

# MINUTES

## Ordinary Council Meeting

22 September 2020

Mayor and Councillors

Here within are the Minutes of the Ordinary Council Meeting of the City of South Perth Council held Tuesday 22 September 2020 as an eMeeting.



GEOFF GLASS  
CHIEF EXECUTIVE OFFICER

24 September 2020

# Acknowledgement of Country

Kaartdjinin Nidja Nyungar Whadjuk Boodjar Koora Nidja Djining Noonakoort kaartdijin wangkiny, maam, gnarnk and boordier Nidja Whadjul kura kura.

We acknowledge and pay our respects to the traditional custodians of this land, the Whadjuk people of the Noongar nation and their Elders past and present.

## Our Guiding Values



## 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.

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# Ordinary Council Meeting - Minutes

Minutes of the Ordinary Council Meeting held as an eMeeting at 6.00pm on Tuesday 22 September 2020.

## 1. DECLARATION OF OPENING

The Presiding Member declared the meeting open at 6.01pm.

## 2. DISCLAIMER

The Presiding Member read aloud the City's Disclaimer.

## 3. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

The Presiding Member advised that this Ordinary Council Meeting was being held electronically and attended remotely by Elected Members and Officers in accordance with Regulation 14E of the Local Government (Administration) Regulations 1996.

## 4. ATTENDANCE

Mayor Greg Milner (Presiding Member)

### Councillors

Como Ward	Councillor Carl Celedin
Como Ward	Councillor Glenn Cridland
Manning Ward	Councillor Blake D'Souza
Manning Ward	Councillor André Brender-A-Brandis
Moresby Ward	Councillor Samantha Bradder
Mill Point Ward	Councillor Mary Choy
Mill Point Ward	Councillor Ken Manolas

### Officers

Chief Executive Officer	Mr Geoff Glass
Director Corporate Services	Mr Colin Cameron
Director Development and Community Services	Ms Vicki Lummer
Director Infrastructure Services	Mr Mark Taylor
Communications and Marketing Coordinator	Ms Lisa Williams
Governance Coordinator	Ms Toni Fry
Governance Officer	Ms Mieke Wevers

### Gallery

There were approximately 8 members of the public connected to the eMeeting.

#### 4.1 APOLOGIES

Councillor Stephen Russell  
Ms Bernadine Tucker, Manager Governance

#### 4.2 APPROVED LEAVE OF ABSENCE

Nil.

### 5. DECLARATIONS OF INTEREST

Nil.

### 6. PUBLIC QUESTION TIME

#### 6.1 RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

#### 6.2 PUBLIC QUESTION TIME: 22 SEPTEMBER 2020

Nil.

### 7. CONFIRMATION OF MINUTES AND TABLING OF NOTES OF BRIEFINGS

#### 7.1 MINUTES

##### 7.1.1 Ordinary Council Meeting Held: 25 August 2020

0920/144

##### Officer Recommendation AND COUNCIL DECISION

**Moved:** Councillor Samantha Bradder

**Seconded:** Councillor Ken Manolas

That the Minutes of the Ordinary Council Meeting held 25 August 2020 be taken as read and confirmed as a true and correct record.

**CARRIED (8/0)**

**For:** Mayor Greg Milner and Councillors Samantha Bradder, André Brender-A-Brandis, Carl Celedin, Mary Choy, Glenn Cridland, Blake D'Souza, Ken Manolas.

**Against:** Nil.

## 7.2 CONCEPT BRIEFINGS

### 7.2.1 Council Agenda Briefing - 15 September 2020

Officers of the City presented background information and answered questions on Items to be considered at the 22 September 2020 Ordinary Council Meeting at the Council Agenda Briefing held 15 September 2020.

#### Attachments

7.2.1 (a): Council Agenda Briefing 15 September 2020 - Briefing Notes

### 7.2.2 Concept Briefings and Workshops

Officers of the City and/or Consultants provided Councillors with an overview of the following matters at Concept Briefings and Workshops:

Date	Subject
26 August 2020	CEO Selection Committee Briefing
31 August 2020	Live Streaming Workshop
	South Perth Train Station & Mends Street Jetty Briefing
1 September 2020	Recreation and Aquatic Facility (RAF) Briefing
7 September 2020	Underground Power Briefing
	Economic Development and COVID Response Update
	Integrated Transport Plan Vision and Objectives Workshop
9 September 2020	Local Government Act Review and City of Perth Inquiry
10 September 2020	CEO Selection Committee Briefing
14 September 2020	Recreation and Aquatic Facility (RAF) Partners Briefing
16 September 2020	CEO Selection Committee Briefing
21 September 2020	Major Strategic Community Plan Review Workshop 1

0920/145

#### Officer Recommendation AND COUNCIL DECISION

**Moved:** Councillor André Brender-A-Brandis

**Seconded:** Councillor Ken Manolas

That Council notes the following Council Briefings/Workshops were held:

- 7.2.1 Council Agenda Briefing - 15 September 2020
- 7.2.2 Concept Briefings and Workshops

**CARRIED (8/0)**

**For:** Mayor Greg Milner and Councillors Samantha Bradder, André Brender-A-Brandis, Carl Celedin, Mary Choy, Glenn Cridland, Blake D'Souza, Ken Manolas.

**Against:** Nil.

## **8. PRESENTATIONS**

### **8.1 PETITIONS**

Nil.

### **8.2 PRESENTATIONS**

Nil.

### **8.3 DEPUTATIONS**

Deputations are heard at Council Agenda Briefings. At the 15 September 2020 Council Agenda Briefing there were no 'Requests for a Deputation to Address Council' received.

### **8.4 COUNCIL DELEGATES REPORTS**

Nil.

### **8.5 CONFERENCE DELEGATES REPORTS**

Nil.

## **9. METHOD OF DEALING WITH AGENDA BUSINESS**

The Presiding Member advised that with the exception of the items identified to be withdrawn for discussion that the remaining reports, including the Officer Recommendations (and Committee Recommendations where applicable), will be adopted by exception resolution (i.e. all together) as per Clause 5.5 Exception Resolution of the Standing Orders Local Law 2007.

The Chief Executive Officer confirmed all the report items, with the exception of Item 10.2.1 Millers Pool Café, were discussed at the Council Agenda Briefing held 15 September 2020.

### **ITEMS WITHDRAWN FOR DISCUSSION**

- 10.1.3 Public Health Plan
- 10.4.4 Audio Recording of Council Meetings
- 10.7.2 2019/2020 Corporate Business Plan 4<sup>th</sup> Quarter Update



The Presiding Member called for a motion to move the balance of reports by Exception Resolution.

**0920/146**

**Officer Recommendation AND COUNCIL DECISION**

**Moved:** Councillor Ken Manolas

**Seconded:** Councillor Mary Choy

- 10.1.1 Public Art Advisory Group Annual Report 2019/20
- 10.1.2 Facilitation of Australia Day Event in 2021
- 10.2.1 Disposition of Property - Millers Pool
- 10.3.1 State Underground Power Program - Collier and Manning Projects
- 10.3.2 Review and Revocation of Planning Policy P309 Satellite Dishes and P310 Telecommunications Infrastructure
- 10.4.1 Listing of Payments - August 2020
- 10.4.2 Monthly Financial Statements - August 2020
- 10.4.3 Proposed 2021 Council Meeting Schedule
- 10.7.1 2019/2020 Annual Financial Statements (External) Audit - Interim Report
- 10.7.3 Audit Register - Progress Report

**CARRIED (8/0)**

**For:** Mayor Greg Milner and Councillors Samantha Bradder, André Brender-A-Brandis, Carl Celedin, Mary Choy, Glenn Cridland, Blake D'Souza, Ken Manolas.

**Against:** Nil.

## 10. REPORTS

### 10.1 STRATEGIC DIRECTION 1: COMMUNITY

#### 10.1.1 Public Art Advisory Group Annual Report 2019/20

Location:	Not Applicable
Ward:	Not Applicable
Applicant:	Not Applicable
File Ref:	D-20-71307
Meeting Date:	22 September 2020
Author(s):	Patrick Quigley, Manager Community, Culture and Recreation
Reporting Officer(s):	Vicki Lummer, Director Development and Community Services
Strategic Direction:	Community: A diverse, connected, safe and engaged community
Council Strategy:	1.1 Culture & Community

#### Summary

This report presents the City of South Perth Public Art Advisory Group 2019/20 Annual Report.

0920/147

#### Officer Recommendation AND COUNCIL DECISION

**Moved:** Councillor Ken Manolas

**Seconded:** Councillor Mary Choy

That Council receives the City of South Perth Public Art Advisory Group 2019/20 Annual Report as contained in **Attachment (a)**.

**CARRIED BY EXCEPTION RESOLUTION (8/0)**

**For:** Mayor Greg Milner and Councillors Samantha Bradder, André Brender-A-Brandis, Carl Celedin, Mary Choy, Glenn Cridland, Blake D'Souza, Ken Manolas.

**Against:** Nil.

#### Background

The City's Public Art Advisory Group was established in February 2015 in alignment with a key initiative of the City of South Perth Public Art Strategy, which states that the Public Art Advisory Group's role is to provide recommendations to Council and contribute to the ongoing development and implementation of the Public Art Strategy.

The Public Art Advisory Group is made up of Elected Members, community industry specialists and City Officers who advise and guide the selection of large-scale projects.

In accordance with Policy P112 Community Advisory Groups, the City is to provide Council with an annual report reviewing the terms of reference, activities and achievements for each Community Advisory Group. The 2019/20 Annual Report for the Public Art Advisory Group is provided to Council in fulfilment of this policy commitment and is shown as **Attachment (a)**.

### Comment

The Annual Report includes a summary of the meeting schedule, memberships, projects completed, new business and project forecasts for the next financial year.

Some of the achievements of the Public Art Advisory Group during the year included:

- Assessment of public art projects at Echelon Apartments (79 South Perth Esplanade, South Perth), Charles Apartments (26 Charles Street, South Perth), M/26 Apartments (7 Mary Street, Como), Henley on Park Apartments (73 Park Street, Como), and Mindeerup (South Perth).
- Revisions to Policy P101 to provide clearer direction on the City's Public Art, Art Collections and Public Art Masterplan.
- Commenced planning for the facilitation of a public art commission titled 'Vehicles of Change' in partnership with the RAC.

### Consultation

The Public Art Advisory Group was consulted during the development of the report and provided their endorsement at their meeting held 6 August 2020.

### Policy and Legislative Implications

The following are relevant:

- Policy P112 Community Advisory Groups
- Policy P101 Public Art
- Policy P316 Developer Contribution to Public Art and Public Art Spaces

### Financial Implications

Nil.

### Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2020-2030](#):

Strategic Direction: Community  
Aspiration: A diverse, connected, safe and engaged community  
Outcome: Culture and community  
Strategy: Facilitate and create opportunities for social, cultural and physical activity in the City

### Attachments

**10.1.1 (a):** 2019/20 Annual Report – Public Art Advisory Group

## 10.1.2 Facilitation of Australia Day Event in 2021

Location:	Sir James Mitchell Park
Ward:	Mill Point Ward
Applicant:	Not Applicable
File Ref:	D-20-71308
Meeting Date:	22 September 2020
Author(s):	Patrick Quigley, Manager Community, Culture and Recreation
Reporting Officer(s):	Vicki Lummer, Director Development and Community Services
Strategic Direction:	Community: A diverse, connected, safe and engaged community
Council Strategy:	1.1 Culture & Community

### Summary

This report provides an update on the City of South Perth's planning for Australia Day activities to be held on 26 January 2021.

0920/148

### Officer Recommendation AND COUNCIL DECISION

**Moved:** Councillor Ken Manolas

**Seconded:** Councillor Mary Choy

That Council notes:

1. The City has recently commenced planning for its Australia Day activities to be held on Sir James Mitchell Park on 26 January 2021, which will comprise a morning Citizenship Ceremony, presentation of the annual Aspire Community Citizenship Awards and Skyworks event assistance only (no Celebration Zone).
2. The Australia Day activities will be subject to any changes to the COVID-19 pandemic situation in Western Australia, which may include event cancellation if the pandemic situation escalates.
3. The City will implement risk management strategies detailed in this report to mitigate/minimise the financial impact of the 2021 Australia Day event if the event is cancelled.
4. Funds will be sought during the mid-year budget review process for the facilitation of the 2021 Australia Day event.

**CARRIED BY EXCEPTION RESOLUTION (8/0)**

**For:** Mayor Greg Milner and Councillors Samantha Bradder, André Brender-A-Brandis, Carl Celedin, Mary Choy, Glenn Cridland, Blake D'Souza, Ken Manolas.

**Against:** Nil.

### Background

On 25 May 2020, the City of Perth wrote to the City of South Perth to advise it was planning to make a recommendation to its Council/Commissioners to not go ahead with their Australia Day Skyworks event in January 2021 due to COVID-19 uncertainties. In responding, the City advised that the appropriateness for the staging of Skyworks in 2021 is at the discretion of the City of Perth given it is a City of Perth event, however, the City would consider the outcome and make the necessary adjustments either way.

On 23 June 2020, Council resolved to adopt the City's 2020/21 Budget. No funds were sought (or included) in the Budget for the facilitation of the Australia Day Celebration Zone due to the uncertainty of large scale events occurring in response to the COVID-19 pandemic.

On 27 June 2020, Phase 4 easing of restrictions were introduced by the State Government in recognition of controlling the spread of COVID-19 infection in Western Australia. This has resulted in all events being permitted, except large scale events. Gathering limits continue to be in place and are determined by a 'two square metre rule' per person.

On 30 June 2020, the City of Perth Council resolved at its Ordinary Council Meeting to approve the planning for the Australia Day Skyworks event in 2021, subject to any changes to the COVID-19 pandemic situation in Western Australia. This decision has a flow-on effect on the City of South Perth's operations, because the Australia Day Skyworks event attracts significant patronage on all sides of the Swan River, including the South Perth foreshore.

On 7 July 2020, Council resolved at its Special Council Meeting to revoke the City's 2020/21 Budget and adopt an amended Budget. No funds were sought (or included) in the amended Budget for the facilitation of the Australia Day Celebration Zone due to the uncertainty of large scale events occurring in response to the COVID-19 pandemic.

Further easing of COVID-19 restrictions (Phase 5) was initially scheduled to occur in Western Australia on 18 July 2020. The commencement date was subsequently deferred several times by the State Government; and is now planned to commence on 24 October 2020, including the planned removal of all gathering restrictions to enable large scale events to proceed. Due to the large scale/complex nature of the City's Australia Day activities, event planning usually takes up to 12 months. This year the City commenced event planning in August 2020, as it was unable to wait until the proposed Phase 5 commencement date at the end of October 2020.

