



City of **Perth**

Agenda

Ordinary Council Meeting

22 November 2022

Notice of Meeting

To the Lord Mayor and Councillors

The next Ordinary Council Meeting will be held on Tuesday, 22 November 2022 in the Council Chamber, Level 9, 27 St Georges Terrace, Perth commencing at 5.00pm.

Michelle Reynolds

Chief Executive Officer

17 November 2022

Information

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

Question Time for the Public

An opportunity is available at Council meetings for members of the public to ask a question about any issue relating to the City. This time is available only for asking questions and not for making statements. Complex questions requiring research should be submitted as early as possible to allow the City time to prepare a response.

The Presiding Person may nominate a member of staff to answer the question and may also determine that any complex question requiring research be answered in writing. No debate or discussion can take place on any question or answer.

To ask a question, please complete the Public Question Time form available on the City's website www.perth.wa.gov.au/council/council-meetings.

Disclaimer

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

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1. Declaration of Opening

2. Acknowledgement of Country/Prayer

3. Attendance

3.1 Apologies

3.2 Leave of Absence

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

3.3 Applications for Leave of Absence

4. Announcements by the Lord Mayor

5. Disclosures of Interests Public Participation

Name	Councillor Sandy Anghie
Item number and title	12.1 2022/23 Economic Development Sponsorship
Nature of interest	Impartiality
Interest description	<i>"I have met with several members of the organising committee several times over the last five years. I have attended West Tech Fest last year(at my own cost) and was also invited to attend the 2022 event launch."</i>

Name	Deputy Lord Mayor Liam Gobbert
Item number and title	12.2(a) Event Sponsorship (Round 2) 2022/23
Nature of interest	Impartiality
Interest description	<i>"I attended the opening of the Strange Festival last year as the City's representative."</i>

Name	Councillor Brent Fleeton
Item number and title	12.2(d) Event Sponsorship (Round 2) 2022/23
Nature of interest	Indirect Financial
Interest description	<i>"Activ foundation is a client of GT Communications, who is my employer."</i>

Name	Deputy Lord Mayor Liam Gobbert
Item number and title	12.2(e) Event Sponsorship (Round 2) 2022/23
Nature of interest	Impartiality
Interest description	<i>"I attended the opening of the Buddha's Birthday and Multicultural Festival last year as the City's representative."</i>

Name	Councillor Brent Fleeton
Item number and title	12.2(e) Event Sponsorship (Round 2) 2022/23
Nature of interest	Impartiality
Interest description	<i>"I attended a Buddhist event as the City's representative early this year."</i>

Name	Lord Mayor
Item number and title	12.2(f) Event Sponsorship (Round 2) 2022/23
Nature of interest	Impartiality
Interest description	<i>"As Paul Nash, who is involved in the management of the event is known to me."</i>

Name	Deputy Lord Mayor Liam Gobbert
Item number and title	12.2(g) Event Sponsorship (Round 2) 2022/23
Nature of interest	Impartiality
Interest description	<i>"I attended the opening event for Netball WA last year as the City's representative."</i>

Name	Councillor Di Bain
Item number and title	12.2(g) Event Sponsorship (Round 2) 2022/23
Nature of interest	Impartiality
Interest description	<i>"Tourism WA has supported West Coast Fever in the past and I sit as a Commissioner on the board of Tourism WA."</i>

6. Public Participation

6.1 Public Questions

7. Confirmation of Minutes

Recommendation

That Council CONFIRMS the minutes of the Special Council Meeting held on 25 October 2022 and Ordinary Council Meeting held on 25 October 2022 as true and correct records.

8. Questions by Members which due Notice has been Given

9. Correspondence

10. Petitions

11. Planning and Economic Development Alliance Reports

Nil.

12. Community Development Alliance Reports

12.1 2022/23 Economic Development Sponsorship

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

Purpose

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

Recommendation

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

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

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

Background

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

Discussion

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

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

Project Date / Venue	4 December 2022 – 10 December 2022	Westin Hotel Perth
Project Description	<p>West Tech Fest is Western Australia's premier tech festival bringing together local founders, innovators, researchers and industry and further strengthens the Perth startup ecosystem.</p> <p>Heading into its 11th year, the applicant states that West Tech Fest has built a strong global network and profile with many successful investment outcomes recorded at the festival each year.</p> <p>In 2022 the main event includes the following core components:</p> <p>West Tech Fest Conference</p> <p>The annual West Tech Fest Conference brings together global tech leaders, established founders, and emerging startups together in the same room to discuss the biggest ideas shaping how we approach innovation in Perth, Western Australia.</p> <p>Programmed as a full day conference on 7 December 2022, the event aims to garner conversations about how the diverse tech ecosystem in WA is ever changing and emerging, while fostering connections through insightful talks.</p> <p>Innovation Showcase</p> <p>In 2022, the festival also welcomes the general public to a free Public Innovation Showcase at the Westin Perth, highlighting the very best in current and emerging opportunities in the West Australian technology and innovation spaces; while showcasing the career opportunities open to high school and university students. The showcase components include:</p> <ul style="list-style-type: none"> - West Tech Women - Atomic Sky's Quantum Technology Exchange - Regional Innovation Showcase - Plus Eight Demo Night <p>Exhibitions and Activations</p> <p>There will be various exhibitors and activities running in conjunction with the conference and showcase. These include:</p> <ul style="list-style-type: none"> - Young Entrepreneurs Showcase - Startup Alley - AgTech Alley - CREATE Indigenous Accelerator Showcase - Future Leaders Masterclass - Indigenous Entrepreneurs Masterclass <p>As with previous years, the West Tech Fest main event is complemented by a series of satellite events delivered by third party organisations.</p>	
Estimated Attendance	2,500	
Total Project Cost	\$520,524	

Total Amount Requested	\$50,000 (excluding GST) cash contribution
Total Assessment Score	83% (33 out of 40)
Recommendation	Approve
Recommended Amount	\$50,000 (excluding GST) cash contribution
Recommendation Rationale	
<p>The application was recommended for support due to:</p> <ul style="list-style-type: none"> a) The City has supported the successful delivery of the West Tech Fest for the previous five financial years. The program has a proven track record of being the premier annual festival for the innovation and technology sector. b) The festival is an industry drawcard for attracting business leaders (international and interstate visitors) to WA and highlighting current focus on the sector. c) The Innovation Showcase is a welcome addition in 2022 and will help to further promote WA, Perth, and the event itself to visitors. d) The Westin Hotel is centrally located in the city, and this event will provide good activation of the precinct. e) The strong focus on women, indigenous and student participation in innovation and entrepreneurship was well regarded by the panel. f) A strong list of local and international speakers has been secured for the festival. 	

Consultation

Nil.

Decision Implications

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

Strategic, Legislative and Policy Implications

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

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

Financial Implications

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



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

Further Information

11. Questions and responses forming part of the Agenda Briefing Session held 15 November 2022 are as follows:

	Question	Response
1.	What does the City have planned in regard to using our economic development sponsorship to drive/attract small and medium business to the Perth CBD and inner-city?	An EMES topic on grants and sponsorship is scheduled 29 November and this will be discussed.
2.	Are we doing anything to ensure enduring results from our grants?	
3.	Are there any suggestions from Admin as to how the ED grants could make a bigger impact for the recipients?	
4.	Are the four categories really the best way to deliver outcomes or is there a better way to get the impact for our applicants?	

12.2 Event Sponsorship (Round 2) 2022/23

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

Purpose

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

Recommendation

That Council:

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

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

2. DECLINES the following Event Sponsorship 2022/23:

Ref	Applicant / Project	Recommendation Total Amount (ex GST cash contribution)
g	Netball WA (INC) / West Coast Fever Suncorp Super Netball Season	Decline

**Approval subject to a suitable sponsorship agreement being entered into by the City and all approved applicants listed above on terms acceptable to the City within three months.*

Background

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

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

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

Discussion

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

Consultation

Nil.

Decision Implications

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

Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	Liveable
Related Documents (Issue Specific Strategies and Plans):	2025 Events Strategy

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

Financial Implications

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

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

Further Information

15. Questions and responses forming part of the Agenda Briefing Session held 15 November 2022 are as follows:

	Question	Response
1.	Noting West Coast Fever have previously been supported by us and the recommendation was for \$60,000 if funding was available, why would we not adjust the allocation to the other 6 approved applicants to provide some funding to all 7?	The panel determined an agreed value of each application during assessment which did not factor in budget limitations. Applications were then prioritised for funding based on their total score, with Officer recommendations made in-line with the available budget. Council make the final resolution of sponsorship allocations.
2.	How can an applicant who scores 58% get \$77,500 and an applicant who scores 56% get nothing?	The budget was fully allocated so we were unable to recommend a figure for the applicant who scored 56%.
3.	It feels like they were last on the list and therefore bad luck the money run out am I reading that right?	<i>Response to be provided prior to the OCM.</i>
4.	Couldn't we have portioned the money more evenly amongst the six applicants. It appears that five still got money, but one has missed out altogether?	<i>Response to be provided prior to the OCM.</i>
5.	My understanding was that there is budget from the Major Events Category that remains unspent, could we get an update on where that allocated funds are been applied to and why we couldn't have used some of those funds in this round?	<i>Response to be provided prior to the OCM.</i>
6.	What is the quantum of the unallocated Major Events budget available?	\$2.2m
7.	My recollection in the past is when sponsorships were assessed it was either a yes or no and the funds were portioned accordingly, and this seems to be a slightly different approach is that correct?	<i>Response to be provided prior to the OCM.</i>
8.	This time last year you gave us an events calendar from June to July, this year it's been changed to Jan to December? Why the change?	The period of eligible activity for Event Sponsorship Round 2 is the 2023 Calendar year hence why the attachment reflects this period.
9.	Out of the total \$1m event spend - how many events are completely new and how many have been supported before?	Six recommended for support in round 2 (1 new) Nine supported in round 1 (4 new)
10.	If we have supported events for many years in a row why are we not considering longer	In highly competitive rounds, the more multiyear agreements we establish, the less opportunity exists

	Question	Response
	term arrangements? For example netball, the Langley Park garden show, Targa West etc	for new events to be considered. The total budget is reduced by any multiyear agreements in place. Further, if they are new events or in the process of still building their event it is considered more beneficial to provide a year of sponsorship and then reassess the following year based on performance of outcomes.

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

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

					(\$75,000 cash \$25,000 in-kind) FY 24/25		
d	Activ Foundation Incorporated/ City to Surf	William Street St Georges Terrace Parmelia Hilton (TBC) Yagan Square (TBC) Various outdoor venues within the City of Perth	29,000	\$18,000 (ex GST)	\$90,000 (\$80,000 cash \$10,000 in-kind) FY 22/23; \$90,000 (\$80,000 cash \$10,000 in-kind) FY 23/24; \$90,000 (\$80,000 cash \$10,000 in-kind) FY 24/25	64%	\$10,000 cash contribution for one year
e	Buddha's Light International Association of Western Australia / Buddha's Birthday and Multicultural Festival	Supreme Court Gardens	20,000	\$40,000 (ex GST)	\$42,000 (\$40,000 cash \$2,000 in-kind)	59%	\$22,000 cash contribution for one year
f	Nursery and Garden Industry WA (INC) / 2023 Perth Garden and Outdoor Living Festival	Langley Park	52,000	\$135,000	\$175,000 (\$120,000 cash \$55,000 in-kind) FY 22/23	58%	\$77,500* cash contribution for one year *Recommendation based on available budget. \$100,000 was the agreed value if budget limitations were not a factor.

g	Netball WA (INC) / West Coast Fever Suncorp Super Netball Season	RAC Arena	49,000	\$115,000	\$180,000 (\$150,000 cash \$30,000 in-kind) FY 22/23; \$180,000 (\$150,000 cash \$30,000 in-kind) FY 23/24; \$180,000 (\$150,000 cash \$30,000 in-kind) FY 24/25	56%	\$0* *Recommendation based on available budget. \$60,000 was the agreed value if budget limitations were not a factor.
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a.) The Trustee for Alice Street Trust/ Strange Festival

Applicant Details		
Applicant Name	The Trustee for Alice Street Trust T/A Alice Street Events	
Previous Support (5-year period)	Year	Approved Amount (ex GST)
	2021/22	\$40,000
Project		
Strange Festival		
Project Details		
Project Title	Strange Festival	
Project Date / Venue	16/06/2023 – 25/06/2023	Various venues and locations within; Murray Street; Hay Street; William Street; Barrack Street; Yagan Square; Forrest Place; Forrest Chase
Project Description	<p>Strange is an alternative arts festival, returning for its second year in 2023. Taking over vacant retail and public spaces throughout the CBD over ten days in June 2023, including the Winter Solstice on 21 June.</p> <p>The Strange Festival aims to build on the success of the 2022 festival, which hosted 50 artists throughout 19 venues for the 10-day duration.</p> <p>The art installations and activations which make up Strange Festival will primarily take place from 4pm to midnight, however installations will be viewable throughout the day. The installations will provide an opportunity for office workers to experience the festival and a reason for City Dwellers and visitors to venture to the CBD on a winter evening.</p> <p>The visual arts installations will be free to see and experience and the public will be encouraged to walk the trail. Forrest Place will host the large 'Cor Novis' installation, which will be set alight on the final night of the festival.</p>	
Estimated Attendance	60,000	
Total Project Cost	\$375,000	
Total Amount Requested	\$120,000 (ex GST) comprising of: \$110,000 (ex GST) cash contribution; and \$10,000 (ex GST) in-kind contribution for City fees and charges (32% of total project budget)	
Multi Year Request	3-year request	
Total Assessment Score	34.5 out of 50 (69%)	
Value Agreed by Panel	\$60,000	
Recommendation	APPROVE	

Recommended Amount	\$60,000 (ex GST) cash contribution for 1-year
Recommendation Rationale	
<p>The Assessment Panel recommend supporting the application for \$60,000 (ex GST) cash contribution for one year for the following reasons:</p> <ul style="list-style-type: none"> a. The panel noted that the application was well considered and provided comprehensive and detailed information. The applicant has demonstrated their intent to grow the event through strategic marketing and increased brand awareness. b. The applicant has carefully considered the dates for the festival, which were intentionally chosen to target a typically quieter time of the year. Activation through this time of year is likely to increase visitation and have a positive impact on city businesses. c. The organisers of the festival intend on working with Activate Perth to activate several under-utilised spaces over the 10-day festival. The proposed venues and locations will lead attendees on a tour through the centre of the city, providing great opportunity for visitation and economic impacts. d. The applicant demonstrated collaboration and support from a diverse range of local organisations and businesses. e. The applicant provides a diverse offering and shows potential for growth over the coming years. f. The panel recommend an 80% increase in funding from 2022 (\$33,444) to support the diverse offering and growth of the event. <p>The Assessment Panel considered the applicants request for \$120,000 (ex GST) for a three-year sponsorship. The panel did not recommend the requested support for the following reason:</p> <ul style="list-style-type: none"> g. While the panel noted the success of the 2022 event, the request for \$120,000 was considered very high and an increase of over 250% from the previous funding awarded. h. The funding request exceeds the maximum 30% contribution outlined in the program guidelines and the panel couldn't identify significant additional benefit to the City to warrant such an increase. i. The panel agreed that the event is still in its infancy and needs to continue to prove its success before considering a multi-year agreement. The panel recommends the applicant engage a reputable third party to conduct an impact report to support future applications. 	

b.)The Trustee for Kinn & Co Trust / Schools Out Winter Fest

Applicant Details	
Applicant Name	The Trustee for Kinn & Co Trust
Previous Support (5-year period)	N/A
Project Details	
Project Title	Schools Out Winter Fest
Project Date / Venue	01/07/2023 – 16/07/2023 Perth Convention and Exhibition Centre
Project Description	<p>Schools Out Winter Fest is a unique indoor experience for kids and families throughout the winter school holiday period. The festival offers rides, an ice-skating rink, giant ice slide, carnival games, showbags, roving entertainment and snow machines.</p> <p>The festival will run for sixteen consecutive days at the Perth Convention Centre. The event aims to cater specifically to kids and families, and in a new development for 2023, the event will expand to include After Dark sessions with a bar for adults across Friday and Saturday nights until 10pm, and a Thursday night teen session that will run until 8pm.</p> <p>The ticketed event offers free access for parents and caregivers and a pay-as-you-go option for children who may not want to participate in every experience. The event also offers an all-inclusive ticket style, where a coupon sheet with up to \$200 worth of value, is redeemed.</p>
Estimated Attendance	120,000
Total Project Cost	\$1,154,376
Total Amount Requested	\$45,000 (ex GST) cash contribution (3.89% of total project budget)
Multi Year Request	2-year request
Total Assessment Score	33 out of 50 (66%)
Value Agreed by Panel	\$45,000
Recommendation	APPROVE
Recommended Amount	\$45,000 (ex GST) cash contribution for one year
Recommendation Rationale	
<p>The Assessment Panel recommend supporting the application for \$45,000 (ex GST) cash contribution for one year for the following reasons:</p> <ol style="list-style-type: none"> The applicant has a proven history of delivering a range of successful events within the City of Perth. The festival will increase visitation and draw crowds to the city throughout this period and is likely to have a positive economic impact for city traders. The applicant has demonstrated their consideration of local business engagement, by coordinating food and beverage and retail deals, ‘play and stay’ and ‘snip and save’ 	

promotions. These incentives will likely encourage families to stay in the city longer than just their visit to the event.

- d. The previous event was well attended and received good media coverage. There is potential for the event to grow and become self-sufficient in future years.
- e. The applicant has provided sufficient sponsorship benefits for the level of support requested, inclusive of naming rights, which creates good opportunity for leveraging.

