

AGENDA.

Council Agenda Briefing

19 October 2021

Notice of Meeting

Mayor and Councillors

The next Council Agenda Briefing of the City of South Perth Council will be held on Tuesday 19 October 2021 in the City of South Perth Council Chamber, corner Sandgate Street and South Terrace, South Perth commencing at 6.00pm.



MIKE BRADFORD
CHIEF EXECUTIVE OFFICER

15 October 2021

Acknowledgement of Country

Kaartdjinin Nidja Nyungar Whadjuk Boodjar Koora Nidja Djining Noonakoort kaartdijin wangkiny, maam, gnarnk and boordier Nidja Whadjuk 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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Council Agenda Briefing - Agenda

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10.1 STRATEGIC DIRECTION 1: COMMUNITY

10.1.1 City of South Perth Youth Plan 2021-2025

Location:	City of South Perth
Ward:	All
Applicant:	City of South Perth
File Ref:	D-21-54677
Meeting Date:	19 October 2021
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

The City's Strategic Community Plan 2020-2030 includes a range of strategies related to the provision of programs, services, projects, events and facilities for local youth.

The City does not currently have a specific youth-focused plan to provide strategic direction on how it should support local youth.

The City has recently developed an inaugural Youth Plan to address this issue and respond to the current and emerging needs of our youth.

The Youth Plan has been developed in partnership with the Youth Advisory Council of Western Australia (YACWA) and the South Perth Youth Network (SPYN).

Officer Recommendation

That Council provides 'in principle' endorsement of the City of South Perth Youth Plan 2021-2025, as shown in **Attachment (a)** for the purposes of public advertising to invite community and stakeholder comment.

Background

Some of the current programs, services and facilities for youth include:

- South Perth Youth Network (SPYN)
- WA Youth Week programming
- South Perth Young Writer's Award
- Speak with Confidence Award
- Volunteering opportunities for youth
- Term and school holiday programs through the two libraries and George Burnett Leisure Centre

- Financial support through the Community Funding Program and KidSport Program and
- Access to a diverse range of recreational activities on local sporting reserves, community facilities and a skate park.

Whilst local youth currently have access to a number of programs, services and facilities, the City does not currently have a specific youth-focused plan to provide strategic direction on how it should support local youth now or into the future.

In 2020/21 the City engaged the Youth Advisory Council of Western Australia (YACWA) and the South Perth Youth Network (SPYN) to undertake a youth plan project, which led to the development of its inaugural Youth Plan shown in **Attachment (a)**.

The Youth Plan is intended to respond to the current and emerging needs of our youth who live, study, work, volunteer or spend time in our community. For the purposes of the City's Youth Plan, youth are defined as those aged 10 to 25 years; which translates to 21.7% of the City's population.

Comment

The Youth Plan is intended to guide the City's decisions on the kind of community programs, services, events, projects and facilities that should be considered for local youth now and into the future. This includes youth who reside, work, volunteer, study and/or recreate in the City.

The Youth Plan is comprised of 21 actions within four strategic focus areas, namely:

1. Youth Programs and Events
2. Youth Places and Facilities
3. Youth Communication
4. Youth Development

The Youth Plan outlines the proposed actions; the City's level of involvement (Planner, Supporter, Partner, Coordinator and/or Provider); and the recommended timeframe over a five-year period. Measuring the success of the actions will vary according to the project, program or service development identified. All actions will be measured using a range of tools and methods i.e. both qualitative and quantitative data.

Following the proposed community and stakeholder consultation period for the draft Youth Plan, it will be reviewed and re-presented to Council for final endorsement. The final Youth Plan will then be graphically designed and communicated to the community and associated stakeholders through the City's usual communication channels (website, social media, Peninsula Magazine etc.).

Consultation

The Youth Plan has been developed through an extensive consultation process, which is detailed below:

- An online survey with youth aged 10 to 25 and parents and caregivers;
- Hard copy surveys available from the Civic Centre and the South Perth and Manning libraries;
- Intercept surveys, carried out by Youth Plan Ambassadors at City events; and

- Question and answer tool on 'Your Say' South Perth, the City's online engagement platform, where participants could ask questions about the project

A total of 306 surveys were completed, which provided an effective level of consultation to develop the proposed Actions.

Information about the Youth Plan project, including the opportunity to participate, was provided to the community through multiple communication mediums, including Peninsula Magazine, the City's website, the City's Facebook and Instagram pages, Peninsula Snapshot and Peninsula Snapshot Newsletter and Club Spirit Newsletter. All relevant feedback gathered during the above consultation processes has been incorporated into the draft Youth Plan. The Stakeholder Engagement Overview Report is shown as **Attachment (b)**.

Policy and Legislative Implications

Nil.

Financial Implications

The Youth Plan is intended to be delivered over a period of five financial years from 2021 to 2025 inclusive. Funds required for the Youth Plan will be sought using a combination of City funds, external funding and/or contributions from external stakeholders, and will be requested as part of the annual operational budget process for assessment by Council.

There are 21 actions within the Youth Plan. Of these, the majority (15 actions or 71%) will be delivered using existing staffing resources, namely the City's Community Development Officer (Youth and Children). No additional City staff resources are being sought to implement the Youth Plan. It is estimated that City officers will spend approximately 12 hours per week (624 hours per annum) implementing the actions. Only six actions (29%) will require some professional external consultation/participation. The City's 2021/22 Budget includes an allocation of \$10,000 to implement new initiatives in the Youth Plan.

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:	1.1 Culture and community
Strategy:	1.1.1 Develop and facilitate services and programs to respond to changing community needs and priorities

Attachments

10.1.1 (a):	City of South Perth - Draft Youth Plan 2021-25
10.1.1 (b):	City of South Perth - Draft Youth Plan 2021-25 - Stakeholder Engagement Overview Report

10.1.2 City of South Perth Volunteer of the Year Awards Program - Assessment and Recommendations for 2021

Location:	Not Applicable
Ward:	Not Applicable
Applicant:	Not Applicable
File Ref:	D-21-75126
Meeting Date:	19 October 2021
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 seeks Council's approval of the eligible nominations submitted for the 2021 City of South Perth Volunteer of the Year Awards Program.

Officer Recommendation

That Council approves the Award recipients for the City of South Perth Volunteer of the Year Award Program for 2021, as shown in **Confidential Attachment (a)** in the following categories:

- a. Volunteer of the Year – Adult (over 25 years);
- b. Volunteer of the Year - Youth (18-25 years); and
- c. Volunteer of the Year - Junior (under 18 years).

Background

In December each year International Volunteer Day is celebrated around the world to recognise the important role that volunteers play in building healthy and vibrant communities.

Local governments are encouraged to acknowledge and reward those individuals who volunteer their time and expertise in their communities.

The City facilitates a combined 'Thank a Volunteer and Stakeholder Function' in December each year to acknowledge and celebrate the contributions of volunteers who service our community and of our stakeholders. As part of this event, the City of South Perth Volunteer of the Year Awards are presented to recognise outstanding individual volunteering contributions in the community.

There are three Volunteer of the Year Award categories, as follows:

1. *Adult Volunteer of the Year Award*

This Award is open to individuals who reside or volunteer within the City of South Perth and are aged over 25 years.

2. *Youth Volunteer of the Year Award*

This Award is open to individuals who reside or volunteer within the City of South Perth and are aged between 18 and 25 years.

3. *Junior Volunteer of the Year Award*

This Award is open to individuals who reside or volunteer within the City of South Perth and are aged under 18 years.

Nominations were assessed by a panel comprising the City's Manager Community, Culture and Recreation, Community Development Coordinator and Community Development Officer; against three selection criteria, namely:

1. The level of involvement of the volunteer;
2. The significance of the volunteering contribution to the local community; and
3. The inspiring impact of the volunteering activity to enhance community life.

Presentation of the Awards will be made at the City's combined 'Thank a Volunteer and Stakeholder Function' event on 2 December 2021. The winner of each category will be recognised with a certificate and trophy. All other eligible nominees will receive a certificate and public acknowledgement of their volunteering contributions at the event.

Comment

This year the City received a total of 59 nominations comprising:

- 41 x Adult Volunteer of the Year nominations;
- 3 x Youth Volunteer of the Year nominations; and
- 15 x Junior Volunteer of the Year nominations

A summary of the nominations; the City's assessment scores; and recommended award recipients is attached as **Confidential Attachment (a)**.