### Comment

The Australia Day event usually involves three main components:

1. Morning - Citizenship Ceremony and presentation of Awards (7am-9am);
2. Afternoon/Early Evening - Celebration Zone comprising approximately 100 free games, amusements and activities for children and their families (3pm-7.30pm); and
3. All Day - Traffic management and other associated infrastructure to assist with the management of the large crowds associated with the evening Skyworks.

In relation to COVID-19, although the State Government has developed a roadmap to outline the response and recovery phases, this roadmap does not make reference to the re-commencement of large scale events, like Australia Day.

Due to the current uncertain environment caused by COVID-19, the City is planning to facilitate the morning Australia Day components and Skyworks event assistance only in the afternoon/evening through overseeing event management, traffic management, security, waste and infrastructure for the south side of the river (no Celebration Zone).

If the City of Perth proceeds with its Australia Day Skyworks, thousands of people are expected to attend the foreshore to view the fireworks, so the City of South Perth would be required to have risk management strategies in place to manage the large crowds on the south side of the river. Although the Celebration Zone remains popular, in recent years the City has noticed the Celebration Zone attendance has decreased. The majority of people are coming to the foreshore in the late afternoon/early evening to have dinner and watch the fireworks before returning home. The Celebration Zone only operates for four and a half hours (3pm-7.30pm), so it is a high cost activity over a short timeframe.

Council has provided recent approval for the City to enter into a licence agreement with The Big Wedgie to operate their water slide activation on the foreshore over the Christmas school holiday period including on Australia Day. Additionally, South Perth StrEATS are planning to facilitate their food vans on the foreshore next season including on Australia Day. Both of these activities will assist to fill the void on Sir James Mitchell Park from having no Celebration Zone in 2021.

#### Risk Management Strategies to mitigate/minimise the financial impact of the 2021 Australia Day event if the event is cancelled

1. Minimised Event Scale - The scale/scope of the Australia Day activities will be reduced to focus on essential event requirements only i.e. event management, traffic management, security, waste and infrastructure (no Celebration Zone).
2. Event Management Progress Payments – The City has engaged an event management consultant to oversee the Australia Day event planning on a reduced part time contract basis, who has agreed to be paid by the City in instalments/progress payments for work completed up to nominated dates.
3. Event Supplier Contracts – Each contract will be assessed on a ‘case by case’ basis and payments only made for costs incurred to date. The onus will be on the contractor to produce sufficient evidence/documentation to support any claim to the City’s satisfaction.

#### **Consultation**

Consultation has occurred with the City of Perth in the development of this report.

#### **Policy and Legislative Implications**

The following are relevant to this report:

- City of South Perth Policy P106 Use of City Reserves and Facilities; and
- Health Department of WA’s Guidelines for Concerts, Events and Organised Gatherings.

### Financial Implications

The estimated cost of the lower scale/reduced scope Australia Day activities is \$393,000, which is comprised of:

- event management (\$98,000);
- logistics (\$250,000);
- morning ceremony components (\$20,000); and
- staffing – Rangers, Parks and Customer Service (\$25,000).

The City's 2020/21 Budget has a nil (\$0) allocation for facilitation of the Australia Day event on 26 January 2021. However, the 2020/21 Budget does include some funds (\$25,000) for the City's awards programs and citizenship ceremonies held throughout 2020/21 which is available to partially fund some of the costs of the Australia Day morning Citizenship Ceremony and presentation of the annual Aspire Community Citizenship Awards.

In setting the 2020/21 Budget, the City made the assumption that the Australia Day morning components may have to be conducted at a different venue (e.g. South Perth Community Hall) to maintain greater control over the attendance numbers due to COVID-19 preventing large scale gatherings. However, now that COVID-19 restrictions have eased, the City is planning to maintain the morning components in its usual format on the South Perth foreshore, so additional funds are required.

The City will look for ways to achieve the additional cost through the mid-year budget review process.

### Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2020-2030](#):

Strategic Direction:	Community
Aspiration:	A diverse, connected, safe and engaged community
Outcome:	Culture and community
Strategy:	Facilitate and create opportunities for social, cultural and physical activity in the City

### Attachments

Nil

### 10.1.3 Public Health Plan

Location:	Not Applicable
Ward:	Not Applicable
Applicant:	Not Applicable
File Ref:	D-20-71310
Meeting Date:	22 September 2020
Author(s):	Fiona Mullen, Manager Development Services Ceri Foster, Environmental Health Officer
Reporting Officer(s):	Vicki Lummer, Director Development and Community Services
Strategic Direction:	Community: A diverse, connected, safe and engaged community
Council Strategy:	1.1 Culture & Community

#### Summary

In June 2020, Council resolved to undertake consultation relating to the adoption of the City of South Perth Public Health Plan (the Plan).

Public consultation on the Plan was carried out between 8 July and 10 August 2020 with consultation being undertaken online via the City's 'Your Say South Perth' and through drop in sessions at Waterford Plaza and Mindeerup.

During the public consultation period, the City received a total of 15 submissions. In response to the submissions received, one modification is recommended in relation to implementing a vending machine policy which is included in the amended Plan.

It is recommended that Council adopts the Public Health Plan.

#### Officer Recommendation

**Moved:** Councillor Ken Manolas

**Seconded:** Mayor Greg Milner

That Council adopts the Public Health Plan as amended and contained in **Attachment (a)**.



**Amendment****Moved:** Councillor Glenn Cridland**Seconded:** Councillor Carl Celedin

That the words '*Subject to the deletion of the fourth dot point of Key Action 2.4.2*' be inserted at the commencement of the Officer's Recommendation.

**The amendment was put and declared CARRIED (7/1).**

**For:** Mayor Greg Milner and Councillors André Brender-A-Brandis, Carl Celedin, Mary Choy, Glenn Cridland, Blake D'Souza, Ken Manolas.**Against:** Councillor Samantha Bradder**Reasons for Change:**

1. This particular dot point asks the City to investigate a policy that would prevent sporting clubs from being sponsored by alcohol sellers or purveyors. Clearly the Council has no legislative ability to do that. So we're asking the Council to investigate the control of something that it has no power whatsoever to do, that is a State Government responsibility. The City/Council can't tell the clubs here what they are to do with alcohol.
2. I am aware of Karalee Hotel sponsoring quite a number of clubs within the City. It's the only alcohol purveyor I'm aware of that sponsors clubs but that sponsorship is much needed and it is a principal sponsor of a number of clubs.
3. Alcohol sales are important to the continued viability of a number of clubs including all three bowls clubs, to some degree the tennis clubs and certainly the hockey, cricket and the football clubs. If those clubs were prevented from accepting alcohol sponsorship then their viability would not be assured.

**0920/149****COUNCIL DECISION****Moved:** Councillor Ken Manolas**Seconded:** Mayor Greg Milner

Subject to the deletion of the fourth dot point of Key Action 2.4.2, Council adopt the Public Health Plan as amended and contained in **Attachment (a)**.

**The amended substantive motion was put and declared CARRIED (8/0).**

**For:** Mayor Greg Milner and Councillors Samantha Bradder, André Brender-A-Brandis, Carl Celedin, Mary Choy, Glenn Cridland, Blake D'Souza, Ken Manolas.**Against:** Nil.

### Background

A Sustainable Health Review was announced by the Government of Western Australia in 2017 to develop a more sustainable health system for Western Australia. It included a number of strategies and recommendations which included halting the rise in obesity in WA, reducing harmful alcohol use, reducing inequity in health outcomes and access to care for vulnerable groups such as Aboriginal people, culturally and linguistically diverse people and people living in low socio-economic conditions.

This first Public Health Plan is a guide for the City to integrate a public health focus into existing services and facilities and future public health initiatives.

### Comment

The City is committed to improving the health and wellbeing of its community.

The Plan has been informed by data from State Government, the East Metropolitan Health Service and feedback gathered from the community and stakeholders during the engagement period undertaken in November - December 2019. During this period the community and stakeholders were invited to give their feedback on areas identified as public health priorities in the State Plan and community health profile data to determine perceived areas of concern. The community and stakeholders were also asked to rank the importance of what services/infrastructure the City offered in relation to maintaining public health, and invited to share their most important public health concerns. From this information the Plan identifies key priority areas where the City can assist community and stakeholders towards better health and wellbeing by developing Key Action Areas.

The following three Key Action Areas are therefore a reflection of the health status of our community, issues raised during the stakeholder engagement process and the State Public Health Plan:

- Public Health Protection
- Chronic disease prevention and management
- Mental health

The Plan is a broad community wide approach which endeavours to work towards better health outcomes of the City. However, it is acknowledged that a number of risk factors can contribute to poorer health outcomes such as low financial security, unemployment and homelessness which can lead to decreased health status. Similarly those living with a disability and minority groups may also encounter barriers to achieving good health. The City engages in a number of ways to address some of these factors such as service delivery through our senior citizen centres, libraries and in partnerships with local groups and clubs.

Part of the City's vision for the future as articulated in the Strategic Community Plan 2020-2030 includes planning for a new Recreational and Aquatic Facility (RAF) with an explicit focus on improving health outcomes through preventative health activities. The proposed RAF will provide an integrated model of health and deliver a range of exercise and wellness programs. In addition, the RAF will include a wide range of sporting and recreational activities such as swimming, golf and playing courts. The City is actively developing partnerships with key stakeholders to deliver this objective.

The Plan adopts a long term population based preventative health focus to assist people to stay healthier for longer.

### Consultation

Following the adoption to advertise in June 2020, the public comment period ran from 8 July to 10 August 2020. Stakeholder engagement activities included:

- Online feedback form available on Your Say South Perth
- Hard copy feedback form available from the Civic Centre and the South Perth and Manning libraries, and delivered directly to Collier Park Village and the South Perth and Manning Senior Citizens Centres
- Drop in sessions at Waterford Plaza on 29 July 2020 from 2.30-4.30pm, and at Mindeerup on 1 August 2020 from 9-11am
- An online question and answer tool.

At the closure of the public comment period, a total of 15 feedback forms were completed. No hard copy feedback forms were received.

At the drop in sessions, project staff spoke to approximately six people at Waterford Plaza and 20 people at Mindeerup.

The City's engagement overview report is set out in **Attachment (b)**.

A summary of the feedback is listed below:

Submitters' Comments	Officers' Response
Capture smoking rates in the plan	Smoking rates offered by the Department of Health (DoH) for the City of South Perth were low (10.2% for the population) and had a high relative standard error rate of between 25%-50% and therefore the DoH advised to use with caution as the figure could potentially be significantly different to actual rates hence the actual figure was not incorporated into the plan.
Expand promotion of smoke free messages at community events	Included in action plan at 2.3.2.
Promote smoke free facilities, smoke free open spaces and other smoke free precincts	Included in action plan at 2.3.1 & 2.3.2, it should be noted that this will require additional health promotion resources to investigate policy development and implementation.
Adopt a smoke free workplace policy	Already in place.
Promote smoke free messaging through creative communication and promoting of smoking cessation initiatives	Supported in 2.3.3 however, health promotion communication campaigns would require additional health promotion resources to coordinate.

Develop targeted actions for aboriginal people and other priority population in relation to smoking	All populations are included in 2.3.3 supporting of particular groups within the community is facilitated through groups such as the Aboriginal Reference Board, Inclusive Community Advisory Group, youth groups etc. additional health promotion resources would be required to coordinate specific smoking cessation campaigns.
Alcohol advertising	2.4.2 re-worked to include investigating scope and feasibility of an alcohol advertising restriction policy on council premises and investigating possibility of development of a policy for sporting teams and clubs to not permit sponsorship of teams by alcohol.
Extend Alcohol. Think Again campaign in the City of South Perth	This would require a health promotion officer position that the City currently does not resource.
Healthy nutrition – adopt and implement a healthy food and drink policy for staff and elected members	Covered by 2.2.1.
Adopt and implement vending machine policy	Amended and included into 2.2.1 for consideration.
Skin cancer prevention	Adequate shade added to 2.1.8 relating to playgrounds/exercise parks.
Too much emphasis on RAF in relation to chronic disease	RAF is one action in the action plan from many that will contribute to reducing the burden of chronic disease. Community groups, events, reduction in smoking, healthy nutrition and mental health and the provision of outdoor spaces and exercise opportunities are also included in response to reducing chronic disease.
Mental health	Inclusion of physical activity and sporting clubs covered in 3.2 & 3.4.
Food Safety	All food businesses are routinely inspected and skills and knowledge of food handlers are challenged on inspection. Those requiring further training are directed to the City's free online training which has been expanded this year to include Foodsafe. All premises are encouraged to train their staff using the City's free resources. The City

	does not currently have a public rating system for food premises. Due to the ever changing number of food premises and handlers in the City it would be impracticable to advertise numbers and roles.
More programs to encourage sport and activity and special needs groups	Included in 3.1, 3.2, 2.1.4, 2.1.3. The plan is written to include the population as a whole while specific groups such as youth, ICAG, seniors and Aboriginal Reference Groups target specific programs.
Inclusion of sporting clubs	Included in 2.1.4.
Asthma	Tree planting suggestions are an operational consideration and will be passed onto the City's Environment Department.
Link between physical activity and mental health	Covered by 3.2 and by RAF.
Injury prevention	Requires additional health promotion resources to investigate injury prevention within the City of South Perth. Currently the City has no health promotion research capacity.

### Policy and Legislative Implications

Part 5 of the *Public Health Act 2016* requires local governments to prepare a Public Health Plan by 2021.

### Financial Implications

The implementation of the community wide preventative health approach advocated within the Public Health Plan will result in financial implications across a number of service areas.

The cost of implementation in the first year would equate to approximately \$10,000 which is included in the 2020/21 budget.

**Strategic Implications**

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2020-2030](#) :

Strategic Direction: Community  
Aspiration: A diverse, connected, safe and engaged community  
Outcome: Community Safety and Health  
Strategy: Facilitate and foster a healthy, connected and safe community

**Attachments**

**10.1.3 (a):** Public Health Plan  
**10.1.3 (b):** Public Health Plan: Stakeholder Engagement Report

## 10.2 STRATEGIC DIRECTION 2: ECONOMY

### 10.2.1 Disposition of Property - Millers Pool

Location:	South Perth
Ward:	Mill Point Ward
Applicant:	Not Applicable
File Ref:	D-20-66120
Meeting Date:	22 September 2020
Author(s):	Bernadine Tucker, Manager Governance
Reporting Officer(s):	Geoff Glass, Chief Executive Officer
Strategic Direction:	Economy: A thriving City activated by innovation, attractions and opportunities
Council Strategy:	2.2 Activated Places

#### Summary

This report provides an update on the public submissions received for a lease to the trustees of the U & H Tinelli Family Trust for a Millers Pool Café located on a portion of land to be excised from Crown Reserve 33804.

