



City of Stirling

Ordinary Meeting of the 41st Council

21 November 2023

Minutes

To: The Mayor and Councillors

Here within the Minutes of the Ordinary Meeting of Council of the City of Stirling held Tuesday 21 November 2023 in the City of Stirling Council Chamber, 25 Cedric Street, Stirling.

Stuart Jardine PSM | Chief Executive Officer

Our Vision, Mission and Values

Vision

A sustainable City with a local focus.

Mission

To serve our community by delivering efficient, responsive and sustainable service.

Values

The City of Stirling's core values are:

- Approachable
- Responsive
- Transparent
- Innovative.

Disclaimer

Members of the public should note that in any discussion regarding any planning or other application that any statement or intimation of approval made by any member or officer of the City during the course of any meeting is not intended to be and is not to be taken as notice of approval from the City. No action should be taken on any item discussed at a Council meeting prior to written advice on the resolution of the Council being received.

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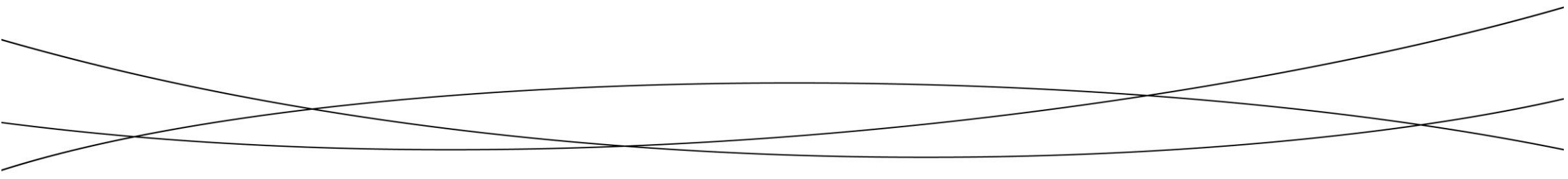


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**MINUTES OF THE ORDINARY MEETING OF COUNCIL OF TUESDAY 21 NOVEMBER 2023 HELD IN CITY OF STIRLING
COUNCIL CHAMBER, 25 CEDRIC STREET, STIRLING**

1. OFFICIAL OPENING

The Presiding Member declared the Ordinary Meeting of Council open at 6.31pm.

2. ATTENDANCE AND APOLOGIES

ATTENDANCE

Mayor

Mark Irwin

Councillors

Councillor Andrea Creado
Councillor Michael Dudek
Councillor Joe Ferrante
Councillor Damien Giudici
Councillor Chris Hatton
Councillor Tony Krsticevic
Councillor Suzanne Migdale
Councillor Teresa Olow
Councillor Rob Paparde
Councillor Karlo Perkovic
Councillor Stephanie Proud JP
Councillor Lisa Thornton

Employees

Chief Executive Officer - Stuart Jardine PSM
Executive Support - Stevan Rodic
Director Community Development - Michael Quirk
Director Corporate Services - Ingrid Hawkins
Director Infrastructure - Andrew Murphy
Director Planning and Development - Amanda Sheers
Manager Community Services - Chris Brereton
Manager Development Services - Giovanna Lumbaca
Manager Engineering Services - Paul Giamov
Manager Finance - Dan Richards
Acting Manager Governance - Regan Clyde
Service Lead Arts and Events - Jodie Abela
Service Lead Council & Civic - Candice D'Castro
Service Lead Leisure Services - Simone Pastor
Service Lead Marketing & Communications - Caitlin Tiller
Community Engagement Coordinator - James Murphy
Acting Coordinator Planning Approvals - James Fletcher
Senior Governance Officer - Daniel Govus
Senior Governance Officer - Jackson Mawby
Communications and Content Officer - Scott Stirling

Public

11

Press

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APOLOGIES

Nil.

3. APPROVED LEAVE OF ABSENCE

Councillor David Lagan (granted a leave of absence for the period 10 November 2023 to 2 December 2023 inclusive).

Councillor Elizabeth Re (granted a leave of absence for the period 7 November 2023 to 6 December 2023 inclusive).

4. DISCLOSURES OF INTEREST

Where a member has disclosed a financial or proximity interest in an item, they must leave the Chamber for consideration of that item.

Where a member has disclosed an impartiality interest in an item, they may remain in the Chamber. The member is required to bring an independent mind to the item and decide impartially on behalf of the City of Stirling and its community.

Audit Committee - 13 November 2023

Nil.

Community and Resources Committee - 14 November 2023

Councillor Michael Dudek disclosed a Financial Interest in Item 12.2/TE2 as one of the tenderers is a client of his brother's business who he does the accounts for.

Mayor Mark Irwin disclosed an Impartial Interest in Item 12.2/8.1 as one of the applicants is known to him.

Councillor Tony Krsticevic disclosed an Impartial Interest in Item 12.2/8.1 as an applicant is known to him.

Council - 21 November 2023

Mayor Mark Irwin disclosed an Impartial Interest in Item 13.1 as the group is known to him, and he has met with them.

5. PETITIONS

5.1 PETITION - UPGRADES TO ROW LANE BETWEEN NINTH AND TENTH AVENUE, INGLEWOOD

Councillor Suzanne Migdale tabled the following petition containing 22 verified signatures:

“We, the undersigned petition to have the rear of way (ROW) lane between 9th and 10th Tenth Avenue asphalted and lights installed like most of the other rear lanes in Inglewood. We have continued to wait and have been over promised/under delivered for when these works would be commenced.”

The petition has been forwarded to the Engineering Services Business Unit for consideration and the appropriate action.

5.2 PETITION - OBJECTION TO DA23/1175 - 19 CHRYSOSTOM STREET NORTH BEACH

Councillor Tony Krsticevic tabled the following petition containing nine verified signatures:

"We as a community are against the approval of an AIRBNB at 19 Chrysostom Street, North Beach.

The landowner has been operating an unauthorised AIRBNB for the last two years and during that time we have had to deal with many issues and safety concerns for our families and the community, such as, dogs barking and stressing every two to three days. Yelling, screaming, domestics, unknown people coming and going every two to three days. Guests using the home as a home water birth with overheard wailing for over four hours. With the owner not located onsite to manage the issues and the location is not suitable for AIRBNB."

The petition has been forwarded to the Development Services Business Unit for consideration and the appropriate action.

Council Resolution

1123/001

Moved Councillor Migdale, seconded Councillor Perkov

That Council RECEIVES the petitions tabled at the Council meeting held Tuesday 21 November 2023 and the petitions be REFERRED to the Chief Executive Officer for the appropriate action.

The motion was put and declared CARRIED (13/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.

Against: Nil.

All petitions will have an update available in due course on the Petition Status Update page of the City's website which can be accessed [here](#).

6. RESPONSES TO PREVIOUS QUESTIONS FROM MEMBERS OF THE PUBLIC TAKEN ON NOTICE

All Public Question Time responses from the previous Council meeting were published in the minutes of that meeting.

Nil.

7. PUBLIC QUESTION TIME

Public Question Time is included in the live stream. Members of the public are only required to state their name and suburb when addressing the meeting.

Members of the public who wish to ask question/s at the Council meeting are requested to submit these through the City's online Public Question Time submission form ([click here](#)).

7.1 PUBLIC QUESTION TIME - R MITCHELL

The following questions were submitted by R Mitchell, Karrinyup WA 6018, at the Council Meeting held Tuesday 21 November 2023.

Q1. *“Mayor, I draw your attention to the Answer to question two of the questions I asked on 3 October 2023.*

“Answer for Question 2 - 3 October 2023

A2. *The Mayor advised there are two parts to this - the first one is the forecourt area and the Mayor acknowledged it is a mess. There is money in this year’s budget to fix it and there will be areas where traders can operate. Also, the flooding mostly is due to the roof. The Mayor further confirmed that a couple of months ago, he put forward a motion that the City talk to the owners of the shopping centre site about future possibilities for redevelopment of those areas, and that must include a library and a community centre. The City’s commitment is that as soon as there are answers from the shopping centre, the City will put that in the public realm and let residents know exactly what proposals may be in the future.”*

“Why does the Council have to dip into funds to repair broken and cracked and odd replacement pavers when the courtyard was sectioned off to provide space for construction activities for the shopping centre?

Surely the Council officers monitoring the site would have noticed the pavers. Obviously broken by building logistic.

Further to the condition of the site, including the vehicle parking area, Council property used to advantage by shoppers going to the shopping centre.

Why does the Council need the advice of the shopping centre? The property is Lot 3, Davenport Street, fee simple owner City of Stirling.

Why not ask the shopping centre owners to re-surface the car park after their advantage use for the past 50 years?

It is wrong that the current building is not put to further use, i.e. utilise the courtyard and kitchen and toilets of the Community Centre by providing a service module to the courtyard and access to toilets for a leased opportunity use as an alfresco coffee / delicatessen area, or similar.”

- A1. The Mayor acknowledged the perspective of underutilisation of the courtyard and some points of the building being in a state of disrepair. To understand the future of the site, the City has engaged to communicate with Karrinyup Shopping Centre regarding the courtyard (east) and the damage to the pavers. Damage to the pavers in the Karrinyup forecourt area preceded the construction activities associated with the shopping centre development. Damage sustained more recently has been replaced, but a major overhaul is required to utilise and operate the area.

In relation to the carpark adjacent to the Karrinyup Library, there are no plans to resurface this area. Resurfacing of this carpark would only be considered when the condition of the pavement deteriorates to an unacceptable standard and minor maintenance repairs are not sufficient to preserve the condition of the pavement.

- Q2. *“As the Federal Government has changed the ratio for project finance on a bi-partisan Government commitment, will the Council now scrap the proposed “trackless transport linkage”, between Glendalough and Scarborough Beach promotion? Obviously now the proposal will never be given a tick in all of our lifetimes, probably our children’s too.*

The only reason you persist with this proposal, that is not a responsibility of the City of Stirling, is to promote medium-to-high rise development as a trigger for opportunistic development. To create a reason for infill development and force the government to try and act on a future public transport, before it is inopportune and economically safe to do so - i.e. the current Scarborough Beach approval and construction of high rise try to play catch up with the fluid development approvals now.”

- A2. The Mayor clarified that infill density is different to the Scarborough Beach Road Corridor. The City has planned density along road corridors to reduce density from the suburbs. It is part of the State Government...

Mr Mitchell – “It is planned density but it’s getting a push is it not?”

The Mayor confirmed that it is being pushed, but it is towards the State Government planning targets of 3.5 million by the year 2050. The Federal Government has funded the trial for the Trackless Tram; that will not change because of the Federal Government’s stance on funding.

- Q3. *“At items 12.2/TE1 to 12.2/TE6, tonight’s agenda, are the results of Public Tenders without the accepted tender sum being declared, why? Will the Council be declaring the results of the tender for parking, traffic wayfaring on Scarborough Beach recently advertised with a prime sum guide of \$530,000? I asked last meeting what was going on there? Here you are getting a tender in the paper, there’s no information whatsoever for any ratepayer or anyone in the City for that matter. It’s just ridiculous.”*

- A3. The Mayor advised that the City follows strict guidelines under the *Local Government Act 1995*, for how it proceeds through the tender process. Tenders remain commercial-in-confidence throughout the tender process, until they are awarded. Once awarded, they are made public and published in the Tender Register on the City's website.

Mr Mitchell – “Well, this is obviously to try and improve parking on Scarborough Beach precinct. It is ridiculously chronic. And will get worse as the weather warms up.”

The Mayor clarified this is why the carpark wayfinding is there.

7.2 PUBLIC QUESTION TIME - D MASEL

The following question was submitted by D Masel, North Beach WA 6020, at the Council Meeting held Tuesday 21 November 2023.

- Q1. *“At the Council meeting held 1 August 2023, in reply to a question regarding Mister D’Arcy’s, the Mayor stated and I paraphrase, ‘that it’s not in the interests of Council to prosecute and instead to work with the restaurant to achieve the best outcome for everyone.’ Given continued breaches, which have been provided to the Council’s Environmental Team, does the Mayor still believe a strategy of proactively working with Mister D’Arcy’s to be effective? And subsequently how does the Council intend to force the proprietor to comply, for the benefit of all stakeholders? Once again to state publicly, I support the establishment so long as they meet the conditions imposed by the Council.”*
- A1. The Mayor acknowledged the support for working proactively for a better outcome, noting that in this case this has not been the most successful outcome.

The Manager Development Services advised that City Officers are working through that investigation. The team has been in contact with Mr Masel this week for an update, and the team is updating the surrounding residents to keep them informed. This has been a lengthy matter and the City is proceeding to the next step.

7.3 PUBLIC QUESTION TIME - S WHEELER

The following questions were submitted by S Wheeler, Scarborough WA 6019, at the Council Meeting held Tuesday 21 November 2023.

Q1. *“Mayor Irwin, with reference to the DAP application for 12 story developments at 194 The Esplanade.*

The department has confirmed the developer contribution for this project under the Scarborough Beach Master Plan - total sum \$58,000. Yet, the public art contributions are assessed at \$300,000.

Now, I'm all for a bit of public art – but you can't park on it. I think the majority of that contribution would be far better spent on infrastructure and some more tangible community benefits.

Now that has never stopped DevelopmentWA doing what it wished, but the prevailing planning scheme does not allow for such. I think this application highlights several issues with the scheme that urgently need to be addressed. I've got a list, but my question is, does the City agree that this development highlights some of the deficiencies in the Scarborough Beach Master Plan and its development guidelines? And when and how will the City address them?”

A1. The Director Planning and Development clarified that this is the first application the City has considered following the normalisation in August, earlier this year. As part of that process of assessing these applications, any inconsistencies or problems with the planning framework will come to fruition. The City prioritised the preparation of Local Planning Scheme No.4, which the City has been working on finalising this year. Once completed, the City will look at Scarborough in terms of whether or not there is an opportunity to review this planning framework.

Mr Wheeler – “Will the Scarborough Beach Masterplan be like included in the LPS4 or is it a separate thing?”

The Director Planning and Development advised that when the City took on the normalisation process, changes were not able to be made. The normalisation process required the City to bring it across as it was. It is quite a lengthy process to amend planning documents, and this will be something the City will look into in the next year's budget following normalisation.

Q2. *“Mayor Irwin, on 17 October I asked if the City could produce a list of exemptions granted by the Office of the CEO under Section 1.1 of the Election Caretaker Policy during the then caretaker period?”*

The answer was yes, and that the City was collating a response to be provided directly. I have yet to receive such a response and as the Mayor is aware, any complaints in regard to potential breaches of the Caretaker Policy, surreally enough, cannot be made during the Caretaker period. Yet, these must be made within one month of an alleged offence, and that one month is up today.

I often wondered, Mayor Irwin, why there were so few complaints to the City of Stirling. I think I'm beginning to see a pattern, so I'll have to waste a question and re-ask my question from 17 October."

A2. The Mayor apologised and advised that Mr Wheeler would receive a response.

Q3. *"Mayor Irwin, Council Resolution Number 1023/010 of 17 October was moved behind closed doors, allegedly in accordance with Section 5.32B of the Local Government Act – which is a provision for an item relating to the personal affairs of any person. Subjective, personal input aside, the subject of that resolution had nothing to do with the personal affairs of any person and was for a matter that could, and in Caretaker might probably should, have been managed under delegated authority, as given it was a donation under \$25,000.*

The minutes of the meeting give no indication of the subject of the resolution, a resolution that should, as a donation, be a matter of public record; unless the City prefers that its ratepayers not know where it is spending, how it is spending, or where it is spending their money. So my question is, Mayor Irwin, were Councillors made aware that there's no statute enabling this matter to be held behind closed doors and that the item could have been handled under delegated authority without the need for all privacy?"

A3. The Mayor advised that at the time, during Caretaker Period, it was appropriate to hold Council Resolution 1023/010 behind closed doors; and that the result would be made public.

Mr Wheeler – "But it hasn't been made public has it?"

The Mayor confirmed the resolution would be made public.

Additional Information

- A2. The City apologises for the delay in providing Mr Wheeler a response regarding Q1 asked at the meeting held 17 October 2023. The CEO considers each event during the Caretaker Period on its merits. If not essential, and if considered likely to influence the outcome of the election, any City or Civic event would not have been held. The City considers that events held during the Election Caretaker Period prior to the 2023 Ordinary Local Government Elections did not influence the outcome of the Election. Each event is considered individually. If there is a specific event or query of concern during this period, the City welcomes any feedback from Mr Wheeler.

As part of the Local Government Act reforms, a caretaker framework has been legislated, but is not currently in force. The City will review its Caretaker Policy to identify any improvements, and align it with the Statewide caretaker framework.

- A3. The 17 October 2023 Council minutes confirm that Council Resolution Number 1023/010 was resolved under Item 17 – New Business of An Urgent Nature. Notice of the motion was not contained in the Agenda for the meeting. The Item was moved, considered and resolved behind closed doors. The information referred to by Mr Wheeler in his question is not contained in the public minutes of the meeting. It is unclear how Mr Wheeler has formed the view that the item related to a donation, or that the reason for confidentiality was inappropriate. Council is aware of, and complies with, its obligations in relation to determining matters behind closed doors in accordance with the *Local Government Act 1995*.

