly manage to get a framework of business planning within the organisation that enables decision makers to have a good understanding of what the current financial position of the City is, and what the future financial position of the City is, aligned to the projects that have been identified as necessary in the Strategic Community Plan.

That in my mind, is the most transparent transformational thing that has happened to the City, we move from what has been a quite archaic annual budget negotiation, into a more strategic oversight of a Corporate Business Plan whose principal purpose is to advise the government.

Along the way we've had to replace some key staff, we've had to appoint some expert staff. We've had two Chief Executive Officers; Murray Jorgensen who was appointed in an acting capacity, who did an absolutely marvellous job in assembling a really competent and well forming executive. But also did a lot of work in restoring confidence and morale across the organisation. Good luck to him, I'm sure we'll catch up with him again.

And following on from there we've been lucky enough to secure the services of Michelle, who in her brief time here has done a marvellous job and I'm sure will continue to do so and become a very long-serving and eminent local government practitioner.

During our time, we oversaw a regime of reducing full time equivalent staff by about 100 and we were able to free up recurrent expenditure to the tune of 10 million dollars which is really significant in the context of being able to fund future programs. Through the services of Commissioner McMath, we were able to re-engage with a lot of our important stakeholders, some relationships had been terribly fractured over time, but we did make a commitment that we weren't going to ask questions why things had happened, other people can ask those questions, we were about restoring things and fixing things up for the future.

One of Commissioner McMath's principle achievements was to elevate the issue of homelessness to its rightful status as one of the key strategic challenges facing the City. Through Gaye's efforts, I'm delighted to see that the current Lord Mayoral campaign features homelessness as one of the key issues.

Commissioners weren't in a position to be able to solve or resolve homelessness that would be very difficult, however were able through our staff, to certainly engage with the proper stakeholders of

the issues and also elevate it to a degree now that I think the State Government will be in earnest discussions with the new Council and Lord Mayor about how collectively and collaboratively the City and the State can deal with this problem.

Along the other way some of these issues may be small wins but I think the installation of parklets in East Perth and West Perth and the introduction of free alfresco dining received much acclaim, as did our free parking in the East Perth and West Street high-street areas and also the Saturday, Sunday and Public Holiday free parking. They're still called trials, and I guess it's up to the new Council to decide whether they want to take them away or not, I certainly hope they stay.

Along the way, we dealt with the Local Planning Strategy which upon its draft submission to the Commissioners, really lacked what we thought was the aspiration to improve this City and make it more sustainable and after discussion with a range of stakeholders including some meetings with the Property Council and Urban Development Institute, it became apparent that the key objective for the City is to create an environment where we can quickly establish a resident population of 90,000 people and the 90,000 people will have the ability make our community safer, make our streets more active, it will provide a critical mass for community sporting and educational requirements and it will provide a boost to our core retail area which as we all know now does not enjoy the catchment of the broader residential area. So, we have to bring people to its catchment, not the other way around.

I'm delighted to see that our revised Local Planning Strategy addresses and embraces the 90,000 people objective and it also has been taken up by the Property Council and by other major bodies. I would urge everyone in this room that any decision that is made regarding the future of the City, should accommodate the need to as soon as is practicable have a 90,000 resident population.

From there, getting on to the governance areas, I am pleased to say that the Commissioners adopted three policies, a governance policy, a strategy policy and policy on policies. That will serve to ensure that both the community and the elected members are effectively and sincerely involved with policy and strategy discussion. I think one of the key areas of discontent in previous times was that decisions were made on important matters without regular or effective consultation, and that was between not only the Councillor and community, but also between the staff and Council.

The more communication that we can have the better off everyone will be, and I am sure that those three foundation policies will form the basis of very strong governance in the future.

Now to the City Deal, we worked hard for that and I know that both myself, Gaye and Len were involved in throwing around the ideas and also probably been pretty forthright in opposing certain things that we didn't want in the City Deal and things that we did. To have ECU come into Yagan Square is something that is beyond our wildest dreams. That is going to be the catalyst to start that journey for 90,000 people and it's going to provide a whole lot more activity that end of town, and provide a much more functional linkage with Northbridge. I am so delighted, along with the response to homelessness, and once again thanks Gaye for keeping people to account.

The Perth Concert Hall Redevelopment, over 100 million dollars' worth of transport related projects which I understand are part of the parking fund. We had the WACA Redevelopment, which once again, a main stream recreation facility and swimming pool is something that our resident community want, if they haven't got facilities like that then they won't live here.

From there, let's look for a primary school and let's look for some main stream supporting facilities and then we'll start mixing it with the other areas in the metropolitan area as a good place to live.

Now I'd like to pass on some thanks, firstly to Gaye. We've worked together now for two and half years, a career highlight for me to work with you Gaye, and your insight as an executive director has certainly been fantastic. When you get on a tough issue, you don't step back, you aren't concerned about what people think or say, you have certainly made every decision and very many tough decisions and dealt with tough issues in the best interests of the City of Perth. So, on behalf of the City of Perth and the community, I thank you for your efforts, it's been wonderful to work with you.

Len, your insightful and at times humorous oversight, unbelievable attention to detail and inputs as a replacement to Eric have been really well received. The three of us working together, I've really enjoyed our chats together; I know we have disagreed on things. And we should disagree, that's been important but it's a period in my professional life that I will cherish, the ability to work with you both, so thank you for that.

Thank you to all staff here for the incredible amounts of change that you've had to deal with, you've come on board dealing with this huge transformation effort and then this virus hits, so not only have we got an organisation in flux, but now we've got an organisation in flux that has been challenged by COVID-19, and with the Commissioners saying right, all discretionary expenditure is out the window, we want to redirect it please to COVID-19 related actions.

I was absolutely stunned that we were able to do that in such a short time. I don't think people recognise or realise how much effort went in to that. So, thank you very much. It's been an enormous privilege to work with you all.

In closing, I'd like to thank the community for understanding the need for the Commissioners, to have to be overseeing the City for this two and half years, most of the feedback we have received has been positive. We have received some criticism, some founded, some not, however I think as Commissioners, we are confident that we leave the City of Perth in a much better place than we found it. We leave it with much better systems, much better policies, and in my opinion, much better staff. So, on that basis, good luck to you all, enjoy the City of Perth and make sure that the City of Perth is there for the residents and the community and everyone that comes and visits.

Thank you.

The Deputy Chair Commissioner made the following statement:

Andrew, it's been an absolute delight working with you and you Len, I think it would be remiss not to acknowledge the enormous breadth and depth of experience that you as our current Chair brings to the City and on behalf of Len, and I think I speak also for the staff, we would very much like to thank you for your leadership.

I think one of the things has defined the way that we've all approached this, is we've always taken a Team Perth approach, and that even though we may have chosen to have debate and differences of opinion under your chairmanship, there has always been an opportunity to reach a consensus

and get behind a decision. So, I think if those attributes go forward to the way the elected members perform with the best interests of the City at heart, taking a Team Perth approach, leading through influencing and working cooperatively then the style of leadership that you’ve brought to the Chair’s role will stand the City in good stead.

So, it’s been a pleasure working with you as well and I’d also like to particularly thank all the members of the staff for their support and consideration over two and half years and it has been a great pleasure so thank you.

8. Disclosures of members interests

Nil.

9. Questions by members of which due notice has been given

Nil.

10. Correspondence

Nil.

11. Petitions

Nil.

12. Matters for which the meeting may be closed

The Chief Executive Officer advised the following confidential matters:

Attachment No.	Item No. and Title	Reason
Confidential Attachment 13.3A	Item 13.3 - Christmas Lights Trail Budget Variation	s5.23(2)(e)(ii)
Confidential Item 13.20 and Confidential Attachments 13.20A, 13.20B, 13.20C and 13.20D	Confidential Item 13.20 - Proposed new lease agreement between the City of Perth and Health Management Systems Pty Ltd over suites 1, 2 and 3 City Station Concourse, 420 Wellington Street, Perth	s5.23(2)(d)
Confidential Attachments 13.21A, 13.21B, 13.21C, 13.21D, 13.21E and 13.21F	Item 13.21 - Tender 015-19/20 – Black Granite Kerbs, Pavers and Blocks	s5.23(2)(e)(ii)

13. Reports

Item 13.1 – City Planning Scheme No. 2 - Proposed supplementary information to support the advertising of Amendment No. 41

File reference	P1034633#03
Report author	Siobhan Linehan, Senior Urban Planner
Other contributors	Robert Farley, Alliance Manager City Planning
Reporting Service Unit and Alliance	Planning and Economic Development
Report author disclosure of interest	Nil
Date of report	27 August 2020
Nature of Council’s role	Legislative
Voting requirement	Absolute Majority
Attachment/s	Attachment 13.1A – Amendment No. 41 – Key Elements Attachment 13.1B – Amendment No. 41 Scheme Amendment Report Attachment 13.1C – Scheme Amendment Procedure - Flow Chart Attachment 13.1D – High level summary of the Department of Planning, Lands and Heritage submissions on its draft Position Statement – Special Entertainment Precinct Attachment 13.1E – Option B – Plan Attachment 13.1F – Option B – Key changes and considerations Attachment 13.1G – Option B map – Key differences between Amendment No. 41 and Option B Attachment 13.1H – Overlay map - Noise Modelling Scenarios

Purpose

The purpose of the report is for Council to consider prior to the commencement of formal community consultation on Amendment No. 41 including supplementary information provided by the Department of Planning, Lands and Heritage (DPLH). This includes an alternative option (Option B) which identifies possible modifications to the boundaries and draft provisions of the proposed Northbridge Special Entertainment Precinct.

Background

The City has been working with DPLH and the Department of Water and Environmental Regulations

(DWER) to establish Northbridge as the State's first special entertainment precinct. The purpose of a Northbridge Special Entertainment Precinct is to support entertainment venues that play live and/or amplified music and to reduce conflict between these uses and noise sensitive uses (such as residential, short stay accommodation). This will ensure the precinct continues to thrive as the State's premier entertainment area.

1. Status of Amendment No. 41

- a) At a Special Council Meeting on 4 December 2019, the Council initiated Amendment No. 41 to the City Planning Scheme No. 2 (CPS2) to create a Special Control Area (SCA) and establish the Northbridge Special Entertainment Precinct. The key elements of the SCA are outlined in Attachment 13.1A, with the full Amendment No. 41 document available in Attachment 13.1B.
- b) The State Government has given its approval for the City to advertise Amendment No. 41. Western Australian Planning Commission (WAPC) approval on the 3 February 2020 and the Environmental Protection Authority (EPA) on 6 April 2020. Refer to the attached flow chart (Attachment 13.1C).

2. State Government Consultation

- a) To assist with the planning and environmental health reforms to facilitate the above proposal, the State Government released for public consultation between 22 November 2019 and 14 February 2020, the following documents:
 - i) DPLH – a draft WAPC Position Statement: *Special Entertainment Precincts; and*
 - ii) DWER – *Options for Proposed Amendments to the Environmental Protection (Noise) Regulations 1997.*
- b) DPLH has undertaken a preliminary analysis of the 130 submissions received during its consultation on the WAPC's draft Position Statement. While the draft Position Statement is not specific to Northbridge, DPLH has advised that many submissions related to the City's proposed Amendment No. 41. A high-level summary of these submissions is provided in Attachment 13.1D.
- c) On 16 April 2020, the City received correspondence from DPLH suggesting that the City consider holding Amendment No. 41 in abeyance to enable consideration of the findings.
- d) DPLH considered that the preliminary findings of the submissions may warrant further consideration of the proposed boundaries and draft SCA provisions relating to the treatment of existing entertainment venues in the proposed Frame Entertainment Area.
- e) Since then, DPLH, DWER and the City have worked collaboratively to further refine the proposed reforms. This work has included further consideration of entertainment venues in the proposed Core and Frame Entertainment Areas and the commissioning by DWER of further acoustic technical studies.

3. Department of Water and Environmental Regulation – Low Frequency Music Noise Prediction Report

- a) To inform amendments to the *Environmental Protection (Noise) Regulations 1997* (Noise Regulations) required as part of the implementation of the SCA, DWER commissioned an acoustic consultant to prepare a low frequency music noise prediction report.
- b) The modelling in this report has been used to better understand the levels of entertainment noise that will potentially be received by noise sensitive receivers in the Core and Frame Entertainment Areas of the proposed SCA and adjacent areas. The final report was submitted to the City on 7 August 2020 and can be downloaded from DWER’s web site.

Details

- a) DPLH wrote to the City on 13 August 2020 recommending that the City proceed with advertising Amendment No. 41 as initiated by the Council on 4 December 2019. However, during consultation the City could include a supplementary, alternative option (Attachment 13.1E - Option B) and information provided by DPLH which responds to feedback from submissions on the WAPC’s draft Position Statement and DWER’s latest acoustic technical studies. In this respect, a dual consultation process is proposed.
- b) Based on this additional work, DPLH has provided an Option B for the City’s consideration. The key differences to Amendment No. 41 include:
 - an expanded Core Entertainment Area encompassing the following:
 - eastern side of William Street;
 - south west section of the Perth Cultural Centre (PCC), focusing on the part of the PCC that currently supports multiple activated night time destinations;
 - existing individual venues on the northern side of Aberdeen Street; and
 - the Court Hotel and Metro City.
 - retracting the proposed SCA boundary between Newcastle and James Streets to the west of Russell Square which accommodates a significant portion of noise sensitive premises;
 - the introduction of a new Transmission Area between the Core and Frame Entertainment Areas;
 - provisions associated with the proposed Transition Area will require noise attenuation standards commensurate with the Core Entertainment Area for new noise sensitive premises to acknowledge that the level of external amplified music noise received in these areas exceeds the levels expected in Frame Entertainment Area;
 - reducing the nominal external amplified music level in the Core Entertainment Area from 95 dB in the 63 Hz octave band to 90 dB in the 63 Hz octave band;
 - deleting the provision which enabled existing entertainment venues in the Frame Entertainment Area to have a maximum amplified music noise level of 90 dB in the 63 Hz octave band; and
 - any new entertainment venues in the Frame Entertainment Area and the Transition Area will still need to achieve 79 dB in the 63 Hz octave band – note this also includes existing entertainment venues which choose to opt-in to acquire a Venue Approval.

- c) Option B will not replace or formally constitute part of Amendment No. 41. It merely provides supplementary information for public consideration, based on the latest information available. The City will make a recommendation whether to support Amendment No. 41, as initiated, or with modifications (which may or may not include elements of Option B), following its consideration of all submissions received in relation to Amendment No. 41.
- d) The key differences between the planning rationale and draft provisions of Amendment No. 41 and Option B are outlined in Attachment 13.1F. DPLH has also provided a map to show the key differences to the SCA boundaries and assigned external noise levels between Amendment No. 41 and Option B (Attachment 13.1G).

Stakeholder engagement

- a) The State Government in collaboration with the City of Perth have held four public information sessions for residents and entertainment venues in January and early February 2020 to present the proposed planning and environmental reforms.
- b) The above information sessions have been primarily led by the State Government as part of their formal consultation requirements. However, it has also provided an opportunity for the City to engage early with the community and key stakeholders (on an informal basis) on the key planning provisions relating to the proposed Northbridge Special Entertainment Precinct and to demonstrate how the proposed reforms will work together.

Strategic alignment

This item addresses the community’s vision for the future and its implications on the Strategic Community Plan 2019 – 2029, Corporate Business Plan 2020/21 – 2023/24 and relevant Issue or Area Specific Strategies or Plans.

Strategic Community Plan

Aspiration:	Place
Strategic Objective:	2.8: Individual precincts enjoying a unique sense of place, bespoke service delivery and governance arrangements.

The proposed dual consultation approach will enable the City to progress Amendment No. 41 (supplemented with the latest information) to establish a Northbridge Special Entertainment Precinct and provide for an active night time economy.

Corporate Business Plan

Aspiration:	Place
Number:	CBP2.3
Operational Initiative:	City Planning Scheme No. 3 and City Planning Strategy

The City’s draft City Planning Strategy identifies the need for a Northbridge Special Entertainment Precinct to retain the State’s premier entertainment area.

Issue and Area Specific Strategies or Plans

Nil.

Legal and statutory implications

- a) The *Planning and Development (Local Planning Schemes) Regulations 2015* (Planning Regulations 2015) do not provide for a local government to modify an amendment prior to advertising once it has been initiated by Council. Rather, the Planning Regulations 2015 provides for modifications to be considered after advertising and at this time the scope of the changes are considered by Council against the need for further advertising.
- b) Amendment No. 41 is a formal document that is following a process defined by the Planning Regulations 2015. Option B has not been assessed by the EPA and has been provided to the City by the Director General of the DPLH. As such, Option B does not replace or formally constitute part of Amendment No. 41. It provides supplementary information for public consideration, based on the latest information available.
- c) The City’s administration has sought clarity from DPLH (as the arbiters of the local planning scheme amendment process), on the scheme amendment procedure and the proposed dual consultation approach in terms of what is permissible under the Planning Regulations 2015. DPLH has advised that the proposed dual consultation approach, which will provide the community with the latest information, is an appropriate way forward.

Risk implications

Impact of decision	
Organisation	Low
Community	Low

Risk domain	Consequence	Likelihood	Risk rating
Reputation and External Stakeholders	Minor	Unlikely	Low
Environmental	Minor	Unlikely	Low
Legal and Regulatory/Ethical	Minor	Unlikely	Low

The Council initiated the amendment in December 2019 which outlined the proposed nominal external amplified music noise levels the local community may experience. The decision the Council are currently making is whether to support the latest information being incorporated with the advertising of Amendment No. 41 for the community to consider.

As such, the risk to the community and the City is low based on recent DPLH advice. It is still early in the amendment process and the Council has yet to formally adopt (either with or without modifications) Amendment No. 41.

Approval implications

Should the Council resolve not to include DPLH’s supplementary information and proceed to advertise Amendment No. 41 as is, the community will not be provided with the latest information on which to provide an informed submission. This would not reflect best planning practice.

Financial implications

Within existing budget

The financial implications associated with this report are fully accommodated within the existing 2020/21 budget.

Account number:	1079 (Planning Schemes & Planning Policy)
Description:	104 (Northbridge Neighbourhood)
Account type (Operating/Capital/Reserve):	10 (Core Services)
Current budget:	\$5,000

Policy references

CP10.15 Caretaker Policy – City of Perth Elections. Clause 6.1 prohibits public consultation during Caretaker Period unless authorised by the Chief Executive Officer. This clause also states that the policy does not prevent mandatory public consultation required by a relevant Act to enable the City to fulfil its function. Consultation on Amendment No. 41 is a requirement of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Comments

1. Options

- a) The Council has a number of options on how to progress the Northbridge Special Entertainment Precinct, these being:
 - o Option 1 – to proceed to advertise Amendment No. 41;
 - o Option 2 – to proceed to advertise Amendment No. 41 with DPLH’s supplementary information; including Option B which has been informed by DWER’s noise modelling findings; and
 - o Option 3 – to initiate a new amendment which may include elements of Amendment No. 41 and Option B.

- b) Option 1 - should the Council resolve to proceed to advertise Amendment No. 41 and not include DPLH’s supplementary information, the community would not be afforded the

opportunity to comment on the most up-to-date and informed proposal. This would not reflect best planning practice.

- c) Option 2 – the dual consultation approach (informed by DWER’s latest acoustic technical studies) is preferred as it will expedite advertising, avoid the need for a full revision of the draft SCA provisions upfront, as well as full reconsideration by Council and re-referrals to the WAPC and the EPA, as would be required if Option 3 was supported.
- d) Option 3 - a new amendment would increase the timeframes of the amendment process as outlined above and delay the delivery of the project. It may also cause public confusion.
- e) Note, DPLH has advised that depending on the outcome of the City’s advertising process and the extent of variation required, it is possible the dual consultation process may be considered sufficient to support future modifications without triggering the need to re-advertise.

2. Department of Water and Environmental Regulation – Noise Modelling Scenarios

- a) As discussed above, multiple noise models have been developed and mapped by DWER and DPLH. The external amplified music noise impacts of Amendment No .41 and Option B on the SCA and surrounding areas are shown on an overlay map (Attachment 13.1H).
- b) The findings indicate that Amendment No. 41 will impact the noise sensitive premises within the Core Entertainment Area of the SCA and to a slightly lesser extent the noise sensitive premises situated within the Frame Entertainment Area. It will also impact to varying degrees noise sensitive premises situated outside of the SCA including within the City of Vincent. Amendment No. 41 may also have implications for the design and construction requirements for future noise sensitive premises within the Perth City Link (PCL).
- c) These findings indicate that the City’s aspirations to accommodate population growth within sections of Northbridge and in adjacent neighbourhoods, as outlined in the City’s draft City Planning Strategy and its Strategic Community Plan would be impacted. This has been factored in for the planning for Northbridge, however, limiting impact on West Perth and the central core of the city will be critical.
- d) By comparison, the external amplified music noise impacts of Option B on the SCA and surrounding area is less. The inclusion of the southwest section of PCC may have implications for the Blue Room, PICA and the State Theatre. These venues are known to host theatrical performances which at times may be sensitive to noise intrusion from outside the venue.
- e) It is challenging to get the balance right between supporting entertainment venues whilst providing an acceptable level of noise amenity for existing noise sensitive premises, and also achieving the City’s growth aspirations. On balance, it is considered Option B represents a reasonable compromise between these competing objectives. It will however be valuable to ascertain the community’s comments on these matters, prior to the Council’s final decision on whether to adopt Amendment No. 41 (with or without modifications).
- f) Importantly, a Venue Approval required to allow an entertainment venue to operate at a higher external amplified music noise level is on an opt-in basis. Should an entertainment

venue operator wish to continue existing operations (as they have not received any noise complaints) – they could continue to do so.

3. Next Steps – Scheme Amendment Process for Complex Amendments

- a) Should the Council support including the supplementary information with Amendment No. 41 for public consideration as outlined above, the next steps of the scheme amendment process as outlined in the Planning Regulation 2015 include:
 - *Advertising* - the public consultation period would be for a period of 60 days. This is because Amendment No. 41 is classified as a Complex amendment under the Planning Regulations 2015, as it will have an impact that is significant relative to development in the locality.
 - *Council Resolution* - the Council will need to make a decision following public consultation, by:
 - Considering each submission received and deciding whether to support or reject, or in-part, support the submission;
 - Recommend options on Amendment No. 41, noting that the final decisions rest with the Minister:
 - i) Support the Amendment *without* modification
 - ii) Support the Amendment *with* modification
 - iii) Not proceed with the amendment
 - *Re-Advertising* - any modifications proposed to Amendment No. 41 which the Council considers may be significant, may need to be advertised again for a further 42 days.
 - *Forwarding documents to the WAPC* - after passing a resolution on the amendment, the City must provide the advertised amendment to the WAPC together with a schedule of submissions made on the amendment, the response of the Council in respect of the submissions, particulars of each modification to the amendment proposed by the Council in response to the submissions and if any proposed modification to the amendment was advertised.
 - *Forwarding documents to the Minister for Planning* - the WAPC is required to submit Amendment No. 41 together with its recommendation to the Minister for Planning.
 - *Minister for Planning* - the final decision on Amendment No. 41 rests with the Minister for Planning under section 87 of the *Planning and Development Act 2005*. Note the Minister for Planning or the WAPC may also require any proposed significant modifications to Amendment No. 41 to be advertised if the Council has not already done so.
- b) A simplified version of the scheme amendment process for Complex amendments is provided in Attachment 13.1C.

4. Stakeholder Engagement Plan

- a) The proposed dual consultation approach to the formal advertising of Amendment No. 41 responds to feedback from submissions on the WAPC’s draft Position Statement and DWER’s

latest acoustic technical studies. This will ensure the community are provided an opportunity to comment on the most up-to-date and informed information and as such is supported.

- b) The City will be explicitly clear during public consultation that it will use comments received on Amendment No. 41 and Option B to inform the Council’s final decision on Amendment No. 41.

