

# AGENDA

## Special Council Meeting

13 July 2015

### Notice of Meeting

To: The Mayor and Councillors

A Special Meeting of Council has been scheduled for Monday 13 July 2015 in the City of South Perth Council Chamber, Cnr Sandgate Street and South Terrace, South Perth commencing at 6.00pm.

The purpose of the meeting is to consider the following matters:

- Adoption of the 2015/16 Budget
- Adoption of the Strategic Community Plan 2015-2025
- Adoption of the Corporate Business Plan 2015-2019
- Consideration of legal advice reviewing the Metropolitan Central Joint Development Assessment Panel decision (DAP/14/00542) pertaining to the proposed Dan Murphy's liquor store Como (*to be considered behind closed doors in accordance with s5.23 2(d) of the Local Government Act 1995*)



CLIFF FREWING  
CHIEF EXECUTIVE OFFICER

9 July 2015



# Our Guiding Values

## **Trust**

Honesty and integrity

## **Respect**

Acceptance and tolerance

## **Understanding**

Caring and empathy

## **Teamwork**

Leadership and commitment

## Disclaimer

The City of South Perth disclaims any liability for any loss arising from any person or body relying on any statement, discussion, recommendation or decision made during this meeting.

Where an application for an approval, a licence or the like is discussed or determined during this meeting, the City warns that neither the applicant, nor any other person or body, should rely upon that discussion or determination until written notice of either an approval and the conditions which relate to it, or the refusal of the application has been issued by the City.

## Further Information

The following information is available on the City's website.

- **Council Meeting Schedule**

Ordinary Council Meetings are held at 7.00pm in the Council Chamber at the South Perth Civic Centre on the fourth Tuesday of every month between February and November. Members of the public are encouraged to attend open meetings.

- **Minutes and Agendas**

As part of our commitment to transparent decision making, the City makes documents relating to meetings of Council and its Committees available to the public.

- **Meet Your Council**

The City of South Perth covers an area of around 19.9km<sup>2</sup> divided into four wards. Each ward is represented by two Councillors, presided over by a popularly elected Mayor. Councillor profiles provide contact details for each Elected Member.

[www.southperth.wa.gov.au/Our-Council/](http://www.southperth.wa.gov.au/Our-Council/)

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# Special Council Meeting - Agenda

## 1. DECLARATION OF OPENING

## 2. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

### 2.1 AUDIO RECORDING OF COUNCIL MEETING

The meeting is audio recorded in accordance with Council Policy P673 “Audio Recording of Council Meetings” and Clause 6.15 of the Standing Orders Local Law 2007 which states: “A person is not to use any electronic, visual or vocal recording device or instrument to record the proceedings of the Council without the permission of the Presiding Member”.

## 3. ATTENDANCE

### 3.1 APOLOGIES

### 3.2 APPROVED LEAVE OF ABSENCE

## 4. DECLARATIONS OF INTEREST

Conflicts of Interest are dealt with in the *Local Government Act, Rules of Conduct Regulations* and the *Administration Regulations* as well as the City’s Code of Conduct 2008. Members must declare to the Chairperson any potential conflict of interest they have in a matter on the Council Agenda.

## 5. DEPUTATIONS

## 6. PUBLIC QUESTION TIME

## 7. REPORTS

## 7.6 STRATEGIC DIRECTION 6: GOVERNANCE, ADVOCACY AND CORPORATE MANAGEMENT

### 7.6.1 Review of the Strategic Community Plan and Corporate Business Plan

Location:	City of South Perth
Ward:	Not Applicable
Applicant:	Council
File Ref:	D-15-43238
Date:	13 July 2015
Author:	Cathryn McMurray, Corporate Project Officer
Reporting Officer:	Phil McQue, Manager Governance and Administration
Strategic Direction:	Governance, Advocacy and Corporate Management - - Ensure that the City has the organisational capacity, advocacy and governance framework and systems to deliver the priorities identified in the Strategic Community Plan
Council Strategy:	6.2 Develop and maintain a robust Integrated Planning and Reporting Framework comprising a 10-year financial plan, four-year corporate plan, workforce plan and asset management plan.

#### Summary

This report seeks Council adoption of revisions to the Strategic Community Plan 2013-2023, the Corporate Business Plan 2013-2017 and Council Policy P691 'Australian Business Excellence Framework'.