As there is a Council resolution to keep the matter confidential, the City does not consider it appropriate to release the confidential resolution without Council endorsement. The publicly available resolution is contained in the minutes of the meeting.

7.4 PUBLIC QUESTION TIME - P ELLIS

The following questions were submitted by P Ellis, Carine WA 6020, at the Council Meeting held Tuesday 21 November 2023.

Q1. *“Can I refer again to answer one Council meeting of the 17th of October, and can you please advise which regulation in Local Government Act 1995 permits the administration to change my wording in Public Question Time from an employee's name to an employee's position, and to claim standard local government practice whilst conforming to the requirements to provide a summary of questions?”*

A1. The Mayor advised that this would be provided in writing.

Q2. *“Can you confirm that the Minutes are accurate when my written wording of an employee's name has been changed to employee's position, and actually increasing the number of letters, and present the minutes as accurate for the Councillors to certify?”*

A2. The Mayor advised that the minutes are accurate and added that a written response would be provided.

Q3. *“And can you please advise how much of the guidance system has been laid in Scarborough Beach Road in relation to the new tram operations?”*

A3. The Mayor clarified that there is no guidance system on Scarborough Beach Road, as it is located in the carpark of the Administration Building.

Additional Information

A1. Section 5.25(1)(f) of the *Local Government Act 1995* outlines that regulations may make provision to the content and confirmation of minutes of Council or Committee meetings. Regulation 11(e) of the Local Government (Administration) Regulations 1996 outlines that the contents of the minutes are to contain a summary of each question raised by members of the public, and a summary of the response to the question.

A2. Council considers the accuracy of the unconfirmed minutes of its previous meeting, as required by Section 5.22 (2) of the *Local Government Act 1995*. At its meeting held 17 October 2023, Council unanimously confirmed that that 3 October 2023 Council minutes as a true and correct record of proceedings.

At 6.51pm, in accordance with Clause 5.2(14) of the City of Stirling's Meeting Procedures Local Law 2021, the Presiding Member ruled that Public Question Time be EXTENDED.

7.5 PUBLIC QUESTION TIME - R HADLEY

The following questions were submitted by R Hadley, Woodlands WA 6018, at the Council Meeting held Tuesday 21 November 2023.

Q1. *"Will the CEO confirm that the Karrinyup library is the most populous in the Southern Hemisphere? Or will he regard it as yet another ridiculous claim by the Mayor?"*

A1. The Chief Executive Officer advised that Karrinyup library is a very popular library.

Mr Hadley – "Is it the most populous in the southern hemisphere?"

The Chief Executive Officer clarified that it arguably is. The City will provide the answer in writing.

Q2. *"Will the Council seek ratepayers' views on the future development of this community owned land and do it as early as possible? Building on top of the existing buildings as possible or adjacent as possible? News tonight – that the library is in need of repair, is news to many."*

A2. The Mayor advised that people who have been shut out of Karrinyup Library over the last few years due to flooding would know significant work to the area is required. The City's commitment from the start has been to make the future developments public and seek community feedback.

Q3. *"With the financial demise of the futile Trackless Tram project, when will the ratepayers finally see the removal of this \$3.2 million golden chariot?"*

A3. The Mayor advised that the Tram will be here for a few more weeks. Federal government funding is irrelevant, as the trial project currently underway is funded by the federal government.

- Q4. *“Leading on from that – how much time and money has been wasted on fencing, lighting, security, realignment of roads and curbs, resurfacing of roads and carparks, cost of events, advertising, publications, overseas travel and accommodation, videos, conference costs? And who has been paying for the maintenance and running costs of this tram?”*
- A4. The Mayor advised that the question would be taken on notice and a written response provided. He further added that the current charging of this is by a couple of companies, completely off grid at no cost of our electricity.
- Q5. *“Further to my attendance on the Council meeting on the 17th of October. The ministers’ office stated that at Public Question Time, Councils need to focus on the questions being asked, irrespective of how the questions are delivered.”*
- A5. The Mayor advised that it is on public record how the City conducts Public Question Time and that the City is happy to be judged on it.

Additional Information

- A1. Karrinyup Library was established in 1973 and provides a seven-day service that attracted 93,000 visitors, 37,000 enquiries, and 193,000 loans in 2022/2023.

Approximately 1,800 people visit Karrinyup Library each week to access a wide variety of programs and services offered by the library.

- A4. The Trackless Tram Trial is ongoing and concludes following the Community Open Day on 26 November 2023. A written response will be provided once the Trackless Tram Trial has been completed.

8. APPLICATIONS FOR LEAVE OF ABSENCE

Councillor Tony Krsticevic requested a leave of absence for the period 26 November 2023 to 3 December 2023 inclusive.

Councillor Teresa Olow requested a leave of absence for the period 26 November 2023 to 3 December 2023 inclusive.

Council Resolution

1123/002

Moved Councillor Paparde, seconded Councillor Hatton

That Council APPROVES:

- 1. Councillor Tony Krsticevic's request for a leave of absence for the period 26 November 2023 to 3 December 2023 inclusive.**
- 2. Councillor Teresa Olow's request for a leave of absence for the period 26 November 2023 to 3 December 2023 inclusive.**

The motion was put and declared CARRIED (13/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.

Against: Nil.

9. CONFIRMATION OF MINUTES

Council Resolution

1123/003

Moved Councillor Krsticevic, seconded Councillor Hatton

- 1. That the Minutes of the Ordinary Meeting of Council of 17 October 2023 be confirmed as a true and correct record of proceedings.**
- 2. That the Minutes of the Special Meeting of Council of 31 October 2023 be confirmed as a true and correct record of proceedings.**
- 3. That the Minutes of the Special Meeting of Council of 7 November 2023 be confirmed as a true and correct record of proceedings.**

The motion was put and declared CARRIED (13/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.
Against: Nil.

10. ANNOUNCEMENTS BY THE PRESIDING MEMBER

10.1 ANNOUNCEMENT - 2023 PLANNING INSTITUTE AUSTRALIA AWARDS

Mayor Mark Irwin made the following announcement:

"I am thrilled to share some exciting news regarding our Planning Team's outstanding achievement at the Planning Institute of Australia State Awards for Planning Excellence gala dinner on Friday evening.

In an amazing clean sweep of the major awards, the City of Stirling won three exciting and prestigious awards:

The WA Minister for Planning Award - Award for Planning Excellence

This highly coveted award was presented to the City of Stirling for the Stirling Fast-Track (Development Applications) project.

The Minister provided the following citation for the award:

'The City's Fast-Track (Development Applications) assessment tool was recognised as a shining example of our commitment to cutting unnecessary red tape and streamlining the approval processes for the benefit of the community. The assessment tool stood out as an innovative online service that simplifies the assessment and determination of small-scale residential development applications. The project was celebrated as a practical example of a local government supporting the State Government's planning reform agenda to modernise and streamline development assessment'.

Local Government Team (Band 1) Award for Planning Excellence

This was awarded to the Development Services Planning Team, to acknowledge the hard work, dedication and innovation the team has shown in providing a modern and streamlined planning service.

Technology and Digital Innovation Sponsored by Development WA Award for Planning Excellence

The prestigious award was presented to the City of Stirling for the Stirling Fast-Track (Development Applications) project. The Stirling Fast-Track (Development Applications) project team consisted of members across the organisation, who worked collaboratively to deliver the award-winning project.

I wish to congratulate the dedicated Planning and Development team led by the Director Planning and Development Amanda Sheers, and former Director Planning and Development Stevan Rodic, for winning these awards."

11. UNRESOLVED BUSINESS FROM PREVIOUS MEETING

Nil.

12. REPORTS AND RECOMMENDATIONS OF COMMITTEES

12.1 AUDIT COMMITTEE - 13 NOVEMBER 2023

Council Resolution

1123/004

Moved Councillor Perkov, seconded Councillor Krsticevic

That the balance of the Audit Committee recommendations be ADOPTED by exception resolution in accordance with Clause 4.7 of the City of Stirling Meeting Procedures Local Law 2021.

The motion was put and declared CARRIED (13/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.
Against: Nil.

12.1/A1 AUDIT COMMITTEE TERMS OF REFERENCE

Business Unit:	Governance	Service: Council Governance
Ward:	Not Applicable	Location: Not Applicable
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Council Resolution**1123/005****Moved Councillor Perkov, seconded Councillor Krsticevic****That Council ADOPTS the Audit Committee Terms of Reference as shown in Attachment 1.****The motion was put and declared CARRIED (13/0) by exception resolution.****For:** Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.**Against:** Nil.**Committee Recommendation**

That Council ADOPTS the Audit Committee Terms of Reference as shown in Attachment 1.

Officer's Recommendation

That Council ADOPTS the Audit Committee Terms of Reference as shown in Attachment 1.

Purpose

To adopt the amended Audit Committee Terms of Reference.

Details

The Terms of Reference are reviewed in line with the appointment of Elected Members following the Local Government election.

A minor amendment to the Terms of Reference has been track changed (refer to Attachment 2). It is administrative in nature and does not alter the Committee's role or purpose. The amendment reflects the appointment of an additional external representative.

Financial Assessment and Implications

Nil.

Stakeholder Engagement

Nil.

Relevant Policies, Legislation and Council Resolutions

Section 7.1A of the [Local Government Act 1995](#) requires Council to establish an Audit Committee, and that the members are to be appointed by Council.

Meeting Date	Council Resolution Number	Council Resolution
16 November 2023	1121/006	That Council ADOPTS the Audit Committee Terms of Reference as shown in Attachment 1.

Sustainable Stirling 2022-2032

Key Result Area: Our leadership

Objective: A well-governed City

Priority: Comply with legislation, standards and obligations

Strategic Risk

Strategic Risk	Risk Appetite
Governance	The City will act with integrity and implement appropriate processes and controls to avoid breach of legislation.

Relevant Documents and Information

Attachments

Attachment 1 - Audit Committee Terms of Reference 2023 [↓](#)

Attachment 2 - Audit Committee Terms of Reference 2023 (Track Changed) [↓](#)

Available for viewing at meeting

Nil

Linked Documents



Audit Committee Terms of Reference

Responsible Director/s	Chief Executive Officer
Responsible Business Unit/s	All
Quorum	5

1. Establishment

The Audit Committee is established by the City of Stirling under Section 7.1A. of the *Local Government Act 1995*.

2. Objectives

The objective of the Committee is to advise Council in relation to internal and external audit, compliance and risk management matters as well as the City of Stirling's financial statements.

3. Areas of Responsibility

The Audit Committee is responsible for advising Council on all matters relating to:

- The integrity of the City's annual financial statements
- Compliance with legal and statutory requirements
- External audit
- The City's internal audit program
- The City's risk management framework

4. Membership

The Committee shall consist of the following:

- The Mayor
- Up to seven Councillors
- Two External Representatives

All appointments to the Committee shall be by nomination and appointed by Council. The Presiding Member is to be elected from ordinary Committee members.

5. Committee Operations

- The general affairs of the Committee shall be administered in accordance with the *Local Government Act 1995*.
- The Committee may institute and manage any rules considered necessary for the day-to-day operations of the Committee.
- The Committee's recommendations must be considered and adopted by Council before implementation.

Audit Committee Terms of Reference as at November 2023



Audit Committee Terms of Reference

- The Terms of Reference are to be reviewed in line with the election of new members and any amendment is to be submitted for Council approval prior to Committee adoption.

6. Meetings

The Committee shall meet at 6.00pm on a Monday on a quarterly basis, or as required.

7. Minutes

- Recommendations from the Committee will be presented to the next available Council meeting for consideration.
- The Governance Officers will be responsible for keeping minutes of all business transacted at each meeting and will present the minutes to the next meeting of the Committee for confirmation.
- The minutes shall be made available to all Councillors and the External Representative of this Committee.

Office Use Only	
Reviewed/Modified	
19 November 2013	Council Resolution Number 1113/017
17 November 2015	Council Resolution Number 1115/002
5 December 2017	Council Resolution Number 1217/018
3 December 2019	Council Resolution Number 1219/039
16 November 2021	Council Resolution Number 1121/006
21 November 2023	

Audit Committee Terms of Reference as at November 2023

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This information is available in alternative formats on request. Please contact the Stirling Customer Contact Centre on (08) 9205 8555

12.1/A2 CITY LEAVE LIABILITY UPDATE

Business Unit:	Finance Services	Service: Financial Accounting
Ward:	Not Applicable	Location: Not Applicable
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Council Resolution**1123/006****Moved Councillor Perkov, seconded Councillor Krsticevic****That Council NOTES the leave liability update as at 1 November 2023.****The motion was put and declared CARRIED (13/0) by exception resolution.****For:** Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.**Against:** Nil.**Committee Recommendation****That Council NOTES the leave liability update as at 1 November 2023.**

Officer's Recommendation

That Council NOTES the leave liability update as at 1 November 2023.

Purpose

To provide details on the City's current excessive leave liability as requested by the Audit Committee at its meeting held 8 August 2022.

Details

The audit of the City's 2019/2020 financial statements undertaken by the Office of the Auditor General (OAG) identified one moderate and three minor findings with regards to internal control. The moderate finding related to 'Annual leave accrual accumulation' noted that annual leave had been allowed to accumulate to a high level for a number of employees. This was noted as a moderate risk, with the audit report identifying employees not taking their annual leave entitlement each year as an increased risk or opportunity for fraud to occur.

This finding was reiterated by the OAG in the 2020/2021 audit, with the finding rated as a minor risk and the action being to continue to monitor balances and report to the Executive Team. The OAG also recommended that the City should establish a Policy on annual leave usage and that the City's people leaders should use the tools available e.g., management practice, workforce agreements, and Long Service Leave Regulations to encourage employees to take regular time off so as not to accumulate high leave entitlements.

The City's Excessive Leave Liability Management strategy was endorsed by the Executive Team on 18 October 2022 and noted by Council, via the Audit Committee, at its meeting held 15 November 2022.

The OAG removed the finding during the 2021/2022 audit, noting the work done by the City to reduce the balances.

Quarterly Reporting

Information on leave entitlement and excessive leave liability will be reported to the Audit Committee quarterly, with the financial liability included in the monthly financial reports to the Community and Resources Committee and Council.

The City's target in relation to its excessive leave liability is to reduce the existing leave liability balance (as at 1 September 2022) to zero, over a period of three years. This provides a reasonable period given the potential impacts to services and additional costs in backfilling roles to support the clearing of this leave.

From July 2022, the Human Resources Business Partners have been supporting people leaders to negotiate agreements with employees to reduce leave, and where this cannot be negotiated, issuing employees with direction to clear leave balances. The City also issued a direction for a Christmas close down of all non-essential services, requesting leave be booked for the dates where there were no public holidays (three days).

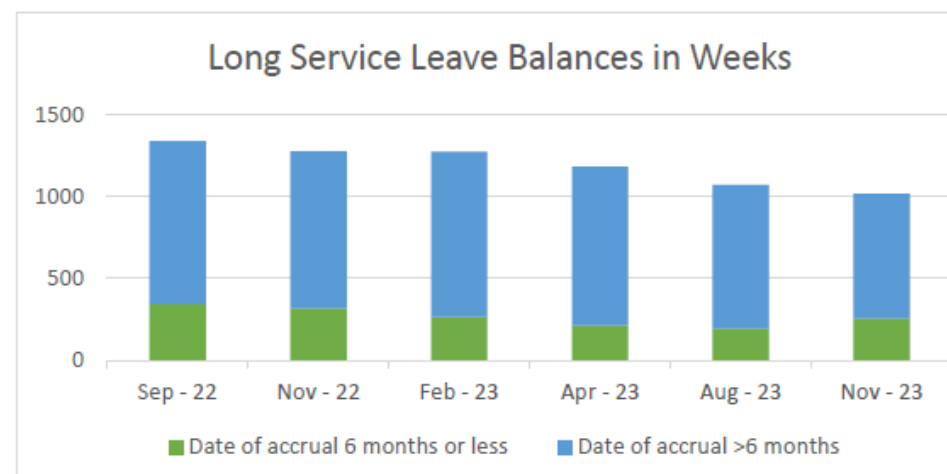
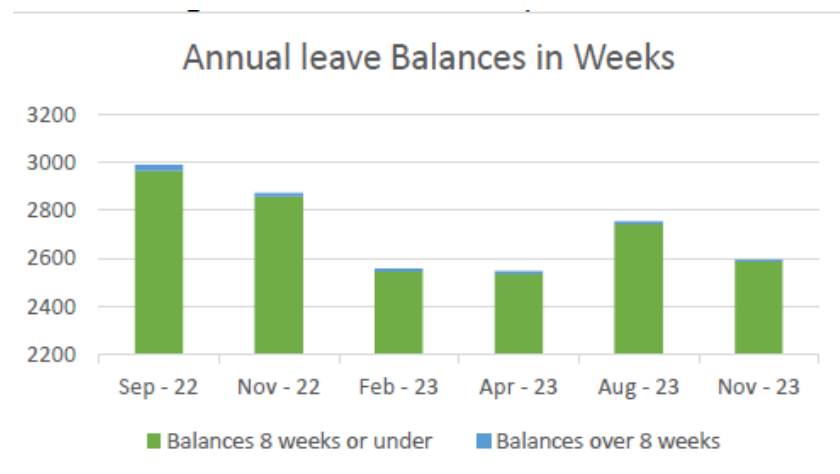
As at 1 September 2022, the City's overall leave liability for 1,030 employees was:

- Annual Leave – 2,990.53 weeks (average 2.9 weeks per employee), of this 25.84 weeks being considered excessive.
- Long Service Leave – 1,336.32 weeks (average 1.3 weeks per employee), of this 989.16 weeks being considered excessive.

