



City of **Perth**

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# Agenda

Agenda Briefing Session

15 November 2022

Notice of Meeting

To the Lord Mayor and Councillors

The next Agenda Briefing Session will be held on Tuesday, 15 November 2022 in the Council Chamber, Level 9, 27 St Georges Terrace, Perth commencing at 5.00pm.

Michelle Reynolds

Chief Executive Officer

10 November 2022

## Information

This information is provided on matters which may affect members of the public. If you have any queries on procedural matters, please contact a member of the City's Governance team via [governance@cityofperth.wa.gov.au](mailto:governance@cityofperth.wa.gov.au).

## Deputations

Deputations are heard at Agenda Briefing Sessions only and have a five minute time limit. To submit a deputation request, please complete the form available on the City's website [www.perth.wa.gov.au/council/council-meetings](http://www.perth.wa.gov.au/council/council-meetings).

## Disclaimer

Members of the public should note that in any discussion during a meeting regarding any item, a statement or indication of approval by any council member, committee member or officer of the City is not intended to be, and should not be taken as, notice of approval from the City. No action should be taken on any item discussed at a meeting of a Committee prior to written advice on the Committee or Council's resolution being received.

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**1. Declaration of Opening**

**2. Acknowledgement of Country/Prayer**

**3. Attendance**

3.1 Apologies

3.2 Leave of Absence

Councillor Clyde Bevan (8 November 2022 to 12 December 2022 inclusive)

Councillor Catherine Lezer (11 November 2022 to 18 November 2022 inclusive)

3.3 Applications for Leave of Absence

This item will be dealt with at the Ordinary Council Meeting.

**4. Announcements by the Lord Mayor**

**5. Disclosures of Interests**

**6. Public Participation**

6.1 Public Questions

This item will be dealt with at the Ordinary Council Meeting.

6.2 Deputations

**7. Confirmation of Minutes**

This item will be dealt with at the Ordinary Council Meeting.

**8. Questions by Members which due Notice has been Given**

This item will be dealt with at the Ordinary Council Meeting.

**9. Correspondence**

This item will be dealt with at the Ordinary Council Meeting.

**10. Petitions**

This item will be dealt with at the Ordinary Council Meeting.

## 11. Planning and Economic Development Alliance Reports

Nil.

## 12. Community Development Alliance Reports

### 12.1 2022/23 Economic Development Sponsorship

<b>Responsible Officer</b>	Kylie Johnson – General Manager Community Development
<b>Voting Requirements</b>	Simple Majority
<b>Attachments</b>	Nil.

#### Purpose

To provide a sponsorship recommendation to Council, under the Economic Development Sponsorship 2022/23 program.

#### Recommendation

That Council APPROVES the following Economic Development Sponsorship totalling \$50,000 excluding GST:

Ref	Applicant / Project	Recommendation Total Amount (ex GST cash contribution)
A	32 Degrees South Group Pty Ltd  <b>West Tech Fest 2022</b>	\$50,000 (excluding GST) cash contribution in FY2022/23.

*\*Approval subject to a suitable sponsorship agreement being entered into by the City and 32 Degrees South Group Pty Ltd. on terms acceptable to the City within three months.*

## Background

1. The City is committed to supporting the growth and ongoing development of established or emerging key sectors that represent strategic importance to the City of Perth's economy.
2. There are three tiers of funding available under the Economic Development Sponsorship program:
  - a. Tier 1 - \$0 - \$15,000 (decision to be made by the Chief Executive Officer);
  - b. Tier 2 - \$15,001 - \$50,000 (decision to be made by Council); and
  - c. Tier 3 - \$50,001+ (decision to be made by Council).
3. Applications for Economic Development Sponsorship opened on 1 June 2022 and close on 30 June 2023.

## Discussion

4. The 32 Degrees South Group Pty Ltd application and request for \$50,000 was assessed by a three-person panel, consisting of management and officers from the City's Economic Development and Community Development Alliances.
5. The General Manager Planning and Economic Development had oversight of the assessment and evaluation process but was not a voting member.
6. The assessment criteria have clear descriptions and a rating scale which guide the assessors when considering an appropriate score. The scores from panel members for each assessment criteria are averaged.
7. A summary of the application and the assessment panel recommendation is outlined below:

Applicant Details			
Applicant Name	32 Degrees South Pty Ltd		
Applicant Background	32 Degrees South Pty Ltd are the event management company responsible programming and delivery of West Tech Fest. West Tech Fest has been delivered by the applicant for the past 10 years.		
Previous Support (5-year period)	Year	Amount (ex GST)	Project
	2021/22	\$57,777	West Tech Fest main event (\$57,777 was approved by Council however applicant de-scoped a festival component and accepted \$50,000 cash and up to \$4,777 in-kind)
	2020/21	\$50,000	West Tech Fest main event
	2019/20	\$50,000	West Tech Fest main event
	2018/19	\$50,000	West Tech Fest main event
	2017/18	\$20,000	West Tech Fest main event
	<b>TOTAL</b>	<b>\$220,000</b>	
Project Details			
Project Title	West Tech Fest 2022		



Project Date / Venue	4 December 2022 – 10 December 2022	Westin Hotel Perth
Project Description	<p>West Tech Fest is Western Australia's premier tech festival bringing together local founders, innovators, researchers and industry and further strengthens the Perth startup ecosystem.</p> <p>Heading into its 11th year, the applicant states that West Tech Fest has built a strong global network and profile with many successful investment outcomes recorded at the festival each year.</p> <p>In 2022 the main event includes the following core components:</p> <p><b>West Tech Fest Conference</b></p> <p>The annual West Tech Fest Conference brings together global tech leaders, established founders, and emerging startups together in the same room to discuss the biggest ideas shaping how we approach innovation in Perth, Western Australia.</p> <p>Programmed as a full day conference on 7 December 2022, the event aims to garner conversations about how the diverse tech ecosystem in WA is ever changing and emerging, while fostering connections through insightful talks.</p> <p><b>Innovation Showcase</b></p> <p>In 2022, the festival also welcomes the general public to a free Public Innovation Showcase at the Westin Perth, highlighting the very best in current and emerging opportunities in the West Australian technology and innovation spaces; while showcasing the career opportunities open to high school and university students. The showcase components include:</p> <ul style="list-style-type: none"> <li>- West Tech Women</li> <li>- Atomic Sky's Quantum Technology Exchange</li> <li>- Regional Innovation Showcase</li> <li>- Plus Eight Demo Night</li> </ul> <p><b>Exhibitions and Activations</b></p> <p>There will be various exhibitors and activities running in conjunction with the conference and showcase. These include:</p> <ul style="list-style-type: none"> <li>- Young Entrepreneurs Showcase</li> <li>- Startup Alley</li> <li>- AgTech Alley</li> <li>- CREATE Indigenous Accelerator Showcase</li> <li>- Future Leaders Masterclass</li> <li>- Indigenous Entrepreneurs Masterclass</li> </ul> <p>As with previous years, the West Tech Fest main event is complemented by a series of satellite events delivered by third party organisations.</p>	
Estimated Attendance	2,500	

Total Project Cost	\$520,524
Total Amount Requested	\$50,000 (excluding GST) cash contribution
Total Assessment Score	83% (33 out of 40)
Recommendation	<b>Approve</b>
Recommended Amount	\$50,000 (excluding GST) cash contribution

#### Recommendation Rationale

##### The application was recommended for support due to:

- a) The City has supported the successful delivery of the West Tech Fest for the previous five financial years. The program has a proven track record of being the premier annual festival for the innovation and technology sector.
- b) The festival is an industry drawcard for attracting business leaders (international and interstate visitors) to WA and highlighting current focus on the sector.
- c) The Innovation Showcase is a welcome addition in 2022 and will help to further promote WA, Perth, and the event itself to visitors.
- d) The Westin Hotel is centrally located in the city, and this event will provide good activation of the precinct.
- e) The strong focus on women, indigenous and student participation in innovation and entrepreneurship was well regarded by the panel.
- f) A strong list of local and international speakers has been secured for the festival.