The Assessment Panel considered the applicants request for a two-year sponsorship. The panel did not recommend multi-year support for the following reason:

- f. The panel queried the estimated attendance and recommend the applicant engage a reputable third-party to conduct attendance and impact reporting to support future sponsorship applications.
- g. The panel considered the multi-year request and agreed that supporting the applicant for an initial one year period would allow the City and applicant to review the success of the sponsorship and reflect on the social and economic impacts and attendance data post event.

c.) THE TRUSTEE FOR ROSS & JAN TRUST & THE TRUSTEE FOR TAPPER FAMILY TRUST NO 2/ Make Smoking History Targa West

Applicant Details		
Applicant Name	THE TRUSTEE FOR ROSS & JAN TRUST & THE TRUSTEE FOR TAPPER FAMILY TRUST NO 2	
Previous Support (5-year period)	Year	Approved Amount (ex GST)
	2022/23	\$100,000
	2021/22	\$93,115
	2020/21	\$93,115.60
	2019/20	-
	2018/19	\$70,000
Project	Make Smoking History Targa West	
Project Details		
Project Title	Make Smoking History Targa West	
Project Date / Venue	14/09/2023 – 17/09/2023	Various venues throughout the City: Murray Street Mall; Forrest Place; Langley Park; Riverside Drive; Terrace Road car park; Governors Avenue; Victoria Avenue; and Terrace Road
Project Description	<p>Targa West is a free four-day motor sport event, which travels through the Perth metropolitan area activating multiple locations.</p> <p>Targa West event components include:</p> <ul style="list-style-type: none"> o 'Show 'n' Shine' car display in Forrest Place and Murray Street o 'Shannon's Classics on the Swan Display' o City of Perth Family Zone activation o 'Targa West City Sprint' o Pre-event display activation 	
Estimated Attendance	25,000	
Total Project Cost	\$390,550	
Total Amount Requested	\$100,000 (ex GST) comprising of: \$75,000 (ex GST) cash contribution; and \$25,000 (ex GST) in-kind contribution for City fees and charges (25.60% of total project budget)	
Multi Year Request	3-year request	
Total Assessment Score	32.5 out of 50 (65%)	
Value Agreed by Panel	\$80,000	
Recommendation	APPROVE	
Recommended Amount	\$80,000 (ex GST) cash contribution for one year	
Recommendation Rationale		

The Assessment Panel recommend supporting the application for \$80,000 (ex GST) cash contribution for one year for the following reasons:

- a. The Targa West event is well executed and is a key event for the motor-sport community, activating multiple locations within the City.
- b. Historically the event has been well attended, attracting visitors from Perth metropolitan suburbs and intrastate areas. The panel made comment that the event has the potential to attract interstate visitors and recommend that organisers investigate this opportunity.
- c. The event adds value to the City's events calendar, providing a unique offering which increases visitation of a broad demographic.
- d. The applicants provided a detailed submission and shows potential to positively impact the local economy. The applicant has shown strong consideration for the sustainability criterion and will again showcase electric vehicles at the 2023 event.
- e. It is recommended that the applicant continue to engage an organisation to conduct formal research, reporting on social and economic impacts.

The Assessment Panel considered the applicants request for \$100,000 (ex GST) for a three-year sponsorship. The panel did not recommend the requested support for the following reason:

- f. The panel had concerns about the timely provision of documentation for the 2022 event. The panel agreed there is room for improvement in this area and would like to see Targa prioritise this in the future.
- g. The panel understand that the rally component of the event may not proceed again in 2023. Whilst the loss of the rally component does not have a major impact on the activities delivered within the City of Perth, the panel agreed that the removal of this component may impact the broader awareness and interest in the event.
- h. The panel acknowledged that the City has been a long-time supporter of the Targa West event, however noted that the applicant has not identified opportunities to grow activities or deliver new components in recent years.
- i. The application would have been strengthened with greater consideration and detail on how businesses will be engaged and benefit from the event.
- j. The panel recommend the applicant investigate social media marketing strategies to promote their event to a broader demographic, with aim to increase interest beyond their current market and to drive City of Perth business engagement.
- k. When benchmarked against other applications in a very competitive funding round, a contribution of \$80,000 was considered appropriate.

d.) Activ Foundation Incorporated/ City to Surf

Applicant Details			
Applicant Name	Activ Foundation Incorporated		
Previous Support (5-year period)	Year	Amount (ex GST)	Project
	2019/2020	\$15,000	City to Surf
	2018/2019	\$18,000	City to Surf
	2017/2018	\$18,000	City to Surf
Project Details			
Project Title	City to Surf		
Project Date / Venue	27/08/2023	St Georges Terrace, Corner of William Street	
Project Description	<p>The Chevron City to Surf for Activ (City to Surf) returns on 27 August 2023 after pausing for 2 years. The event will once again start on the corner of St Georges Terrace and William Street, Perth.</p> <p>Starting with 500 participants in 1975, the City to Surf is a mass participation sports event that aims to be recognised as one of the must-do runs in Australia.</p> <p>The City to Surf event encourages the community to walk, run or roll to the finish line, in Activ's most significant annual fundraiser with funds raised supporting programs and necessary services for WA residents living with disability.</p>		
Estimated Attendance	29,000		
Total Project Cost	\$2,105,500		
Total Amount Requested	\$90,000 (ex GST) comprising of: \$80,000 (ex GST) cash contribution; and \$10,000 (ex GST) in-kind contribution for City fees and charges (4.27% of total project budget)		
Multi Year Request	3-year request		
Total Assessment Score	32 out of 50 (64%)		
Value Agreed by Panel	\$10,000		
Recommendation	APPROVE		
Recommended Amount	\$10,000 (ex GST) cash contribution for one year		
Recommendation Rationale			
<p>The Assessment Panel recommend supporting the application for \$10,000 (ex GST) cash contribution for one year for the following reasons:</p> <ol style="list-style-type: none"> a. The City to Surf event has been on pause for two years due to the impacts of COVID-19. The panel acknowledged that it is a good opportunity to welcome the iconic event back into the City of Perth and agreed that the event will complement the City's events calendar. b. Prior to the two-year pause, the City supported the City to Surf for over 44 years. The panel expressed the value of supporting an event which has a strong charity and community focus, which promotes fitness and champions supporting people living with disability. 			

- c. The applicant provided a comprehensive application and provided sufficient sponsorship benefits.
- d. The City to Surf event has been well attended over the years, the operations of the event have been well managed, and the event has been delivered to a high standard.

The Assessment Panel considered the applicants request for \$90,000 (ex GST) for a three-year sponsorship. The panel did not recommend the requested support for the following reason:

- a. There is limited opportunity for the event to have a significant economic impact with participants commencing their run early on a Sunday and finishing in another Local Government area. The request for \$90,000 was considered very high.
- b. The panel didn't recommend support for a three-year sponsorship given the event was returning for the first time in three years. The panel encourage the applicant to report on the positive impacts that the return of the City to Surf event has on the community and local businesses to support future funding requests.

e.) Buddha's Light International Association of Western Australia /
Buddha's Birthday and Multicultural Festival

Applicant Details			
Applicant Name	Buddha's Light International Association of Western Australia		
Previous Support (5-year period)	Year	Approved Amount (ex GST)	Project
	2020/21	\$40,000	Buddha's Birthday and Multicultural Festival (cancelled)
	2019/20	\$25,000	Buddha's Birthday and Multicultural Festival
	2018/19	\$25,000	Buddha's Birthday and Multicultural Festival
	2017/18	\$20,000	Buddha's Birthday and Multicultural Festival
Project Details			
Project Title	Buddha's Birthday and Multicultural Festival		
Project Date / Venue	11/03/2023 – 12/03/2023	Supreme Court Gardens	
Project Description	<p>Buddha's Birthday and Multicultural Festival (Buddha's Birthday) is an annual community event which has been celebrated in Perth since 1992. The event was unable to proceed in 2022 due to the impacts of COVID-19, however, is scheduled to return to Supreme Court Gardens in March 2023.</p> <p>Buddha's Birthday is a free, family friendly, two-day event that showcases and celebrates diversity through Buddhist ceremonies, meditation, art, cultural music and dance performances, mindfulness activities and a vegetarian food fair to promote health and wellbeing.</p> <p>The event's main objectives are to promote social harmony, mutual respect and understanding through Buddha's teachings of compassion, love and kindness.</p> <p>In 2023, the festival organisers propose a new event component, 'Heartfulness Garden' a pre-festival activation, which will be held in Forrest Place on 25 February 2023 to promote Buddha's Birthday. Event programming will include a sitting meditation demonstration, a tea meditation demonstration, mindful matcha art, sand mandala art and vegetarian food sampling.</p>		
Estimated Attendance	20,000		
Total Project Cost	\$190,000		
Total Amount Requested	\$42,000 (ex GST) comprising of: \$40,000 (ex GST) cash contribution; and \$2,000 (ex GST) in-kind contribution for City fees and charges (22.11% of total project budget)		
Multi Year Request	NA		
Total Assessment Score	29.5 out of 50 (59%)		

Value Agreed by Panel	\$22,000
Recommendation	APPROVE
Recommended Amount	\$22,000 (ex GST) cash contribution for one year
Recommendation Rationale	
<p>The Assessment Panel recommend supporting the application for \$22,000 (ex GST) cash contribution for one year for the following reasons:</p> <ul style="list-style-type: none"> a. The panel acknowledged the importance of the positive multicultural, community-focused event, which promotes inclusivity and provides opportunity for the community to engage and connect with one another. b. Buddha's Birthday is a long running event of 28 years, with conscientious operators who have a track record of successfully delivering the event. The event offers diversity to the city's events landscape and presents a variety of activity for the community. c. The applicant has shown good consideration of inclusivity and encourages participation from other cultures and lifestyles. The event is free to attend and will encourage visitation and attendance from the wider Perth metropolitan area. <p>The Assessment Panel considered the applicants request for \$42,000 (ex GST) for a one-year sponsorship. The panel did not recommend the requested support for the following reason:</p> <ul style="list-style-type: none"> d. The application would have benefited from greater consideration to business engagement and key performance measures. e. The attendance estimates seemed high for the venue and the panel agreed that future applications would benefit from third-party impact reporting to validate this. f. The recommended investment aligns with the economic and community benefits that the festival will bring to the City of Perth. g. When benchmarked against other applications in a highly competitive round, the panel agreed that support of \$22,000 is appropriate. 	

f.) Nursery and Garden Industry WA (INC) / 2023 Perth Garden and Outdoor Living Festival

Applicant Details		
Applicant Name	Nursery and Garden Industry WA (INC)	
Previous Support (5-year period)	Year	Approved Amount (ex GST)
	2021/22	\$135,000
	2020/21	\$135,000
Project		
		Perth Garden and Outdoor Living Festival
		Perth Garden and Outdoor Living Festival
Project Details		
Project Title	2023 Perth Garden and Outdoor Living Festival	
Project Date / Venue	11/05/2023 – 14/05/2023	Langley Park
Project Description	<p>The Perth Garden and Outdoor Living Festival (the Festival) is Western Australia’s longest running garden, landscape and outdoor living event in WA. The Festival returned to the City of Perth for the second time in 2022 and will again showcase a variety of garden and outdoor living designs at Langley Park.</p> <p>The Festival features a display of garden concepts, landscape show gardens, floral displays, sustainable living ideas, garden trends and information on outdoor living. Attendees will also be able to make purchases and enjoy food and beverage at the event.</p> <p>The event is ticketed, ticket prices range from \$22 for standard entry, \$15 for concession and free entry for persons under 18. City of Perth residents will receive a 50% discount on their ticket.</p>	
Estimated Attendance	52,000	
Total Project Cost	\$1,279,500	
Total Amount Requested	\$175,000 (ex GST) comprising of: \$120,000 (ex GST) cash contribution; and \$55,000 (ex GST) in-kind contribution for City fees and charges (13.68% of total project budget)	
Multi Year Request	NA	
Total Assessment Score	29 out of 50 (58%)	
Value Agreed by Panel	\$100,000	
Recommendation	APPROVE	
Recommended Amount	\$77,500 (ex GST) cash contribution for one year	
Recommendation Rationale		
<p>The Assessment Panel recommend supporting the application for \$77,500 (ex GST) cash contribution for one year for the following reasons:</p> <ol style="list-style-type: none"> a. Previous events have been delivered to a high quality, offer a range of activities, and establish an enjoyable outdoor living atmosphere. The event is historically well attended. 		

- b. The demand for events of this nature is increasing and draws tourists and a suburban demographic into the City of Perth.
- c. The event will activate the city in a traditionally quieter time of year, positioning the City of Perth as a place of activity and supporting the City's goal of being the events heart of Western Australia.
- d. The panel agreed that the event has a strong focus on sustainability and offers education on sustainable living to event attendees.
- e. The panel valued the event at \$100,000 (ex GST), but were unable to recommend supporting the application to this value due to budget limitations.

The Assessment Panel considered the applicants sponsorship request for \$175,000 (ex GST) for one year and did not recommend the requested support for the following reason:

- f. The panel agreed that the sponsorship benefits and City of Perth recognition outlined within application did not match the level of support requested. A request of \$175,000 for a four-day event would warrant greater recognition of the City, for example naming rights or similar.
- g. Whilst the anticipated attendance exceeds the minimum for tier three event sponsorship as per the guidelines, the applicant did not provide a marketing plan to demonstrate how these numbers will be achieved. The panel also considered estimates of interstate and international visitors to be high. The panel noted that the application would have benefited from supporting information demonstrating how the estimated attendance would be achieved.
- h. The applicant did not sufficiently address the business engagement criterion, include a business engagement plan, or provide evidence that businesses within the City of Perth boundaries will actively participate in the event. The information provided was not sufficient to give the panel confidence that the event will bring a positive economic impact.
- i. The applicant opted not to incorporate a third-party impact report for submission as part of the future acquittal, which is a requirement of tier three event sponsorship.
- j. Due to the nature of the event, attendees are encouraged to park close to Langley Park for large purchases and plant collection. The panel agreed this will affect the economic impacts beyond parking revenue, further emphasising the importance of strategic business engagement with City of Perth businesses.
- k. Feedback from the panel was that the application lacked detail, contained insufficient information on event programming, and responses to criteria questions were limited.
- l. The panel agreed that the application was not detailed enough to recommend a higher level of funding.
- m. When benchmarked against other applications in a highly competitive round, the panel agreed that the amount recommended is reasonable.

g.) Netball WA (INC) / West Coast Fever Suncorp Super Netball Season

Applicant Details			
Applicant Name	Netball WA (INC)		
Previous Support (5-year period)	Year	Approved Amount (ex GST)	Project
	2020/21	\$115,000	West Coast Fever Suncorp Super Netball Season
	2019/20	\$150,000	West Coast Fever Suncorp Super Netball Season
	2018/19	\$150,000	West Coast Fever Suncorp Super Netball Season
	2017/18	\$120,000	West Coast Fever Suncorp Super Netball Season
Project Details			
Project Title	West Coast Fever Suncorp Super Netball Season		
Project Date / Venue	01/03/2023 - 01/08/2023	RAC Arena	
Project Description	<p>Suncorp Super Netball is the top netball league in the country featuring teams from across Australia.</p> <p>West Coast Fever are a professional Netball Team who play in the Suncorp Super Netball league and were successful in winning the competition in 2022. In fulfilling their commitment to the competition, West Coast Fever host seven regular season home games at RAC Arena, with potential for more should they participate in finals. Each home game welcomes a team from outside of Western Australia to compete for the entertainment of the WA community.</p>		
Estimated Attendance	49,000 (across 7 games)		
Total Project Cost	\$996,251		
Total Amount Requested	\$180,000 (ex GST) comprising of: \$150,000 (ex GST) cash contribution; and \$30,000 (ex GST) in-kind contribution for City fees and charges (18.06% of total project budget)		
Multi Year Request	3-year request		
Total Assessment Score	28 out of 50 (56%)		
Value Agreed by Panel	\$60,000		
Recommendation	Decline		
Recommended Amount	\$0		
Recommendation Rationale			
The Assessment Panel recommend declining the application for the following reasons: <ul style="list-style-type: none"> a. The application was the lowest scoring of all submissions with the panel agreeing that all other applications more closely aligned to the intent of the sponsorship program and the desired outcomes. 			

- b. The Event Sponsorship budget is exhausted and there are no funds to support this application.

The Assessment Panel did recognise value in a sponsorship with West Coast Fever and determined an agreed value, acknowledging that it cannot be accommodated in the existing budget. The panel determined that value at \$60,000 (ex GST) for one year for the following reasons:

- a. West Coast Fever are a successful sporting team with demonstrated attendance to home games over the previous seasons. The panel agreed that the expected game attendance will have a positive economic impact to City of Perth local businesses, specifically the hospitality sector.
- b. There is opportunity to leverage the family demographic that attends the games, particularly on Sundays, and encourage increased dwell time within the city.
- c. Netball WA were able to demonstrate their intent to engage with tenants of surrounding and nearby properties, Forrest Chase and ENEX 100. Netball WA have advised that they are in active discussions with JLL who manage these properties, with the aim to activate these spaces on game days and increase traffic to local businesses.
- d. The City's brand exposure for supporting these home games is positive, particularly given the games are televised. The proposed sponsorship benefits were considered sufficient for a \$60,000 investment.

The Assessment Panel's agreed value is lower than the applicants request for \$150,000 (ex GST) for three years for the following reasons:

- e. Whilst the applicant is in discussions with the surrounding properties with the aim to activate and positively impact local businesses and increase dwell time, the panel noted that they are yet to develop their marketing strategy and activation ideas, limiting the panels ability to estimate their likelihood for success. The panel agreed that outcomes achieved by this approach should be evidenced before a multi-year sponsorship is considered.
- f. The panel agreed that the sponsorship benefits proposed were not reflective of the level of the investment requested and were more aligned with a sponsorship at the entry level of tier three.
- g. The request for in-kind support to light up the City is not an eligible in-kind cost and as such was not considered by the panel. Feature lighting bookings are accessible to eligible organisations free of charge.
- h. The City's previous sponsorship to West Coast Fever assisted in the transition from Mt Claremont and consolidated their tenancy at RAC Arena. The panel agreed that this had been achieved, with the team now well established at the city venue and the value of City funding is not as significant.