As at 1 November 2023, the City's overall leave liability for 1,058 employees was:

- Annual Leave – 2,593.62 weeks (average 2.4 weeks per employee), of this 6.32 weeks being considered excessive.
- Long Service Leave – 1,016.02 weeks (average 1 week per employee), of this 759.08 weeks being considered excessive.

Tables showing leave balances from September 2022 to November 2023.



Attachment 1 and Attachment 2 provide a breakdown of the 1 November 2023 leave balances by Directorate and Service Area.

From the targeted approach, there has been a significant reduction from September 2022 to November 2023 of 19.52 weeks in excessive annual leave (balances over eight weeks) and 230.08 weeks in excessive long service leave (balances that have a date of accrual over six months).

Due to the ease in transferring long service leave across the Sector, the balance employees bring across when joining the City is outside of its control. As such, the City will never be able to guarantee the excessive long service leave liability balance can remain at zero should this target be achieved. It is also impractical to require new employees to clear leave soon upon their arrival, and in the existing market, it is not recommended that prospective employees are required to clear balances soon upon their commencement as this could deter them from joining the City.

The endorsed City Excessive Leave Liability Management Strategy 2022-2025 addresses the current excessive leave via two avenues, one that is focussed on the management of existing leave liability balances, and another that is focussed on the prevention of future balances occurring. By applying proactive, effective leave management strategies from both directions, the accumulation of excess leave can be minimised, employee wellbeing maximised, and productivity and service levels at the City maintained to a high community standard.

Financial Assessment and Implications

Implementing elements of the City Excessive Leave Liability Management Strategy 2022-2025 is likely to result in additional costs for backfill of front-line services. However, the overall liability and cost to the City will reduce, along with the risk or increased opportunity for fraud to occur as identified by the OAG.

Stakeholder Engagement

Nil.

Relevant Policies, Legislation and Council Resolutions

Inside Workforce Agreement 2019

Outside Workforce Agreement 2020

[Local Government \(Long Service Leave\) Regulations](#)

[Local Government Act 1995](#)

Sustainable Stirling 2022-2032

Key Result Area: Our leadership

Objective: A capable and efficient City

Priority: Maintain a highly skilled and effective workforce

Strategic Risk

Strategic Risk	Risk Appetite
People and Safety	The City will employ a capable workforce that is culturally aligned and is empowered to deliver strategic objectives without comprising safety.

Relevant Documents and InformationAttachments

Attachment 1 - Annual Leave Balances in Excess of 8 Weeks (previously circulated to Elected Members under confidential separate cover)

Attachment 2 - Long Service Leave not booked after 6 months of entitlement (previously circulated to Elected Members under confidential separate cover)

Available for viewing at meeting

Nil

Linked Documents

Nil.

12.1/IA1 INTERNAL AUDITOR'S ACTIVITY REPORT

Business Unit:	Office of the CEO	Service: Executive Services
Ward:	Not Applicable	Location: Not Applicable
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Council Resolution**1123/007****Moved Councillor Perkov, seconded Councillor Krsticevic**

- 1. That Council RECEIVES and ENDORSES the updated Internal Auditor's Report.**
- 2. That Council NOTES the current status of the Management Action Plans for past audits and reviews.**
- 3. That the Management Action Plan tasks currently under review REMAIN on this report until complete, so they can be monitored by the Audit Committee.**

The motion was put and declared CARRIED (13/0) by exception resolution.

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.

Against: Nil.

Committee Recommendation

1. That Council RECEIVES and ENDORSES the updated Internal Auditor's Report.
2. That Council NOTES the current status of the Management Action Plans for past audits and reviews.
3. That the Management Action Plan tasks currently under review REMAIN on this report until complete, so they can be monitored by the Audit Committee.

Officer's Recommendation

1. That Council RECEIVES and ENDORSES the updated Internal Auditor's Report.
2. That Council NOTES the current status of the Management Action Plans for past audits and reviews.
3. That the Management Action Plan tasks currently under review REMAIN on this report until complete, so they can be monitored by the Audit Committee.

Purpose

To provide Council with updates on a range of internal audit activity.

Details

Under its Terms of Reference, the Audit Committee assists Council in overseeing the City's internal audit function. The Internal Audit Activity Report (refer to Attachment 1 Part A) summarises the current status of the Annual Internal Audit Plan. Additional Internal Audit activity is noted below.

Consultation and Other Activity

Regular meetings are held with the Service Lead Compliance, Risk and Information Management and the Risk and Compliance Coordinator. This assists with the coordination between the internal audit, compliance and risk management functions. The Internal Auditor has also provided some assistance to the Strategic and Performance Service Area through discussion and provision of information for future process improvements and the change implications for the City. The Internal Auditor has been assisting with the roll out of the City's new Community Grants Program.

Tender Conflict Checks

The Internal Auditor has reviewed the results of the tender conflict checks 742 - 749 performed since the Audit Committee meeting held 21 August 2023. No issues were noted.

Misconduct, Corruption and Fraud Reporting

No calls or emails have been received through the Misconduct and Fraud Hotline and Email since the Audit Committee meeting held 21 August 2023.

Attachment 2 contains a summary of the suspected serious misconduct incidents that required the integrity panel to convene since the Audit Committee meeting held 21 August 2023.

Management Action Plan Updates

At the time of reporting to the 21 August 2023 Audit Committee, there were 21 action plans which were open. Since then, five action plans have been completed, seven action plans have been added and one action plan is no longer applicable (see attachment 1 Part B for details). There are now 22 action plans that are open, 20 are not yet due and four are overdue. Two overdue actions are rated as 'high' and two overdue actions are rated as 'medium'.

Audit Name	Original Actions	Previously Closed	Closed This Period	Open	Overdue	Not Yet Due
Leisure Aquatic Facilities	8	6	0	2	2	0
See Attachment 1 Part B	2	0	0	2	2	0
Environmental Health	5	1	0	4	0	4
CIS Project Management	14	2	3	9	0	9
Drainage Program	7	0	2	5	0	7
Total	36	9	5	22	4	20

Overdue management action plans have trended as follows over the past 24 months, noting no change in the last 6 months.

	Nov-21	Feb-22	May-22	Aug-22	Nov-22	Feb-23	May-23	Aug-23	Nov-23
Number of overdue actions	3	2	1	1	4	4	4	4	4

The overdue management action plans are summarised as follows (for more detail refer to Attachment 3).

Audit Name & Date of Review	Area	Rating
Leisure Aquatic Facilities	Information not provided to the public on the action for commercial reasons	High
Leisure Aquatic Facilities	Information not provided to the public on the action for commercial reasons	Medium
See Attachment 1 Part B	Information not provided to the public on the action for security reasons	High
See Attachment 1 Part B	Information not provided to the public on the action for security reasons	Medium

Financial Assessment and Implications

Nil.

Stakeholder Engagement

Affected Business Unit Managers and Executive Team were consulted regarding the status of open management action plans.

Relevant Policies, Legislation and Council Resolutions

[Local Government Act 1995](#)

Sustainable Stirling 2022-2032

Key Result Area: Our leadership

Objective: A well-governed City

Priority: Comply with legislation, standards and obligations

Priority: Conscious and effective management of risk

Strategic Risk

Strategic Risk	Risk Appetite
Governance	The City will act with integrity and implement appropriate processes and controls to avoid breach of legislation.

Relevant Documents and Information

Attachments

Attachment 1 - Internal Audit Activity Report (previously circulated to Elected Members under confidential separate cover)

Attachment 2 - Integrity Panel Audit Report (previously circulated to Elected Members under confidential separate cover)

Attachment 3 - Management Action Plan Report (previously circulated to Elected Members under confidential separate cover)

Available for viewing at meeting

Nil

Linked Documents

Nil

12.1/CG1 ACCOUNTABLE STIRLING QUARTER 2 2023/2024 REPORT

Business Unit:	Governance	Service: Compliance, Risk & Information Management
Ward:	Not Applicable	Location: Not Applicable
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Council Resolution**1123/008****Moved Councillor Perkov, seconded Councillor Krsticevic**

- 1. That Council RECEIVES the Accountable Stirling Quarter 2 2023/2024 Report.**
- 2. That Council ADOPTS the minor review of the City of Stirling Strategic Risk Register as shown in Attachment 2, subject to any feedback provided prior to Council.**
- 3. The Council RECEIVES the Interim Key Risk Indicators Report and ADOPTS the proposed changes to the Key Risk Indicators as shown in Attachment 3.**
- 4. That Council APPROVES the development of a new strategic risk relating to Artificial Intelligence to be presented to the Audit Committee.**

The motion was put and declared CARRIED (13/0) by exception resolution.

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.

Against: Nil.

Committee Recommendation

1. That Council RECEIVES the Accountable Stirling Quarter 2 2023/2024 Report.
2. That Council ADOPTS the minor review of the City of Stirling Strategic Risk Register as shown in Attachment 2, subject to any feedback provided prior to Council.
3. The Council RECEIVES the Interim Key Risk Indicators Report and ADOPTS the proposed changes to the Key Risk Indicators as shown in Attachment 3.
4. That Council APPROVES the development of a new strategic risk relating to Artificial Intelligence to be presented to the Audit Committee.

Officer's Recommendation

1. That Council RECEIVES the Accountable Stirling Quarter 2 2023/2024 Report.
2. That Council ADOPTS the minor review of the City of Stirling Strategic Risk Register as shown in Attachment 2.
3. The Council RECEIVES the Interim Key Risk Indicators Report and ADOPTS the proposed changes to the Key Risk Indicators as shown in Attachment 3.
4. That Council APPROVES the development of a new strategic risk relating to Artificial Intelligence to be presented to the Audit Committee.

Purpose

To provide Council with an update on the following items:

- The progress of the Accountable Stirling Action Plan 2023-2025.
- Quarterly status update on the City's risk, compliance, and integrity functions.

Details

Accountable Stirling Action Plan 2023-2025 Update

At its meeting held 20 June 2023, Council adopted the Accountable Stirling Action Plan (ASAP) 2023-2025 (Council Resolution Number 0623/004).

The implementation of the actions in the ASAP is progressing and on track. The primary focus over the past quarter has been to progress and initiate actions within the Key Documentation Review ASAP Theme.

The below actions have been completed since the last report to the Audit Committee and Council:

- **Consultation with relevant business units to scope out actions relating to key documents.**
 - The documents under review include: Employee Code of Conduct, Integrity Strategy, Integrity and Misconduct Management Practice, Social Media Management Practice, Risk Management Framework, Recruitment and Selection Management Practice, kitchen contractor/supplier management documentation and employee job descriptions.
 - Any other relevant processes and procedures relating to the above key documents have been included in the review.
 - Action due dates under the Key Documentation Review theme have been agreed and provided in Attachment 1.

Actions within the other themes are being scoped and the due dates will be updated progressively.

- **Fraud Risk Assessments and City's Fraud Control System**
 - Scoping of the criteria and assessment process for the Fraud Risk Assessments and Fraud Control System has commenced.

In line with the ASAP, the assessments will be aligned to the Office of Auditor General's Fraud Risk Management Better Practice Guide.

- **Implementation of the Risk Management system**
 - User Acceptance Testing (UAT) was successfully conducted with a select group of Service Reporting Officers.
 - Minor changes have been made following the testing.
 - Full implementation is scheduled for early November 2023.

Figure 1 below provides a high-level overview of the five themes and a progress snapshot of the ASAP against each theme as at Quarter 2. A detailed overview of the actions assigned against each of the themes is provided in Attachment 1.

ASAP Themes	Overview of ASAP Theme	Q2 Actions Snapshot Status	Q1 Actions Snapshot Status
Key Documentation Review	Review or develop key organisational documents and policies identified within the ASAP (including Employee Code of Conduct, Recruitment Policy, Social Media Management Practice, Integrity and Misconduct Management Practice).	<ul style="list-style-type: none"> • 1/3 Completed • 1/3 In Progress • 1/3 Not Yet Commenced 	<ul style="list-style-type: none"> • 1/3 Completed • 1/3 In Progress • 1/3 Not Yet Commenced
Refinement of Existing Processes and Procedures	Develop and implement key organisational processes and procedures identified within the ASAP (including control assurance process to ensure controls are monitored, reviewed, and improved continuously).	<ul style="list-style-type: none"> • 0/1 Completed • 1/1 In Progress 	<ul style="list-style-type: none"> • 0/1 Completed • 1/1 In Progress
Establishment of New Reporting Protocols	Review or establish new organisational reporting protocols identified within the ASAP (including reporting of service risk, non-compliance, integrity and misconduct matters).	<ul style="list-style-type: none"> • 0/1 Completed • 2/3 In Progress • 1/3 Not Yet Commenced 	<ul style="list-style-type: none"> • 0/1 Completed • 1/3 In Progress • 2/3 Not Yet Commenced
Training And Awareness	Review and implement targeted training and awareness programs for People Leaders and employees identified within the ASAP (including risk management, integrity and compliance).	<ul style="list-style-type: none"> • 0/2 Completed • 2/2 In Progress 	<ul style="list-style-type: none"> • 0/2 Completed • 1/2 In Progress • 1/2 Not Yet Commenced
Assessment, Analysis and Reporting	Review, assessment, analysis and reporting of organisational risks (including strategic and service risks, compliance self-assessments, integrity/fraud risks).	<ul style="list-style-type: none"> • 1/7 Completed • 6/7 In Progress 	<ul style="list-style-type: none"> • 0/7 Completed • 6/7 In Progress • 1/7 Not Yet Commenced

Figure 1: Quarter 2 - Snapshot status of Accountable Stirling Action Plan for 2023-2025

Risk Management Update

Strategic Risks Review

The City's Strategic Risk Register (SRR) including key risk indicators was adopted by Council at the meeting on 20 June 2023 (Resolution 0623/004), with semi-annual reporting to Council.

The SRR is reviewed six monthly, comprising of a major and a minor review each year.

The first minor review of the SRR has been conducted and included an evaluation of the strategic risks' details, control effectiveness, risk assessments and action treatment plans.

The Action Due Dates for the below Action Treatment Plans within SR01 Funding are proposed to be amended from 31 December 2023 to 30 June 2024.

1. Development of Land Asset Action Plan (LAAP) for Crown Land (Freehold Land Complete); and
2. Update of Property Strategy.

The changes have been proposed on the basis that the LAAP was endorsed by Council on 15 August 2023 (Council Resolution Number 0823/031), with Part 3 to be completed by June 2024. The parts within the LAAP are as follows:

- The Informing Part (Part 1: The Land Assets)
- The Action Plan (Part 2: Freehold Property Recommendations); and
- The Action Plan (Part 3: Crown Land Property Recommendations).

The proposed change to the Property Strategy action due date will align with Part 3 of the LAAP.

The remaining Action Treatment Plans are progressing and tracking to plan.

Figure 2 below provides a high-level summary of the City's Strategic Risk Profile, inclusive of categorisation of the risks by rating, control effectiveness and strategic risk appetite alignment. The minor review does not change the City's Strategic Risk Profile.

Risk Type	Risk Rating	Risk Appetite	Control Effectiveness																						
<div><div>Strategic Risks</div><div>9</div></div>	<div><div>Total Risks by Risk Rating</div><table><tr><td>Extreme</td><td>0</td></tr><tr><td>High</td><td>0</td></tr><tr><td>Medium</td><td>6</td></tr><tr><td>Low</td><td>3</td></tr></table></div>	Extreme	0	High	0	Medium	6	Low	3	<div><div>Risk Appetite Alignment</div><table><tr><td>Above</td><td>2</td></tr><tr><td>Within</td><td>7</td></tr><tr><td>Below</td><td>0</td></tr></table></div>	Above	2	Within	7	Below	0	<div><div>Risk by Overall Control Effectiveness</div><table><tr><td>Poor</td><td>0</td></tr><tr><td>Some Weaknesses</td><td>2</td></tr><tr><td>Satisfactory</td><td>7</td></tr><tr><td>Excessive</td><td>0</td></tr></table></div>	Poor	0	Some Weaknesses	2	Satisfactory	7	Excessive	0
Extreme	0																								
High	0																								
Medium	6																								
Low	3																								
Above	2																								
Within	7																								
Below	0																								
Poor	0																								
Some Weaknesses	2																								
Satisfactory	7																								
Excessive	0																								

Figure 2: City of Stirling Strategic Risk Profile

Of the City's nine strategic risks, two have been rated above risk appetite and risk acceptance criteria to 'Reduce the risk' agreed. Each of the two individual strategic risks have risk treatment action plans identified and assigned to relevant Directors, for oversight and completion. An Elected Member workshop is planned to be held prior to the end of the year to review the City's SRR.