0920/150

#### Officer Recommendation AND COUNCIL DECISION

**Moved:** Councillor Ken Manolas

**Seconded:** Councillor Mary Choy

That Council:

1. Notes the public submissions received on the proposed lease conditions with the trustees of the U & H Tinelli Family Trust for a Millers Pool Café, over 791m<sup>2</sup> of land on the South Perth foreshore, being a portion of land to be excised from Crown Reserve 33804 as contained in **Confidential Attachment (a)**;
2. Authorises the Chief Executive Officer to finalise the lease documentation; and
3. Authorises the Mayor and Chief Executive Officer to sign and affix the Common Seal to the proposed lease between the City of South Perth and the trustees of the U & H Tinelli Family Trust for a Millers Pool Café located on a portion of land to be excised from Crown Reserve 33804.

**CARRIED BY EXCEPTION RESOLUTION (8/0)**

**For:** Mayor Greg Milner and Councillors Samantha Bradder, André Brender-A-Brandis, Carl Celedin, Mary Choy, Glenn Cridland, Blake D'Souza, Ken Manolas.

**Against:** Nil.

### Background

In August 2020, Council considered the proposal by the trustees of the U & H Tinelli Family Trust to develop a café on a portion of land to be excised from Crown Reserve 33804, for a Millers Pool Café. The proposal had been subject to a number of Council reports and Council Briefings.

The land is Crown land and is located at Millers Pool on Mill Point Road South Perth near the Mitchell Freeway. The Department of Lands has given 'in principle' approval for a portion of the land to be excised from Crown Reserve 33804 and developed for a Millers Pool Café with a 21 year lease with the option of a further 21 years in order to maximise the commercial viability of the development.

At its meeting held 25 August 2020, Council resolved as follows:

*That Council:*

1. *Delegates to the Chief Executive Officer the authority to enter into an agreement to lease with the trustees of the U & H Tinelli Family Trust for a Millers Pool Cafe, over 791m<sup>2</sup> of land on the South Perth foreshore, being a portion of land to be excised from Crown Reserve 33804 as proposed on the survey plan as shown in Attachment (a), on the following conditions –*
  - a. *provision of a 21-year lease with a 21-year extension (subject to Ministerial approval);*
  - b. *3 years rent free period;*
  - c. *rent of \$30,000 (plus GST) per year to be reviewed every 2 years and increased in accordance with CPI;*
  - d. *all outgoing costs to be the responsibility of the lessee;*
  - e. *the lessee is to be responsible for 50% of the costs of the utilities connections to be capped at a price to be determined at a future date; and*
  - f. *the grant of the lease to be subject to and conditional on –*
    - i. *the City satisfying the requirements of section 3.58(3) of the Local Government Act 1995;*
    - ii. *all necessary approvals being obtained under relevant legislation for the grant of the lease; and*
    - iii. *the City obtaining a head lease of the excised land from the Minister for Lands; and*
2. *approve the giving of local public notice of the proposed lease of the land identified in (1), to the trustees of the U & H Tinelli Family Trust as required by section 3.58(3) of the Local Government Act 1995; and*
3. *requests the Chief Executive Officer to report to the Council on any submissions made during the local public notice period.*



### Comment

In accordance with section 3.58 of the *Local Government Act 1995*, a Public Notice on the disposition of property for a portion of land to be excised from Crown Reserve 33804 for a Millers Pool Café was placed in the West Australian Newspaper on Tuesday 1 September 2020 and in the Southern Gazette on Thursday 3 September 2020. In addition, it was also posted on the City's website, on the City's Public Notice Board, and at the City's libraries. The Public Notice invited feedback on the proposed disposition until 12pm on Thursday 17 September 2020.

At the close of the public submission period, 24 submissions were received including one from Mr John McGrath MLA, Member for South Perth. Mr McGrath fully supports and endorses the proposal and sees it as a win-win for the City and the Tinelli family. He acknowledges that the Tinelli family have agreed to fully fund the project in the vicinity of \$1.5-2 million and that after a three-year rent moratorium the City will achieve a long-term, rent-producing asset with the City's only costs being contributed to the connection of the utilities. Mr McGrath's full submission can be read at No. 24.

Of the submissions received, 22 supported the development of a café at Millers Pool. The table below captures the comments received and officers have noted all the comments.

No.	Submission
1.	<p>Please accept this letter in support of the proposed disposition of property at Millers Pool on the South Perth foreshore by way of lease to the Tinelli family.</p> <p>I congratulate the City of South Perth in their consideration of this, as it is in line with the South Perth Foreshore Management Plan and will be a great amenity for South Perth residents and visitors alike.</p> <p>The Tinelli Family have an excellent reputation and will ensure that all considerations are taken to preserve and respect the land on which the café will be built.</p> <p>It is high time that this land was developed in a way which can be enjoyed by many and not just the few.</p> <p>I applaud and support this great initiative whole-heartedly.</p>
2.	<p>I refer to your newspaper article regarding the proposed U&amp;H Tinelli Family Trust cafe' at Miller's Pool in South Perth.</p> <p>I am a rate payer in the City of South Perth.</p> <p>I am writing to provide strong support for the project, with particular attention to the following:</p> <p>1 - South Perth has very little offering for its locals and visitors along its most precious asset, being the beautiful river outlook to what has become a magnificent city skyline.</p> <p>2 - There is no retail available to passers-by at the west-end of the riverfront (east of the narrows). This results in walkers etc having to go over the bridge into the city, or many hundreds of metres back east to Mends St.</p>

	<p>3 - A development at Miller's Pool will physically broaden the appeal of the South Perth foreshore. There is a concentration at the northern end on Mends St, and then little else.</p> <p>4 - During a difficult time of retail investment, we should support the risk being proposed by the cafe' owners that will ultimately benefit our City's community.</p> <p>5 - Miller's Pool has a safe and large grass surrounding area for cafe' patrons to walk and play, without fouling up the roads and footpaths.</p> <p>6 - Given the sheer distance of the proposed new facility to other existing facilities, the new cafe' will not adversely affect the patronage to existing businesses.</p> <p>7 - The Tinelli family (assuming it is them from the Trust name included in the news article), has a long tradition of successful, quality hospitality venues, and in-turn that gives the City confidence of the quality in which this project would be delivered.</p>
3.	<p>I am writing in support of the proposed disposal of 791m2 of land at Millers Pool on the South Perth foreshore by lease to the U &amp; H Tinelli Family Trust for a café/restaurant.</p> <p>The South Perth Foreshore Management Plan has identified the area of Millers Pool/Old Mill as Node 5.</p> <p>Stage One of the works in this area were completed in December 2016, with the City upgrading Millers Pool. The installation of a small viewing jetty and boardwalk, along with picnic and seating areas being constructed. The scope of the works included opening up the view towards the Old Mill and highlighted with an avenue of trees.</p> <p>Stage Two of the work at Millers Pool/Old Mill includes a café/restaurant. The Council's Property Committee presented to the August 2018 Council Meeting, which was endorsed that the CEO be authorised to:</p> <ol style="list-style-type: none"> <li>a) Take the necessary steps to excise a portion of Reserve 33804, for the purpose of the development and operation on a permanent café/restaurant; and</li> <li>b) Seek indicative proposals from potential developers of a café/restaurant at the site; and</li> <li>c) Secure a lease of the excised land to the City (with the power to sublease), for the purpose of a permanent café/restaurant.</li> </ol> <p>There has been considerable community consultation on the concept of a café/restaurant, as the whole of the South Perth Foreshore Management Plan was a topical issue when the process for the Plan was carried out. The consultation consensus for Node 5 and a café/restaurant was that a casual/informal dining was acceptable as was a single story building for the area close to the river.</p>

	<p>In September 2018, the City called for Expressions Interest for interested parties to submit a proposal to sub-lease an area of Node 5 to deliver a café/restaurant facility. The work the City has undertaken, along with presentations to the Council Property Committee and briefings since this time I am confident has been detailed and clarified any concerns.</p> <p>It is now time to agree to this stage of the process, understanding it still has a long way to go and there is reassurance that a Business Plan will need to be presented to the State Government before there is any final sign off by the Council.</p> <p>This café/restaurant will be an asset to the City. Its close proximity to the Old Mill offering opportunities for residents and visitors to understand the significance of this historical site in the context of the history of WA. Finally, the South Perth Foreshore faces north and this means its open to the sun year round and maximising it for everyone is something I personally look forward to.</p> <p>Attached are sections of the South Perth Foreshore Management Plan that highlight Node 5 and its importance to the development of the City as a City of Active Places and Beautiful Spaces.</p>
4.	<p>Thank you for advertising your public notice of the proposed disposal of 791m<sup>2</sup> of land at Millers Pool on the South Perth foreshore, being a portion of land to be excised from Crown Reserve 33804.</p> <p>As a resident of the South Perth Peninsular I fully support the proposed Café in this location and welcome the development. Located close to the South Perth Windmill as well as the foreshore with fantastic city views, I believe the addition of a family run Café in this location will enhance the experience for residents and tourists visiting the area.</p> <p>The proposed location is a fantastic part of the City and foreshore for families to gather and enjoy the surroundings and views. I feel this would be an exciting addition for all to enjoy and help showcase our special place.</p> <p>Thank you for the opportunity to express my support for this exciting addition to our foreshore.</p>
5.	<p>Can the city please advise what the planned improvements to the roads in the area from the freeway to the proposed cafe at Millers Pool are to accommodate the additional road traffic to the cafe and the planned significant increase in traffic from to the ultra high density dwellings now being built the immediate area.</p>

6.	<p>Having been a resident in the City of South Perth for many years and having a local business I was excited to find a proposed café venture for the Millers Pool precinct.</p> <p>I believe a café in that part of our community would be ideal for young families to enjoy.</p> <p>A great initiative by all concerned.</p>
7.	<p>I am writing in support of the proposed development advertised for land at Millers Pool in South Perth.</p> <p>While I am a resident of the City of Melville, I am a regular user of facilities in South Perth.</p> <p>In addition to frequenting the cafes and restaurants on Mends Street, my family and I regularly cycle from our home to South Perth for recreation.</p> <p>Having a facility that would be away from the busy Mends Street strip, that would allow for easy access by bikes with young children, and to play on adjacent grassed areas, would be of great value, and something we would definitely choose to visit.</p> <p>The South Perth foreshore has had a magnificent transformation in recent years, and this would further serve to add to the attractiveness and amenity of the foreshore, and further reinforce the area as a venue of choice for residents, local Perth visitors as well as for interstate and international tourists.</p> <p>My family and I hope that the proposed development is successful.</p>
8.	<p>I would like to submit my POSITIVE interest in the proposed cafe at Millers Pool on the South Perth Forshore. I think it would be advantageous to have a cafe in this area as there are no other facilities like this. The area around Millers Pool is part of our South Perth history and should be admired and used to its full potential. Please forward my YES vote to the council.</p>
9.	<p>Thank you for advertising your public notice of the proposed disposal of 791m<sup>2</sup> of land at Millers Pool on the South Perth foreshore, being a portion of land to be excised from Crown Reserve 33804.</p> <p>As a resident of the City of South Perth I fully support the proposed Cafe in this location and welcome the development. Located close to the South Perth Windmill as well as the foreshore with fantastic city views, I believe the addition of a cafe in this location will enhance the experience for residents and tourists visiting the area.</p> <p>The proposed location is a fantastic part of the City and foreshore for families to gather and enjoy the surroundings and views. I feel this would be an exciting addition for all to enjoy and help showcase our special place.</p> <p>Thank you for the opportunity to express my support for this exciting addition to our foreshore.</p>

10.	<p>I was a resident in the city of South Perth for almost a decade and continue to ride through the Millers Pool area on a weekly basis.</p> <p>This proposed venture will be great for the area and would be a place I would take my young children to.</p> <p>Great initiative.</p>
11.	<p>As a local resident and ratepayer, I would be in favour of a café located at the Millers Pool area.</p> <p>While I believe extensive parks and nature strips are of the utmost importance, I also believe this proposal helps meets a demand for more riverside leisure activities and sustainable interaction with the river precincts.</p> <p>Thank you for the opportunity to comment.</p>
12.	<p>I am writing this email to suggest a cafe or restaurant facility at Millers Pool area in South Perth.</p> <p>I live in Salter Point, however drive to the Millers Pool area nearly every weekend to walk our dogs.</p> <p>Would be lovely if there could be a Cafe for us to spend more time in the area after a nice afternoon walk.</p>
13.	<p>I have attempted to locate further information regarding this proposed project, but have not been able to find anything easily other than the article in The West Australian on the 1st of September.</p> <p>I object to all proposed items that were stated in the article from The West regarding this.</p> <p>I believe that the three (3) years rent free, and then the following \$30,000 (plus GST) would not suffice as the cafes in Mends Street are paying significantly more in terms of lease and additional rates/taxes.</p> <p>I would appreciate more information on the plans for this project and its proposed parking, expected shire rates, water rates and land tax could be forwarded to this email.</p>
14.	<p>I just wanted to write to show my support for the proposed lease/development for a cafe to the Tinelli Family. I think it is a great idea as it is currently such a dead space, and there is too far to travel in either direction to get a drink or a meal. I think the South Perth foreshore is not activated enough. More options need to be on offer for people to know they can bank on coming to this area and be able to get a table or a takeaway.</p> <p>Development is necessary to keep things evolving and moving forward.</p> <p>I hope that the Tinelli's are successful with their application and hopefully their endeavour will be a great success.</p>

15.	I'd like to write in on behalf of myself and many friends who walk the foreshore here before work and on the weekends. A cafe here would be fantastic, morning coffees or a beautiful location to have breakfast and lunch. I hope it goes ahead.
16.	<p>As a resident in South Perth for the last 15 years, I have loved the continued new changes in the area to keeping South Perth an area I love to live in.</p> <p>I am excited to hear about the proposed cafe located in Millers Pool. My family and I enjoyed walking around that part of the river and it would be a great place for us to grab a coffee.</p> <p>I hope this proposal goes through because it would just be a great asset to South Perth.</p>
17.	As a resident and rate payer in this area for the past 13 years I am happy to have the opportunity to submit my opinion regarding the proposed cafe at The Millers Pool end of Mill Point Rd. It will be a welcomed addition to this section of the Peninsula. I feel Perth in general lacks Cafe establishments in areas of peaceful natural settings, near our beautiful waterways. This spot is perfect for a cafe and also has the historical element for people to enjoy.
18.	<p>I applaud the construction of a cafe near Millers Pool and wish it every success.</p> <p>As a six year volunteer at The Old Mill, I would be really pleased if the name of the cafe could include a reference to The Old Mill, such as The Old Mill Cafe, rather than Millers Pool Cafe which does not reference the Mill itself and could be mistaken for being named after a person.</p> <p>If that is not an acceptable name, it would make sense to reference the fact that the reedy area around Millers Pool was a traditional birthing place for aboriginal women prior to colonisation. I don't know the Noongar word for 'new', 'birth', 'women's place' or similar, but firmly believe that the cafe should have a name that references the rich history of the area.</p>
19.	<p>I live in Como and fully support proposed café. I frequent foreshore on a daily basis, it would be great to have an additional cafe. Cafes in the area are stretched in busy times which is fabulous for businesses and tourism a real plus so another cafe with great food will be very welcomed. A family run business would be fantastic for locals, visitors and tourists, with the Windmill being close by it will be easy access for them to get a coffee and something to eat, wonderful place for people to gather.</p> <p>Our foreshore is magnificent and has grown to what it is now, a credit to those who are forward thinking, let's keep it going with an additional cafe to compliment what we already have.</p>