- c) A Stakeholder Engagement Plan has been prepared for Amendment No. 41 to ensure effective engagement with the community and provide consistent messaging via:
 - two public information sessions will be held during the public consultation period with representatives from DPLH and DWER, in addition to the City of Perth;
 - an on-line survey;
 - providing FAQ’s which outline what the proposed Amendment No. 41 and Option B will mean to different sectors of the community;
 - updated information will be provided on the City’s main website and the Engage Perth website with links to DPLH’s and DWER websites;
 - a notice published in a local and state-wide newspaper; and
 - letters or emails will be sent to key stakeholders, State government agencies, in addition to owners and occupiers of property situated within the proposed SCA and adjacent areas including the City of Vincent.

Further information

Nil.

Recommendation and Council Resolution
<p>Moved: Commissioner Kosova Seconded: Commissioner McMath</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. <u>PROCEEDS</u> with consultation on City Planning Scheme No. 2 Amendment 41 2. <u>INCLUDES</u> the Department of Planning, Lands and Heritage supplementary information including Option B as detailed in Attachments 13.1E, 13.1F and 13.1G. <p>CARRIED 3 / 0</p> <p>For: Commissioner Hammond Commissioner McMath Commissioner Kosova</p>

Against:
Nil

Item 13.2 – Initiation of Amendment No. 46 to City Planning Scheme No. 2 and Amendment No. 4 to Local Planning Scheme No. 26 and the preparation of Local Planning Policies to facilitate Normalisation

File reference	P1039435#02 and P1039437#02
Report author	Edward O’Connell, Urban Planner - Policy
Other contributors	Samantha Ferguson – Principle Urban Planner Policy
Reporting Service Unit and Alliance	City Planning, Planning and Economic Development
Report author disclosure of interest	Nil
Date of report	4 September 2020
Nature of Council’s role	Legislative
Voting requirement	Absolute Majority
Attachment/s	Attachment 13.2A – Normalisation Location Plan Attachment 13.2B – Stage 1 Normalisation Location Plan Attachment 13.2C – CPS2 Amendment Report Attachment 13.2D – LPS26 Amendment Report Attachment 13.2E – Amended CPRS Heritage List Attachment 13.2F – Proposed Local Planning Policies

Purpose

The purpose of this report is for Council to consider the initiation of Amendment No. 46 to City Planning Scheme No. 2 (CPS2) and Amendment No. 4 to Local Planning Scheme No. 26 (LPS26) as well as endorsement for consultation of draft associated local planning policies. These scheme amendments and local planning policies will facilitate the ‘normalisation’ of several DevelopmentWA (DevWA) redevelopment precincts into the City of Perth’s local planning framework.

This report focuses exclusively on the planning aspects of normalisation. The handover of assets within normalised redevelopment precincts is undertaken through a separate process.

Background

Normalisation Process

Six Redevelopment Areas have been created across the City of Perth in which planning control was removed from the City and granted to DevWA. All planning provisions within the Metropolitan Region Scheme (MRS) and City’s local planning scheme applicable to these Redevelopment Areas were repealed and replaced with DevWA’s Central Perth Redevelopment Scheme (CPRS).

Once the majority of the land in a Redevelopment Area is developed, planning control for the area

is transferred back to the City, a process known as normalisation. Normalisation is facilitated by subtracting a portion of land from the Redevelopment Area and reintroducing it into the MRS and the City’s local planning schemes.

Local Planning Scheme No. 26

To facilitate the transfer of planning powers back to the City, LPS26 was introduced and operates in conjunction with CPS2. It is structured in accordance with DevWA’s CPRS to facilitate the seamless transfer of statutory planning provisions during normalisation. LPS26 already encompasses 12 normalised redevelopment precincts.

Normalisation Commencement

DevWA has reviewed its project areas and identified several precincts to be normalised between 2020 – 2023. On 22 November 2019, the Minister for Lands approved the commencement of the first of these stages of normalisation.

The *Metropolitan Redevelopment Authority Act 2011* (MRA Act) provides several processes for normalisation of redevelopment areas. The State Solicitor’s Office has confirmed that for the current stage of normalisation, the City’s local planning schemes will need to be amended to reintroduce the relevant zones, reserves and development requirements over a Redevelopment Area, while a redevelopment scheme continues to operate over the land. Once the local planning scheme has been amended, the change will not come into statutory effect until the land is subtracted from the Redevelopment Area and the redevelopment scheme no longer applies.

Amendment No. 46 to CPS2 in conjunction with Amendment No. 4 to LPS26 have been prepared to achieve this outcome.

Details

Site Location and Context

The land scheduled to be normalised between 2020 – 2023 (‘subject land’) encompasses 16 precincts across six DevWA project areas as listed below and illustrated in Attachment 13.2A – Normalisation Location Plan.

No	Development WA Project Area	Precincts
1	Claisebrook Village	Royal Street West Plain Street PTA Transport Corridor PTA Depot
2	New Northbridge	Museum Street Lake Street
3	The Link (Perth City Link)	Horseshoe Bridge Plaza (Yagan Square)
4	Perth Cultural Centre	James Street William Street
5	Elizabeth Quay	Barrack Square

No	Development WA Project Area	Precincts
6	Riverside	Queens Queens Gardens WACA Trinity College Gloucester Park Hillside

Stage 1 of the normalisation program encompasses: Plain Street; PTA Depot; PTA Transport Corridor; Lake Street; Museum Street; James Street; William Street; and Barrack Square. The remaining precincts are scheduled to be normalised in subsequent stages. Stage 1 normalisation areas are illustrated in Attachment 13.2B – Stage 1 Normalisation Location Plan.

Local Planning Scheme Amendments

Amendment No. 46 to CPS2 will:

- a) Amend the Scheme Map to broaden the Normalised Redevelopment Area to encompass the subject land;
- b) Reflect the MRS reservations over the subject land; and
- c) Make minor administrative amendments to the scheme text and maps.

Amendment No. 4 to LPS26 will:

- a) Amend the Scheme Map to encompass the subject land; and
- b) Introduce project area visions; precinct statements of intent, land use permissibility tables and maximum plot ratios (where relevant) over the subject land.

The proposed scheme amendment reports are provided in Attachment 13.2C and Attachment 13.2D.

CPS2 Heritage List

The CPRS Heritage Inventory identifies numerous heritage places across the subject land and divides these places into four management levels. All level 1-3 heritage places across the subject land will be included within the CPS2 Heritage List as illustrated in Attachment 13.2E. Further detail on the transfer of heritage places is provided in Attachment 13.2C.

Local Planning Policies

In addition to the proposed scheme amendments outlined above:

- a) CPS2 Local Planning Policy 5.1 Parking Policy will be amended to carry over the existing parking standards which apply to the subject land under the CPRS;
- b) DevWA’s design guidelines for the following precincts are proposed to be adopted by the City as new local planning policies:
 - o Precinct EP13 Plain Street;

- Precinct 22 Museum Street;
- Precinct 36 James Street;
- Precinct 37 William Street; and
- Precinct 40 Elizabeth Quay;

The design guidelines above apply to the stage 1 normalisation areas only as illustrated in Attachment 13.2B. Design guidelines for the remaining areas of the subject land will be introduced progressively when the normalisation of these areas occurs. Given that DevWA may rescind, amend or adopt new design guidelines prior to subsequent stages of normalisation, it is considered appropriate to defer the adoption of these documents until normalisation is confirmed; and

- c) The following DevWA development policies will be adopted by the City as a local planning policy which will apply over the stage 1 normalisation areas only:
- Green Building;
 - Public Art;
 - Affordable and Diverse Housing; and
 - Adaptable Housing.

The provisions of the policies above are proposed to remain as existing with the exception of the cash in lieu components of the Providing Public Art and Affordable and Diverse Housing policies which have been removed. These mechanisms have been omitted as the City currently lacks the capacity and operational framework to facilitate the delivery of Public Art and Affordable and Diverse Housing if cash in lieu funds were to be collected.

All proposed local planning policies are provided in Attachment 13.2F.

In accordance with section 58 of the MRA Act, the proposed scheme amendments, amended Heritage List and amended or new local planning policies will come into effect once the precincts are subtracted from the CPRS.

Stakeholder engagement

The City has been liaising with DevWA to facilitate the transfer of the statutory planning framework, which currently applies to the subject land. Community consultation will occur subject to the initiation of the scheme amendments by the Council in accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015*.

Strategic alignment

This item addresses the community's vision for the future and its implications on the Strategic Community Plan 2019 – 2029, Corporate Business Plan 2020/21 – 2023/24 and relevant Issue or Area Specific Strategies or Plans.

Strategic Community Plan

Aspiration:	Place
Strategic Objective:	Land use, transport and infrastructure planning that encourages and facilitates a wide range of public and private sector investment and development.

The scheme amendments and local planning policies maintain DevWA’s land use and built form provisions to achieve a high quality urban environment which is aligned with the City’s strategic vision.

Corporate Business Plan

Aspiration:	Place
Number:	N/A
Operational Initiative:	N/A

The proposed scheme amendments and local planning policies have been externally generated and do not relate to the operational initiatives of the Corporate Business Plan.

Issue and Area Specific Strategies or Plans

Nil.

Legal and statutory implications

- Sections 75, 81, and 84 of the *Planning and Development Act 2005* - outlines the process for amending a local planning scheme, including referrals to the Environmental Protection Authority and advertising.
- Regulations 34 and 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* – assists to determine whether the amendment is basic, standard or complex.
- Clauses 4 and 8 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Deemed Provisions) – outlines the process for preparing and adopting local planning policies and heritage lists, including advertising.

Risk implications

Impact of decision	
Organisation	Low
Community	Low

Risk domain	Consequence	Likelihood	Risk rating
People	Minor	Possible	Low
Legal and Regulatory/Ethical	Minor	Possible	Low
Reputation and External Stakeholders	Minor	Possible	Low

The proposal has low risk implications as it proposes minimal changes to DevWA’s existing planning framework which currently applies to the subject land.

Approval implications

The Council’s adoption of the officer recommendation of the report will commence the process of establishing statutory planning provisions for the subject land in the City’s local planning schemes and local planning policies for application upon normalisation. Should Council not adopt the officer recommendation of the report, no statutory planning provisions will apply to the subject land upon normalisation.

Financial implications

Within existing budget

The financial implications associated with this report will result in an additional \$5,000.00 expenditure as there is no current budget allocation for the specific state government initiated scheme amendment.

Account number:	1079 100 50 10068 7243
Description:	Amendment No. 46 to City Planning Scheme No. 2 and Amendment No. 4 to Local Planning Scheme No. 26.
Account type (Operating/Capital/Reserve):	Operational.
Current budget:	\$0.00
Adjustment:	\$5,000.00
Amended Budget:	\$5,000.00
Impact on the budget position:	Decrease Budget Surplus

The costs associated with this amendment can be funded without adverse impact on the budget.

Policy references

There are no policy references related to this report.

Comments

Scheme Amendment Classification

The *Planning and Development (Local Planning Schemes) Regulations 2015* include three categories for amending local planning schemes - basic, standard and complex. The proposal is considered a standard amendment as it involves the transfer of an existing planning framework and will have minimal impact on the locality outside of the subject site. The proposal will therefore not result in any significant environmental, social, economic or governance impacts.

Planning Assessment

The proposed scheme amendments and local planning policies involve the transfer of DevWA's existing planning provisions, which already apply to the subject land, into the City's local planning framework. The proposal is therefore largely administrative and maintains consistency with the City's approach to previous stages of normalisation.

Wherever possible, the normalisation process will not alter the statutory planning framework which currently applies to the subject land. Minor changes are proposed however to the planning provisions related to the following:

- a) Heritage;
- b) Land Use Permissibility;
- c) Northbridge Special Entertainment Precinct; and
- d) Development Policies.

A detailed assessment of the changes above is provided in the scheme amendment reports in Attachment 13.2C and Attachment 13.2D.

Conclusion

Amendment No. 46 to CPS2 and Amendment No. 4 to LPS26, together with the associated local planning policies, will facilitate the normalisation of several precincts within the Central Perth Redevelopment Area. The amendments are largely administrative as they generally do not alter the existing planning provisions which apply to the subject land under the DevWA planning framework. Those provisions which are impacted by the proposal are considered minor and are consistent with the City's approach to previous stages of normalisation.

Further Information

Resulting from discussion at the Agenda Briefing Session held on 22 September 2020, the following additional information is provided:

- The term 'normalisation' refers to the process of transferring town planning regulation power from DevelopmentWA to the City of Perth.
- With regards to the Perth Cultural Centre and the recently announced Perth City Deal and future masterplanning of the Perth Cultural Centre, this scheme amendment will not impact the masterplanning of the Perth Cultural Centre.

- There are two levels of planning scheme in the Perth Metropolitan Area relating to the Perth Cultural Centre:
 - Metropolitan Region Scheme
 - City of Perth CPS 2 and LPS 26, the later specific to DevelopmentWA areas.
- The ‘normalisation process will result in the Perth Cultural Centre being reserved as ‘Civic and Cultural Reservation’ under the Metropolitan Region Scheme.
- Figure 3 of Attachment 13.2C illustrates the area covered by the ‘Civic and Cultural Reservation’.
- The Western Australian Planning Commission will be the responsible planning authority.
- The Perth Cultural Centre will not come under the planning authority of the City of Perth.

Recommendation and Council Resolution

Moved: Commissioner Kosova
Seconded: Commissioner McMath

That Council:

1. INITIATES Amendment No. 46 to the City Planning Scheme No. 2 and Amendment No. 4 to Local Planning Scheme No. 26, as detailed in Attachment 13.2C and Attachment 13.2D
2. RESOLVES that Amendment No. 46 to the City Planning Scheme No. 2 and Amendment No. 4 to the Local Planning Scheme No. 26 are standard amendments for the following reasons:
 - 2.1 the amendments would have minimal impact on land in the scheme area that is not the subject of the amendment
 - 2.2 the amendments would not result in any significant environmental, social, economic or governance impacts on land in the scheme area
3. ENDORSES for public consultation the amended City Planning Scheme No. 2 Heritage List, as detailed in Attachment 13.2E, for public inspection pursuant to clause 8 of the Regulations Deemed Provisions
4. ENDORSES for public consultation the local planning policies, as detailed in Attachment 6.2F, for public inspection pursuant to clause 4 of the Regulations Deemed Provisions.

CARRIED 3 / 0

For:

Commissioner Hammond

Commissioner McMath

Commissioner Kosova

Against:

Nil

Item 13.3 – Christmas Lights Trail Budget Variation

File reference	P1038969
Report author	Louise Vescovo, Activation Coordinator
Other contributors	Michael Kent, Chief Financial Officer Tabitha McMullan, Alliance Manager Activation and Cultural Experience Cath Hewitt, Activation Manager
Reporting Service Unit and Alliance	Activation and Culture Experience, Community Development
Report author disclosure of interest	Nil
Date of report	12 August 2020
Nature of Council’s role	Executive
Voting requirement	Absolute Majority
Attachment/s	Confidential Attachment 13.3A - Breakdown of contributions from external partners <i>Confidential attachments distributed to Commissioners under separate cover</i>

Purpose

The purpose of the report is for Council to approve a variation of the Christmas Lights Trail budget from \$1,000,000 to \$1,447,500 to account for external financial contributions.

Background

The City of Perth Commissioners approved a comprehensive \$20,115,000 [COVID-19 Economic Rebound Strategy](#) at the 30 June Ordinary Council Meeting, which included the annual Christmas Lights Trail as a key priority project. The total discretionary cost allocation for this project is \$1,000,000.

Since 2017 the Christmas Lights Trail has continued to grow in scale and excellence through ongoing support from diverse stakeholders, significant visitor attendance and positive community sentiment.

The Christmas Lights Trail embodies the City of Perth strategic vision: *Vibrant, connected, progressive*. It seeks to connect our diverse community through memorable experiences, adds vibrancy with creative lighting displays, and is fast becoming a staple, iconic Perth event supporting economic growth and enhancing social and cultural capital.

The 2019 trail attracted approximately 333,000 local, domestic and foreign visitors over 42 nights through the delivery of 27 creative lighting installations and complimentary roving performances.

The trail is delivered through a financially sustainable model, which means the trail continues to grow through collaborative partnerships, instead of sole reliance on increased financial resourcing from the City of Perth. This provides greater economic, social and cultural value to our stakeholders. This is evidenced through year-on-year data analysis, which shows the City of Perth expenditure has increased by 66% from 2017 to 2020, whilst the total project budget including income has increased by 133%. For example, in 2019 the City's investment of \$945,631 was augmented by \$222,885 in cash sponsorship from retail centre partnerships and a Lotterywest grant. This represented a return on investment of \$4.86 per dollar spent, including external funding.

Details

Planning for the 2020 trail has commenced, and the City of Perth has negotiated external contributions to the value of \$447,500 from various stakeholders including major retail centres and Lotterywest; a 101% increase on 2019 income. This represents an overall 45% increase to the original 2020/21 project budget, approved at the 30 June Ordinary Council Meeting.

The expectation of the stakeholders that are contributing funding is that it will add to and expand the scope of the trail, rather than decrease the direct investment into the project by the City. In most cases, the external contributions are negotiated in exchange for a lighting installation near or within the stakeholder precinct or venue. This additional project scope creates substantial opportunities for the City of Perth and our community. It contributes to realising our aspirations of Partnership and Prosperity by increasing activation in the city and bolstering the economic resilience of the event during the challenging COVID-19 environment.

Stakeholder engagement

The City commenced partnership negotiations with the property and retail sectors for financial contributions to the 2020 Christmas Lights Trail in February. The value our stakeholders place on the Christmas Light Trail, and industry confidence in the potential economic impact of the event, is evidenced by the significant financial commitment from external sources which has increased year-on-year.

At a combined workshop with the Events, Arts and Culture Advisory Committee and Marketing and Promotion Advisory Committee on 17 August 2020, committee members provided their feedback on the Christmas Lights Trail including likes, dislikes and opportunities to add value. The findings of this workshop identified:

- Support for the social value of the Christmas Lights Trail
- Support for the extension of the Christmas Lights Trail dates into the New Year
- Opportunity to increase retail conversion
- Opportunity to theme trail sections to target different audiences
- Opportunity to bolster the trail through complementary events i.e. music

Strategic alignment

Strategic Community Plan

This item addresses the community’s vision for the future and specifically the following Aspiration and Strategic Objective(s) contained in the Strategic Community Plan 2019 – 2029:

Aspiration:	People
Strategic Objective:	1.6: Thriving and sustainable cultural, artistic and heritage industries, activities and events that encourage locals and visitors to come back for more.

Corporate Business Plan

Aspiration:	People
Number:	CBP1.8
Operational Initiative:	Christmas Lights Trail/similar significant post COVID-19 Activation Trail

Christmas is a significant investment period for the City of Perth which aims to support retail and other business during the biggest consumer spending time of the year. The Christmas Lights Trail has a significant positive impact on the local economy, builds social cohesion, and cultural vibrancy. The additional \$447,500 investment into the Christmas Lights Trail from key retail and community stakeholders, represents a concerted effort by the City to consult and work with others to optimise outcomes of the event for ratepayers and the broader community.

Issue and Area Specific Strategies or Plans

Nil.

Legal and statutory implications

Nil.

Risk implications

Impact of decision	
Organisation	Low
Community	Medium

Risk domain	Consequence	Likelihood	Risk rating
Financial	Minor	Unlikely	Low

Financial Risk: There is potential to overrun or underspend the project budget due to the complexity of negotiating financial partnerships which vary each year. This is mitigated through commencing

partnership discussions as early as possible, and forecasting expenditure based on predicted income with some flexibility in project output to reduce or increase in response to any last-minute changes in income.

Approval implications

Stakeholders investing in the Christmas Lights Trail do so on the basis that the City uses these funds to achieve mutually beneficial outcomes.

If the recommendation is not adopted and the income is not allocated to the Christmas Lights Trail discretionary project budget, the City will be unable to meet stakeholder expectations due to inadequate resourcing.

Financial implications

Not within existing budget

The financial implications associated with this report will require an amendment to the 2020/21 budget for revenue as follows:

Account number:	1064 100 50 10365 6301
Description:	Christmas Lights Trail
Account type (Operating/Capital/Reserve):	Operating Revenue
Current budget:	\$0
Adjustment:	\$447,500
Amended budget:	\$447,500
Impact on the budget position:	Favourable

There will be a requirement for a corresponding amendment to the 2020/21 budget for expenditure as follows:

Account number:	1064 100 50 10365
Description:	Christmas Lights Trail
Account type (Operating/Capital/Reserve):	Operating
Current budget:	\$1,000,000
Adjustment:	\$447,500
Amended budget:	\$1,447,500
Impact on the budget position:	Unfavourable

Overall, the impact on the budget is neutral.

The proposed adjustment is funded through external contributions which have been negotiated with relevant stakeholders. The majority of these partnership agreements have been confirmed and expenditure commitments will be subject to receipt of income.

Policy references

1.2 Community Consultation

Developing a strong sense of community ownership for the initiatives of the City.

9.5 Sponsorship of City of Perth Activities

Developing an alternate source of income to facilitate and improve the provision of the City's services.

9.6 Budget Variations

Seeking a variation to the Council's budget where new income is received and no estimate of that income is included in the Council's adopted budget.

Comments

Approval of the proposed budget of \$1,447,500 will facilitate the allocation of external contributions to increase the footprint of the 2020 Christmas Lights Trail to cater for a wider cross-section of stakeholders including retailers, as well improve the delivery of necessary security and cleaning services including COVID-19 measures for community health and safety.

Further information

Resulting from discussion at the Agenda Briefing Session held on 22 September 2020, the following additional information is provided:

The additional income of \$447,500 will be allocated to additional experiences that expand and enhance the Christmas Lights Trail. Specifically:

- Partners' investment goes towards an experience near their retail centre/area to encourage visitors to interact in the vicinity. This includes upscaling the installation to bespoke, higher-quality installations chosen by the partners.
- Roving entertainers along the trails.
- Christmas installations included in West Perth for the first time in the trail's history due to a West Perth-based partner coming on board.
- COVID has made necessary the review of cleaning and security required for each site to mitigate risks to community health and safety. Part of the Lotterywest Grant will go towards sanitizer, increased cleaning regime, distancing decals, signage, COVID-19 Marshalls and other measures to assist with health and safety at each interactive site.

Recommendation

That Council APPROVES a variation of the 2020 Christmas Lights Trail discretionary budget from \$1,000,000 to \$1,447,500 inclusive of external financial contributions to the value of \$447,500.

Motion to Defer

Moved: Commissioner Hammond

Seconded: Commissioner Kosova

That Council DEFER consideration of Item 13.3 – Christmas Lights Trail Budget Variation to the next Ordinary Council Meeting to allow for the details of the entities wishing to participate in the trail to be fully disclosed.

CARRIED 3 / 0

For:

Commissioner Hammond
Commissioner McMath
Commissioner Kosova

Against:

Nil

Reason:

The Commissioners believe that matters relating to the disclosure of the donors need clarification prior to decision making.

Item 13.4 – Heritage Strategy 2020-2024

File reference	P1029331
Report author	Hannah Eames, Principal Heritage and Strategy
Other contributors	Nil
Reporting Service Unit and Alliance	Activations and Cultural Experience, Community Development
Report author disclosure of interest	Nil
Date of report	2 September 2020
Nature of Council’s role	Executive
Voting requirement	Simple Majority
Attachment/s	Attachment 13.4A – Heritage Strategy 2020-2024 Attachment 13.4B – Heritage Strategy 2020-2024 Key Initiatives Attachment 13.4C – Summary of Submissions

Purpose

To provide information to the Council to consider adoption of the Heritage Strategy 2020-2024.

Background

At the Ordinary Council Meetings held [29 May 2018](#) and [26 June 2018](#), Council resolved that the City should prepare a Heritage Strategy, in consultation with key stakeholders and the (former) Heritage Perth Incorporated.