Further information regarding the treatment action plans including the remaining six strategic risks that have been rated within risk appetite are contained in Attachment 2.

Strategic Risks Key Risk Indicators (KRIs) Report

The KRIs provide early indications of increasing risk exposures and/or to assist in determining emerging risk trends and tracks the City's strategic risks against the assigned risk appetite.

The KRI report provides an overview of the performance of the KRIs in 2022/2023 in line with the benchmarks set. As KRIs are early indicators of how well a risk is being managed, the City benchmarks the KRIs against previous trends and data. A traffic light indicator ('Limits') tracks the performance of the KRIs.

In the collection of the 2022/2023 KRIs, some data was not yet available at the time of finalising this report. Some KRIs have been identified for further review to assess its adequacy, relevance and the availability of the data. The data which is unavailable at this time will be provided to the next Audit Committee.

As a result, an interim KRI report (Attachment 3) has been provided to allow additional time to collect all the data. Included within the Attachment are proposed amendments to certain KRIs to provide better measurement points. Key internal stakeholders were consulted in this process.

The final KRI report will be presented at the next Audit Committee.

New Proposed Strategic Risk – Artificial Intelligence (AI)

AI is advancing rapidly. Whilst AI promises great benefits, it also raises many concerns around privacy, security and safety.

The City has developed the Generative Artificial Intelligence Policy to establish a framework for the City's use of AI. The Policy ensures ethical, privacy and security implications are managed appropriately whilst leveraging the benefits of AI for the City of Stirling and its community.

Additionally, the Policy establishes the City's position to harness the benefits of AI, aligning the City's vision to embrace the technology whilst guiding employees on the acceptable use. This Policy is contained in the 14 November 2023 Community and Resource Committee Agenda for Council's consideration.

In the evolving landscape of AI, it is imperative that the City also considers the risks associated with AI.

Therefore, it is recommended that Council approves the development of a new strategic risk on AI to be presented to the next Audit Committee.

The new proposed AI strategic risk will be developed in consultation with the Corporate Data Governance Group, internal experts and the Executive Team.

Service Risks

The service risk review process is progressing and focuses on the inclusion of the below recommendations within the ASAP.

- **Action R4:** Develop reporting channel for the results of the service risks process.
- **Action R8:** Alignment of service risk to Strategic Risk Appetite – Develop a risk treatment plan for those outside of appetite and reporting to Accountable Stirling Management Group or acceptance of appetite variance must be agreed by the Executive Team and endorsed by Council.

As provided in the ASAP update, the implementation of the service risk review and monitoring processes in the new risk system, will commence in November.

A high-level Service Risk Profile will be presented at the Audit Committee once the service risks' review has been completed.

Compliance Update

The rollout of the City's targeted and risk-based approach to compliance management continues with the below services scheduled for 2023/2024:

- Recreation and Leisure.
- Strategy and Policy.
- Waste and Fleet Services.

The outcomes of these Compliance Self-Assessments (CSAs) will be reported to the May Audit Committee and Council in 2024.

Additionally, the City will also progressively update the five CSAs previously completed between 2020 and 2022 to incorporate the recommendations from the Regulation 17 Risk, Compliance and Internal Controls Review. These CSAs will be reported to the Audit Committee and Council.

Integrity Update

Life Pressures and Little Temptations Campaign

Due to increased cost of living pressures, Life Pressures and Little Temptations was an initiative rolled out in October that targeted all employees and people leaders and aimed to:

- Raise awareness of the little temptations that result in fraud and misconduct.
- Raise awareness of the support mechanisms in place, including the City's Health and Wellbeing Provider.
- Raise awareness of misconduct reporting and conflicts of interests.

The campaign was run over a two week period in collaboration with the City's Human Resources and Customer and Communications Business Units.

International Anti-Corruption Day 2023

International Anti-Corruption Day ('IACD') is an initiative of the United Nations Office on Drugs and Crime and the United Nations Development Program held on 9 December each year. The campaign aims to support a positive and pro-active stance against corruption.

The 2023 IACD campaign theme is **"Worlds of Integrity With = Calm and Without = Chaos"**. The theme emphasises how important integrity is and how the City would look without integrity. The campaign runs over three weeks, starting 20 November 2023 – 9 December 2023.

The campaign targets all employees and people leaders and aims to further:

- Raise awareness of fraud and misconduct.
- Raise awareness of the support mechanisms in place including the City's Health and Wellbeing Provider.
- Raise awareness of misconduct reporting and conflicts of interests.
- Emphasise how important integrity is and how the organisation would look without it.

The campaign will include various activations and activities including a panel discussion at the IACD breakfast forum on 8 December 2023.

Fraud Risk Assessments and City's Fraud Control System

As mentioned above, the scoping of the criteria and assessment process for the Fraud Risk Assessments and Fraud Control System has commenced. These will be aligned to the Office of Auditor General's Fraud Risk Management Better Practice Guide.

The outcomes of the assessments will be reported to the Audit Committee and Council.

Financial Assessment and Implications

Nil.

Stakeholder Engagement

Consultations were conducted with the Accountable Stirling Management Group and the Executive Team, including key internal stakeholders and Business Unit Managers.

Relevant Policies, Legislation and Council Resolutions

The Risk Management Policy and the Risk Management Framework will be reviewed every two years to further embed risk management into decision making, business planning and the City's operations.

[Local Government Act 1995](#)

Meeting Date	Council Resolution Number	Council Resolution
29 August 2023	0823/060	That Council RECEIVES the Accountable Stirling Quarter 1 2023/2024 Report.

Sustainable Stirling 2022-2032

Strategic Risk

Strategic Risk	Risk Appetite
Governance	The City will act with integrity and implement appropriate processes and controls to avoid breach of legislation.

Relevant Documents and Information

Attachments

Attachment 1 - Accountable Stirling Action Plan 2023-2025 as at Quarter 2 (previously circulated to Elected Members under confidential separate cover)

Attachment 2 - City of Stirling Strategic Risk Register (previously circulated to Elected Members under confidential separate cover)

Attachment 3 - Interim Key Risk Indicators Report (previously circulated to Elected Members under confidential separate cover)

Available for viewing at meeting

Nil

Linked Documents

Nil.

12.2 COMMUNITY AND RESOURCES COMMITTEE - 14 NOVEMBER 2023

12.2/CSA1 COASTAL CARPARK CCTV FEASIBILITY

Business Unit:	Community Safety	Service: Security Services
Ward:	Coastal	Location: Coastal carparks along West Coast Drive from Beach Road to Karrinyup Road
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Council Resolution

1123/009

Moved Councillor Perkov, seconded Councillor Migdale

- 1. That Council NOTES the report on the feasibility of installing fixed CCTV in the coastal carparks along West Coast Drive.**
- 2. That Council CONSIDERS listing \$165,000 in the draft 2024/25 budget for the installation of fixed CCTV in coastal car parks 1, 5 and 6 as per Attachment 1.**
- 3. That Council further CONSIDERS the installation of fixed CCTV in coastal carparks 2, 3 and 4, as per Attachment 1, should levels of antisocial and criminal behaviour increase.**

The motion was put and declared CARRIED (10/3).

For: Councillors Creado, Ferrante, Giudici, Krsticevic, Migdale, Olow, Papparde, Perkov, Thornton and Mayor Irwin.

Against: Councillors Dudek, Hatton and Proud.

Committee Recommendation

1. That Council NOTES the report on the feasibility of installing fixed CCTV in the coastal carparks along West Coast Drive.
2. That Council CONSIDERS listing \$165,000 in the draft 2024/25 budget for the installation of fixed CCTV in coastal car parks 1, 5 and 6 as per Attachment 1.
3. That Council further CONSIDERS the installation of fixed CCTV in coastal carparks 2, 3 and 4, as per Attachment 1, should levels of antisocial and criminal behaviour increase.

Officer's Recommendation

1. That Council NOTES the report on the feasibility of installing fixed CCTV in the coastal carparks along West Coast Drive.
2. That Council PROCEEDS with Option 1 using Community Safety patrols, Variable Message Boards, deployment of mobile CCTV units and collaboration with WA Police to address antisocial and criminal behaviour in the coastal carpark areas.
3. That Council further CONSIDERS the installation of fixed CCTV in the coastal carparks should levels of antisocial and criminal behaviour increase.

Purpose

To present a report to Council on the feasibility of installing fixed CCTV in the coastal carparks along West Coast Drive, to improve surveillance of those areas and deter antisocial behaviour.

Details

Carpark Locations

There are six main coastal public car parks along West Coast Drive between Watermans Bay and Trigg, none of which have fixed CCTV cameras, including:

1. Watermans Bay
2. North Beach (near Castle Street)
3. North Beach (near Sorrento Street)
4. Mettams Pool (near Hamersley Street)
5. Mettams Pool (near Saunders Street)
6. Bennion Beach

These car parks are regularly used by visitors and provide 24/7 access to the beach and coastal amenities with no installed vehicle controls at the entries or exits. Three of the car parks have limited passive surveillance from West Coast Drive.

Previous concerns raised by nearby residents have included antisocial and criminal behaviour such as burglaries, drug use and infrastructure damage. During the 2022/2023 financial year the City received seven reports of antisocial behaviour related to the coastal car park areas. The City has subsequently collaborated with the WA Police Force to address the reported behaviours through targeted patrols and crime prevention alerts through Variable Message Boards (VMBs). To date, these strategies have been considered appropriate given the relatively small number of reported issues.

WA Police has noted that antisocial and criminal activity levels in the coastal car park areas are often subject to seasonal influences. As reported issues often relate to nearby beaches, public facilities and private properties it can be difficult to directly link incidents to the coastal car parks.

It should be noted that additional coastal car parks are located along West Coast Highway at Clarko Reserve and Trigg Beach (with CCTV), South Trigg (without CCTV), Scarborough Beach (with CCTV) and Peasholm Beach (without CCTV).

Fixed Closed-Circuit Television (CCTV) Solution

The City's fixed CCTV network currently includes 635 fixed cameras across 37 locations. This network provides monitoring and response capabilities at key locations, may deter some antisocial and criminal behaviour, and may improve the sense of safety amongst residents and visitors.

An initial CCTV design has been prepared for the six coastal carparks for the purposes of identifying estimated capital costs (refer to Attachment 1). This design includes 15 standard cameras and six Automatic Number Plate Recognition (ANPR) cameras to capture footage of activities within the carparks and allow for the identification of offenders through licence plate details. ANPR cameras can send licence plate data directly to WA Police leading to an improved response to offences.

Point-To-Point wireless connections are proposed to send captured footage from the CCTV cameras to a central server. This will enable remote access to the cameras which will deliver the following benefits:

- Reduced footage retrieval times;
- Improved response to equipment failures; and
- Access for WA Police to view CCTV footage.

Coastal locations often expose CCTV equipment and infrastructure to severe weather conditions including a corrosive salt spray. The CCTV design includes constant power from existing power cabling instead of solar panels to reduce equipment damage and lower ongoing maintenance costs. Some minor improvements will be required to the existing lighting with allowances included in the capital cost estimate.

Mobile CCTV Units

The City maintains a fleet of mobile CCTV units including two mobile CCTV trailers and two portable CCTV towers. The mobile trailer and portable tower CCTV units provide a flexible deployment option to target areas experiencing short/medium term or seasonal type issues. Council has approved the procurement of an additional mobile CCTV trailer in the 2023/2024 financial year. It should be noted that these mobile trailer and portable tower camera units have not yet been deployed to the coastal carparks so this remains an available option.

Financial Assessment and Implications

Preliminary site investigations and CCTV design has been undertaken to inform estimated costs across the six coastal carparks:

Location	Estimated Cost (Ex GST)
Upfront Network Infrastructure Works	\$55,000
Carpark 1 - Waterman's Bay	\$35,000
Carpark 2 - North Beach (near Castle Street)	\$35,000
Carpark 3 - North Beach (near Sorrento Street)	\$40,000
Carpark 4 - Mettams Pool (near Hamersley Street)	\$35,000
Carpark 5 - Mettams Pool (near Saunders Street)	\$40,000
Carpark 6 - Bennion Beach	\$35,000
Total	\$275,000

Equipment and works associated with the 'upfront network infrastructure works are:

- Upgraded CCTV Server (including licencing)
- Internet router and connection costs
- Point-To-Point wireless equipment

Equipment and works associated with each carpark location include:

- CCTV cameras and licences
- Equipment cabinet
- IT Networking equipment
- Point-To-Point wireless equipment
- Changes to lighting power

Despite ongoing monitoring and engagement with relevant Departments, there are no current opportunities for funding support from the Federal or State Government. All costs associated with CCTV at the coastal carparks will need to be funded by the City.

Stakeholder Engagement

The City has engaged with WA Police Force regarding antisocial and criminal behaviour in the coastal carpark areas. Input has been obtained from the Infrastructure Directorate regarding power supply and other assets in each coastal carpark location.

Options Summary

The following options were considered.

	OPTION
1.	Council uses Community Safety patrols, Variable Message Boards, deployment of mobile CCTV units and collaboration with WA Police to address antisocial and criminal behaviour in the coastal carparks.
2.	Council allocates funding over the next three financial years (as part of the Annual CCTV Equipment Fund) to enable installation of fixed CCTV across all six coastal carparks on a staged basis.
3.	Council allocates \$275,000 in the draft 2024/2025 budget to enable installation of fixed CCTV across all six coastal carparks.

Relevant Policies, Legislation and Council Resolutions

[Surveillance Devices Act 1998](#)

[Local Government Act 1995](#)

Meeting Date	Council Resolution Number	Council Resolution
9 May 2023	0523/017	That a report be PRESENTED to Council on the feasibility of installing fixed CCTV, in the coastal carparks along West Coast Drive, to improve surveillance of those areas and deter antisocial behaviour.

Sustainable Stirling 2022-2032

Key Result Area: Our community

Objective: A safer City

Priority: Create strong partnerships to improve community safety

Priority: Educate our community and provide support to enhance community safety

Strategic Risk

Strategic Risk	Risk Appetite
Purpose	The City will pursue community and sector leadership through forward thinking decision making, and alignment of its services and operations with its strategic objectives.

Relevant Documents and InformationAttachments

Attachment 1 - Coastal Carpark CCTV Design [↓](#)

Available for viewing at meeting

Nil

Linked Documents

Nil

Coastal Carpark CCTV Design

Locations

Location	ANPR Cameras	Overview Cameras
Carpark 1 – Waterman's Bay	1	2
Carpark 2 – North Beach (near Castle Street)	1	2
Carpark 3 – North Beach (Near Sorrento Street)	1	4
Carpark 4 – Mettams Pool (near Hamersley Street)	1	1
Carpark 5 – Mettams Pool (near Saunders Street)	1	4
Carpark 6 – Bennion Beach	1	2

CCTV Cameras

Camera Type	Total	Colour
Automatic Number Plate Recognition (ANPR)	6	
Overview	15	

Location 1 – Waterman's Bay | Marker: ST10



3 Cameras – 1 x ANPR, 2 x Overview

Location 2 – North Beach (near Castle Street) | Marker: ST19/ST20



3 Cameras – 1 x ANPR, 2 x Overview

Location 3 – North Beach (Near Sorrento Street) | Marker: ST28/ST26



5 Cameras – 1 x ANPR, 4 x Overview

Location 4 – Mettams Pool (near Hamersley Street) | Marker: ST35



2 Cameras – 1 x ANPR, 1 x Overview

Location 5 – Mettams Pool (near Saunders Street) | Marker: ST38/ST39



5 Cameras – 1 x ANPR, 4 x Overview

Location 6 – Bennion Beach | Marker: ST54



3 Cameras – 1 x ANPR, 2 x Overview

Point-To-Point Wireless Connections



12.2/F3 SCARBOROUGH METROPOLITAN UNDERGROUND SCHEME (MUS) PROJECT

Business Unit:	Finance Services	Service: Financial Planning
Ward:	Coastal	Location: Nil.
Applicant:	Not Applicable	

Role

Legislative - *Making local laws, policies and planning instruments.*

Council Resolution**1123/010****Moved Councillor Proud, seconded Councillor Krsticevic****That Council APPROVES the recommendation as detailed in Confidential Attachment 1.****The motion was put and declared CARRIED (13/0) by an Absolute Majority.****For:** Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.**Against:** Nil.