## Consultation

Nil.

## Decision Implications

8. A City representative will negotiate sponsorship benefits with the applicant in line with sponsorship funding amounts, once approved by Council. The applicant will be required to provide significant benefits in recognition of the City's support.
9. The applicant will be required to submit an acquittal report within three months of project completion. Acquittal reports must demonstrate how the City's sponsorship funding supported projects or initiatives within the City of Perth local government area and demonstrate direct impact on the City of Perth meeting its aspirations of Liveable, Sustainable and Prosperous.

## Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	Prosperous
Related Documents (Issue Specific Strategies and Plans):	Economic Development Strategy

Legislation, Delegation of Authority and Policy	
Legislation:	<a href="#">Regulation 12 of the Local Government (Financial Management) Regulations 1996</a> – payments from municipal fund or trust fund, restrictions on.
Authority of Council/CEO:	Council Policy 4.3 – Outgoing Sponsorship and Grants directs that any sponsorship application for more than \$15,000 or from a funding round be considered by Council.
Policy:	Council Policy 4.3 - Outgoing Sponsorship and Grants directs there be a consistent and transparent assessment process and criteria to guide recommendations to Council. An eligibility check has been conducted on all applications to ensure they are compliant with the Policy and the necessary assessment process has been followed.

## Financial Implications



10. The financial implications of the recommendation is accommodated within the existing budget.

Account Number	1066-100-50-10095-7901	Operating
Account Description	Economic Development Sponsorship	
Total Budget	\$650,000	
Total Allocated to Approved Applicants	\$444,189	
Budget – This report	\$50,000	
Remaining Budget	\$155,811	
Budget Impact	Accommodated in approved budget 2022/23	

## Further Information

Nil.

## 12.2 Event Sponsorship (Round 2) 2022/23

<b>Responsible Officer</b>	Kylie Johnson – General Manager Community Development
<b>Voting Requirements</b>	Simple Majority
<b>Attachments</b>	Attachment 12.2A – Summary and Recommendation Rationale Event Sponsorship Round 2 2022/23 <a href="#">↓</a>  Attachment 12.2B – Events Calendar January - December 2023 <a href="#">↓</a> 

### Purpose

To provide recommendations to Council, under Round 2 of the Event Sponsorship Program Financial Year 2022/23.

### Recommendation

That Council:

1. APPROVES the following Event Sponsorships totalling \$294, 500 excluding GST:

Ref	Applicant / Project	Recommendation Total Amount (ex GST cash contribution)
a	The trustee for Alice Street Trust / <b>Strange Festival</b>	<b>\$60,000</b> cash contribution for one year
b	The Trustee for Kinn & Co Trust / <b>Schools Out Winter Fest</b>	<b>\$45,000</b> cash contribution for one year
c	THE TRUSTEE FOR ROSS & JAN TRUST & THE TRUSTEE FOR TAPPER FAMILY TRUST NO 2/ <b>Make Smoking History Targa West</b>	<b>\$80,000</b> cash contribution for one year
d	Activ Foundation / <b>City to Surf</b>	<b>\$10,000</b> cash contribution for one year
e	Buddha's Light International Association of Western Australia / <b>Buddha's Birthday and Multicultural Festival</b>	<b>\$22,000</b> cash contribution for one year
f	Nursery and Garden Industry WA (INC) / <b>2023 Perth Garden and Outdoor Living Festival</b>	<b>\$77,500</b> cash contribution for one year

2. DECLINES the following Event Sponsorship 2022/23:

Ref	Applicant / Project	Recommendation Total Amount (ex GST cash contribution)
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g	<b>Netball WA (INC) / West Coast Fever Suncorp Super Netball Season</b>	Decline
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*\*Approval subject to a suitable sponsorship agreement being entered into by the City and all approved applicants listed above on terms acceptable to the City within three months.*

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## Background

- The City has a vision for Perth to be ‘the events heart of WA’ (2025 Events Strategy). A key principle of this strategy is ‘something for everyone.’ The City will facilitate and support a diverse range of events that are inclusive, appeal to a broad demographic and provide enriching experiences for all throughout the year. To demonstrate this approach, an Indicative Events Calendar for January to December 2023 is contained within Attachment 12.2B.
- A budget of \$1,000,000 was allocated to the 2022/23 Event Sponsorship program, with applications received across two rounds. Approved applications from Round 1 are outlined below:

Approval Date	Applicant / Project	Approved Amount (ex GST cash contribution)
Ordinary Council Meeting 26 July 2022	Nalomian Pty Ltd for <b>Perth Leisure Lifestyle Show</b>	\$135,000 for one year
	Seven Network Operations Limited for <b>Christmas Pageant</b>	\$120,000 for one year
	The Chung Wah Association Inc. for <b>Perth Chinese New Year Fair 2023</b>	\$80,000 for one year
	Perth International Jazz Festival Inc. for <b>2022 Perth International Jazz Festival</b>	\$50,000 for one year
	Go Sports and Events Ltd for <b>23rd Golden Oldies World Rugby Festival</b>	\$40,000 for one year
	UniSport Australia for <b>2022 UniSport Nationals Perth</b>	\$30,000 for one year
	True North Church for <b>Carols in the City</b>	\$20,500 for one year
	CMS Events for <b>City Wine Perth</b>	\$20,000 for one year
Special Council Meeting 15 August 2022	Pride Western Australia Inc for <b>PrideFEST 2022</b>	\$210,000 for one year
<b>TOTAL</b>		<b>\$705,500</b>

- The remaining available budget for Event Sponsorship 2022/23 Round 2 is \$294,500 (ex GST).
- The City of Perth accepted applications for Round 2 of the Events Sponsorship 2022/2023 program from 1 - 23 August 2022. The City received nine applications in total, two of which opted to withdraw the application prior to it progressing to assessment.
- The total amount requested by the seven applicants was \$752,000 (ex GST), exceeding the budget available. The panel has determined an agreed value for each, as well as a recommendation in-line with the budget. The agreed value is a funding amount determined to be appropriate for the event, irrespective of budget limitations. The agreed value of each application is outlined within the Attachment 12.2A: Application and Recommendation Rationale.
- The funding level recommended is based on the scale, impact and significance of the event. The Event Sponsorship program guidelines stipulate the City can provide a maximum contribution of 30% to the total project cost.

## Discussion

7. A three-person panel, consisting of one external representative from Department of Local Government, Sport and Cultural Industries, and two City of Perth officers from the City’s Community Development Alliance assessed seven applications. Additionally, the General Manager Community Development had an oversight role.
8. The assessment criterium is aligned to the key priority outcomes; visitation, vibrancy, engaging a diverse community, sustainability and economic growth and provides clear descriptions and a rating scale to guide the assessors when considering an appropriate score. The scores from panel members for each assessment criteria are averaged and ranked from highest to lowest.
9. The panel determined an agreed value of each application during assessment which did not factor in budget limitations. Applications were then prioritised for funding based on their total score with recommendations made in-line with the available budget. Of the seven applications, six are recommended to be approved and one to be declined. More detail can be found in Attachment 12.2A: Summary and Recommendation Rationale – Event Sponsorship Round 2 2022/23.
10. Where applicable, in-kind support is considered to have a value equal to cash, and the recommended total amount is inclusive of cash only to ensure that the applicant receives the full value, limiting the impact of in-kind estimates that can be subject to change.

## Consultation

Nil.