20.	<p>Thank you for advertising your public notice of the proposed disposal of 791m<sup>2</sup> of land at Millers Pool on the South Perth foreshore, being a portion of land to be excised from Crown Reserve 33804.</p> <p>As a resident of the City of South Perth I fully support the proposed Cafe in this location and welcome the development. Located close to the South Perth Windmill as well as the foreshore with fantastic city views, I believe the addition of a cafe in this location will enhance the experience for residents and tourists visiting the area.</p> <p>The proposed location is a fantastic part of the City and foreshore for families to gather and enjoy the surroundings and views. I feel this would be an exciting addition for all to enjoy and help showcase our special place.</p> <p>Thank you for the opportunity to express my support for this exciting addition to our foreshore.</p>
21.	<p>I have been a resident of the South Perth Council for over 20 years, and believe the Millers Pool location would benefit greatly from the proposed cafe.</p>
22.	<p>It has come to our attention that a café is being proposed at Millers Pool in South Perth. Being long time residents of South Perth and habitual walkers along the foreshore, we would like to say that a café at Millers Pool would be a real asset to the area. It seems an excellent venture to take advantage of the beautiful spot looking out to our gorgeous city. It will bring vibrancy to the area and a great half-way break for coffee in our walk; something to look forward to.</p>
23.	<p>I have been a South Perth resident since 1997. We feel that the proposed cafe would add value to the area and are in full support of it.</p>
24.	<p>As the Member for South Perth in the State Parliament of Western Australia, I fully support the proposal for a café-restaurant to be built at Millers Pool, situated between the Old Mill and the river on the South Perth peninsula.</p> <p>The proposal is a win-win for the City of South Perth and the development's proponents, the Tinelli family. It should provide a valuable and much-needed venue for tourists, residents and visitors to the area.</p> <p>The Tinelli family have agreed to fully fund the project by building a café-restaurant, believed to cost between \$1.5-2million.</p> <p>The City of South Perth will, after a three-year rent moratorium, achieve a long-term, rent-producing asset with the council's only costs being a contribution to connection of the utilities.</p>



	<p>Visitors and residents will benefit as the new building will showcase the delightful view across the Swan River to Elizabeth Quay and Perth City as well as provide a focal point for walkers, joggers and cyclists.</p> <p>Since the opening of Elizabeth Quay, South Perth has become an even more popular destination for tourists to visit and the opening of this café at Millers Pool will revitalise the western end of the peninsula.</p> <p>The City of South Perth's public consultation on the use of the land at Millers Pool identified the community's desire for a café-restaurant.</p> <p>In a 35-year involvement in Perth restaurants, the Tinelli family is renowned for the quality of their venues, which include Campo di Fiore, Tinelli's, Chianti on Colin, Il Principe and Jo Jo's. Christian Tinelli, a South Perth resident, will oversee the new venture.</p> <p>Similar to the Boatshed Restaurant on the river at Coode Street, the new café-restaurant will be equidistant from the Mends Street precinct and provide a focal point to revitalise the western end of the foreshore.</p> <p>As Member for South Perth, I totally endorse this project.</p>
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Based on the above submissions it is recommended that Council proceed with the disposition of the property to the trustees of the U & H Tinelli Family Trust.

### Consultation

Under section 3.58(3) of the *Local Government Act 1995* the City is required to give local public notice of the proposed disposition of the property inviting submissions for at least 2 weeks. The public consultation period commenced on 1 September 2020 and closed on 17 September 2020.

### Policy and Legislative Implications

Section 3.58 of the *Local Government Act 1995* (Act) allows the City to dispose of the property.

### Financial Implications

The costs associated with preparing a lease is contained within the current operational budget.



**Strategic Implications**

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2020-2030](#):

Strategic Direction: Economy  
Aspiration: A thriving City activated by innovation, attractions and opportunities  
Outcome: Activated places  
Strategy: Reinforce the South Perth Peninsula as the City's primary activity centre by reinvigorating key assets and destinations

**Attachments**

10.2.1 (a): Submissions (*Confidential*)

## 10.3 STRATEGIC DIRECTION 3: ENVIRONMENT (BUILT AND NATURAL)

### 10.3.1 State Underground Power Program - Collier and Manning Projects

Location:	Not Applicable
Ward:	Manning Ward, Moresby Ward
Applicant:	Not Applicable
File Ref:	D-20-71311
Meeting Date:	22 September 2020
Author(s):	Chris Jansen, Manager Assets and Design
Reporting Officer(s):	Mark Taylor, Director Infrastructure Services
Strategic Direction:	Environment (built and natural): Sustainable urban neighbourhoods
Council Strategy:	3.3 Enhanced Environment & Open Spaces

#### Summary

This report discusses the provision of underground power in the Collier and Manning project areas under the State Underground Power Program.

Western Power are offering a COVID-19 financial relief package for the two projects which will substantially reduce the project costs. Western Power has offered to defer cash calls on the project until the City adopts the Annual Budget 2021/22, thereby eliminating the need to adjust the Annual Budget 2020/21.

The City is recommending Council accept the offer from Western Power and proceed with the two projects.

0920/151

#### Officer Recommendation AND COUNCIL DECISION

**Moved:** Councillor Ken Manolas

**Seconded:** Councillor Mary Choy

That Council:

1. Authorises the Chief Executive Officer to sign the modified Western Power State Underground Power Program funding agreements for the delivery of underground power to the Collier and Manning project areas; and
2. Notes the options relating to the residential underground power charge, repayment options and loan composition will be considered by Council in developing the Annual Budget 2021/22.

**CARRIED BY EXCEPTION RESOLUTION (8/0)**

**For:** Mayor Greg Milner and Councillors Samantha Bradder, André Brender-A-Brandis, Carl Celedin, Mary Choy, Glenn Cridland, Blake D'Souza, Ken Manolas.

**Against:** Nil.

### Background

The State Underground Power Program (SUPP) is a State Government initiative through the Office of Energy with involvement by Western Power and participating local governments. Funding for projects is shared between program partners.

The objectives of the SUPP are to:

- improve reliability and security of electricity supply for consumers;
- enhance streetscapes and visual amenity;
- reduce street tree maintenance costs for local governments;
- improve street lighting and community safety; and
- reduce maintenance costs for Western Power.

The SUPP was established in 1996 to improve the reliability of electricity supply, after a severe storm in 1994 caused major disruptions in Perth and southern parts of Western Australia. Western Power later reported that 80% of the power failures could be attributed to trees and branches falling on power lines. The SUPP has operated successfully since its inception, and about 55% of houses in the Perth metropolitan area now have underground power.

Projects are awarded through competitive rounds similar to a public tender (subject to a budget for each funding round). Eighty-five projects have been completed under the SUPP, providing underground distribution connections to over 86,000 properties.

At the commencement of the SUPP Council resolved to progress a 'whole of city' approach to underground power. The Guidelines for Funding requires a participating local government to subdivide its area into manageable underground power areas, comprising between 1000 to 1200 properties. In 1996, the City was subdivided into seven underground power areas. In 2009, to satisfy the amended guidelines for Round Five, the remaining four areas were again subdivided to form seven underground power areas of between 500 to 800 properties.

The City has successfully participated in four projects in the five rounds of the SUPP completed to date. The projects were:

- Round One – Como
- Round Two – South Perth
- Round Three – Como East
- Round Four – No project
- Round Five – Salter Point

Project submissions for the Round Six allocation of funds for the SUPP closed on 29 April 2016. The City nominated the five remaining eligible project areas with an overhead power supply. They were:

1. Manning underground power area  
Bounded by Challenger Avenue, Manning Road, Freeway and Hope Avenue.
2. Collier underground power area  
Bounded by Canning Highway, Ryrie Avenue, Blamey Place and South Terrace.
3. Kensington West underground power area  
Bounded by Banksia Terrace, George Street, Anketell Street, Rathay Street, Gwenyfred Road and Canning Highway.

4. Kensington East underground power area  
Bounded by South Terrace, George Street, Banksia Terrace and Canning Highway.
5. South Perth underground power area  
Bounded by Douglas Avenue, Canning Highway, Hovia Terrace and Mill Point Road.

The sixth remaining underground power area is Hurlingham, which is bounded by the Swan River Foreshore, Douglas Avenue, Mill Point Road and Ellam Street. Hurlingham is not considered to be part of the SUPP due the fact that it contains less than the minimum 500 properties. The City instead nominated this area as a Retrospective Undergrounding Project to ensure it would be progressed. The Retrospective Undergrounding Project may need to be self-funded, although Western Power are currently reviewing the program in consideration of their existing infrastructure upgrade costs.

The 2016 endorsed SUPP application incorporated the following funding strategy for delivery of the projects:

- The local government contribution to a successful project in the Round Six SUPP will be 80%;
- Property owners who obtain the greatest value from having the power lines placed underground will continue to pay a substantial portion of the cost of undergrounding;
- A service charge will be applied to all property owners within the underground power area. The service charge will comprise a network charge and a connection charge; and
- The property owner contribution, i.e. service charge, will be capped at a maximum amount of \$6,800. The City will fund the remainder up to the committed 80% contribution from its own sources.

The assessment of projects is a closed process coordinated through Tenders WA, therefore the City has no involvement. Projects were assessed under the following criteria:

- a) Western Power's network priorities (50% weighting)  
The network priorities criterion will target projects that assist in addressing risk posed by the electricity network by replacing ageing infrastructure and advancing scheduled maintenance to the distribution system.
- b) Local Government funding contribution share (25% weighting)  
The larger the share of project funding offered above 50 per cent, the more competitive a proposal will be in the selection process.

Due to the competitive nature of applications to Western Power for the SUPP round six, the City at the time (2016) determined that an 80% contribution would be required to be a successful bidder. The remaining balance of 20% would be provided by the Government of Western Australia through the Department of Finance, Public Utilities Office.

The City's 80% contribution is to be funded by a service charge on local residents made up of the following two components:

- Network Charge: the total anticipated cost to underground the overhead supply network including upgrade as necessary to meet future loads plus purpose designed street lighting divided equitably amongst property owners.
- Connection Charge: the cost of connecting to the underground cable and any costs associated with supplying an underground service to the property. (Capped at \$750).

c) Demonstrated community support for projects (25% weighting)

The level of community support for projects will be determined by a survey of property owners in a proposal area. The greater the level of community support above 50%, the more competitive a proposal will be in the selection process.

In April 2016 the successful projects were announced. Three City SUPP projects were approved as a result of the evaluation process. They were:

1. Manning
2. Collier
3. South Perth

In addition, there is Hurlingham, which will be progressed as a Retrospective Undergrounding Project, subject to community and Council approval. The rollout of the projects was organised by Western Power to be Collier and Manning together first, then South Perth and potentially, Hurlingham together.

Should all the current projects being progressed be successfully completed, the only City project areas requiring undergrounding of power to achieve the original resolution will be the project areas Kensington East and Kensington West.

### Comment

Following approval to proceed the Collier and Manning projects were progressed through their design phases. The result was an escalation in residents' share of project costs of requiring a re-survey of residents to ascertain the percentage of households who would still endorse the projects.

Once the impact of COVID-19 began to be felt in the community, Western Power requested the survey be delayed for a period of up to six months to enable time for the economy to recover.

During the Annual Budget 2020/21 process, elected members requested officers approach State Government agencies for possible stimulus funding due to the economic downturn caused by COVID-19. In late June 2020, Western Power, subject to State Government approval, offered assistance for the Manning and Collier projects, on the basis that the contractors were available to commence the project.

An additional \$2.2 million State Government stimulus funding for the Manning and Collier projects was approved to facilitate commencement of the projects. The stimulus funding reduced the average cost per resident to the same values as was included in the original 2016 survey (\$5,810 for Manning and \$6,800 for Collier).

This equates to a 70%-30% payment split for Manning and a 67%-33% payment split for Collier, as presented in Table 1 below.

LGA	Project	E10 Agreement Forecast \$	# Residents	Average Cost / Resident 2016 Survey \$	LGA (Resident) Contribution \$	LGA (Resident) Contribution %	WP Contribution \$	WP Contribution %
City of South Perth	Manning	9,523,338	1,144	5,810	6,646,640	70%	2,876,698	30%
City of South Perth	Collier	9,657,977	952	6,800	6,473,600	67%	3,184,377	33%

The formal funding agreements now received as contained in **Confidential Attachments (a) and (b)** outline the obligations of both parties in relation to the delivery of the two projects that have a combined estimated expenditure of \$19,181,315, with the City's component being \$13,120,240.

Ordinarily, Western Power includes in the agreement a payment schedule (cash call) that ensures the contractors are paid as their work is completed. As described above, Western Power have approved the delay in the first cash call until 1 July 2021. This will allow the Council to adopt the Annual Budget 2021/22 facilitating the inclusion of underground power charges in the Rates notice to be issued in late July 2021. In addition, the Budget process will allow Council to workshop the residential charge model, repayment options as well as the funding/timing of loans. Given the size of the average residential underground power charge (\$5,810 and \$6,800), together with historically low interest rates, Council can consider a range of repayments options to assist the rate payer.

If the projects are endorsed and the funding agreement signed, it is expected that construction will commence eight weeks after and take approximately 15 months to complete.

### Consultation

To date, the elected members have been engaged via ongoing bulletin items and briefing sessions in relation to the project. Local residents have been engaged directly via the 2016 survey and subsequently via the City's website, which has been updated in anticipation of potential imminent construction.

### Policy and Legislative Implications

The proposal to charge the directly benefiting residents of the project is outlined within the *Local Government Act 1995*.

### Financial Implications

If the funding agreement is endorsed, the cost to local residents within the project areas is anticipated to be \$13,120,240, plus interest relating to the delayed cash call. The average cost per resident will be the same as the original 2016 survey cost of \$5,810 for Manning and \$6,800 for Collier.

The Annual Budget 2021/22 will include the underground power charging model, repayment options and City loan options to finance the project over the period determined by Council.

### Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2020-2030](#):

Strategic Direction: Environment (Built & Natural)  
Aspiration: Sustainable urban neighbourhoods  
Outcome: Enhanced environments and open spaces  
Strategy: Improve the amenity value and sustainable uses of streetscapes, public open spaces and foreshores

### Attachments

- 10.3.1 (a): N0442916 Manning - Planning - Draft SUPP Funding Agreement  
*(Confidential)*
- 10.3.1 (b): N0442921 Collier - Planning - Draft SUPP Funding Agreement  
*(Confidential)*

### 10.3.2 Review and Revocation of Planning Policy P309 Satellite Dishes and P310 Telecommunications Infrastructure

Location:	Not Applicable
Ward:	Not Applicable
Applicant:	Not Applicable
File Ref:	D-20-71312
Meeting Date:	22 September 2020
Author(s):	Emily Salvisberg, Strategic Urban Planner
Reporting Officer(s):	Vicki Lummer, Director Development and Community Services
Strategic Direction:	Environment (built and natural): Sustainable urban neighbourhoods
Council Strategy:	3.2 Sustainable Built Form

#### Summary

This report proposes that the City's Local Planning Policies P309 Satellite Dishes and P310 Telecommunications Infrastructure be revoked as they are now considered redundant by new State planning policy requirements. Revocation of superseded policies will assist the preparation of a new Local Planning Scheme 7 (LPS7), to streamline the City's planning framework so that it remains up-to-date.

#### 0920/152

#### Officer Recommendation AND COUNCIL DECISION

**Moved:** Councillor Ken Manolas

**Seconded:** Councillor Mary Choy

That Council, in accordance with the provisions of Schedule 2, clause 6(b) of the Planning and Development (Local Planning Schemes) Regulations 2015, revokes Local Planning Policies P309 Satellite Dishes and P310 Telecommunications Infrastructure.

#### CARRIED BY EXCEPTION RESOLUTION (8/0)

**For:** Mayor Greg Milner and Councillors Samantha Bradder, André Brender-A-Brandis, Carl Celedin, Mary Choy, Glenn Cridland, Blake D'Souza, Ken Manolas.

**Against:** Nil.

#### Background

The City of South Perth is reviewing its Town Planning Scheme 6 (TPS6) which was first adopted in 2003 and is preparing a replacement Local Planning Scheme 7 (LPS7).

During the operation of TPS6 the State Government's planning framework has changed significantly. A number of planning policies have come into effect, including multiple revisions to the Residential Design Codes (R-Codes).



To ensure the City's local planning framework is up-to-date, a review of existing local planning policies has been undertaken and has identified that Local Planning Policies P309 Satellite Dishes and P310 Telecommunications Infrastructure are redundant. A summary of the policies and explanation of grounds for their revocation is outlined below.

### Comment

Local Planning Policy P309 Satellite Dishes was adopted in 2005 to provide guidance on siting of satellite dishes to reduce visual impact. Satellite dishes can be visually intrusive in residential areas where inappropriately scaled or positioned.

P309 provides a series of development standards that limit the scale of residential satellite dishes. P309 provides that satellite dishes with a diameter greater than 1.0m require approval and should be positioned to not be visually obtrusive by being positioned below any roof ridge line and not on street/forward facing roof planes.

Since the policy was adopted, requirements for satellite dishes are now provided for in the R-Codes, Part 5 for all single house(s) and grouped dwellings; and multiple dwellings in areas coded less than R40.

Satellite dish requirements are addressed by design element 5.4.4. External fixtures, utilities and facilities that ensures:

- Satellite dishes are not visible from the primary street;
- They are designed to be integrated with the building; and
- They are designed so as not to be visually obtrusive.

The criteria of the R-Codes provides the City with a sufficient framework to assess the visual impact of satellite dishes to residential properties. Aligning with the R-Codes will ensure consistency in decision making and assist in the City's preparation of LPS7. It is recommended P309 be revoked as a result.

The policies referred to in this section are included at **Attachment (a)**.

Local Planning Policy P310 Telecommunications Infrastructure was adopted in 2005. P310 applies to any above ground telecommunications infrastructure, defined by TPS6. P310 requires the City's planning approval for any proposals that do not constitute a 'low impact facility', in accordance with Schedule 3 to the *Telecommunications Act 1997* (Commonwealth).

P310 includes the following provision for facilities requiring planning approval:

*'In considering an application for planning approval, the City will have regard to the provisions of Town Planning Scheme No. 6 and the visual impact of the proposed Telecommunications Infrastructure. Planning approval will be refused where the City is of the opinion that the proposed facility would have a significant adverse visual impact.'*

The policy further states that any alleged health impacts of telecommunication infrastructure will not be considered when determining an application.

**Review and Revocation of Planning Policy P309 Satellite Dishes and P310 Telecommunications Infrastructure**

Since the adoption of P310, the State Government has gazetted State Planning Policy 5.2 (SPP5.2) Telecommunications Infrastructure. SPP5.2 provides detailed guidance on the siting of telecommunications infrastructure; and significantly more guidance overall than P310. This includes criteria that ensure telecommunications infrastructure is not:

- Sited to be visibly prominent from significant viewing locations;
- Impacting on the cultural heritage significance of a heritage place;
- Located to affect environmental, social or landscape values;
- Designed with inappropriate materials, colours or finishes.

SPP5.2 also specifies that infrastructure shall be no greater in height than 30.0m.

It is noted that TPS6 contains further criteria for the assessment of telecommunications infrastructure within the City and revocation of P310 does not alter or affect these criteria.

A copy of the policies referred to in this section is included at **Attachment (b)**.

**Summary**

As described, revocation of P309 and P310 is supported on the grounds that these policies are superseded by more recent changes to the State Government's planning framework. Their revocation will ensure that the City's local planning framework remains current and relevant as the LPS7 is prepared.

**Consultation**

In accordance with the Regulations, consultation on the revocation of a local planning policy is not required. Notice of the revocation will be prepared for circulation in the Southern Gazette newspaper.

**Policy and Legislative Implications**

A planning policy does not form part of a local planning scheme, and cannot bind a decision maker in respect of an application or planning matter. However, the decision maker is required to have due regard to the provisions and objectives of the policy in its decision making.

In regard to planning policies, Clause 6 of the Deemed Provisions states that Council may revoke a local planning policy.

**Financial Implications**

Costs associated with the revocation of local planning policies are accounted for in the 2020/21 budget.

10.3.2 Review and Revocation of Planning Policy P309 Satellite Dishes and P310 Telecommunications Infrastructure

**Strategic Implications**

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2020-2030](#):

Strategic Direction: Environment (Built and Natural)  
Aspiration: Sustainable urban neighbourhoods  
Outcome: Sustainable built form  
Strategy: Develop and implement a sustainable local planning framework to meet current and future community needs

**Attachments**

- 10.3.2 (a): Associated Policies for P309 Satellite Dishes
- 10.3.2 (b): Associated Policies for P310 Telecommunications Infrastructure

## 10.4 STRATEGIC DIRECTION 4: LEADERSHIP

### 10.4.1 Listing of Payments - August 2020

Location:	Not Applicable
Ward:	Not Applicable
Applicant:	Not Applicable
File Ref:	D-20-71313
Meeting Date:	22 September 2020
Author(s):	Abrie Lacock, Manager Finance
Reporting Officer(s):	Colin Cameron, Director Corporate Services
Strategic Direction:	Leadership: A visionary and influential local government
Council Strategy:	4.3 Good Governance

#### Summary

This report presents to Council a list of accounts paid under delegated authority between 1 August 2020 and 31 August 2020 for information. During the reporting period, the City made the following payments:

EFT Payments to Creditors	(356)	\$3,588,797.24
Cheque Payment to Creditors	(6)	\$2,638.36
<b>Total Monthly Payments to Creditors</b>	<b>(362)</b>	<b>\$3,591,435.60</b>
EFT Payments to Non-Creditors	(58)	\$91,190.46
Cheque Payments to Non-Creditors	(3)	\$293,129.52
<b>Total EFT &amp; Cheque Payments</b>	<b>(423)</b>	<b>\$3,975,755.58</b>
Credit Card Payments	(8)	\$18,223.81
<b>Total Payments</b>	<b>(431)</b>	<b>\$3,993,979.39</b>

0920/153

#### Officer Recommendation AND COUNCIL DECISION

**Moved:** Councillor Ken Manolas

**Seconded:** Councillor Mary Choy

That Council receives the Listing of Payments for the month of August 2020 as detailed in **Attachment (a)**.

**CARRIED BY EXCEPTION RESOLUTION (8/0)**

**For:** Mayor Greg Milner and Councillors Samantha Bradder, André Brender-A-Brandis, Carl Celedin, Mary Choy, Glenn Cridland, Blake D'Souza, Ken Manolas.

**Against:** Nil.

### Background

Regulation 11 of the Local Government (Financial Management) Regulations 1996 requires the development of procedures to ensure the approval and authorisation of accounts for payment. These controls are documented in Policy P605 Purchasing and Invoice Approval and Delegation DM605 sets the authorised purchasing approval limits.

After an invoice has been matched to a correct Goods Receipt Note in the financial system, payment to the relevant party must be made and the transaction recorded in the City's financial records. Payments in the attached listing are supported by vouchers and invoices.

### Comment

A list of payments made during the reporting period is prepared and presented to the next Ordinary Meeting of Council and recorded in the minutes of that meeting. The payment listing for August 2020 is included at **Attachment (a)**.

It is important to acknowledge that the presentation of this list of payments is for information purposes only as part of the responsible discharge of accountability.

In accordance with the Council resolution on 26 March 2019, the attached report includes a "Description" for each payment. Officers provide a public disclaimer in that the information contained within the "Description" is unlikely to accurately describe the full nature of each payment. In addition, officers have used best endeavours to redact (in black) information of a private or confidential nature.

The report records payments classified as:

- **Creditor Payments**

These include payments by both cheque and EFT to regular suppliers with whom the City transacts business. The reference number represent a batch number of each payment.

- **Non Creditor Payments**

These one-off payments that include both cheque and EFT are made to individuals / suppliers who are not listed as regular suppliers. The reference number represent a batch number of each payment.

- **Credit Card Payments**

Credit card payments are now processed in the Technology One Finance System as a creditor payment and treated as an EFT payment when the bank account is direct debited at the beginning of the following month.

Details of payments made by direct credit to employee bank accounts in accordance with contracts of employment are not provided in this report for privacy reasons nor are payments of bank fees such as merchant service fees which are directly debited from the City's bank account in accordance with the agreed fee schedules under the contract for provision of banking services.

### Consultation

Nil.

**Policy and Legislative Implications**

Regulation 11 of the Local Government (Financial Management) Regulations 1996.  
Policy P605 - Purchasing and Invoice Approval and Delegation DM605.

**Financial Implications**

The payment of authorised amounts is within existing budget provisions.

**Strategic Implications**

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2020-2030](#):

Strategic Direction:	Leadership
Aspiration:	A visionary and influential local government
Outcome:	Good governance
Strategy:	Foster effective governance through quality decision-making

**Attachments**

**10.4.1 (a):** Listing of Payments August 2020

## 10.4.2 Monthly Financial Statements - August 2020

Location:	Not Applicable
Ward:	Not Applicable
Applicant:	Not Applicable
File Ref:	D-20-71314
Meeting Date:	22 September 2020
Author(s):	Abrie Lacock, Manager Finance
Reporting Officer(s):	Colin Cameron, Director Corporate Services
Strategic Direction:	Leadership: A visionary and influential local government
Council Strategy:	4.3 Good Governance

### Summary

The monthly Financial Statements are provided within **Attachments (a)–(i)**, with high level analysis contained in the comments of this report.

0920/154

### Officer Recommendation AND COUNCIL DECISION

**Moved:** Councillor Ken Manolas

**Seconded:** Councillor Mary Choy

That Council notes the Financial Statements and report for the month ended 31 August 2020.

### CARRIED BY EXCEPTION RESOLUTION (8/0)

**For:** Mayor Greg Milner and Councillors Samantha Bradder, André Brender-A-Brandis, Carl Celedin, Mary Choy, Glenn Cridland, Blake D'Souza, Ken Manolas.

**Against:** Nil.

### Background

Regulation 34(1) of the Local Government (Financial Management) Regulations 1996, requires each local government to present a Statement of Financial Activity reporting on income and expenditure as set out in the annual budget. In addition, regulation 34(5) requires a local government to adopt a percentage or value to report on material variances between budgeted and actual results. The 2020/21 budget adopted by Council on 7 July 2020, determined the variance analysis for significant amounts of \$10,000 or 10% for the financial year. Each Financial Management Report contains only the Original Budget. A Revised (adjusted) Budget has not been presented as no budget adjustments have been presented to Council for approval.

It should be noted that 30 June 2020 comparative figures are interim, in that the final year-end accounting transactions and reconciliations are still to be undertaken. The final annual financial statements form part of the Annual Report. These financial statements are Audited by the WA Auditor General and presented at the Annual Meeting of Electors held each year.

### Comment

The Statement of Financial Activity, a similar report to the Rate Setting Statement, is required to be produced monthly in accordance the Local Government (Financial Management) Regulations 1996. This financial report is unique to local government drawing information from other reports to include Operating Revenue and Expenditure, Capital Income and Expenditure as well as transfers to reserves and loan funding.

On 11 March 2020, the World Health Organisation declared COVID-19 a pandemic, first and foremost a global health crisis, followed by a world economic crisis. Council adopted a range of measures to support the community at its Special Council Meeting on 21 April 2020, as well as those contained within the Annual Budget 2020/21, adopted 7 July 2020. The extent of the 2020/21 financial impact remains unclear, with concerns over a second wave affecting Western Australia as is currently happening in the Eastern States.

Actual income from operating activities for August year-to-date (YTD) is \$47.40m in comparison to budget of \$46.98m, favourable to budget by 0.009% or \$417k. Actual expenditure from operating activities for August is \$8.78m in comparison to budget of \$10.13m, favourable to budget by 13% or \$1,35m. Variations in the month of August are common with lower activity following the budget adoption. The August Net Operating Position of \$38.62m was \$1.77m favourable in comparison to budget.

Actual Capital Revenue YTD is \$50k in comparison to the budget of \$530k. Actual Capital Expenditure YTD is \$425k in comparison to the budget of \$397k. Timing variations such as these are not uncommon in August. As described during the Budget deliberations, the estimation of Capital projects that may carry-forward from one year to the next is challenging as it is dependent on estimating the completion of work by 30 June by a contractor. As in previous years, there may be a number of Capital projects that may require a Budget adjustment.

The Cash and Investments balance is \$68.11m. Traditionally the August cash balance is higher following the rates being issued and payments being received during August. Consistent with previous monthly reports, Cash and cash equivalents balance is contained within the Statement of Financial Position. In addition, further detail is included in a non-statutory report (All Council Funds).