Committee Recommendation

That Item F3 – Scarborough Metropolitan Underground Scheme (MUS) Project be REFERRED to the Council meeting to be held 21 November 2023 to allow further consideration by Elected Members.

Officer's Recommendation

That Council APPROVES the recommendation as detailed in Confidential Attachment 1.

NB: Absolute Majority Vote Required

Purpose

To provide Council with an update on the Scarborough Metropolitan Undergrounding Scheme (MUS) project.

Details

The Scarborough MUS project is one of four Western Power projects to be delivered under the MUS program. MUS projects target high-risk areas where overhead power infrastructure is at the end of its useful life and requires replacement. Local Governments were given the option to upgrade the replacement infrastructure from overhead to underground power by contributing to the cost of the project. Council approved for the City to participate in the project which is now close to completion.

Financial Assessment and Implications

Provided in Confidential Attachment 1 to this report.

Relevant Policies, Legislation and Council Resolutions

Local Government Act 1995 Section 6.8(1)(b)

[Local Government Act 1995](#)

Meeting Date	Council Resolution Number	Council Resolution
11/02/2020	0220/019	<ol style="list-style-type: none"> 1. That AUTHORITY be given to the Mayor and Chief Executive Officer to sign a memorandum of understanding between the City of Stirling and Electricity Networks Corporation relating to the Metropolitan Undergrounding Scheme at Scarborough. 2. That the City and Western Power INFORM the community of the implications, owner contribution and proposed timing of the project. 3. That AUTHORITY be given to the Mayor and Chief Executive Officer to sign and affix the Common Seal to the necessary documentation to effect this proposal on confirmation of owner contribution and approval of the project through the 2020/2021 Annual Budget.

Sustainable Stirling 2022-2032

Key Result Area: Our built environment

Objective: A liveable City

Priority: Improve the quality, liveability and identity of local areas

Strategic Risk

Strategic Risk	Risk Appetite
Governance	The City will act with integrity and implement appropriate processes and controls to avoid breach of legislation.

Relevant Documents and Information

Attachments

Attachment 1 - Scarborough Metropolitan Underground Scheme (MUS) Project (previously circulated to Elected Members under confidential separate cover)

Available for viewing at meeting

Nil

Linked Documents

Nil.

Councillor Michael Dudek disclosed a Financial Interest in Item 12.2/TE2 as one of the tenderers is a client of his brother's business who he does the accounts for.

12.2/TE2 TENDER 47138 WEMBLEY DOWNS TENNIS CLUB FACILITY - REFURBISHMENT

Business Unit:	Facilities, Projects & Assets	Service: Project Management
Ward:	Doubleview	Location: 25 Morden Street, Wembley Downs WA 6019
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

At the direction of the Chief Executive Officer, Item 12.2/TE2 was WITHDRAWN from consideration at the meeting held 21 November 2023, to allow the City to review matters related to this item.

12.2/TE4 TENDER 47330 FIRE DETECTION & EMERGENCY WARNING & INTERCOM SYSTEM UPGRADE

Business Unit:	Facilities, Projects & Assets	Service: Facility Management
Ward:	Not Applicable	Location: Not Applicable
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Council Resolution**1123/011****Moved Councillor Proud, seconded Councillor Ferrante**

That the tender for the Fire Detection & Emergency Warning & Intercom System Upgrade be ACCEPTED as detailed in Confidential Attachment 1.

The motion was put and declared CARRIED (13/0) by an Absolute Majority.

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.

Against: Nil.

Committee Recommendation

That the tender for the Fire Detection & Emergency Warning & Intercom System Upgrade be ACCEPTED as detailed in Confidential Attachment 1.

Officer's Recommendation

That the tender for the Fire Detection & Emergency Warning & Intercom System Upgrade be ACCEPTED as detailed in Confidential Attachment 1.

Purpose

To report on the results from public Invitation for Tender (IFT) and the evaluation of tenders, in accordance with Regulation 18 of the Local Government (Functions and General) Regulations 1996.

Details

Tender Details

IFT Number	47330
IFT Title	Fire Detection & Emergency Warning & Intercom System Upgrade
Recommended Tenderer(s)	As per confidential Attachment 1

Expenditure under this Contract is not capped or fixed. The estimated Contract award value is based on estimated expenditure at this time but may vary depending on budget availability.

Contract Term	Initial:	10 Months
	Extension Options:	Nil
	Defects Liability Period:	12 Months
Tendered Rates/Cost	Provided in Attachment 1 to this report (confidential)	
Advertising:	Saturday, 19 August 2023 The West Australian	
Tender Deadline:	Wednesday, 20 September 2023 1.00pm	
Tender Opening:	Wednesday, 20 September 2023 3.00pm	

Tender Submissions

Two tenders were received, including alternative and non-conforming Tenders:

Tenderer	Trading Name	Stirling or Local Business?
Freo Fire Services Pty Ltd	Freo Fire Services	YES
TC & Sons Enterprise Pty Ltd	ME Fire Solutions	YES

Contract

Commencement Date of New Contract:	Anticipated from 8 January 2024
Completion Date of New Contract:	8 November 2024
Price Basis of New Contract:	Fixed Price Lump Sum

Tender Evaluation Panel

The tender evaluation panel comprised of four members, including a Business Unit Manager (Chairperson), two Officer(s) and an External Consultant. Process and probity advice during evaluation was provided by a City Procurement Officer.

Evaluation of Tenders

The objective of the evaluation panel is to recommend a suitably qualified and experienced Contractor or Contractors to satisfy the requirement of the above mentioned IFT.

Based on evaluation of the received submissions and subsequent compliance assessments, the Evaluation Panel recommend that the Tenderer(s) recommended in this report be accepted at the estimated Contract value and Contract term provided, from the anticipated commencement date.

Evaluation Justification

Provided in Confidential Attachment 1 to this report.

Comment

All members of the evaluation panel have made a conflict of interest declaration in writing confirming they have no relationships with any of the tenderers.

It is confirmed that the following checks have been undertaken:

Has the recommended Tenderer(s) undergone Reference Checks successfully?	YES
Has the recommended Tenderer(s) undergone Probity assessment and been deemed compliant?	YES
Has the recommended Tenderer(s) undergone Financial Viability assessment and been deemed acceptable?	YES
Was a Conflict of Interest declared? If yes, please specify how it was managed	NO
Has the recommended Tenderer(s) undergone Occupational Safety and Health assessment and been deemed acceptable?	YES

Financial Assessment and Implications

Provided in Confidential Attachment 1 to this report.

Stakeholder Engagement

In accordance with Section 1.8 of the *Local Government Act 1995* and Regulation 14(1) of the Local Government (Functions and General) Regulations 1996 the Tender was advertised in a state-wide publication. A link to the Tender documents was also made available via the City's website.

Following contract execution, details will be included on the Tender Register on the City's Website.

Relevant Policies, Legislation and Council Resolutions

The Tender has been conducted in accordance with Part 4 of the [Local Government \(Functions and General\) Regulations 1996](#).

[City of Stirling Procurement Policy](#)

[Delegated Authority Register](#)

[Local Government Act 1995](#)

Sustainable Stirling 2022-2032

Key Result Area: Our built environment

Objective: A liveable City

Priority: Improve the quality, liveability and identity of local areas

Strategic Risk

Strategic Risk	Risk Appetite
Environment	The City will prioritise protection, enhancement and sustainability of the natural environment unless this cannot be achieved without significantly compromising the City's economic or social sustainability.

Relevant Documents and Information

Attachments

Attachment 1 - Evaluation and Recommendation (previously circulated to Elected Members under confidential separate cover)

Attachment 2 - List of Directors (previously circulated to Elected Members under confidential separate cover)

Available for viewing at meeting

Nil

Linked Documents

Nil

Council Resolution

1123/012

Moved Councillor Perkov, seconded Councillor Proud

That the balance of the Community and Resources Committee recommendations be ADOPTED by exception resolution in accordance with Clause 4.7 of the City of Stirling Meeting Procedures Local Law 2021.

The motion was put and declared CARRIED (13/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.

Against: Nil.

12.2/A1 TERMS OF REFERENCE - COMMUNITY AND RESOURCES COMMITTEE

Business Unit:	Governance	Service: Council Governance
Ward:	Not Applicable	Location: Not Applicable
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Council Resolution**1123/013****Moved Councillor Perkov, seconded Councillor Proud**

That Council ADOPTS the amended Community and Resources Committee Terms of Reference as shown in Attachment 1.

The motion was put and declared CARRIED (13/0) by exception resolution.

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.

Against: Nil.

Committee Recommendation

That Council ADOPTS the amended Community and Resources Committee Terms of Reference as shown in Attachment 1.

Officer's Recommendation

That Council ADOPTS the amended Community and Resources Committee Terms of Reference as shown in Attachment 1.

Purpose

To adopt the amended Community and Resources Committee Terms of Reference (Terms of Reference).

Details

The Terms of Reference are to be reviewed in line with the appointment of Elected Members following the Local Government election.

The Strategy and Performance Business Unit has been added to the Terms of Reference. The Parks and Sustainability Business Unit has been renamed to the Parks and Environment Business Unit.

These are the only changes required to the Terms of Reference.

The Terms of Reference will provide guidance to officers in the decisions of which reports are eligible to be submitted to this particular Committee.

Financial Assessment and Implications

Nil.

Stakeholder Engagement

The Council Governance Team maintains regular engagement with the relevant business unit officers, managers and directors during the committee and Council reporting cycles.

Relevant Policies, Legislation and Council Resolutions

[Local Government Act 1995](#)

Meeting Date	Council Resolution Number	Council Resolution
7 December 2021	1221/010	<ol style="list-style-type: none"> 1. That Council <i>NOTES</i> the trial period of improvements to the Committee process was successful. 2. That Council <i>ADOPTS</i> the Community and Resources Committee Terms of Reference as shown in Attachment 1.

Sustainable Stirling 2022-2032

Key Result Area: Our leadership

Objective: A well-governed City

Priority: Comply with legislation, standards and obligations

Strategic Risk

Strategic Risk	Risk Appetite
Governance	The City will act with integrity and implement appropriate processes and controls to avoid breach of legislation.

Relevant Documents and Information

Attachments

Attachment 1 - Community and Resources Committee - Terms of Reference [↓](#)

Attachment 2 - Community and Resources Committee - Terms of Reference (TRACK CHANGED) [↓](#)

Available for viewing at meeting

Nil

Linked Documents

Nil.



Community and Resources Committee Terms of Reference

Responsible Director/s	Chief Executive Officer, Director Community Development, Director Corporate Services and Director Infrastructure
Responsible Business Unit/s	Community Safety, Community Services, Corporate Information Services, Engineering Services, Facilities, Projects and Assets, Finance Services, Governance, Human Resources, Customer and Communications, Parks and Environment, Recreation and Leisure Services, Strategy and Performance and Waste and Fleet
Quorum	4

1. Establishment

The Community and Resources Committee is established by the City of Stirling under Section 5.8 of the *Local Government Act 1995*.

2. Objectives

The objective of the Committee is to advise Council on matters that pertain to waste management, engineering services, recreation and leisure, parks and environment, leisure and community facilities, arts and culture, community services, community safety, transport, facility management, project management, asset management, human resources, governance, finance and corporate projects, strategy and performance. The Committee then makes appropriate recommendations to Council.

3. Areas of Responsibility

- Footpaths, drainage and stormwater management, roads, verges, traffic management and lighting
- Irrigation management, natural areas conservation, parks design and construction, parks operations and sustainability matters
- Sport and recreation, libraries, leisure and community facilities management, community services and local history Marketing, communications and customer service
- Rangers, parking management, animal/pet management, emergency management and crime prevention
- Arts, events, cultural development and place activation
- Construction, renewal and maintenance of the City's infrastructure
- Waste and recycling, and plant and vehicles
- Community and Sporting Leases
- Strategy and performance analysis and reporting



Community and Resources Committee Terms of Reference

- Budgets, financial reporting, general contract services, request for funds, reserve funds, tenders, transferring of money between accounts, write off accounts
- Industrial relations, senior designated employee recruitment
- Corporate Governance Framework, certain conferences and training for the Mayor and Elected Members, Local Law development and review, Policies

4. Membership

The Committee shall consist of the following unless otherwise determined by Council:-

- One Elected Member from each Ward – as appointed by Council
- Deputy members as determined by Council
- The Mayor, if desired
- Presiding Member (to be elected from ordinary Committee members)

All appointments to the Committee shall be by nomination and appointed by Council.

5. Committee Operations

- The general affairs of the Committee shall be administered in accordance with the *Local Government Act 1995*.
- The Committee may institute and manage any rules considered necessary for the day-to-day operations of the Committee.
- The Committee's recommendations must be considered by the Council before implementation.
- The Terms of Reference are to be reviewed in line with the election of new members and any amendment is to be submitted for Council approval prior to Committee adoption.

6. Meetings

The Committee shall meet at 6.00pm on Tuesdays once a month prior to the full Council meeting, or as required.

7. Minutes

- Recommendations from the Committee will be presented to the next available Council meeting for consideration.
- The Governance Officers will be responsible for keeping minutes of all business transacted at each meeting and will present the minutes to the next meeting of the Committee for confirmation.
- The minutes shall be made available on the City's website to all Elected Members and the public.



Community and Resources Committee Terms of Reference

Office Use Only	
Reviewed/Modified	
19 November 2013	Council Resolution Number 1113/017
17 November 2015	Council Resolution Number 1115/002
5 December 2017	Council Resolution Number 1217/018
19 November 2019	Council Resolution Number 1119/014
16 March 2021	Council Resolution Number 0321/020
21 November 2023	



Community and Resources Committee Terms of Reference

Responsible Director/s	Chief Executive Officer, Director Community Development, Director Corporate Services and Director Infrastructure
Responsible Business Unit/s	Community Safety, Community Services, Corporate Information Services, Engineering Services, Facilities, Projects and Assets, Finance Services, Governance, Human Resources, Customer and Communications, Parks and <u>Sustainability Environment</u> , Recreation and Leisure Services, <u>Strategy and Performance</u> and Waste and Fleet
Quorum	4

1. Establishment

The Community and Resources Committee is established by the City of Stirling under Section 5.8 of the *Local Government Act 1995*.

2. Objectives

The objective of the Committee is to advise Council on matters that pertain to waste management, engineering services, recreation and leisure, parks and sustainability environment, leisure and community facilities, arts and culture, community services, community safety, transport, facility management, project management, asset management, human resources, governance, finance and corporate projects, strategy and performance. The Committee then makes appropriate recommendations to Council.

3. Areas of Responsibility

- Footpaths, drainage and stormwater management, roads, verges, traffic management and lighting
- Irrigation management, natural areas conservation, parks design and construction, parks operations and sustainability matters
- Sport and recreation, libraries, leisure and community facilities management, community services and local history Marketing, communications and customer service
- Rangers, parking management, animal/pet management, emergency management and crime prevention
- Arts, events, cultural development and place activation
- Construction, renewal and maintenance of the City's infrastructure
- Waste and recycling, and plant and vehicles
- Community and Sporting Leases
- Strategy and performance analysis and reporting



Community and Resources Committee Terms of Reference

- Budgets, financial reporting, general contract services, request for funds, reserve funds, tenders, transferring of money between accounts, write off accounts
- Industrial relations, senior designated employee recruitment
- Corporate Governance Framework, certain conferences and training for the Mayor and Elected Members, Local Law development and review, Policies

4. Membership

The Committee shall consist of the following unless otherwise determined by Council:-

- One Elected Member from each Ward – as appointed by Council
- Deputy members as determined by Council
- The Mayor, if desired
- Presiding Member (to be elected from ordinary Committee members)

All appointments to the Committee shall be by nomination and appointed by Council.

5. Committee Operations

- The general affairs of the Committee shall be administered in accordance with the *Local Government Act 1995*.
- The Committee may institute and manage any rules considered necessary for the day-to-day operations of the Committee.
- The Committee's recommendations must be considered by the Council before implementation.
- The Terms of Reference are to be reviewed in line with the election of new members and any amendment is to be submitted for Council approval prior to Committee adoption.

6. Meetings

The Committee shall meet at 6.00pm on Tuesdays once a month prior to the full Council meeting, or as required.

7. Minutes

- Recommendations from the Committee will be presented to the next available Council meeting for consideration.
- The Governance Officers will be responsible for keeping minutes of all business transacted at each meeting and will present the minutes to the next meeting of the Committee for confirmation.
- The minutes shall be made available on the City's website to all Elected Members and the public.