The assessment panel found that the standard of nominations this year was exceptionally high and there were a number of outstanding individuals who scored very strongly. All eligible nominations were considered meritorious, as they demonstrated the variety of ways that volunteers make significant contributions to the local community. For this reason, a letter will be sent to all nominees to thank them for their outstanding volunteering contributions and inviting them to attend the event being held in December 2021.

Consultation

The City commenced promotion of the Volunteer of the Year Award Program in August 2021. Emails were sent to community groups, sporting clubs, schools and volunteer organisations listed in the City's Community Information Directory. The Award Program was also advertised in the City Update and on the City's website. Nominations closed on 30 September 2021.

Policy and Legislative Implications

This report relates to Policy P104 Community Awards, whereby the City recognises the important contribution that local individuals make to society.

Financial Implications

Funds are allocated in the City's 2021/22 Operating Budget for costs associated with the Volunteer of the Year Award Program.

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: 1.1 Culture and community
Strategy: 1.1.5 Foster volunteerism to build social capital in the community

Attachments

10.1.2 (a): City of South Perth Volunteer of the Year Awards Program 2021 - Assessment and Recommendations (*Confidential*)

10.1.3 Tender 8/2021 Provision of Security Services

Location:	Not Applicable
Ward:	All
Applicant:	Not Applicable
File Reference:	D-21-72628
Meeting Date:	19 October 2021
Author(s):	Shirley King Ching, Building and Assets Coordinator
Reporting Officer(s):	Mark Taylor, Director Infrastructure Services
Strategic Direction:	Community: A diverse, connected, safe and engaged community
Council Strategy:	1.3 Community Safety & Health

Summary

This report considers submissions received from the advertising of Tender 8/2021 for the Provision of Security Services.

This report will outline the assessment process used during evaluation of the tenders received and recommend approval of the tender that provides the best value for money and level of service to the City.

Officer Recommendation

That Council:

1. Accepts the tender submitted by MCW Corporation Pty Ltd trading as Perth Security Services, for the Provision of Security Services in accordance with Tender Number 8/2021 for the period of supply up to five years inclusive.
2. Accepts the tender price included in **Confidential Attachment (a)**; and
3. Notes that tender price will be included in the Ordinary Council Meeting Minutes.

Background

A Request for Tender 8/2021 for the Provision of Security Services was advertised in The West Australian on 24 July 2021 and closed at 2:00 pm (AWST) on 17 August 2021.

Tenders were invited as a Schedule of Rates Contract.

The RFT is for the Provision of Security Services. The security services required include facilities operational requirements under the Program Delivery business unit and community events requirements under the Community, Cultural and Recreation (CCR) business unit.

Facilities security services include conducting random patrol checks; responding to alarm call outs; opening and locking up of public toilets; providing staff escorts, random patrols, and static security guards.

Events security services include providing crowd control services, static and roaming security guards. Events security services may include COVID marshal services as required.

The contract is for the period of two years with option to extend a further three years at the sole discretion of the City.

Comment

At the close of the tender advertising period, six submissions had been received and these are tabled below:

TABLE A – Tender Submissions

Tender Submissions
1. Global Protection Security Pty Ltd
2. La Fortuna Pty Ltd t/a Australian Guards and Patrols (AGP)
3. M.A Services Group Pty Ltd
4. Major Security Services-Construction & Security
5. MCW Corporation Pty Ltd t/a Perth Security Services
6. Wilson Security Pty Ltd

The Tenders were reviewed by an Evaluation Panel and assessed according to the qualitative criteria detailed in the RFT, as per Table B below.

TABLE B - Qualitative Criteria

Qualitative Criteria	Weighting %
1. Company Profile and Relevant Experience	30%
2. Key Personnel, Skills & Resources'	30%
3. Demonstrated understanding and capacity to respond to City's security requirements on time	20%
4. Work Management and Reporting System	20%
Total	100%

Based on the assessment of all submissions received for Tender 8/2021 Provision of Security Services, it is recommended that the tender submission from MCW Corporation Pty Ltd trading as Perth Security Services be accepted by Council as the most advantageous.

More detailed information about the assessment process can be found in the Recommendation Report – **Confidential Attachment (a)**.

Consultation

Public tenders were invited in accordance with the *Local Government Act 1995*.

Policy and Legislative Implications

Section 3.57 of the *Local Government Act 1995* - tenders for providing goods or services:

- (1) *A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.*
- (2) *Regulations may make provision about tenders.*

Regulation 11 of the Local Government (Functions and General) Regulations 1996 - when tenders have to be publicly invited:

- (1) *Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$250 000 unless subregulation (2) states otherwise.*

The following City Policies also apply:

- Policy P605 - Purchasing and Invoice Approval
- Policy P607 -Tenders and Expressions of Interest

Financial Implications

An estimate of the security services required is included in the 2021/22 budget and provisions will be made in future budgets for the life of the contract, with the expenditure subject to annual Council budget approval.

The contract will include an annual performance review of the Contractor by the City. Additionally, provision of security services for the City will be subject to any changes to the COVID-19 pandemic situation in Western Australia, which may include temporary modification, postponement and/or cancellation of security services in response to state government COVID-19 directives e.g. lockdowns etc.

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:	1.3 Community safety and health
Strategy:	1.3.1 Facilitate and foster a healthy, connected, and safe community

Attachments

10.1.3 (a): RFT 8 2021- Provision of Security Services Recommendation Report (*Confidential*)

10.3 STRATEGIC DIRECTION 3: ENVIRONMENT (BUILT AND NATURAL)

10.3.1 Request to Dedicate Land as a Road in Waterford Triangle

Location:	Not Applicable
Ward:	Manning Ward
Applicant:	Not Applicable
File Ref:	D-21-45715
Meeting Date:	19 October 2021
Author(s):	Jessica Birbeck, Senior Strategic Planning Officer
Reporting Officer(s):	Vicki Lummer, Director Development and Community Services
Strategic Direction:	Environment (built and natural): Sustainable urban neighbourhoods
Council Strategy:	3.1 Connected & Accessible City

Summary

In March 2020 Amendment 59 (Rezoning of properties within Waterford Triangle) to Town Planning Scheme 6 (TPS6) was gazetted.

The amendment restricts vehicle access to properties fronting Manning Road on the basis that a future laneway would be created over an existing public open space reserve, known as Garvey Street reserve. The City has a management order over the reserve for 'Public Recreation'.

Construction of the laneway has been included in the 2021/22 capital works budget and is due to be completed by December 2021.

In order for the laneway to act as the gazetted frontage to lots, it must be dedicated as a road.

This report recommends the City request that the Minister for Lands, pursuant to the *Land Administration Act 1997* (the Act), dedicate the laneway as a public road.

Officer Recommendation

That the Council:

1. Pursuant to Regulation 8 of the *Land Administration Regulations 1998* requests the Minister for Lands to dedicate a suitable area of land for the purpose of a public road to facilitate the use of the laneway as depicted in **Attachment (a)**.
2. Agree to indemnify the Minister for Lands against any claims for compensation pursuant to clause 56(4) of the *Land Administration Act 1997*.

Background

Amendment 59 and Waterford Triangle Local Development Plan

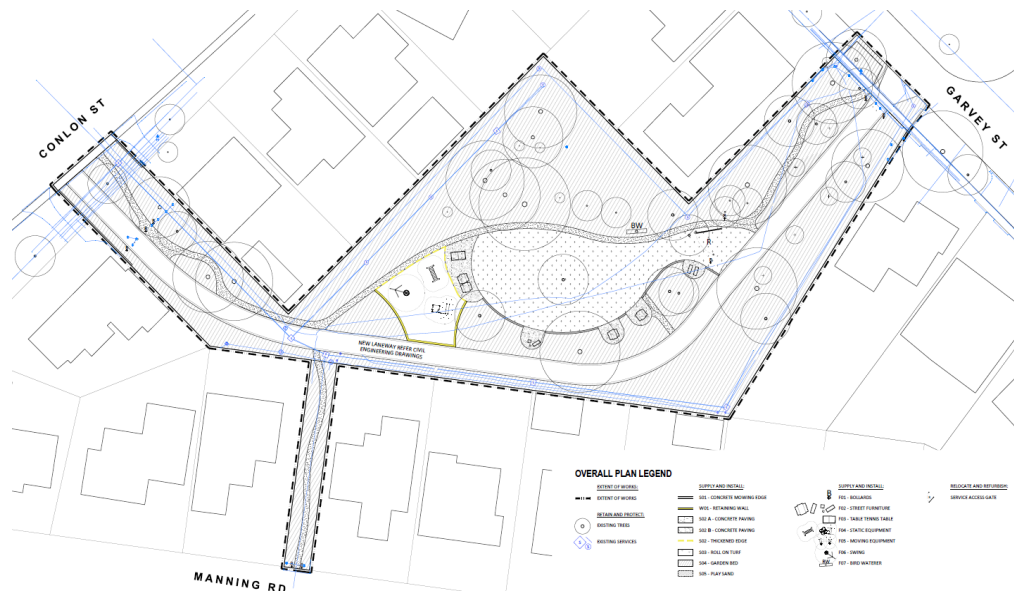
Amendment 59 to TPS6 was gazetted in March 2020. The amendment was premised on the construction of a laneway through Garvey Street reserve and to incrementally remove direct access to Manning Road.