## Decision Implications

11. It is generally not possible to support every application or the total request for each applicant, due to budget constraints, lack of alignment with the City’s strategic priorities and/or poor-quality applications. This may result in unavoidable dissatisfaction from some applicants.
12. A City representative will negotiate sponsorship benefits with applicants in line with sponsorship funding amounts once approved by Council. The applicant will be required to provide significant benefits in recognition of the City’s support.
13. The applicant will be required to submit an acquittal report within three months of project completion. Acquittal reports must demonstrate how the City’s sponsorship funding supported projects or initiatives within the City’s district and demonstrate direct impact on the City of Perth meeting its aspirations of Liveable, Sustainable and Prosperous.

## Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	Liveable
Related Documents (Issue Specific Strategies and Plans):	<a href="#">2025 Events Strategy</a>

Legislation, Delegation of Authority and Policy	
Legislation:	Regulation 12 of the <a href="#">Local Government (Financial Management) Regulations 1996</a> – payments from municipal fund or trust fund, restrictions on.
Authority of Council/CEO:	Council Policy 4.3 Outgoing Sponsorship and Grants directs that any sponsorship application for more than \$15,000 or from a funding round be considered by Council.
Policy:	Council Policy 4.3 Outgoing Sponsorship and Grants - the policy directs that there be a consistent and transparent assessment process and criteria to guide recommendations to Council. An eligibility check has been conducted on all applications to ensure they are compliant with the Policy and the necessary assessment process has been followed.

## Financial Implications

14. The financial implications of the recommendation(s) are accommodated within the existing budget.

Account Number	1066 100 50 10078 7901	Operating
Account Description	Event Sponsorship	
Total Budget	\$1,000,000	
Budget – This report	\$294,500	
Remaining Budget	\$0	
Budget Impact	Accommodated in proposed 2022/23 budget	

## Further Information

Nil.



Attachment A: Application Summary and Recommendation Rationale – Event Sponsorship 2022/23 (Round 2)

Ref	Applicant/Event	Venue	Estimated Attendance (provided by applicant)	Previous Support (ex GST) (for same event)	Funding Request (ex GST)	Application score %	Total Funding Recommendation (ex GST) (in line with available budget)
a	The Trustee for Alice Street Trust/ <b>Strange Festival</b>	Forrest Place Forrest Chase Murray Street Hay Street William Street Barrack Street Yagan Square	61,000	\$33,444 (ex GST)	<b>\$120,000</b> (\$110,000 cash \$10,000 in-kind) FY 22/23; <b>\$120,000</b> (\$110,000 cash \$10,000 in-kind) FY 23/24; <b>\$120,000</b> (\$110,000 cash \$10,000 in-kind) FY 24/25	69%	<b>\$60,000</b> cash contribution for one year
b	The Trustee for Kinn & Co Trust / <b>Schools Out Winter Fest</b>	Perth Convention and Exhibition Centre Forrest Place Murray Street Mall	120,000	N/A	<b>\$45,000</b> cash FY 22/23; <b>\$45,000</b> cash FY 23/24;	66%	<b>\$45,000</b> cash contribution for one year
c	THE TRUSTEE FOR ROSS & JAN TRUST & THE TRUSTEE FOR TAPPER FAMILY TRUST NO 2/ <b>Make Smoking History Targa West</b>	Murray Street Mall Forrest Place Terrace Road Car Park Riverside Drive Langley Park	25,000	\$100,000 (ex GST)	<b>\$100,000</b> (\$75,000 cash \$25,000 in-kind) FY 22/23; <b>\$100,000</b> (\$75,000 cash \$25,000 in-kind) FY 23/24; <b>\$100,000</b>	65%	<b>\$80,000</b> cash contribution for one year












































## 13. Commercial Services Alliance & Infrastructure and Operations Alliance Reports

### 13.1 Parking Fee Review

Responsible Officer	Steve Holden – General Manager Commercial Services
Voting Requirements	Absolute Majority
Attachments	Attachment 13.1A – Parking Fee Increase Schedule <a href="#">↓</a> 

#### Purpose

To consider proposed parking fee increases to offset the escalating costs of operating parking services and the continued subsidy of free night parking.

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#### Recommendation

That Council AMENDS the parking fees detailed in Attachment 13.1A effective 16 January 2023.

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## Background

1. Assumed revenue in the City's 2022/23 budget from night parking is \$2.1M, on the basis that free night parking would discontinue from 30 June 2022.
2. However, at the 7 June 2022 Elected Member Engagement Session (EMES) Elected Members supported the continuation of free night parking in 2022/23 creating an associated negative budget impact of \$2.1M.
3. A proposal to increase parking fees to offset the free night parking subsidy was presented to Elected Members at an EMES on 4 October 2022, with the proposed increase to commence on 16 January 2023.

## Discussion

4. Car parking revenue enables for investment in infrastructure, services, event activation and to reduce increases to Rates.
5. City wide parking fees have not increased since 2018.
6. A free night parking initiative began in 2021/22 to support COVID recovery plans.
7. Cost of parking services operations is rising by approximately 4% per annum which includes increases to the State imposed Perth Parking Levy.
8. As part of this parking fee review, the City's parking fees were benchmarked against other local parking providers (as provided at the 4 October Elected Members Engagement Session). This comparison exercise demonstrated that the City's parking fees are in the main, below the competition. As a result, the City's car parks are at capacity.
9. The proposed increases to parking fees effective 16 January 2023 (refer to Attachment 13.1A) are balanced and necessary to offset the continuing free night parking subsidy and rising costs.

## Consultation

Nil.

## Decision Implications

10. If Council does not support the recommendation, there is an associated \$2.1M negative impact to the 2022/23 budget.

## Strategic, Legislative and Policy Implications

Strategy	
<b>Strategic Pillar (Objective)</b>	Prosperous
<b>Related Documents (Issue Specific Strategies and Plans):</b>	City of Perth: Parking Business Plan 2021/22 – 2025/26 'Deliver strong and sustainable surpluses to support the City of Perth in the delivery of infrastructure and services to its residents and businesses'.

Legislation, Delegation of Authority and Policy	
Legislation:	Sections 6.16, 6.17 and 6.38 of the <i>Local Government Act 1995</i> .
Authority of Council/CEO:	Section 6.16(3)(b) of the <i>Local Government 1995</i> prescribes any amendments to fees and charges adopted in the annual budget are to be made by an absolute majority decision of Council.
Policy:	Council Policy 2.3 Strategic Financial Planning and Budgeting this proposal aligns with the policy to provide a financially responsible approach to managing the budget.

## Financial Implications

11. Financial implications of the recommendation are expected to provide additional revenue of approximately \$2.5M to offset the anticipated revenue forfeiture resulting from continuing the free night-time parking initiative \$2.5M.
12. The annual budget for parking revenue will not be adjusted at this time.

## Further Information

Nil.










## 13.2 Budget Adjustments 2022/23

Responsible Officer	Allan Mason – General Manager Infrastructure and Operations
Voting Requirements	Absolute Majority
Attachments	Attachment 13.2A – Attachment A - Budget Adjustments 2022/23 <a href="#">↓</a> 

### Purpose

The purpose of this report is to seek Council endorsement of the attached budget adjustments to the 2022/23 capital works program.

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### Recommendation

That Council APPROVES the capital project budget adjustments detailed in Attachment 13.2A.

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## Background

1. At its Special Council Meeting held 12 July 2022 Council adopted the 2022/23 budget which included approximately 150 infrastructure projects to the value of approximately \$48 million.
2. The City normally carries out quarterly budget adjustments, with the major changes being captured in the mid-year review. In 2022/23 there was no budget amendment to the capital program in quarter 1.
3. The impact of the current economic climate post COVID-19 is leading to an overheated local construction market and global supply chain shortages are impacting businesses across the world including Australia and locally in Perth. This has led to a number of challenges in the delivery of the 2022/23 capital works program.

## Discussion

4. Project delivery in the first quarter of the 2022/23 financial year is tracking approximately \$750,000 ahead of predicted expenditure. A number of projects have been completed, many have started construction, and most have construction scheduled for later in the financial year.
5. The variable construction market, on site conditions, external funding increases and complex nature of project delivery have meant that several projects now require adjustments to the adopted budget to ensure delivery targets are met.
6. The table in **Attachment 13.2A** describes the individual budget adjustments for each project and provides the reason for the variance.