Community and Resources Committee Terms of Reference

Office Use Only	
Reviewed/Modified	
19 November 2013	Council Resolution Number 1113/017
17 November 2015	Council Resolution Number 1115/002
5 December 2017	Council Resolution Number 1217/018
19 November 2019	Council Resolution Number 1119/014
16 March 2021	Council Resolution Number 0321/020
21 November 2023	

12.2/ES1 LIGHTING OF PEDESTRIAN ACCESS WAYS

Business Unit:	Engineering Services	Service: Design Services
Ward:	City Wide	Location: City Wide
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Council Resolution**1123/014****Moved Councillor Perkov, seconded Councillor Proud**

- 1. That Council NOTES the report on the indicative cost of installing lighting within Pedestrian Access Ways.**
- 2. That the City CONSIDERS the installation of lighting in Pedestrian Access Ways on a case-by-case basis, based on a needs assessment and agreement from abutting property owners.**

The motion was put and declared CARRIED (13/0) by exception resolution.

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.
Against: Nil.

Committee Recommendation

1. That Council NOTES the report on the indicative cost of installing lighting within Pedestrian Access Ways.
2. That the City CONSIDERS the installation of lighting in Pedestrian Access Ways on a case-by-case basis, based on a needs assessment and agreement from abutting property owners.

Officer's Recommendation

1. That Council NOTES the report on the indicative cost of installing lighting within Pedestrian Access Ways.
2. That the City CONSIDERS the installation of lighting in Pedestrian Access Ways on a case-by-case basis, based on a needs assessment and agreement from abutting property owners.

Purpose

To respond to a Notice of Motion requesting information on the cost of installing lighting within Pedestrian Access Ways (PAWs).

Details

PAWs are an important part of the pedestrian and cycling network as they enable connection through areas that are not available for vehicles, thus increasing the attractiveness of the alternative modes of transport. They generally provide shorter and quieter routes than around adjacent higher order roads. Concerns have previously been raised regarding security issues within PAWs, resulting in requests to provide lighting within PAWs.

Advantages and Disadvantages of Lighting

A summary of arguments that support the installation of lighting in PAWs is as follows:

- **Enhanced Security:** One of the primary advantages of installing lighting in PAWs is the significant improvement in safety and security. Well-lit pathways deter criminal activities such as vandalism, theft, and assault, as potential offenders are less likely to operate in well-illuminated areas. This in turn encourages more people to use PAWs, increasing visibility and safety for everyone.

- **Extended Usage Hours:** Lighting in PAWs can extend the hours during which these pathways can be utilised effectively. By providing adequate illumination, individuals can use PAWs safely during the evening and night, reducing the dependence on vehicle transportation and promoting active modes of travel, such as walking and cycling.
- **Aesthetics:** Lighting in PAWs can enhance the overall aesthetic appeal of the space. Well-designed lighting fixtures can contribute to a pleasing ambiance, making these pathways more attractive to users. This can have positive effects on the community's perception of the area and encourage greater use of these routes.
- **Improved Wayfinding:** Properly lit PAWs can contribute to improved wayfinding and orientation. This is especially beneficial in areas with complex networks of pathways or when users are less familiar with the surroundings. Well-placed lighting can help guide users, reducing the likelihood of getting lost and creating a more user-friendly environment.

A summary of arguments that oppose the installation of lighting in PAWs is as follows:

- **Cost:** The installation and maintenance of lighting can be a financial burden, particularly given there are more than 400 PAWs across the City of Stirling. The cost not only includes the initial installation of infrastructure (wiring, conduits, poles, globes, etc), but also the ongoing electricity expenses and maintenance. The infrastructure may also be the subject of ongoing vandalism, which would also contribute to the whole of life costs.
- **Residents' Amenity:** Efforts to illuminate PAWs should be carefully planned to minimise light pollution into abutting properties. In densely populated urban areas, overly bright lighting can spill into adjacent properties, causing discomfort for abutting residents. Balancing the need for safety with minimising light pollution can be a challenge, especially in areas with limited space and complex built environments.
- **Environmental Impact:** The installation of lighting fixtures in PAWs can have environmental consequences. Energy consumption, light pollution, and the choice of lighting technology can all impact the ecosystem and contribute to issues related to sustainability and energy conservation.
- **Inequality:** There is a potential for inequality in the distribution of lighting within PAWs, where some areas may receive better lighting infrastructure than others. Ensuring equitable access to well-lit PAWs is a challenge that may need to be considered.

Cost of Installing Lighting in PAWs

As part of the City's Rights of Way (ROW) Management Strategy, the City has undertaken extensive reviews over the last decade to determine the most suitable lighting solution for illumination of ROWs. These investigations have taken into consideration numerous factors, including power supply (mains vs solar powered), asset ownership (Western Power or City maintained), light fittings (LED or compact fluorescent) and pole mounting height.

While PAWs are different from ROWs in terms of the type of traffic (pedestrian vs vehicle) and the trafficable width, they share significant similarities in terms of the proximity of lighting poles and fixtures to property boundaries and the sensitivity to adjacent living areas.

Lighting is generally installed every 30 to 40 metres to ensure appropriate lighting is provided along the entire length (to avoid creating unsafe dark spots), so each PAW would include an average of three lighting poles. The number of poles required and lighting costs for each PAW will vary according to the length and alignment of the PAW.

Based on works undertaken by the City for ROW projects during the 2022/2023 financial year, the current estimate for retrofit lighting installation is \$647 per lineal metre of frontage. The average length of all PAWs across the City of Stirling is 77m. If the current retrofit lighting cost is applied to this length, the average PAW would cost in the order of \$50,000 to install lighting.

Individual Projects vs Strategic Program

There are currently 328 PAWs within the City of Stirling, which are summarised by ward and suburb in Attachment 1. The cost to install lighting within all PAWs would be in the order of \$16 million (in terms of today's costs).

If Council wished to install lighting within all PAWs, a program would need to be developed to enable costs and resources to be distributed over 15-20 years, as has occurred with the ROW Management Strategy.

The City does not currently receive a high number of requests to install lighting within PAWs. In some instances, the concerns that lead to a request for lighting in PAWs may be addressed by property owners installing their own security lighting within their property (at a much lower cost to themselves). As such, there would be a relatively low benefit to cost ratio for the City to install lighting within all PAWs.

Recommendation

It is recommended to install lighting within PAWs on a case-by-case basis subject to a request being received for a specific location and an investigation of that location demonstrating a sufficient community need. Given the potential significant impacts of lighting on abutting living areas, it is considered that PAW lighting should only proceed if consultation with abutting property owners indicates full support for its installation.

Financial Assessment and Implications

The significant difference between PAW lighting and ROW lighting relates to who is responsible for the costs involved. For ROWs, the owners that abut them receive benefits in terms of increased development potential and safety of vehicle access. This is the main reason that Council has previously resolved to seek contributions from abutting property owners (when they trigger the criteria for developer contributions). The installation of lighting within PAWs does not provide any direct financial benefits to the abutting property owners, and the entire cost of the program would be borne by the City.

If a request to install lighting within a PAW is deemed appropriate, it would need to be designed and then listed on a subsequent Annual Budget for funding, as per the normal budgeting process.

Stakeholder Engagement

There has not been any direct stakeholder engagement as part of this report. However, any proposal to install lighting within a PAW would require advanced consultation and engagement with the directly abutting properties. It would be essential for the abutting properties to be supportive of a proposal to install lighting within a PAW, as the proximity of bedrooms and living areas means that lighting can have a significant impact on amenity of those properties.

Options Summary

The following options were considered, presented in the order in which they are recommended.

	OPTION
1.	The City considers the installation of lighting in PAWs on a case-by-case basis, based on a needs assessment and agreement from abutting property owners.
2.	The City does not install lighting in PAWs due to the low benefit vs cost ratio and relative low frequency of requests.
3.	The City develops a long-term strategic program to install lighting within all PAWs across the City.

Relevant Policies, Legislation and Council Resolutions

[Local Government Act 1995](#)

Meeting Date	Council Resolution Number	Council Resolution
4 July 2023	0723/020	That a report be PRESENTED to the Community and Resources Committee in November on the cost of installing lighting to Public Access Ways in the Balga Ward and across the City, with costs broken down to an average per Public Access Way.

Sustainable Stirling 2022-2032

Key Result Area: Our built environment

Objective: An accessible and connected City

Priority: Provide a safe network of cycleways and pathways to link people and places

Strategic Risk

Strategic Risk	Risk Appetite
Funding	The City will take sufficient financial risk to enable it to achieve its strategic objectives, providing it does not significantly impact on the long term financial sustainability of the City.
Purpose	The City will pursue community and sector leadership through forward thinking decision making, and alignment of its services and operations with its strategic objectives.

Relevant Documents and Information

Attachments

Attachment 1 - Summary of PAWs by Ward and Suburb [↓](#)

Available for viewing at meeting

Nil

Linked Documents

Nil

**PEDESTRIAN ACCESS WAYS IN THE CITY OF STIRLING
 SUMMARY BY WARD AND SUBURB**

Ward	No	Length (m)	Suburb	No	Length (m)
Balga	43	3670	Balga	6	528
			Mirrabooka	15	1288
			Nollamara	19	1604
			Westminster	3	250
Coastal	58	5015	Karrinyup	44	3827
			North Beach	3	260
			Scarborough	5	452
			Trigg	6	476
			Watermans Bay	0	0
Doubleview	39	2911	Churchlands	5	288
			Doubleview	1	22
			Herdsmen	0	0
			Innaloo	14	984
			Wembley	1	126
			Wembley Downs	8	698
Hamersley	94	6631	Woodlands	10	794
			Balcatta	15	1117
			Carine	49	3559
			Gwelup	7	433
Inglewood	38	2860	Hamersley	23	1522
			Dianella	38	2860
			Inglewood	0	0
Lawley	13	1149	Coolbinia	0	0
			Menora	4	325
			Mount Lawley	0	0
			Yokine	9	824
Osborne	43	2923	Glendalough	4	259
			Joondanna	0	0
			Osborne Park	5	378
			Stirling	29	1953
			Tuart Hill	5	333
	328	25158		328	25158

SUMMARY BY LENGTH

From	To	No
0	- 20m	2
20	- 40m	28
40	- 60m	63
60	- 80m	66
80	- 100m	136
100	- 120m	21
120	- 140m	5
140	- 160m	2
160	- 180m	1
180	- 200m	2
200	- 220m	1
220	- 240m	1
TOTAL		328

12.2/RL1 COMMUNITY INFRASTRUCTURE PLAN 2023-2033

Business Unit:	Recreation and Leisure Services	Service: Leisure Services
Ward:	City Wide	Location: City Wide
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Council Resolution**1123/015****Moved Councillor Perkov, seconded Councillor Proud**

- 1. That Council NOTES the engagement outcomes in relation to the Draft Community Infrastructure Plan 2023-2033 as shown in Attachment 1.**
- 2. That Council NOTES the Community Infrastructure Plan 2023-2033 as shown in Attachment 2.**

The motion was put and declared CARRIED (13/0) by exception resolution.

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.
Against: Nil.

Committee Recommendation

1. That Council NOTES the engagement outcomes in relation to the Draft Community Infrastructure Plan 2023-2033 as shown in Attachment 1.
2. That Council ADOPTS the Community Infrastructure Plan 2023-2033 as shown in Attachment 2.

Officer's Recommendation

1. That Council NOTES the engagement outcomes in relation to the Draft Community Infrastructure Plan 2023-2033 as shown in Attachment 1.
2. That Council ADOPTS the Community Infrastructure Plan 2023-2033 as shown in Attachment 2.

Purpose

To present the outcomes of recent community engagement and seek Council adoption of the Community Infrastructure Plan 2023-2033.

Details

The City recognises that community infrastructure is important to our community's health and quality of life and that well planned infrastructure form networks that deliver localised and broader benefits to our community and the economy. With the City's growing population and changing density, there is increasing demand on the City to ensure that community infrastructure can continue to support our communities in being safe, active, healthy and socially connected in a sustainable manner.

The City has developed a Community Infrastructure Plan (CIP) to ensure an informed and planned approach to the community's changing infrastructure needs, now and in the future. The CIP is an informing plan that forms part of the City's Integrated Planning and Reporting Framework and sets out strategic goals and actions to support the City in achieving its vision of "a sustainable City with a local focus".

The CIP delivers the following:

- Identifies current community infrastructure provision and community demographics.
- Establishes a sustainable and integrated model for the planning and provision of community infrastructure.
- Outlines actions to ensure the success of the plan and support the delivery of the City's strategic objectives.
- Integrates with the City's Integrated Planning and Reporting Framework and supports the Strategic Community Plan (SCP), Sustainable Stirling 2022-2032.
- Acknowledges and supports several government and industry strategic policies and plans.

As a key informing plan, it is important to note that the structure and proposed implementation of the CIP is similar to the recently completed Public Open Space (POS) Strategy. That Strategy provides a framework and key principles to guide public open space provision in response to population growth and changing community needs. Following Council adoption of that framework in May 2022, City Officers have prepared suburb-by-suburb POS plans that will be provided to Elected Members in 2023/24. These plans allow Council consideration and prioritisation each year as part of the annual budget process.

Similarly, the CIP is supported by a more detailed Implementation Plan that will be provided to Elected Members in 2023/2024 which then allows Council consideration and prioritisation each year as part of the annual budget process. Through the robust Integrated Planning and Budgeting process, this then ensures collective decision making of asset management, community infrastructure and Public Open Space priorities. Importantly, this approach ensures a well-planned approach to community infrastructure delivery while also providing Council with flexibility rather than rigid, long-term commitments.

Financial Assessment and Implications

Funding to meet any identified specific community infrastructure assets will be considered by Council through future annual capital works budgets and the City's Long Term Financial Plan. External funding, partnerships and shared use will be important funding sources and enable a more inclusive approach to community infrastructure provision across industry and government.

The adoption of the CIP does not directly commit a future Council to significant capital investment but provides an infrastructure planning framework for items that will be listed in future capital budgets for consideration.

Stakeholder Engagement

Elected Members were briefed on the community infrastructure planning process, provided with a copy of the draft CIP and presented with an information video in early July 2023.

The community and key stakeholders were invited to provide feedback regarding the draft CIP from 10 July 2023 to 31 August 2023. A range of engagement approaches were used including:

- Shaping our City webpage.
- Ainsley signs with QR codes at 42 locations across the City.
- Social media promotion.
- Media releases.
- E-newsletters and online publications.

A range of feedback options were available including:

- An online survey.
- Through the City's online engagement virtual neighbourhood assistant, Ainsley.
- Direct feedback via telephone or email.

From the responses received, the key outcomes of the engagement have been identified in the CIP Engagement Outcomes (Attachment 1), with a high-level summary provided below.

- A total of 1,334 responses were received. These include:
 - 141 survey responses.
 - 1,190 interactions with Ainsley.
 - Three email responses.

- The top 10 community infrastructure gaps identified by the community as needing improvement were arts and culture, public open space, performing arts, aquatic facilities, bike paths and footpaths, playground, multi-purpose community centres, public toilets, youth spaces and community infrastructure that is fit for purpose.
- The top five identified community infrastructure types rated as most important were public toilets, libraries and lifelong learning, age and disability, clubroom facilities and multi-purpose community centres, with the main reasons being “personal preference”, “everyone should be catered for” and “we don’t have enough”.
- When asked about the importance of community infrastructure, most respondents said location, condition, safety and improving access was most important.
- When asked if there is any community infrastructure the City should consider providing that we don’t currently provide, respondents feedback included a range of considerations including new infrastructure, better amenities within current facilities, improving access and condition. New infrastructure requests mainly included arts and culture, performing arts and youth spaces.
- Community need was identified as the most important delivery principle followed by access, availability, and equity.

Feedback regarding the formatting and content of the CIP was also received. In line with this feedback, the following changes have been made:

- Inclusion of the key community engagement outcomes.
- Minor wording changes to ensure content is accessible and to improve readability.
- Addressed the positive impact of community infrastructure on community accessibility and inclusivity.
- Expanded reference to health and wellbeing to encompass safety, mental health, and injury prevention.
- Defined each community infrastructure type for improved clarity regarding the scope of the CIP.
- Addition of actions recommending integrated planning and further detailed planning on performing arts, visual arts and cultural facility provision to address community need and demand, and better integrated planning and partnerships with neighbouring local governments.

The feedback provided will be vital in helping inform and shape implementation of the City’s CIP, particularly the future planning and design of specific community infrastructure. While some of the responses received through the engagement do not directly relate to the CIP, this has provided the City with valuable feedback regarding other services and facilities.

Relevant Policies, Legislation and Council Resolutions

[City of Stirling Community and Stakeholder Engagement Policy](#)
[City of Stirling Public Open Space Strategy 2021-2031](#)
[Local Government Act 1995](#)

Sustainable Stirling 2022-2032

Key Result Area: Our built environment

Objective: An attractive and well-maintained City

Priority: Provide quality, well-maintained facilities for the benefit of the community

Key Result Area: Our community

Objective: An active and healthy City

Priority: Facilitate a range of recreation and leisure opportunities for everyone in the City

Key Result Area: Our economy

Objective: A smart and prosperous City

Priority: Attract and promote investment and partnership opportunities

Strategic Risk

Strategic Risk	Risk Appetite
Purpose	The City will pursue community and sector leadership through forward thinking decision making, and alignment of its services and operations with its strategic objectives.
Community	The City will ensure that it engages with the community in accordance with its Community and Stakeholder Engagement Plan.