A Draft Heritage Strategy was prepared in accordance with the Council resolutions, including workshops with Commissioners, Heritage Perth Board (former) and key industry representatives. At the Ordinary Council Meeting held on [30 April 2019](#), the document was approved for advertising and public consultation.

Completion of stakeholder engagement and updates to the document means the Strategy is now ready for Council consideration and adoption.

Details

The Strategy provides transparency for ratepayers, Government and the industry on the City’s broad heritage functions and activities. It is based on industry best practice and sets out the different roles and responsibilities for managing and celebrating Perth’s cultural heritage.

Council requested the document provide clear focus areas to guide activity and clarity roles and responsibilities. The Strategy specifically addresses this instruction, articulating a balance between

statutory and strategic heritage work undertaken by the City. This gives a clear operational rationale for considering resources, projects, funding applications, partnerships and activation initiatives across the focus areas.

The key focus areas are shown below and are described in more detail in Attachment 13.4A (Heritage Strategy 2020-2024).

The focus areas reflect conservation principles contained in the *Australian Burra Charter*. This charter is a nationally recognised industry standard, used across three tiers of government and the private sector to achieve best practice heritage outcomes.



The Strategy was further shaped by key strategic and legislative changes during 2019:

- significant legislative reform, resulting in the *Heritage Act 2018*
- a review of the City’s heritage planning needs for the CPS2 Heritage List, policies and procedures
- Council’s decision to cease funding Heritage Perth Incorporated, and the subsequent wind-up of Heritage Perth Incorporated with key functions of the organisation being transferred to the City
- introduction of the Cultural Development Plan, Community Strategic Plan and establishment of the Cultural Advisory Committee.

Stakeholder engagement

The process to develop the Strategy included discussion and feedback via:

- detailed officer research and analysis of the City’s heritage services (captured in the Background Paper approved as part of public advertising)
- an independent efficiency and effectiveness evaluation of City’s heritage services
- 3 workshops with the (former) Heritage Perth Inc. Board (4 December 2018, 14 January 2019, 27 February 2019)
- 2 Commissioner briefings (4 October 2018 and 19 March 2019)
- 3 internal workshops with 9 business units (26, 27 and 28 February 2019)
- discussions with senior officers at Department of Planning, Lands and Heritage (DPLH)
- presentation to iCity Volunteers (27 March 2019)
- letters to heritage property owners/managers inviting comment and feedback
- 12 week public advertising on Engage Perth.

Following public advertising, the document has been further updated to:

- respond to submissions received via advertising (refer summary in Attachment 13.4C)
- include reference to the objectives of the Community Strategic Plan
- reflect current service unit planning
- include updated legislative and regulation references
- reflect the transfer of Heritage Perth functions to the City
- reflect new corporate graphic design style guide.

Strategic alignment

Strategic Community Plan

This item addresses the community’s vision for the future and specifically the following Aspiration and Strategic Objective(s) contained in the Strategic Community Plan 2019 – 2029:

Aspiration:	People
Strategic Objective:	1.6 Thriving and sustainable cultural, artistic and heritage industries, activities and event that encourage locals and visitors to come back for more.

The Strategy provides the City and the community with a framework to deliver contemporary cultural heritage management – ensuring that Strategic Community Plan Objective 1.6 is achieved.

Corporate Business Plan

Aspiration:	People
Number:	Nil
Operational Initiative:	Nil

Issue and Area Specific Strategies or Plans

As well as reflecting industry standards and legislative responsibilities, the Strategy supports the City’s commitment to reconciliation, with a focus on an inclusive appreciation of heritage, truth-telling and a shared history and has close links with the City’s Reconciliation Action Plan.

The Strategy has high regard for several other City strategic objectives: informed and ethical decision making, asset management, neighbourhood approach, meaningful engagement with community and support for leisure tourism. It also delivers on key goals of the City of Perth Cultural Development Plan (primarily 2A.1 to develop and implement a Heritage Strategy).

Legal and statutory implications

The Strategy is focussed on both statutory and strategic projects necessary for the City to meet statutory requirements and address outstanding compliance. It will assist the City to meet two key statutory responsibilities:

- Part 8 of the *Heritage Act 2018* requires local government to prepare a survey of places in its district that are, or may become, of cultural heritage significance; this is called a Local Heritage Survey (LHS). New guidelines for surveys were published in 2019 by the Department of Planning, Lands and Heritage.
- Schedule 2, Part 3 of the *Planning and Development Act (Local Planning Schemes) Regulations 2015* details criteria and procedures for local government to:
 - designate heritage areas
 - establish and maintain a heritage list
 - enter into heritage agreements
 - undertake heritage assessments
 - vary local planning schemes for heritage purposes
 - issue conservation notices

The Strategy provides a framework to guide the City’s approach to these statutory requirements. It recognises that community engagement around heritage is a vital component for the City to undertake statutory heritage work, both to understand contemporary community values related to heritage and to provide public access to shared history and cultural heritage.

Non-statutory initiatives like Heritage Perth Weekend and activation projects help to support and inform the statutory work of the City by raising awareness and helping to identify what community value most about the City’s history and heritage.

Risk implications

Impact of decision	
Organisation	Low
Community	Low

Risk domain	Consequence	Likelihood	Risk rating
Service Delivery/Strategic Objectives	Minor	Unlikely	Low
Legal and Regulatory/Ethical	Moderate	Possible	Medium
Environmental	Moderate	Possible	Medium

There are minimal risk implications associated with this report. The adoption of the Strategy will help to mitigate service delivery, regulatory and environmental risks related to heritage by providing clear guidance for City staff, building owners, and other stakeholders.

Approval implications

If the Strategy is adopted as recommended, it will complete the resolutions of Council to prepare a document with a transparent heritage management framework, linked to the City’s strategic goals.

By adopting the Strategy, it will enable the City to proactively:

- share with ratepayers and stakeholders what the City’s heritage priorities are
- show how heritage contributes to a vibrant, connected and progressive city
- demonstrate how contemporary heritage management supports Reconciliation
- deliver Activity 2A1.a of the Cultural Development Plan 2019-2020 (a Heritage Strategy)
- plan for grant applications and leverage support of other organisations
- show how cultural heritage can support sense of place and neighbourhood identity
- work towards delegated authority from state government and therefore cutting of red tape
- support collaboration between the City and State to protect WA heritage assets.

Financial implications

Within existing budget

The financial implications associated with Year 1 of the Strategy are fully accommodated within the existing 2020/21 budget. An operational budget of \$10,000 has been approved in 2020/21 to support the design, production and distribution of the Strategy itself.

Account number:	1063 100 50 10093
Description:	Heritage Plan
Account type (Operating/Capital/Reserve):	Operating
Current budget:	\$10,000

The staff resources required to deliver the Strategy into Years 2, 3 and 4 are based on a continuance of the existing levels of service and FTE. Operational projects for Years 2, 3 and 4 assume a comparable budget to that approved in the 2020/21 budget (\$208,000). Future year activities can be adjusted as needed to reflect changes to the City’s financial and strategic priorities. Attachment

13.4B outlines key initiatives across the four year period with indicative costs and resources.

Other aspects of the Strategy are delivered through appropriately qualified staff, capital and operational budgets for the City's heritage parks and building assets. The Heritage Reserve also meets existing grant commitments (noting heritage grants are currently on hold pending a review).

Policy references

Planning Policy Manual – Part 1

Heritage Policy 4.10 is the overarching policy that guides conservation of heritage places and areas in the City. Section 5.1 of this policy recognises the Australian Burra Charter. In this respect, the Heritage Strategy is consistent with Policy 4.10.

The Bonus Plot Ratio Policy (Policy 4.5.1), Transfer Plot Ratio Policy (4.5.2), Signs Policy (4.6), King Street Heritage Precinct Design Guidelines (6.6) and William Street Heritage Area Design Guidelines (6.8) are also relevant.

Council Policies

A number of Council policies guide the City's heritage work including:

- Policy 1.6 Commemorative Works
- Policy 6.3 State Register of Heritage Places
- Policy 9.2 Heritage Rate Concession.

Comments

The Strategy reflects the key interests and priorities raised by stakeholders during consultation. It encompasses recent changes to legislation and the overall direction of heritage management and community expectations in Western Australia.

The document presents a structured and manageable approach to delivering on a wide variety of heritage responsibilities and opportunities over the short to medium term.

Further information

Nil

Recommendation and Council Resolution

Moved: Commissioner McMath

Seconded: Commissioner Kosova

That Council ADOPTS the Heritage Strategy 2020-2024, as detailed in Attachment 13.4A.

CARRIED 3 / 0

For:

Commissioner Hammond

Commissioner McMath

Commissioner Kosova

Against:

Nil

Item 13.5 – COVID-19 Rebound Event Sponsorship 2020-21 | NAIDOC Week Opening Ceremony 2020

File reference	P1038782#04
Report author	Candice Beadle, Sponsorship Officer
Other contributors	Nil
Reporting Service Unit and Alliance	Activation and Cultural Experience, Community Development Alliance
Report author disclosure of interest	Nil
Date of report	31 August 2020
Nature of Council’s role	Executive
Voting requirement	Simple Majority
Attachment/s	Attachment 13.5A – Detailed Officer Assessment

Purpose

To provide a recommendation in relation to a COVID-19 Rebound Event Sponsorship application from NAIDOC Perth Inc.

Background

Part of the City’s COVID-19 Rebound Grants and Sponsorship Program, Event Sponsorship supports events that attract increased visitation, encourage broad community participation and create activation of city spaces for residents and visitors to enjoy and encourage them to come back again. The City welcomes events that actively engage local businesses and promote new economic and tourism opportunities.

Through the Event Sponsorship program, funding is available to organisations who can demonstrate:

- Support local businesses to recover, rebound and prosper by increasing opportunities for local business engagement;
- Drive local visitation into the city to support businesses in the hospitality, retail and tourism sectors;
- Enliven and enhance the city with vibrant activity, ensuring there is *‘always something on in the city’*; and
- Support community wellbeing, safety and security and increase community connection and social cohesion.

The NAIDOC Week Opening Ceremony was originally scheduled to take place in July 2020, however due to COVID-19 and the Government restrictions on mass gatherings, physical distancing

requirements and travel restrictions, the event was postponed. During this time, the City’s funding programs were suspended which meant that NAIDOC Perth Inc. did not have an opportunity to apply for funding.

The Event Sponsorship Program is traditionally run in two rounds annually. This year, the second round is replaced by COVID-19 Rebound Events Sponsorship:

Round 1	For activities between 1 August 2020 – 28 February 2021	Closed March 2020	COVID-19 Rebound criteria assessed retrospectively
Round 2	For activities between 1 January 2021 – 31 August 2021	Closes 15 September 2020	COVID-19 Rebound Events Sponsorship

It is recommended that an exception is made for NAIDOC and the sponsorship application is considered outside the rounds for the following reasons:

- The event date is decided by a national committee and the date has been delayed as a result of the COVID-19 pandemic; and
- The postponed event date was not set in time for the NAIDOC Perth Inc to apply for sponsorship in the relevant round.

A detailed assessment of the application is included in Attachment 13.5A.

COVID-19 Risk Mitigation

The applicant has been asked to ensure that they have sufficiently addressed risks relating to COVID-19 in their event plan.

Due to the risk that events may need to be modified, postponed or cancelled if government restrictions are reintroduced, the City requires applicants to appropriately plan for this possibility, as no sponsorship fee will be paid for an event that is unable to be delivered. The City may, at its sole discretion, allow the organisation to retain any part of the Sponsorship that has already been paid based on costs incurred and sponsorship benefits delivered at the time of cancellation.

The City recommends that all applicants adhere to the State Governments approach in the “COVID-19 Safety Guidelines – Events” to adequately mitigate health risks.

Applicant Details

Entity name	NAIDOC Perth (Inc.)
ABN	78 371 978 171
Entity type	Other Incorporated Entity
ABN status	Active
ATO endorsed charity type	Not endorsed

Applicant Description

NAIDOC stands for National Aboriginal and Torres Strait Islander Day Observance Committee. In

2006, community members in Perth formed a NAIDOC Committee to promote and assist in the coordination of the 50th anniversary of NAIDOC in Perth. In January 2018, NAIDOC Perth registered as an incorporated association. NAIDOC Perth Inc. is a not-for-profit organisation run by volunteer community members.

NAIDOC Perth aspires to assist in the promotion, coordination and organisation of NAIDOC Week activities in the Perth metropolitan area. NAIDOC Perth’s goals and purposes are focused on the preservation and celebration of Aboriginal and Torres Strait Islander cultures and the education of non-Aboriginal and Torres Strait Islander people about the history and contemporary aspects of Aboriginal and Torres Strait Islander people.

Details

Project title	NAIDOC Week Opening Ceremony 2020
Project date	8 November 2020
Venue	Supreme Court Gardens
Estimated attendance	3,000
Ticket Cost	Free to attend
Total project cost	\$86,000
Total amount requested	\$30,000 (34.88% of the total project cost)
Recommendation	Approve
Recommended amount	\$25,000 (29.07% of the total project cost)
Assessment score	50.83 out of 65 (78.2%)

Project Description

The NAIDOC Week Opening Ceremony is the official opening of National NAIDOC Week in Perth. NAIDOC Week is held annually in Australia to celebrate the history, cultures and achievements of Aboriginal and Torres Strait Islander peoples. The Opening Ceremony is an opportunity for all Aboriginal and Torres Strait Islander peoples in Perth to come together to celebrate and share their culture with the wider community of Perth through music, dance, song, arts, crafts and food.

The event will focus on the National NAIDOC theme ‘*Always Was, Always Will Be*’ to demonstrate First Nations connection to the land.

The NAIDOC Week Opening Ceremony will begin with a traditional Welcome to Country from Whadjuk Nyoongar Elders to welcome everyone to the land and a Smoking Ceremony to bring the good spirits to the land.

At least 24 community stalls will showcase Indigenous arts and crafts, bush medicines and lotions, food and clothing as well as information from Aboriginal organisations, government and non-government organisations and community based organisations providing information on education, health, employment, business and community development.

The family-friendly event will include an Elder’s marquee, traditional performances sharing song and dance, children’s activities and crafts, face painting, and a petting zoo. A food area will consist of two food vans, ice-cream van and a coffee van. Free sausages will be provided to the wider

community.

In keeping with the National NAIDOC theme, sand art will depict specific Nyoongar cultural elements important to land, water and seas to welcome other Indigenous and non-Indigenous people to Nyoongar country.

Previous five years of City of Perth Support

Year	Amount	Project
2015-16	\$20,000	NAIDOC Week Opening Ceremony 2016
2016-17	\$20,000	NAIDOC Week Opening Ceremony 2017
2017-18	\$20,000	NAIDOC Week Opening Ceremony 2018
2018-19	\$20,000	NAIDOC Week Opening Ceremony 2019
2019-20	\$0	Event cancelled due to COVID
<u>Total</u>	<u>\$80,000</u>	

- The City of Perth has received an acquittal for the previous support.
- City Officers can confirm that all previous funding has been satisfactorily acquitted.

Sponsorship Recognition

The applicant will provide the following opportunities for recognition and promotion of the City for the requested amount:

- Logo recognition on all event promotional material including:
 - NAIDOC Perth website
 - NAIDOC Perth Annual Report
 - Event PowerPoint
 - 2020 West Australian NAIDOC Week lift out
- City of Perth profile on event website
- Opportunity to display City of Perth signage at the event
- Access to the event for the City of Perth Digital team to produce content at our own cost
- Acknowledged as a Silver Sponsor
- Verbal recognition at the event
- Written acknowledgement of the City of Perth in event press releases and social media
- Opportunity for the City of Perth to take up the offer of a complimentary stall for an activation at the event.

Stakeholder engagement

No stakeholder engagement has been undertaken in relation to this report.

Strategic alignment

Strategic Community Plan

Aspiration:	People
Strategic Objective:	1.6 Thriving and sustainable cultural, artistic and heritage industries, activities and events that encourage locals and visitors to come back for more 1.7 Ongoing acknowledgement, recognition and continuing engagement with the traditional owners of city lands, the Whadjuk Nyoongar people.

This sponsorship specifically aligns with the objective for delivering cultural events that encourage visitation. It also aligns with the acknowledgement, recognition and continuing engagement of the Whadjuk Nyoongar People by enabling connection to and celebration of Aboriginal and Torres Strait Islander cultures through this community-led initiative.

Corporate Business Plan

Aspiration:	Prosperity
Number:	CBP4.6
Operational Initiative:	Grants to support third party activation and events

The NAIDOC Perth sponsorship builds capacity in the events sector to deliver events in the city which increase visitation and support the local economy.

Issue and Area Specific Strategies or Plans

Cultural Development Plan

This sponsorship aligns with the specific cultural activity *4.1 Celebrate and make visible Aboriginal and Torres Strait Islander cultures through community led-initiatives*. The City is committed to building respectful relationships and opportunities with the Aboriginal community. This sponsorship provides an opportunity for the Aboriginal community to tell their stories and celebrate their living culture.

City’s Reconciliation Action Plan (RAP)

This sponsorship specifically aligns with the deliverable 4.6 *“Through the City’s Sponsorship programs, continue to support and fund NAIDOC week”*.

COVID-19 Economic Rebound Strategy

This sponsorship is aligned to the strategic objective *‘Re-invent and Revive’*, by supporting events that have widespread appeal which return vibrancy to the city, encourage people to support local businesses, promote Perth as a destination of choice and enhance the city’s reputation as a great place to be.

Legal and statutory implications

There are no legal or statutory implications in relation to this report.

Risk implications

Impact of decision	
Organisation	Low
Community	Low

Risk domain	Consequence	Likelihood	Risk rating
Reputation and External Stakeholders	Minor	Unlikely	Low
Financial	Insignificant	Unlikely	Low
Service Delivery/Strategic Objectives	Insignificant	Unlikely	Low

Risk Summary Narrative

Reputation and External Stakeholders

Decisions relating to grant and sponsorship applications have resulted in heightened concerns from stakeholder groups and negative one-off media coverage in the past, which is considered to be of moderate impact to the City. As this application is recommended to be approved at a level less than the request, there is potential this may result in unavoidable dissatisfaction from the applicant. This is normal and the risk has generally been within tolerated levels.

Financial

The total request and recommendation in this report can be accommodated within the available budget for Event Sponsorship. Therefore, the financial risks to the City are considered low.

The potential extension of Phase 4 restrictions or reinstating stricter restrictions to control COVID-19 may require events to be modified, postponed or cancelled, and may result in NAIDOC Perth Inc. failing to meet their agreed KPIs. This could be a financial risk to the City in the instance where a proportion of the funding has already been paid. To minimise financial risk, the City will tie payments of the sponsorship fee to the delivery of agreed performance milestones.

Legal and Regulatory / Ethical

Funding programs have inherent risks due to the discretionary nature of the decision making that can be open to unethical actions relating to fraud and corruption when adequate controls are not implemented. City of Perth officers are confident that recommendation relating to this report reflect a transparent application process and robust assessment process which ensure risks in this area are controlled.

Approval implications

If the sponsorship is not approved at the recommended level, or is declined, there would likely be a significant impact on NAIDOC Perth’s ability to deliver the event as they are reliant on funding from the City to present the event.

Financial implications

Within existing budget

The recommended funding is fully accommodated within the 2020/2021 Discretionary Operating Projects budget approved by Council at its meeting on 4 August 2020, as detailed below:

Account number:	1066 100 10 10078 7901
Description:	Event Sponsorship
Account type (Operating/Capital/Reserve):	Operating
Current budget:	\$920,000
Existing commitments previously approved by Council:	\$648,000
Proposed cost:	\$25,000
Balance remaining:	\$247,000

The remaining budget will be used for Event Sponsorship and Quick Response Events & Activation Grants for the remainder of the 2020/21 Financial Year.

Policy references

18.13 – Sponsorship and Grants

The policy outlines a consistent and transparent assessment process and criteria which guides the recommendation to Council. An eligibility check has been conducted on this application to ensure it is compliant with the Policy.

Comments

NAIDOC Week Opening Ceremony is an important event celebrating Aboriginal culture in the City of Perth. This event signals the Western Australian start of NAIDOC Week, a national celebration of Aboriginal history, stories and culture.

The City's support for this event will be a sign of our continuous journey toward reconciliation with Aboriginal and Torres Strait Islander people, particularly the Whadjuk Nyoongar people. The event will be a celebration of the continuous culture of Aboriginal people, will highlight Perth's cultural diversity, and will encourage Aboriginal and non-Aboriginal persons to come together and celebrate Aboriginal culture, history and stories through a variety of creative and cultural performances and activities.

Feedback from the recent Heritage Perth July school holiday program held in the Perth Town Hall

stated a desire for stronger engagement with Aboriginal culture with 94% of participants stating the workshops had increased their families’ knowledge of Aboriginal culture and requested further Aboriginal workshops based on ‘bush tucker, six seasons, Nyoongar language and cultural heritage’. The NAIDOC Opening event will provide all these opportunities.

For the above reasons, the assessment panel recommends funding at \$25,000 (excl. GST), which is a \$5,000 increase on the 2019 event.

Further information

Nil

Recommendation
That Council <u>APPROVES</u> an event sponsorship of \$25,000 (excluding GST) to NAIDOC Perth Inc. for the NAIDOC Opening Ceremony 2020.

Moved with Amendment
<p>Moved: Commissioner Kosova Seconded: Commissioner McMath</p> <p>To increase the event sponsorship amount to the full request of \$30,000.</p> <p>Reason: The proposal has the capability to comfortably address five of the essential criteria and this event does have the capacity to positively contribute to these scores.</p>

Council Resolution
<p>That Council <u>APPROVES</u> an event sponsorship of \$30,000 (excluding GST) to NAIDOC Perth Inc. for the NAIDOC Opening Ceremony 2020.</p> <p>CARRIED 3 / 0</p> <p>For: Commissioner Hammond Commissioner McMath Commissioner Kosova</p> <p>Against: Nil</p>

Item 13.6 – Neighbourhood Place Planning and Engagement Policy

File reference	P1039137#04
Report author	Tabitha McMullan, Alliance Manager Activation and Cultural Experience
Other contributors	Alyce Higgins, Alliance Manager Customer Experience Daniel High, Alliance Manager Economic Development Emma Landers, Alliance Manager Community Services Georgia Lilly, Urban Planner Robert Farley, Alliance Manager City Planning
Reporting Service Unit and Alliance	Community Development Alliance Planning and Economic Development Alliance
Report author disclosure of interest	Nil
Date of report	7 September 2020
Nature of Council’s role	Executive
Voting requirement	Simple Majority
Attachment/s	Attachment 13.6A – Neighbourhood Place Planning and Engagement Policy Attachment 13.6B – Community Consultation Outcomes Report

Purpose

The purpose of this report is to consider the adoption of a Neighbourhood Place Planning and Engagement Policy.

Background

The City’s Strategic Community Plan (SCP) identifies ‘place’ as one of six aspiration areas and articulates detailed objectives focused on place supporting four of the six aspirations. These objectives are closely reflective of the community’s ambition to work with the City in a more active and collaborative capacity that realises the unique potential of different areas of the city.

Detailed Commissioner feedback and principles were incorporated into a Draft Neighbourhood Place Planning and Engagement Policy (Attachment 13.6A) which was endorsed to go out to public comment at the Ordinary Council Meeting held on 28 July 2020 and was advertised for a period of 23 days from 10 August to 1 September 2020.

Details

Community consultation on the draft Policy was successful and indicated that the community is supported of the approach, which proposes a bespoke, place-based neighbourhood framework that sits within the broader city-wide context and responds to the diverse communities and urban fabric

that create the character and heritage of each distinct neighbourhood place. It outlines a set of key principles that will form the foundation of the City’s working relationship with its community into the future.