## Consultation

7. Stakeholder engagement varies for individual projects. Where there is a significant change in impact to stakeholders, communication will follow any Council decision regarding budget adjustments.

## Decision Implications

8. Implications vary for individual projects. The projects included in these proposed budget adjustments are time sensitive and cannot wait for mid-year review. If delayed or not approved a number of these projects will not be able to be completed in line with the Corporate Business Plan targets.

## Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	Liveable
Related Documents (Issue Specific Strategies and Plans):	Annual Budget 2022/23, Corporate Business Plan, Public Lighting Framework, Asset Management Plan  Delay in project delivery will adversely affect the City's ability to deliver on the above plans.

Legislation, Delegation of Authority and Policy	
<b>Legislation:</b>	<p>Section 6.2(2) (b) of the <a href="#">Local Government Act 1995</a>            Regulation 33(A) of the <a href="#">Local Government (Financial Management) Regulations 1996</a></p> <p>This section of the Act and the related Financial Management Regulation prescribe the requirement to prepare and present to Council, a review of the Annual Budget for the period commencing 1 July and no earlier than 31 December.</p> <p>That review of the Budget must consider:</p> <ul style="list-style-type: none"> <li>• The local government’s financial performance for that period.</li> <li>• The local government’s financial position as at review date.</li> <li>• The financial outcomes as forecast in the budget for the end of the financial year.</li> </ul> <p>However, this legislation does not preclude the local government amending its budget at other times during the year where it considers the adjustment to the budget is sufficiently material to warrant a separate budget review.</p>
<b>Authority of Council/CEO:</b>	<p>Amendments to the City’s budget are required to be presented to, and formally approved by Council by absolute majority.</p> <p>Delay in project delivery will adversely affect the City’s ability to deliver on the corporate documents identified above.</p>
<b>Policy:</b>	<p>CP 2.3 - Strategic Financial Planning &amp; Budgeting            CP 2.6 - Budget Variations.</p>

## Financial Implications

The financial implications of this report are detailed by individual projects in **Attachment 13.2A**. Overall they will result in a net increase of \$27,000 in the Capital Works Program for 2022/23. This will be accommodated by an equivalent reduction in the projected Budget Closing Position (surplus).


## Further Information

Nil.



## 14. Corporate Services Reports

### 14.1 Monthly Financial Statements - September 2022

<b>Responsible Officer</b>	Michael Kent – Chief Financial Officer
<b>Voting Requirements</b>	Simple Majority
<b>Attachments</b>	Attachment 14.1A – Financial Activity Statement and Notes to FAS P3 <a href="#">↓</a>  Attachment 14.1B – Net Current Position P3 <a href="#">↓</a>  Attachment 14.1C – Operating Variances by Alliance and Service Unit <a href="#">↓</a>  Attachment 14.1D – Capital Project Variances <a href="#">↓</a>  Attachment 14.1E – Investment Register <a href="#">↓</a>  Attachment 14.1F – Rates Collections <a href="#">↓</a> 

### Purpose

This suite of reports provides Council with timely, meaningful financial insights regarding the City’s operating activities, financial performance and financial position.

### Recommendation

That Council RECEIVES the following financial reports for the period ended 30 September 2022:

1. Financial Activity Statement (FAS) and Notes to the FAS - Attachment 14.1A.
2. Net Current Position - Attachment 14.1B.
3. Operating Variances by Alliance & Service Unit - Attachment 14.1C.
4. Capital Projects Variances - Attachment 14.1D.
5. Investment Report - Attachment 14.1E.
6. Statement of Rates Debtors - Attachment 14.1F.

## Background

1. Presentation of a monthly financial report to Council is both a statutory obligation and good financial management practice that:
  - a. Demonstrates the City's commitment to managing its operations in a financially responsible and sustainable manner.
  - b. Provides timely identification of variances from budget expectations for revenues and expenditures and identification of emerging opportunities or changes in economic conditions.
  - c. Ensures proper accountability to the community for the use of financial resources.
2. Preparation of a monthly Financial Activity Statement (FAS) is the minimal statutory requirement of the *Local Government Act 1995* and regulation 34 of the *Local Government (Financial Management) Regulations 1996*. It is also a responsible financial management practice to allow Council to effectively execute their financial management responsibilities.
3. Financial information that is required to be reported directly to Council monthly includes:
  - a. Operational financial performance against budget expectations.
  - b. Explanations for identified variances from expectations.
  - c. Financial position of the City at each given month end.
4. This statutory financial information is supported by additional information including investments performance and reports on rates and general debtors.

## Understanding the Financials

5. When reading the financial information provided in this report, 'variances' (deviations from budget expectations) are classified as being either:
  - a. Favourable variance.
  - b. Unfavourable variance.
  - c. Timing variance.
6. A timing variance relates to a budgeted revenue or expense that has not occurred at the time it was expected, but which is still expected to occur within the budget year. That is, the financial transaction will still occur - but just in a different month. There should be no impact on the projected budget surplus by year end.
7. A realised favourable or unfavourable variance is different to a timing variance. It represents a genuine difference between the actual and budgeted revenue or expenditure item.
8. A realised favourable year to date variance on a revenue item is a positive outcome for the City as it increases the projected budget surplus. An unfavourable variance on a revenue item has the opposite effect, resulting a decrease to the projected budget surplus.
9. A realised favourable variance on an expenditure item may have either of two causes - one being a saving because the outcome was achieved for a lesser cost, which has the effect of increasing the projected budget surplus. The other cause may be that the proposed expenditure may not have been undertaken and is not expected to be incurred in that financial year. Whilst this may seem positive from the financial position perspective, it may not be a positive outcome for the community if the service or project is not delivered.



10. A realised unfavourable year to date variance on an expenditure item, (over-expenditure) results in a decrease to the projected budget surplus.
11. The Schedule of Variances (Attachment 14.1A) provides commentary on whether the nature of the variance is savings related, timing related or otherwise.
12. If a realised favourable or unfavourable variance is material in value (of significant size), it will be amended through a formal budget review process.

## Discussion

13. The FAS by Nature & Type - Attachment 14.1A presents a whole of organisation perspective on the attainment of revenue and expenditure targets overall - classified by nature and type.
14. The headline data from the FAS is shown in Table 1 below.

**Table 1:**

Item Details	YTD Budget	YTD Actual	Variance	F/ U
Operating Revenue - Excluding Rates	\$ 31.941 M	\$ 32.539 M	\$ 598 K	F
Rates Revenue	\$ 99.278 M	\$ 100.371 M	\$ 1.09M	F
Operating Expenditure	\$ 47.692 M	\$ 45.187 M	\$ 2.50M	F
Non-Operating Revenue	\$ 0 M	\$ 0.165 M	\$ 0.165 M	F
Capital - Infrastructure	\$ 4.399 M	\$ 5.607 M	\$ 1.208 M	U
Property, Plant & Equipment	\$ 1.594 K	\$ 1.909 M	\$ 316 K	U

15. Material operating revenue and expenditure variances from Attachment 14.1A are detailed (with explanatory comments) in the Notes to the FAS (also contained within Attachment 14.1A).
16. Comments on the material variances between budget and actual capital expenditures are presented in Attachment 14.1D - Capital Projects Schedule which lists all approved, budgeted capital projects for 2022/23.
17. Each line item listed in the FAS by Nature & Type Attachment 14.1A can be cross referenced (using the Note reference) back to the relevant note.
18. Attachment 14.1C provides an alternative view showing how the organisation is tracking against budget by Alliance - and then disaggregating those figures by Service. This reporting view includes all internal charges and internal recoveries so the full service-cost can be understood.
19. Examining the FAS (Attachment 14.1A) in more detail; the aggregation of operating revenues and operating expenses reflects a year-to-date Net Cash Deficit from Operations of (\$2.44M) compared to a year-to-date budgeted Deficit of (\$5.46M). This is a favourable variance of \$3.02M at the end of the month.
20. Investing activities reflect a result of (\$6.91M) compared to a year-to-date budget of (\$5.99M). This is an unfavourable variance of \$0.92M. This is due to a slightly accelerated start to capital program delivery, albeit in a low volume spend profile quarter.