#### Officer Recommendation

That Council:

1. note the revisions to the Strategic Community Plan as outlined in **Attachment (a)**;
2. adopt the revised Strategic Community Plan 2015-2025 as provided in **Attachment (b)**;
3. extend the Corporate Business Plan to cover the period 2015-2019;
4. note the revisions proposed to the Corporate Business Plan as outlined in **Attachment (c)**;
5. adopt the revised Corporate Business Plan 2015-2019 as provided in **Attachment (d)**;
6. adopt the new sections proposed to the Corporate Business Plan as outlined in **Attachment (e)**;
7. adopt the revised Australian Business Excellence Framework Council Policy P691 as outlined in **Attachment (f)**;

**Background**

In accordance with the Local Government Act 1995 (the Act) and the Local Government (Administration) Regulations 1996, the City of South Perth (City) has developed an Integrated Planning and Reporting Framework (IPRF). The objective of this framework is to have a stronger focus on place shaping and wellbeing with an increased level of community engagement.

The Strategic Community Plan (SCP) 2013–2023 is the overarching plan to guide the Council over the next 10 years. The Plan is broad with a long-term focus and strong emphasis on the community's aspirations, priorities and vision for the future. The Strategic Plan informs our Long Term Financial Plan (LTFP) 2013-2023.

The Corporate Business Plan (CBP) 2013-2017 is the City's 4 year project and service delivery plan. First adopted by Council in March 2013, it is aligned to the City's SCP, translating the strategic direction at an operational level.

The Local Government Regulations require that the CBP is reviewed annually and submitted to Council for adoption. The Department of Local Government and Communities (the Department) also suggests that a desk-top review of the SCP be undertaken every two years, and a full review and renewed visioning process be conducted every four years. This ensures that community priorities and aspirations are kept up to date and remain relevant.

The Long Term Financial Plan (LTFP) is a 10 year plan that assists in aligning our community aspirations, strategic intent and organisational capacity and guides our approach to delivering infrastructure and services to the community in a financially sustainable and affordable manner. The LTFP has also been reviewed and was presented to Council at a Concept Briefing held 27 May 2015. It will be submitted to Council for adoption at the August 2015 Ordinary Council Meeting.

**Strategic Community Plan 2013-2023:****Major Review**

Section 19C (4) of the Local Government (Administration) Regulations 1996 (see Policy and Legislative Implications) requires the City to undertake a major review of the SCP at least once every 4 years. This review is not due until 2017.

The review will require the City to undertake extensive community engagement and consultation to ensure the SCP remains representative of the community's priorities and aspirations. It is anticipated that these community engagement activities (including: workshops, surveys and consultation on the revised SCP) will be undertaken during the first half of 2016/2017. Approximately \$80-\$100K in funding will be sought in the 2016/2017 budget to undertake these activities.

**Minor Review**

Department Guidelines suggest that a minor, desktop review of the SCP be undertaken after 2 years of the plan being introduced. This minor review is now due.

During March to May 2015, feedback was sought from Councillors and relevant City officers on the possible modifications needed to the plan. These changes are minor in nature. Extensive community consultation was undertaken in the preparation of SCP, and it would not be appropriate for substantive changes to be made to this plan without further consultation.

**Attachment (a)** provides a summary of the proposed changes. *Section 19C (7)* of the *Local Government (Administration) Regulations 1996* (see Policy and Legislative Implications) stipulates that Council determination is required to adopt any modifications to a SCP. It is proposed that the revised SCP be adopted by Council (**Attachment (b)** refers).

### Corporate Business Plan 2013-2017

*Section 19DA* of the *Local Government (Administration) Regulations 1996* (see Policy and Legislative Implications) requires the City to have in place a 4 year CBP, and for this plan to be reviewed annually. This review has now been completed.

Full details of all proposed changes have been provided (**Attachment (c)** refers). The attachment is intended for reference purposes only. All changes are classified and grouped according to the action required: deletions, additions and wording revisions. The timelines of all strategic initiatives have also been reviewed and updated where necessary.

### 'Completed' and 'new' initiatives

Table 1 below provides a summary of projects and initiatives that have now been completed.