Events Calendar

January – December 2023

**Correct as at 21 October 2022 and subject to change.*

CITY-LED EVENTS Events delivered by the City.	SPONSORED EVENTS Events with approved sponsorship or grant from the City. *Application to be considered - Recommended to be approved	FACILITATED EVENTS Events delivered by a third party in a City venue or major events in a private venue with city activation/leveraging. These events may be yet to be approved for a sponsorship or grant or have not applied. *Application to be considered – Recommended to be declined
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JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
Twilight Hawkers Market <i>(Every Friday- October 2022 – March 2023)</i>			Hills Billy Carts - Perth Race <i>(15 – 16 April)</i>	Legacy Centenary Torch Relay - Community Day 2023 <i>(6 May)</i>	Memory Walk and Jog 2023 <i>(11 June)</i>
City of Light Shows <i>(26 January, 18 & 19 February)</i>		LiveLighter Multicultural Festival & Food Bazaar <i>(11 March)</i>	Spare Parts Puppet Theatre- Puppets in the City <i>(19 April)</i>	*Perth Garden and Outdoor Living Festival <i>(11 – 14 May)</i>	*Strange Festival <i>(16 - 25 June)</i>
Lunar New Year <i>(21 January – 5 February)</i>		Golden Oldies Sports & Events 2023 <i>(18 – 24 March)</i>	Eid Festival 2023 <i>(22 April)</i>	HBF Run for a Reason <i>(21 May)</i>	
Birak Concert <i>(26 January)</i>	St Jerome’s Laneway Festival <i>(12 February)</i>	Japan Festival Matsuri 2022 <i>(25 March)</i>	ANZAC Day Parade <i>(25 April)</i>		
Rooftop Movies <i>(October 2022 – May 2023)</i>					
FRINGE WORLD Festival <i>(20 January – 19 February)</i>		City Wine (24 – 25 March)			
Perth Leisure Lifestyle Show <i>(6 – 8 January)</i>	Opera at the WACA <i>(24 – 25 February)</i>	Perth Festival - Contemporary Music Event <i>(3 - 12 March)</i>			
Perth Chinese New Year Fair <i>(29 January)</i>	Perth Festival <i>(10 February – 5 March)</i>				
Jurassic World by Brickman <i>24 September – 5 February)</i>		*Buddha Birthday <i>(11 - 12 March)</i>			
Summer Jam <i>(14 – 15 January)</i>		*West Coast Fever <i>(1 March – 1 August)</i>			

<p>*Schools Out Winter Festival <i>(1 – 16 July)</i></p>		<p>Holi- Festival of Colours 2023 <i>(19 March)</i></p>		
		<p>Something Nice <i>(19 March)</i></p>		
		<p>Perth’s Oodles of Noodles <i>(17 – 19 March)</i></p>		
		<p>Epilepsy WA 60th Anniversary <i>(26 March)</i></p>		
		<p>Macula Lighting Installation <i>(1 – 31 March)</i></p>		

JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
	*West Coast Fever <i>(1 March – 1 August)</i>	*City to Surf 2023 <i>(27 August)</i>	2023 AWESOME International Arts Festival <i>(18 - 30 September)</i>	Oktoberfest in the Gardens 2023 <i>(7 October)</i>	WA Music Month <i>(3 – 5 November)</i>
		*Targa West <i>(17 September)</i>			

13. Commercial Services Alliance Infrastructure and Operations Alliance Reports

13.1 Parking Fee Review

Responsible Officer	Steve Holden – General Manager Commercial Services
Voting Requirements	Absolute Majority
Attachments	Attachment 13.1A – Parking Fee Increase Schedule ↓ 

Purpose

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

Recommendation

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

Background

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

Discussion

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

Consultation

Nil.

Decision Implications

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

Strategic, Legislative and Policy Implications

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

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

Financial Implications

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

Further Information

15. Questions and responses forming part of the Agenda Briefing Session held 15 November 2022 are as follows:

	Question	Response
1.	Overall, what's the total forecast revenue generated by our parking business for this FY?	Total budgeted revenue is \$72,942,792 (including infringements of approx. \$7M).
2.	what is our overall forecasted costs of the parking unit for this FY?	Budgeted expenditure is \$61,984,516.
3.	Looking at revenue and costs, what's the expected profit of the unit for this FY?	Net operating surplus is \$10,958,275.
4.	Discussion point 9 states on page 38 states: "The proposed increases to parking fees effective 16 January 2023 (refer to Attachment 13.1A) are balanced and necessary to offset the continuing free night parking subsidy and rising costs." Isn't this a move to pay for the \$2.5m of the night time free parking campaign? Rising costs aren't addressed in this proposal.	Night time parking was budgeted at \$2.1M and the increase in parking fees is projected to generate an additional \$2.5M. Therefore the additional revenue offsets the subsidised free night time parking with a further \$400k to partially addresses the rising costs.
5.	Financial implications on page 39 states: "Financial implications of the recommendation are expected to provide additional revenue of approximately \$2.5M to offset the anticipated revenue forfeiture resulting from continuing the free night-time parking initiative \$2.5M." The administration is proposing to increase parking costs to offset the free night and weekend parking campaigns that the majority of EMs wanted to continue – is that correct? If so, it's not to combat rising costs, as it states in point 9.	The second reference to \$2.5M should be removed and as advised above, the proposed increase in fees offsets the subsidy for free night time parking of \$2.1M with additional revenue of approximately \$400k to partially address rising costs. There is approximately an additional \$4.6M of subsidy across the other forms of free parking initiatives.
6.	Instead of making parking more expensive in the City, which is a rusted on reputational negative we combat as a destination, has the administration looked at what costs can be reduced first?	A majority of the costs associated with the parking services unit are non-controllable however we are working at reducing controllable costs through operational efficiencies and adoption of technology.
7.	Where is the administration at with technology upgrades for parking to reduce the need for so many overheads to maintain out of date infrastructure?	We are progressing equipment and infrastructure upgrades in addition to the adoption of new technology.
8.	What work has the administration done to identify car parks which are not making us	Some car parks are categorised as a strategic holding as they continue to generate a holding income whilst

	Question	Response
	<p>profit (but still incur expenses) so they can be sold to an operator with lower overheads? Every single cost we have gets calculated down into each parking asset - we should be looking now at what we can offload - but our property review seems to have stalled in this area and instead we are relying solely on making parking more expensive.</p>	<p>they are reviewed and assessed as part of the ongoing work plan for the Properties unit.</p>
9.	<p>Follow up of question 3 on net operating surplus.</p> <p>Is it fair to say take away \$7M which is the true operating surplus of the business taking away the infringements?</p>	<p><i>Response to be provided prior to the OCM.</i></p>
10.	<p>The answer to question 5 am I right in saying that the cost of our free parking initiatives in whatever form they are throughout the week, is it 4.6M plus 2.1M?</p>	<p>Correct.</p>
11.	<p>How much money have you spent on marketing these offers over the financial year to date?</p>	<p>The parking offers have been included in the Find Your Scene campaign messaging around events, particularly in print advertising. This has been funded through the marketing campaign budget. There has been no paid marketing for a parking specific campaign this financial year.</p>
12.	<p>A lot of our marketing seems to be on the City's social media. Is there a cost allocated for that?</p>	<p>The marketing assets for CPP that you see on City of Perth channels are done in-house so there is no cost associated with it apart from staffing costs.</p>
13.	<p>There was a comment around how parking keeps our rates low, do we have modelling that showed us how low?</p>	<p>This is clearly demonstrated via the Rate Setting Statement in the annual budget, annual financials and LTFP. Each of these is derived from sophisticated financial modelling following a statutory process.</p> <p>Without the surplus generated from the parking business, Council would not be able to finance the current level of services, programs and capital works because there would be a shortfall of around \$12M in the funding model.</p> <p>With all other things staying equal (but removing parking operations), the Rate Setting Statement would indicate that an additional \$12M would have to be raised from rates.</p> <p>The \$12M figure is derived by taking the annual revenue from the parking business less the operating expenses and then adding back the non-cash depreciation expense on parking equipment (not the</p>

	Question	Response
		<p>land and buildings as they are associated with the commercial property business.</p> <p>Given that the City's rate yield is approximately \$100M, this infers that rates effectively are being subsidised by around 12% by the surplus derived by parking operations.</p> <p>The actual figure for the parking business for 2021/22 was \$14.2M which infers a subsidy in excess of 14%.</p>
14.	Have we had modelling on that or is that your assessment?	That is the assessment of the CFO based on the budgeted 22/23 figures from the City's financial records.
15.	Have we finished that body of work that we were originally starting to work out exactly what the cost of our parking businesses are and how that actually does if we striped all of that out how that does leave the City in terms of its ratepayers.	From City's perspective the rental on the car parks is eliminated by default because it's a revenue to the City and it's an expense to parking business. We think of them as separate for the purposes of competitive neutrality, but they are not separate legal entities or business entities. So therefore, the rental transactions eliminate each other out. So effectively the only additional thing that would be added back would be potentially some internal allocations that would have to add back but its not going to substantially change that ratio.
16.	How come the report doesn't reference that the car parks are at capacity in the City and the benefits of raising the prices to control that?	The report does make this reference in the last sentence of point 8 in the report. As the majority of our off street car parks are deemed to be at capacity during week days, pricing will ultimately have an impact on bay turnover and the ability for a customer to be able to find a bay.
17.	If there are elected members considering not supporting the Officers recommendation can we have some commentary regarding the impact of that particular in the light of the capacity of our car parks and what the detrimental effect would be of maintaining the current prices?	<i>Response to be provided prior to the OCM.</i>
18.	Did we ever do a survey of who knows about the free night-time parking?	No.
19.	Did we analyse the impact of the free night-time parking, what was the attendance pre and post Covid free parking?	<i>Response to be provided prior to the OCM.</i>

	Question	Response
20.	We don't know that the people that came wouldn't of came if it hadn't of been free parking?	Correct.
21.	At an EMES a while ago with a communications team member where they were putting some ads out to market around our parking and they were trying to get either 5%, 10% or 15% of respondents to not have the opinion that it's too expensive to park in the City. Can we see that before the Ordinary meeting and any updated research the admin has on our reputation as a destination?	<i>Response to be provided prior to the OCM.</i>
22.	<p>Officer comment: "Car parking revenue enables for investment in infrastructure, services, event activation and to reduce increases to Rates."</p> <p>Do we have some data to support this comment... for example if we didn't have a parking business what would be the percentage uplift in rates? To put it another way what percentage of rates are offset/reduced because of the car parking business?</p>	<p>This is clearly demonstrated via the Rate Setting Statement in the annual budget, annual financials and LTFFP. Each of these is derived from sophisticated financial modelling following a statutory process.</p> <p>Without the surplus generated from the parking business, Council would not be able to finance the current level of services, programs and capital works because there would be a shortfall of around \$12M in the funding model.</p> <p>With all other things staying equal (but removing parking operations), the Rate Setting Statement would indicate that an additional \$12M would have to be raised from rates.</p> <p>The \$12M figure is derived by taking the annual revenue from the parking business less the operating expenses and then adding back the non-cash depreciation expense on parking equipment (not the land and buildings as they are associated with the commercial property business).</p> <p>Given that the City's rate yield is approximately \$100M, this infers that rates effectively are being subsidised by around 12% by the surplus derived by parking operations.</p> <p>The actual figure for the parking business for 2021/22 was \$14.2M which infers a subsidy in excess of 14%.</p>

Boom Gated Carpark Proposed Fees

	Boom Gated	Current Rate	Proposed Rate
Hourly Rates	Citiplace	\$5.00	\$5.50
	Concert Hall	\$4.00	\$4.50
	Convention Centre	\$6.00	\$6.50
	Council House	\$5.00	\$5.50
	Cultural Centre	\$4.00	\$4.50
	Elder Street	\$5.00	\$5.50
	Goderich Street	\$4.00	\$4.50
	His Majesty's	\$4.50	\$5.00
	Mayfair Street	\$3.50	\$4.00
	Pier Street	\$4.00	\$4.50
	Regal Place	\$3.50	\$4.00
	Roe Street	\$4.50	\$5.00
	State Library	\$4.00	\$4.50
	Terrace Road	\$4.00	\$4.50

	Boom Gated	Current Rate	Proposed Rate
Day Rates	Citiplace	\$20.00	\$21.00
	Concert Hall	\$16.00	\$17.00
	Convention Centre	\$23.00	\$24.00
	Council House	N/A	N/A
	Cultural Centre	\$16.00	\$17.00
	Elder Street	\$17.00	\$18.00
	Goderich Street	\$15.00	\$16.00
	His Majesty's	\$21.00	\$22.00
	Mayfair Street	\$15.00	\$16.00
	Pier Street	\$16.00	\$17.00
	Regal Place	\$13.00	\$14.00
	Roe Street	\$16.00	\$17.00
	State Library	\$16.00	\$17.00
	Terrace Road	\$16.00	\$17.00

Open Air Carpark Proposed Fees

	Pay & Display	Current Rate	Proposed Rate
Hourly Rates	Aberdeen Street	\$4.00	\$4.50
	Coolgardie Street	\$3.50	\$4.00
	Fire Station	\$3.50	\$4.00
	Hay Street East	\$3.50	\$4.00
	James Street	\$4.00	\$4.50
	JH Abrahams Reserve	\$2.00	\$2.50
	John Oldham	\$4.00	\$4.50
	Mardalup Park	\$3.00	\$3.50
	Mounts Bay Road	\$4.00	\$4.50
	Newcastle Street	\$3.50	\$4.00
	Plain Street	\$4.00	\$4.50
	Point Fraser	\$2.50	\$3.00
	Queens Gardens	\$4.00	\$4.50
	Royal Street	\$3.50	\$4.00
	Saunders Street	\$3.50	\$4.00
	Victoria Garden	\$3.50	\$4.00
Wellington Street	\$3.50	\$4.00	


	Pay & Display	Current Rate	Proposed Rate
Day Rates	Aberdeen Street	\$11.00	\$13.00
	Coolgardie Street	\$11.00	\$13.00
	Fire Station	N/A	N/A
	Hay Street East	\$11.00	\$13.00
	James Street	\$11.00	\$13.00
	JH Abrahams Reserve	\$11.00	\$13.00
	John Oldham	\$11.00	\$13.00
	Mardalup Park	\$11.00	\$13.00
	Mounts Bay Road	\$11.00	\$13.00
	Newcastle Street	\$11.00	\$13.00
	Plain Street	\$11.00	\$13.00
	Point Fraser	\$11.00	\$13.00
	Queens Gardens	\$11.00	\$13.00
	Royal Street	\$11.00	\$13.00
	Saunders Street	\$11.00	\$13.00
	Victoria Garden	N/A	N/A
Wellington Street	\$11.00	\$13.00	

On-street Proposed

	Onstreet	Current Rate	Proposed Rate
Hourly Rates	On Street Parking Central Perth	\$5.00	\$6.00
	On Street Parking Claisebrook	\$4.00	\$4.50
	On Street Parking East Perth	\$4.00	\$4.50
	On Street Parking Northbridge	\$4.20	\$5.00
	On Street Parking West Perth	\$4.10	\$4.50
	Nedlands-Crawley	\$2.00	\$2.50

	Onstreet	Current Rate	Proposed Rate
Day Rates	On Street Parking Central Perth	N/A	N/A
	On Street Parking Claisebrook	N/A	N/A
	On Street Parking East Perth	N/A	N/A
	On Street Parking Northbridge	N/A	N/A
	On Street Parking West Perth	N/A	N/A
	Nedlands-Crawley	\$13.50	\$14.00

13.2 Budget Adjustments 2022/23

Responsible Officer	Allan Mason – General Manager Infrastructure and Operations
Voting Requirements	Absolute Majority
Attachments	Attachment 13.2A – Budget Adjustments 2022/23 ↓ 

Purpose

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

Recommendation

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

Background

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

Discussion

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

Consultation

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

Decision Implications

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

Strategic, Legislative and Policy Implications

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

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

Financial Implications

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

Further Information

10. Questions and responses forming part of the Agenda Briefing Session held 15 November 2022 are as follows:

	Question	Response
1.	<p>10423: Park Avenue Crawley – Lighting project – initial budget \$777,802 – proposed to reduce by \$510,000 under the explanation “project rescope to fund other lighting projects.”</p> <p>Page 97 of the Financial Activity Statement states this project is delayed due to inadequate tender responses and retendering process to be undertaken – but this explanation is different, why?</p>	<p>This project was tendered together with the West Perth Hay Street and Queen Gardens lighting upgrade works. Two tenders were received, one which was non-compliant and the other which did not demonstrate value for money and thus deemed inadequate. On that basis the three projects have been retendered as separate packages of work with Park Avenue Crawley project descope to exclude upgrades to Western Power infrastructure running on the Kings Park frontage of Park Avenue.</p>
2.	<p>What was inadequate in the tender responses?</p>	<p>See above response.</p>
3.	<p>When you retender, are you lowering it to match this \$267k total as above? What can we realistically deliver for ratepayers here for this amount?</p>	<p>It is anticipated by splitting the works into separate packages, that at least upgrade to existing lighting infrastructure can be achieved.</p>
4.	<p>10459: Stirling Gardens. Initial amount was \$178,350. You’re asking for an additional \$230k because you need to retender based on revised cost estimate and scope change.</p> <p>More detail please. That’s 130% cost increase. What’s the new scope? What costs have gone up by this much?</p>	<p>This project involves the resurfacing and replacement of footpaths throughout the gardens. On advice from the City’s arborist, tree root bridges (to avoid further damaging roots systems) and maintaining tree health of heritage listed trees, is now required. This additional work was not contemplated at the time budgets were set. The tree root bridges together with escalation in materials and labour are attributable to the increase in construction cost.</p>
5.	<p>10685: \$100,000 more – “additional scope required to meet compliance requirements for State Library carpark fire panel and detectors”</p> <p>The initial project estimate was \$100,000. So this is a 100% increase. Is this additional scope, or is this incorrect estimating?</p>	<p>Original scope was to install a new fire panel with some minor adjustments to detectors. Through the detailed design process it was found that the existing detector installation was not compliant to the current standard. In order to replace the fire panel, the whole system must be made compliant to the current standard.</p>
6.	<p>Who undertook the estimating for this project?</p>	<p>The initial estimates were undertaken by the City’s fire services contractor.</p>
7.	<p>What is this project – entirely new fire panel and detectors or…?</p>	<p>See above response.</p>