The record low interest rates in Australia are impacting the City's investment returns, with banks offering average interest rates of 0.6% for investments under 12 months. The City holds a portion of its funds in financial institutions that do not invest in fossil fuels. Investment in this market segment is contingent upon all of the other investment criteria of Policy P603 Investment of Surplus Funds being met. Currently the City holds 20.11% of its investments in institutions that do not provide fossil fuel lending. The Summary of Cash Investments illustrates the percentage invested in each of the non-fossil fuel institutions and the short term credit rating provided by Standard & Poors for each of the institutions.

### Consultation

Nil.



### Policy and Legislative Implications

This report is in accordance with the requirements of the Section 6.4 of the *Local Government Act 1995* and regulation 34 of the Local Government (Financial Management) Regulations 1996.

### Financial Implications

The preparation of the monthly financial reports occurs from the resources provided in the annual budget.

### Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2020-2030](#):

Strategic Direction:	Leadership
Aspiration:	A visionary and influential local government
Outcome:	Good governance
Strategy:	Foster effective governance through quality decision-making

### Attachments

10.4.2 (a):	Statement of Financial Position
10.4.2 (b):	Statement of Change in Equity
10.4.2 (c):	Statement of Financial Activity
10.4.2 (d):	Operating Revenue & Expenditure
10.4.2 (e):	Significant Variance Analysis
10.4.2 (f):	Capital Revenue & Expenditure
10.4.2 (g):	Statement of Council Funds
10.4.2 (h):	Summary of Cash Investments
10.4.2 (i):	Statement of Major Debtor Categories

### 10.4.3 Proposed 2021 Council Meeting Schedule

Location:	Not Applicable
Ward:	Not Applicable
Applicant:	Not Applicable
File Ref:	D-20-71315
Meeting Date:	22 September 2020
Author(s):	Toni Fry, Governance Coordinator
Reporting Officer(s):	Geoff Glass, Chief Executive Officer
Strategic Direction:	Leadership: A visionary and influential local government
Council Strategy:	4.3 Good Governance

#### Summary

This report seeks Council's consideration of an Electors' General Meeting to be held 14 December 2020 and the City of South Perth 2021 Meeting Schedule.

0920/155

#### Officer Recommendation AND COUNCIL DECISION

**Moved:** Councillor Ken Manolas

**Seconded:** Councillor Mary Choy

That Council:

1. Endorses the Council meeting dates, times and places proposed for 2021 as detailed in Table (1) within this report.
2. Endorses the 2020 Electors' General Meeting to be held Monday 14 December 2020.

**CARRIED BY EXCEPTION RESOLUTION (8/0)**

**For:** Mayor Greg Milner and Councillors Samantha Bradder, André Brender-A-Brandis, Carl Celedin, Mary Choy, Glenn Cridland, Blake D'Souza, Ken Manolas.

**Against:** Nil.

#### Background

The *Local Government Act 1995* (the Act) and the Local Government (Administration) Regulations 1996 (the Regulations) require local governments to give local public notice of the dates on which and the time and place at which ordinary council meetings are to be held over the next 12 months.

All City of South Perth Council Meetings leading up to April 2020 commenced at 7pm and were held in the Council Chamber, corner Sandgate Street and South Terrace, South Perth.

Once COVID-19 was declared a pandemic and amendments were made to the Regulations all Council Meetings have commenced at 6pm and have been held as eMeetings. During this time no complaints have been received in regard to the time and members of the public have been attending online and in large numbers when there has been an item of interest on the Agenda.

Typically the City of South Perth holds Council Agenda Briefings at 6.00pm on the third Tuesday of each month, and the Ordinary Council Meetings on the fourth Tuesday of each month.

### Comment

Given the success of an earlier meeting commencement time in recent months, it is proposed that all Council Meetings for the 2021 calendar year commence at 6pm in the City of South Perth Council Chamber, providing restrictions are lifted and in person meetings can be reinstated.

There is no legislation that prescribes what time a meeting should commence; it is up to each individual local government. Out of the 22 metropolitan local governments that were looked at in regard to Council meeting start times, eight commence at 7pm with the rest commencing anywhere from 5pm to 6.30pm. Fifteen out of those Councils also hold Briefing/Committee meetings at the same time as Council meetings. By keeping the times of Agenda Briefings and Council Meetings the same it provides consistency making it easier for the community to remember.

Following on from previous years, it is proposed to have a recess in January and for the December Council Agenda Briefing and Council Meeting to be brought forward by one week.

The annual Electors' General Meeting has traditionally been held in December – within 56 days of Council accepting the Annual Report as required by the Act. For 2020 it is proposed to be held Monday 14 December 2020 at 6pm.

The Proposed Meeting Schedule for 2021 is as follows:

<b>Council Agenda Briefing</b> City of South Perth Council Chamber, corner Sandgate Street and South Terrace, South Perth.	<b>Ordinary Council Meeting</b> City of South Perth Council Chamber, corner Sandgate Street and South Terrace, South Perth.
6pm Tuesday 16 February	6pm Tuesday 23 February
6pm Tuesday 16 March	6pm Tuesday 23 March
6pm Tuesday 20 April	6pm Tuesday 27 April
6pm Tuesday 18 May	6pm Tuesday 25 May
6pm Tuesday 15 June	6pm Tuesday 22 June
6pm Tuesday 20 July	6pm Tuesday 27 July
6pm Tuesday 17 August	6pm Tuesday 24 August
6pm Tuesday 21 September	6pm Tuesday 28 September
	6pm Monday 18 October <b>Special</b> (to swear in new Elected Members and appoint members to Committees)
6pm Tuesday 19 October	6pm Tuesday 26 October
6pm Tuesday 16 November	6pm Tuesday 23 November
6pm Tuesday 7 December	6pm Tuesday 14 December

The 2021 Western Australian Public Holidays as shown below do not affect the proposed City of South Perth Council Meeting Schedule:

Public Holiday	2021
New Year's Day	Friday 1 January
Australia Day	Tuesday 26 January
Labour Day	Monday 1 March
Good Friday	Friday 2 April
Easter Monday	Monday 5 April
ANZAC Day	Monday 26 April
WA Day	Monday 7 June
Queen's Birthday	Monday 27 September
Christmas Day	Monday 27 December
Boxing Day	Tuesday 28 December

### Consultation

In accordance with Regulation 12 of the Local Government (Administration) Regulations 1996, an advertisement will be placed in the Southern Gazette newspaper. In addition, this advertisement will be placed on the City's website and on the notice board in the Civic Centre, and at both of the City's Libraries.

### Policy and Legislative Implications

Sections 5.25(1)(g) and 5.27 of the *Local Government Act 1995*.

Regulation 12(1) of the Local Government (Administration) Regulations 1996.

### Financial Implications

The cost of advertising the meetings dates, times and places for 2021 has been included in the 2020/21 budget.

### Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2020-2030](#):

Strategic Direction: Leadership  
 Aspiration: A visionary and influential local government  
 Outcome: Good governance  
 Strategy: Foster effective governance through quality decision-making

### Attachments

Nil

#### 10.4.4 Audio Recording of Council Meetings

Location:	Not Applicable
Ward:	Not Applicable
Applicant:	Not Applicable
File Ref:	D-20-71316
Meeting Date:	22 September 2020
Author(s):	Bernadine Tucker, Manager Governance
Reporting Officer(s):	Geoff Glass, Chief Executive Officer
Strategic Direction:	Leadership: A visionary and influential local government
Council Strategy:	4.1 Engaged Community

##### Summary

This report provides information on providing free audio recordings of Council meetings on the City's website and for amending the City's schedule of fees and charges and Policy P673 Audio Recording of Council Meetings accordingly.

0920/156

##### Officer Recommendation AND COUNCIL DECISION

**Moved:** Councillor Blake D'Souza  
**Seconded:** Councillor Glenn Cridland

That Council:

1. Amends the Schedule of Fees and Charges by deleting the \$28 fee for "Digital Audio Recording of Council Meetings"; and
2. Amends Policy P673 Audio Recording of Council Meetings as contained in **Attachment (a)**.

**CARRIED BY ABSOLUTE MAJORITY (8/0)**

**For:** Mayor Greg Milner and Councillors Samantha Bradder, André Brender-A-Brandis, Carl Celedin, Mary Choy, Glenn Cridland, Blake D'Souza, Ken Manolas.

**Against:** Nil.

##### Background

At its meeting held 24 September 2019, Council resolved as follows:

*'The Council requests the Chief Executive Officer to investigate the requirements and potential costs of accommodating live audio and visual media streaming of all public and open Council meetings. A report is to be provided to the Council which outlines these requirements of live media streaming on the City's website as well as social media platforms prior to the Ordinary Meeting of Council of December 2019.'*

The resolution came from a Notice of Motion submitted by former Councillor Travis Burrows and the reasons given for the Notice of Motion were as follows:

- *The Council works hard in committing in being an accessible and transparent local government. Transparency is a cornerstone of good governance.*

- *More people than ever are connected to the Internet than ever, and reaching people where they are is a good way to increase their engagement.*
- *It creates a strong direct link between constituents and their audience.*

At the Council meeting held 26 November 2019, Council subsequently resolved:

*‘That live streaming of Council meetings is considered as part of the 2020/21 budget deliberations’.*

On 11 March 2020, the World Health Organisation declared Coronavirus (COVID-19) as a pandemic. Both the Federal and State Governments introduced a wide range of measures aimed at attempting to minimise the spread of the virus in order that the health system can best manage the impacts. One of these measures was to restrict non-essential gatherings of people and impose a one person per four square meters for all indoor gatherings.

As a result of this, the State Government made quick amendments to legislation to enable Councils to conduct their meetings electronically during a declared State of Emergency. Therefore, the City commenced conducting e-meetings in April 2020 using Zoom software. This enabled members of the public to view, and participate, in Council meetings.

As part of this process, the audio recording of Council meetings were also uploaded to the City’s website alongside the Minutes of the meetings.

It is anticipated that at some time in the near future, the COVID-19 restrictions will be reduced and the restrictions on gatherings may be lifted. Therefore, if the State of Emergency does not continue, Council meetings will resume in the Council Chamber and Zoom will no longer be used. This also means that the audio recordings of the meetings will no longer be made available for free on the City’s website.

### Comment

Each year the Council is required to establish a Schedule of Fees and Charges for the use of City facilities and for the provision of identified services. In this Schedule is a \$28 fee for ‘Digital Audio Recording of Council Meeting’.

At a Council briefing held Monday 31 August 2020 on live streaming of Council meetings, there was a desire by Elected Members to continue providing the audio recordings of Council meetings for free on the City’s website, and to consider the live streaming option at a later date.

As there is no delegation to staff to waive the fee for audio recordings of Council meetings, Council are requested to amend the Schedule of Fees and Charges to remove this charge.

In addition, policy P673 Audio Recording of Council Meetings contains information under the paragraph ‘Access’ stating that recordings may only be used for verifying the accuracy of the minutes and that members of the public are to pay the prescribed fee for the recordings. Therefore, it is recommended that this policy also be amended to remove the requirement to pay a fee. The suggested amendments to the policy are contained in **Attachment (a)**.

#### 10.4.4 Audio Recording of Council Meetings

##### Consultation

A Briefing was provided to Councillors on Monday 31 August 2020.

##### Policy and Legislative Implications

Part 6, Division 5 of the *Local Government Act 1995*.

Section 6.16 of the *Local Government Act 1995*.

Policy P673 Audio Recording of Council Meetings

##### Financial Implications

The City has received minimal income from this fee. There is no additional cost to the City in providing the audio on the City's website.

##### Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2020-2030](#):

Strategic Direction:	Leadership
Aspiration:	A visionary and influential local government
Outcome:	Engaged Community
Strategy:	Be agile to stakeholder, community and customer needs

##### Attachments

**10.4.4 (a):** Amended Policy P673 Audio Recordings of Council Meetings

## 10.7 MATTERS REFERRED FROM COMMITTEE MEETINGS

### 10.7.1 2019/2020 Annual Financial Statements (External) Audit - Interim Report

Location:	Not Applicable
Ward:	Not Applicable
Applicant:	Not Applicable
File Ref:	D-20-71317
Meeting Date:	22 September 2020
Author(s):	Abrie Lacock, Manager Finance
Reporting Officer(s):	Colin Cameron, Director Corporate Services
Strategic Direction:	Leadership: A visionary and influential local government
Council Strategy:	4.3 Good Governance

#### Summary

This report tables the Interim Audit report from the Office of the Auditor General relating to the 2019/20 Annual Financial Statements. The audit includes findings, risk ratings, recommendations and management comments. It is recommended that each issue be accepted, added to the City's Audit Register, with commentary on progress of resolution of issues to be reported at each Committee Meeting. Mr Patrick Arulsingham, Acting Assistant Auditor General, Office of the Auditor General will be in attendance to discuss the content of the Interim Audit.

0920/157

#### Committee Recommendation AND COUNCIL DECISION

**Moved:** Councillor Ken Manolas  
**Seconded:** Councillor Mary Choy

That the Audit, Risk and Governance Committee recommends to Council that it:

1. Notes and accepts the Interim Audit Management letter in **Confidential Attachment (a)**; and
2. Includes the findings in the Audit Register.

**CARRIED BY EXCEPTION RESOLUTION (8/0)**

**For:** Mayor Greg Milner and Councillors Samantha Bradder, André Brender-A-Brandis, Carl Celedin, Mary Choy, Glenn Cridland, Blake D'Souza, Ken Manolas.

**Against:** Nil.

#### Background

The External Audit, also known as Financial Audits or Audit of the Annual Financial Statements are conducted separately from Internal Audit. Internal Audit focuses on improving systems and processes, from a risk based approach. External Audit focuses on providing an objective independent examination of the financial statements prepared by the City, increasing the value and user confidence in the financial statements.



The *Local Government Amendment (Auditing) Act 2017* made legislative changes to the *Local Government Act 1995* to provide for the auditing of local governments by the Auditor General. The Act allows the Auditor General to contract out some or all of the financial audits, but all audits will be the responsibility of the Auditor General.

The changes also allow for the Auditor General to undertake performance audits that focus on the economy, efficiency and effectiveness of any aspect of local government operations. These performance audits are akin to the Internal Audit function undertaken by the City's Internal Auditor (Paxon). Therefore the WA Auditor General may undertake both External and Internal Audits.

Following on from the last two years, the Office of the Auditor General (OAG) will undertake the City of South Perth 2019/20 Annual Financial Statements (External Audit). The External Audits occur in two steps, the first being an Interim Audit, with the final stage being the Audit work to attest the balances and notes that comprise the Annual Financial Statements.

All Audit recommendations, as well as the progress relating to the implementation of the opportunities for improvement will be incorporated within the City's Business Planning Process, as part of the Integrated Planning Framework to ensure continuous improvement. Progress will be monitored by management, this Committee and Council.