The amendment introduced a number of new development requirements for land within the area known as Waterford Triangle. Clause 6.6(2)(c) of TPS6 prohibits direct vehicle access to Manning Road for lots 39-48 and 2-4 Manning Road, as well as Lots 1 and 49 Garvey Street, Manning (the lots). These properties are depicted on the map below (highlighted red);



Garvey Street reserve laneway

The City is progressing construction of a one-way laneway through Garvey Street reserve between Conlon Street and Garvey Street. Refer to landscape drawing below. The laneway will provide direct vehicle access for lots 41-45 Manning Road, Waterford, hence the laneway will enable the removal of direct vehicular access to Manning Road. Subject properties are still required to maintain pedestrian access and an open, inviting frontage to Manning Road.



Manning Road is identified as a Regional Road and an important transport corridor. Removal of direct vehicle access to lots with frontage to Manning Road will improve traffic safety and capacity along the corridor.

Construction of the laneway has been included in the 2021/22 capital works budget and is due to be completed by December 2021. The construction of the laneway will be accompanied by other works to improve the amenity of Garvey Street reserve including new irrigation, grass and vegetation. Further upgrades are scheduled for the 2022/23 financial year that includes upgrades to play equipment and new park furniture.

Comment

Request to Minister for Lands

Clause 56(1) of the Act states as follows:

*'(1) If in the district of a local government —
 (a) land is reserved or acquired for use by the public, or is used by the public, as a road under the care, control and management of the local government; or
 ...
 and that land is described in a plan of survey, sketch plan or document, the local government may request the Minister to dedicate that land as a road.'*

If the laneway is not gazetted as a public road (or equivalent) then Manning Road forms the only legal frontage to lots 41-45 Manning Road, Waterford. Despite the provisions of TPS6, the City (or another decision maker) would be compelled to allow vehicle access directly from Manning Road if no alternative access is available.

Consultation

There is no public consultation associated with this report. The adoption of Amendment 59 and the Waterford Triangle Local Development Plan were subject to significant public consultation.

It is noted that landowners nearby to the proposed laneway were advised of the upgrades to Garvey Street reserve in May 2021.

Policy and Legislative Implications

Upon receiving the request from the City, the Minister for Lands may;

- (a) Approve the request; or
- (b) Direct the local government to reconsider the request and modify the request in any manner; or
- (c) Refuse to accept the request.

Based on advice from officers of the Department of Lands, such requests usually take 3-6 months to be considered. Should construction of the roadway/laneway be completed before the request is resolved, the City may need to consider restricting access to the laneway.

Additionally, the City may consider restricting access to the laneway until such time as development occurs on at least one of lots, 41-45 Manning Road, Waterford.

Financial Implications

Pursuant to clause 56(2) of the Act, the City is to provide the Minister with a plan or survey to describe the dimensions of the proposed road. A licensed surveyor is required to undertake preparation of the plan.

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:	3.1 Connected and accessible City
Strategy:	3.1.1 Facilitate a safe, efficient, and reliable transport network

Attachments

Nil.

10.3.2 Tender 07/2021 Provision of Garvey Street Park and Laneway Construction

Location:	Garvey Street Reserve, Waterford
Ward:	Manning Ward
Applicant:	Not Applicable
File Reference:	D-21-74817
Meeting Date:	19 October 2021
Author(s):	Lewis Wise, Infrastructure Projects Coordinator
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 considers submissions received from the advertising of Tender 07/2021 for the Provision of Garvey Street Park and Laneway Construction.

This report will outline the assessment process used during evaluation of the tenders received and recommend approval of the tender that provides the best value for money and level of service to the City.

Officer Recommendation

That Council:

1. Accepts the tender submitted by Environmental Industries Pty Ltd for the Provision of Garvey Street Park and Laneway Construction in accordance with Tender Number 07/2021 for the period of supply up to 30 June 2022 inclusive;
2. Accepts the tender price included in **Confidential Attachment (a)**; and
3. Notes that tender price will be included in the Ordinary Council Meeting Minutes.

Background

A Request for Tender (RFT) 07/2021 for the Provision of Garvey Street Park and Laneway Construction was advertised in The West Australian on 7 August 2021 and closed at 2.00pm on 31 August 2021.

The RFT is for the Provision of Garvey Street Park and Laneway Construction. Tenders were invited as a Lump Sum Contract. The contract is for the period up to 30 June 2022.

Garvey Park is located in what is known as the 'Waterford Triangle' and is currently in very poor condition. The Waterford Triangle is an area of low-density housing bounded by Manning Road, Conlon, and McKay Streets in the suburb of Waterford. The area is under pressure to accommodate higher density housing due to its location close to Curtin University and the Manning Road transport corridor.

The Minister for Planning approved Amendments No. 59 and 60 (Waterford Triangle) in early 2020. The amendments increase zoning of the Waterford Triangle.

To enable development of the dwellings in the precinct that front Manning Road, an access road is required as per the Waterford Triangle Local Development Plan 2020.

Upgrades to Garvey Park are recommended in the Waterford Triangle Urban Design Plan 2010, to increase the amenity of the area. Proposed upgrades have been developed in consultation with the local community.

Comment

At the close of the tender advertising period two submissions had been received and these are tabled below:

TABLE A – Tender Submissions

Tender Submissions
1. Civcon Civil Project Management Pty Ltd
2. Environmental Industries Pty Ltd

The Tenders were reviewed by an Evaluation Panel and assessed according to the qualitative criteria detailed in the RFT, as per Table B below.

TABLE B - Qualitative Criteria

Qualitative Criteria	Weighting %
1. Company Experience and Past Performance undertaking works in a similar environment	40
2. Methodology and suitability of works program	30
3. Company Profile, Resources and skills and experience of key personnel	30
Total	100%

Based on the assessment of all submissions received for Tender 07/2021 Provision of Garvey Street Park and Laneway Construction, it is recommended that the tender submission from Environmental Industries Pty Ltd be accepted by Council.

More detailed information about the assessment process can be found in the Recommendation Report – **Confidential Attachment (a)**.

Consultation

Public tenders were invited in accordance with the *Local Government Act 1995*.

Policy and Legislative Implications

Section 3.57 of the *Local Government Act 1995* - tenders for providing goods or services:

- (1) *A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.*
- (2) *Regulations may make provision about tenders.*

Regulation 11 of the Local Government (Functions and General) Regulations 1996 - when tenders have to be publicly invited:

- (1) *Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$250 000 unless subregulation (2) states otherwise.*

The following City Policies also apply:

- Policy P605 - Purchasing and Invoice Approval
- Policy P607 -Tenders and Expressions of Interest

Financial Implications

The full cost of the works is included in the 2021/22 Capital Works budget. Funding for this project has been made possible by a grant from the Federal Government's Local Roads and Community Infrastructure (LRCI) Program.

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:	3.3 Enhanced environment and open spaces
Strategy:	3.3.3 Improve the amenity value and sustainable use of our streetscapes, public open spaces, and foreshores

Attachments

10.3.2 (a): Tender 07/2021 Provision of Garvey St Park & Laneway Construction (*Confidential*)

10.3.3 Proposed Five Three-Storey Grouped Dwellings on Lot 5, No. 65 Park Street, Como

Location:	Como
Ward:	Moresby Ward
Applicant:	Element
File Reference:	D-21-69848
DA Lodgement Date:	22 July 2021
Meeting Date:	19 October 2021
Author(s):	Val Gillum, 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

To consider an application for development approval for five three-storey grouped dwellings on Lot 5, No. 65 Park Street, Como.