	Question	Response
8.	<p>10392: Initial project size \$120,700 – asking for \$200,000 more. The project’s now going to cost 165% of the original estimate.</p> <p>Listed reasons as compliance and market conditions – more commentary on the compliance issue please.</p>	<p>The project budget was based on a like for like refurbishment without allowance for universal access facilities and dealing with some of the antisocial behaviour and vandalism that occurs at this facility. Through the design process it became apparent that an area of the building that was previously used for storage needed to be repurposed to fit the required universal access facilities.</p>
9.	<p>Is this an estimating error at the beginning? Who undertook the estimating?</p>	<p>See above response.</p>
10.	<p>In the Financial Activity Statement on page 97 it states this project is delayed due to staff resource issues and that recruitment is currently under way – are we sure this is achievable in this FY? If not, let’s carry forward and use these funds for something that is achievable.</p>	<p>The construction tender has been advertised and closes end of November. Subject to tender submissions, construction is planned to begin in February and should last 2/3 months.</p>
11.	<p>10680: \$200k - Project deferred to future years to allow planning to align with bus infrastructure.</p> <p>Why did we allocate funding in the budget to build a project that was evidently not properly planned?</p>	<p>The recently announced closure of the Armadale Rail Line will result in a significant increase in the use of bus infrastructure running through and along Wellington Street. This project is being deferred to avoid impacting critical train replacement bus operations.</p>
12.	<p>14154: When are we expecting confirmation from DOT on the shared path extra funding requirements? Have we done everything we need to do to request this? It’s a \$200k liability to ratepayers if they say no.</p>	<p>The City has formally requested the extra funding, which has been acknowledged by DOT in writing. Due to the nature of the contract being a design and construct contract, the final funding agreement for construction will be executed following the completion of the design stage of the project to match the final construction cost.</p>
13.	<p>The costs related to car park toilets/fire panels etc, are they all attributed to that individual car park, or Allan’s budget for Buildings/Compliance works?</p>	<p>The allocations are for asset renewals which are costed to the Infrastructure and Operations Alliance.</p>
14.	<p>Officer comment: “Council adopted the 2022/23 budget which included approximately 150 infrastructure projects to the value of approximately \$48 million.”</p> <p>With the adjustment what will be the <u>exact</u> 2022/23 budget?</p>	<p><i>Response to be provided prior to the OCM.</i></p>
15.	<p><u>Exactly</u> how many infrastructure projects are there in the capital program?</p>	<p><i>Response to be provided prior to the OCM.</i></p>

	Question	Response
16.	Why is this item being brought to Council given the overall % adjustment is so minor? Is it because the individually listed projects are varying wildly to what has been budgeted?	Policy 2.6 Budget Variations allows the CEO or GMs to make minor adjustments between line items but only up to \$50K. The adjustments that are referenced in this report exceed that limit.

Infrastructure and Assets Service Unit - Additional funding / Budget Transfer

Project ID	Project Description	Annual Budget (2022/2023)	Additional Funding/ (Savings)	Reason For Variance
14424	Renewal - Stormwater - Various - pit covers	132,000	(13,000)	Project complete.
10423	Renewal - Electrical Lighting - Crawley Park Avenue	777,802	(510,000)	Project rescope to fund other lighting projects.
10425	Renewal - Electrical Lighting - Hay St (West Perth)	770,000	315,000	Project to be retendered. Budget increased to align with current market conditions.
10459	Renewal - Path - Stirling Gardens (Council House)	178,350	230,000	Retendering based on revised cost estimate and scope change.
10685	Renewal - Buildings - Compliance Works	100,000	100,000	Additional scope required to meet compliance requirements for State Library carpark fire panel and detectors.
10392	Renewal - Buildings - Toilet Roe St Car Park	120,700	200,000	Budget increased to meet compliance obligations and align with current market conditions.
10644	Upgrade - Stormwater - Spring St	60,000	(5,000)	Small saving through design.
10653	Renewal - Roads - Fitzgerald St - James St to John St	83,493	(15,000)	Project complete.
10654	Renewal - Path and Kerb - Horatio St	85,931	(30,000)	Project complete.
10666	Renewal - Kerb - Colin Gr Replacement	113,111	(50,000)	Project savings.
10670	Renewal - Kerb - Bronte St Replacement	142,806	(59,000)	Project savings.
10686	Renewal - Kerb - Ventnor Ave	307,286	(125,000)	Project savings.
12178	Mall Safety - Fixed Bollards	808,576	(60,000)	Project savings.
14154	Winthrop Avenue/Thomas Street Shared Path	1,800,000	400,000	Increased budget required based on tender submission. 50% funded by Department of Transport.
10695	Maintenance - Riverwalls	100,215	105,000	Successful grant application.
10641	Renewal - Path and Kerb - Cross Over Program - Pier St & Mye	36,000	(36,000)	Project deferred to future years - funds to be reprioritised.
10658	Renewal - Roads - Wellington St - Lord St Intersection	95,000	(95,000)	Project deferred to future years - funds to be reprioritised.
10673	Renewal - Roads - Mountain Tce	145,000	(145,000)	Project deferred to future years - funds to be reprioritised.
10680	Renewal - Roads - Wellington St Median	200,000	(200,000)	Project deferred to future years to allow planning to align with bus infrastructure - funds to be reprioritised.
10457	Renewal - Path - Mounts Bay Rd (Narrows Bridge to Brewery)	461,478	325,000	MRWA requirements have lead to a significant variation in management of traffic.
Total			332,000	







External Funding

10695	Renewal - Claisebrook Riverwall (DBCA Funding)		(105,000)	
14154	Winthrop Avenue/Thomas Street Shared Path (Department of Transport hasn't officially confirmed the funding but expects to finance 50% of additional cost)		(200,000)	
Net Additional Cost to The City			27,000	

	Additional Funding Required
	Savings/Deferred projects

14. Corporate Services Reports

14.1 Monthly Financial Statements - September 2022

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

Purpose

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

Recommendation

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

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

Background

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

Understanding the Financials

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

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

Discussion

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

Table 1:

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

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

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

Table 2:

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

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

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

Consultation

Nil.

Decision Implications

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

Strategic, Legislative and Policy Implications

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

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

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

Financial Implications

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

Further Information

36. Questions and responses forming part of the Agenda Briefing Session held 15 November 2022 are as follows:

	Question	Response
1.	<p>Page 55: parking – \$654k better off through fees against expected income in the budget at this time of the year.</p> <p>“However, the previously unbudgeted free night-time parking initiative is expected to begin to offset the favourable variance.”</p> <p>We are a few months into the FY, the nighttime parking initiative is in force and advertised for the entire FY, so why hasn’t the City budgeted for it or at the least, tracked this so we can see exactly what it is costing us each month in these reports?</p>	<p>The decision to continue the free night-time parking initiative was not made at the time of preparing the 2022/23. The intention was that the budget would be amended (as appropriate) in the mid-year budget review informed by 6 months of real data.</p> <p>Information on the cost of any targeted parking initiatives can be requested from the Parking Services team at any time but is not a typical inclusion in the Financial Activity Statement which has a different purpose.</p>
2.	<p>Page 58: parking levy – \$397k favourable position</p> <p>“A parking bay variation has been approved by Department of Transport until October for 1,500 on-street bays due to reduced patronage.”</p> <p>Are these bays scattered across the city, or is there a specific area we can tell there is low patronage?</p>	<p>The negotiated reduction in parking bay levy is not attributed to specifically identified bays. It was an agreed (but arbitrary) reduction to reflect the lower occupancy rates across the city in parking activities post Covid.</p>
3.	<p>How many on-street bays do we have across the city in total?</p>	<p>6,679 total on street bays (including ACROD and motorcycle bays) of which 5,134 bays are subject to the parking levy.</p>
4.	<p>Page 65: 2120% variance against Governance “other expenditure” incorrect processing</p> <p>More information please – \$5551 in parking fees – should this have been applied to a different business unit?</p>	<p>The parking expense relates to parking cards used by City officers (without designated parking bays) who are required, as part of their employment, to attend after hours EMES, ABS and Council Meetings.</p> <p>The internal expense entry associated with this was inadvertently processed twice at month end in September. This was identified during the Finance management review and was reversed out, but the correction was processed in October as the September accounting period was already closed off.</p>
5.	<p>Page 65: Another \$4154 in WACA legal fees spent during this reporting period</p> <p>What is the total legal bill now for this project?</p>	<p>\$36,406.48</p>

	Question	Response
6.	<p>Page 91: Lower fuel rebate received than was estimated.</p> <p>More detail please – is this because we had fewer assets/lower consumption meaning less money spent on fuel, and less received in the rebate?</p>	<p>Yes – the rebate is directly related to the volume of fuel consumed. Less usage leads to a lesser rebate.</p>
7.	<p>General question across this report as it has come up across multiple business units</p> <ul style="list-style-type: none"> ○ How many vacancies are there in each Alliance? ○ How much have we spent in this reporting period on labour hire/agency staff? 	<p>Current roles vacant (compared to establishment) within the City are:</p> <ul style="list-style-type: none"> ● Commercial Services Alliance – 12 vacancies ● Community Development Alliance – 24.2 vacancies ● Corporate Services Alliance – 4.6 vacancies ● Infrastructure and Operations Alliance – 21.4 vacancies ● Planning and Economic Development Alliance – 13.5 vacancies ● CEO Alliance – 7 vacancies <ul style="list-style-type: none"> ○ 3 New Governance/ Policy Roles and support succession Planning and Building capability in supporting Council. <p>The City has spent 1.1M since July 2022 on Agency Staff with the primary areas being waste management, street cleaning, surveillance, infrastructure maintenance and off-street parking. A tight labour market has created workforce challenges which are being experienced across the State.</p>
8.	<p>Page 100 – 23432 – Accounting treatment for Point Fraser Café lease capitalisation \$590,870</p> <p>Can you explain this further please?</p>	<p>This 21-year lease from the State has existed since 2011. For the first 10 years, the lease rental was a peppercorn lease. From year 11 on, the peppercorn rental lapses and the lease moves to commercial terms. The current year is year 11, hence the need to recognise the lease expense of \$590,870 this year (this is the changed accounting treatment).</p>
9.	<p>Take out the three events that you just mentioned which contributed largely to the \$654,000, what would we be looking at?</p>	<p><i>Response to be provided prior to the OCM.</i></p>

	Question	Response
10.	How many heritage concessions have been processed to date?	191 applications have been approved to date totalling \$160,315. Another 78 applications have either expired or have been suspended due to non-compliance, and 3 applications are being processed.
11.	What was last year's heritage concession budget?	The City issued a total of \$197,477 in Heritage Rates Concessions for the previous 21/22 Financial Year.
12.	What accounting treatment is used for marketing campaign spend? Do you impair or expense campaigns such as "What's your scene"?	The accounting standards that apply to our local government financial reporting require us to expense the marketing spend in the year that it is incurred. We are not able to capitalise a campaign spend and amortise it over a longer term.
13.	Page 53 - Loss on Asset disposal - can you explain more about this? Not sure I understand what Note 24 means?	<p>During the construction or renewal of infrastructure such as roads, paths, kerbs etc, some existing infrastructure materials are scrapped and disposed of. If they still have book value in the City's asset register, the remaining value is required to be written off.</p> <p>Typically, this occurs later in the year, so the budget for this write off is phased later in the year. This has resulted in a timing difference.</p>
14.	Page 66 - City of Light Brand rollout \$280k - Is this for "What's my Scene?" When you say brand rollout do you mean the entire City of Light logo, brand assets etc or are you only talking about the summer campaign?	The \$280k was for creative assets for the Find My Scene in the City of Lights campaign including TVC, lift out, radio ads, print ads, digital assets, banners etc.



City of Perth Financial Activity Statement - Nature and Type

Sep - 2022

Attachment A

Detail	Note	Revised Annual Budget	YTD Budget	YTD Actual	YTD Budget Variance \$	YTD Budget Variance %	Budget Impact
Revenue from Operating Activities							
Operating Grants	1	1,345,570	419,068	342,953	(76,115)	(18.2%)	✗
Contributions and Donations	2	1,449,300	102,050	99,791	(2,258)	(2.2%)	✗
Fees and Charges - Waste	3	10,183,504	9,619,987	9,482,305	(137,682)	(1.4%)	✗
Fees and Charges - Community Services	4	3,129,055	1,078,020	1,029,782	(48,238)	(4.5%)	✗
Rental and Hire Revenue	5	4,194,600	968,552	915,473	(53,079)	(5.5%)	✗
Parking Fees	6	65,911,924	16,514,764	17,168,275	653,511	4.0%	✓
Fines and Costs	7	6,866,743	1,838,815	1,801,182	(37,633)	(2.0%)	✗
Interest Earned	8	3,153,172	1,087,235	1,333,088	245,853	22.6%	✓
Profit on Disposal of Assets*	9	384,293	0	43,876	43,876	100.0%	✓
Distribution from Investments*	10	325,000	81,250	32,283	(48,967)	(60.3%)	✗
Other Revenue	11	946,670	231,654	290,748	59,094	25.5%	✓
Recoverable works	39	0	0	0	0	0.0%	!
Subtotal		97,889,831	31,941,395	32,539,757	598,363	1.9%	✓
Expenses							
Employee Costs	12	(76,230,221)	(19,294,374)	(18,194,369)	1,100,005	5.7%	✓
Advertising	13	(713,888)	(149,938)	(97,999)	51,939	34.6%	✓
Contractors and Consultants	14	(32,461,414)	(6,117,486)	(5,520,328)	597,158	9.8%	✓
Insurance	15	(1,417,862)	(353,465)	(355,623)	(2,157)	(0.6%)	✗
Waste Tipping Charges	16	(3,467,769)	(848,458)	(600,086)	248,372	29.3%	✓
Other Charges	17	(4,485,844)	(1,124,772)	(1,059,181)	65,591	5.8%	✓
Materials	18	(3,216,525)	(787,059)	(772,211)	14,848	1.9%	✓
IT Support and Maintenance	19	(5,150,576)	(1,138,018)	(1,052,586)	85,432	7.5%	✓
Plant and Fleet Costs	20	(688,093)	(171,216)	(192,595)	(21,380)	(12.5%)	✗
Utilities	21	(3,544,518)	(910,972)	(907,558)	3,414	0.4%	✓
Depreciation*	22	(37,493,726)	(9,843,207)	(9,662,852)	180,355	1.8%	✓
Interest Expenses	23	(112,302)	(30,687)	(31,079)	(391)	(1.3%)	✗
Loss on Asset Disposal*	24	(1,996,630)	(441,544)	(530,001)	(88,457)	(20.0%)	✗
Change in valuation of Disposal*	25	0	0	0	0	0.0%	!
Work in Progress not Capitalised*	26	0	0	(11,778)	(11,778)	(100.0%)	✗
Parking Bay Levy	27	(17,760,732)	(4,433,399)	(4,036,065)	397,334	9.0%	✓
Other Expenses	28	(31,736,495)	(2,048,278)	(2,072,080)	(23,802)	(1.2%)	✗
Recoverable works	39	0	0	(91,005)	(91,005)	0.0%	!
Subtotal		(220,476,595)	(47,692,874)	(45,187,396)	2,505,478	5.3%	✓
Total - Operating Activities		(122,586,764)	(15,751,479)	(12,647,639)	3,103,841	19.7%	✓
Add Back Non Cash Items*		39,106,063	10,284,751	10,203,782	(80,969)	(0.8%)	✗
Net Surplus / (Deficit) from Operations		(83,480,701)	(5,466,729)	(2,443,857)	3,022,872	55.3%	✓
Investing Activities							
Non Operating Grants	29a	15,292,092	0	165,558	165,558	100.0%	✓
Initial recognition/Contributed Assets	29b	0	0	435,622	435,622	100.0%	✓
Purchase of Property, Plant & Equipment	30	(18,052,280)	(1,593,829)	(1,909,753)	(315,924)	(19.8%)	✗
Construction of Infrastructure	30	(43,210,040)	(4,399,144)	(5,606,763)	(1,207,619)	(27.5%)	✗
Proceeds from Sale of Plant & Equipment	31	996,471	0	0	0	0.0%	!
Sub Total - Investing Activities		(44,973,757)	(5,992,973)	(6,915,336)	(922,364)	(15.4%)	✗
Financing Activities							
New Loan Proceeds	32	0	0	0	0	0.0%	!
Repayment of Borrowings	33	(705,434)	(705,434)	(705,434)	0	0.0%	!
Lease Principal Payments	34	0	0	0	0	0.0%	!
Transfers to Reserves	35	(29,218,331)	(14,846,091)	(14,931,976)	(85,884)	(0.6%)	✗
Transfers from Reserves	36	44,243,301	24,343,301	24,343,301	0	0.0%	!
Sub Total - Financing Activities		14,319,536	8,791,776	8,705,892	(85,884)	(1.0%)	✗
Budget Deficiency before Rates		(114,134,922)	(2,667,926)	(653,302)	2,014,624	75.5%	✓
Opening Position at 1 July	37	18,811,084	18,811,084	18,811,084	0	0.0%	!
Amount Raised from Rates	38	99,401,428	99,278,668	100,371,066	1,092,397	1.1%	✓
Closing Position Surplus (Deficit)		4,077,590	115,421,827	118,528,848	3,107,021	2.7%	✓
Legend							
Favourable impact on Budget Surplus	✓	Unfavourable impact on Budget Surplus			✗		



Notes to Financial Activity Statement - September 2022 Attachment A

The Note reference and descriptor in each summary box below link back to the relevant line item on the Financial Activity Statement. The variance is then expressed as both a dollar value and a percentage. Letter F or U refers to the impact of the variance on the budget surplus (favourable / unfavourable).