The approach is governed and implemented through the Neighbourhood Place Planning and Engagement Framework, which comprises a four-part structure:

	Key Mechanism
1. Strategic Context	Neighbourhood Place Plans
2. Philosophy and Principles	Neighbourhood Place Planning and Engagement Policy
	Neighbourhood Charters
3. Delivery	Implementation Plan, Service Plans, Community Initiatives
4. Outcomes	Project Outputs, Performance Measurement

Draft Neighbourhood Place Plans and Neighbourhood Charters are in development, which will also be put to the community for comment and input. These drafts will be used as a springboard for conversation with our community alongside Neighbourhood Profiles as we move through delivery phase, to ensure we are capturing each neighbourhood community’s unique vision, aspirations, initiatives and project goals in a consistent manner.

Delivery phase will commence in early October following the final adoption of the Policy, however, the framework acknowledges that it is necessary to be responsive and agile in working with our community and much of the City’s existing planning and engagement is already moving towards a neighbourhood approach. This facilitates learning, growth and continuous improvement.

Stakeholder engagement

In accordance with the Policy Framework council policy, a community consultation process was undertaken from 10 August to 1 September. A forum was posted on the Engage Perth website and email correspondence was also sent to key community groups in each of the neighbourhoods. There was a total of 275 unique visits to Engage Perth, translating to 196 people being made aware of the Policy, 76 becoming informed, and 7 engaged. Two detailed email responses were also received. This is considered a high level of engagement for a Council Policy. Feedback is attached to this report (Attachment 13.6B) and summarised as follows:

- Respondents were generally very supportive of the policy.
- Respondents generally praised the City’s recent efforts in neighbourhood planning and engagement.
- A consistent request was for early, meaningful and personalised consultation on key projects and decisions that impact the community at the neighbourhood level. This has been incorporated into an additional principle as follows:
 - That best-practice community engagement and consultation will inform all decision-making, including the opportunity for the community to co-design the engagement process. (Principle 2)
- Other suggestions for improvement were largely related to planning and implementation, which will be incorporated into the implementation phase.

Other than the addition of Principle 2, no further amendments have been made to the policy following public consultation.

Strategic alignment

Strategic Community Plan

This item addresses the community’s vision for the future and several objectives across the six Aspirations contained in the Strategic Community Plan 2019 – 2029. Most specifically, it aligns with the following Aspiration and Strategic Objective:

Aspiration:	Place
Strategic Objective:	2.8: Individual precincts enjoying a unique sense of place, bespoke service delivery and governance arrangements.

Beginning the process to adopt a Neighbourhood Place Planning and Engagement Policy and endorse a Neighbourhood Place Planning and Engagement Framework is a significant step in the City’s strategic realignment to a neighbourhood approach, which is a strategic objective embedded throughout its Strategic Community Plan and Draft City Planning Strategy and will also be embedded in its operations through cultural change and continuous improvement.

Corporate Business Plan

Aspiration:	Place
Number:	Nil
Operational Initiative:	Nil

Issue and Area Specific Strategies or Plans

Nil

Legal and statutory implications

Section 2.7 of the *Local Government Act 1995* provides that Council is to determine the policies of the local government.

Risk implications

Impact of decision	
Organisation	High
Community	High

Risk domain	Consequence	Likelihood	Risk rating
Reputation and External Stakeholders	Moderate	Unlikely	Medium
Service Delivery/Strategic Objectives	Major	Unlikely	Medium

Failure to implement a neighbourhood place framework and policy that sufficiently engages and empowers the community would elicit concerns from a cross-section of the public and possibly metro-based media, which would impact the City’s reputation and stakeholder relationships. The implementation plan, including how the community will be engaged in developing place plans, is currently being developed. Based on feedback to date, officers will contact key stakeholders to get specific input into how they would like to contribute to this process. This will sufficiently mitigate the reputation and external stakeholder risk.

Implementation of the framework after the final policy is adopted will likely have an impact the City’s operating model and service delivery, in that organisational and cultural change will be required to work in a new way with the community. However, integration with the Corporate Recovery Implementation Plan, including a cultural change process which is already underway, will ensure that the organisation can make the change smoothly and effectively. Failure to deliver and implement a neighbourhood place framework would significantly impact the City’s ability to meet some important objectives.

Approval implications

If the recommendation to adopt the draft Council Policy – Neighbourhood Place Planning and Engagement is not adopted, there will be significant concern from those who have provided comment, as well as from other members of the community and key stakeholders who are aware of the initiative. Council would need to consider an alternate option for addressing the identified need for a place-based approach to the planning, engagement and management of the City’s neighbourhoods. Key decision-making considerations include: an existing sense of urgency within the community to take action and deliver an approach as soon as possible; the level of community and stakeholder engagement to date; and the significant strategic implications associated with the approach.

Financial implications

There are no financial implications to this report. The resource requirements for implementation of the six bespoke Neighbourhood Place Plans will be identified during the development of these plans. It is expected that current staff will have the capacity to implement the plans, in collaboration with the community.

Policy references

The following Council policies have been followed in the preparation of this report

- 1.2 Community Consultation
- 1.3 Community Participation

In accordance with the Policy Framework, a 23 day public consultation has been undertaken, exceeding the minimum 21-day consultation requirement.

Comments

The adoption of a neighbourhood policy is the first step on what will be an ongoing journey of working with our community to establish and continually improve a framework for neighbourhood place planning and engagement. This framework will set out how we will work together in responding to today’s challenges and opportunities and in planning for the future. It will set the governance model for decisions and the approach for implementation. It will also set the ethos and ambition of all parties for our future relationship. It is a positive indication by the City of our intent to collaborate with and empower our community.

Further information

Nil

Recommendation and Council Resolution

Moved: Commissioner Hammond
Seconded: Commissioner Kosova

That Council ADOPTS the Council Policy – Neighbourhood Place Planning and Engagement, as included in Attachment 13.6A.

CARRIED 3 / 0

For:
Commissioner Hammond
Commissioner McMath
Commissioner Kosova

Against:
Nil

Item 13.7 – Review of Policy 18.13 Sponsorship and Grants

File reference	P1005611-3
Report author	Virginia Withers, Senior Sponsorship Officer
Other contributors	Nil
Reporting Service Unit and Alliance	Activation and Cultural Experience, Community Development Alliance
Report author disclosure of interest	Nil
Date of report	2 September 2020
Nature of Council’s role	Executive
Voting requirement	Simple Majority
Attachment/s	Attachment 13.7A – Updated Policy 18.13 Sponsorship and Grants

Purpose

To consider the adoption of the updated Policy 18.13 Sponsorship and Grants, following a period of community consultation as required under the City’s Policy Framework.

Background

Policy 18.13 was last reviewed by Council at the Ordinary Council Meeting held on 19 December 2017 and is required to be reviewed every two years.

Following feedback provided at a Commissioner Briefing Session on 3 December 2019, Policy 18.13 Sponsorship and Grants was reviewed to ensure a consistent, equitable, transparent and efficient framework for the administration of grants and sponsorship at the City of Perth.

Draft changes to the Policy were endorsed by Council for the purpose of community consultation at its Ordinary Council Meeting on the 26 May 2020.

Details

The proposed changes to the Policy are detailed in Attachment 13.7A – Updated Policy 18.13 Sponsorship and Grants.

The objectives of the proposed changes are to:

- Remove all internal procedure from the Policy to ensure that Policy is succinct and appropriately constructed. A separate process will be created to define and guide all internal procedures.
- Clarify that the City of Perth will provide project funding only and will not support recurrent funding, wages and salaries or administrative overheads. This is in response to legal advice and inquiry recommendations related to partnerships, as well as to clarify the City’s role as

an investor in initiatives that deliver direct benefits and strategic outcomes for its community. The City is not strictly a funding body.

- Clarify that an applicant must demonstrate financial viability without the City’s funding (an individual event or project may not be viable without the City’s support, however the organisation must be); and
- State the City of Perth’s position in regard to the Lobbying of Elected Members by grant and sponsorship applicants.

Stakeholder engagement

In accordance with the City’s Policy Framework, a community consultation process was undertaken for a period of 21 days from the 18 June – 8 July 2020.

A forum was posted on the Engage Perth website. There was a total of 23 unique visits to Engage Perth, translating to 23 people being made aware of the Policy, 10 becoming informed, and 0 engaged (‘engaged’ meaning the visitor had provided a response or contribution).

Therefore, no amendments have been made to the Policy following public consultation.

Strategic alignment

Strategic Community Plan

This item addresses the community’s vision for the future and its implications on the Strategic Community Plan 2019 – 2029, Corporate Business Plan 2020/21 – 2023/24 and relevant Issue or Area Specific Strategies or Plans.

Aspiration:	Performance
Strategic Objective:	5.6 Decision-making that is ethical, informed and inclusive.

Corporate Business Plan

Aspiration:	Performance
Number:	Nil
Operational Initiative:	Nil

Issue and Area Specific Strategies or Plans

Nil.

Legal and statutory implications

Section 2.7 of the *Local Government Act 1995* provides that it is the role of Council to determine the local government’s policies.

Risk implications

Impact of decision	
Organisation	Medium
Community	Medium

Risk domain	Consequence	Likelihood	Risk rating
Legal and Regulatory/Ethical	Moderate	Unlikely	Medium

Legal and Regulatory / Ethical

Funding programs have inherent risks due to the discretionary nature of the decision making that can be open to unethical actions relating to fraud and corruption when adequate controls are not implemented.

The Policy assists in controlling this risk by a providing a consistent, equitable, transparent and efficient framework for the administration of grants and sponsorship at the City and outlining eligibility criteria, application, assessment and acquittal requirements.

Inclusion of clause 15 relating to Lobbying of Elected Members formalises the City of Perth’s position in this relation to this matter.

Approval implications

If the policy is adopted, all future grants and sponsorships will be administered in accordance with the updated Policy. The key impacts are on any existing principal partnership arrangements, or any other instance of the City providing recurrent funding, or funding for wages and salaries or administrative overheads.

It is the understanding of City officers that there are no current principal partnership arrangements at the City of Perth. An organisation-wide audit will be undertaken to confirm this is correct.

Financial implications

There are no financial implications to this report. The resource requirements for administration of the City’s Grant and Sponsorship programs are accommodated within existing resources.

Policy references

The following policies have been followed in the preparation of this report

- 1.2 Community Consultation
- 1.3 Community Participation

In accordance with the Policy Framework, a 21 day public consultation has been undertaken.

Comments

The updated Policy provides a consistent, equitable and transparent framework for the best practice and contemporary administration of grants and sponsorships at the City of Perth.

Further information

Nil

Recommendation and Council Resolution

Moved: Commissioner McMath
Seconded: Commissioner Kosova

That Council ADOPTS Council Policy –18.13 Sponsorship and Grants, as included in Attachment 13.7A.

CARRIED 3 / 0

For:
Commissioner Hammond
Commissioner McMath
Commissioner Kosova

Against:
Nil

Item 13.8 – Council House Workplace Design Review

File reference	P1039242#04
Report author	Dan Perris, Project Manager / Portfolio Planner
Other contributors	Jason Tan, Alliance Manager Infrastructure and Assets
Reporting Service Unit and Alliance	Infrastructure and Assets, Infrastructure and Operations
Report author disclosure of interest	Nil
Date of report	14 August 2020
Nature of Council’s role	Executive
Voting requirement	Simple Majority
Attachment/s	Attachment 13.8A – City of Perth Workplace Designs Attachment 13.8B – Concept Layouts Attachment 13.8C – CP10.8 Office Accommodation – Elected Members

Purpose

In response to its 25 February 2020 Council resolution to initiate a review of accommodation arrangements within Council House, this report seeks approval for concept layouts of elected member spaces in Level 9.

Background

At its Ordinary Council Meeting held on 25 February 2020, Council passed the following motion:

That the Chief Executive Officer:

- 1. Initiate a project to review the accommodation arrangements within Council House to:

 - a. Consolidate elected member meeting spaces, civic reception areas, Councillor support facilities and Mayoral office;*
 - b. Optimise the use of space for administrative purposes;*
 - c. Make at least one additional floor available for commercial tenancy; and**
- 2. Make provision for the planning stages of the project in the 2019/20 budget review with subsequent prioritised capital works to commence in 2020/21.*

On 6 July 2020, consultants were commissioned to review the spaces at both Council House and the Works Depot. As part of this process, the consultants were provided relevant survey and technical information about Council House and collated feedback from the Commissioners and the Executive Leadership team through panel interviews.

To address points 1a and 1c of the Council Resolution, the concept designs for levels 9, 10 and 11 were prioritised. It is to be noted that the Councillor facilities on those levels, inclusive of the dining

room, have not been used for over two and a half years, apart from the commercial kitchen which is used sparingly.

In August 2020, an initial report was received the initial report from the appointed consultants which offered design options to reinstate levels 9, 10 and 11. The options presented seek to create an appropriate and contemporary accommodation for incoming elected members.

Details

On 17 July 2020, the consultants interviewed both the Commissioners and the Executive Leadership Team (ELT) to seek feedback on the review of Levels 9, 10 and 11. Research on Council amenities available at other local governments was also conducted.

A summary of the key findings from the interviews and research is provided below:

- Councillors should be provided facilities to support their roles in representing and meeting constituents. Council House should not be considered as a general work place for Councillors. Generic meeting spaces or interview rooms that can be shared between Councillors may offer a more optimised use of space.
- There should be a lounge space to gather informally before and after Council meetings. This is consistent with the amenities provided at the City of Wanneroo (pictured below).



- There is no requirement to provide a dedicated office for the Deputy Mayor. Under Section 2.9 of the Local Government Act 1995, the role of the Deputy Mayor is to perform the functions of the Mayor when authorised to do so under the conditions of Section 5.34 of the Act. This is when the office of the Mayor is vacant, or the Mayor is not available or is unable or unwilling to perform the functions of the Mayor. In these instances, the Deputy Lord Mayor for Perth will have access to the Lord Mayor's office.

- There are operational and efficiency gains from having contiguous floors for City of Perth administration.
- There are revenue gains from having a contiguous stack of floors for external tenancy
- Based on historical and current market evidence, Council House has lease revenue potential of approximately \$275,000 - \$477,000 per floor per annum. Higher floors are considered more valuable from a rental perspective.

Using the above findings, four options were presented by the consultant for the executive to review in August 2020, as at Attachment 13.8A – City of Perth Workplace Designs.

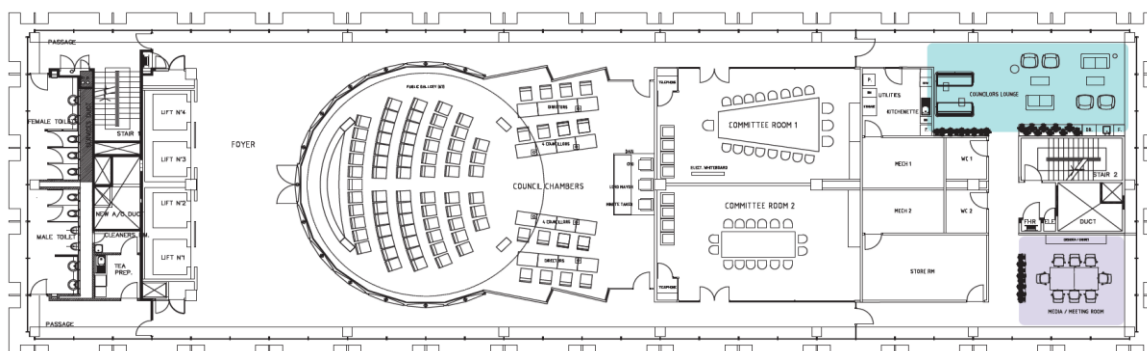
Options C and D were not supported as they resulted in a mixed use of space between Councillors and administration staff. Options A and B were therefore preferred and shortlisted for presentation to Commissioners. These options were further refined following feedback from Commissioners and concept layouts were developed – refer to Attachment 13.8B.

It is to be noted that the conceptual designs just represent use of space to provide a general look and feel. Following the acceptance of the concept design, a detailed design process can then commence.

Option A

Option A consolidated Councillor amenities on Level 9 to provide meeting rooms, food service and casual lounge areas. The benefit of this design is improved utilisation adjacent to the Council Chambers. The addition of a media / meeting room on the same level provides a suitably designed space for media or press gatherings co-designed for meeting purposes. This consolidation of facilities onto level 9 primarily releases level 10 to be used for other purposes.

While there are also changes identified on level 11 to optimise the design to support Councillor meetings with constituents, it is recommended to pause on the refurbishments for this floor so the newly elected members can tailor the design to suit their needs.



L9



L10

The image below is an artist impression of the Councillor’s lounge and media meeting room for Option A.

Councillors Lounge
Rendered Perspective



Tea Prep
Engineered stone benchtop



Walls & Ceiling
Timber panelling to match existing



Walls
Wallpaper



Details
Bronze Trim detailing



Flooring
Existing carpet (Heritage)



Option A – Level 9 Councillors Lounge

Media / Meeting Room

Rendered Perspective



Option A – Level 9 Media / Meeting Room

Option B

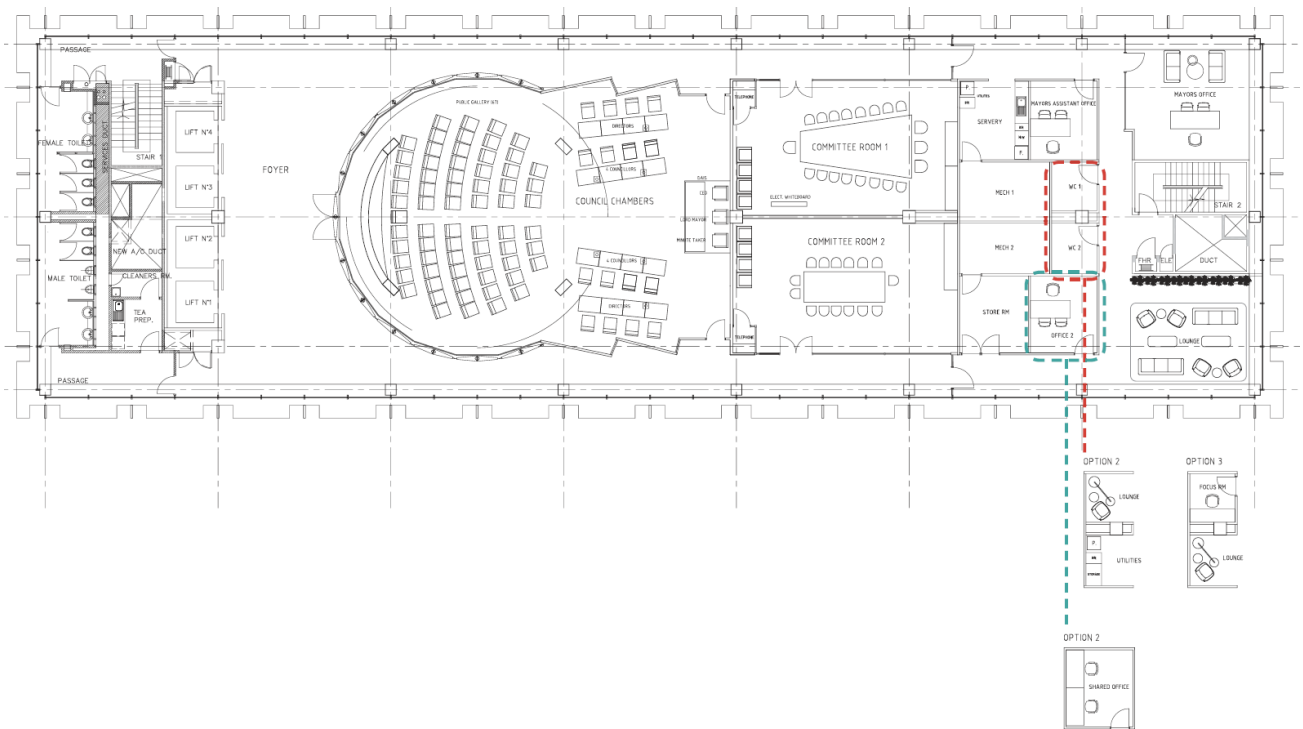
Option B proposes two floors (Level 10 and Level 11) to be made available for commercial lease. This would consolidate the Elected Member space into Level 9.

The advantage of this design is that all Elected Member activities are consolidated to one floor. The lounge, Councillor meeting rooms and Mayoral office are all on the same floor as the Council Chambers. The biggest advantage of this design is the potential for revenue generation should Level 10 and 11 be leased.

The disadvantage of this option includes:

- the need for a new civic reception area
- loss of civic space
- increased costs to create new space
- reduction of available amenity for elected members

The available space for the Mayoral Office, Councillor meeting rooms and the lounge is also quite small and may not be suitable if all eight Councillors plus some constituents are in the building.



Considering the advantages and disadvantages presented in both options, Option A (Level 9 refurbishment only) was deemed to best address the key findings of the review. The commercial kitchen on level 10 can continue to be used in the interim for the reheating and preparation of catered food for City events until a decision is made to either relocate the commercial kitchen to another level or repurpose level 10 within the overall Council House design.

The cost of refurbishing and furnishing for Option A (level 9) is estimated to be between \$50,000 and \$70,000 and is currently out for competitive quotation.

Stakeholder engagement

No stakeholder engagement has been undertaken in the preparation of this report.

Strategic alignment

Strategic Community Plan

Aspiration:	Performance
Strategic Objective:	5.5 A financial business model underpinned by a culture of cost management, best value and strategic financial analysis that is subject to ongoing oversight, transparency and accountability.

Corporate Business Plan

Aspiration:	People
Number:	2.12
Operational Initiative:	Council House including Ground Floor Review, Depot Works & Lower Ground Car Park Concrete Repairs

Issue and Area Specific Strategies or Plans

Nil.

Legal and statutory implications

There are no legal or statutory implications related to this report.

Next steps

If this report is approved, the following would be actioned:

- Production of detailed design documentation for Level 9 refurbishment
- Commence the procurement process for the consolidated Councillor’s amenity (level 9) Option A.

Financial implications

There is a 2020/21 budget allocation for the review of both Council House and Depot Works project. This project account will be used to fund the works for the Option A (level 9) refurbishment.

Account number:	SP 1104-100-73-10444
Description:	Council House Review and Depot Works
Account type (Operating/Capital/Reserve):	Capital
Estimated Cost of Option A (level 9) Works:	\$50,000 - \$70,000

Policy references

Council Policy 10.8 – “Office Accommodation – Elected Members” specifies the office accommodation provided to Elected Members. If either of Option A or Option B presented above is accepted, this policy becomes obsolete for the following reasons:

- CP10.8 states that an office is provided for the Lord Mayor, Lord Mayor’s consort and the Deputy Lord Mayor. There will be no designated office for the Lord Mayor’s consort nor the Deputy Lord Mayor in either Option A or Option B.
- CP10.8 states that the Reception Suite, Council Chambers and Committee Rooms and Dining Room are not to be used for other than official functions. While these amenities are still available in Option A and Option B, multi-purpose functionality has been planned for some of these rooms.

- CP10.8 states that the Councillors are provided with office facilities including a desk and storage area. While some Councillor meeting rooms with these facilities are provided, there are no dedicated office facilities for Councillors in either Option A or Option B.

If the recommendation in this report is accepted, CP 10.8 will become obsolete and therefore it is recommended to rescind this policy without proceeding with the 21-day public consultation period normally required under the City’s Policy Framework.

Further information

Resulting from discussion at the Agenda Briefing Session held on 22 September 2020, changes have been made to the body of this report for clarity. The following additional information is also provided:

- The cost of Option A (level 9) is estimated to be between \$50,000 and \$70,000 and is currently out for competitive quotation.
- Councillors should be provided facilities to support their roles in representing and meeting constituents. Council House should not be a considered as a general work place for Councillors. Generic meeting spaces or interview rooms that can be shared between Councillors offer a more optimised use of space.
- These plans are conceptual designs to represent use of space. If supported, the accepted concept layout will undergo a detailed design process.
- The recommendation has been amended and Item 1.2 was removed, which were upgrades to Level 11, subject to suggestions from incoming Council. This was removed as only the refurbishment of Level 9 is now considered in this report.