### Comment

In June 2020 the Interim Audit was conducted, with the Interim Audit Report **Confidential Attachment (a)** being produced. The Interim Audit Report is confidential and includes findings, risk ratings, recommendations and management comments.

As represented in the table below, the report includes two findings, with the detail included in **Confidential Attachment (a)**. This report is presented for the Committee's consideration.

INDEX OF FINDINGS	RATING		
	Significant	Moderate	Minor
1. Requisitions		✓	
2. Reconciliations		✓	

Whilst there has been excellent progress to improve systems and processes through implementing both Internal (Paxon) and External Audit findings (OAG), the OAG has identified the above issues, all of which have already been attended to and completed.

Officers recommend the two findings be included in the Audit Register.

### Consultation

Nil.

### Policy and Legislative Implications

*Local Government Act 1995* and Regulations.

### Financial Implications

The Office of the Auditor General has estimated the fee for finalising the External Audit for the 2019/20 Annual Financial Statements is \$56,000 (exc GST).

### Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2020-2030](#):

Strategic Direction: Leadership  
Aspiration: A visionary and influential local government  
Outcome: Good governance  
Strategy: Foster effective governance through quality decision-making

### Attachments

10.7.1 (a): Interim Audit - Office of the Auditor General (*Confidential*)

## 10.7.2 2019/2020 Corporate Business Plan 4th Quarter Update

Location:	Not Applicable
Ward:	Not Applicable
Applicant:	Not Applicable
File Ref:	D-20-71318
Meeting Date:	22 September 2020
Author(s):	Leah Horton, Business Improvement Coordinator
Reporting Officer(s):	Colin Cameron, Director Corporate Services
Strategic Direction:	Leadership: A visionary and influential local government
Council Strategy:	4.3 Good Governance

### Summary

This report provides an update on the progress of the Corporate Business Plan and Integrated Planning and Reporting Framework since the adoption of the Strategic Community Plan 2020-2030 and Corporate Business Plan 2020-2024, as well as the progress of the projects and activities described in the report.

It is recommended the Audit, Risk and Governance Committee notes the progress recorded against each project/activity contained within the 2019/20 Corporate Business Plan report, notes the results for all Measures of Success contained within the CBP Measures of Success Report, and accepts all recommended changes to the Corporate Business Plan 2020-2024 as detailed in comments.

0920/158

### Committee Recommendation AND COUNCIL DECISION

**Moved:** Mayor Greg Milner  
**Seconded:** Councillor Blake D'Souza

That the Audit, Risk and Governance Committee recommends to Council that it:

1. Notes the progress recorded against each project/activity within the Corporate Business Plan as described in the report contained within **Attachment (a)**;
2. Notes the results recorded against each Measure of Success within the Corporate Business Plan as described in the report contained within **Attachment (b)**; and
3. Adopts the modified Corporate Business Plan 2020-2024 as contained within **Attachment (c)**.

**CARRIED BY ABSOLUTE MAJORITY (8/0)**

**For:** Mayor Greg Milner and Councillors Samantha Bradder, André Brender-A-Brandis, Carl Celedin, Mary Choy, Glenn Cridland, Blake D'Souza, Ken Manolas.

**Against:** Nil.

**Background**

In late 2017, Council adopted a revised Strategic Community Plan 2017-2027 (SCP), however to complete the reporting for that financial year, the City continued to report progress on the existing Corporate Business Plan (CBP), aligned to the previous SCP.

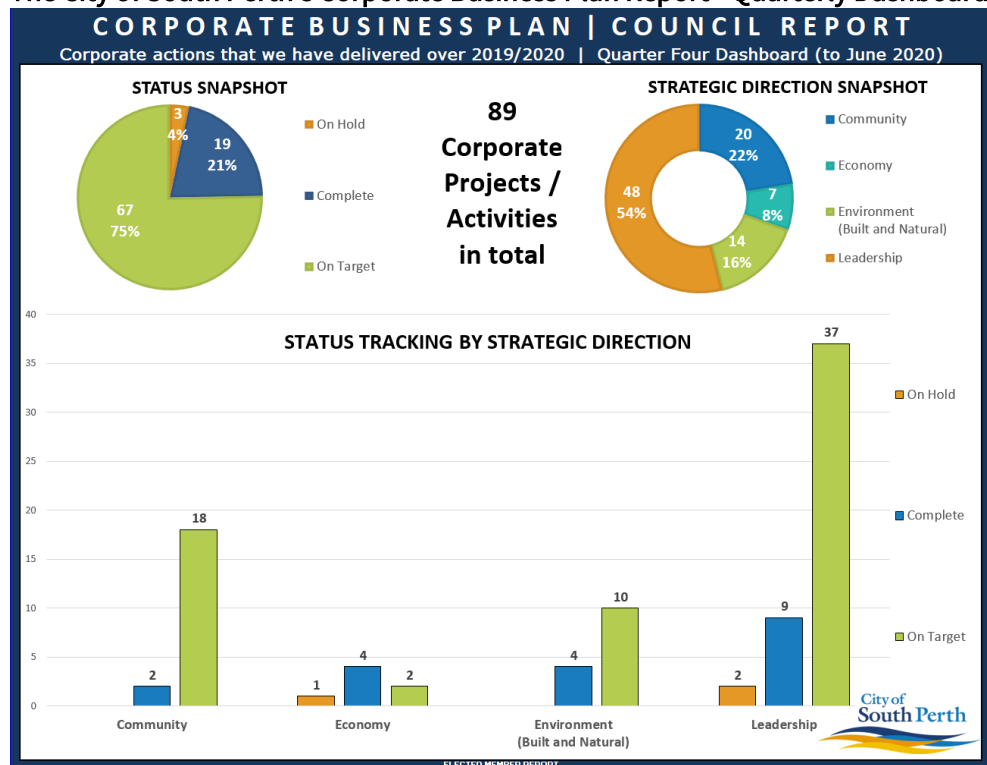
The CBP is an important part of the City’s Integrated Planning and Reporting (IPR), and is the document that guides the implementation of the City’s SCP. The CBP articulates how the SCP will be delivered through services, capital works, projects and activities.

The City completed a minor (desktop) review of the SCP 2017-2027 and produced the new Strategic Community Plan 2020-2030 that was endorsed at the May 2020 Ordinary Council Meeting (OCM) along with the plan to start the next major review in the 2020/21 financial year.

Following the 2020-2030 SCP endorsement, the Corporate Business Plan 2020-2024 was finalised and endorsed by Council at the June 2020 OCM.

The updates and changes found in both the SCP 2020-2030 and CBP 2020-2024 have informed significant amendments to the CBP quarterly report and are specified in more detail in the following comments section.

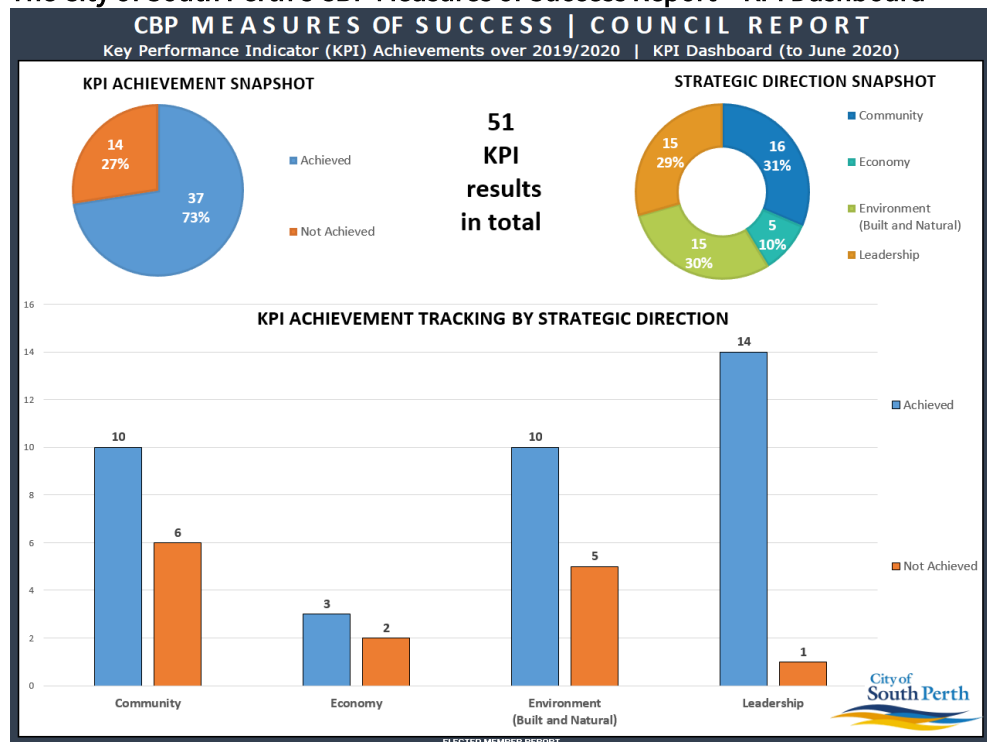
**The City of South Perth’s Corporate Business Plan Report - Quarterly Dashboard**



The above dashboard has been designed within Excel. The process was undertaken to assist with the development of the ‘My Performance Planning’ module within the TechnologyOne CiAnywhere ERP system (1System Project). This module is expected to “go live” into production for Quarter 1, 2020/21 reporting and it is likely that through continuous improvement and system implementation, information shown in the dashboard and represented in the detailed line by line description of projects/actions representation may be further altered to improve readability and ensure a smooth process to system based reporting.

The Dashboard and tables are linked in terms of the colours displayed. Please note the heading as either “Strategic Direction” or “Status”. The colours used under Strategic Direction are those used within the SCP and CBP being: blue = Community; dark green = Economy; light green = Environment; and orange = Leadership. In terms of the Status, the colours used are traditional traffic lights, being: green = on target; orange = on hold; red = behind target; and blue = complete. With the implementation of the Corporate Planning module within 1System, the status colours will change due to configuration requirements.

**The City of South Perth’s CBP Measures of Success Report – KPI Dashboard**



The above dashboard has also been designed with Excel and shows the results of reportable Measures of Success (Key Performance Indicators) from the Corporate Business Plan 2024-2024 for the 2019/20 Financial Year. Again, it is expected that through continuous improvement and system implementation, information shown in the dashboard and represented in the detailed line by line result outcome report may be altered over time to improve its readability.

The redesigned Corporate Business Plan report will be reported quarterly to the Audit, Risk and Governance Committee, reviewed annually by officers and reported yearly to the Community through the Annual Report.

**Comment**

The attached report is presented for information, with a description of the progress as well as officer comments.

There are some changes from the previous report.

In response to a strategic review for the mapping of actions over four years for the City's Corporate Business Plan 2020-2024 (adopted at the 23 June 2020 Ordinary Council Meeting), multiple changes have been incorporated in the Q4 report, being:

- Updated "Action 2019/20" for all projects / activities to match the endorsed Corporate Business Plan "Year 1 2019/20" Planned Actions wording
- Updated project / activity name for the majority of projects to match the endorsed Corporate Business Plan project/initiative wording
- Updated Timeframe to be consistent with the endorsed Corporate Business Plan
- Included new projects in the Q4 report that were not reported in previous quarters, but were in the endorsed Corporate Business Plan, being; Volunteer Programs (No. 11 & 12), and Buy Local, Shop Local Program (No. 23).

In response to the adoption of the Strategic Community Plan 2020-2030 at the 26 May 2020 Ordinary Council Meeting, multiple strategies changed in regards to wording, alignment and number reference. Those changes have been incorporated in the Q4 report and are summarised in the table below:

<b>Project / Activity</b>	<b>SCP 2017-2027 Strategy (former)</b>	<b>SCP 2020-2030 Strategy (current)</b>	<b>Reasoning</b>
Emergency Management	1.3.1	1.3.2	Addition of strategy
Economic Development Plan	2.1.2	2.1.1	Numbering realignment
RAC Autonomous Vehicle Trial (Intellibus)	2.1.3	2.1.2	Numbering realignment
Connect South Project	2.2.2	2.2.3	Numbering realignment
Pathways and Bike Plan	3.1.2	3.1.1	Removal of strategy
Sustainable and Accessible Buildings	3.2.2	3.2.1	Removal of strategy
Financial Hardship Policy	4.3.1	4.3.2	Numbering realignment
Desktop Replacement Project	4.3.2	4.3.1	Numbering realignment

The CBP quarterly report previously allowed projects/activities to align to more than one strategy from the SCP. This was changed during the creation of the 2020-2024 CBP and projects/activities alignment was changed to only one strategy, of which they more closely align to for delivery, those changes are summarised in the table below:

<b>Project / Activity</b>	<b>SCP 2017-2027 Strategy (former)</b>	<b>SCP 2020-2030 Strategy (current)</b>	<b>Reasoning</b>
Australia Day Community Event (formerly "Australia Day / Celebration Zone")	1.1.2 & 2.1.1	2.2.1	Aligned more closely to 2.1.1 (renumbered to 2.2.1)
Environmental and Public Health Planning (formerly "Environmental Health - Public Health Act 2016 Relevant policies and procedures to be updated as required.")	1.1.3 & 1.3.1	1.1.3	Aligned more closely to 1.1.3
Community Recreation Facilities Plan	1.2.1 & 2.2.1	1.2.1	Aligned more closely to 1.2.1
Canning Bridge - Activity Centre Plan (CBACP) (formerly "Review of Canning Bridge - Activity Centre Plan (CBACP)")	2.2.1 & 3.2.1	2.2.2	Aligned more closely to 2.2.1 (renumbered to 2.2.2)
South Perth - Activity Centre Plan	2.2.1 & 3.2.1	2.2.2	Aligned more closely to 2.2.1 (renumbered to 2.2.2)
Integrated Drainage Catchment Management Plan	3.1.1 & 3.4.2	3.4.2	Aligned more closely to 3.4.2
Integrated Transport, Access and Parking Plan	3.1.1 & 3.1.3	3.1.2	Aligned more closely to 3.1.3 (renumbered to 3.1.2)
Stakeholder Engagement Projects	4.1.1 & 4.3.2	4.3.2	Aligned more closely to 4.3.2

The attached report also contains presented information relating to Measures of Success (Key Performance Indicators) that were included as part of the CBP 2020-2024. As the CBP was endorsed during Q4 2019/20, not all KPI's are reportable for the 2019/20 financial year as they have not yet begun measurement, they are not due to start until the following (2020/21) financial year, or they are pending 2019/20 financial audit completion. Where a KPI has a result that is able to be measured, be it achieved or not achieved it has been included.