21. Construction of infrastructure to month end is at 127% of year-to-date budget expectations at \$5.60M, against \$3.99M budget as noted at paragraph 14. Attachment 14.1D provides comments on specific variances for capital projects.
22. Acquisition of non-infrastructure to month end is \$1.91M and is 120% of the year-to-date budget. Readers are directed to Attachment 14.1D for comments on specific variances.
23. Adjusting for opening funds (Net Current 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.
24. The FAS for the period to 30 September shows that a rate yield of \$100.37M has been levied compared to the \$99.3M budget at rates strike date. Interim rates for a newly rated Office property added \$552K. The rates levied figure will be reduced to reflect the impact of the resent WACA rate exemption (\$199K) and anticipated Heritage Concessions (\$232K) as they are processed.
25. The disclosed year to date Closing Position of \$118.5M compares favourably to the year-to-date budgeted closing position of \$115.4M - a 2.7% variance reflecting the combined impact of the favourable variances noted in this report for revenues, expenses and financing activity.
26. The Net Current Position Report (Attachment 14.1B) indicates a year-to-date adjusted Net Current Position value of \$127.1M versus the budget of \$124.9M. This is primarily attributable to a favourable variance in cash from a timing difference in spending on capital works and a stronger than budgeted operating result.
27. Headline data from this month's Net Current Position report is shown in Table 2 below. Comparative figures are provided for 2021 as well as the 30 June 2023 budgeted year-end figures.

**Table 2:**

Item Details	June 2023 Annual Budget	Sept 2021 YTD Actual	Sept 2022 YTD Actual
Current Assets	\$ 153.527 M	\$ 271.376 M	\$ 288.152 M
Current Liabilities	(\$ 36.390 M)	(\$ 53.342 M)	(\$ 46.158 M)
Unadjusted Net Assets	\$ 117.137 M	\$ 218.033 M	\$ 241.994 M
Less Restricted Items	(\$ 113.832 M)	(\$ 95.341 M)	(\$ 119.737M)
Adjusted Net Current Position	\$ 3.305 M	\$ 122.692 M	\$ 122.257 M

28. The comparative numbers from the Net Current Position report for September 2021 and September 2022 reflect the impact of a higher value of reserve funds and a lower value of creditors in September 2022. Removing the distortion of restricted items (Reserve funds) from the calculation results in a very similar Adjusted Net Position for both years.
29. As noted above, there is currently a higher value of reserve funds (restricted assets) in 2022 than in 2021 but this will reduce when drawn down to make capital contributions for the WACA Aquatic Facility and Perth Concert Hall when required.
30. Attachment 14.1E - Investment Report for September 2022 presents detail of the City's cash investment portfolio in terms of performance, percentage exposure of total portfolio by credit risk, counterparty exposure and maturity profile.

31. The report indicates the City has adequate cash flow to meet its financial obligations as and when they will fall due; and it has achieved compliance with the various Investment Policy limits.
32. It also shows the impact of the recent uplift in investment rates bringing to crystallise - hence the upward revision to the interest revenue budget in October 2022.
33. Attachment 14.1F - Rates Debtors provides a monthly update and analysis of rates collections by differential property rating category and overall. The 2022/23 rates notices were issued on 28 July with a due date for the first instalment of 7 September 2022. At month end, collections represented 65% of the collectible amount.

## Consultation

Nil.

## Decision Implications

34. Council's acknowledgement of receiving the Financial Activity Statement and supporting documents will meet its statutory obligation in respect of overseeing the City's financial resources.

## Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	Prosperous
Related Documents (Issue Specific Strategies and Plans):	Nil.

Legislation, Delegation of Authority and Policy	
Legislation:	<p>Section 6.4(1) and (2) of the <a href="#">Local Government Act 1995</a>            Regulation 34(1) of the <a href="#">Local Government (Financial Management) Regulations 1996</a></p> <p>This section of the Act and the related regulation prescribe the requirement to prepare and present to Council (monthly), FAS.</p> <p>That FAS should contain:</p> <ul style="list-style-type: none"> <li>• Annual Budget estimates, and approved revisions to these for comparison purposes.</li> <li>• Actual amounts of income and expenditure to the end of the month of the FAS.</li> <li>• Material variances between the comparable amounts and commentary on reasons for these variances.</li> <li>• Net current assets at the end of the month.</li> <li>• An explanation of the composition of the net current assets at the end of the month to which the FAS relates.</li> </ul> <p>Any other information which the local government deems relevant.</p>

Authority of Council/CEO:	The above legislation prescribes that this report be presented to Council on a monthly basis.
Policy:	CP 2.1 Management of Investments.

## Financial Implications

35. 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.

## Further Information

Nil.

























































































































## 14.2 Schedule of Accounts Paid - September 2022

<b>Responsible Officer</b>	Michael Kent – Chief Financial Officer
<b>Voting Requirements</b>	Simple Majority
<b>Attachments</b>	Attachment 14.2A – Schedule of Accounts Paid - September 2022 <a href="#">↓</a> 

### Purpose

For Council to note details of payments made under delegated authority for the month of September 2022.

### Recommendation

That Council:

1. RECEIVES the Schedule of Accounts Paid for the period ended 30 September 2022 as attached.
2. RECORDS in the Ordinary Council Meeting minutes the summary of accounts paid being:

Total Accounts Paid	
Municipal Fund	\$37,140,958.49
Trust Fund	\$0
<b>Total - All Funds</b>	<b>\$37,140,958.49f</b>

## Background

1. In accordance with Regulation 13(2) and 13(3) of the *Local Government (Financial Management) Regulations 1996*, where this power has been delegated, a list of payments for each month is to be compiled and presented to the Council. The Chief Executive Officer is delegated this authority under Delegation 2.14.
2. This authority has then been subdelegated by the Chief Executive Officer.
3. The listing of payments with full disclosure of all required information, is presented as Attachment 14.2A.
4. The listing of payments was made available to the Elected Members via the Council Hub, ahead of the agenda distribution, to provide additional time for review.
5. This summary report then facilitates the acknowledgement of the listing having been received.

## Discussion

6. The Schedule of Accounts Paid (Attachment 14.2A) contains the following payments made under Delegated Authority 2.14 - Payments from the Municipal & Trust Fund:

Schedule of Accounts Paid - September 2022		
<b>Municipal Fund</b>		
EFT & Cheque Payments	Direct Creditor Payments	33,563,306.33
<b>Sub Total - EFT &amp; Cheques</b>		<b>33,563,306.33</b>
Direct Debits	Bank Charges and Merchant Fees	89,943.46
<b>Sub Total - Direct Debits</b>		<b>89,943.46</b>
Payroll	09/09/2022	1,690,198.00
	23/09/2022	1,768,768.91
		<b>3,458,966.91</b>
<b>Sub Total - Payroll</b>		
Corporate Cards		28,741.79
<b>Sub Total - Cards</b>		<b>28,741.79</b>
<b>Total per Attachment 14.2A</b>		<b>37,140,958.49</b>
<b>Total Payments from Municipal Fund</b>		
Investments in Term Deposits		<b>28,000,000</b>
<b>Trust Fund</b>		
Trust EFT & Cheques		<b>0</b>
<b>Total - Trust Funds</b>		

## Consultation

Nil.

## Decision Implications

7. Council's acknowledgement of receiving the Schedule of Accounts Paid will meet its statutory obligation under Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*.

## Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	Prosperous
Related Documents (Issue Specific Strategies and Plans):	Annual Budget

Legislation, Delegation of Authority and Policy	
Legislation:	<p>Section 6.10 of the <i>Local Government Act 1995</i>                      Regulation 13(1) of the <i>Local Government (Financial Management) Regulations 1996</i></p> <p>This section of the Act and the related regulation prescribes the requirement to prepare a list of all payments made for each month and to present them to Council. The Schedule of Accounts Paid (the 'list') should contain, for each payment:</p> <ul style="list-style-type: none"> <li>• Payee Name</li> <li>• Amount of the Payment</li> <li>• Date of the Payment</li> <li>• Sufficient information to identify the transaction</li> </ul>
Authority of Council/CEO:	In accordance with Regulation 13(2) and 13(3) of the <i>Local Government (Financial Management) Regulations 1996</i> , where this power has been delegated, a list of payments for each month is to be compiled and presented to the Council.
Policy:	Nil.

## Financial Implications

8. There are no direct financial implications of receiving this report as it reflects a historical accounting of financial transactions that were provided for in the adopted budget (as amended).

## Further Information

Nil.
























































































































































### 14.3 Corporate Business Plan Quarterly Progress Report 1 and Amendment

<b>Responsible Officer</b>	Melissa Murphy – General Manager Corporate Services
<b>Voting Requirements</b>	Absolute Majority
<b>Attachments</b>	Attachment 14.3A – Corporate Business Plan 2022/23–2025/26 Quarterly Progress Report 1 <a href="#">↓</a> 

#### Purpose

To inform Council of the progress made against the Corporate Business Plan 2021/22-2024/25 and amend the plan to remove a project that will not progress.

---

#### Recommendation

That Council:

1. ENDORSES the Corporate Business Plan Quarterly Progress Report for the period 1 July to 30 September 2022, as contained in Attachment 14.3A
  2. APPROVES the amendment of the Corporate Business Plan 2022/23-2025/26 to remove the project 'Business Hub / Launch Pad' and the associated deliverable.
-



## Background

1. The Corporate Business Plan 2022/23-2025/26 (CBP) was adopted by Council at its Ordinary Meeting held 26 July 2022. The CBP sets out the City's priorities for the next four years, guided by the Strategic Community Plan 2022-2032.
2. The City provides quarterly CBP progress reports to Council to ensure transparency and accountability.
3. The new CBP sets out 74 deliverables for the 2022/23 financial year, which are the subject of this report.

## Discussion

4. This quarterly report includes several improvements on the previous report format. These improvements align the design with the CBP and enhance the interpretation. They include:
  - a. One City-wide account of projects and programs, rather than divided by Alliance,
  - b. Simple explanatory and contextual information, including status definitions and traffic lights; and
  - c. Focus on deliverables for the reporting year, rather than whole projects.
5. Of the 74 deliverables for the 2022/23 financial year, four (5%) were delivered during the quarter:
  - a. A06: Retail Core Refresh Murray Street Mall plan – Concept Design was approved by Council at the Ordinary Council Meeting on 27 September 2022.
  - b. A08: Pier Street solar panels – Panels installed. Pending Western Power connection to the grid, expected in October.
  - c. A014: Customer Experience service review report – The final report has been received and is being reviewed to identify improvement opportunities.
  - d. A14: Library service review report – The final report was presented to Elected Members at the Elected Member Engagement Session on 6 September 2022.

A further 64 (87%) are on track and five (7%) are on watch and one (1%) will not progress.
6. At the Elected Member Engagement Session on 11 October 2022, Elected Members advised they no longer want to proceed with the Business Hub/Launch Pad project under focus area A15. As this project will not progress it is recommended that Council approves the amendment of the CBP to remove this project and the associated deliverable.

## Consultation

Nil.

## Decision Implications

Nil.

## Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	A Well-Governed City
Related Documents (Issue Specific Strategies and Plans):	The Strategic Community Plan articulates the community’s vision for the city. It sets goals and objectives that guide all of the City’s activities.

Legislation, Delegation of Authority and Policy	
Legislation:	<p>Section 2.7 of the <i>Local Government Act 1995</i> provides that Council is responsible for the performance of the local government’s functions.</p> <p>Section 5.56 of the <i>Local Government Act 1995</i> requires a local government to plan for the future of the district.</p> <p>Regulation 19DA of the <i>Local Government Administration Regulations 1996</i> establishes the requirements for a Corporate Business Plan, including adoption and modification.</p>
Authority of Council/CEO:	<p>Under the Act and Regulations, the Council is responsible for the performance of the City’s functions and setting the Corporate Business Plan. Accordingly, it is appropriate for Council to receive regular updates on the progress of this plan.</p> <p>Regulation 19DA(6) of the <i>Local Government Administration Regulations 1996</i> requires that a Corporate Business Plan, or modifications of such a plan, be considered and adopted by an absolute majority of Council.</p>
Policy:	Nil.

## Financial Implications

Nil.

## Further Information

Nil.





















#### 14.4 Chief Executive Officer - Credit Card

Responsible Officer	Michael Kent – Chief Financial Officer
Voting Requirements	Simple Majority
Attachments	Nil.

#### Purpose

To seek Council's approval for the allocation of a credit card to the Chief Executive Officer.

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#### Recommendation

That Council APPROVES the allocation of a credit card with a \$10,000 limit, to the City of Perth Chief Executive Officer

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## Background

1. With the easing of COVID restrictions and opening of borders, the need for domestic and international business travel has recommenced.
2. The use of corporate credit cards to facilitate payments associated with domestic and international business travel expenditure reduces the need for cash advances and foreign currency exchange. It also limits the need for staff members to use personal funds during business travel that would need to be reimbursed.
3. Expenditure incurred via credit cards also provide a greater level of transparency as they are duly authorised and reported to Council each month via the schedule of Accounts.
4. The Chief Executive Officer currently does not have a corporate credit card.
5. Section 4 of the City's credit card policy states the "Allocation of a credit card to the Chief Executive Officer can only be approved by Council and transaction acquittals are to be approved by the Chief Financial Officer".

## Discussion

6. The Chief Executive Officer may from time to time be required to travel interstate or overseas for business purposes.
7. The Chief Executive officer is currently required to use personal funds to pay for expenditure incurred during these business travels and be reimbursed upon return.
8. To eliminate the use of personal funds for business purposes and minimise administrative burden, it is proposed the Chief Executive Officer be issued with a City of Perth credit card.
9. The availability of a credit card during corporate travel is useful for remote or emergency situations.
10. Credit cards also allows the recovery of funds should a fraudulent transaction takes place.
11. The use of a credit card is subject to an operational corporate credit card policy and internal control guidelines.
12. It is proposed the Chief Executive Officer be approved a credit card limit of \$10,000 to facilitate payment for travel expenditure such as airline tickets, accommodation, incidental and emergency costs.
13. If approved, expenditure incurred within the Chief Executive Officer's credit card will be reviewed and approved by the Chief Financial officer and reported monthly to Council within the corporate credit card statement. This will provide Council greater transparency on expenditure through a single reporting source each month.

## Consultation

Nil.

## Decision Implications

14. If Council supports the issue of a credit card to the Chief Executive Officer, it will provide an efficient alternative method of expense payment which is transparent and less onerous.

## Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	Sustainable
Related Documents (Issue Specific Strategies and Plans):	Nil.

Legislation, Delegation of Authority and Policy	
Legislation:	<i>Local Government Act 1995</i> <i>Local Government (Financial Management) Regulation 1996</i>
Authority of Council/CEO:	<ul style="list-style-type: none"> <li>• Section 2.7(2)(a) and (b) of the Act requires Council to oversee the allocation of the local government's finances and resources and to determine the policies of the local government.</li> <li>• Section 6.5(a) of the Act requires the Chief Executive Officer to ensure that proper accounts and records of the transactions and affairs of the local government are kept in accordance with regulations.</li> </ul> <p>Regulation 11(1)(a) of the <i>Local Government (Financial Management) Regulations 1996</i> requires local governments to develop procedures for the authorisation and payment of accounts to ensure that there is effective security and appropriate authorisations in place for the use of credit cards.</p>
Policy:	OP23   Credit Cards OP21   Corporate Travel

## Financial Implications


Nil.