Relevant Documents and Information

Attachments

Attachment 1 - Community Infrastructure Plan Engagement Outcomes [↓](#)

Attachment 2 - Community Infrastructure Plan 2023-2033 [↓](#)

Available for viewing at meeting

Nil

Linked Documents

Nil.

Community Infrastructure Plan Engagement Outcomes

Community infrastructure plays a vital role in the quality and well-being of our community.

The City of Stirling has developed a Community Infrastructure Plan to guide the planning and delivery of community infrastructure that responds to the changing needs of our community. The Community Infrastructure Plan outlines a set of standards and principles to support the City in delivering and prioritising community infrastructure in a way that delivers the best outcomes to meet changing needs our community.

The six-week engagement process encouraged the community to share their views on the importance of community infrastructure in their local area. A range of feedback options were available including email, direct contact, survey and through the City's new online engagement virtual neighbourhood assistant, Ainsley.

We extended the invitation to ensure everyone could participate by sending newsletters including direct contact with 38 Government and Industry Stakeholders, 100 Arts and Event Stakeholders, 229 State Sporting Associations and Sporting Clubs, 423 Men's and Women's Shed members, Senior and Autumn club members and 4,440 Stirling Leisure Centre members. This community feedback will be used to help inform how we plan for community infrastructure in the future.



Engagement summary

1,315

Shaping our City
page visits

141

Survey responses
from the local
community

1,190

Interactions with
Ainsley at 42 locations
across the City

30,715

Newsletter opens

121,085

Media reach



You told us Key insights about the importance of community infrastructure



43 (29%)

Location, condition,
safety and improving
access to infrastructure
go hand in hand



29 (20%)

Warm and
welcoming
functional spaces



29 (19%)

Places to come
together and foster
social connections



27 (19%)

Support for health
and wellbeing



17 (12%)

A range of facilities for
the local community



"They foster community interaction, especially for those who may otherwise be isolated or face other barriers"

"Areas for young children and youth to be active, as well as provide general facilities for all people"

"I walk here almost daily with my baby, getting into nature is relaxing"

"Multi function spaces that are warm and welcoming for a variety of learning and community wellbeing activities and for groups of different sizes"

We asked our community to rate the importance of the following delivery principles?



Average survey rating on a scale of 1 to 100 (1 being not at all important and 100 being very important)

Community need - providing community infrastructure that can address and innovatively respond to community needs

 **89.6**


Access, availability and equity – a range of community facilities offering varying levels of function and services that are accessible, inclusive and well-distributed across the City

 **89.2**

Health and well-being – promoting and fostering social connectivity, participation, health and well-being

 **89.1**

Integrated planning and delivery approach – enhancing the connection between strategic decision-making and community need to provide the best outcomes for our community

 **86.6**

Sustainability - sustainable use of resources to maximise economic benefits for the City and the community

 **85.0**

Flexibility and diversity of function and activities - innovative spaces that are flexible, adaptable and multi-purpose

 **84.2**

We asked our community how important the following types of community infrastructure to them?



Average survey rating on a scale of 1 to 100 (1 being not at all important and 100 being very important)

 **83.4** Public toilets

 **82.9** Libraries and lifelong learning

 **78.8** Age and disability

 **77.6** Clubroom facilities

 **77.9** Multi-purpose community centres

 **76.4** Aquatic facilities

 **74.3** Indoor leisure centres

 **73.2** Youth spaces

 **69.5** Arts and culture

 **65.0** Performing arts

 **64.8** Outdoor sports courts

 **54.8** Bowling clubs

 **52.0** Tennis clubs and courts

 **51.1** Wheeled sport facilities

 **48.6** Scout and guide halls

 **30.0** Public golf course



We asked our community the main reasons for their rating and the top three responses included "personal preference", "everyone should be catered for" and "we don't have enough".

The community provided valuable feedback about the importance of different community infrastructure types



These are some examples you provided

"Making the leisure centre bigger with more opportunities for pools and activities to be in the centre to bring in more community usage - instead of going to other areas to use their facilities."



Aquatic facilities

"Our local kids (especially teens) are digging up Reserves to create pump tracks because we don't have one within walking distance of our locale. We need to encourage our tweens/teens to be independent and play with local kids. To achieve this have a variety of play options close to home."



Wheeled recreation facilities

"Multi function spaces that are warm and welcoming for a variety of learning and community wellbeing activities and for groups of different sizes. Yoga, meditation, arts, crafts, books & reading, music spaces - cultural, diverse and inclusive audiences."



Multi-purpose community centres

"From a creative maker (physical arts) rehearsal spaces and multi use community and performing arts space are rare and increasingly valuable."

"More areas dedicated for artists and teaching."



Performing arts / Arts and culture

"You have a large middle age community and aging community that has a lack of facilities."

"We also have people ageing in place and need to meet the needs of older people."



Age and disability facilities

"Indoor leisure centre that provides a range of facilities for the local community."

"Creating a community hub with indoor sporting facilities, library, performing arts spaces."



Indoor leisure centres

"Outdoor courts for basketball, tennis etc that are free and easily accessible."

"Infrastructure that promotes actual community interaction is important and that only happens when people are sharing activities."



Outdoor sports courts

"The increased importance of libraries in a digital world needs to be given prominence. They will be even more vital in enhancing access to IT for all in the city."



Libraries and lifelong learning

"Generally youth need more facilities for not structure play so that they can come together spontaneously to play."

"Our young generation need encouragement (via creativity and community spirit) to venture out."



Youth spaces

"Public toilets in more parks especially where children play."

"Playgrounds with public toilets, Small local parks, wheeled sports (mountain bike trails) with connectivity."

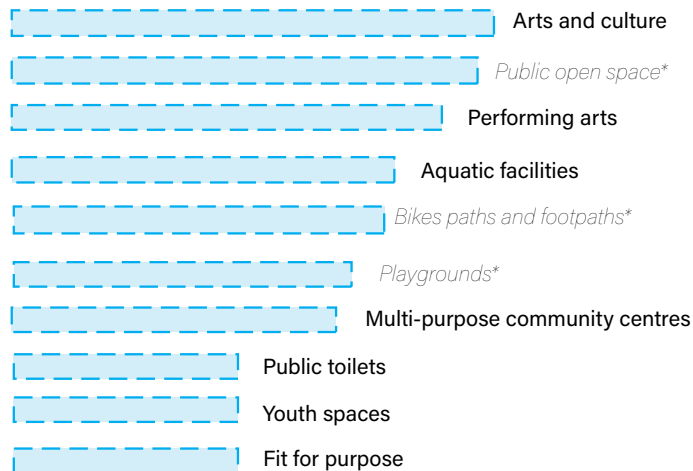


Public toilets

We asked our community if there is any community infrastructure we don't currently provide that we should consider providing?



These are the top 10 community infrastructure gaps that the community said we could improve



**Not captured in the Community Infrastructure Plan but will be considered as part of any future POS planning.*



Community feedback not only focused on community infrastructure that we don't currently provide, but also gaps in amenity, building condition and access.

These are some examples you provided

"SAUNA FACILITIES!!! Please add a sauna to one or all of the community gyms. Very inexpensive to install



Aquatic facilities

"Shared community spaces with shade such as skate parks, ninja/parkour, pump tracks with delineation for younger kids from older users so safe for all- accessible toilets and drinking fountains"



Youth spaces

"Public toilets are important for children and older adults."

"Public toilets in more parks especially where children play."



Public toilets

"Infrastructure that promotes actual community interaction is important and that only happens when people are sharing activities. A commercial kitchen where people can learn cooking skills would be awesome."



Multi-purpose community centres

"A large performing arts centre that would cater for interstate/international performances but would be affordable to local performance groups at other times. "



Performing arts

"The City of Stirling does not provide any dedicated arts infrastructure such as art galleries (small and large), studio spaces, workshops, arts centre or performing arts venues. For a council of its size, Stirling should be providing all of these facilities."



Arts and culture

"Existing facilities aren't really fit for purpose. They're mostly cold, unwelcoming and exclusive. They aren't places that actively build community but rather serve specific needs.



Fit for purpose

"I am proud of Stirling and its accomplishments, now we need to shine and develop that identity and culture through the arts"



Community Infrastructure Plan 2023-2033

Our blueprint for a better future







Acknowledgement of Country

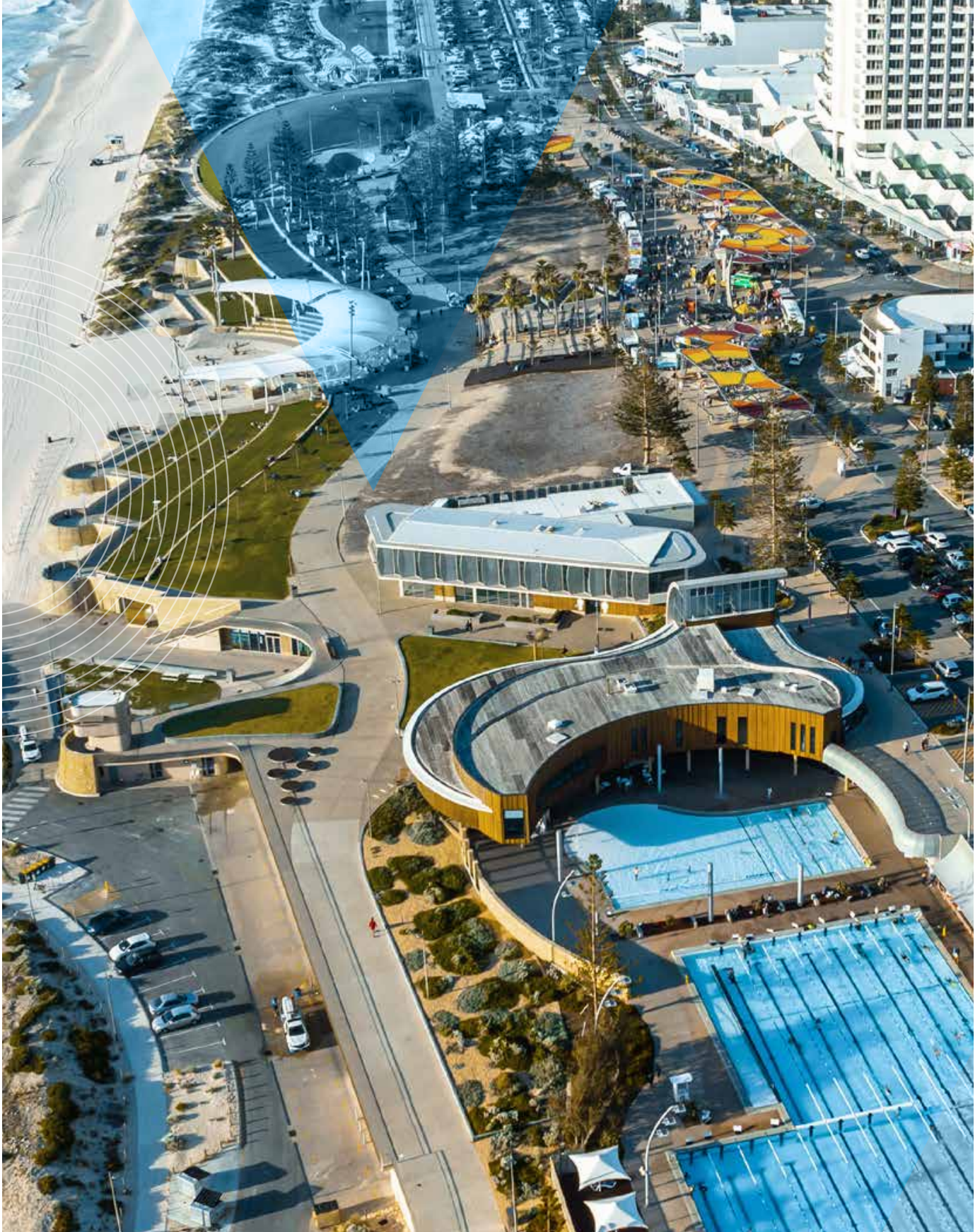
**Ngalak kaadatj Nyoongar nedingar wer
birdiya, baalap barn boodja-k wer kaaratj
boodja-k koora koora wer yeyi.**

**Ngalak kaadatj baalabang malayin wer nakolak
baalap yang ngalany-al City of Stirling dandjoo
Nyoongar moort-al kolbang koorliny.**

**City of Stirling kaadatj Nyoongar
moort Nyoongar boodja-k Wadjak
boodja-k, Mooro boodja-k.**

The City of Stirling acknowledges the Wadjak People of the Nyoongar Nation as the traditional custodians of Mooro Country. We pay our respects to Aboriginal and Torres Strait Islander Elders past and present for they hold the memories, the traditions, the culture and hopes of Aboriginal Australia.

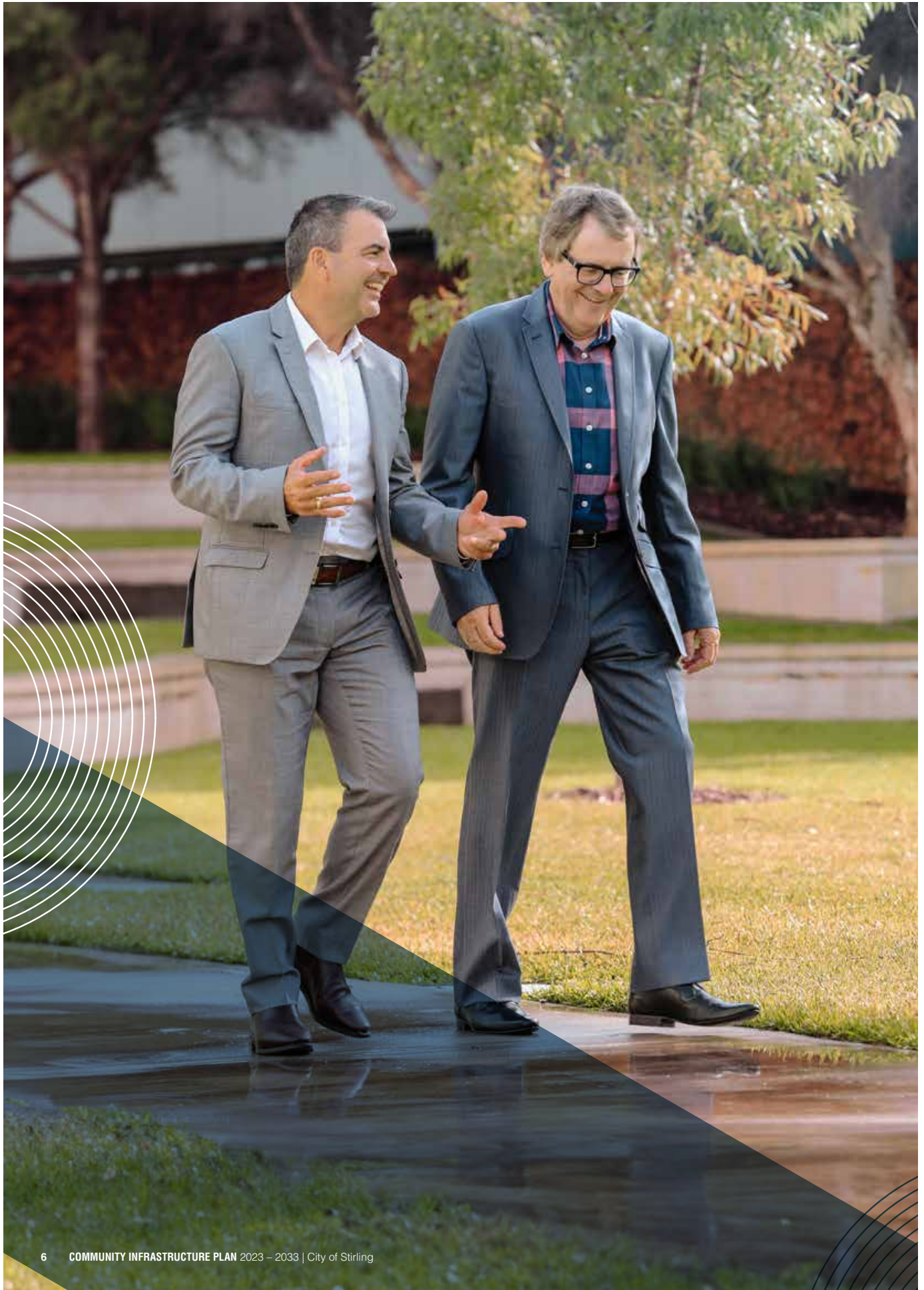
The City is committed to forging stronger relationships and a deeper respect for Aboriginal and Torres Strait Islander Australians. By acknowledging and respecting the diversity and history of our Aboriginal and Torres Strait Islander community, we will continue to realise our vision for reconciliation.