Notes to Accompany FAS - Operating Revenues

Comments on the 1.9% favourable variances in Operating Revenues are provided below.

Note 1	Operating Grants	Variance \$	Variance %	Type
▼	Decrease Actual Surplus	(\$76K)	(18.2%)	U

The variance is related to the timing of the federal grant for local roads and the local government assistance grant which was impacted by the pre-payment by the Grant Commission before June 30.

Note 2	Contributions & Donations	Variance \$	Variance %	Type
▼	Decrease Actual Surplus	(\$2K)	(2.2%)	U

The contributions and donations are in line with the budget.

Note 3	Fees & Charges - Waste	Variance \$	Variance %	Type
▼	Decrease Actual Surplus	(\$138K)	(1.4%)	U

Fees & Charges for Waste are close to budget expectations.

Note 4	Fees & Charges - Community Services	Variance \$	Variance %	Type
▼	Decrease Actual Surplus	(\$48K)	(4.5%)	U

This variance reflects the composite impact of progressively lower childcare fees due to the facility closure (\$99K), lower than anticipated building approvals fees due to the value of approvals (\$54K), partially offset by higher than budgeted fees for development assessment (\$38K), revenue services (\$37K) and event approvals (\$21K).

Note 5	Rental & Hire Revenue	Variance \$	Variance %	Type
▼	Decrease Actual Surplus	(\$53K)	(5.5%)	U

The variance is mostly related to a lease correction based on revised market value, at Roe St car park shop.

Note 6	Parking Fees	Variance \$	Variance %	Type
▲	Increase Actual Surplus	\$654K	4.0%	F

Parking fees for Convention Centre are well above estimates due to events such as the Van Gogh exhibition, Comicon, Telethon Bingo (\$343K). In addition to this compliance bay parking reservations and work zones (\$279K) are above set budgets. However, the previously unbudgeted free night-time parking initiative is expected to begin to offset the favourable variance.

Note 7	Fines & Costs	Variance \$	Variance %	Type
▼	Decrease Actual Surplus	(\$38K)	(2.0%)	U

The fines and costs are in line with the budget.

Note 8	Interest Earned	Variance \$	Variance %	Type
▲	Increase Actual Surplus	\$246K	22.6%	F

Interest earned on investments is higher due to the recent series of interest rate rises by the Reserve Bank. The anticipated impact for the rest of the year is the subject of the Special Budget Review report in this agenda.

Note 9	Profit on Disposal of Assets (Non-Cash)	Variance \$	Variance %	Type
Nil	No direct cash impact on Actual Surplus	\$44K	100%	-

Minor plant and fleet disposals have taken place.

Note 10	Distribution from Investments	Variance \$	Variance %	Type
▼	Decrease Actual Surplus	(\$49K)	(60.3%)	U

The distribution from investments reflects the required accounting treatment for the distributions from the City's Colonial First State Investment which is marked to the ASX share index. The performance of Colonial First State investment was strong in the first two months. However, the past month has seen a drop in the market and has subsequently resulted in lower than budgeted distributions. This partially offsets the better result on conventional investments.

Note 11	Other Revenue	Variance \$	Variance %	Type
▲	Increase Actual Surplus	\$59K	25.5%	F

The variance relates mainly to op shop and craft sales at the Community Centre, income from Landgate and library events as well as charged security for those events.

Notes to Accompany FAS - Operating Expenses

Comments on the 5.3% favourable variance in Operating Expenses are provided below.

Note 12	Employee Costs	Variance \$	Variance %	Type
▲	Increase Actual Surplus	\$1,100K	5.7%	F

The variance in employee expenses are a result of the timing of staff learning and development expenses (\$66K) and the remaining variance relates to vacant positions, timing of exit payments for former childcare staff.

Note 13	Advertising	Variance \$	Variance %	Type
▲	Increase Actual Surplus	\$52K	34.6%	F

The variance mainly relates to the timing of media expenses in marketing services as well as timing requirements for various promotions, displays and multimedia.

Note 14	Contractors & Consultants	Variance \$	Variance %	Type
▲	Increase Actual Surplus	\$597K	9.8%	F

The favourable variance in expenditure is mainly caused by timing of invoices to be paid pending receipt of goods and services. Further details by service are listed below:

- Waste Services – timing variance for Container Deposit scheme and night shift agency staff (\$191K);
- Parking Services – timing variance in consultancy (business case for obsolete ticket machines) and contractors (\$160K);
- City Planning – timing variance related to Local Planning Scheme 3 and UWA QEII Precinct Plan (\$148K);
- Economic Development – timing variance across Sector Development, Economic Research, Place & Activation and Technology Action Plan (\$88K);
- Facility Maintenance – timing variance across HVAC services, cleaning, lift and escalator variance and fire prevention (\$71K)

The above mentioned and other delays in delivery of services and invoicing are partially offset by early contractors' expenses for Christmas decorations inspection and repair works.

Note 15	Insurance	Variance \$	Variance %	Type
▼	Decrease Actual Surplus	(\$2K)	(0.6%)	U

Insurance expenses are in line with budget expectations.

Note 16	Waste Tipping Charges	Variance \$	Variance %	Type
▲	Increase Actual Surplus	\$248K	29.3%	F

Favourable variance due to lower than anticipated tipping fees. The budget was set conservatively during the exit from Mindarie Regional Council resource recovery centre. The financial impact of the new fees will be taken into consideration at budget review.

Note 17	Other Charges	Variance \$	Variance %	Type
▲	Increase Actual Surplus	\$66K	5.8%	F

Related to lower than anticipated parking fees (prosecution fees and cash collection fees) as well as the timing of invoices for subscriptions and memberships. These are partially offset by higher parking bank charges.

Note 18	Materials	Variance \$	Variance %	Type
▲	Increase Actual Surplus	\$15K	1.9%	F

Materials expenses are lower than budgeted mainly due to lower expenditure in assets not capitalised and signage.

Note 19	IT Support & Maintenance	Variance \$	Variance %	Type
⌚	Timing Difference	\$85K	7.5%	F

Timing of software maintenance invoicing for core systems used.

Note 20	Plant & Fleet Costs	Variance \$	Variance %	Type
▼	Decrease Actual Surplus	(\$21K)	(12.5%)	U

Mainly related to higher than anticipated fuel costs.

Note 21	Utilities	Variance \$	Variance %	Type
▲	Increase Actual Surplus	\$3K	0.4%	F

Utilities expenses are in line with the budget.

Note 22	Depreciation (Non-Cash)	Variance \$	Variance %	Type
Nil	No cash impact on Actual Surplus	\$180K	1.8%	F

Depreciation is broadly in line with the budget.

Note 23	Interest Expenses	Variance \$	Variance %	Type
▼	Increase Actual Surplus	(\$0K)	(1.3%)	U

Interest expenses are line with the budget.

Note 24	Loss on Asset Disposal (Non-Cash)	Variance \$	Variance %	Type
Nil	No cash impact on Actual Surplus	(\$89K)	(20%)	-

The loss on asset disposals variance is related to the timing of roads, landscaping, paths and kerbs components disposed during the construction of new and renewal projects.

Note 25	Loss on Revaluation of Asset (Non-Cash)	Variance \$	Variance %	Type
Nil	No cash impact on Actual Surplus	-	-	-

Note 26	Work in Progress not Capitalised	Variance \$	Variance %	Type
Nil	No cash impact on Actual Surplus	(\$12K)	(100%)	-

Note 27	Parking Levy	Variance \$	Variance %	Type
▲	Increase Actual Surplus	\$397K	9%	F

The parking levy expenses are currently below budget expectations. Each year, the City prepays (in July and August) approximately \$17.8M in levies in advance for the parking bays used to generate our anticipated parking revenues. The prepayment is then expensed month by month to the City's accounts. Where parking bays are temporarily out of action, the City can seek a refund for the levy prepaid.


A parking bay variation has been approved by Department of Transport until October for 1,500 on-street bays due to reduced patronage.

Note 28	Other Expenses	Variance \$	Variance %	Type
🕒	Timing Difference	(\$24K)	(1.2%)	U

This variance is mainly related to the timing of the Trustee for the Property Australia rates for the library and parking discounts allowed offset by lower bad debts provisions in parking services.


Notes to Accompany FAS - Investing Activities

Investing Activities include sources grants for capital projects, sale of assets, acquisition and construction of assets. Comments on the 15.4% overall unfavourable variance are made below.

Note 29a	Non-Operating Grants	Variance \$	Variance %	Type
	Timing Difference	\$166K	100%	-


Note 29b	Initial Recognition/Contributed Assets	Variance \$	Variance %	Type
Nil	No cash impact on Actual Surplus	(\$436K)	(100%)	-

The initial recognition of roads, and drainage assets does not form part of the budget. The reported figure is related to the reconciliation of Gross Pollutant Traps (GPTs) throughout the City to align to the maintenance contract. The GPTs were not in the asset system previously or had been inadvertently created as manholes.

Note 30	Purchase of Property Plant & Equipment	Variance \$	Variance %	Type
	Timing Difference	(\$316K)	(19.8%)	U

An unbudgeted amortisation of \$590K has been recognised for the lease of Point Fraser lot 306 Riverside Drive.

Refer to the separate Capital Projects Schedule (September 22) for details of all capital projects and commentary on material variances identified therein.

Note 30	Construction of Infrastructure	Variance \$	Variance %	Type
	Timing Difference	(\$772K)	(17.5%)	U

Refer to the separate Capital Projects Schedule (September 22) for details of all capital projects and commentary on material variances identified therein.

Note 31	Proceeds from Sale of Equipment	Variance \$	Variance %	Type
Nil	No cash impact on Actual Surplus	-	-	-

Notes to Accompany FAS - Financing Activities

Financing activities include borrowing, debt repayment and management of cash reserve funds. Currently these activities reflect a 1% unfavourable variance. Comments on the individual variances are detailed below.

Note 32	New Loan Proceeds	Variance \$	Variance %	Type
Nil		-	-	-

No borrowings were required for the 2022/23 budget.

Note 33	Repayment of Borrowings	Variance \$	Variance %	Type
Nil	No cash impact on Actual Surplus	-	-	-

The final repayments on the City's loan portfolio occurred in July.

Note 34	Lease Principal Repayments	Variance \$	Variance %	Type
Nil	No cash impact on Actual Surplus	-	-	-

Note 35	Transfer to Reserves	Variance \$	Variance %	Type
▼	Decrease Actual Surplus	(\$86K)	(0.6%)	U

Transfers to Reserves is higher due to higher received interest revenue. Interest earnings are distributed to reserves in proportion to the monthly balances.

Note 36	Transfers from Reserves	Variance \$	Variance %	Type
⌚	No impact on Actual Surplus	-	-	

Transfers from Reserves is in line with the budget.

Note 37	Opening Budget Position	Variance \$	Variance %	Type
Nil	Increase to Actual Surplus	-	-	-

To allow local governments to adopt their budgets before previous year accounting accruals are completed, they can conservatively estimate the final year-end balance (which becomes the opening position for the next year) The City's estimated opening position was \$18.8M for the purposes of adopting the budget.

Note 38	Amount raised from Rates	Variance \$	Variance %	Type
▲	Increase Actual Surplus	\$1,093K	1.1%	F

The amount raised from rates is higher than budget expectations due to new interim rates raised in September. It should be noted that concessions of around \$474K are yet to be applied. The rates yield will reduce once these are processed.

Note 39	Recoverable works	Variance \$	Variance %	Type
▼	Decrease Actual Surplus	(\$91K)	(100%)	U

The variance is a combination of the timing of works incurred and recovered. The variance mainly relates to expenses incurred for water damage to the lift at His Majesty's carpark.

Some insurance reimbursements can take place in the following financial year of the expenses being incurred.

14.2 Schedule of Accounts Paid - September 2022

Responsible Officer	Michael Kent – Chief Financial Officer
Voting Requirements	Simple Majority
Attachments	Attachment 14.2A – Schedule of Accounts Paid - September 2022 ↓ 

Purpose

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

Recommendation

That Council:

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

Total Accounts Paid	
Municipal Fund	\$37,140,958.49
Trust Fund	\$0
Total - All Funds	\$37,140,958.49

Background

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

Discussion

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

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

Consultation

Nil.

Decision Implications

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

Strategic, Legislative and Policy Implications

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

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

Financial Implications

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


Further Information

9. Questions and responses forming part of the Agenda Briefing Session held 15 November 2022 are as follows:

	Question	Response
1.	Page 113 of the ABS agenda – De Vine Cellars Inglewood – do we not have a business within the City of Perth who can supply these goods to us?	Purchase was made in line with the City’s purchasing policy. De Vine Cellars were the only suppliers who responded to the quote request.
2.	Page 118 of the ABS agenda – Research for Marketing and Communication \$4200 – a brief explanation of this please?	The Communications and Marketing team is finalising a communications and marketing strategy. This expenditure funded a resource to carry out consultation and research to inform the strategy.
3.	Page 118 of the ABS agenda – City of Gosnells Switch Your Thinking Membership Fee \$6600 – a brief explanation please?	The \$6600 covers the City’s annual subscription to the waste education program ‘Switch Your Thinking’(SYT) facilitated by the City of Gosnells and includes the provision of four community workshops run by SYT staff.
4.	Page 119 of the ABS agenda – PO extension for M P Rogers & Associates – what is this for and why the extension? – what rules do officers have under our policy in these instances? Was the policy correctly followed?	Provision of professional coastal engineering services on the East Perth Foreshore & lighting upgrade project. M P Rogers & Associates were engaged to develop the design for the project. The extension of work was to provide design support during construction.
5.	Page 121 of the ABS agenda – \$171.65 to Kingman signs – what does “superseded Uncertified Application” mean?	Refund of building application fee due to incorrect application type.
6.	Pages 124/125 of the ABS agenda – Confidential – Minter Ellison - \$14880 - what are these legal bills for? Confidential memo to EMs is fine please	These fees relate to two matters namely: 1) Cathedral Square Defects – CIBN previously provided 2) E-Scooters - CIBN previously provided
7.	Page 125 of the ABS agenda – Podiatry - \$7609 – Are we under contract to provide podiatry services? How much have ratepayers spent on podiatry services this year to date and what are we expected to spend?	Yes, we have a contract for provision of podiatry services. Fee structure is based on full recovery so there is no impost on ratepayers. Year to date fees have contributed \$15,300 and service expenditure has been \$13,000.
8.	Page 127 of the ABS agenda – Parchem Construction/Parchem Construction – what’s this for?	Drainage maintenance and repair steel joint.
9.	Page 131 of the ABS agenda - DDR Family Trust - \$32k – EQ Consultancy - 01.07.22 to 30.06.23 – what’s this for?	This relates to the work of the specialist consultant who is assisting the City with the normalisation of assets at Elizabeth Quay.

	Question	Response
10.	Page 143 of the ABS agenda – Perth Trails App - \$9,900 – hosting fees – is this a monthly fee? What is the take up? How many people have downloaded/regularly use the app?	Hosting and cloud services for the last 12 months: <ul style="list-style-type: none">• Google Play – 1,312 users as at 15 November 2022• App Store – 5,980 users as at 15 November 2022
11.	Page 145 of the ABS agenda – Farinosi & Sons – description the same – what’s this for?	Supply of minor general hardware items.
12.	Page 152 of the ABS agenda – Fulton Hogan, Fulton Hogan as the description – what’s this for?	Purchase of EZ Street Asphalt bags (pre-packaged asphalt repair materials).

14.3 Corporate Business Plan Quarterly Progress Report 1 and Amendment

Responsible Officer	Melissa Murphy – General Manager Corporate Services
Voting Requirements	Absolute Majority
Attachments	Attachment 14.3A – Corporate Business Plan 2022/23–2025/26 Quarterly Progress Report 1 ↓ 

Purpose

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

Recommendation

That Council:

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

Background

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

Discussion

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

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

Consultation

Nil.

Decision Implications

Nil.

Strategic, Legislative and Policy Implications

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

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

Financial Implications

Nil.