This item is referred to Council as the building height exceeds 9.0m and therefore falls outside of the delegation to officers. The building height of the proposed development complies with the maximum height prescribed by the Canning Bridge Activity Centre Plan.

For the reasons outlined in the report, it is recommended that the application be approved subject conditions.

Officer Recommendation

That pursuant to the provisions of the City of South Perth Town Planning Scheme No. 6 and the Metropolitan Region Scheme, this application for development approval for five three-storey grouped dwellings on Lot 5, No. 65 Park Street, Como **be approved** subject to:

1. The development shall be in accordance with the approved plans unless otherwise authorised by the City.
2. Prior to the submission of a building permit application, revised plans shall be submitted, to the satisfaction of the City that incorporate the following:
 - (i) Provision of a 1.0m x 1.0m truncation at the driveway entry on the northern side of the driveway.
3. Prior to submission of a building permit application, a detailed landscape plan is to be submitted, to the satisfaction of the City that incorporates the following:
 - (i) plant selection and species grouping with similar water demands;

- (i) advanced plant selection in the street setback of Units 2 to 4 that will provide sufficient screening to the bin enclosures;
 - (ii) use of permeable paving; and
 - (iii) tree selection for greater canopy screening and growth around balconies within constrained spaces.
4. Prior to the submission of a building permit application, a tree protection zone (TPZ) shall be indicated on the plans and implemented during construction until occupancy stage, to protect the trees on site identified for retention as well as the verge tree at all times, to the satisfaction of the City.
5. Prior to the submission of a building permit application, the applicant must be in receipt of an approved "Crossings Application" that confirms the design is to the satisfaction of the City.
6. Prior to the submission of a building permit application, the applicant must be in receipt of an approved "Stormwater Drainage Application" that confirms the design is to the satisfaction of the City.
7. Prior to the submission of a building permit application, the applicant is to submit a final material, colours and finishes schedule to the satisfaction of the City. Prior to occupation of the dwellings, the endorsed material and finishes schedule shall be implemented into the building design and maintained thereafter, to the satisfaction of the City.
8. Prior to the submission of a building permit application, a Construction Management Plan must be submitted to, and approved in writing by the City. The approved Plan shall be implemented and adhered to at all times during the construction stage, to the satisfaction of the City.
9. Prior to the submission of a building permit application, a Section 70A notification shall be placed on the Certificate of Title of the subject lot. The notification is to state as follows:

'This lot is in the vicinity of a transport corridor and is affected, or may in the future be affected, by road and rail transport noise. Road and rail transport noise levels may rise or fall over time depending on the type and volume of traffic.'
10. Prior to the submission of a building permit application, details of the proposed lighting to pathways and car parking areas shall be provided, to the satisfaction of the City.
11. Prior to the submission of a building permit application, a public art concept for the subject development or alternatively a contribution to public art within the vicinity of the development, to the value of 1.0% of the total contribution value of development (maximum \$500,000 contribution) shall be submitted and approved in writing by the City. The approved public art concept shall be to the satisfaction of the City.
12. Prior to the occupation of the development, the applicant is required to pay a sum as detailed on a tax invoice at the time of construction, that will be issued by the City for the cost of line marking and signage to Dalmatia Place for limitation of parking relating to waste collection, to the satisfaction of the City.

13. Prior to occupation of the dwelling, all vegetation, structures, ground coverings and treatments within the Council verge area, aside from the crossover(s), are to be modified or reinstated to meet the provisions of the City's Verge Street Landscape Guidelines, to the satisfaction of the City.
14. Prior to occupation of the dwellings, landscaping areas shall be installed in accordance with an approved landscaping plan. All landscaping areas shall be maintained thereafter to the satisfaction of the City.
15. The vertical garden on the northern side of the property shall be maintained at all times to the satisfaction of the City.
16. Prior to occupation of the dwellings, the approved public art shall be implemented and maintained thereafter, to the satisfaction of the City.
17. Prior to occupation of the dwelling, all visual privacy protection devices to Major Openings and/or Outdoor Active Habitable Spaces shown on the approved plans, shall prevent overlooking in accordance with the visual privacy requirements of the Residential Design Codes of WA. The structure(s) shall be installed and remain in place permanently, to the satisfaction of the City.
18. Prior to occupation of the dwellings, external fixtures, such as air-conditioning infrastructure, shall be integrated into the design of the building so as to not be visually obtrusive when viewed from the street and to protect the visual amenity of residents in neighbouring properties, to the satisfaction of the City.
19. No street tree shall be removed, pruned or disturbed in any way, without prior approval from the City.
20. The existing crossover shall be removed and the verge and kerbing shall be reinstated to the satisfaction of the City.
21. All fencing and blank walls at ground level are to be treated with a non-sacrificial anti-graffiti coating to discourage potential graffiti and/or be decorated in such a way to reduce the effect of blank facades, in accordance with Requirements 15.1 and 16.1 of the Canning Bridge Activity Centre Plan.
22. Hard standing areas approved for the purpose of car parking or vehicle access shall be maintained in good condition at all times, free of potholes and dust and shall be adequately drained, to the satisfaction of the City.
23. All grouped dwellings shall be provided with a mechanical dryer prior to the occupancy or use of the development.
24. Any external clothes drying areas shall be screened from view from all streets or any other public place.

Note: City officers will include relevant advice notes in the determination notice.

Development Site Details

The development site details are as follows:

Zoning	Centre Canning Bridge Activity Centre Plan Quarter: Davilak (Q4)
Density coding	H8 – Residential 6-8 storeys
Lot area	842 sqm
Building Height Limit	Six storey building height limit (Maximum of 20m)
Development potential	Multiple Dwelling, Grouped Dwelling, Single House, Aged or Dependant Person's Dwelling, Single Bedroom Dwelling, Corner Store, Recreation - Private, Recreation – Public, Residential Building, Home Occupation, Home Office

(a) Background

At its meeting held 23 March 2021 (Item 10.3.1) Council refused an application for development approval on the subject site for seven three-storey grouped dwellings. The proposal was not supported due to various design elements, resulting in an inactive and inert public domain experience which could result in an unfavourable precedent being set.

An amended proposal for five grouped dwellings was presented to the Canning Bridge Design Review Panel (DRP) at a pre-lodgement meeting in June 2021 at which time the DRP concluded that the proposed development was well articulated and appropriate to the locality.

In July 2021 the City received an application for a new proposal of five three-storey grouped dwellings at Lot 5, No. 65 Park Street, Como incorporating suggested improvements from the DRP. The submitted plans were subsequently reviewed by the DRP in August 2021 at which time the DRP provided their support subject to a minor change to the plans. Amended plans were received by the City on 10 September 2021 which addressed the DRP comments as well as amendments requested by the City's officers.

The site is located within the Canning Bridge Activity Centre Plan (CBACP) in the Davilak Quarter (Q4) and is zoned H8 (Residential Development up to 6-8 storeys). The CBACP, was initially approved by the Western Australian Planning Commission (WAPC) in April 2016 and was later amended (and that amendment endorsed by the WAPC on 22 September 2020) to introduce Parts 3 and 4 of the R-Codes Volume 2 and other built form changes to Q3, Q4 and Q5 in accordance with Schedule 2 clause 43(1) of the Planning and Development Regulations 2009. The City is to have due regard to the CBACP when considering this application for development approval.

(b) **Description of the Proposal**

The site has a frontage to Park Street to the east and Dalmatia Place to the south, adjoins single storey grouped dwellings to the north and a single storey single house to the west as seen in **Figure 1** below:



Figure 1: Aerial image of the subject site.

(c) **Description of the Proposal**

The application proposes five three-storey grouped dwellings on the site. The development plans are provided at **Attachment (a)**. Two of the grouped dwellings contain three bedrooms and three grouped dwellings contain four bedrooms, with each of the dwellings including balconies and a double garage with access via a common driveway from Park Street. The development is further described in the applicant's justification at **Attachment (b)**. Once developed, the land use will remain as grouped dwellings due to the inclusion of the common property driveway. The site photographs show the relationship of the site with the surrounding built environment at **Attachment (c)**.