Officer Recommendation

That Council:

1. ACCEPTS the Council House concept layouts detailed as Option A (level 9), which includes the consolidation of Councillors’ amenities on Level 9 to provide for meeting rooms, food service and casual lounge areas
2. RESCINDS Council Policy CP10.8 – Office Accommodation – Elected Member, as detailed in Attachment 13.8C.

Moved with Amendment

Moved: Commissioner Hammond
Seconded: Commissioner McMath

That Council:

1. ~~ACCEPTS~~ APPROVES the Council House concept layouts detailed as Option A (level 9), ~~which includes for~~ the consolidation of Councillors’ amenities on Level 9 to provide for meeting rooms, food service and casual lounge areas
2. RESCINDS Council Policy CP10.8 – Office Accommodation – Elected Member, as detailed in Attachment 13.8C.

Reason:

1. The Commissioners want to be clear that this proposal is about relatively minor consolidation of Elected Member facilities as a result of the closure of the dining room and individual serviced offices.
2. To allow any future consideration of the re-design of Council House be left to consideration of Council.

Council Resolution

That Council:

1. APPROVES the Council House concept layouts detailed as Option A (level 9), for the consolidation of Councillors’ amenities on Level 9 to provide for meeting rooms, food service and casual lounge areas
2. RESCINDS Council Policy CP10.8 – Office Accommodation – Elected Member, as detailed in Attachment 13.8C.

CARRIED 3 / 0

For:

Commissioner Hammond
 Commissioner McMath
 Commissioner Kosova

Against:

Nil

Item 13.9 – City of Perth Parking (CPP) Business Plan (Major Trading Undertaking)

File reference	P1035331
Report author	Nathan Ahern, Alliance Manager Parking Services
Other contributors	Michael Kent, Project Director Strategic Finance
Reporting Service Unit and Alliance	Parking Services, Infrastructure and Operations
Report author disclosure of interest	Nil
Date of report	4 September 2020
Nature of Council’s role	Executive
Voting requirement	Simple Majority
Attachment/s	Attachment 13.9A – CPP Business Plan (Major Trading Undertaking)

Purpose

To seek Council approval of advertising the CPP business plan (Major Trading Undertaking), in accordance with section 3.59 of the *Local Government Act 1995*, for 6-week public consultation.

Background

The City of Perth operates in accordance with the requirements of the *Local Government Act 1995* (the Act) and the associated Regulations. Section 3.59 of the Act defines a trading undertaking as an activity carried on by a local government with a view to producing profit to it. A major trading undertaking is defined as a trading undertaking that, in the last completed financial year, involved; or in the current financial year or the financial year after the current financial year, is likely to involve, expenditure by the local government of more than the amount prescribed.

As the City’s commercial parking operating expenditure is more than \$5 million per annum, it is defined as a major trading undertaking under the Act and is therefore required to provide a business plan.

Details

The City operates 33 commercial car parks within its boundaries, which comprise a mixture of freehold, leasehold and Crown Reserve properties. In addition to this, the City also provides parking services for on-street bays.

The CPP business plan is to include an overall assessment of the major trading undertaking and is to include details of:

- its expected effect on the provision of facilities and services by the local government;
- its expected effect on other persons providing facilities and services in the district;

- its expected financial effect on the local government;
- its expected effect on matters referred to in the local government’s current plan prepared under section 5.56;
- the ability of the local government to manage the undertaking or the performance of the transaction; and
- any other matter prescribed for the purposes of this subsection.

Stakeholder engagement

The six week statutory public notice period is required to allow public comment on the CPP business plan.

The Inquiry into the City of Perth has published a recommendation suggesting this process should occur.

Strategic alignment

Strategic Community Plan

Aspiration:	Place
Strategic Objective:	2.5: A parking service model that meets community needs from a best value for money perspective and allows for additional community benefits

Aspiration:	Prosperity
Strategic Objective:	4.4: Attract and support new and existing business to create a CBD retail experience that is superior to suburban competition

Aspiration:	Performance
Strategic Objective:	5.3: Commercial operations that are transparent, profitable and compete fairly and lawfully with private enterprise

The Strategic Community Plan uses the community’s aspirations as the guiding principles for the delivery of the City’s services including parking.

Corporate Business Plan

Aspiration:	Place
Number:	Nil
Operational Initiative:	Nil

Operating projects detailed in the CPP business plan that require funding outside the approved Council budgets, will be submitted to Council for approval and inclusion into the Corporate Business

Plan.

Issue and Area Specific Strategies or Plans

Nil.

Legal and statutory implications

Section 3.59 of the *Local Government Act 1995* (the Act) defines a trading undertaking as an activity carried on by a local government with a view to producing profit to it. As the City’s commercial parking operating expenditure is more than \$5 million per annum, it is defined as a major trading undertaking under the Act and is therefore required to provide a business plan.

The CPP Business Plan (Major Trading Undertaking) is to include an overall assessment of the major trading undertaking and is to include details of:

- its expected effect on the provision of facilities and services by the local government;
- its expected effect on other persons providing facilities and services in the district;
- its expected financial effect on the local government;
- its expected effect on matters referred to in the local government’s current plan prepared under section 5.56;
- the ability of the local government to manage the undertaking or the performance of the transaction; and
- any other matter prescribed for the purposes of this subsection.

Risk implications

The risk domains that were considered in this assessment include the following:

Impact of decision	
Organisation	High
Community	Medium

Risk domain	Consequence	Likelihood	Risk rating
Financial	Major	Rare	Medium
Legal and Regulatory/Ethical	Moderate	Possible	Medium
Reputation and External Stakeholders	Moderate	Unlikely	Medium

The 20/21 City of Perth Commercial parking business is budgeted to achieve \$47.3M of revenue. The projected earnings before interest and taxes is \$7.1M. These financial targets have been used to assess financial risks and impacts on the City.

Approval implications

The approval of this report commences the consultation and review of the City of Perth’s Commercial parking operations with the intent to meet recommendation 226 of the Inquiry Into the City of Perth to provide the Minister of Local Government, Council’s first business plan for CPP by 31 December 2020.

If not approved the six week legislated advertising period will be delayed and therefore make it difficult to meet the 31 December 2020 date. This will extend the period of non compliance with Section 3.59 of the *Local Government Act 1995* (the Act).

Financial implications

The consultation and review of the CPP Business Plan (Major Trading Undertaking) is funded within the 20/21 budget.

Within existing budget

The financial implications associated with this report are fully accommodated within the existing 2020/21 budget.

Account number:	SP 1002-100-50-10102-7230
Description:	Consultancy
Account type (Operating/Capital/Reserve):	Operating
Current budget:	\$88,340

Not within existing budget

The financial implications associated with this report will require an amendment to the 2020/21 budget as follows:

Account number:	Not Applicable
Description:	
Account type (Operating/Capital/Reserve):	
Current budget:	
Adjustment:	
Amended budget:	
Impact on the budget position:	Favourable/Unfavourable

Policy references

There are no policy references related to this report.

Comments

The advertising and subsequent review of the CPP business plan (Major Trading Undertaking) will inform the finalisation of the CPP business plan for presentation to the Minister of Local Government.

Further Information

Resulting from discussion at the Agenda Briefing Session held on 22 September 2020, the following changes have been made:

- Updated legal and statutory implication section addressing the intent of the Act
- Updated report title and recommendation to acknowledge CPP as the operating business name
- Attachment has been amended to remove reference to “forming document”

Recommendation

That Council APPROVES the advertising of the CPP Business Plan (Major Trading Undertaking) as detailed in Attachment 13.9A, for a six week public notice period, in accordance with section 3.59 of the *Local Government Act 1995*.

Moved with Amendment

Moved: Commissioner Kosova
Seconded: Commissioner McMath

That Council APPROVES ENDORSES the draft advertising of the City of Perth Parking (CPP) Business Plan (Major Trading Undertaking) for the purposes of public consultation as detailed in Attachment 13.9A., ~~for a six week public notice period, in accordance with section 3.59 of the *Local Government Act 1995*.~~

The removal of the bold text in the paragraph at the bottom of page 3 in Attachment 13.9A.

Reason:

1. The full business entity name should be included in the resolution, and the references to Major Trading Undertaking and the section of the Act are not required in the resolution.
2. Not confining the consultation to only residential and business community and this paragraph shouldn't appear in the final business plan.

Council Resolution

That Council ENDORSES the draft City of Perth Parking Business Plan for the purposes of public consultation as detailed in Attachment 13.9A.

CARRIED 3 / 0

For:

Commissioner Hammond
Commissioner McMath
Commissioner Kosova

Against:

Nil

Item 13.10 – City of Perth Monthly Financial Report to July 2020

File reference	CM 171021/2020
Report author	Michael Kent, Project Director Strategic Finance
Other contributors	Financial Services Team
Reporting Service Unit and Alliance	Strategic Finance, Corporate Services
Report author disclosure of interest	Nil
Date of report	01 September 2020
Nature of Council’s role	Executive
Voting requirement	Simple Majority
Attachment/s	Attachment 13.10A – Financial Activity Statement (Jul 20) Attachment 13.10B – Net Current Asset Position (Jul 20) Attachment 13.10C – Financial Report (Jul 20) Attachment 13.10D (1) and 13.10D (2) – Financial Variance Analysis (Jul 20)

Purpose

The purpose of this report is to provide timely, meaningful financial insights regarding the City’s operating activities, financial performance and financial position to Council.

Background

Preparation of a monthly Financial Activity Statement (FAS), is the minimal statutory requirement of the *Local Government Act 1995* and regulation 34(1) of the *Local Government (Financial Management) Regulations 1996*. It is also a responsible financial management practice and should occur as part of the process of compiling a suite of essential financial data to provide to Council to allow them to effectively execute their financial management responsibilities.

Measuring financial performance against the Budget (the corporate document that guides the allocation of the financial resources necessary for the City to deliver on our community’s aspirations), is a critical activity in demonstrating the City’s commitment to managing its operations in a sustainable manner.

Timely identification of variances from budget expectations for revenues and expenditures or identification of emerging opportunities or changes in economic conditions is essential to allow informed remedial management interventions to occur. Contemporary financial management reporting is therefore a key responsibility of the City administration.

To allow Council to effectively discharge their financial management responsibilities and to ensure proper accountability to the community for the use of the City’s financial resources, there are

several key pieces of financial data that need to be regularly presented to Council.

This financial data includes:

Items that are to be directly reported to Council monthly:

- Operational financial performance against budget expectations
- Explanations for identified variances from expectations
- Financial position of the City at each given month end

These items are contained in the Financial Activity Statement, Net Current Asset Position Statement, Financial Report and Financial Variance Analysis.

Supplementary items that may reported via Council Information Bulletin include:

- Listing of Payments made - Monthly
- Investment performance - Monthly
- Rates collection profile and statistical information
- Planned versus actual execution of financing activities - Periodically
- Success in pursuing planned grant / external funding opportunities - Periodically
- Planned versus Actual use of Reserve Funds - Quarterly

Whilst these financial datasets should evidence best value and operational efficiency, they are of course, necessarily less detailed than the more granular financial management information that is used by the City's service units to support their operational business decisions. Nonetheless, these are important reports for Council to effectively execute their financial management responsibilities. The measure of success in conveying such financial data is its timeliness, accuracy and its understandability. For this reason, the key financial information is supported by explanatory commentary rather than just presenting proforma financial statements.

Details

The Financial Activity Statement (Attachment 13.10A and Attachment 13.10B) indicates that operating revenue currently sits at \$5.29M versus a budget of \$3.54M to the end of July 2020 which represents a favourable variance of 49.6% although it should be noted that is prior to the issue of the annual rates notices on 21 August.

The major contributing factors to this variance were:

- Parking revenues for both on-street and off-street parking were more than the budgeted targets. This was because post-Covid levels of patronage was stronger than expected and the phased reintroduction of paid off street parking also had a significantly positive impact.
- Fees and charges in the Community Services area were \$234K lower (67.6%) after being impacted by Covid related temporary closures at the Town Hall, Library, Community Centre, the free childcare initiative for the first half of July and loss of banner revenue.
- Interest revenues were (\$98K) 40% higher than expected due to higher cash volumes hold and out-performance of an investment that is marked to the Australian Stock Exchange (ASX).

- Rental and hire revenues were \$48K (13.8%) lower than budget expectations with that shortfall being evenly split between commercial property vacancies and venue hire.
- Contributions were \$62K (174%) ahead of the monthly target due to unbudgeted ticket sales revenue from Perth Carnival.
- Other revenues were not materially different for the first month of the year.

Operating expenditure is disclosed as \$14.3M versus a budget of \$16.5M to the end of July which represents a favourable variance of 13.4%.

The major contributing factors to this variance were:

- Employee costs were \$524K (7.8%) favourable to budget due to some vacant positions that are currently in the process of recruiting or yet to be advertised, reversal of accrued salary expenses at year end and timing differences on staff development costs.
- Contractors and consultants expense was \$1.14M (21.4%) below budget expectations for the month largely due to timing differences and reversal of year end accruals.
- Materials and services reflects unfavourable timing variances relating to advertising (\$44K and waste tipping fees \$58K) and favourable timing variances for software licensing to be invoiced in a later month.
- Utilities and Insurances
Utilities were \$82K (27%) under budget which is a combination of the impact of temporarily closed venues and timing differences.
- Parking bay levies relate only to the re-opening of some previously closed bays. The main invoice for the 2020/21 parking bay licence will not be due until September this year due to a Covid related deferred payment date negotiated by the City.
- Depreciation for the month (a non-cash expense) has been estimated at 7% less than budget amount, but this is likely to change once the revised building valuations are incorporated into the City's accounts.
- Other expenses are 642K (95%) under budget due to timing differences relating to sponsorships and incorrect budget phasing of emergency services levy.

The aggregation of operating revenues and operating expenses reflects a Net (Cash) Surplus (Deficit) from Operations of (\$5.7M) compared to a year to date budget of (\$9.9M)– a favourable variance of \$4.2M.

Investing activities reflect a result of (\$1.9M) compared to a year to date budget of (\$ 1.0M) - a variance of \$0.9M, attributable to a slightly accelerated start to the capital program - which should ramp up significantly in the next few months.

The major contributing factors to this variance were:

- Capital expenditure - Property, Plant & Equipment was \$57K (15%) ahead of a very modest first month budget.
- Capital expenditure - Infrastructure was \$903K ahead of a modest budget for the first month of the year.
- Grants for the acquisition of assets reflect a small grant payment received by the City earlier than expected.

Financing activities reflect a result of (\$1.4M) compared to a year to date budget of (\$1.3M) - an unfavourable variance of \$135K or 1.0%.

The major contributing factors to this variance were:

- There has not been any action yet in relation to proposed borrowing activities and repayments made on existing loans are precisely on budget.
- Transfers to Reserves for the month relate only to the allocation of interest to the reserves, which were \$135K ahead of budget.
- Transfers from Reserves are not scheduled to occur until later in the year as indicated by budget phasing.

Adjusting for opening funds (Net Current Asset Position), generates the Budget Deficiency before Rates. This then indicates the Amount Required to be Raised from Rates.

The difference between the rates amount and the deficiency before rates is the closing position. The Financial Activity Statement for the period to 31 July shows a proposed rate yield of \$98.3M that was not levied until August 21, 2020.

The disclosed year to date closing position of \$27.8M compares favourably to the year to date budgeted closing position of \$24.6M - a variance of 12.9%.

The Financial Report (Attachment 13.10C) contains the statutory format financial information and supporting notes as well as some commentary about the City’s financial position. This will also include some analysis of the rates collection profile in future months.

The Financial Variance Analysis (Attachments 13.10D (1) and 13.10D (2)) provide comments on the material variances disclosed in core services, operating projects and capital projects.

Stakeholder engagement

As the contents of this report focus on the organisation’s recent past financial performance, only internal consultation is relevant to the preparation of this report.

Strategic alignment

Strategic Community Plan

This item addresses the community’s vision for the future and specifically the following aspiration and Strategic Objective(s) contained in the Strategic Community Plan 2019 - 2029:

Aspiration:	Performance
Strategic Objective:	5.5: A financial business model underpinned by a culture of cost management, best value and strategic financial analysis that is subject to ongoing oversight, transparency and accountability

This report demonstrates financial oversight that encourages transparency, best value and accountability for use of the City’s financial resources.

Corporate Business Plan

Aspiration:	Performance
Number:	Nil
Operational Initiative:	Nil

This report demonstrates the financial implications of the City’s execution of the various initiatives contained in the Corporate Business Plan.

Issue and Area Specific Strategies or Plans

Nil.

Legal and statutory implications

Section 6.4(1) and (2) of the *Local Government Act 1995* and regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* prescribe the requirement to prepare and present to Council (monthly), a Financial Activity Statement (FAS). Regulation 34 prescribes that the FAS should contain:

- Annual Budget estimates, and approved revisions to these for comparison purposes.
- Actual amounts of income and expenditure to the end of the month of the FAS.
- Material variances between the comparable amounts and commentary on reasons for these variances.
- The net current assets at the end of the month to which the FAS relates.
- An explanation of the composition of the net current assets at the end of the month to which the FAS relates.

Risk implications

Impact of decision	
Organisation	Low
Community	Low

Risk domain	Consequence	Likelihood	Risk rating
Financial	Moderate	Unlikely	Low
Legal and Regulatory	Minor	Unlikely	Low

A carefully considered, well informed budget aligned to the City’s Community Strategic Plan, Corporate Business Plan and Long Term Financial Plan is the most effective way to manage risk associated with financial sustainability and cashflow management. Timely and accountable management reporting and regular monitoring of actual financial performance against budget provides continued assurance moving forward. This report is therefore low risk.

Approval implications

This report seeks Council acknowledgement of receiving the Financial Activity Statement and accompanying documents within two months of the period to which they relate.

Financial implications

There are no direct financial implications of receiving this report as it reflects a historical accounting of financial transactions. When material variances are noted, appropriate remedial action will be initiated by the administration in a timely and prudent manner.

Policy references

There are no direct policy implications of this report, although the thresholds for determining material variances are as adopted by Council at the 4 August 2020 Budget Adoption meeting.

Comments

Nil.

Further information

Nil.

Recommendation and Council Resolution

Moved: Commissioner McMath
Seconded: Commissioner Kosova

That Council RECEIVES the following financial reports for the period ended 31 July 2020:

1. Financial Activity Statement (Attachment 13.10A)
2. Net Current Asset Position (Attachment 13.10B)
3. Financial Report for the Period (Attachment 13.10C)
4. Financial Variance Analysis (Attachment 13.10D (1) and Attachment 13.10D (2)).

CARRIED 3 / 0

For:
 Commissioner Hammond
 Commissioner McMath
 Commissioner Kosova

Against:
 Nil

Item 13.11 – Payments from Municipal Fund – August 2020

File reference	P1036562-9
Report author	Sarah Gosling, Financial Accounting Lead
Other contributors	Michael Kent, Project Director – Strategic Finance
Reporting Service Unit and Alliance	Financial Services, Corporate Services
Report author disclosure of interest	Nil
Date of report	3 September 2020
Nature of Council’s role	Executive
Voting requirement	Simple Majority
Attachment/s	Attachment 13.11A – Warrant of Payments

Purpose

In accordance with regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, the list of payments made under delegated authority for the month ended 31 August 2020 is to be received and recorded in the minutes of the Council meeting.

Background

A monthly report that summarises the payments for the Municipal Account for the month ended 31 August 2020 as required by regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*.

Details

Payments for the month of August 2020 included the following significant items, but exclude payroll and payroll taxation payments to the Deputy Commissioner of Taxation:

- \$1,153,697.34 to Densford Civil Pty Ltd (supplier 09508) for payment of;
 - \$1,118,100.97 – Wellington Square enhancement project Schedule C1;
 - \$ 35,596.37 – Reversal of retention held in error;

- \$535,370.07 to Technology One Ltd (supplier 84971) for the following payments of;
 - \$513,310.94 - OneCouncil annual support 1/7/2020-30/06/2021;
 - \$ 22,059.13 – Release 1 implementation costs of Technology One OneCouncil;

- \$370,152.32 to Mindarie Regional Council (supplier 57840) for the payment of Landfill tipping fees 2020/2021; and

- \$223,949.38 to Dec The Malls Pty Ltd (supplier 09268) for 50% deposit for 10 x Christmas Lights Trail Installations for the Native Snake, Cockatoo, JJ Holden, Countdown Clock, Christmas Peacock, Giant Santa, Flying Sleigh, Festive Boot, Gingerbread man and Candy Canes and 4.5mtr Teddy.

Stakeholder engagement

There is no stakeholder engagement related to this report.

Strategic alignment

Strategic Community Plan

This item addresses the community’s vision for the future and specifically the following Aspiration and Strategic Objective(s) contained in the Strategic Community Plan 2019 – 2029:

Strategic Community Plan

Aspiration:	Performance
Strategic Objective:	5.5 A financial business model underpinned by a culture of cost management, best value and strategic financial analysis that is subject to ongoing oversight, transparency and accountability.

This report provides financial accountability and compliance.

Corporate Business Plan

Aspiration:	Performance
Number:	N/A
Operational Initiative:	N/A

This report provides financial accountability and compliance.

Issue and Area Specific Strategies or Plans

Nil.

Legal and statutory implications

Local Government (Financial Management) Regulations 1996 regulation 13

Regulation 13 requires that where payment of the municipal account has been delegated, then a list of accounts paid is to be prepared each month showing the payee’s name, the amount and date of the payment and sufficient information to identify the transaction.

The prepared list is to be presented to Council and recorded in the minutes of the Council meeting.

Risk implications

There are no risk implications related to this report.

Approval implications

There are no approval implications related to this report.

Financial implications

There are no financial implications related to this report.

Policy references

There are no policy implications related to this report.

Comments

Nil.

Further information

Nil.

Recommendation and Council Resolution

Moved: Commissioner McMath
Seconded: Commissioner Kosova

That Council:

1. RECEIVES the list of payments made under delegated authority for the month ended 31 August 2020, in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*
2. RECORDS in the Ordinary Council Meeting minutes, the summary of which is as follows:

FUND	PAID
Municipal fund	\$10,771,991.86
Trust fund	\$0
TOTAL	\$10,771,991.86

CARRIED 3 / 0

For:

Commissioner Hammond

Commissioner McMath

Commissioner Kosova

Against:

Nil

Item 13.12 – Council Policy Review

File reference	P1005611-3
Report author	Andrew Corke, Governance Coordinator
Other contributors	Nil
Reporting Service Unit and Alliance	Governance, Corporate Services
Report author disclosure of interest	Nil
Date of report	3 August 2020
Nature of Council’s role	Executive
Voting requirement	Simple Majority
Attachment/s	Nil

Purpose

The purpose of this report is for Council to consider the deletion of specified Council policies.

Background

At the Ordinary Council Meeting (OCM) on 30 June 2020, Council resolved to initiate a 21-day public consultation period for the deletion of Council policies specified in table 1 of this report. The public consultation period has now concluded.

Details

As outlined in the report to Council for the OCM of 30 June 2020, the Administration has undertaken a review of all Council policies and has recommended that the policies outlined in the following table are rescinded.