## Further Information

Nil.

## 15. Chief Executive Officer Reports

### 15.1 2023 Council Meeting Schedule

Responsible Officer	Michelle Reynolds – Chief Executive Officer
Voting Requirements	Simple Majority
Attachments	Attachment 15.1A – 2023 Council Meeting Schedule <a href="#">↓</a> 

#### Purpose

For Council to consider the dates of its 2023 Ordinary Meetings.

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#### Recommendation

That Council ADOPTS the Ordinary Council Meeting dates, times and places for 2023 as detailed in Table 1 of this report.

---

## Background

1. Pursuant to section 5.3 of the *Local Government Act 1995* (the Act), Council is required to hold ordinary meetings and they must be held not more than three months apart. Section 5.4(b) of the Act prescribes that ordinary meetings are to be held if decided by Council. Regulation 12 of the *Local Government (Administration) Regulations 1996* (the Admin Regs) require the CEO to publish on the City's website, the dates, times and places where ordinary meetings are to be held.

## Discussion

2. As per the 2022 November and December meeting schedule, the 2023 November and December meetings are proposed to be brought forward to maximise community participation as the festive season is typically a busy period with many people commencing holidays early in the month.
3. The proposed schedule for the 2023 Ordinary Council Meetings (and corresponding Agenda Briefing Sessions) is as per Table 1 below. The 2023 Meeting Schedule in Attachment 15.1A will be graphically designed following Council adoption and published on the City's website.

**Table 1**

Agenda Briefing Sessions	Ordinary Council Meetings
City of Perth Council Chamber Council House 27 St Georges Terrace Perth WA 6000	City of Perth Council Chamber Council House 27 St Georges Terrace Perth WA 6000
5.00pm Tuesday 21 February 2023	5.00pm Tuesday 28 February 2023
5.00pm Tuesday 21 March 2023	5.00pm Tuesday 28 March 2023
5.00pm Tuesday 18 April 2023	5.00pm Wednesday* 26 April 2023 <i>*ANZAC Day Public Holiday is on Tuesday 25 April 2023.</i>
5.00pm Tuesday 23 May 2023	5.00pm Tuesday 30 May 2023
5.00pm Tuesday 20 June 2023	5.00pm Tuesday 27 June 2023
5.00pm Tuesday 18 July 2023	5.00pm Tuesday 25 July 2023
5.00pm Tuesday 22 August 2023	5.00pm Tuesday 29 August 2023
5.00pm Tuesday 19 September 2023	5.00pm Tuesday 26 September 2023
5.00pm Tuesday 24 October 2023	5.00pm Tuesday 31 October 2023
5.00pm Tuesday 14 November 2023	5.00pm Tuesday 21 November 2023
5.00pm Tuesday 5 December 2023	5.00pm Tuesday 12 December 2023



## Committees

4. Regulation 12(2)(b) of the Admin Regs requires a local government to publicise the meeting details of committee meetings which are open to the public. As none of Council’s committees have delegated authority, committee meetings are not required to be open to the public and therefore the dates of those meetings are not subject of this report. The meeting dates will be determined by each Committee and the frequency is prescribed by the relevant Terms of Reference.
5. That being said, this month Council will consider disbanding its Policy and Legislation Committee (refer Item 15.2). In anticipation of this recommendation being supported by Council, meeting dates for this Committee do not appear in the Schedule at Attachment 15.1A.

## Elected Member Engagement Sessions

6. In 2020, Council resolved upon the dates and times of Elected Member Engagement Sessions (EMES). However, as these EMES are not a formal meeting of Council, have no decision making authority and are not open to the public, a Council decision to determine the EMES dates and times is not required. Further, if Council were to determine the dates and times by Council resolution, then a Council resolution would be required for any changes to the schedule.
7. The EMES dates and times are determined by the Chief Executive Officer. In 2023 it is anticipated that only one EMES will be scheduled for months where committee meetings and/or public holidays fall.

## Consultation

8. The dates, times and location of the meetings will be published on the City’s website following Council’s consideration.

## Decision Implications

9. If Council resolves upon the recommendation, the City will achieve compliance with Admin Reg 12.

## Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	Prosperous
Related Documents (Issue Specific Strategies and Plans):	Nil.

Legislation, Delegation of Authority and Policy	
Legislation:	<p><i>Local Government Act 1995</i></p> <p>Sections 5.3(1) and (2) - Council is to hold ordinary meetings and they are to be held not more than three months apart.</p> <p>Section 5.4 - Ordinary meetings are to be held if so decided by Council</p> <p>Regulation 12 of the <i>Local Government (Administration) Regulations 1996</i> - the CEO must publish the dates, times and places where meetings are to be held on the website before the beginning of the year in which ordinary meetings are to be held.</p>

Authority of Council/CEO:	Pursuant to section 5.4 of the <i>Local Government Act 1995</i> , ordinary meetings are to be held if so decided by Council.
Policy:	Nil.

### Financial Implications

Nil.

### Further Information

Nil.



15.2 Resignation of Cr Fleeton's Committee Membership, changes to Committee structure, and appointment of committee members.

Responsible Officer	Michelle Reynolds – Chief Executive Officer
Voting Requirements	Absolute Majority
Attachments	Nil.

### Purpose

1. To acknowledge the resignation of Councillor Fleeton, effective from 31 December 2022, from his position as Committee member for the:
  - a. Policy and Legislation Committee
  - b. Audit and Risk Management Committee
2. To amend the City's committee structure to:
  - a. disband the Policy and Legislation Committee and
  - b. appoint a new committee member to the Audit and Risk Management Committee.

---

### Recommendation

That Council

1. ACKNOWLEDGES the resignation of Cr Fleeton from his position as Committee Member for the:
    - a. Policy and Legislation Committee; and
    - b. Audit and Risk Management Committee
  2. APPROVES the disbandment of the Policy and Legislation Committee effective from 31 December 2022.
  3. APPOINTS \_\_\_\_\_ a replacement Committee Member for the Audit and Risk Management Committee.
-

## Background

1. Councillor Fleeton has advised the Lord Mayor of his intention to step away from his position as committee member for the Policy and Legislation Committee and the Audit and Risk Management Committee at the end of the year (2022). Councillor Fleeton is also the Presiding Member for the Policy and Legislation Committee
2. As a result of his resignation the position of committee member for those committees becomes vacant and new members may be appointed by council.
3. This report considers the appointment of a replacement member of the Audit and Risk Management Committee and proposes the disbandment of the Policy and Legislation Committee.
4. Council established the Policy and legislation Committee at its meeting held on 3 November 2020 to review all Council policies and the City's local laws. The review of all Council policies was completed on 31 August 2021.
5. At its meeting of 26 October 2021, Council considered a report on the different Committees of Council - specifically a review of the Terms of Reference and appointment of members to the Committees.
6. At the time, it was considered that although the Committee had fulfilled its objective to review all Council's policies, it was appropriate to maintain a Policy and Legislation Committee, to facilitate the review of the City's local laws and continue the review of Council's policies.
7. Since this decision the work designated to this committee has become limited and this has led to the administration bringing forward scheduled policy reviews to fill an agenda for consideration by the committee.
8. It is proposed that going forward Council consider policy and local law related bodies of work through the normal and more regular ordinary council processes and that the Policy and Legislation Committee be disbanded.
9. Given Cr Fleeton's resignation is effective from the 31 December 2022, it is considered appropriate to align the disbandment of the committee with this date to avoid having to appoint a new member to this committee for a very short period.
10. The terms of reference for the **Policy and Legislation Committee** currently provides that the Committee will be comprised of three elected members.