Further Information

7. Questions and responses forming part of the Agenda Briefing Session held 15 November 2022 are as follows:

	Question	Response
1.	<p>Discussion point 5 on page 177 states: “of the 74 deliverables for the 2022/23 financial year, four (5%) were delivered during the quarter:</p> <p>a. A06: Retail Core Refresh Murray Street Mall plan – Concept Design was approved by Council at the Ordinary Council Meeting on 27 September 2022.</p> <p>However, in the CBP plan itself, there is a second contingent to this deliverable for 22/23, being the commencement of works (see attached).</p> <p>Does the City still believe it has met its total deliverable for A06 in the CBP?</p>	<p>The first action is complete and therefore has a tick next to it.</p> <p>The second action has a green dot showing that the action is “on track”.</p> <p>This indicates that the City has met one of two deliverables for the Retail Core Refresh project.</p>
2.	<p>Page 14 of the CBP itself identifies organisational effectiveness and efficiency as your number one priority over the life of the CBP. Looking at this deliverable for 22/23, on page 186 of the agenda, A10 - there is a watch rating after one quarter on the completion of the framework by end of June 2023 noting recruitment.</p> <p>What position(s) are required in addition to those staff you already have in this area?</p>	<p>Recruitment for a Corporate Governance Lead has been hampered by the current employment market. This position has gone to the open market on at least three occasions unsuccessfully. A successful internal candidate has been appointed to the role for the next six months to provide the capability needed to meet this deliverable.</p>
3.	<p>What are the contingencies to complete this work in time if you fail to recruit?</p>	<p>Refer above response.</p>
4.	<p>Page 187, A13 – This may need to be in confidential, Queens Park has a watch rating - can the city elaborate on the issues we are having with contractors/tenders for lighting? Was the tender received from a company we have worked with before? How will splitting this up provide better value for money considering the potential extra costs and time delays incurred in that methodology?</p>	<p>Only one tender was received from a Contractor who has previously done work for the City. The project has two components, one to upgrade current lighting and the second is to install new lighting along the perimeter footpath. Retendering will split into two packages which will allow the two elements to be progressed separately based on value for money considerations.</p>
5.	<p>Page 187, watch rating for Point Fraser play space – is there a risk the installation won’t</p>	<p>The contract has now been awarded and works are to commence on site in January 2023. The</p>

	Question	Response
	be completed by 30/6/23? What are the issues standing in the way of this contract negotiation?	area identified as Contractor lay down space conflicted with Causeway Pedestrian Bridge construction area which delayed contract negotiations and award.
6.	Page 187, Marketing for City of Perth Parking – when do you expect this campaign to actually start? If this report was drafted a few weeks ago, and it states the maps are sitting with the supplier – what does that mean?	Marketing of City of Perth Parking is being heavily promoted across the summer through the Find Your Scene campaign. Parking promotion features in most of our collateral. The maps will also help businesses identify the closest car parks to help communicate with their audiences.
7.	We are heading into our busiest period, so I would like to know if the city will have put this campaign into market by December? Will this campaign use our new brand/logo or are you sticking with CPP?	We are currently transitioning from the CPP logo to a potential new City of Perth Parking brand. As part of this we are referring to the business as City of Perth Parking as well CPP in the short term to create an association with the City before a larger rebranding across the assets occurs. This would be a major project involving a dedicated project budget.
8.	What are the KPIs for this campaign, how are you defining success or failure for the investment?	In the past the success of the campaign has been measured by Metrix data including the perceptions of the cost of parking and if it is hard to find. These KPIs are being reviewed in line with the new approach but could include downloads and frequency of use of the parking app.
9.	What are the specific KPI's for the parking campaign, what would you define as a success?	<i>Response to be provided prior to the OCM.</i>
10.	Pg. 185 of the agenda there appears to be a footnote to the CBP that wasn't in the CBP that came to elected members for approval. Can you please confirm has this been added as part of this review and if anything else has been added other than in the progress comments?	This has been added as an administrative change to clearly identify the property projects' dependence on the information that will be provided in the Social Needs Analysis. It is included in the published CBP and the quarterly report to support interpretation. A table of changes between the version adopted by Council and the final publication is shown below.
11.	Corporate Governance Framework Orange light. "Development expected early 2023, following recruitment"	<i>Response to be provided prior to the OCM.</i>

	Question	Response
	How many people have we had in this role over the past three years?	
12.	At any time over the past three years has the position been restructured?	<i>Response to be provided prior to the OCM.</i>

Project and deliverable detail – Adopted by Council vs Final publication

The table below summarises the variations to the projects/programs and deliverables in the Corporate Business Plan as adopted by Council at the OCM 26 July 2022 and the published version, which includes minor administrative changes.

Adopted Council at the OCM 26 July 2022		Final publication with administrative changes		
Project or program	Deliverables for 2022/23	Project or program	Deliverables for 2022/23	Rationale
A04	Develop strategic plans that guide growth and development	A04	Develop strategic plans that guide growth and development	
Public Toilet Plan	<ol style="list-style-type: none"> Plan reviewed Commencement of delivery of an appropriate public toilet and child change room facility within the CBD retail mall precinct, subject to a suitable location being identified and approved by Council, following consultation with affected traders and landowners in the vicinity of the site 	Public Toilet Plan	<ol style="list-style-type: none"> Plan reviewed and outcomes report provided to Elected Members for consideration Retail mall public toilet and child change room commenced¹¹ <p>Footnote ¹¹ This project is subject to identification of a suitable location and approval by Council, following consultation with affected businessowners and landowners.</p>	<p>Second deliverable was added by Council resolution at the OCM on 26 July 2022.</p> <p>Wording was revised to align with the style of the document and confirmed with Cr Fleeton (initiator of amendment).</p> <p>Part of deliverable text separated into footnote 11.</p>
A09	Renew and maintain our assets and infrastructure	A09	Renew and maintain our assets and infrastructure	
Upgrade the commercial premises at 87-89 Pier Street	<ol style="list-style-type: none"> Feasibility Study completed 			Item was removed by Council resolution at the OCM on 26 July 2022.
Project portfolio and classification review	<ol style="list-style-type: none"> Progression of Council House level 3 lease Completed the Pier Street retail cluster feasibility study Commencement and progression of Tattersall Bowling Club site options analysis Commencement and progression of Citiplace feasibility study Commencement and progression of 36-38 Thomas Street business case Commencement of property management systems and process review Provide property portfolio analysis delivered as per consultant report delivered in 21/22 FY Recommend strategic property classifications to Elected Members for endorsement at an Ordinary Council Meeting for the entire ratepayer owned portfolio each financial year covered in this CBP. 	<p>Property portfolio projects having regard for the Feb 2022 Property Portfolio Review report¹³</p> <p>Footnote ¹³ These projects are subject to the delivery of the Social Needs Analysis identified under A02.</p> <p>Annual property classifications review</p>	<ol style="list-style-type: none"> Council House level 3 lease progressed Pier Street retail cluster feasibility study completed Tattersall Bowling Club site options analysis commenced Citiplace feasibility study commenced 36-38 Thomas Street business case commenced Property management systems and process review commenced Reviewed classifications provided to Elected Members for consideration 	<p>All deliverables added by Council resolution at the OCM on 26 July 2022. Wording and structure were revised to align with the style of the document and confirmed with Cr Fleeton (initiator of amendment). These revisions were:</p> <ul style="list-style-type: none"> • Items 1-6 were grouped under the first project, and item 8 was incorporated into the project name. • Item 7 was placed under the second project. • Footnote 13 added to note that the project will not commence until after delivery of the Social Needs Analysis.

Adopted Council at the OCM 26 July 2022		Final publication with administrative changes		
Project or program	Deliverables for 2022/23	Project or program	Deliverables for 2022/23	Rationale
A11 Improve the safety and connectivity of our transport network		A11 Improve the safety and connectivity of our transport network		
Bus Stop upgrades (City Deal)	1. Ongoing implementation of the program	Bus Stop upgrades (City Deal)	1. Ongoing implementation of the program	Amended by the City as the project is not part of the Perth City Deal.
A15 Support local businesses and attract investment		A15 Support local businesses and attract investment		
Technology Action Plan (City Deal)	1. Draft Plan provided to Elected Members for consideration	Technology Action Plan (City Deal)	1. Draft Plan provided to Elected Members for consideration	Administratively amended following comments made by Cr Anghie during the Council meeting. Project was initiated by the Cr's NOM and is not part of the Perth City Deal.
Gasworks Business Launch Pad	1. Draft business case provided to Elected Members for consideration	Gasworks Business Hub /Launch Pad	1. Draft business case provided to Elected Members for consideration	'Gasworks' removed following a request from Cr Gordon during the meeting that the word be administratively removed. 'Hub' added by the City to clarify the intent of the project.

14.4 Chief Executive Officer - Credit Card

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

Purpose

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

Recommendation

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

Background

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

Discussion

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

Consultation

Nil.

Decision Implications

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

Strategic, Legislative and Policy Implications

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

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

Financial Implications


Nil.

Further Information

Nil.

15. Chief Executive Officer Reports

15.1 2023 Council Meeting Schedule

Responsible Officer	Michelle Reynolds – Chief Executive Officer
Voting Requirements	Simple Majority
Attachments	Attachment 15.1A – 2023 Council Meeting Schedule ↓ 

Purpose

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

Recommendation

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

Background

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

Discussion

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

Table 1

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

Committees

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

Elected Member Engagement Sessions

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

Consultation

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

Decision Implications

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

Strategic, Legislative and Policy Implications

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

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

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

Financial Implications

Nil.

Further Information

10. Questions and responses forming part of the Agenda Briefing Session held 15 November 2022 are as follows:

Question	Response																																				
1.	<p>What was the result of the trial last year to change the times of the meeting?</p>																																				
	<p>Alternative meeting times were trialled in May and August 2021. In October 2021, livestreaming of Council meetings was introduced. The public attendance at Agenda Briefing Sessions and Ordinary Council Meetings in 2021 was as follows:</p> <p>Table 1</p> <table border="1"> <thead> <tr> <th data-bbox="836 674 995 730">Month</th> <th data-bbox="995 674 1225 730">ABS Attendance</th> <th data-bbox="1225 674 1469 730">OCM Attendance</th> </tr> </thead> <tbody> <tr> <td data-bbox="836 730 995 808">February 2021</td> <td data-bbox="995 730 1225 808">0</td> <td data-bbox="1225 730 1469 808">21</td> </tr> <tr> <td data-bbox="836 808 995 864">March 2021</td> <td data-bbox="995 808 1225 864">1</td> <td data-bbox="1225 808 1469 864">15</td> </tr> <tr> <td data-bbox="836 864 995 920">April 2021</td> <td data-bbox="995 864 1225 920">3</td> <td data-bbox="1225 864 1469 920">3</td> </tr> <tr> <td data-bbox="836 920 995 999">May 2021</td> <td data-bbox="995 920 1225 999">10 (4.00pm start time)</td> <td data-bbox="1225 920 1469 999">25 (12.00pm start time)</td> </tr> <tr> <td data-bbox="836 999 995 1055">June 2021</td> <td data-bbox="995 999 1225 1055">3</td> <td data-bbox="1225 999 1469 1055">13</td> </tr> <tr> <td data-bbox="836 1055 995 1111">July 2021</td> <td data-bbox="995 1055 1225 1111">0</td> <td data-bbox="1225 1055 1469 1111">15</td> </tr> <tr> <td data-bbox="836 1111 995 1189">August 2021</td> <td data-bbox="995 1111 1225 1189">10 (4.00pm start time)</td> <td data-bbox="1225 1111 1469 1189">28 (2.00pm start time)</td> </tr> <tr> <td data-bbox="836 1189 995 1267">September 2021</td> <td data-bbox="995 1189 1225 1267">6</td> <td data-bbox="1225 1189 1469 1267">3</td> </tr> <tr> <td data-bbox="836 1267 995 1525">October 2021</td> <td data-bbox="995 1267 1225 1525">5</td> <td data-bbox="1225 1267 1469 1525"> <i>Livestreaming commenced.</i> In-person = 15 Concurrent live viewers = 24 Total views (as at 16/11/22) = 442 </td> </tr> <tr> <td data-bbox="836 1525 995 1715">November 2021</td> <td data-bbox="995 1525 1225 1715"> in-person = 0 concurrent live viewers = 5 total views (as at 16/11/22) = 62 </td> <td data-bbox="1225 1525 1469 1715"> in-person = 4 concurrent live viewers = 8 total views (as at 16/11/22) = 133 </td> </tr> <tr> <td data-bbox="836 1715 995 1877">December 2021</td> <td data-bbox="995 1715 1225 1877"> in-person = 4 concurrent live viewers = 4 total views = 19 </td> <td data-bbox="1225 1715 1469 1877"> in-person = 6 concurrent live viewers = 6 total views = 33 </td> </tr> </tbody> </table>	Month	ABS Attendance	OCM Attendance	February 2021	0	21	March 2021	1	15	April 2021	3	3	May 2021	10 (4.00pm start time)	25 (12.00pm start time)	June 2021	3	13	July 2021	0	15	August 2021	10 (4.00pm start time)	28 (2.00pm start time)	September 2021	6	3	October 2021	5	<i>Livestreaming commenced.</i> In-person = 15 Concurrent live viewers = 24 Total views (as at 16/11/22) = 442	November 2021	in-person = 0 concurrent live viewers = 5 total views (as at 16/11/22) = 62	in-person = 4 concurrent live viewers = 8 total views (as at 16/11/22) = 133	December 2021	in-person = 4 concurrent live viewers = 4 total views = 19	in-person = 6 concurrent live viewers = 6 total views = 33
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2.	<p>Why are we going back to the historical start times for the meetings i.e., 5pm?</p>																																				
	<p>The recommended meeting start times for 2023 are consistent with the start time of meetings in 2022. Council can resolve to set alternative meeting times to those recommended by officers.</p>																																				

	Question	Response
3.	Noting that the September Council Meeting falls in the school holidays, was it considered to bring those meetings a week forward in which they would fall outside of the school holidays?	<p>Council can resolve to set alternative meeting times to those recommended by officers.</p> <p>For ease of reference, Attachment 15.1A has been amended to list 2023 school holiday dates, the days of which are italicised.</p>

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

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

Purpose

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

Recommendation

That Council

1. ACKNOWLEDGES the resignation of Cr Fleeton from his position as Committee Member for the:
 - a. Policy and Legislation Committee; and
 - b. Audit and Risk Management Committee
2. APPROVES the disbandment of the Policy and Legislation Committee effective on 31 December 2022.
3. APPOINTS _____ as replacement Committee Member for the Audit and Risk Management Committee.
4. APPROVES an amendment to the Audit and Risk Management Committee Terms of Reference to include a Deputy Member to be listed as an approved member of the committee.
5. APPOINTS _____ as a deputy committee member to the Audit and Risk Committee.

Background

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

Current membership is as follows:

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

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

Current membership is as follows:

Members	Independent Members
Cr Catherine Lezer	Ashwin Kumar

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

Discussion

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

Consultation

Nil.

Decision Implications

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

Strategic, Legislative and Policy Implications

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

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

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

Financial Implications


Nil.

Further Information

18. On 15 November 2022, the Lord Mayor foreshadowed his intention to nominate for the vacant Audit and Risk Committee member position. In addition, Councillor Bain has foreshadowed her intention to nominate as a deputy member.
19. In response, new points 4 and 5 have been added to the recommendation to allow for the Audit and Risk Management Committee Terms of Reference to be updated. This will facilitate the appointment of a deputy member to the Audit and Risk Management Committee, noting that no deputies are currently listed as approved members in the Terms of Reference for the Committee.
19. **Questions and responses forming part of the Agenda Briefing Session held 15 November 2022 are as follows:**

	Question	Response
1.	Officer comment: “Work designated to this committee has become limited and this has led to the administration bringing forward scheduled policy reviews to fill an agenda for consideration by the committee.” Instead of disbanding the committee why wouldn’t we reduce the number of meetings so administration doesn’t need to bring forward reviews? For example meetings could be held once a year.	<i>Response to be provided prior to the OCM.</i>

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

Responsible Officer	Michelle Reynolds – Chief Executive Officer
Voting Requirements	Simple Majority
Attachments	Attachment 15.3A – Inquiry into the City of Perth - Quarterly Progress Update ↓ 

Purpose

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

Recommendation

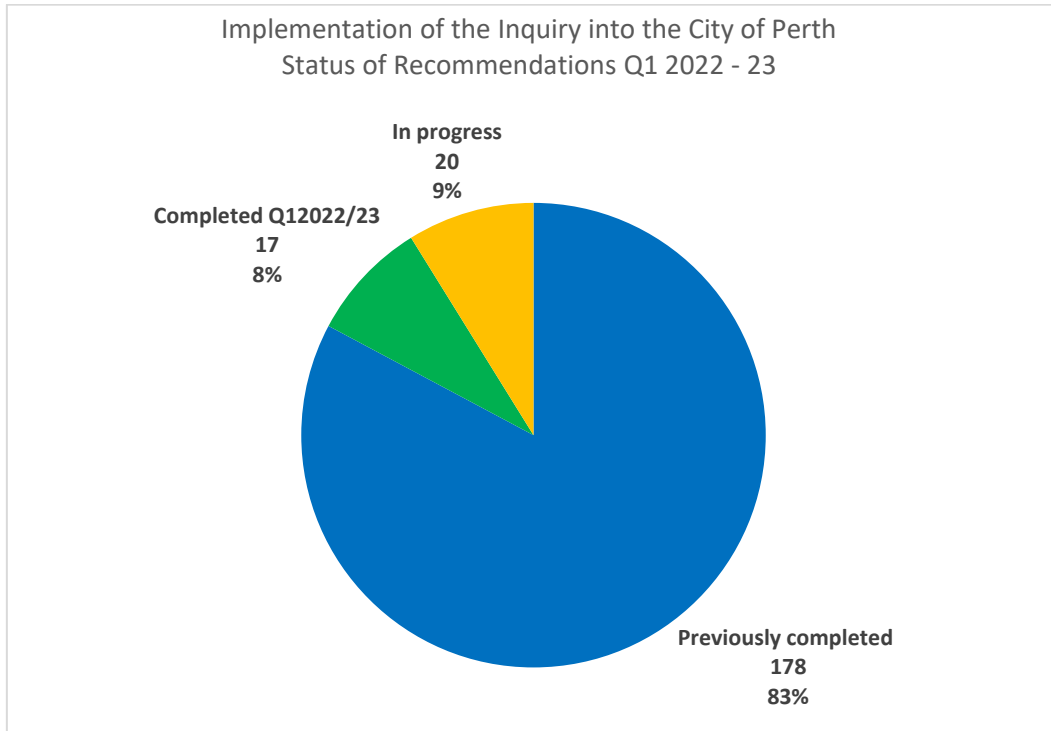
That Council NOTES the quarterly progress update on the remaining recommendations from the Inquiry into the City of Perth (Attachment 15.3A).

Background

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

Discussion

5. Subject to the endorsement of the Department of Local Government, Sport and Cultural Industries (DLGSCI), the City has **completed 17** recommendations for this quarter (1 July – 30 September 2022) which represents a total of 195 out of 215, or **91%** of the recommendations completed.
6. Of the 215 recommendations, 20 recommendations remain and are in progress.
7. Some of the milestones delivered during the past quarter include:
 - a. The Decisions of Council, Committee and CEO Audit Report; Expenditure, Interests and Gifts Register Audit Report; and Misconduct and Fraud Audit Report were endorsed by the Audit and Risk Committee and Ordinary Council Meeting in September.
 - b. Completion of Recommendation 263 - A review of the procurement and contracting function to identify improvements, capability, and maturity of the City for procurement and contracting. Key Performance Indicators (KPIs) have also been established, including monitoring procurement activity across the City and compliance.
8. Overall, the progress achieved to date, subject to DLGSCI's endorsement, can be summarised as follows:



Next steps

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

Consultation

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

Decision Implications

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

Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	Prosperous
Related Documents (Issue Specific Strategies and Plans):	Report of the Inquiry into the City of Perth.