Table 1 – Summary of Completed Initiatives from the Corporate Business Plan 2013-2017

1.1.6 Animal care facility	The City's new Animal Care Facility was officially opened by the Minister of Local Government and Communities in December 2014.
2.5.1 Sir James Mitchell Park	The South Perth Foreshore Strategy and Management Plan was adopted by Council in October 2014, and approved by the Swan River Trust in May 2015.
3.3.3 Car parking	Scheme Amendment No. 30 and draft Policy 315 were both considered by Council. Amendment No. 30 was finally gazetted and on 12 September 2014 became operational. At the May 2013 Council meeting, the related Policy P315 was adopted.
3.3.4 Sustainable Design	Following the community consultation period, the Environmentally Sustainable Building Design policy, along with a draft planning policy to replace the existing P350.01 were adopted by Council on 26 August 2014.
4.5.1 Civic Triangle	In July 2014, the City sold the Civic Triangle Site to Finbar Group Limited for further development. Final settlement occurred on 11 September 2014. On 7 November 2014, the City hosted a Civic Triangle cocktail reception with key stakeholders at the Perth Zoo to celebrate the sale of the Civic Triangle.
6.3.1 Mobile Agenda and minutes	In February 2014, the City moved to mobile agendas and minutes following Council adoption of policy P680 in December 2013.
6.5.2 Local Government Reform	The City withdrew from the Local Government Reform Program following the results of the community poll held 7 February 2015. A Reform Program Closure Report was received by Council in April 2015.

Table 2 below provides a summary of new projects and initiatives to be incorporated into the CBP.

*Table 2 – Summary of New Corporate Business Plan Initiatives*

1.1.4	Infrastructure Services Maintenance Programs
1.3.10	Community/Public Art
1.4.1	George Burnett Leisure Centre Redevelopment
2.1.3	Collier Park Golf Course – Biodiversity
2.2.4	Water Sensitive Urban Design
2.4.2	Proposed South Perth Rail Station Precinct – Streetscape Master Plan
2.4.3	Developer Contribution Plan
2.5.1	Kwinana Freeway Foreshore
2.5.2	Foreshore Management Plans
2.6.1	Independent peer review of the Local Heritage Inventory
2.6.2	Heritage Protection Instruments
2.7.1	Waste Education
2.7.2	Waste Management Plan
3.1.2	New Town Planning Scheme
5.2.3	Parking Strategy
5.4.2	Perth Water Foreshore
6.1.8	Digital Services
6.1.9	Financial Reporting and Property Database Solution
6.1.10	Enterprise Bargaining Agreement
6.2.2	Strategic Community Plan – Community Consultation

#### ***Extension of the Corporate Business Plan to 2019***

The City's current plan expires in 2017. City officers sought advice from the Department which made the recommendation to extend the CBP each time it is reviewed to ensure that it always covers a 4 year period. On the basis of this advice, officers propose that the CBP cover the period 2015-2019.

During May and June 2015, all responsible officers were invited to provide comments and suggestions for modifications and additions to their respective initiatives. This included consideration of projects/initiatives occurring in the 2017/2018 and 2018/2019 business years that align with the SCP and LTFP. From this list, all responsible officers developed new CBP strategic initiatives and the associated actions for inclusion in the revised CBP (**Attachment (d)** refers).

It is proposed that Council adopt the revised CBP 2015-2019 (**Attachment (d)** refers).

#### ***Inclusion of Financial Data***

In September 2014, the Department reviewed and provided feedback on the City's CBP. The Department made the recommendation for the City to include additional financial information in the plan detailing the City's revenue streams and service delivery expenditure.

In response to this feedback, officers have drafted two new sections to the CBP (**Attachment (e)** refers). The first provides high level information of the City's finances, and provides a summary of the City's income and expenditure over the next four years. The second provides high level information on the City's services, delineated by Directorate (all figures may be subject to change upon finalisation of the LTFP and Annual Budget).



### Australian Business Excellence Framework

The IPRF is consistent with the principles of the Australian Business Excellence Framework (ABEF) – of which the City is also a user (Council Policy P691 refers). Both frameworks are intended to facilitate good practice and continuous improvement. As part of the review of the SCP and the CBP, officers have also reviewed the Council Policy to ensure alignment. The ABEF is a tool that continues to evolve, and the categories and principles that make up the framework are revised on a regular basis. The Council Policy P691 has been updated to reflect the most recent amendments to the ABEF (**Attachment (f)** refers). It is proposed that Council adopt this amended policy.