For the aforementioned reasons, the following are excluded from the 2019/20 KPI report and measurement will commence during the 2020/21 financial year:

Strategy	Operational Key Performance Indicator	Performance Measure
1.1.1	Library Programs and events satisfaction rate	Maintain satisfaction rate above 80%
1.1.2	Club Development Program Satisfaction	Maintain satisfaction rate above 80%
1.2.2	Asset sustainability ratio	Maintain benchmark standard of ratio between 90% and 110%
1.2.2	Asset renewal funding ratio	Maintain benchmark standard of ratio between 75% and 90%
1.3.2	Local Emergency Management Arrangements	100% completion of a Local Emergency Management Arrangements Plan
1.3.2	Local Emergency Management Arrangements	Maintain ratio of 80% annual planned implementation action items
2.1.2	RAC Autonomous Vehicle Trial (Intellibus) Satisfaction	Maintain satisfaction rate above 80%
2.2.2	Strategic Planning Engagement participation	Achieve participant attendance of 70% of estimated numbers
3.4.2	Reduction in greenhouse gas (GHG) emissions	Introduce 4 solar power projects to reduce GHG emissions
4.1.1	Partnership Agreement actions	Maintain ratio of 80% annual planned action items
4.1.1	Reconciliation Action Plan implementation Ratio	Maintain ratio of 80% annual planned implementation action items
4.1.2	Partnership Satisfaction	Maintain partnership satisfaction rate above 80%
4.3.2	Customer call centre service satisfaction rate	Maintain customer satisfaction rate above 80%
4.3.2	Financial health indicator annual result	Maintain a Financial Health Indicator (FHI) result of 70 or above per annum
4.3.2	Current ratio	Maintain benchmark standard of ratio greater than 1.0
4.3.3	Revenue other than Rates	Maintain annual revenue other than rates greater than 25% of total annual revenue



All completed (100%) items in the Q4 CBP report recorded against each project/activity is registered as closed for the 2019/20 financial year. All outstanding projects/activities for 2019/20 have been considered in the development of the annual review for 2020/21.

#### Recommended changes to the Corporate Business Plan 2020-2024

Following the adoption of the Corporate Business Plan (CBP) 2020-2024 at the 22 June Ordinary Council Meeting some changes have been identified for various reasons and are detailed below:

##### 1. Planned Actions for the Delivery of Services

Project / Activity	Strategy	Change	Reasoning
Millers Pool Café Development	2.1.3	To be included as an annual action for the following years, being:	Identified as a corporate project post endorsement of the CBP 2020-2024.
		Y2 [2020/21]: Deliver café at Millers Pool South Perth.	
		Y3 [2021/22]: Deliver café at Millers Pool South Perth.	
		Y4 [2022/23]: Construct and open café at Millers Pool South Perth.	
Cloud/ Internet Based Telephone Software	4.3.2	To be included as an annual action for all four years, being:	Omitted in error from the CBP 2020-2024, currently exists in the CBP quarterly report since Q3 2019/20.
		Y1 [2019/20]: Research and plan for procurement for online telephone management software.	
		Y2 [2020/21]: Research and procurement for permanent online telephone management software. Roll-out of procured software.	
		Y3 [2021/22]: Ongoing contract and system maintenance, upgrades and training.	
		Y4 [2022/23]: Review of software and contractual obligations to ensure procured system meets organisational requirements.	
Hardware Infrastructure	4.3.1	To be removed from the Year 2. 2020/21 Planned Actions	Project budget removed after CBP endorsed, due to continue in Year 3. 2021/22.

## 3. Measures of Success

Operational KPI	Strategy	Performance Measure	Amended Performance Measure	Reasoning
Property Maintenance	1.2.2	Complete 100% of assessments and/or actions within 5 days (urgent) or within 10 days (remainder)	Complete 90% of assessments and/or actions within 5 days (urgent) or within 10 days (remainder)	Error in original target. 100% was unrealistic in the context of the number of enquiries received and resources available to respond.
Australia Day Event	2.2.1	Obtain the targeted number of annual attendees for Australia Day/Celebration Zone of 180,000	Obtain the targeted number of annual attendees for Australia Day/Celebration Zone of 100,000 (Note: Attendance target to not be measured during Year 2 [2020/21] in accordance with COVID-19 restrictions)	Change in the preferred way that data is recorded for attendance, transitioning to data recording devices for increased accuracy.
Footpath & Cycle Path community satisfaction	3.1.1	Maintain complaints below 50 per annum	Maintain requests for service below 100 per annum	Change of target amount and type in order to align to more meaningful data available from system reports. Some "complaints" categorised in the count are often just enquiries or requests.
Public open space community satisfaction	3.3.3	Maintain complaints below 100 per annum	Maintain requests for service below 200 per annum	

**Consultation**

Nil.

**Policy and Legislative Implications**

Local Government (Administration) Regulations 1996.

### Financial Implications

All projects and activities listed in the Corporate Business Plan 4<sup>th</sup> Quarter Update are fully funded within the 2019/2020 Annual Budget.

### Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2020-2030](#):

Strategic Direction: Leadership  
Aspiration: A visionary and influential local government  
Outcome: Good governance  
Strategy: Foster effective governance through quality decision-making

### Attachments

- 10.7.2 (a): Corporate Business Plan - Quarter 4 Progress Report  
*(Confidential)*
- 10.7.2 (b): CBP Measures of Success - Quarter 4 Results Report  
*(Confidential)*
- 10.7.2 (c): Amended Corporate Business Plan 2020-2024

### 10.7.3 Audit Register - Progress Report

Location:	Not Applicable
Ward:	Not Applicable
Applicant:	Not Applicable
File Ref:	D-20-71320
Meeting Date:	22 September 2020
Author(s):	Leah Horton, Business Improvement Coordinator
Reporting Officer(s):	Colin Cameron, Director Corporate Services
Strategic Direction:	Leadership: A visionary and influential local government
Council Strategy:	4.3 Good Governance

#### Summary

This report provides an update on the progress of actions included in the Audit Register. The Audit Register includes all open audit findings that have previously been accepted by the Committee. It is recommended the Committee review and accept the Audit Register Progress Report.

0920/159

#### Committee Recommendation AND COUNCIL DECISION

**Moved:** Councillor Ken Manolas

**Seconded:** Councillor Mary Choy

That the Audit, Risk and Governance Committee recommends to Council that it:

1. Notes the progress recorded against each item within the Audit Register in **Confidential Attachment (a)**;
2. Approves the 25 findings marked as Complete (100%) in the Audit Register, to be registered as closed and no longer reported to the Committee; and
3. Endorses Paxon to be retained as the Internal Auditor for the City of South Perth for an additional two years, ending 30 September 2022.

**CARRIED BY EXCEPTIONAL RESOLUTION (8/0)**

**For:** Mayor Greg Milner and Councillors Samantha Bradder, André Brender-A-Brandis, Carl Celedin, Mary Choy, Glenn Cridland, Blake D'Souza, Ken Manolas.

**Against:** Nil.

#### Background

The confidential Audit Register lists Internal and External audit findings, describes the progress of implementing improvements and percentage completion. This report is prepared for noting the progress and completion of findings since the last meeting.

### Comment

A summary of the Audit Register is usually included to illustrate the trend of actions that have been added, progressed and completed. However, the summary table was not included in the previous Audit Risk and Government Committee (ARGC) report (15 June 2020) as it was in the process of being redeveloped. The report has now been condensed for inclusion to the ARGC meetings and includes the most meaningful headings (columns) so as to best inform decision making.

It is important to note that the Audit Register **Confidential Attachment (a)**, now counts actions and totals by "Finding #". Each finding may have more than one "Recommendation" and associated "Agreed Management Action", previously counted as **one** action. This can mean that some Recommendations within an Action will be completed (100%) and some will not. Only when all assigned Recommendations/Agreed Management Actions are marked as 100% complete and approved to be closed by the ARGC.

A summary of the Audit Register, included below, illustrates the trend of actions that have been added, progressed and completed. The row (blue) represents items added by this Committee. New Audit findings presented to the current meeting are included at the following meeting.

Status of Actions	ARGC - Meeting Date										Total
	6/6/18	11/9/18	12/11/18	11/3/19	17/6/19	9/9/19	18/11/19	16/3/20	15/6/20	8/9/20	
<b>New actions added by ARGC</b>	10	24	0	24	0	0	0	27	7	24	<b>116</b>
<b>Not Commenced ≤10%</b>	10	0	0	4	1	0	0	4	2	2	
<b>Progressed &gt;10% to 95%</b>	0	32	13	18	9	10	3	19	22	21	
<b>Completed =100%</b>	0	2	19	15	12	0	7	7	6	25	
<b>Total (0% to 100%)</b>	<b>10</b>	<b>34</b>	<b>32</b>	<b>37</b>	<b>22</b>	<b>10</b>	<b>10</b>	<b>30</b>	<b>30</b>	<b>48</b>	
<b>Closed by ARGC</b>	0	2	19	15	12	0	7	7	6	TBD*	<b>93</b>
<b>Total cumulative Closed by ARGC</b>	0	2	21	36	48	48	55	62	68	68	
<b>Open Actions</b>	<b>10</b>	<b>32</b>	<b>13</b>	<b>22</b>	<b>10</b>	<b>10</b>	<b>3</b>	<b>23</b>	<b>24</b>	<b>23</b>	

The Committee is requested to recommend to Council to note the progress and officer comments. In addition, it is recommended all 25 findings marked as complete (100%) in the Audit Register be registered as closed. All closed items will not form part of the Audit Register report for future meetings. The closed items are available for the Internal and External Auditors and Committee/Council to review.

It is requested to note the Audit Register in **Confidential Attachment (a)**.

In August 2017, following an e-Quote (WALGA) process, the ARGC recommended Paxon be awarded a three year contract to commence and provide an Internal Audit service to the City. A number of Internal Audits are in the final stages of completion, with the three year contract due to end in September 2020. The original e-Quote process did not include an extension. The ARGC may recommend Paxon be extended, or request the City undertake a competitive process and report back to a future ARGC.

Although there are a range of reasons the ARGC may wish to consider a competitive process, the main two usually relate to engaging a different Audit firm (different set of eyes and approach) or wishing to test the value for money. In relation to the latter, officers consider Paxon provide good value for money and it is unlikely that a new e-Quote process would deliver reduced fees or improved value for money. Further a change in Audit firm would result in an initial loss in productivity/value for money as a result of the handover.

In terms of a different set of eyes, or approach, Paxon have been engaged for three years and as there are still many aspects of the City still to be audited, in accordance with the five year Internal Audit Plan, officers consider an extension for two years would be beneficial, given the productivity gained due to Paxon's knowledge of the City. Another factor influencing officers recommendation is that the WA Auditor General has undertaken audits akin to an Internal Audit, such as the Information Systems Audit, as well as the Interim Audit process, the first component of auditing the Annual Financial Statements (External Audit).

Further, the ARGC have undertaken workshops in relation to considering strategic risks. Once the final Internal Audits are completed by Paxon, it would be worthwhile the ARGC undertake a review of the Strategic Internal Audit Plan and establish a new five year plan.

For the reasons described above, Officers recommend that the ARGC recommend to Council that Paxon be retained as the Internal Auditor for City of South Perth for an additional two years, ending 30 September 2022.

### **Consultation**

Nil.

### **Policy and Legislative Implications**

The Internal Audit function is considered a business improvement process that will assist in compliance with Regulation 5 of the Local Government (Financial Management) Regulation 1996 (CEO's duties as to financial management) and Regulation 7 of the Local Government (Audit) Regulations 1996 (CEO to review certain systems and procedures).

### **Financial Implications**

The Internal Audit function (Paxon) has a budget of \$40,000 for the 2020/21 financial year, and it is anticipated that a budget of a similar amount is to be adopted each year. Officers' effort to undertake the improvements and report on progress has not been estimated.

### 10.7.3 Audit Register - Progress Report

The External Audit function (WA Auditor General) has a budget of \$65,000 for the audit of the 2019/20 Annual Financial Statements, undertaken and incurred during the 2020/21 financial year.

#### Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2020-2030](#):

Strategic Direction: Leadership  
Aspiration: A visionary and influential local government  
Outcome: Good governance  
Strategy: Foster effective governance through quality decision-making

#### Attachments

10.7.3 (a): Audit Register September 2020 Report (*Confidential*)

## 11. APPLICATIONS FOR LEAVE OF ABSENCE

Applications for a Leave of Absence were received from:

- Councillor André Brender-A-Brandis for the period 23 September 2020 to 26 October 2020 inclusive;
- Councillor Carl Celedin for the period 3 October 2020 to 6 October 2020 inclusive; and
- Councillor Mary Choy for the period 13 December 2020 to 10 January 2021 inclusive.

0920/160

### COUNCIL DECISION

**Moved:** Councillor Ken Manolas  
**Seconded:** Councillor Samantha Bradder

That Council approves the Leave of Absence applications received from:

- Councillor André Brender-A-Brandis for the period 23 September 2020 to 26 October 2020 inclusive;
- Councillor Carl Celedin for the period 3 October 2020 to 6 October 2020 inclusive; and
- Councillor Mary Choy for the period 13 December 2020 to 10 January 2021 inclusive.

**CARRIED (8/0)**

**For:** Mayor Greg Milner and Councillors Samantha Bradder, André Brender-A-Brandis, Carl Celedin, Mary Choy, Glenn Cridland, Blake D'Souza, Ken Manolas.

**Against:** Nil.

## 12. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

## 13. QUESTIONS FROM MEMBERS

### 13.1 RESPONSE TO PREVIOUS QUESTIONS FROM MEMBERS TAKEN ON NOTICE

Nil.

### 13.2 QUESTIONS FROM MEMBERS

- Councillor Ken Manolas

The question and response can be found in the **Appendix** of these Minutes.



**14. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**

Nil.

**15. MEETING CLOSED TO THE PUBLIC**

Nil.

**16. CLOSURE**

The Presiding Member thanked everyone for their attendance and closed the meeting at 6.30pm.

## APPENDIX

### 16.2 QUESTIONS FROM MEMBERS

Councillor Ken Manolas	Response provided by: Vicki Lummer, Director Development and Community Services
Has the City received a reply from the WAPC with regard to the Draft (Modified) Local Planning Strategy?	A reply has not been received at this present time.

## DISCLAIMER

The City advises that comments recorded represent the views of the person making them and should not in any way be interpreted as representing the views of Council. The minutes are a confirmation as to the nature of comments made and provide no endorsement of such comments. Most importantly, the comments included as dot points are not purported to be a complete record of all comments made during the course of debate. Persons relying on the minutes are expressly advised that the summary of comments provided in those minutes do not reflect and should not be taken to reflect the view of the Council. The City makes no warranty as to the veracity or accuracy of the individual opinions expressed and recorded therein.

These Minutes were confirmed at the Ordinary Council Meeting held: Tuesday 27 October 2020

Signed \_\_\_\_\_

Presiding Member at the meeting at which the Minutes were confirmed.