The following components of the proposed development require discretionary assessment against Town Planning Scheme No. 6 (TPS6), the Canning Bridge Activity Centre Plan (CBACP), the R-Codes Volume 2 and Council Policy requirements.

TPS6 Variations

- (i) Finished Floor Levels - Maximum

Canning Bridge Activity Centre Plan

- (ii) Street setbacks
- (iii) Side and rear setbacks
- (iv) Open Space and landscaping
- (v) Parking (specifically, Sight Lines associated with the Vehicle Access – R-Codes Volume 2 Element Objectives 3.8)

The proposal complies with TPS6 and the CBACP and meets Parts 3 and 4 of the R-Codes Volume 2 and relevant Council policies except for the discretionary aspects identified above, which are discussed below:

(d) Finished Floor Levels – Maximum

Element	Desired Outcome	Proposed
Clause 6.10 of TPS6 'Maximum Floor Levels'	Maximum floor level up to 100mm above the natural ground level	Maximum floor level between 450mm and 600mm above the natural ground level

The variations are considered to address the Scheme provisions relating to maximum floor levels and are supported for the following reasons:

- The entries to each of the units have a finished floor level of up to 1.6m lower than the garage entries at the rear resulting in limited fill being required on the northern side of the lot thereby, reducing visual impact when viewed from the neighbouring property;
- The shadow cast from the development will project to the street frontage and will therefore not impact any adjoining properties; and
- The proposed floor levels at the entry points to the units are provided at less than 100mm above the level at the street providing a flat transition to the front entries of the units from Dalmatia Place resulting in a visually balanced streetscape.

(e) Street Setbacks

Element	Desired Outcome	Proposed
Park Street minimum street setback	Min. 4m	Min. 2.9m
Dalmatia Place minimum street setback	Min. 4m	Min. 0.63m (ground floor)

The variations are considered to address the relevant Desired Outcomes of CBACP and are supported for the following reasons:

- The proposed setback variations incorporate an articulated façade with varied setbacks to both streets, staggering the building footprint to ensure that the façade does not appear too dominant when viewed at a human scale perspective at the street level;
- Balconies address both Park Street and Dalmatia Place and provide for visual connection between the dwelling and streetscape;
- The street setback areas are capable of being provided with quality landscaping with inclusion of deep soil areas that are able to sustain healthy tree growth, which in-turn contributes to an existing tree canopy along Park Street; and

- The variations are not considered to adversely alter the character of the streetscape taking into consideration that none of the dwellings on Dalmatia Place have been developed under the CBACP.

(f) **Side & Rear Setbacks**

Element	Desired Outcome	Proposed
Northern (rear) lot boundary setback	Min. 4m	Min. 1.5m
Western (side) lot boundary setback	Min. 4m	Min. 0.95m

The variations are considered to address the relevant Desired Outcomes of the CBACP as follows:

Rear northern lot boundary setback

The northern lot boundary setback variations relate to the elevated open balconies rather than solid walls, noting that the building's main walls are compliant with the required setback. The proposed rear setback variation is considered to meet the desired outcomes of the CBACP and is supported for the following reasons:

- The balconies are split between the first and second floors providing articulation by also incorporating varied setbacks between 1.5m and up to 2.5m thereby minimising scale and bulk to the adjoining property and at the same time providing a sense of separation between each tenancy;
- The proposed setback is considered adequate in enabling access to the south-western prevailing winds, adequate ventilation to the subject site and northern adjoining lot; and
- The inclusion of screening to the balconies with an oblique view towards the common driveway of the adjoining property ensures that visual privacy is protected to the northern property, whilst also optimising access to the northern aspect with the inclusion of adjustable louvred roofing to the balconies.

Side western lot boundary setback

The subject site shares approximately 7.5m of its boundary with the western lot resulting in a small portion of the building encroaching the 4.0m setback, the majority of which includes an open balcony and driveway. The proposed side setback variation is considered to meet the desired outcomes of the CBACP and is supported for the following reasons:

- The walls impinging on the required setback space do not contribute to a sense of confinement or intrusion to the western adjoining lot, given the nearest part of the building to the west is approximately 15m away and only a 7.5m portion of Lot 5 abuts the adjoining property;
- The building will not impact on access to winter sun to the adjoining dwelling, as the variation is located on the western side; and

- The western side of Unit 5 is well articulated on each level with there being no major openings or elevated outdoor living areas overlooking onto private spaces to the west due to window size and privacy screening to prevent overlooking.

(g) Open Space and Landscaping

Element	Requirement	Provided
Provision of Open Space	Minimum of 30%	27%

The proposed variation meets the desired outcome of this element for the following reasons:

- The calculation of open space does not incorporate rear elevated courtyards as these elevated areas are not specifically defined as open space in the related definition. These areas do however contribute to useable open space for the resident's enjoyment, comfort and sense of security;
- The site's proximity to the Coolidge Reserve and Neil McDougall Park provides additional recreation options for use by the residents; and
- The open areas visible from the street incorporate quality landscaping (inclusive of deep soil areas), thereby contributing to the overall leafy nature of the CBACP area. In addition, the DRP supported the proposed landscaping.

(h) Parking (Vehicle Access – Sight lines)

Element	Requirement	Provided
Provision of Sight Lines at Driveway Entry	1.5m x 1.5m	0.5m x 0.5m

The proposed variation meets the desired outcome of this element for the following reasons:

- There are no pedestrian footpaths located to this side of Park Street, thereby minimising any conflicts between vehicles exiting the property and pedestrians; and
- All vehicles will be leaving in a forward gear therefore greater visibility will be achieved providing enhanced pedestrian safety.

Where no pedestrian footpaths are present, City officers generally accept a 1.0m x 1.0m truncation to allow for visibility. A condition has been included to address this requirement.

(i) State Planning Policy 5.4 'Road and Rail Noise'

Due to the site's proximity to Canning Highway, the applicant provided a Noise Management Plan prepared by Herring Storer Acoustics dated July 2021. The report identified that the noise levels received at the development were within the limits prescribed by State Planning Policy 5.4 and advised that a Quiet House Design was not required.

The report also identified that a Notification on the Title was not required, however this advice is not based on forecasted levels exceeding the policy's outdoor noise target. Appendix 5 of SPP5.4 Guidelines identifies that Notifications on Title are required as a condition of development approval, this has been included accordingly.

(j) Scheme Objectives: Clause 1.6 of Town Planning Scheme No. 6

In considering an application for development approval, the Council is required to have due regard to, and may impose conditions with respect to, matters listed in clause 1.6 of TPS6, which are, in the opinion of the Council, relevant to the proposed development.

The proposed development is considered satisfactory in relation to all of these matters, subject to the recommended conditions.

(k) Matters to be considered by Local Government: Clause 67 of the Deemed Provisions for Local Planning Schemes

In considering an application for development approval the local government is to have due regard to the matters listed in clause 67 of the Deemed Provisions to the extent that, in the opinion of the local government, those matters are relevant to the development the subject of the application. An assessment of the proposal against clause 67 is considered through the planning assessment above.

The proposed development is considered satisfactory in relation to all of these matters, subject to the recommended conditions.

Consultation

(a) Design Preview Panel Comments

The application was presented to the City's DRP in June 2021 and the proponent has implemented a range of amendments in response to this feedback. A copy of the DRP minutes from the meeting as well as applicant responses to feedback, can be found at **Attachment (d)**. The DRP were supportive of the overall design elements of the application which features a townhouse typology which is a valuable contribution to dwelling diversity and is supported by the DRP. Upon review of the plans submitted with the application in August 2021, the DRP were satisfied with the design responses to the feedback however advised their support was contingent on the inclusion of a strip window within the ground storey storeroom of Unit 1 facing Park Street to provide natural light whilst also providing the impression of occupied space. The amended plans have addressed the 10 principles of design in State Planning Policy 7.0 in a satisfactory manner, as the requested amendment was provided in response to the City's request for further information.

(b) Neighbour Consultation

Neighbour Consultation has been undertaken for this proposal to the extent and in the manner required by Council Policy P301 'Advertising of Planning Proposals'. All affected individual property owners, occupiers and/or strata bodies along Park Street and Dalmatia Place were invited to inspect the plans and to submit comments during a minimum 14-day period.

During the advertising period a total of 53 consultation notices were sent and two submissions were received, providing comments on the proposal. The applicant's response to those submissions is provided at **Attachment (e)**. The comment of the submitters, together with an officer response is summarised below.