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

Financial Implications

Nil.

Further Information


12. Questions and responses forming part of the Agenda Briefing Session held 15 November 2022 are as follows:

	Question	Response
1.	Page 208 – Procurement & Contracting – Training & Development – P&CM Programme reads as if it is still in development, with some modules delivered in June 2022. Is that correct?	Correct. Development is ongoing per recs 281 and 282. Recs 283-285 describe specific considerations or components of the programme and are closed when the specified work is complete. The remainder of the programme is on track to completion.
2.	Page 208 – continuing above, recommendation 285 states “An employee is not permitted to sit on an evaluation panel or make a procurement decision, unless the employee has successfully completed all training required by the P&CM Programme, and the relevant refresher training.” This is marked as complete. Is this correct? Have all employees who have sat on an evaluation panel or made a procurement decision gone through this new training?	<p>All employees taking part in evaluations is required to pass a tender evaluations training module (which has been recently developed under the P&CM programme). The training is also mandatory for all Alliance Managers and Service Unit Managers.</p> <p>Retrospective training is not required for employees that participated in procurement completed before training was launched. However, they must complete the training before participating in any future evaluations.</p> <p>All staff that make purchasing decisions have undertaken the recently developed purchase order theory training module (which has been recently developed under the P&CM programme).</p>
3.	Page 208 – Complaints Handling Framework – Recommendation 310 covers both council members and employees of the City – this report states it is complete, however the progress update states part of this training and assessment is still underway. Why has this been marked complete when it is not?	Training and assessment facilitation is complete for all staff. Elected members training has been arranged for 29 November 2022.
4.	<p>Recommendation 18</p> <p>Whilst I recognise that the administration has recommended to Council in the past that PRINT profiling is more suitable than a 360-degree review, and I accept Council has approved that position at a previous meeting do we have to take amendments to inquiry recommendations as significant as this to the Minister for approval? Or can we pick and choose?</p>	<i>Response to be provided prior to the OCM.</i>
5.	Recommendation 156 - It asks: "The City's CEO to review all Human Resources policies and procedures within 12 months of receiving this report." Whilst I can see this is in progress	<i>Response to be provided prior to the OCM.</i>

	Question	Response
	it's been more than two years since the City received the report. Why isn't it complete? Are there any ramifications for not completing this?	
6.	Recommendation 185 - It asks: "The City to engage an independent, external and qualified auditor to conduct an audit of the recruitment, performance management and termination of employment processes." Why are we waiting until next year to do this? What has been the 2021/22 turnover rate of staff? How does that turnover rate compare to previous years?	<i>Response to be provided prior to the OCM.</i>
7.	Recommendation 285 - It says: "An employee is not permitted to sit on an evaluation panel unless they have successfully completed training". How are you operationally monitoring this? Do they need to fill in a form or sign a document saying they comply?	<i>Response to be provided prior to the OCM.</i>
8.	Recommendation 319 - Trend and outcome reporting on complaints and grievances: It says this is complete. Where do I find the information? Is it on Council Hub?	The status of this recommendation has been amended to reflect 'in progress' rather than 'complete' in Attachment 15.3A. The pie graph appearing on page 227 has also been amended accordingly.

16. Policy and Legislation Committee Reports

16.1 Review of Council Policy - 1.4 Recording and Live Streaming Meetings of Council

Responsible Officer	Michelle Reynolds – Chief Executive Officer
Voting Requirements	Simple Majority
Attachments	Attachment 16.1A – Review of Council Policy 1.4 Recording and Live Streaming Meetings of Council ↓ 

Purpose

To present the scheduled review of Council Policy 1.4 Recording and Live Streaming Meetings of Council

Committee Recommendation

That Council:

1. ACKNOWLEDGES the scheduled review of Council Policy 1.4 Recording and Live Streaming Meetings of Council has occurred.
 2. ADOPTS the amendments to Council Policy 1.4 Recording and Live Streaming Meetings of Council as shown in Attachment 16.1A, with green bold text to be included.
-

Background

1. The live streaming of Council meetings was identified as an improvement to local government transparency both through the City of Perth Inquiry Report and through the Local Government Act Reform led by the Department of Local Government, Sport and Cultural Industries.
2. All capital city Councils in Australia livestream their Council meetings. The live-streaming of council meetings has community benefits including:
 - a) meetings can be viewed regardless of a person's ability to attend the meeting in person, increasing inclusivity; and
 - b) meetings can be viewed at a time that is more convenient to a person.
3. In response to these considerations, Council adopted Council Policy 1.4 Recording and Live Streaming Meetings of Council Policy on 30 March 2021 and subsequently implemented live streaming of its meetings.
4. The provisions of Council Policy 1.4 are still considered to be current and appropriate, and no amendments have been recommended.
5. Council Policy 1.4 was reviewed ahead of its scheduled workplan date to support the alignment of the review date with local government election processes. This allows, where possible, a new Council to endorse those Council member related policies shortly after they are elected.

Discussion

6. In addition to scheduled reviews Council may review or amend the City's policies at any time for convenience, to accommodate a change in practice or position, if they fall out of step with relevant legislation, or if they become unwieldy or ineffective.
7. If a Policy conflicts or is inconsistent with the *Local Government Act 1995*, the Act prevails to the extent of the conflict or inconsistency.

Consultation

Nil.

Decision Implications

8. If Council does not support the officer's recommendation, then the policy review will not be acknowledged, and the policy will not be recorded as having been reviewed in accordance with Council's scheduled review.

Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	Sustainable
Related Documents (Issue Specific Strategies and Plans):	Code of Conduct for Council Members, Committee Members and Candidates

Legislation, Delegation of Authority and Policy	
Legislation:	Section 9.57A Local Government Act 1995
Authority of Council/CEO:	Section 2.7(2)(b) of the Local Government Act 1995.
Policy:	CP10.16 Legal Representations for Members and Employees

Financial Implications

Nil.

Further Information


8. At the Policy and Legislation Committee meeting held 14 November 2022 an amendment to add clarity to the policy was suggested. Accordingly, the recommendation and Attachment 16.1A to this report has been updated to include this amendment.
9. The below table outlines proposed amendments to the existing policy:

HONORARY AWARDS POLICY REVIEW – NOVEMBER 2022				
TOPIC	LINES	CURRENT POLICY	AMENDMENT	JUSTIFICATION
OBJECTIVE	9	Council	Meetings of Council	clarity
OBJECTIVE	10	Committees with delegated authority	Meetings of Committees with delegated authority	clarity
POLICY STATEMENT	21	2. Meetings closed for consideration of matters under Section 5.23 of the Local	2. Meetings or parts of meetings closed for consideration of matters under Section 5.23 of the Local	clarity

10. Comments and responses received prior to the Policy and Legislation Committee held 14 November

	Question	Response
1.	Line 9 should read “meetings of Council”	Noted, this amendment has been included in the report to Council.
2.	Line 21 should be “meetings or parts of meetings”	Noted, this amendment has been included in the report to Council.

16.2 Review of Council Policy 1.5 Caretaker Period

Responsible Officer	Michelle Reynolds – Chief Executive Officer
Voting Requirements	Simple Majority
Attachments	Attachment 16.2A – Review of Council Policy 1.5 Caretaker Period ↓ 

Purpose

To present the scheduled review of Council Policy 1.5 Caretaker Period

Committee Recommendation

That Council:

1. ACKNOWLEDGES the scheduled review of Council Policy 1.5 - Caretaker Period has occurred.
 2. ADOPTS the amendments to Council Policy 1.5 - Caretaker Period as shown in Attachment 16.2A, with red struck-through text to be removed and green bold text to be included.
-

Background

1. A major review and adoption of the provisions of Council Policy 1.5 ('CP1.5') was undertaken in 2021 and the policy was adopted by Council on 27 April 2021.
2. The Local Government Act 1995 does not stipulate a caretaker period or require a local government to have a policy.
3. It is considered appropriate for the City of Perth, as the Capital City and leading local government for Western Australia, to have caretaker period provisions in place to ensure appropriate decision-making occurs in the lead up to an election and to prevent the misuse of public resources.
4. The provisions of CP1.5 are still considered to be current and appropriate and only very minor amendments are recommended.
5. This policy was reviewed ahead of its scheduled workplan date to support the alignment of the review date with local government election processes. This allows, where possible, a new Council to endorse those Council member related policies shortly after they are elected.
6. The caretaker period policy will be reviewed again following the next ordinary election.

Discussion

7. In addition to scheduled reviews, Council may review or amend the City's policies at any time for convenience, to accommodate a change in practice or position, if they fall out of step with relevant legislation, or if they become unwieldy or ineffective.
8. If a Policy conflicts or is inconsistent with the Local Government Act 1995, the Act prevails to the extent of the conflict or inconsistency.
9. The below table outlines the key proposed revisions to the city's existing policy:

CARETAKER PERIOD POLICY REVIEW – NOVEMBER 2022

TOPIC	Lines	Current policy	Amendment	Justification
SCOPE	22	Candidates are required to abide by the City of Perth Code of Conduct for Council Members,	Candidates are required to comply with the City of Perth Code of Conduct for Council Members,	Simplify wording
POLICY STATEMENT	28 - 39	Dot points changed to letters.		Facilitate referencing.
ROLES AND RESPONSIBILITIES	50 - 55	Dot points changed to letters.		Facilitate referencing
USE OF THE CITY'S RESOURCES	87	2021 in regard to the prohibition of the use of the resources of a local government for an	2021 regarding the prohibition of the use of the resources of a local government for an	Simplify wording

Consultation

Nil.

Decision Implications

10. If Council does not support the officer's recommendation to amend the policy, then the existing policy will remain in place without the minor amendments being made.

Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	Sustainable
Related Documents (Issue Specific Strategies and Plans):	Code of Conduct for Council Members, Committee Members and Candidates

Legislation, Delegation of Authority and Policy	
Legislation:	Section 4.94(c) of the <i>Local Government Act 1995</i> <i>Local Government (Model Code of Conduct) Regulations 2021</i>
Authority of Council/CEO:	Section 2.7(2)(b) of the <i>Local Government Act 1995</i> .
Policy:	Nil.

Financial Implications

Nil.

Further Information

Nil.

16.3 Review of Council Policy 2.7 Property Performance, Investment and Disposal

Responsible Officer	Steve Holden – General Manager Commercial Services
Voting Requirements	Simple Majority
Attachments	Attachment 16.3A – Amended Council Policy 2.7 - Track Changed ↓ Attachment 16.3B – Amended Council Policy 2.7 - Clean ↓ Confidential Attachment 16.3C – Annual Review of Property Classifications

Purpose

To present the review of Council Policy 2.7 Property Performance, Investment and Disposal and a review of property classifications.

Committee Recommendation

That Council ADOPTS the:

1. Amended Council Policy 2.7 Property Performance, Investment and Disposal as at Attachment 16.3B; and
 2. Review of Property Classifications as at Confidential Attachment 16.3C.
-

Background

1. At its Ordinary Meeting held 27 April 2021, Council adopted Council Policy 2.7 Property Performance, Investment and Disposal (CP2.7).
2. CP2.7 was drafted in response to a Council resolution of 15 December 2020 and was developed to specifically guide the assessment of the performance of property in the City's Property Portfolio and the decision making in relation to the investment and disposal of property.
3. CP2.7 has been 'road tested' for 18 months and now requires updating for clarity and to improve its practicability in application.

Discussion

4. The City's Property Portfolio includes the real property owned and/or controlled by the City. Property owned by the City includes freehold land, either vacant or developed with infrastructure. Property controlled by the City includes all Crown land vested in and under care, control and management of the City for a particular public purpose (for example, road reserves, recreation reserves, utility reserves, and carparks) and any property leased by the City.
5. The following table summarises key changes to the existing policy:

Existing policy	Amended policy	Reason
Policy Objective		
Outlined briefly under the 'policy objective' heading.	Amended to incorporate the full lifecycle of a property from acquisition through to disposal.	To be clear and concise as to why this policy exists.
Policy Scope		
No reference to full lifecycle of a property.	Amended to incorporate the full lifecycle of a property from acquisition through to disposal.	To be clear and concise as to why this policy exists.
Policy Statement		
Definitions Includes a list of specific key terms that have been defined.	Definitions Key terms such as definition of 'Corporate Business Plan' 'Disposal', 'Lease' and 'Licence' have either been added in or have been given greater definition.	To ensure key terms are easily referenced and understood.
Classification Includes three existing classifications including Income Generating, Strategic Holding and Community Purpose.	Classification Includes a fourth classification called 'Operational'.	To allow those properties that are used on a day to day basis by Council employees to be separately identified.
Performance Sets out how and when each property will be assessed.	Performance The methodology for assessment of income producing properties has been simplified.	To adopt a more pragmatic approach which better reflects the needs of the Property Portfolio.

	<p>The frequency of assessment for each classification of property has been amended.</p> <p>'Operational' property has also been added to the list.</p>	
<p>Annual review of classifications Sets out the process for the annual reviews.</p>	<p>Three yearly review of classifications Updated to reflect changes to the review frequency and the performance criteria.</p>	<p>To adopt a more pragmatic approach to the review frequency and other changes which better reflect the needs of the Property Portfolio.</p>
<p>Property Disposal (Lease or Licence) Sets out the parameters by which various categories of property can be disposed.</p>	<p>Property Disposal (Lease or Licence) Updated to reflect the requirements under Section 3.58 of the <i>Local Government Act 1995</i>. Updated to include the requirement under management orders to obtain Ministerial Consent. The valid period of a valuation is amended to within 6 months from valuation date to the acceptance of an offer. The maximum term for Strategic Holdings and Community Purposes have been reduced.</p>	<p>Updated to reflect current market conditions.</p>
<p>Delegated Authority Currently states the incorrect section of the Register of Delegations and Authorisations.</p>	<p>Delegated Authority Has been updated to reflect correct section of the Register of Delegations and Authorisations.</p>	<p>To accurately reflect the existing Register of Delegations and Authorisations.</p>
<p>Disposal of Property (sale) Sets out the sale criteria for the existing three classifications.</p>	<p>Disposal of property (sale) 'Operational Purpose' added to list of property classifications. Any unsolicited bid for a Property that does not meet the Sale Criteria now needs to meet or exceed the Market Value of the Property.</p>	<p>To better reflect the needs of the property portfolio.</p>

6. The 2022 property classifications have been based on the recent Strategic Property Review undertaken by NAJA consulting, which included a market valuation and planning report for each applicable site.
7. They have however been reviewed by administration and proposed revisions are detailed in Confidential Attachment 16.3C.

Consultation

Nil.

Decision Implications

8. If Council supports the changes to the policy, it will provide a more robust framework to support the management and development of the City's property portfolio in line with community's, tenants' and Council's needs as outlined within the current Corporate Business Plan.
9. Council's approval of the property classifications will provide clarity and certainty in administering the property portfolio.

Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	Prosperous
Related Documents (Issue Specific Strategies and Plans):	Corporate Business Plan – CBP focus area A09 provides for an annual property classifications review. Council consideration of this report will achieve the associated 2022/23 deliverable.

Legislation, Delegation of Authority and Policy	
Legislation:	<i>Local Government Act 1995</i>
Authority of Council/CEO:	Section 2.7(2)(b) of the <i>Local Government Act 1995</i> states that Council is to determine the City's policies.
Policy:	Nil.


Financial Implications

Nil.

Further Information

10. Questions received and responses provided as part of the Policy and Legislation Committee meeting held 14 November 2022 are contained in the Confidential Agenda as they predominantly relate to Confidential Attachment 16.3C.

16.4 Review of Council Policy 2.8 Acting and Temporary Chief Executive Officer

Responsible Officer	Michelle Reynolds – Chief Executive Officer
Voting Requirements	Simple Majority
Attachments	Attachment 16.4A – Review of Council Policy 2.8 Acting and Temporary Chief Executive Officer ↓ 

Purpose

To present the scheduled review of Council Policy 2.8 - Acting and Temporary Chief Executive Officer.

Committee Recommendation

That Council:

1. ACKNOWLEDGES the scheduled review of Council Policy 2.8 - Acting and Temporary Chief Executive Officer.
 2. ADOPTS the amendments to Council Policy 2.8 - Acting and Temporary Chief Executive Officer as shown in Attachment 16.4A, with red struck-through text to be removed and green bold text to be included.
-

Background

1. The Acting and Temporary Chief Executive Officer Policy underwent a comprehensive review in 2021 and was adopted by Council on 27 April 2021.
2. Section 5.39C of the *Local Government Act 1995* requires the City to maintain a policy to set out the process to be followed by the City in relation to:
 - a) the employment of a person in the position of CEO for a term not exceeding 1 year; and
 - b) the appointment of an employee to act in the position of CEO for a term not exceeding 1 year.
3. The Department of Local Government, Sport and Cultural Industries has provided the following guidance on their website:

“Where the role of CEO is not fulfilled for a significant period, this leads to increased risk to the operations and governance of the local government. Therefore, local governments are required to develop and implement a policy that outlines the arrangements to temporarily replace a CEO for any period less than twelve months, for example, when a CEO is on planned or unplanned leave. The policy must include the decision-maker(s) for appointing an acting CEO.”