Table 1: Recommendation - Rescind council policy	
1.1 Accessible Public Information	Obsolete – Policy contents covered by legislation and Disability Access and Inclusion Plan.
2.3 Graffiti Treatment	Operational – Provides details on operational requirements for graffiti treatment.
3.2 Frequency and Recording of Council and Committee Minutes	Duplicate – Frequency of meetings is already outlined in Governance Framework A requirement to make an audio recording of Council and Committee meetings may be added to the Governance Framework

Table 1: Recommendation - Rescind council policy	
3.4 Recording Votes at Meetings of the Council and its Committees	Obsolete – Policy not required, covered by the Local Government Act 1995 and its subsidiary legislation.
3.7 Enterprise Performance Policy	Obsolete – Policy out of date.
5.1 Service Complaint Policy	Operational – Provides details on operational requirements for handling service complaints.
6.13 Sight Line Truncations - ROW/Roads Intersection	Operational – Provides details on sight line truncation requirements where a right-of-way intersects with a dedicated road street alignment. Policy last updated in 1998.
6.14 Sight Line Truncations - Vehicle Crossovers	Operational – Provides details on sight line truncation requirements for vehicle crossovers. Policy last updated in 1998
9.11 Fixed Assets Financial Policy	Operational – Policy provides for the accounting treatment of non-physical assets.
9.14 Disposal of Property	Operational – Policy outlines the protocols for the disposal of assets, including roles and responsibilities of staff.
9.15 Contributed Asset Policy	Operational – Policy provides guidance on the definition, recognition, disclosure and responsibility for the consideration of contributed assets and liabilities to be transferred to the City.
Annual Schedule of Council and Committee Meetings	Obsolete – Relevant content now contained in Governance Framework policy (which is being presented to Council this month).
10.2 Delegates on Boards, Authorities and Committees	Obsolete – Policy not required as content covered in Local Government Act 1995 and Governance Framework policy (which is being presented to Council this month).
10.7 Lord Mayoral Invitations to Functions	Obsolete - Policy not required, gives no direction on City actions and decision making.
10.12 Provision of Hospitality	Obsolete – This policy encompasses the use of the City’s dining room and availability of meeting catering. This policy is no longer required.
12.7 Staff Conference Attendance and Expenses	Operational – Relates to travel by City staff.
13.2 Website Content	Operational – Provides details on the content required to be made available on the City’s website.
14.12 Digital Rights Management Policy for 3D Models and Development Applications	Operational – Details the conditions that apply for use of the 3D digital model of City.
15.1 Erection of Signs - Service Clubs	Obsolete – Policy no longer required.
18.5 Hire of City Banner and Flag Sites	Operational – Policy provides detail on the hire of city banner and flag sites including

Table 1: Recommendation - Rescind council policy	
	information on applications/bookings and fees and charges.
18.11 Use of Feature Lighting - Council House and Trafalgar Bridge	Operational – Policy contains detail including rules regarding applications/bookings.
18.12 Use of Council House Foyer for Events and Displays	Operational – Provides detail including conditions to be applied to permits to use Council House foyer. Some elements may be incorporated into a broader Events policy.
20.1 Bud Lights in Street Trees	Operational – Outlines procedures and conditions to apply when processing requests to install bud lighting in street trees.
20.3 Footpaths - Upgrading Of	Operational – Details the type of footpath to be used in construction.
20.9 Recognising the Amenity Value of the City's Trees	Operational – Contains a formula for the amenity value of trees in parks and streets
20.10 Vehicle Crossovers - Specification	Operational – Details specifications for the construction of vehicle crossovers in road reserves.
20.12 Co-location of Poles within the Road Reserve	Operational – Requirement to consider colocation of street poles at application or design stage.
20.13 Road Safety Audits	Operational – Contains road safety auditing principles and practices to be applied in the planning and development of infrastructure in the City.
21.1 Stormwater Drainage Connections	Operational – Outlines arrangements to be made for disposal of stormwater on all properties.
22.2 Directional Signs within Road Reserves	Operational – Details conditions to be applied regarding the installation of directional signage.
22.3 Traffic Management within the Road Reserve	Operational – Process to ensure appropriate standards for works or events within the city on roads to minimise disruption and inconvenience.

In addition to the recommendation to rescind the policies in Table 1, it is also recommended that Council Policy 12.1 Council Vehicles – Lord Mayor and Employees, is rescinded following Council’s decision to adopt a new Council Policy, Motor Vehicle and Transport Services for the Lord Mayor, at the Ordinary Council Meeting on 28 July 2020. The deletion of this additional policy is recommended as it is now obsolete as:

- (a) the City no longer provides vehicles to City employees; and
- (b) the elements of the policy relevant to the Lord Mayor has been superseded by the policy adopted by Council on 28 July 2020.

Stakeholder engagement

The public consultation period commenced on 7 July 2020 and closed on 28 July 2020 via the City of Perth’s Engage Perth website. No public comments were received.

No stakeholder consultation was undertaken for the recommended deletion of the now obsolete Council Policy 12.1 Council Vehicles – Lord Mayor and Employees.

Strategic alignment

This item addresses the community’s vision for the future and its implications on the Strategic Community Plan 2019 – 2029, Corporate Business Plan 2020/21 – 2023/24 and relevant Issue or Area Specific Strategies or Plans.

Strategic Community Plan

Aspiration:	Performance
Strategic Objective:	5.6 Decision-making that is ethical, informed and inclusive.

It is recognised that all Council policies must accord with the City’s Strategic Community Plan (SCP).

Corporate Business Plan

Aspiration:	Performance
Number:	Nil.
Operational Initiative:	Nil.

While there is no specific operational initiative in the City’s Corporate Business Plan regarding policy, a review of Council policies is consistent with the strategic objective of “decision-making that is ethical, informed and inclusive” that is contained in the SCP.

Issue and Area Specific Strategies or Plans

There are no issue or area specific strategies or plans related to the matters outlined in this report.

Legal and statutory implications

Section 2.7 of the *Local Government Act 1995* provides that it is the role of council to determine the local government’s policies.

Risk implications

Impact of decision	
Organisation	Low
Community	Low

Risk domain	Consequence	Likelihood	Risk rating
Legal and Regulatory/Ethical	Insignificant	Unlikely	Low
Reputation and External Stakeholders	Insignificant	Possible	Low

There are minimal risk implications associated with this report.

Approval implications

If Council passes a resolution accepting the recommendation contained in this report, the Administration will rescind the Council policies outlined in Table 1 and the now obsolete Council Policy 12.1 Council Vehicles – Lord Mayor and Employees.

Financial implications

There are no financial implications associated with this report.

Policy references

All of the Council policies referred to in this report are available on the City website.

In accordance with the City’s Policy Framework, the recommended deletion of the Council policies in Table 1 has progressed through a public consultation period. The recommendation to rescind Council Policy 12.1 Council Vehicles – Lord Mayor and Employees, has not been through a public consultation process (the superseding policy, adopted by Council on 28 July 2020 has).

Comments

The Council policy review provides an opportunity to refresh the City’s Council policies ensuring that they are relevant, contemporary and appropriate.

Further information

Nil.

Recommendation and Council Resolution

Moved: Commissioner Kosova

Seconded: Commissioner McMath

That Council RESCINDS the following policies:

1. CP 1.1 Accessible Public Information
2. CP 2.3 Graffiti Treatment
3. CP 3.2 Frequency and Recording of Council and Committee Minutes
4. CP 3.4 Recording Votes at Meetings of the Council and its Committees
5. CP 3.7 Enterprise Performance Policy
6. CP 5.1 Service Complaint Policy
7. CP 6.13 Sight Line Truncations - ROW/Roads Intersection
8. CP 6.14 Sight Line Truncations - Vehicle Crossovers
9. CP 9.11 Fixed Assets Financial Policy
10. CP 9.14 Disposal of Property
11. CP 9.15 Contributed Asset Policy
12. CP Annual Schedule of Council and Committee Meetings
13. CP 10.2 Delegates on Boards, Authorities and Committees
14. CP 10.7 Lord Mayoral Invitations to Functions
15. CP 10.12 Provision of Hospitality
16. CP 12.7 Staff Conference Attendance and Expenses
17. CP 13.2 Website Content
18. CP 14.12 Digital Rights Management Policy for 3D Models and Development Applications
19. CP 15.1 Erection of Signs - Service Clubs
20. CP 18.5 Hire of City Banner and Flag Sites
21. CP 18.11 Use of Feature Lighting - Council House and Trafalgar Bridge
22. CP 18.12 Use of Council House Foyer for Events and Displays
23. CP 20.1 Bud Lights in Street Trees
24. CP 20.3 Footpaths - Upgrading Of
25. CP 20.9 Recognising the Amenity Value of the City's Trees
26. CP 20.10 Vehicle Crossovers – Specification
27. CP 20.12 Co-location of Poles within the Road Reserve
28. CP 20.13 Road Safety Audits
29. CP 21.1 Stormwater Drainage Connections
30. CP 22.2 Directional Signs within Road Reserves
31. CP 22.3 Traffic Management within the Road Reserve
32. CP 12.1 Council Vehicles – Lord Mayor and Employees

CARRIED 3 / 0

For:

Commissioner Hammond

Commissioner McMath

Commissioner Kosova

Against:
Nil

Item 13.13 – Fraud and Corruption Control Policy

File reference	P1005611-3
Report author	Andrew Corke, Governance Coordinator
Other contributors	Nil
Reporting Service Unit and Alliance	Governance, Corporate Services
Report author disclosure of interest	Nil
Date of report	3 August 2020
Nature of Council’s role	Executive
Voting requirement	Simple Majority
Attachment/s	Attachment 13.13A – Draft Fraud and Corruption Control Council Policy

Purpose

The purpose of this report is for Council to consider adoption of the Fraud and Corruption Control Policy (Policy).

Background

At the Ordinary Council Meeting on 30 June 2020, Council resolved to receive the Policy and agreed to initiate a 21-day public consultation period. The public consultation period has now concluded.

Details

The Policy has been developed to articulate the requirements for good governance, engaged leadership and ethical culture.

Through the Policy, the Fraud and Corruption Control Plan will describe:

- the Council’s commitment to “no tolerance” for acts of fraud and corruption;
- the City’s approach to building resilience to, and control of, fraud and corruption;
- the embedding of a strong and proactive fraud and corruption control culture within the City;
- the roles and responsibilities for building resilience to and the control of fraud and corruption;
- strategies implemented within the City to prevent, detect and respond to fraud and corruption; and
- protocols for the reporting of suspected fraud or corruption within and against the City including systematic analysis of behaviours and conduct to be mindful of and address.

The Fraud and Corruption Control Plan will be based on the following best practice resources:

- the Australian Standard for Fraud and Corruption Control (AS8001:2008);
- the Commonwealth Fraud Control Framework 2017;
- the State Office of the Auditor General’s report on Fraud Prevention in Local Government 2019;
- the Western Australian Corruption and Crime Commission – Guidelines for Notification of Serious Misconduct;
- the Western Australian Public Sector Commission’s guidance on reporting Minor Misconduct; and
- the Western Australian Public Sector Commission’s guidance on promoting integrity in public authorities.

The Fraud and Corruption Control Plan will be integrated with the City’s Risk Management Framework to provide assurance that risks are identified and managed through compliance with control measures and internal audit. The implementation of the Fraud and Corruption Control Plan will be accountable to Council through results reported to the Audit and Risk Committee.

The Risk Management Framework will detail:

- the fraud risks (internal and external) associated with the City’s functions;
- the controls in place to minimise the opportunity for fraud, corruption and corruption; and
- their implementation details.

Stakeholder engagement

The public consultation period commenced on 8 July 2020 and closed on 29 July 2020 via the City of Perth’s Engage Perth website. No public comments were received.

Strategic alignment

This item addresses the community’s vision for the future and its implications on the Strategic Community Plan 2019 – 2029, Corporate Business Plan 2020/21 – 2023/24 and relevant Issue or Area Specific Strategies or Plans.

Strategic Community Plan

Aspiration:	Performance
Strategic Objective:	5.6: Decision-making that is ethical, informed and inclusive.

Good governance and risk management are essential determinants of organisational performance, which informs ethical decision-making.

Corporate Business Plan

Aspiration:	Performance
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Number:	Nil.
Operational Initiative:	Nil.

There is no specific operational initiative in the City’s Corporate Business Plan regarding the matters outlined in this report.

Issue and Area Specific Strategies or Plans

There are no issue or area specific strategies or plans related to the matters outlined in this report.

Legal and statutory implications

The Policy will ensure compliance with the following legislation and subsidiary legislation:

- *Public Interest Disclosure Act 2003*
- *Corruption, Crime and Misconduct Act 2003*
- *Local Government (Rules of Conduct) Regulations 2007*

Section 2.7 of the *Local Government Act 1995* provides that it is the role of council to determine the local government’s policies.

Risk implications

Impact of decision	
Organisation	Medium
Community	Medium

Risk domain	Consequence	Likelihood	Risk rating
Legal and Regulatory/Ethical	Major	Possible	Medium
Reputation and External Stakeholders	Major	Possible	Medium
Financial	Moderate	Unlikely	Low

Failure to adopt the Policy may place the organisation at risk in these areas. This has previously been identified in the Organisational Capability and Compliance Assessment report.

Approval implications

If the recommendation to adopt the Policy is not adopted, Council may need to consider alternative options for controlling fraud and corruption.

Financial implications

There are no direct financial implications to this report. The resource requirements for

implementation of the Fraud and Corruption Control Plan will be identified during the development of the plan.

Policy references

CP19.1 Risk Management
 CP10.1 Code of Conduct

Comments

The Policy recognises the leadership role of Elected Members and the role of the CEO in implementing the policy through a Fraud and Corruption Control Plan. Elected Members will support a culture of ethical behaviour through compliance with the Code of Conduct. The Council will provide oversight of implementation and performance through the Audit and Risk Committee.

The adoption of a Council Policy and the implementation of a Fraud and Corruption Control Plan will provide assurance that the City’s approach to managing fraud and corruption risks is comprehensive, ongoing and effective.

This item was considered at the Audit and Risk Committee at its meeting held on 6 May 2020.

Further information

Nil.

Recommendation and Council Resolution
<p>Moved: Commissioner McMath Seconded: Commissioner Kosova</p> <p>That Council <u>ADOPTS</u> the Fraud and Corruption Control Policy, as detailed in Attachment 13.13A.</p> <p>CARRIED 3 / 0</p> <p>For: Commissioner Hammond Commissioner McMath Commissioner Kosova</p> <p>Against: Nil</p>

Item 13.14 – Council Member Allowance and Meeting Attendance Fees Policy

File reference	P1039299
Report author	Andrew Corke, Governance Coordinator
Other contributors	Nil
Reporting Service Unit and Alliance	Governance, Corporate Services
Report author disclosure of interest	Nil
Date of report	2 September 2020
Nature of Council’s role	Executive
Voting requirement	Absolute Majority
Attachment/s	Attachment 13.14A – Draft Council Member Allowance and Meeting Attendance Fees Council Policy

Purpose

The purpose of this report is for Council to consider adoption of the Draft Council Member Allowance and Meeting Attendance Fees Council Policy (Policy) which is produced at Attachment 13.14A.

Background

At the Ordinary Council Meeting on 28 July 2020, Council resolved to endorse the Policy for the purposes of community consultation. The community consultation period has now concluded.

Details

As outlined in the report to Council for the OCM on 28 July 2020, Elected Members are entitled to meeting attendance fees, provided that the levels of payment lie within the thresholds set by the Western Australian Salaries and Allowances Tribunal.

Council has the discretion to pay meeting attendance fees on a per meeting basis or by way of an annual allowance.

In addition to sitting fees the Lord Mayor is entitled to a general allowance.

The Deputy Lord Mayor, at the discretion of the Council, may also receive an allowance calculated as a percentage of the Lord Mayor’s allowance to compensate for occasions where Lord Mayoral tasks are deputised.

Stakeholder engagement

The public consultation period commenced on 10 August 2020 and closed on 1 September 2020 via the City of Perth (City) Engage Perth website. One comment was received during this consultation process. The comment queried why Councillors did not receive an annual allowance like the Lord Mayor and Deputy Lord Mayor. The stakeholder was sent a response explaining that the *Local Government Act 1995* only provides for allowances to be paid to the Lord Mayor and Deputy Lord Mayor and not Councillors. The stakeholder was advised that all Elected Members receive meeting attendance fees.

Strategic alignment

This item addresses the community’s vision for the future and its implications on the Strategic Community Plan 2019 – 2029, Corporate Business Plan 2020/21 – 2023/24 and relevant Issue or Area Specific Strategies or Plans.

Strategic Community Plan

Aspiration:	Performance
Strategic Objective:	5.6 Decision-making that is ethical, informed and inclusive.

The appropriate remuneration of Elected Members supports the aspiration of Performance.

Corporate Business Plan

Aspiration:	Performance
Number:	Nil.
Operational Initiative:	Nil.

There is no specific operational initiative in the City’s Corporate Business Plan regarding remuneration of Elected Members.

Issue and Area Specific Strategies or Plans

There are no issue or area specific strategies or plans related to the matters outlined in this report.

Legal and statutory implications

Division 8 of the *Local Government Act 1995* covers the subject matter of this report.

More specifically, sections 5.98, 5.98A and 5.99 provide that the Salaries and Allowances Tribunal under the *Salaries and Allowances Act 1975* shall determine the amount payable or set a range for elected member attendance fees, Lord Mayor Allowances, and Deputy Lord Mayor Allowances. Section 5.98(1) entitles payment of sitting fees and section 5.98 (5) entitles the payment of the Lord

Mayoral allowance within the threshold set by the Salaries and Allowances Tribunal.

Section 5.98A gives Councils the discretion to set an allowance for the Deputy Mayor. The Deputy Lord Mayor allowance may be up to 25 percent of the Lord Mayor’s allowance in accordance with the Salaries and Allowances Tribunal’s determination.

section 5.99 provides discretion for Council (by absolute majority) to pay elected members an annual fee in lieu of meeting attendance fees. Where an annual fee is paid in lieu, the annual fee must be within the range set by the Salaries and Allowances Tribunal.

In addition to the above, Section 2.7(2) provides that it is the role of council to determine the local government’s policies.

Risk implications

Impact of decision	
Organisation	Low
Community	Low

Risk domain	Consequence	Likelihood	Risk rating
Reputation and External Stakeholders	Minor	Possible	Low

Proposing the maximum remuneration levels for Elected Members in the current economic climate may create a reputational risk for the City.

Approval implications

If the recommendation in this report is adopted, Elected Members will be remunerated accordingly.

Financial implications

The substantive annual cost of the allowances as proposed is as follows:

Mayoral Annual Attendance Fee	\$ 47,516
Mayoral Annual Allowance	\$ 137,268
Total	\$ 184,784

Deputy Mayoral Annual Attendance Fee	\$ 31,678
Deputy Mayoral Annual Allowance	\$ 34,317
Total	\$ 65,995

Councillor Annual Attendance Fee	\$ 31,678
Total (x7)	\$ 221,746

The Total Annual Cost of the above is \$ 472,525.

Policy references

The process of reviewing the Council Member Allowance and Meeting Attendance Fees Policy is guided by the Council Policy Framework Policy. In accordance with the Policy Framework the Policy has been through a public consultation process and is now being presented to Council with a recommendation for adoption.

Comments

The Salaries and Allowances Tribunal has classified the City of Perth as a 'Band 1' local government. Band 1 classifications include major metropolitan local governments such as Stirling, Wanneroo and Joondalup.

The Band 1 range of payments is as follows:

- Mayoral Meeting Attendance Fees: \$615 to \$1,189 per meeting.
- Mayoral Annual Attendance Fee in lieu of Meeting Attendance fees: \$24,604 to \$47,516 per annum.
- Councillor Meeting Attendance Fees: \$615 to \$793 per meeting.
- Councillor Annual Attendance Fee in lieu of Meeting Attendance Fees: \$24,604 to \$31,678.
- Mayoral Annual Allowance: \$51,228 to \$89,753.
- Deputy Mayor Annual Allowance @ 25%: \$12,815 to \$22,438.

Despite the provisions outlined for a Band 1 local government, the most recent Salaries and Allowances Tribunal Determination outlines that the Perth City Council is to set the amount of the annual local government allowance to which the Lord Mayor is entitled within the range of \$61,509 to \$137,268. The annual allowance for the Deputy Mayor is up to 25% to which the mayor or president is entitled (\$15,377 - \$34,317).

Given the status of the City of Perth as Western Australia's capital city local government and the significant role the Lord Mayor plays in the civic and ceremonial fabric of both City and State, it is proposed that all allowances be based at the upper end of the scale.

The payment of an annual allowance in lieu of meeting attendance fees is favoured given the simplicity of calculations and acquittal, and the uniformity of payment. It is proposed to apply this annual allowance method.

This accords with the approach taken by most other major metropolitan local governments.

It is also proposed to continue with the quarterly payment regime, three months in arrears.

Further information

Nil.

Officer Recommendation

That Council ADOPTS the Council Member Allowance and Meeting Attendance Fees Council Policy, as detailed in Attachment 13.14A.

Moved with Amendment

Moved: Commissioner Hammond
Seconded: Commissioner Kosova

That the policy includes the previously endorsed \$3,500 per annum ICT allowance.

Reason:
That the ICT allowance was endorsed by Council in late 2018 and remains as a policy issue and should be paid at the same time as the elected members are announced.

Council Resolution

That Council ADOPTS the Council Member Allowance and Meeting Attendance Fees Council Policy, including a \$3,500 ICT allowance, as detailed in Attachment 13.14A.

CARRIED 3 / 0

For:
Commissioner Hammond
Commissioner McMath
Commissioner Kosova

Against:
Nil

Item 13.15 – Elected Members - Reimbursement of Expenses Policy

This item was withdrawn by the Chief Executive Officer.

Item 13.16 – City of Perth Inquiry Response (Budget Implications)

File reference	CM 171032/2020
Report author	Michael Kent, Project Director Strategic Finance
Other contributors	Executive Leadership Team
Reporting Service Unit and Alliance	Strategic Finance, Corporate Services
Report author disclosure of interest	Nil
Date of report	01 September 2020
Nature of Council’s role	Executive
Voting requirement	Absolute Majority
Attachment/s	Nil

Purpose

The purpose of this report is to request that Council approve targeted funding to ensure that the incoming Council, and the administration that support them, are set up for success and are capable of delivering the kind of exemplary governance contemplated by the Inquiry into the City of Perth and the findings of the Inquirer.

Background

The Report of the Inquiry into the City of Perth makes 341 recommendations covering a wide range of topics. Whilst it is acknowledged that these are indeed only ‘recommendations’; a significant number of the suggested actions have already been proactively identified and actioned by the City in advance of the release of the report through the City’s Corporate Recovery Improvement Program, Financial Systems & Process Transformation Plan and Procurement Transformation Plans.

Notwithstanding that the City has demonstrated initiative and responsible governance in progressing these initiatives at the City’s own volition; it is also acknowledged that there are a number of suggested responses / initiatives contained in the report recommendations that to date, are not directly funded or resourced. The City is keen to deliver a proactive, contemporary response and is now exploring the most efficient way to operationalise these responses.

The City consciously took a strategic approach when developing its 2020/21 - 2029/30 Long Term Financial Plan and included in that document, a prudent allocation should the City have to contribute towards the cost of the Inquiry and it also allocated some notional funding towards other responses to the report recommendations that required additional resource or the involvement of expert external consultants.

It is noted that a number of the Inquiry report recommendations have a timeframe for execution of less than six months, and some are in fact, requiring immediate response. This report seeks to

release some of that notional funding allocation previously quarantined in reserves to support specifically identified actions that respond to Inquiry Into the City of Perth report recommendations.

Details

As part of its Long Term Financial Planning and Budgeting activities in 2018/19 and 2019/20, a prudent financial provision was made in case the City was required to make a contribution to the cost of the Inquiry. This funding was quarantined in the newly created Organisational Reform Reserve.