Current membership is as follows:

Members	Deputy Members
Cr Liam Gobbert	Cr Clyde Bevan
Cr Brent Fleeton	Cr Catherine Lezer
Cr Rebecca Gordon	

11. The terms of reference for the **Audit and Risk Management Committee** currently provides that the Committee will be comprised of six members of whom two must be independent members

Current membership is as follows:

Members	Independent Members
Cr Catherine Lezer	Ashwin Kumar

Cr Liam Gobbert Cr Brent Fleeton Cr Sandy Anghie	Robert Maurich
--	----------------

## Discussion

12. Committee members are appointed by the Council at the first Council meeting following the Local Government ordinary elections or at other times to replace members. Each elected member is entitled to be a member of at least one Committee and Council decides through voting who is elected to a committee.
13. If the Policy and Legislation Committee is not disbanded, a new member of the committee will be appointed by council and a new Presiding Member will be appointed, from the committee members, at the first meeting of the Committee held in 2023.
14. Nominations for new committee members may be received before and during the meeting at which this report is considered and new members appointed by Council.
15. Membership of a committee automatically ends if the committee is disbanded.

## Consultation

Nil.

## Decision Implications

16. If nominations for membership are not forthcoming or there are more nominees than positions, then Council may need to amend the relevant terms of reference for that committee to increase the membership or 'draw straws' to determine the new member to be considered for appointment by council.
17. If council does not support the recommendation to disband the Policy and Legislation Committee, a new committee member will need to be appointed by council.

## Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	Liveable
Related Documents (Issue Specific Strategies and Plans):	Nil.

Legislation, Delegation of Authority and Policy	
Legislation:	Section 5.8 of the <i>Local Government Act 1995</i> permits a Council to establish Committees. 5.10(3) Committee members, appointment of

Authority of Council/CEO:	Section 5.8 of the <i>Local Government Act 1995</i> permits a Council to establish Committees. 5.10(3) Committee members, appointment of
Policy:	Nil.


### Financial Implications

Nil.

### Further Information

Nil.

### 15.3 City of Perth Inquiry Recommendations - Quarterly Progress Update - September 2022

<b>Responsible Officer</b>	Michelle Reynolds – Chief Executive Officer
<b>Voting Requirements</b>	Simple Majority
<b>Attachments</b>	Attachment 15.3A – City of Perth Inquiry Recommendations - Quarterly Progress Update - September 2022 <a href="#">↓</a> 

#### Purpose

To update on progress of implementation of the recommendations from the Inquiry into the City of Perth.

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#### Recommendation

That Council NOTES the quarterly progress update on the remaining recommendations from the Inquiry into the City of Perth (Attachment 15.3A).

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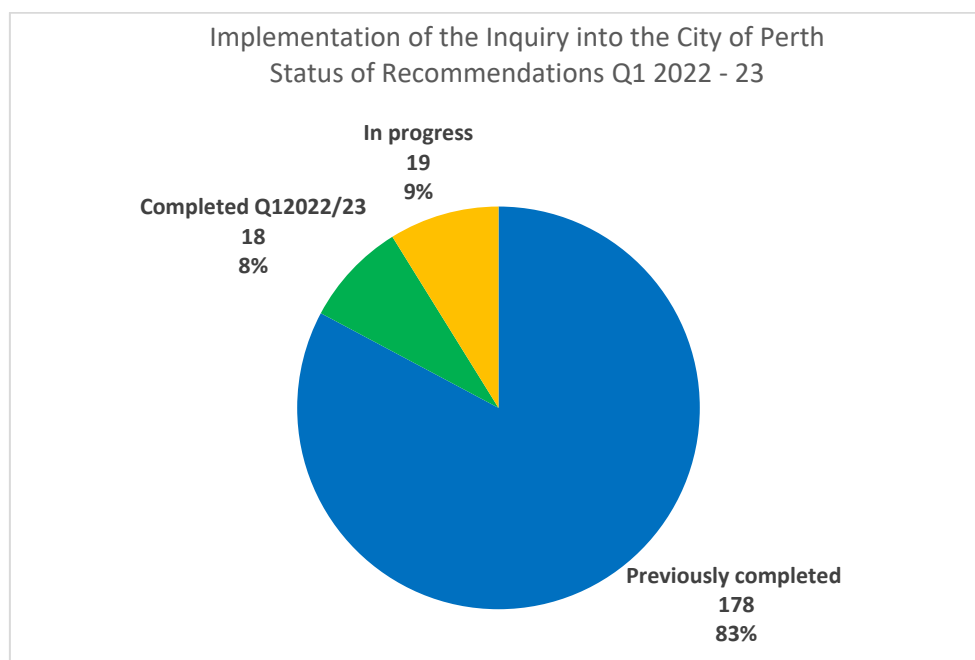


## Background

1. The final report of the Inquiry into the City of Perth (Inquiry) was tabled at State Parliament on 11 August 2020. The report detailed 341 recommendations for both the City of Perth (215) and State Government (126).
2. Quarterly progress updates on the implementation of the Inquiry's recommendations have been presented to Council on 15 December 2020, 30 March 2021, 27 July 2021, 23 November 2021, 22 February 2022, 31 May 2022, and 30 August 2022. The City of Perth (City) has made significant progress toward addressing the Inquiry's recommendations.
3. As of 30 August 2022, the City had completed 178 of its 215, or 83% recommendations.
4. A further quarterly progress update is now presented to Council for noting (Attachment 15.3A).

## Discussion

5. Subject to the endorsement of the Department of Local Government, Sport and Cultural Industries (DLGSCI), the City has **completed 18** recommendations for this quarter (1 July – 30 September 2022) which represents a total of 196 out of 215, or **89%** of the recommendations completed.
6. Of the 215 recommendations, 19 recommendations remain and are in progress.
7. Some of the milestones delivered during the past quarter include:
  - a. The Decisions of Council, Committee and CEO Audit Report; Expenditure, Interests and Gifts Register Audit Report; and Misconduct and Fraud Audit Report were endorsed by the Audit and Risk Committee and Ordinary Council Meeting in September.
  - b. Completion of Recommendation 263 - A review of the procurement and contracting function to identify improvements, capability, and maturity of the City for procurement and contracting. Key Performance Indicators (KPIs) have also been established, including monitoring procurement activity across the City and compliance.
8. Overall, the progress achieved to date, subject to DLGSCI's endorsement, can be summarised as follows:



### Next steps

9. This quarterly progress update will be provided to the DLGSCI and the Inquiry Oversight Group, with evidence to support the recommendations addressed during the quarter. The Inquiry Oversight Group will then consider the information provided, and request any additional evidence as needed. If the recommendations are deemed to be satisfactorily addressed, they will be officially closed-out or, a further report may be required to the Minister, if requested.

### Consultation

10. The City is working closely with the DLGSCI to satisfy the recommendations of the Inquiry and formalise completion.

### Decision Implications

11. If this update is noted by Council, the recommendations completed as of 30 September 2022 will be submitted to the Inquiry Oversight Group for assessment.

### Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	Prosperous
Related Documents (Issue Specific Strategies and Plans):	<a href="#">Report of the Inquiry into the City of Perth.</a>

Legislation, Delegation of Authority and Policy	
Legislation:	Sections 8.22 and 8.24 of the <i>Local Government Act 1995</i> .
Authority of Council/CEO:	The recommendation of this report is for noting only.
Policy:	Nil.

### Financial Implications

Nil.

### Further Information

Nil.



















**16. Committee Reports**

Nil.

**17. Motions of which Previous Notice has been Given**

This item will be dealt with at the Ordinary Council Meeting.

**18. Matters for which the meeting may be closed**

Nil.

**19. Urgent Business**

This item will be dealt with at the Ordinary Council Meeting.

**20. Closure**