4. Council has delegated the authority to appoint an Acting CEO to the CEO in accordance with section 5.42 of the *Local Government Act 1995*. Delegation 2.22 of the City of Perth Register of Delegations and Authorisations contains the details of this delegation

Discussion

5. In addition to scheduled reviews Council may review or amend the City’s policies at any time for convenience, to accommodate a change in practice or position, if they fall out of step with relevant legislation, or if they become unwieldy or ineffective.
6. If a Policy conflicts or is inconsistent with the Local Government Act 1995, the Act prevails to the extent of the conflict or inconsistency.
7. The below table outlines the key proposed revisions to the city’s existing policy:

ACTING AND TEMPORARY CHIEF EXECUTIVE OFFICER POLICY REVIEW – NOVEMBER 2022

TOPIC	Lines	Current policy	Amendment	Justification
OBJECTIVE	7	(b) the employment of a person in the position of CEO for a term not exceeding 1 year;	(b) the employment of a person in the position of temporary CEO for a term not exceeding 1 year;	Clarification
APPOINTMENT OF AN ACTING CEO	15	Acting CEO in accordance with delegation 1.2.35 and advise Council members in writing.	Acting CEO in accordance with delegation 2.22 and advise Council members in writing.	Update delegation reference
APPOINTMENT OF AN ACTING CEO	16	2. Where the CEO is absent for more than four weeks, the Council,	2. Where the CEO is absent for more than four weeks, the Council,	Remove ambiguous wording

		on advice from the CEO, shall	on advice from the CEO, will	
EMPLOYMENT OF A TEMPORARY CEO	19	3. The employment of a suitably qualified person as a Temporary CEO for a term not exceeding 1 year	4. The employment of a suitably qualified person as a Temporary CEO for any term not exceeding 1 year	To clarify that Council must approve a temporary CEO for any term up to 1 year.
EMPLOYMENT OF A TEMPORARY CEO	20	shall be made by resolution of Council	will be made by resolution of Council	Remove ambiguous wording

Consultation

Nil.

Decision Implications

8. If Council does not support the officer's recommendation to amend the policy, then the existing policy will remain in place without the minor amendments being made.

Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	Sustainable
Related Documents (Issue Specific Strategies and Plans):	Code of Conduct for Council Members, Committee Members and Candidates

Legislation, Delegation of Authority and Policy	
Legislation:	Section 5.39C of the <i>Local Government Act 1995</i>
Authority of Council/CEO:	Section 2.7(2)(b) of the <i>Local Government Act 1995</i> .
Policy:	Nil.


Financial Implications

Nil.

Further Information

Nil.

16.5 Review of Council Policy 4.1 Neighbourhood Place Planning and Engagement

Responsible Officer	Michelle Reynolds – Chief Executive Officer
Voting Requirements	Simple Majority
Attachments	Attachment 16.5A – Review of Council Policy 4.1 - Neighbourhood Place Planning and Engagement ↓ 

Purpose

To present the scheduled review of Council Policy 4.1 Neighbourhood Place Planning and Engagement

Committee Recommendation

That Council:

1. ACKNOWLEDGES the scheduled review of Council Policy 4.1 Neighbourhood Place Planning and Engagement
 2. ADOPTS the amendments to Council Policy 4.1 Neighbourhood Place Planning and Engagement as shown in Attachment 16.5A, with red struck-through text to be removed and green bold text to be included.
-

Background

1. The City of Perth's (City) Strategic Community Plan identifies 'place' as one of six aspiration areas and articulates detailed objectives that are focused on place. These objectives are closely reflective of the community's ambition to work with the City in a more active and collaborative capacity which realises the unique potential of different areas of the city.
2. The Neighbourhood Place Planning and Engagement Policy (Policy) provides a framework and principles to ensure internal and external communication, coordination, cooperation and project delivery, to successfully work in the interests of the community within the City's six neighbourhoods.
3. The Policy was previously adopted at the Ordinary Council meeting on 29 September 2020 and more recently amended at the Ordinary Council meeting on 30 March 2021.

Discussion

4. The objective of the Neighbourhood Place Planning and Engagement Policy is to enable the City to respond to the unique characteristics, needs and opportunities within each neighbourhood, ensuring close collaboration with the community when making decisions, undertaking city planning and delivering services, infrastructure, activation, and other projects.
5. In addition to scheduled reviews Council may review or amend the City's policies at any time for convenience, to accommodate a change in practice or position, if they fall out of step with relevant legislation, or if they become unwieldy or ineffective.
6. If a policy conflicts or is inconsistent with the *Local Government Act 1995*, the Act prevails to the extent of the conflict or inconsistency.
7. The below table outlines the key proposed revisions to the City's existing Policy:

NEIGHBOURHOOD PLACE PLANNING AND ENGAGEMENT POLICY REVIEW – NOVEMBER 2022				
TOPIC	LINES	CURRENT POLICY	AMENDMENT	JUSTIFICATION
OBJECTIVE	7	To enable the City of Perth (the City) to respond to the unique characteristics, needs and opportunities	To enable the City of Perth (City) to respond to the unique characteristics, needs and opportunities	Grammatical improvement.
OBJECTIVE	9	undertaking city planning and delivering services, infrastructure, activation, and other projects.	undertaking planning and delivering services, infrastructure, activation, and other projects.	Grammatical improvement.
SCOPE	11	This policy applies to all employees, stakeholders, community members	This policy applies to all employees involved in	Clarification that policy applies to employees only.

NEIGHBOURHOOD PLACE PLANNING AND ENGAGEMENT POLICY REVIEW – NOVEMBER 2022				
TOPIC	LINES	CURRENT POLICY	AMENDMENT	JUSTIFICATION
		and Elected Members involved in		
POLICY STATEMENT	14	1. There are six distinct neighbourhoods within the Perth local government area.	1. There are six distinct neighbourhoods within the City's boundaries.	Correction and clarification.
POLICY STATEMENT	19 - 21	and meet the City's aspiration of "A well-planned and functional built form environment, promoting world class architecture, appreciation of heritage, diversity of land use and a sustainable, affordable, and accessible integrated transport system."	and meet the City's aspiration of a well-planned and functional built form environment, promoting world class architecture, appreciation of heritage, diversity of land use and a sustainable, affordable, and accessible integrated transport system.	Grammatical improvement.
POLICY STATEMENT	26	4. The City will work with the community to identify opportunities to enhance city neighbourhoods'	The City will work with the community to identify opportunities to enhance the city neighbourhoods'	Grammatical improvement.
NEIGHBOURHOOD PLACE PLANNING AND ENGAGEMENT FRAMEWORK	32 - 33	5. The approach is governed and implemented through the Neighbourhood Place Planning and Engagement Framework, which comprises a four-part structure:	4. The approach is governed and implemented through the Neighbourhood Place Planning and Engagement Framework, comprising a four-part structure:	Grammatical improvement.

NEIGHBOURHOOD PLACE PLANNING AND ENGAGEMENT POLICY REVIEW – NOVEMBER 2022				
TOPIC	LINES	CURRENT POLICY	AMENDMENT	JUSTIFICATION
NEIGHBOURHOOD PLACE PLANNING AND ENGAGEMENT FRAMEWORK	TABLE	Key Mechanism	Key Mechanism	Update key mechanisms section of table.
		Neighbourhood Place Plans	Strategic Community Plan, Neighbourhood Place Plans, Long Term Financial Plan	
		Neighbourhood Place Planning and Engagement Policy	Neighbourhood Place Planning and Engagement Policy	
		Neighbourhood Charters	Neighbourhood Place Plans Implementation Framework, Corporate Business Plan, and Community initiatives	
		Implementation Plan Service Plans Community Initiatives	Achievement of measurable deliverables and key performance indicators, community satisfaction	
		Project Outputs, Performance Measurement		
NEIGHBOURHOOD PLACE PLANNING AND ENGAGEMENT FRAMEWORK	34 - 36	6. The Neighbourhood Place Planning and Engagement Framework is informed by the City's Strategic Community Plan and Local Planning Strategy. The framework is built on a collaborative process of development and implementation with	5. The Neighbourhood Place Planning and Engagement Framework is informed by the City's Strategic Community Plan, Neighbourhood Place Plans, and Long-Term Financial Plan. The framework is built on a collaborative process of development and implementation with	Clarification and grammatical improvement.
NEIGHBOURHOOD PLACE PLANNING AND ENGAGEMENT FRAMEWORK	-	Remove graphic.		Unnecessary duplication of information already presented.

NEIGHBOURHOOD PLACE PLANNING AND ENGAGEMENT POLICY REVIEW – NOVEMBER 2022				
TOPIC	LINES	CURRENT POLICY	AMENDMENT	JUSTIFICATION
NEIGHBOURHOOD PLACE PLANNING AND ENGAGEMENT PRINCIPLES:	39 41 43 45 47 50	Amend numbering as appropriate.		To accommodate recommended changes.
NEIGHBOURHOOD PLACE PLANNING AND ENGAGEMENT PRINCIPLES:	50	12. That information will be shared frequently, openly, and transparently within the City of Perth and with the community so that everyone is on the same page.	11. That information will be shared frequently, openly, and transparently within the City of Perth and with the community to engender shared understanding.	Phrasing improvement.
DEFINITIONS	53 60	Neighbourhood Charter 13.12. The purpose of a City of Perth Neighbourhood Charter is to provide a universal document that outlines the commitment, rationale and set of goals that encompass our neighbourhood approach. A charter ensures that the expectations of all contributors are articulated and aligned, so the focus remains on evidence-based, community-centered initiatives that are co-designed with neighbourhood communities. There will be one, bespoke charter for each of the six		Remove unnecessary definition.

NEIGHBOURHOOD PLACE PLANNING AND ENGAGEMENT POLICY REVIEW – NOVEMBER 2022				
TOPIC	LINES	CURRENT POLICY	AMENDMENT	JUSTIFICATION
		neighbourhoods and each one applies to the relevant neighbourhood as a whole, not between the City and any particular community group.		
DEFINITIONS	62 - 64	Neighbourhood Place Plans are developed in a co-design process with each neighbourhood community and then reviewed on an annual basis (set, monitor, review and update approach). Neighbourhood Place Plans are unique to each neighbourhood but are developed on a	Neighbourhood Place Plans are developed and co-designed with each neighbourhood community and then reviewed on an annual basis Neighbourhood Place Plans are unique to each neighbourhood but are developed on a	Clarity and improved wording.
DEFINITIONS	68	funding in the neighbourhoods. While they respond to the uniqueness	funding in the neighbourhoods. While the Neighbourhood Place Plans respond to the uniqueness	Clarity.

Consultation

Nil.

Decision Implications

- If Council does not support the officer's recommendation to amend the policy, then the existing Policy will remain in place with outdated references and terminology.

Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	Liveable
Related Documents (Issue Specific Strategies and Plans):	Strategic Community Plan, Neighbourhood Place Plans, Long Term Financial Plan, Corporate Business Plan

Legislation, Delegation of Authority and Policy	
Legislation:	<i>Local Government Act 1995</i>
Authority of Council/CEO:	Section 2.7(2)(b) of the <i>Local Government Act 1995</i>
Policy:	Nil.


Financial Implications

Nil.

Further Information

Nil.

16.6 Review of Council Policy 4.6 Honorary Awards

Responsible Officer	Michelle Reynolds – Chief Executive Officer
Voting Requirements	Simple Majority
Attachments	Attachment 16.6A – Review of Council Policy 4.6 Honorary Awards ↓ 

Purpose

To present the scheduled review of Council Policy 4.6 Honorary Awards.

Committee Recommendation

That Council:

1. ACKNOWLEDGES the scheduled review of Council Policy 4.6 Honorary Awards has occurred.
 2. ADOPTS the amendment to Council Policy 4.6 Honorary Awards as shown in Attachment 16.6A, with green bold text to be included.
-

Background

1. A major review of policy relating to honours and recognition, which included the revocation of the below polices, was undertaken in 2021. Council adopted Council Policy 4.6 (CP4.6) Honorary Awards on 6 July 2021.
 - a) Council Policy 1.10 - Freeman of the City;
 - b) Council Policy 1.11 - Freedom of Entry;
 - c) Council Policy 1.12 - Keys to the City, and
 - d) Council Policy 1.13 - Honorary Citizenship.
2. The *Local Government Act 1995* does not require a local government to have a policy relating to honorary awards, however it is common practice for capital cities and other local governments to bestow honours.
3. The provisions of CP4.6 are still considered to be current and appropriate, and no amendments have been recommended.
4. This policy was reviewed ahead of its scheduled workplan date to support the alignment of the review date with local government election processes. This allows, where possible, a new Council to endorse those Council member related policies shortly after they are elected.
5. CP4.6 will be reviewed again following the next ordinary election.

Discussion

6. In addition to scheduled reviews, Council may review or amend the City's policies at any time for convenience, to accommodate a change in practice or position, if they fall out of step with relevant legislation, or if they become unwieldy or ineffective.
7. If a policy conflicts or is inconsistent with the *Local Government Act 1995*, the Act prevails to the extent of the conflict or inconsistency.

Consultation

Nil.

Decision Implications

8. If Council does not support the officer's recommendation, then the policy review will not be acknowledged, and the policy will not be recorded as having been reviewed in accordance with Council's scheduled review.

Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	Sustainable
Related Documents (Issue Specific Strategies and Plans):	Code of Conduct for Council Members, Committee Members and Candidates
Legislation, Delegation of Authority and Policy	
Legislation:	Nil.
Authority of Council/CEO:	Section 2.7(2)(b) of the <i>Local Government Act 1995</i> .
Policy:	Nil.

Financial Implications

Nil.

Further Information

9. At the Policy and Legislation Committee meeting held 14 November 2022 it was highlighted that a dot point, listing the heading “Freeperson of the City” had been omitted from the policy. Accordingly, the recommendation and Attachment 16.6A to this report has been updated to include this amendment.
10. The below table outlines the amendment to the existing policy:

HONORARY AWARDS POLICY REVIEW – NOVEMBER 2022				
TOPIC	LINES	CURRENT POLICY	AMENDMENT	JUSTIFICATION
POLICY STATEMENT	12	Nil.	d. Freeperson of the City	Correction

11. Questions and responses received prior to the Policy and Legislation Committee held 14 November 2022 are as follows:

	Question	Response
1.	Background point 5 – why is the Administration suggesting a review happen again in 12 months?	It is best practice for Policies that relate directly to Council Civic Functions or that impact on Elected Members to be reviewed following each ordinary election to ensure that the incoming Council are aware of and supportive of these policy positions of Council.
2.	1d is missing freeperson of the City	Noted, this amendment has been included in the report to Council.

17. Motions of which Previous Notice has been Given

17.1 Notice of Motion – Councillor Fleeton - COP29 Perth Exploratory Committee

The following Notice of Motion was submitted in accordance with clause 4.12 of the *Standing Orders Local Law 2009*.

Councillor	Councillor Brent Fleeton
Date Received	7 November 2022
Motion	<p>That the City of Perth Council:</p> <ol style="list-style-type: none"> 1. <u>AUTHORISES</u> the Lord Mayor to form an exploratory working group of relevant stakeholders to investigate the potential of Perth hosting the United Nations Climate Conference (COP), including (but not limited to) the Federal Member for Perth, the State Member for Perth, City of Perth Chief Executive Officer, industry bodies, and community representatives (membership of the working group to be determined by the Lord Mayor), 2. <u>ALLOCATES</u> \$250,000 in the 2022-23 Mid-Year Budget Review for research, advocacy, and other related expenses to this effort, 3. <u>IDENTIFIES</u> securing this conference for the City of Perth as Council’s number one economic development priority, and 4. <u>REQUESTS</u> the Lord Mayor provide periodic reports of progress to Elected Members via EMES as appropriate.
Reasons Provided	<p>This conference would be the most important economic development opportunity for our city and our ratepayers since CHOGM in 2011.</p> <p>Western Australia is the energy capital of the world. Having this conference in Perth as we debate the future of how we produce and consume energy as a society makes sense. It’s a coming together of the best minds in energy, climate change, technology, and public policy. The benefits to our city, our state and Australia are too many to list.</p> <p>This is a wise investment on behalf of ratepayers to put our best foot forward in securing state and federal government support, in addition to utilising the Lord Mayor’s considerable personal network and tireless work ethic to lock in private partners necessary to making this a success.</p> <p>Perth’s CBD is home to some of the world’s largest resource and energy companies. Ignoring climate change as an economic development portfolio issue is a fallacy. This has nothing to do with ideology. I want the most famous and most relevant economic conference in the world coming to Perth.</p> <p>The benefits for our hotels, bars, restaurants, cafes, not to mention the opportunities it brings to our start up communities, again, the benefits are too great to list.</p> <p>I commend this motion to my colleagues.</p>

Administration Response to Notice of Motion

Responsible Officer	Dale Page – General Manager Planning and Economic Development
Voting Requirements	Absolute Majority
Attachments	Nil.

Discussion

1. The motion is not supported.
2. Prior to being elected, the Australian Government announced in 2021 that it would bid to co-host COP in 2024. This will be the 29th COP known as COP29 and was expected to be delivered in partnership with Pacific Island nations.
3. At the meeting of COP earlier this month in Egypt, an announcement was reportedly made that the host for COP29 will be Bulgaria.
4. In early November, the Minister for Climate Change and Energy (Chris Bowen) reportedly stated that Australia had decided against bidding for COP29 in 2024, citing the time frame and global tensions. Instead, Minister Bowen reportedly stated that Australia would bid as co-hosts with Pacific Island nations for COP31 in 2026.
5. The requirements around bidding for and facilitating the COP31 will be primarily driven by the Australian Federal Government and subject to arrangements or negotiations that may already be in place or be significantly advanced, particularly if the COP31 is to be co-hosted with Pacific Island nations.

Decision Implications

6. If Council approves the motion, this will significantly impact on resources and the ability to deliver other programs and projects already approved by Council in the 22/23 Corporate Business Plan.

Strategic, Legislative and Policy Implications

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

Legislation, Delegation of Authority and Policy	
Legislation:	Nil.
Authority of Council/CEO:	The allocation of resources and funding related to this motion require Council consideration.
Policy:	Nil.

Financial Implications

7. There is currently no budget available for research, advocacy and other related expenses anticipated by this motion.

Further Information

Nil.

18. Matters for which the meeting may be closed

Nil.

19. Urgent Business

20. Closure