At the same time, the City also allocated three additional tranches of funding to the Organisational Reform Reserve for the purposes of supporting financial commitments arising following the release of the Inquiry Into the City of Perth report. The indicative purpose of these tranches of funding were:

- Organisational Culture Program \$100K
- Training and Capacity Building \$200K
(specifically identified through the report, not business as usual training)
- Corporate Recovery / Reviews into nominated City operational areas \$200K

Some recommendations contained in the Inquiry report call for significant actions to be undertaken which will require the involvement of specialist external resources. These have short term horizons (generally within six months) and include:

Rec. No	Action Requiring Funding Allocation	Budget \$
28	Comprehensive Induction and Training for Elected Members	25,000
47	Compulsory WALGA Elected Member training units	25,000
44 - 46	CEO Mentoring and Coaching	25,000
40 - 41	Mayoral Coaching	25,000
212	Functional Review of Governance	38,000
245 -256	Review of the Internal Audit Function & Risk Management Approach	62,000
	Total Funding Requirement	200,000

It is recommended that funds notionally allocated in the Organisational Reform Reserve towards specialised training and capacity building in response to the findings of the Inquiry Into the City of Perth report, now be formally approved in the City’s 2020/21 Operating Budget. The funding source for these items will be the Organisational Reform Reserve.

Stakeholder engagement

As the contents of this report relate to an administrative action to approve the release of some funds previously quarantined in Reserve, there is no external stakeholder engagement required.

Strategic alignment

Strategic Community Plan

This item addresses the community’s vision for the future and specifically the following aspiration and Strategic Objective(s) contained in the Strategic Community Plan 2019 - 2029:

Aspiration:	Performance
Strategic Objective:	5.5: A financial business model underpinned by a culture of cost management, best value and strategic financial analysis that is subject to ongoing oversight, transparency and accountability.

The actions proposed in this report will ensure that there are adequate financial resources available to support remedial, improvement actions identified in the Inquiry Report but not necessarily funded in the 2020/21 budget at this time.

Corporate Business Plan

Aspiration:	Performance
Number:	Nil
Operational Initiative:	Nil

This report demonstrates a proactive response to ensure adequate funding to support the City’s execution of the various initiatives contained in the Corporate Business Plan.

Report of the Inquiry into the City of Perth

This officer report allocates previously quarantined notional funding from the City’s cash reserves to support critical reform activities highlighted in the recommendations of the Inquiry into the City of Perth report.

Legal and statutory implications

The Report of the Inquiry into the City of Perth (tabled on 11 August 2020) makes a total of 341 recommendations, some of which relate to the broader local government industry whilst others specifically relate to the City of Perth.

The City has prepared a considered response to the report, noting actions already taken to address certain recommendations and acknowledging other recommendations that the City intends to progress. Among these items noted for future action are some that will require expert external resources that are not currently directly funded in the City’s operating budget.

Section 6.8(1) of the *Local Government Act 1995* relates to expenditure of funds by a local government and is the reason why approval for the proposed budget amendment is being sought. This will allow the City to respond appropriately to the persuasive recommendations of the Report

of the Inquiry into the City of Perth.

Risk implications

Impact of decision	
Organisation	Low
Community	Medium

Risk domain	Consequence	Likelihood	Risk rating
Reputation and External Stakeholders	Moderate	Likely	Medium
Legal & Regulatory	Minor	Possible	Low

A carefully considered and prudent funding allocation provided to respond to certain recommended Inquiry report actions, not currently directly funded within the 2020/21 operational budget, is regarded as a responsible and appropriate response to manage reputational risk.

Approval implications

This report seeks Council approval to transfer funding from the cash-backed Organisational Reform Reserve to the operational budget to support nominated training and capacity building initiatives and review of certain corporate governance activities identified in the recommendations of the report of the Inquiry into the City of Perth.

Financial implications

The financial implications of this report are shown in the table below.

Account Details	Account Type	Budget Amendment	Revised Budget	Impact on Surplus
Elected Members Induction	Expense	25,000	25,000	Decrease
Elected Members Training	Expense	25,000	25,000	Decrease
CEO Professional Development and Support	Expense	25,000	25,000	Decrease
Mayoral Professional Development and Support	Expense	25,000	25,000	Decrease
Review of Governance Function	Expense	38,000	38,000	Decrease
Review Internal Audit and Risk Management	Expense	62,000	62,000	Decrease
Transfer to Municipal Fund	Reserve Transfer	200,000	200,000	Nil

Transfer from the Organisational Reform Reserve	Transfer Inwards	(200,000)	(200,000)	Increase
Sub Total		Nil		Neutral

The proposed increase in expenditure line-items totalling \$200,000 are funded by a transfer of previously quarantined funds in the Organisational Reform Reserve. The means that the proposed 2020/21 Budget amendment is cost neutral and has no impact on the budgeted operating surplus.

Policy references

There are no direct policy implications of this report, although actions supported by the funding released by this report may have flow on effects in the future that could result in changes to both Council and Executive Policies.

Comments

Nil.

Further information

Nil.

Recommendation and Council Resolution				
<p>Moved: Commissioner Kosova Seconded: Commissioner McMath</p> <p>That Council <u>APPROVES</u> the following amendment to the 2020/21 Budget adopted by Council on 04 August 2020:</p>				
Account Details	Account Type	Budget Amendment	Revised Budget	Impact on Surplus
1037.100.10.10092.7910 Elected Members Induction	Expense	25,000	25,000	Decrease
1037.100.10.10092.7116 Elected Members Training	Expense	25,000	25,000	Decrease
1002.100.10.10086.7116 CEO Prof Dev't & Support	Expense	25,000	25,000	Decrease
1037.100.10.10086.7116 Mayoral Prof Dev't & Support	Expense	25,000	25,000	Decrease
1037.100.50.10094.7230 Review of Governance Function	Expense	38,000	38,000	Decrease

1037.100.50.10004.7230 Review Internal Audit / Risk Mgt	Expense	62,000	62,000	Decrease
1001.100.10.50000.5432 Transfer to Municipal Fund	Reserve Transfer	200,000	200,000	Nil
1001.100.10.50000.5411 Transfer from Org Reform Reserve	Transfer Inwards	(200,000)	(200,000)	Increase
<p>CARRIED 3 / 0</p> <p>For: Commissioner Hammond Commissioner McMath Commissioner Kosova</p> <p>Against: Nil</p>				

Item 13.17 – City of Perth Achievements March 2018 – July 2020

File reference	P1028809-3
Report author	Sarah Best, Integrated Strategic Planning Analyst
Other contributors	Karin Strachan, Project Director Corporate Recovery
Reporting Service Unit and Alliance	Corporate Recovery, CEO Alliance
Report author disclosure of interest	Nil
Date of report	27 August 2020
Nature of Council’s role	Information
Voting requirement	N/A
Attachment/s	Attachment 13.17A – City Achievements March 2018 to July 2020

Purpose

That Council receive the information contained in the Attachment 13.17A – City’s Achievements between March 2018 to July 2020.

Background

On Friday, 2 March 2018, the Minister for Local Government announced the City of Perth Council were suspended and three commissioners were appointed to perform the duties of Council. It was also announced that there would be a formal Inquiry into the City of Perth Council, led by Inquirer Tony Power. As a result, the City’s formal Corporate Recovery Implementation Plan (CRIP) was launched in May 2019. The CRIP is a target-driven three-year plan that is leading the City towards organisational recovery.

Details

Since the announced Inquiry into the City of Perth and the appointment of Commissioners, the City has been focussed on restoring its core services, in order to be the benchmark for Local Government in WA and an exemplar Capital City. Through the guidance of the Commissioners, the CRIP has helped to improve services, projects and activities that better serve our community and ensure appropriate management, controls and transparent processes are in place for the organisation.

The attached report (Attachment 13.17A) highlights the City’s achievements between March 2018 to July 2020, identifying activities that require ongoing effort. Some noteworthy achievements include:

- The recruitment of a high performing Chief Executive Officer and Executive Leadership Team, and a streamlined Manager Leadership Team and Alliance structure to create efficiencies and improve service delivery.
- The establishment of the City’s Integrated Strategic Planning and Reporting Framework (ISPRF), Strategic Community Plan, Corporate Business Plan and Long-Term Financial Plan.
- Achievement of \$10 million in operating cost savings during FY2019/20. Reduced FTE by 110 (*which translates to over \$100 million in savings over 10 years*).

Notable notice of motions and items approved by the Commissioners are also included as an Appendix of Attachment 13.17A and provide a summary of the key decisions made during this time, to support the City of Perth ratepayers, businesses and community. The report also highlights the City’s response to the COVID-19 pandemic and the ongoing implementation of activities as detailed in the COVID-19 Economic Rebound Strategy.

Stakeholder engagement

The City’s Achievements March 2018 – July 2020 was tabled to Commissioners at the Council Briefing Session held 14 July and was tabled to the Premier at the City of Perth Committee held 1 September 2020.

Strategic alignment

This item addresses the community’s vision for the future and its implications on the Strategic Community Plan 2019 – 2029, Corporate Business Plan 2020/21 – 2023/24 and relevant Issue or Area Specific Strategies or Plans.

Strategic Community Plan

Aspiration:	Performance
Strategic Objective:	5.1 - An Integrated Strategic framework with clear line of sight between community vision and operational outcome

This report and attachment outline the achievements that have been made towards the City’s integrated strategic direction through the delivery of operational activities.

Corporate Business Plan

Aspiration:	Performance
Number:	Nil
Operational Initiative:	Nil

Issue and Area Specific Strategies or Plans

This report and attachment provide an overview of the achievements made as a result of implementing the COVID-19 Economic Rebound Strategy to support the City in returning to stable economic performance.

Legal and statutory implications

There are no legal or statutory implications related to this report.

Risk implications

Impact of decision	
Organisation	Low
Community	Low

Risk domain	Consequence	Likelihood	Risk rating
Reputation and External Stakeholders	Minor	Unlikely	Low
Service Delivery/Strategic Objectives	Moderate	Unlikely	Medium

The achievements report has been developed at a point in time, it is noted that the response to the recommendations in the Inquiry Into the City of Perth report may expand the City’s Corporate Recovery Program, which may present a medium risk to the City’s existing service and project objectives.

Approval implications

There are no approval implications related to this report.

Financial implications

There are no financial implications associated with this report.

Policy references

There are no policy references related to this report.

Comments

The City is currently updating the CRIP based on the recommendations presented in the Inquiry Report.

Further enhancements and efficiencies will continue to be identified as the City continues its trajectory to becoming an exemplar local government and capital city.

Further information

Nil.

Recommendation and Council Resolution

Moved: Commissioner Kosova

Seconded: Commissioner McMath

That Council RECEIVES the Achievements March 2018 – July 2020 report as detailed in the Attachment 13.17A.

CARRIED 3 / 0

For:

Commissioner Hammond

Commissioner McMath

Commissioner Kosova

Against:

Nil

Item 13.18 – Chief Executive Officer – Key Focus Areas

File reference	P1029514
Report author	Chris Noble, A/Project Director Corporate Recovery
Other contributors	Nil
Reporting Service Unit and Alliance	Corporate Recovery, CEO Alliance
Report author disclosure of interest	Nil
Date of report	23 September 2020
Nature of Council’s role	Executive
Voting requirement	Simple Majority
Attachment/s	Nil

Purpose

The purpose of this report is for Council to endorse the key focus areas, KPIs and measurements for the Chief Executive Officer (CEO) for financial year 2020/21.

Background

A number of Key Focus Areas, with supporting KPIs, have been identified that will facilitate a smooth transition of the City from a Commissioner-led organisation to a Council-led organisation. These provide clear direction, in both external and internal environments, for the CEO to continue the City of Perth’s transformation program.

In accordance with Section 5.39 (3)(b) of the *Local Government Act 1995*, “The employment of a person who is a CEO or a senior employee is to be governed by a written contract” where “there are specified in the contract performance criteria for the purpose of reviewing the person’s performance.” In order to comply with legislation, the CEO’s Key Performance Indicators are proposed for Council approval, as detailed in Attachment 6.18A.

The CEO’s KPIs have been developed between the Commissioners and the CEO through an iterative development and refinement process, during August 2020. The outcomes of the annual review, that will be conducted by the incoming Council, will form part of the CEO’s next performance and development agreement, in-line with the recommendation number 19 from the Inquiry report.

The City currently has in place a Chief Executive Officer Performance Review Committee which has carriage and oversight of the Annual CEO Performance Review Process. The Terms of Reference for this Committee is currently under review, which will be supported by a revised Council Policy focussed on the recruitment and performance management of the CEO, in line with the Inquiry Into the City of Perth report recommendations.

Details

In August 2020, the City of Perth welcomed its new CEO, Michelle Reynolds. To enable a seamless transition, the Commissioners and the CEO have developed a series of Key Focus Areas, with supporting KPIs and measurements, to be progressed in the current financial year. These are:

1. Key Focus Area – **Strategy**

Key Performance indicator (KPI)	Measurement	Deadline
1.1 Finalisation of the Integrated Strategic Planning Framework (ISPF)	a. Service plans finalised and elected members briefed.	April 2021
	b. Monthly information bulletin commissioned including progress reporting on ISPF goals, programs and service delivery.	July 2021
	c. Specific Purpose Strategies identified, commissioned and progressed.	July 2021
	d. ISPF elements progressed towards “advanced standard” as per Integrated Planning and Reporting Framework and Guidelines.	July 2021
1.2 Ongoing oversight and effectiveness of the Integrated Strategic Planning Framework	a. Major review of Strategic Community Plan commenced with completion realistically achievable by last quarter 2021.	July 2021
	b. Corporate Business Plan is utilised as principal financial decision-making instrument and the basis for populating the 2021/2022 annual budget.	July 2021
1.1 Elected Member Involvement in Strategy	a. Compliance with the Strategic Framework Council Policy with focus on quality, comprehensiveness and timeliness of discussion papers on key strategic issues.	July 2021
	b. Effective and meaningful interaction between elected members and the executive on business planning and financial strategy.	July 2021
	c. Elected members understanding and “ownership” of key strategic issues underpinned by regular and meaningful engagement and interaction with CEO and the Executive.	July 2021

2. Key Focus Area – Project and Program Delivery

Key Performance indicator (KPI)	Measurement	Deadline
2.1 Organisational Capability	a. An effective project management framework underpinned by competent and accredited staff, ongoing professional development programs, relevant council and organisational policies, organisation wide communication and meaningful stakeholder engagement.	July 2021
	b. Delivery of major infrastructure projects as specified for financial year 2020/2021, on time and on budget. Including but not limited to the Wellington Square redevelopment, Roe Street Masterplan implementation and the East End revitalisation.	July 2021
	c. Programs and services identified in specific purpose strategies for financial year 2020/2021 successfully delivered including but not limited to the Homelessness Strategy and the COVID-19 Economic Rebound Strategy.	July 2021
2.2 Procurement	a. An effective procurement framework underpinned by competent and accredited staff, ongoing professional development programs, relevant council and organisational policies, organisation wide communication and meaningful stakeholder engagement.	July 2021
2.3 Progressing the City Deal	a. Worked closely with the State and Federal Government to implement the City Deal initiatives that are within the City of Perth’s control, with emphasis on homelessness.	July 2021
	b. Facilitated negotiations with the WA Cricket Association informing the development of a detailed business case for the establishment of a community-based aquatic and recreation facility as part of the proposed City Deal WACA redevelopment.	July 2021
	c. Continued discussions with the State Government on the refurbishment of the Perth Concert Hall and the design of the National Indigenous Centre.	July 2021

3. Key Focus Area – Governance

Key Performance indicator (KPI)	Measurement	Deadline
3.1 Audit and Risk Framework	a. Completion of the review of the effectiveness, and capacity of the City’s Audit and Risk systems after engagement with key internal and external stakeholders. Submission of the review findings and recommendations to the Audit and Risk Committee and Council for consideration and endorsement.	November 2020
	b. Implementation of the Council endorsed findings and recommendations of the review during second quarter 2020.	July 2021
3.2 Council Meetings	a. Council agenda and committee papers comprising of accurate, timely and comprehensive reports facilitating effective and informed decision making by elected members.	July 2021
	b. A comprehensive information bulletin being included in the monthly Council agenda papers.	January 2021
	c. Meeting procedure local laws (standing orders) being reviewed so as to reflect more contemporary community participation, facilitate better decision making and streamline meeting processes.	April 2021
	d. A new Code of Conduct for elected members established in line with recent legislative amendments.	March 2021
	e. Development of a range of accessible and relevant elected member training and support programs.	July 2021
3.3 Inquiry into the City of Perth	a. Establishment of a corporate response plan to the inquiry congruent with the report to the Minister endorsed by the Commissioners at the September 2020 Council meeting.	October 2020
	b. Implement the response plan and report to Council and City stakeholders via the Monthly Information Bulletin.	July 2021

Stakeholder engagement

Not applicable.

Strategic alignment

Strategic Community and Corporate Business Plan

Aspiration:	Performance
Strategic Objective:	5.7- Asset management, community services and major projects all guided by strategies that are inclusive, transparent, contemporary and intrinsically linked to the community’s strategic vision.

Corporate Business Plan

Aspiration:	Performance
Number:	Nil
Operational Initiative:	Nil

Issue and Area Specific Strategies or Plans

Nil

Legal and statutory implications

Section 5.38 and 5.39 of the *Local Government Act 1995*.

Risk implications

The KPIs recommended in this report impact the organisation’s focus, which has flow on effects to the City’s community. Due to this impact, the KPIs have been developed through an iterative and considered manner, cognisant of internal and external priorities. Therefore, the KPIs for the CEO are considered a **medium risk**, given the rigor applied.

Approval implications

No direct implications for approving the CEO’s KPIs, however failure to approve the recommendations may result in non compliance with section 5.39 of the *Local Government Act 1995*.

Financial implications

There are no financial implications related to this report.

Policy references

There are no policy references related to this report.

Further Information

Resulting from discussion at the Agenda Briefing Session held on 22 September 2020, the report has been modified to include delivery dates against the KPIs and update the measurement component to align with recent development, regarding the City Deal.

Officer Recommendation

That Council APPROVES the Chief Executive Officer’s Key Focus Areas, Key Performance Indicators and Measurements, as follows:

1. Key Focus Area – **Strategy:**
 - 1.1 Finalisation of the Integrated Strategic Planning Framework (ISPF)
 - a. Service plans finalised and elected members briefed by April 2021.
 - b. Monthly information bulletin commissioned including progress reporting on ISPF goals, programs and service delivery by July 2021
 - a. Specific Purpose Strategies identified, commissioned and progressed by July 2021.
 - b. ISPF elements progressed towards “advanced standard” as per Integrated Planning and Reporting Framework and Guidelines by July 2021.
 - 1.2 Ongoing oversight and effectiveness of the Integrated Strategic Planning Framework
 - a. Major review of Strategic Community Plan commenced by July 2021.
 - b. Corporate Business Plan is utilised as principal financial decision-making instrument and the basis for populating the 2021/2022 annual budget by July 2021.
 - 1.3 Elected Member Involvement in Strategy
 - a. Compliance with the Strategic Framework Council Policy with focus on quality, comprehensiveness and timeliness of discussion papers on key strategic issues by July 2021.
 - b. Effective and meaningful interaction between elected members and the executive on business planning and financial strategy by July 2021.
 - c. Elected members understanding and “ownership” of key strategic issues underpinned by regular and meaningful engagement and interaction with CEO and the Executive by July 2021.
2. Key Focus Area – **Project and Program Delivery:**
 - 2.1 Organisational Capability
 - a. An effective project management framework underpinned by competent and accredited staff, ongoing professional development programs, relevant council and organisational policies, organisation wide communication and meaningful stakeholder engagement by July 2021.

<ul style="list-style-type: none"> b. Delivery of major infrastructure projects as specified for financial year 2020/2021, on time and on budget. Including but not limited to the Wellington Square redevelopment, Roe Street Masterplan implementation and the East End revitalization by July 2021. c. Programs and services identified in specific purpose strategies for financial year 2020/2021 successfully delivered including but not limited to the Homelessness Strategy and the COVID-19 Economic Rebound Strategy by July 2021 <p>2.2 Procurement</p> <ul style="list-style-type: none"> a. An effective procurement framework underpinned by competent and accredited staff, ongoing professional development programs, relevant council and organisational policies, organisation wide communication and meaningful stakeholder engagement by July 2021. <p>2.3 Progressing the City Deal</p> <ul style="list-style-type: none"> a. Worked closely with the State and Federal Government to implement the City Deal initiatives that are within the City of Perth’s control, with an emphasis on homelessness by July 2021. b. Facilitated negotiations with the WA Cricket Association informing the development of a detailed business case for the establishment of a community-based aquatic and recreation facility as part of the proposed City Deal WACA redevelopment by July 2021. c. Continued discussions with the State Government on the refurbishment of the Perth Concert Hall and the design of the National Indigenous Centre by July 2021. <p>3. Key Focus Area – Governance:</p> <p>3.1 Audit and Risk Framework</p> <ul style="list-style-type: none"> a. Completion of the review of the effectiveness, and capacity of the City’s Audit and Risk systems after engagement with key internal and external stakeholders. Submission of the review findings and recommendations to the Audit and Risk Committee and Council for consideration and endorsement by November 2020. b. Implementation of the Council endorsed findings and recommendations of the review by July 2021. <p>3.2 Council Meetings</p> <ul style="list-style-type: none"> a. Council agenda and committee papers comprising of accurate, timely and comprehensive reports facilitating effective and informed decision making by elected members by July 2021. b. A comprehensive information bulletin being included in the monthly Council agenda papers by January 2021. c. Meeting procedure local laws (standing orders) being reviewed so as to reflect more contemporary community participation, facilitate better decision making and streamline meeting processes by April 2021. d. A new Code of Conduct for elected members established in line with recent legislative amendments by March 2021.

- e. Development of a range of accessible and relevant elected member training and support programs by July 2021.
- 3.3 Inquiry into the City of Perth
- a. Establishment of a corporate response plan to the inquiry congruent with the report to the Minister endorsed by the Commissioners by October 2020.
 - b. Implement the response plan and report to Council and City stakeholders via the Monthly Information Bulletin by July 2021.

Moved with Amendment

Moved: Commissioner Kosova
Seconded: Commissioner McMath

Removal of the words ‘and ownership’ under recommendation point 1.3.c

Reason:
 Due to the inability for the CEO to control a Council in regard to owning a particular issue or topic.

Recommendation and Council Resolution

That Council APPROVES the Chief Executive Officer’s Key Focus Areas, Key Performance Indicators and Measurements, as follows:

1. Key Focus Area – **Strategy:**
 - 1.1 Finalisation of the Integrated Strategic Planning Framework (ISPF)
 - a. Service plans finalised and elected members briefed by April 2021.
 - b. Monthly information bulletin commissioned including progress reporting on ISPF goals, programs and service delivery by July 2021
 - c. Specific Purpose Strategies identified, commissioned and progressed by July 2021.
 - d. ISPF elements progressed towards “advanced standard” as per Integrated Planning and Reporting Framework and Guidelines by July 2021.
 - 1.2 Ongoing oversight and effectiveness of the Integrated Strategic Planning Framework
 - a. Major review of Strategic Community Plan commenced by July 2021.
 - b. Corporate Business Plan is utilised as principal financial decision-making instrument and the basis for populating the 2021/2022 annual budget by July 2021.

- 1.3 Elected Member Involvement in Strategy
 - a. Compliance with the Strategic Framework Council Policy with focus on quality, comprehensiveness and timeliness of discussion papers on key strategic issues by July 2021.
 - b. Effective and meaningful interaction between elected members and the executive on business planning and financial strategy by July 2021.
 - c. Elected members understanding of key strategic issues underpinned by regular and meaningful engagement and interaction with CEO and the Executive by July 2021.