### Consultation

Feedback on the possible modifications needed to the SCP and the CBP was sought from Councillors:

- 1) On 10 March 2015, a Council Briefing workshop on revisions to the SCP and CBP was held.
- 2) On 24 March 2015, a tracked changed version of the revised SCP was circulated to Councillors for comment.

Further updates on the progress of work on the SCP and the CBP were provided through the Councillor Bulletin on 10 April 2015 and 12 June 2015.

Feedback was also sought from relevant City Officers in the development of proposed amendments to the SCP and the CBP.

Both plans were initially developed based on the outcomes of extensive community consultation undertaken in 2012. There were 529 submissions received during the consultation period as well as a stakeholder forum held in November 2012, with all submissions considered by Council in December 2012.

All proposed changes have been taken into account in the review of the LTFP and the development of the 2015/2016 Annual Budget.

Once adopted by Council, the revised versions of the SCP and CBP will be made available to the public on the City's website.

### Policy and Legislative Implications

The requirements of the SCP and the CBP are set out in sections 19C and 19DA. (4)-(7) of the *Local Government (Administration) Regulations 1996*.

#### *19C. Strategic community plans, requirements for (Act s. 5.56)*

- (1) A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
- (2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.
- (3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.
- (4) A local government is to review the current strategic community plan for its district at least once every 4 years.
- (5) In making or reviewing a strategic community plan, a local government is to have regard to —
  - (a) the capacity of its current resources and the anticipated capacity of its future resources; and

## 7.6.1 Review of the Strategic Community Plan and Corporate Business Plan

(b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and  
(c) demographic trends.

(6) Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.

(7) A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.

\*Absolute majority required.

(8) If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

(9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.

(10) A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.

### 19DA. Planning for the future: corporate business plans — s. 5.56

(4) A local government is to review the current corporate business plan for its district every year.

(5) A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government's strategic community plan.

(6) A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.

\*Absolute majority required.

(7) If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

The principles of the Integrated Planning and Reporting Framework align closely with the principles of the Australian Business Excellence Framework, which is outlined in Council Policy P691 'Australian Business Excellence Framework'.

### Financial Implications

There are no financial implications as a result of the proposed amendments to the SCP. The proposals to add to, extend or change strategic initiatives in the CBP have been taken into account in the preparations of the Annual Budget 2015/2016.

### Sustainability Implications

This report is aligned to the City's [Sustainability Strategy 2012-2015](#).

### Attachments

- 7.6.1 (a): Revisions to Strategic Community Plan
- 7.6.1 (b): Revised Strategic Community Plan 2015-2025
- 7.6.1 (c): Revisions to Corporate Business Plan
- 7.6.1 (d): Revised Corporate Business Plan 2015-2019
- 7.6.1 (e): Proposed New Sections to Corporate Business Plan
- 7.6.1 (f): Revised Australian Business Excellence Framework P691

## 7.6.2 2015/16 Budget

Please note the report and attachments for this item will be circulated under separate cover.

## 8. MEETING CLOSED TO PUBLIC

The Chief Executive Officer advises that there are matters for discussion on the agenda for which the meeting may be closed to the public, in accordance with section 5.23(2) of the Local Government Act 1995.

Reports regarding these matters have been circulated separately to Councillors.

### 8.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

#### 8.1.1 Review of the Metropolitan Central Joint Development Assessment Panel decision (DAP/14/00542) - Proposed Dan Murphy's Liquor Store Como

*This item is considered **confidential** in accordance with the Local Government Act 1995 section 5.23(2) (d) as it contains information relating to "legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting"*

Location:	243 Canning Highway South Perth
Ward:	Como Ward
Applicant:	N/A
File Ref:	D-15-41380
Date:	13 July 2015
Author / Reporting Officer:	Vicki Lummer, Director Development and Community Services
Strategic Direction:	Governance, Advocacy and Corporate Management - - Ensure that the City has the organisational capacity, advocacy and governance framework and systems to deliver the priorities identified in the Strategic Community Plan
Council Strategy:	6.5 Advocate and represent effectively on behalf of the South Perth community.

#### Officer Recommendation

That the Council adopt the recommendations in **Confidential** Report 8.1.1

### 8.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC

## 9. CLOSURE