Submitters' Comments	Officer's Responses
<p>Noise/Amenity</p> <p>There are five elevated rear courtyards that face onto residents of 63 Park Street and the noise from these areas will not be able to be mitigated.</p>	<p>Further setbacks to the balconies on Lots 2 to 4 were provided on amended plans in order to improve amenity of the adjoining property.</p> <p>The comments are NOTED.</p>
<p>Privacy</p> <ul style="list-style-type: none"> - First floor bathroom window will overlook my side and back garden to the north-west. - Second floor living room, dining room and bathroom overlooking my side and back garden to the north-west. 	<p>The bathroom and living room windows are not major openings and therefore do not result in overlooking under the R Codes.</p> <p>Additionally, the dining room window is angled to face the street and will also not result in overlooking.</p> <p>The comments are NOT UPHELD.</p>
<p>Traffic and Street Parking</p> <ul style="list-style-type: none"> - This end of Park Street is a busy thoroughfare for traffic. The on-street car bays are already full all of the time (day and night). Where, potentially, are the 21 additional residents going to park their cars? - Concern in relation to loss of on-street parking in Dalmatia Place. - The road width is very narrow in Dalmatia Place and there is already limited hour parking and with visitors to the development and the residents of the development, this will significantly add to the problem of on-street parking impacting on existing access points in this street. - I would like some comfort that property parking from Dalmatia Place is not physically possible and should be preventable by some level 	<p>The on-site parking requirement for the development is compliant with the Canning Bridge Activity Centre Plan.</p> <p>This comment is NOT UPHELD.</p> <p>On-street parking will be available in Dalmatia Place except during the times required for bin collection.</p> <p>On-street parking is not a consideration for this development as there are no requirements to provide visitor car parking for five grouped dwellings.</p> <p>The comments are NOT UPHELD.</p>

<p>of fencing around the perimeter of the development.</p> <ul style="list-style-type: none"> - General parking for workers of the development should be prevented along Dalmatia Place. 	<p>Landscaping treatments in the street setback area of Dalmatia Place will ensure that residents and visitors cannot park in front yards. Perimeter fencing is not required.</p> <p>The comment is NOTED.</p> <p>A construction management plan will be required as a condition of approval so that parking by workers will not impact on the Dalmatia Place roadway and existing residents.</p> <p>The comment is NOTED.</p>
<p>Scale and Bulk</p> <ul style="list-style-type: none"> - The size and scale is large and overbearing in comparison to all the surrounding small single-storey units of this end of Park Street and Dalmatia Place. 	<p>The development is compliant with the building height required under the Canning Bridge Activity Centre Plan and there are no requirements to replicate the existing dwellings at single storey within this precinct.</p> <p>The comment is NOT UPHELD.</p>

(c) Asset and Design

The City's Assets and Design business unit was invited to comment on issues relating to car parking, refuse truck movement summary and crossover design arising from the proposal. This business unit raised no objection to the proposal subject to relevant conditions and advice notes.

(d) Urban Design

The City's Urban Design business unit was invited to comment on issues relating to landscape design arising from the proposal.

Accordingly, planning conditions and advice notes are recommended to address issues raised by this business unit.

(e) Waste Services

The City's Waste Services business unit was invited to comment on issues relating to waste collection from the proposal.

Accordingly, planning conditions and advice notes are recommended to address issues raised by this business unit.

(e) Environmental Health Services

The City's Environmental Health Services business unit was invited to comment on the development which included a review of an Acoustic Report addressing State Planning Policy 5.4 'Road and Rail Noise'.

Accordingly, planning conditions and advice notes are recommended to address issues raised by this business unit.

Policy and Legislative Implications

Comments have been provided elsewhere in this report, in relation to the various provisions of the Scheme, the R-Codes and Council policies, where relevant.

Financial Implications

This determination has some financial implications, to the extent if the applicant were to appeal a decision, or specific conditions of approval, the City may need to seek representation (either internal or external) at the State Administrative Tribunal.

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:	3.2 Sustainable built form
Strategy:	3.2.1 Develop and implement a sustainable local planning framework to meet current and future community needs

Sustainability Implications

Noting the favourable orientation of the lot, the officers observe that the proposed outdoor living areas have access to winter sun. Hence, the proposed development is seen to achieve an outcome that has regard to the sustainable design principles.

Conclusion

It is considered that the proposal meets all the relevant Scheme, Activity Centre Plan, R-Codes and/or Council Policy objectives and provisions. Where discretions are sought, these are considered to be supportable for the reasons set out in this report. The proposal is considered to improve the amenity of the site and will not have any significant impact on adjoining residential properties.

The proposed grouped dwellings are within the 6-Storey Building Height Limit for the property and are consistent with the framework outlined in the Canning Bridge Activity Centre Plan (CBACP). The number of dwellings has been decreased from the previously proposed seven (7) grouped dwellings to five (5) grouped dwellings. The development is supported against the discretionary provisions under the CBACP and proposes a well-resolved design that respects the streetscape and the amenity of adjoining properties. Accordingly, it is considered that the application should be approved subject to conditions.

Attachments

10.3.3 (a):	Development Plans
10.3.3 (b):	Applicant's Justification and Reports
10.3.3 (c):	Site Photos
10.3.3 (d):	Design Review Panel Minutes
10.3.3 (e):	Applicant's Response to Submissions

10.4 STRATEGIC DIRECTION 4: LEADERSHIP

10.4.1 Listing of Payments - September 2021

Location:	Not Applicable
Ward:	Not Applicable
Applicant:	Not Applicable
File Ref:	D-21-36080
Meeting Date:	19 October 2021
Author(s):	Abrie Lacock, Manager Finance
Reporting Officer(s):	Garry Adams, 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 September and 30 September 2021 for information. During the reporting period, the City made the following payments:

EFT Payments to Creditors	(494)	\$6,592,156.27
Cheque Payment to Creditors	(4)	\$1,271.25
Total Monthly Payments to Creditors	(498)	\$6,593,427.52
EFT Payments to Non-Creditors	(81)	\$125,217.66
Cheque Payments to Non-Creditors	(10)	\$9,676.33
Total EFT & Cheque Payments	(589)	\$6,728,321.51
Credit Card Payments	(6)	\$21,395.42
Total Payments	(595)	\$6,749,716.93

Officer Recommendation

That Council receives the Listing of Payments for the month of September 2021 as detailed in **Attachment (a)**.

Background

Council has delegated to the Chief Executive Officer (CEO) the exercise of its power to make payments from its Municipal and Trust Funds. In accordance with regulation 13(1) of the Local Government (Financial Management) Regulations 1996 a list of accounts paid by the CEO is to be prepared each month and presented to the Council at the next Ordinary Meeting of the Council after the list is prepared.

Comment

The payment listing for August 2021 is included at **Attachment (a)**.

The attached report includes a "Description" for each payment. City 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

Regulations 12 and 13(1) of the Local Government (Financial Management) Regulations 1996. Policy P602 Authority to Make Payments from the Municipal and Trust Funds.

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:	4.3 Good governance
Strategy:	4.3.1 Foster effective governance through quality decision-making

Attachments

10.4.1 (a): Listing of Payments September 2021

10.4.2 Monthly Financial Statements - September 2021

Location:	Not Applicable
Ward:	Not Applicable
Applicant:	Not Applicable
File Ref:	D-21-36088
Meeting Date:	19 October 2021
Author(s):	Abrie Lacock, Manager Finance
Reporting Officer(s):	Garry Adams, 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.

Officer Recommendation

That Council notes the Financial Statements and report for the month ended 30 September 2021.

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 2021/22 budget adopted by Council on 22 June 2021, 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.

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.

COVID-19 declared a pandemic on 11 March 2020 by the World Health Organisation, continues to cause havoc on the global health scene with a significant impact on world economic activities. A double-dip recession is possible as COVID lockdowns damage the Australian economy. In the Eastern States the economic impact will be larger than in previous lockdowns. In framing the Annual Budget 2021/22, the City considered the current economic environment and the impact of COVID-19.

As Western Australia remains at risk the State Government extended the emergency period and it is now 30 March 2020 to 22 October 2021, with significant interstate travel restrictions remaining in place.