2. Key Focus Area – **Project and Program Delivery:**

- 2.1 Organisational Capability
 - a. An effective project management framework underpinned by competent and accredited staff, ongoing professional development programs, relevant council and organisational policies, organisation wide communication and meaningful stakeholder engagement by July 2021.
 - b. Delivery of major infrastructure projects as specified for financial year 2020/2021, on time and on budget. Including but not limited to the Wellington Square redevelopment, Roe Street Masterplan implementation and the East End revitalization by July 2021.
 - c. Programs and services identified in specific purpose strategies for financial year 2020/2021 successfully delivered including but not limited to the Homelessness Strategy and the COVID-19 Economic Rebound Strategy by July 2021
- 2.2 Procurement
 - a. An effective procurement framework underpinned by competent and accredited staff, ongoing professional development programs, relevant council and organisational policies, organisation wide communication and meaningful stakeholder engagement by July 2021.
- 2.3 Progressing the City Deal
 - a. Worked closely with the State and Federal Government to implement the City Deal initiatives that are within the City of Perth’s control, with an emphasis on homelessness by July 2021.
 - b. Facilitated negotiations with the WA Cricket Association informing the development of a detailed business case for the establishment of a community-based aquatic and recreation facility as part of the proposed City Deal WACA redevelopment by July 2021.
 - c. Continued discussions with the State Government on the refurbishment of the Perth Concert Hall and the design of the National Indigenous Centre by July 2021.

3. Key Focus Area – **Governance:**

- 3.1 Audit and Risk Framework

- a. Completion of the review of the effectiveness, and capacity of the City's Audit and Risk systems after engagement with key internal and external stakeholders. Submission of the review findings and recommendations to the Audit and Risk Committee and Council for consideration and endorsement by November 2020.
- b. Implementation of the Council endorsed findings and recommendations of the review by July 2021.

3.2 Council Meetings

- a. Council agenda and committee papers comprising of accurate, timely and comprehensive reports facilitating effective and informed decision making by elected members by July 2021.
- b. A comprehensive information bulletin being included in the monthly Council agenda papers by January 2021.
- c. Meeting procedure local laws (standing orders) being reviewed so as to reflect more contemporary community participation, facilitate better decision making and streamline meeting processes by April 2021.
- d. A new Code of Conduct for elected members established in line with recent legislative amendments by March 2021.
- e. Development of a range of accessible and relevant elected member training and support programs by July 2021.

3.3 Inquiry into the City of Perth

- a. Establishment of a corporate response plan to the inquiry congruent with the report to the Minister endorsed by the Commissioners by October 2020.
- b. Implement the response plan and report to Council and City stakeholders via the Monthly Information Bulletin by July 2021.

CARRIED 3 / 0

For:

Commissioner Hammond
Commissioner McMath
Commissioner Kosova

Against:

Nil

Item 13.19 – Events, Culture and Arts Advisory Committee - Reallocation of Budget from Perth Home Grown Market to Twilight Hawkers Market

File reference	P1039099#10
Report author	Erica Mueller, Events Coordinator
Other contributors	Nil
Reporting Service Unit and Alliance	Activation and Cultural Experience, Community Development Alliance
Report author disclosure of interest	Nil
Date of report	31 August 2020
Nature of Council’s role	Executive
Voting requirement	Simple Majority
Attachment/s	Nil

Purpose

The purpose of this report is to seek Council approval of the Events, Culture and Arts Advisory Committee recommendation regarding the reallocation of operational budget within Table 4 of the COVID-19 Economic Rebound Strategy, to ensure greater impact of the Twilight Hawkers Market initiative.

Background

Council approved the COVID-19 Economic Rebound Strategy at its Ordinary Council Meeting held 30 June 2020 with a total operating project budget of \$20,115,000 for 2020/21. This included the following:

Prioritisation of projects as per Stakeholder Feedback: Keep doing / do more	Cost Allocation
Perth Home Grown Market	\$50,000
Twilight Hawkers Market	\$50,000

Twilight Hawkers Market is a recurring Friday evening market, operating seasonally in Forrest Place; in 2019/20 the season ran November to February. Perth Home Grown Market is a recurring Sunday market, operating year-round in Murray Street Mall.

Twilight Hawkers Market had a total direct economic impact of \$5,562,869 and estimated attendance of 180,000 in the 2019/20 season (Culture Counts event impact analysis). Perth Home Grown Market has not been evaluated against social and cultural outcomes in the past five years, however generally attracts passing traffic in the Murray Street Mall and adds vibrancy to the Sunday shopping experience. Twilight Hawkers Market is cost-effective to deliver (at \$482.14 return for every dollar spent), and Perth Home Grown Market is cost-neutral to deliver as it does not require a

dedicated budget.

Both events were discussed at the Events, Culture and Arts Advisory Committee workshop held 2 July 2020.

Details

The Twilight Hawkers Market will recommence in November for the 2020/21 season in Forrest Place. It is proposed that in addition to the regular season, the following will be implemented to support the COVID-19 Economic Rebound Strategy:

- A second instalment of Twilight Hawkers Market be held on an alternative night in Yagan Square, featuring Northbridge businesses. Previous barriers to participation for local businesses have included the participation fee and infrastructure requirements to set up a temporary market stall. The removal of this fee and provision of necessary infrastructure has been proposed for any Northbridge business willing to participate.
- A pop-up Twilight Hawkers Market held on Hay Street (between Irwin and Pier Street) to celebrate the launch of the Pedestrian Priority Precinct in November as part of the East End Revitalisation project. The road will be closed to traffic for this once-off event with an official opening by the Lord Mayor.

The total estimated cost for the above two proposals, together with the regular season of Twilight Hawkers Market in Forrest Place, is \$100,000.

Perth Home Grown Market does not require budget to operate in the current format and will continue to operate in its existing, self-sustaining model.

Stakeholder engagement

The Business Improvement Group of Northbridge (BIG N) was consulted regarding Twilight Hawkers Market at a meeting held 6 August 2020. The members present were supportive of the proposed concepts.

The Marketing and Promotion Advisory Committee was consulted about both events at a joint workshop with the Events, Culture and Arts Advisory Committee held 17 August 2020. Feedback provided at this workshop has been incorporated into the proposed plans.

Development WA has been consulted and is supportive of the concept to deliver a season of Twilight Hawkers Markets in Yagan Square and has committed to contributing resources towards the event.

Strategic alignment

This item addresses the community's vision for the future and its implications on the Strategic Community Plan 2019 – 2029, Corporate Business Plan 2020/21 – 2023/24 and relevant Issue or Area Specific Strategies or Plans.

Strategic Community Plan

Aspiration:	Prosperity
Strategic Objective:	4.6 Precincts that utilise their unique sense of place, local pride and enthusiasm to encourage investment and economic activity.

The Twilight Hawkers Market will address multiple Aspirations, primarily related to People and Prosperity, by engaging visitors in cultural events and activities that will have positive flow-on impacts on city vibrancy and the local economy.

Corporate Business Plan

Aspiration:	People
Number:	CBP operational project under 100k (page 49)
Operational Initiative:	Twilight Hawkers Market and Perth Home Grown Market

The Twilight Hawkers Market aligns with the strategic approach of the COVID-19 Economic Rebound Strategy, specifically “re-invent and revive”.

Issue and Area Specific Strategies or Plans

The City’s Cultural Development Plan 2019-2029 includes action 1.1: *Deliver localised support to a wide range of local businesses and cultural organisations to activate Perth city spaces, (including City of Perth-owned spaces) focusing on areas of high anti-social behaviour, through projects that involve the local community.* Twilight Hawkers Market contributes to this action, delivering on the cultural objectives of Diversity of Cultural Expression Appreciated; Sense of Safety and Security Supported; Social Differences Bridged.

Legal and statutory implications

There are no legal or statutory implications related to this report.

Risk implications

Impact of decision	
Organisation	Low
Community	Low

Risk domain	Consequence	Likelihood	Risk rating
People	Minor	Unlikely	Low
Reputation and External Stakeholders	Insignificant	Possible	Low
Financial	Insignificant	Unlikely	Low

The risk to the public, should the three proposed Twilight Hawkers Market concepts proceed, is low

and will be mitigated in Risk Management Plans. The risk to reputation and external stakeholders is also low as a result of the consultation completed to date. The financial risk is low because of indicative quotes received and commitment by Development WA to further support with additional resources to reduce the total cost of the event.

Approval implications

If Council decides to retain the \$50,000 in the Perth Home Grown Market budget, the following implications have been identified:

- The proposed Market to be held in Yagan Square on an alternative night will not be able to proceed.
- Likely negative feedback from businesses and other stakeholders, who have already been engaged and support the proposed format of the event.

Financial implications

Within existing budget

The financial implications associated with this report are fully accommodated within the existing 2020/21 budget, however the budgets assigned to the individual identifiers will require amendment.

Account number:	1065 222 50 10018 7268
Description:	Perth Home Grown Market
Account type (Operating/Capital/Reserve):	Operating
Current budget:	\$0

Account number:	1065 196 50 10207 7268
Description:	Twilight Hawkers Market
Account type (Operating/Capital/Reserve):	Operating
Current budget:	\$100,000

This budget amendment has a neutral impact on the budget closing position

Policy references

9.6 Budget Variations

The Budget Variation policy has been complied with as a variation to the Council’s budget is sought in this report.

9.7 Purchasing Policy

Implementation relies on meeting the requirements of the Purchasing Policy, whether that be via a request for tender or written quotation requests.

Comments

Twilight Hawkers Market delivers a higher economic impact and attracts significantly higher visitation than Perth Home Grown Market. The proposed reallocation of budget provides more potential to deliver a greater benefit to businesses. Perth Home Grown Market can continue to be delivered without the \$50,000 allocation.

Further information

Nil

Recommendation and Council Resolution

Moved: Commissioner McMath
Seconded: Commissioner Kosova

That Council APPROVES the reallocation of \$50,000 from the Perth Home Grown Market budget to the Twilight Hawkers Market budget.

CARRIED 3 / 0

For:
 Commissioner Hammond
 Commissioner McMath
 Commissioner Kosova

Against:
 Nil

Motion to close the meeting to the public

Moved: Commissioner Hammond

Seconded: Commissioner Kosova

That Council RESOLVES to CLOSE the meeting to the public to consider Confidential Item 13.20 and Confidential Attachments to Item 13.21 in accordance with section 5.23(2) of the *Local Government Act 1995*.

CARRIED 3 / 0

For:

Commissioner Hammond

Commissioner McMath

Commissioner Kosova

Against:

Nil

6.22pm The meeting was closed to the public.

Item 13.20 – Proposed new lease agreement between the City of Perth and Health Management Systems Pty Ltd over Suites 1, 2 and 3 City Station Concourse, 420 Wellington Street, Perth

File reference	P1026634-2
Report author	Bill Parker, General Manager Corporate Services
Other contributors	Tracey Vowles, Senior Commercial Property Specialist Paul Warren, Senior Assets and Leasing Officer
Reporting Service Unit and Alliance	Corporate Services
Report author disclosure of interest	Nil
Date of report	2 September 2020
Nature of Council's role	Executive
Voting requirement	Simple Majority
Attachment/s	Confidential Attachment 13.20A – Proposed Lease Schedule Confidential Attachment 13.20B – Location Plan Confidential Attachment 13.20C – Survey Plan – Suites 1,2 and 3, City Station Concourse Confidential Attachment 13.20D – CBRE Valuation Report dated 1 March 2020 <i>Confidential report and attachments distributed to Commissioners under separate cover</i>

In accordance with Section 5.23(2)(d) of the *Local Government Act 1995*, this item is confidential and will be distributed to Commissioners under separate cover.

Recommendation and Council Resolution
<p>Moved: Commissioner Kosova Seconded: Commissioner McMath</p> <p>That Council:</p> <ol style="list-style-type: none"> <u>RESOLVES</u> that the market valuation dated 1 March 2020 with regard to Suites 1, 2 and 3 City Station Concourse, 420 Wellington Street Perth is a true indication of the market value of the subject property; <u>APPROVES</u> the advertising via local public notice of the proposed disposition between the City of Perth and Health Management Systems Pty Ltd over Suites 1, 2 and 3 City Station Concourse, 420 Wellington Street Perth and the proposed details as outlined in Confidential Attachment 13.20A; and

3. RESOLVES to write off \$148,414.68 in rent charged more than the market valuation dated 1 March 2017 for the period 1 October 2019 to 30 September 2020.

CARRIED 3 / 0

For:

Commissioner Hammond
Commissioner McMath
Commissioner Kosova

Against:

Nil

Item 13.21 – Tender 015-19/20 – Black Granite Kerbs, Pavers and Blocks

File reference	P1039112
Report author	Mel Wilson, Assets and Contracts Planner
Other contributors	Lucy Wilson, Urban Designer Steve Bushby, Coordinator Maintenance Operations Siew Teng Tan, Senior Design Engineer
Reporting Service Unit and Alliance	Assets and Infrastructure, Assets and Operations Alliance
Report author disclosure of interest	Nil
Date of report	7 September 2020
Nature of Council’s role	Executive
Voting requirement	Simple Majority
Attachment/s	Confidential Attachment 13.21A – Schedule of Rates – All Suppliers Confidential Attachment 13.21B – Cost Modelling – Summary Confidential Attachment 13.21C – Cost Modelling – East End Revitalisation Confidential Attachment 13.21D – Cost Modelling – Roe Street Enhancement Confidential Attachment 13.21E – Qualitative Criteria Evaluation Matrix Confidential Attachment 13.21F – Evaluation Report <i>Confidential attachments distributed to Commissioners under separate cover</i>

Purpose

The purpose of this report is for Council to accept the most suitable tender for the contract to supply black granite kerbs, blocks and Verde Austral paving for City construction projects. This contract is intended to apply for a period of three years, with an option to extend for a further two years.

Background

The City’s Urban Design Framework identifies the streets and public spaces in the city core as having a high-quality finish which is befitting of our status as the Capital City of Western Australia. Street furnishing including kerbs and paving need to be high quality and sustainable, long lasting, robust and easy to maintain to reduce the maintenance burden. Granite kerbs and paving elevate the finish to our streets, is a material that is very long- lasting and reusable.

Recent areas utilising black granite kerbs and green granite paving include Barrack Street and St

Georges Terrace. Granite kerbing is being used in the East End Revitalisation project and granite kerb and paving have been specified for the Roe Street Enhancement project.

The Specification requested granite be sourced from Australian quarries with a preference for Western Australian granite. A preference for milling in Western Australia was also stated but milling elsewhere would not preclude a submission.

Tender 015-19/20 – Black Granite Kerbs and Blocks, was advertised in The West Australian on Wednesday, 25 March 2020. Supply of granite pavers was later added as an addendum and the tender renamed as Black Granite Kerbs, Pavers and Blocks. The tender was consequently split into two categories:

- Black Granite Kerbs and Blocks
- Verde Austral Pavers

Verde Austral pavers are green in colour which have become the predominant granite used by both the City of Perth and Development WA (formerly Metropolitan Redevelopment Authority) in the CBD area.

Tenderers could submit for one or both categories with the City reserving the right to award the supply of the two products separately.

Tenders closed at 2:00pm on Tuesday, 12 May 2020, with the following tenders received:

- Piedra Pty Ltd
- Wan Jia (Australia) International Development Pty Ltd trading as Glory Marble and Granite
- Absolute Stone Paving Pty Ltd
- Austral Masonry Holdings Pty Ltd trading as Urbanstone

Details

Compliance Assessment Summary:

All submissions were assessed against the Compliance requirements with no major issues identified. Some tenderers submitted overseas supplied and/or milled granite. While the evaluation panel did not reject these tenders as non-complying, they did consider the risks associated with overseas supply in their evaluation. Note the Risk Implications section below.

Qualitative Assessment against Selection Criteria:

Tenderers were required to address the selection criteria in the specification in detail to demonstrate their capacity, experience and ability to provide the required services.

The four submissions were assessed and ranked according to the criteria with emphasis on capacity, experience and quality control.

The tenders were assessed against the following criteria:

- Capacity and Relevant Experience
- Quality Control
- Supply Detail
- Methodology

Piedra Pty Ltd

Piedra have been in business for over 30 years and provided three recent projects including supplying and fitting façade granite to the Westin Hotel. The submission did not provide any information in respect to either Piedra or their Chinese supplier having a background or experience in the production and supply of granite kerbing. Other than spare items being kept on-hand, the company did not provide a full warranty explanation particularly in respect to inclusions or exclusions. All granite is quarried and milled in China and met the City's specification for "hardness".

Wan Jia (Australia) International Development Pty Ltd trading as Glory Marble and Granite

Glory Marble and Granite have experience primarily for small scale works while there was insufficient information regarding staff, in particular those involved in the milling process. The submission provided a quality control system covering stone selection, planning, communications and freight but was very limited on actual detail. Granite will be provided with a five-year warranty for cracked stone, but the offer did not supply any details such as inclusions or exclusions.

Glory Marble and Granite offered two black granites for kerbing and blocks. The first, Grandee Black, is to be sourced from NSW while Fraser Range Black is sourced from Norseman, Western Australia. Both granites would then be sent to China for milling. Research into Grandee Black granite indicates this stone is primarily utilised for monument works and benchtops. There is no evidence of it being utilised for kerbing. Colour appears inconsistent with numerous contrasting "flecks". Bulk density and compressive strength data indicate it is a "softer" granite than other Australian granites offered and is therefore more likely to be damaged in a kerb situation.

The company did not place an offer to supply granite pavers.

Absolute Stone Paving Pty Ltd

Absolute provided a very thorough response detailing staff at all levels including those at the quarry. The company has completed numerous relevant supply contracts including those for the City of Sydney, City of Perth and the Metropolitan Redevelopment Authority (MRA). The submission included a detailed Quality Management Plan together with relevant test results covering the three granites offered. Documentation within the submission provided details on the 10-year warranty offered including acceptable exclusions.

Absolute source all granite offered from Australian quarries. Austral Black is quarried in South Australia while both Fraser Range Black and Verde Austral are sourced from Norseman, Western Australia. Milling is undertaken at the company's Osborne Park premises with additional capacity, if required, being available in Melbourne. The submission included a step by step photographic

representation of the process from quarry to kerb or paver. Water utilised during the cutting process is non-potable and recycled. The quarry amenities are all solar powered.

Austral Masonry Holdings Pty Ltd trading as Urbanstone

Urbanstone provided a very top-level organisational chart and did not provide relevant information regarding plant and equipment. The company offers a 10-year conditional warranty which included exclusions if their nominated contractor was not the installer. Urbanstone provided two offers, one sourcing granite from Australia, the other offering granite from China and Indonesia. Both Australian granites, Austral Black for kerbing and Balmoral Green for paving, are quarried in South Australia and milled in Victoria before being freighted to Western Australia. Granite sourced off-shore would be milled in the country of origin.

Assessment Matrix:

Please refer to Confidential Attachment 13.21E – Qualitative Criteria Evaluation Matrix.

Stakeholder engagement

Development of the Tender Specifications and Schedules was undertaken in consultation with the following internal stakeholders:

- Infrastructure and Assets – Project Delivery
- Infrastructure and Assets – Asset Maintenance
- Infrastructure and Assets – Asset Management
- Transport and Urban Design – Urban Design

Strategic alignment

This item addresses the community’s vision for the future and its implications on the Strategic Community Plan 2019 – 2029, Corporate Business Plan 2020/21 – 2023/24 and relevant Issue or Area Specific Strategies or Plans.

Strategic Community and Corporate Business Plan

Aspiration:	Place
Strategic Objective:	Safe and enjoyable experiences in the public realm enabled by smart technologies, innovative design and quality infrastructure
Operational Initiative:	Roe Street Upgrade Fitzgerald To Beaufort St (CBP 2.38)

Legal and statutory implications

This tender was procured in accordance with part 4 of the *Local Government (Functions and General) Regulations 1996* and section 3.57 of the *Local Government Act 1995*.

Risk implications

The risk domains that were considered in this assessment include the following:

Service Delivery / Strategic Objectives

The relevant consequence of this risk domain is a quality or supply issue causing construction delays resulting in reputational damage due to prolonged disruption to community and businesses. This would rate as a moderate reputation risk. Given that the preferred supplier is local in Western Australia, the likelihood of this risk factor is rare with short lead times and more visibility of the quality control measures at the manufacturing plant. This results in a risk score of 3 (low).

Financial

The relevant consequence of this risk domain is the cost impact resulting from a delay in a construction project schedule because of a supply issue. Typically, this would be a minor consequence rating (\$100k to \$1m), however, over the life of a five-year contract, this could be a moderate consequence rating (\$1m to \$2.5m). For the preferred supplier, the likelihood of this is rare. The resulting risk score is 3 (low). In comparison, if the supply of granite was coming from an overseas location with a long turnaround time, the likelihood rating would fall in the possible category, resulting in a risk score of 9 (medium).

Environmental

The relevant consequence of this risk domain is the environmental impact from transportation of the product. The consequence of a poor transportation outcome is minor. Given that the preferred supplier is local in Western Australia, the likelihood of this is rare. This results in a risk score of 2 (low). In comparison, if the supply of granite was coming from an overseas location, the environmental impact would be almost certain, resulting in a risk score of 10 (medium).

The resulting risk ratings after considering the above risk domains for selecting the recommended supplier in this report are given below:

Impact of decision	
Organisation	Low
Community	Low

Risk domain	Consequence	Likelihood	Risk rating
Service Delivery/Strategic Objectives	Moderate	Rare	Low
Financial	Moderate	Rare	Low
Environmental	Minor	Rare	Low

Approval implications

Failure to approve the recommendation may result in delays in the delivery schedule for the Roe Street Enhancement project.

Financial implications

This is a schedule of rates contract. As such, there are no specific financial implications resulting from the approval of this report.

Costs are only incurred via approved projects with specific budget for the procurement of the kerb or paving products included in the project. Financial implications are realised at the approval to proceed with these specific projects.

For transparency, and to provide some scale to the potential spend related to this report, below are references to attachments for cost estimates for projects currently included in the Long-Term Financial Plan.

Confidential Attachment 13.21C provides cost comparisons based upon each tender offer and actual quantities ordered.

Confidential Attachment 13.21D provides cost comparisons based upon each of the Tender offers and quantity surveyor estimates.

Four projects are currently proposed which could utilise this contract over its intended life. Cost estimates based on preliminary quantity surveys are summarised in Confidential Attachment 13.21B.

Based on these estimates, the value of this contract could be around \$6,375,000.

Policy references

Council Policy 9.7 Purchasing Policy was adhered too in the preparation of this report.

Comments

Neither of the tenderers offering granite from overseas provided a submission that enabled the City to have complete confidence in both the product quality and the ability to meet demand and respond to likely changes during construction.

Likewise, the Australian granite known as Grandee Black ultimately did not meet the requirements of the City for both colour consistency and hardness. Use of this granite would result in inferior visual aesthetics and increased maintenance requirements, and, therefore, costs. As a result, tenderers offering Grandee Black were not judged the preferred proponent for this contract.

Absolute Stone have provided a very thorough submission and can supply stone meeting all the

City's requirements including delivery schedules. As indicated in Confidential Attachment 13.21A and Confidential Attachment 13.21B, Absolute Stone provided the most competitive submission of those meeting all the City's requirements. The company has previously supplied both granite kerbing and pavers to the City including all kerbs for the East End Enhancement project. It is therefore recommended that Absolute Stone Paving Pty Ltd be appointed for three years effective with an option to extend for a further two years.

Recommendation and Council Resolution

Moved: Commissioner McMath
Seconded: Commissioner Kosova

That Council ACCEPTS the most suitable tender, being that submitted by Absolute Stone Paving Pty Ltd, for the supply of black granite kerbs, blocks and Verde Austral paving for a period of three years, with an option to extend for a further two years, in accordance with Confidential Attachment 13.21A, for the first year with each subsequent year adjusted based upon the Consumer Price Index for the preceding year.

CARRIED 3 / 0

For:
Commissioner Hammond
Commissioner McMath
Commissioner Kosova

Against:
Nil

Motion to re-open the meeting

Moved: Commissioner Kosova

Seconded: Commissioner McMath

That Council OPEN the meeting to the public.

CARRIED 3 / 0

For:

Commissioner Hammond

Commissioner McMath

Commissioner Kosova

Against:

Nil

6.24pm The meeting was re-opened to the public.

6.24pm The Presiding Member read the resolutions of Council aloud which were the same as the officer's recommendations.

14. Motions of which previous notice has been given

Nil

15. Urgent business

Nil

16. Closure

The Presiding Member declared the meeting closed at 6.27pm.