Actual income from operating activities for September year-to-date (YTD) is \$63.17m in comparison to budget of \$63.23m, unfavourable to budget by 0.09% or \$59k. Actual expenditure from operating activities for September is \$18.87m in comparison to budget of \$19.39m, favourable to budget by 2.69% or \$521k. The September Net Operating Position of \$44.30m was \$462k favourable in comparison to budget.

Actual Capital Revenue YTD is \$137k in comparison to the budget of \$206k. Actual Capital Expenditure YTD is \$1.28m in comparison to the budget of \$1.30m. 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 a number of Capital projects that may require a Budget adjustment.

Cash and Cash Equivalents amounted \$76.92m Traditionally the September cash balance is higher following the rates being issued and payments being received during September. Consistent with previous monthly reports, the 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 0.29% 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. At the end of September 2021 the City held 30.03% 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:	4.3 Good governance
Strategy:	4.3.1 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 Draft Strategic Community Plan 2021-2031 - Request to Release for Public Feedback

Location:	Not Applicable
Ward:	Not Applicable
Applicant:	Not Applicable
File Ref:	D-21-69623
Meeting Date:	19 October 2021
Author(s):	Danielle Cattalini, Manager Stakeholder and Customer Relations Charlotte Carlish, Stakeholder Engagement Coordinator
Reporting Officer(s):	Garry Adams, Director Corporate Services
Strategic Direction:	Leadership: A visionary and influential local government
Council Strategy:	4.3 Good Governance

Summary

The purpose of this report is to provide an overview of the major review of the City's Strategic Community Plan (SCP) 2020-2030 and gain Council's approval to release the draft Strategic Community Plan 2021-2031 for public feedback.

Once further public feedback is received the draft Strategic Community Plan will be finalised and prepared for further consideration by Council.

Officer Recommendation

That Council:

1. Notes the Major Review of the City of South Perth Strategic Community Plan 2020-2030 Stakeholder and Community Engagement Report May 2021.
2. Approves the release of the draft City of South Perth Strategic Community Plan 2021-2031 for public feedback.
3. Notes that once feedback is received, a further report will be prepared for Council requesting consideration of the finalised document.

Background

The State Government's Integrated Planning and Reporting Framework (IPRF) aims to ensure integration of community priorities with strategic planning for Council, as well as implementation of the strategies that have been set from these priorities. This framework stems from the *Local Government Act 1995* (the Act), with s5.56(1) stating that a local government is to have a "plan for the future", and s5.56(2) stating that the plans are to be made "in accordance with any regulations made about planning for the future".

The Local Government (Administration) Regulations 1996 further prescribe these plans to be a Strategic Community Plan (SCP) and Corporate Business Plan (CBP) in Division 3. 19C and 19DA. It is within the framework and guidelines that we find the detailed requirements of such plans.

As per the IPRF, all local governments are required to develop a 10 year SCP. It is a requirement of the Act that the City undertake a minor review (desktop) every two years, with a major review every four years.

The City's first SCP (2013-2023) was formulated through the Our Vision Ahead process, which documented the community's priorities, aspirations and vision for the City and helped create a shared vision. This plan was endorsed at the December 2012 Ordinary Council Meeting and a minor review was completed to produce the 2015-2025 SCP and was endorsed at the July 2015 Special Council Meeting.

A major review of the 2015-2025 SCP was completed during 2017/18 through the Vision 2027 stakeholder and community engagement project, producing the 2017-2027 SCP and was endorsed at the September 2017 Ordinary Council Meeting. A minor review was then completed during 2019/20, producing the 2020-2030 SCP and was endorsed by Council at its meeting held 26 May 2020. At that same meeting, Council also endorsed to commence a major review of the SCP.

Comment

A SCP is the starting point of the IPRF. It is a long term, overarching strategy document that outlines the community's aspirations and priorities for the future and sets out the key strategies required to achieve these.

Once the SCP is endorsed by Council, a CBP will be revised and will articulate how and when activities will be undertaken to deliver on the community vision as articulated in the SCP. The CBP outlines in detail the projects, services, actions, operations and performance measurements required to ensure delivery of the SCP.

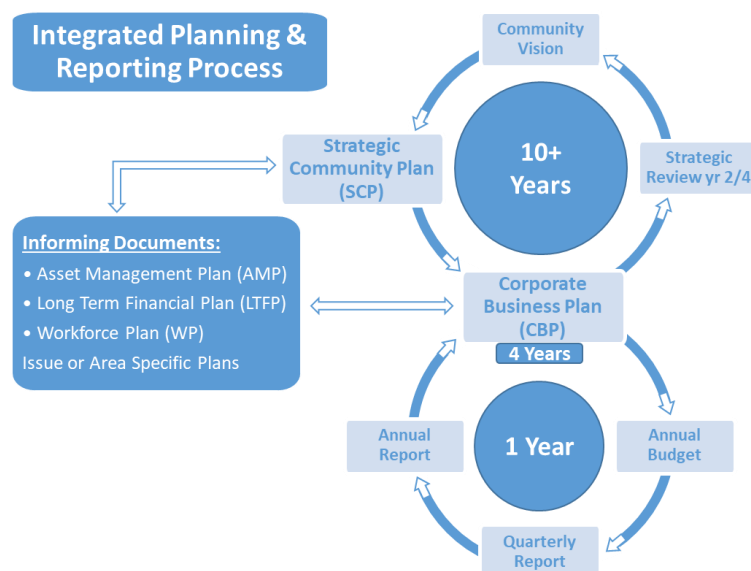
The IPRF is the overarching framework that encompasses both the SCP and CBP and the suite of strategic and operational informing documents that the City is required by legislation to prepare with the involvement of the community.

Informing plans include the:

- Asset Management Plans (AMP)
- Workforce Plan (WP)
- Long Term Financial Plan (LTFP).

Ideally, the first year of the LTFP informs the Annual Budget adoption, with financial reporting monthly to Council and quarterly reporting of progress against the CBP. The Annual Report then provides both commentary and financial information to describe the annual progress relating to the CBP in response to the SCP.

The diagram below shows how all of the elements of the IPRF fit together to deliver and report on Council priorities which are informed by the community vision and aspirations.



This report is a summary of the major review of the 2020-2030 SCP and seeks endorsement to release the draft 2021-2031 SCP for public feedback. The various sections of this report detail the stages completed for the major review and outline the suggested changes to the SCP.

2021 Major Review

Following the completion of the 2020 minor review and in response to the May 2020 Ordinary Council Meeting decision for a major review of the SCP to commence during the first quarter of 2020/21, a major review of the SCP was initiated in late 2020.

IPR community engagement targets

The State Government's IPRF specifies targets required to meet the advisory standard. The community engagement targets for the SCP major review are at least 500 community members (or 10%) involved and at least two documented mechanisms (different types of engagement activities). The City of South Perth exceeded these targets, with the results from the 2021 major review detailed in the table below:

Engagement Activity	Attendee Count	Activity Detail	Documented Mechanism Count
Online Survey	567	Online survey completion	1
Intercept Interviews	136*	In-person completion of online survey (*included in 567 above)	1
Face-to-face Community Workshop	31	In-person workshop with invited community members	1
Business Breakfast Forum	52	Forum with business owners	1

Youth Movie Night	86	Movie night and workshop with youth	1
Online Workshop	10	Online workshop with community	1
Totals	746*		6

To review the SCP, the City took a staged approach:

Stage One: Elected Member Workshops

Australian Venture Consultants facilitated three workshops with elected members during September and October 2020. The purpose of the workshops was to review, discuss and prioritise the strategies within the SCP 2020-2030 to inform the stakeholder and community engagement process. The outcomes from the elected member workshops were then compared to the feedback received during the engagement process to inform unified changes to the SCP.

Stage Two: Stakeholder and Community Engagement

The City embarked on this major review of the 2020-2030 SCP through the *Picture Your Future City of South Perth* engagement project. The engagement activities provided stakeholders and the community with the opportunity to have their say about the City's priorities and future for the next 10 years.

The City conducted extensive engagement with key stakeholders and the wider community to give them the opportunity to have input into the review. As part of the engagement program, the City contracted consultants Research Solutions to review and analyse the stakeholder engagement activities.

The objective of the engagement was to determine stakeholder and community aspirations and to prioritise the outcomes and strategies within each of the four broad categories which form the strategic directions within the SCP: Community, Economy, Environment (Built and Natural) and Leadership.

An extensive communications plan ran alongside the engagement to reach a broad range of stakeholders and community members.

The *Picture Your Future City of South Perth* project was due to launch on Monday 1 February 2021 but was delayed to Monday 15 February 2021 due to a COVID-19 lockdown.

The engagement program comprised:

Activity	Date
Survey	Monday 15 February to Monday 15 March 2021
Intercept interviews at Manning Farmers Market	Saturday 20 February 2021
Face-to-face community workshop at South Perth Civic Centre	Wednesday 24 February 2021
Business breakfast forum at South Perth Community Hall	Thursday 4 March 2021

Youth movie night at South Perth Community Hall	Friday 5 March 2021
Intercept interviews at Mindeerup/Mends Street	Saturday 6 March 2021
Online community workshop	Wednesday 10 March 2021
Intercept interviews at Manning Farmers Market	Saturday 13 March 2021

Survey results

567 surveys were received in total, 560 online and seven in hard copy, of which 90.1% (511) were from residents of the City of South Perth and 7.4% (42) were business owners.

Engagement activity attendance numbers

Event	No of attendees
Face-to-face community workshop at South Perth Civic Centre	31
Business breakfast forum at South Perth Community Hall	52
Youth movie night at South Perth Community Hall	86
Online community workshop	10

Engagement outcomes

Participants were asked to provide three words that they would use to describe the City of South Perth and the key words given were beautiful, convenient, friendly, green, safe, vibrant, clean, river and community.

Participants were then asked to prioritise the existing priorities in each strategic direction and to add any others that they felt would help the City achieve its aspiration for each strategic direction.

Finally, participants were asked the three most important things that they thought the City could do over the next 10 years and responses were:

Responses	Percent
Improve the safety of the area including lighting	15.8%
More regular community events / attractions / free community events	12.4%
Better public transport / free CAT service	12.0%
Improve traffic management; e.g. reduce traffic / slow traffic / improve traffic flow, etc	11.6%

Plant more trees / suburban forest / more appropriate trees - street trees, shade, trim them regularly	10.8%
Less high rise/ limit the height to no more than 6-10 storeys / keep control of high-rise	10.3%
Support small business / commercial enterprises / encourage new / more diverse, etc	10.3%

A report from Research Solutions detailing the outcomes of the engagement can be found at **Attachment (b)** and the City's Engagement Overview Report is at **Attachment (c)**.

Stage Four: Final Strategic Community Plan presented to Council for adoption

All feedback from the draft 2021-2031 SCP stakeholder and community feedback period will be considered and reflected in the final SCP 2021-2031 accordingly. The revised draft will then be presented to Council for consideration and final adoption at the December 2021 Ordinary Council Meeting.

The adopted 2021-2031 SCP strategies will then be updated in the City's CBP 2020-2024, which is to be presented to Council in early 2022. These changes will also flow through to the applicable informing plans and reporting documents, including the quarterly progress reports and annual report.

Consultation

It is intended that the draft SCP Review Document at **Attachment (a)** be released for stakeholder and community feedback for a period of three weeks.

In order to maximise participation, the opportunity to provide feedback on the draft SCP will be communicated broadly, including online, on Council noticeboards and in the City's libraries.

Policy and Legislative Implications

Local Government Act 1995

Local Government (Administration) Regulations 1996

Financial Implications

The major review required an annual budget allocation to enable the appropriate level of community engagement required to satisfy meeting the advisory standards set out in the DLGSC's IPR Framework and Guidelines.

An amount of \$50,000 was included in the organisational planning 2020/21 budget to cover the major review requirements, specifically relating to consultants for various workshop facilitation, advertisement costs, printing costs and data analysis. It is envisioned that the bulk of the work will be completed in house therefore utilising existing salary budgets.

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: 4.3 Good governance
Strategy: 4.3.1 Foster effective governance through quality decision-making

Attachments

- 10.4.3 (a): Draft SCP 2021-2031 Review Document
- 10.4.3 (b): Research Solutions Stakeholder Engagement Report Final - May 2021
- 10.4.3 (c): SCP Review - Engagement Overview Report

10.4.4 Appointment of Community Members to City of South Perth Committees

Location:	Not Applicable
Ward:	Not Applicable
Applicant:	Not Applicable
File Ref:	D-21-73953
Meeting Date:	19 October 2021
Author(s):	Mike Bradford, Chief Executive Officer
Reporting Officer(s):	Mike Bradford, Chief Executive Officer
Strategic Direction:	Leadership: A visionary and influential local government
Council Strategy:	4.3 Good Governance

Summary

This report seeks Council's endorsement of the recommended independent members for the City of South Perth Audit, Risk and Governance and Property Committees.

Officer Recommendation

1. That Council endorses the two recommended independent Members for the Audit, Risk and Governance Committee as per **Confidential Attachment (a)** for the period 18 October 2021 to 21 October 2023 with reimbursement of expenses up to \$3,000 per annum per independent member.
2. That Council endorses the two recommended independent Members for the Property Committee as per **Confidential Attachment (b)** for the period 18 October 2021 to 21 October 2023 with reimbursement of expenses up to \$3,000 per annum per independent member.

Background

In line with Local Government Elections, nominations were called for specialist independent members for the City's Audit, Risk and Governance and Property Committees. On 19 July 2021 a letter was posted to the current members of the Committees advising that their current membership was due to expire and encouraged them to reapply.

An advertisement calling for Expressions of Interest was placed in the Southern Gazette on 12 August 2021 and 19 August 2021 as well as the City's website and noticeboards.

Comment

At the close of nomination, six nominations were received for the Audit, Risk and Governance Committee and five nominations were received for the Property Committee.

The CEO and the Manager Governance shortlisted the nominations and the CEO, Tony Brown Executive Manager Governance & Organisational Services at WALGA and the Director Corporate Services interviewed the nominees for the Audit, Risk and Governance Committee.

The Audit, Risk and Governance Committee interviews focussed on the following:

- Senior business and/or financial management experience;
- Understanding of reporting and compliance requirements;
- Understanding of internal and external audit; and
- Understanding of enterprise risk management

Shortlisted candidates were interviewed and were scored as per the **Confidential Attachment (a)**. A full list of the applications can be found in **Confidential Attachment (c)**.

The Property Committee nominations were assessed against the following:

- Experience managing property portfolios;
- Experience in property acquisitions, dispositions and investments; and
- Understanding of Property Law

Confidential Attachment (b) contains the scoring matrix for the Property Committee nominations. A full list of the applications can be found in **Confidential Attachment (d)**.

It is therefore recommended that Council approve the nominees who achieved the highest scores as listed in **Confidential Attachment (a)** and **Confidential Attachment (b)** to the relevant Committee.

Consultation

Nil.

Policy and Legislative Implications

Nil.

Financial Implications

The external members will be reimbursed for expenses up to \$3,000 per annum.

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: 4.3 Good governance
Strategy: 4.3.1 Foster effective governance through quality decision-making

Attachments

- 10.4.4 (a): Audit, Risk & Governance Committee Evaluation Matrix *(Confidential)*
- 10.4.4 (b): Property Committee Evaluation Matrix *(Confidential)*
- 10.4.4 (c): Audit Risk and Governance Committee Nominees *(Confidential)*
- 10.4.4 (d): Property Committee Nominations *(Confidential)*

15. MEETING CLOSED TO THE PUBLIC

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

15.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Officer Recommendation

That the following Agenda Item be considered in closed session, in accordance with s5.23(2) of the Local Government Act 1995:

- Item 15.1.1 Advertising Licence - Infrastructure (Telstra Smart City Payphones) within the road reserve of the City of South Perth

15.1.1 Advertising Licence - Infrastructure (Telstra Smart City Payphones) within the road reserve of the City of South Perth

*This item is considered **confidential** in accordance with section 5.23(2)(c) and (e)(ii) of the Local Government Act 1995 as it contains information relating to "a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting and a matter that if disclosed, would reveal information that has a commercial value to a person, where the information is held by, or is about, a person other than the local government"*

Location:	City of South Perth
Ward:	All
Applicant:	JCDecaux Street Furniture Pty Ltd
File Ref:	D-21-74089
Meeting Date:	19 October 2021
Author(s):	Bernadine Tucker, Manager Governance
Reporting Officer(s):	Mike Bradford, Chief Executive Officer
Strategic Direction:	Leadership: A visionary and influential local government
Council Strategy:	4.3 Good Governance

16. CLOSURE