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Message from the Mayor

At the City of Stirling, we provide a range of community infrastructure like aquatic centres, libraries, sporting clubrooms, skate, BMX facilities and basketball courts. These facilities can improve the wellbeing and quality of life of our residents and visitors. They can also create opportunities for health and wellness, cultural connection, learning and heritage.

Our Community Infrastructure Plan 2023-2033 will help us work towards our vision of being 'a sustainable City with a local focus'. It will provide a baseline of the infrastructure our community has now, and what they may need in the next five years and beyond. It considers our urban environment and how our social needs may change.

The plan will set standards around how we plan for community needs now and into the future to ensure we have quality and well-distributed facilities everyone can use. It will also help us make informed decisions so we can respond to the infrastructure our community needs, values and aspires to – today and into the future.

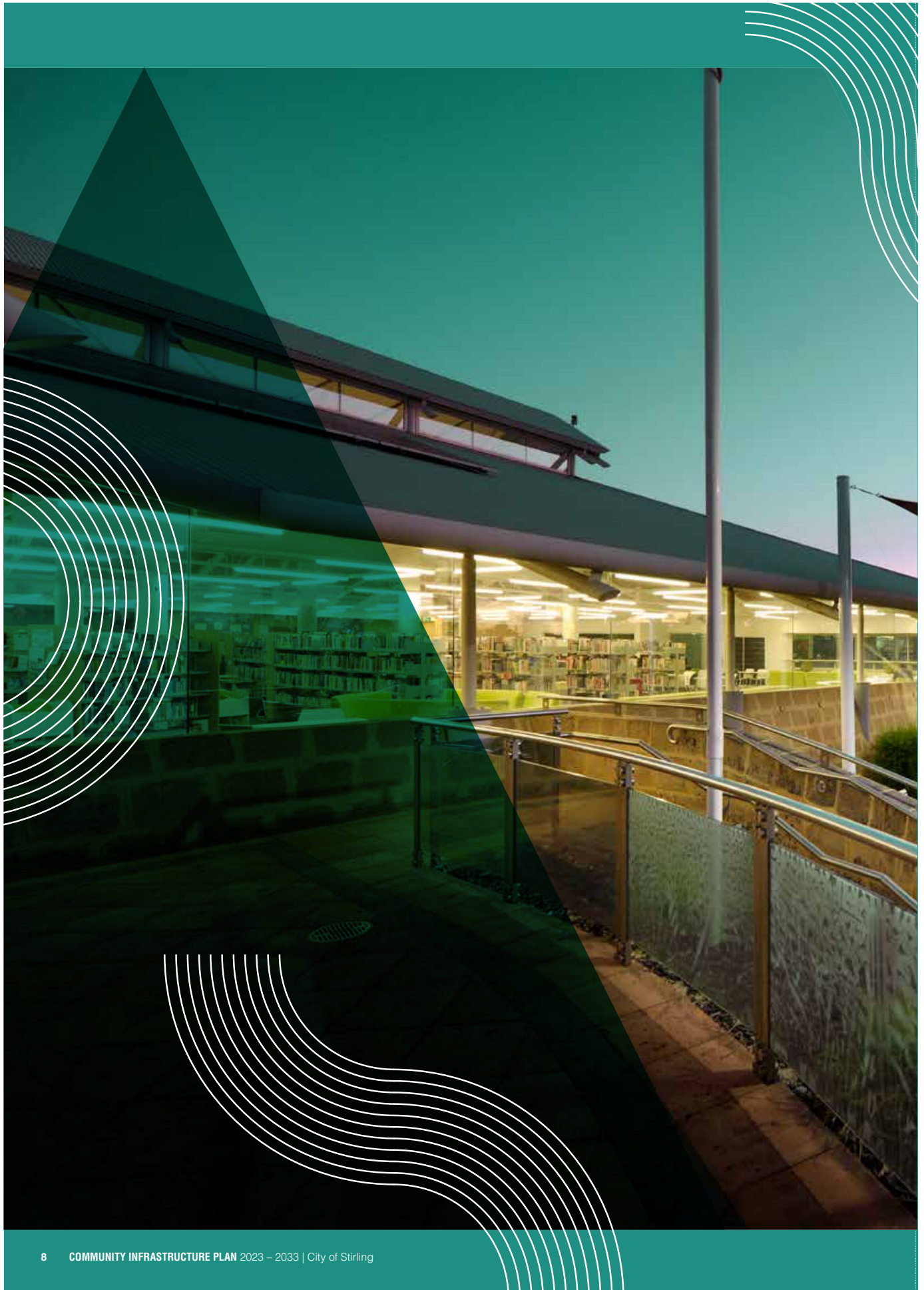
Message from the CEO

Local government plays a key role in the planning and provision of community infrastructure to support and service the wellbeing of both our local community and the broader community. The City of Stirling is leading the way by taking a strategic and holistic approach to the provision of community infrastructure.

The Community Infrastructure Plan adds a new layer of intelligence to our approach to our best-practice Integrated Planning and Reporting Framework. While our 10-year Strategic Community Plan – 'Sustainable Stirling 2022-2032' – sets out our broad vision and key result areas, our Community Infrastructure Plan forms an integral component, establishing future infrastructure needs and delivering upon our new vision.

Our Community Infrastructure Plan delivers on the City's commitment to well-informed planning and cohesive decision making. It will serve as a pivotal resource as we formulate our Corporate Business Plan, Long-Term Financial Plan, and annual budgets, among other strategic documents.

Recognising the necessity for both longevity in planning and agility in response, our plan provides flexibility to accommodate our evolving community needs. As we encounter new trends and innovations, establish fresh partnerships and see our community services evolve, these changes will be incorporated through regular reviews and continued community engagement. This work will be underpinned by rigorous measurement of our results so that we remain accountable to the community for delivering what we have promised



About the plan

Community infrastructure, considering the core role of the City and the responsibility it has to the community, can be defined as:

Public buildings and spaces that accommodate services and activities to support the social needs of the community.

This plan considers 'community infrastructure' that the City has a primary responsibility in delivering or which has a vital role in supporting the City to deliver our core community services. This includes leisure facilities, informal recreation, learning, arts and culture, community facilities, community sport facilities and supporting infrastructure.

The purpose

With the City being home to more than 220,000 residents and growing, it is more important than ever to ensure that our community infrastructure can continue to support our communities in being active, healthy and socially connected.

This plan integrates with our strategic vision and our community's aspirations. It examines our urban environment and social needs, considering what community infrastructure our communities have access to now and what they may need in the future.

This plan adopts a comprehensive and strategic approach to community infrastructure that is underpinned by robust research, community values and expectations, future needs, population change and demographic influence.

Ultimately, this plan aims to support the City in achieving its vision 'to be a sustainable City with a local focus' by:

Guiding the planning and provision of community infrastructure within the City of Stirling that responds to the current and future needs of the community in an equitable and sustainable manner.

The City's community infrastructure typically has a life of up to 80 years. While some community infrastructure may not be needed now, it is important that the City plan for the future to ensure that we can continually respond to our community's growing and changing needs.

The Community Infrastructure Plan has a life of 10 years, but considers our community growth from now until 2031 and beyond. This approach recognizes the importance of balancing short-term solutions that provide social benefits to our communities now but also consider what they will need in the future.

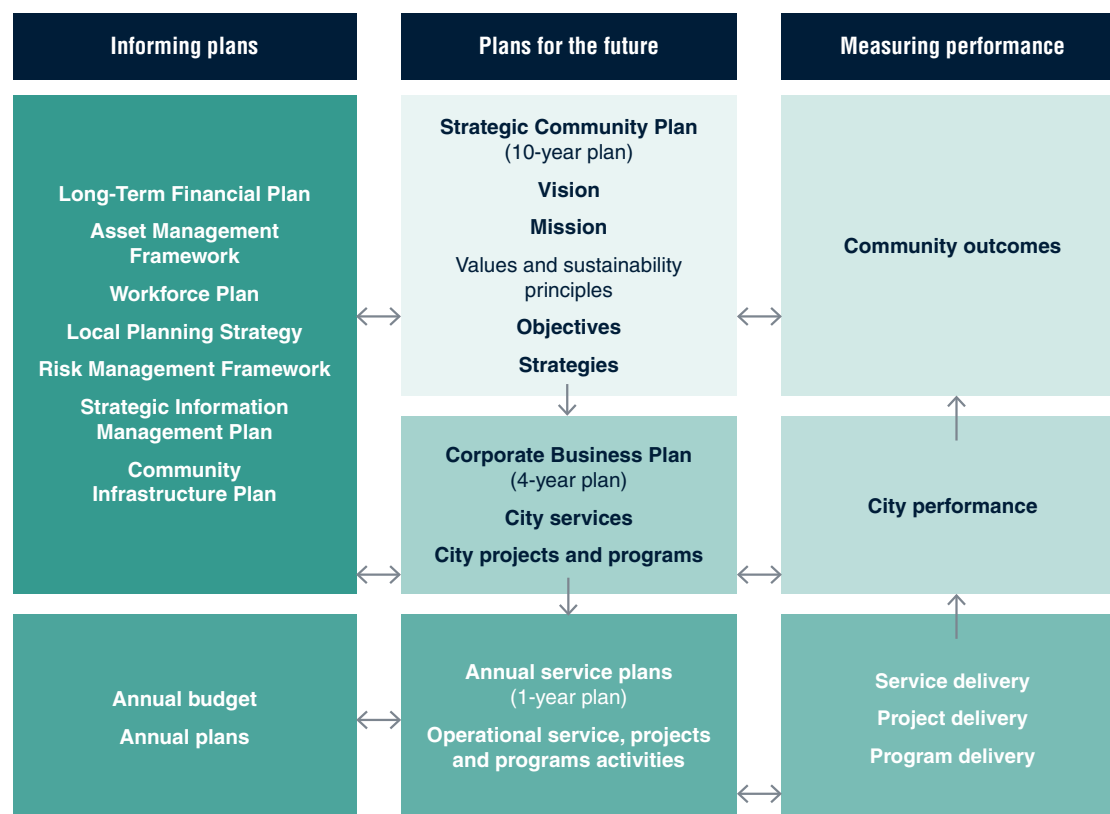


Integrated Planning and Reporting Framework

ABOUT THE PLAN

In 2011, the Western Australian State Government introduced legislation requiring local governments to prepare an Integrated Planning and Reporting Framework. This framework requires the development of a 'Plan for the Future', comprising a 10-year Strategic Community Plan, a four-year Corporate Business Plan and other associated informing plans.

Informing plans are used to provide more specific and detailed guidance and outline what action will be taken to deliver the vision and priorities in the City's Strategic Community Plan, Sustainable Stirling 2022-2032.





The City's Strategic Community Plan, Sustainable Stirling 2022-2032 has five key result areas (KRA) which give direction to achieve the City's vision. This Community Infrastructure Plan 2023-2033 addresses three of the KRA and supporting objectives and will be used to guide the City of Stirling to achieve its vision through the following strategic goals.



Objective:

Promote active and healthy lifestyle choices

How will this plan contribute to this objective?

Goal 1:

Provide accessible and equitable access to a diverse range of community infrastructure that will provide a social benefit to the community and that supports social connection, community interaction, and health and wellbeing.



Objective:

Ensure City assets meet current and future community needs

How will this plan contribute to this objective?

Goal 2:

Deliver a strategic approach to the provision and improvement of community infrastructure to ensure we have a blueprint to support emerging and future community needs.

Goal 3:

Connect and engage with our community to recognise and ensure their social needs are integrated in community infrastructure planning and provision.

Goal 4:

Invest in the provision of new and improved community infrastructure that will deliver an increased social return that is equitable and sustainable for our community.



Objective:

Encourage economic investment

How will this plan contribute to this objective?

Goal 5:

Advocate for increased investment in community infrastructure through better integrated planning at all levels of government.

Goal 6:

Engage in partnerships and consider new opportunities to provide more equitable and sustainable access to high-quality community infrastructure.

For a list of the actions that the City will undertake to achieve these goals, refer to page 51.

Strategic planning context

This plan acknowledges and supports several strategic policies and plans at a global, national, local (City) and industry level. It is important that this plan is read in the context of these documents and any other relevant guiding documents to ensure any decision making guided by this plan is well informed and delivers an integrated planning approach.

Global

- United Nations Sustainable Development Goals 2021



National

- National Urban Policy 2011
- Australian Infrastructure Audit (2019) and Plan (2021)
- National Cultural Policy 2023

State

- Draft State Infrastructure Strategy 2021
- State Planning Policy 3.6
- State Planning Strategy 2050 Perth and Peel @3.5million
- State Sporting Infrastructure Plan Review 2019
- WA Cultural Infrastructure Framework 2030+
- Department of Education Community Use of Public Schools Policy 2020

City

- Strategic Community Plan and Corporate Business Plan
- Local Planning Strategy
- Business Asset Management Plan 2018-2028
- Public Open Space Strategy 2021-2031
- Public Health Plan
- Stirling Libraries Strategy 2022-2027
- Skate and BMX Facility Strategy 2018
- Access and Inclusion Plan
- Other relevant guiding strategies

Industry

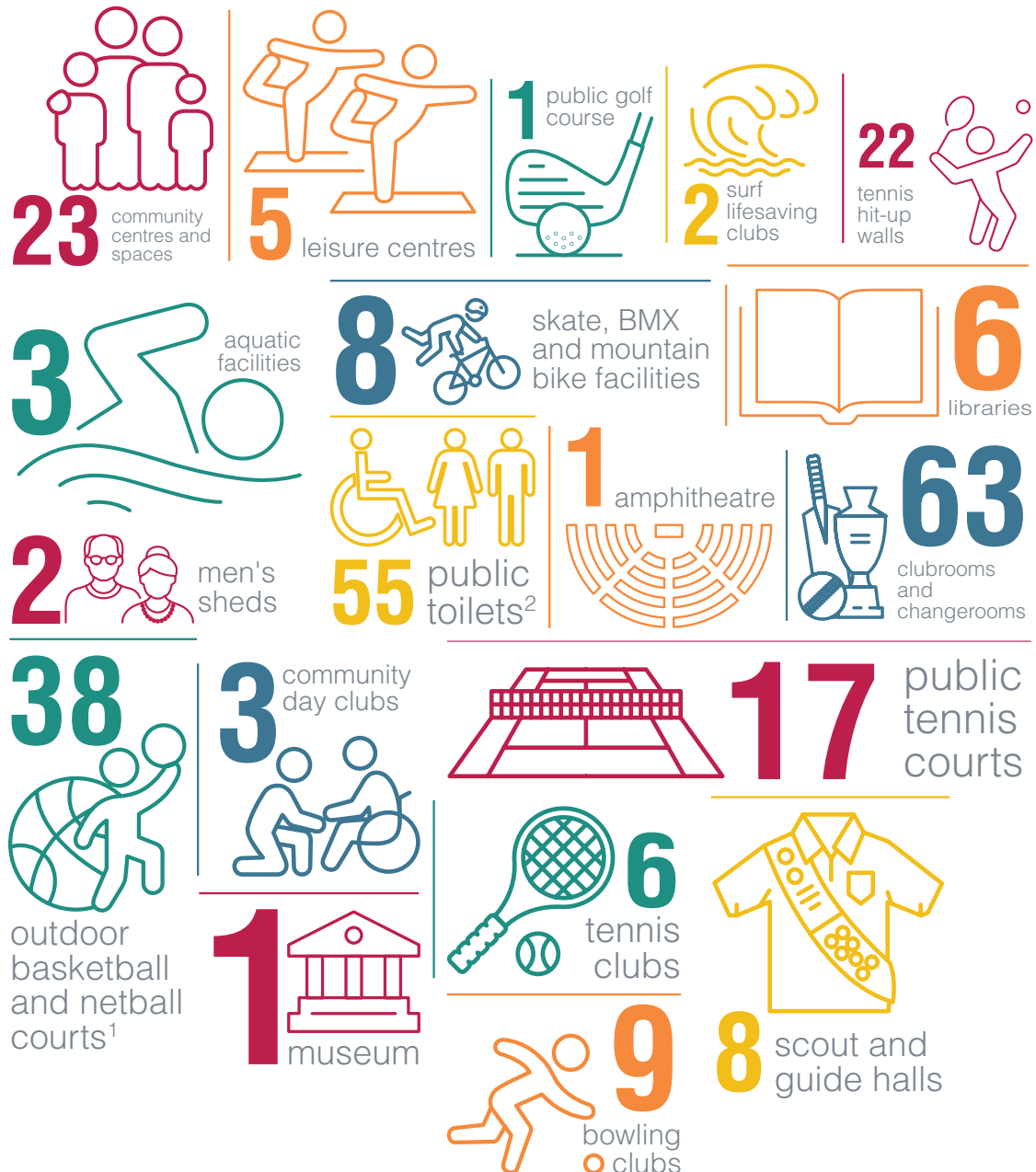
- Parks and Leisure Australia Guidelines for Community Infrastructure
- Making Space for Culture 2021
- Relevant Sporting Association Strategies and Guiding Documents





Current community infrastructure provision

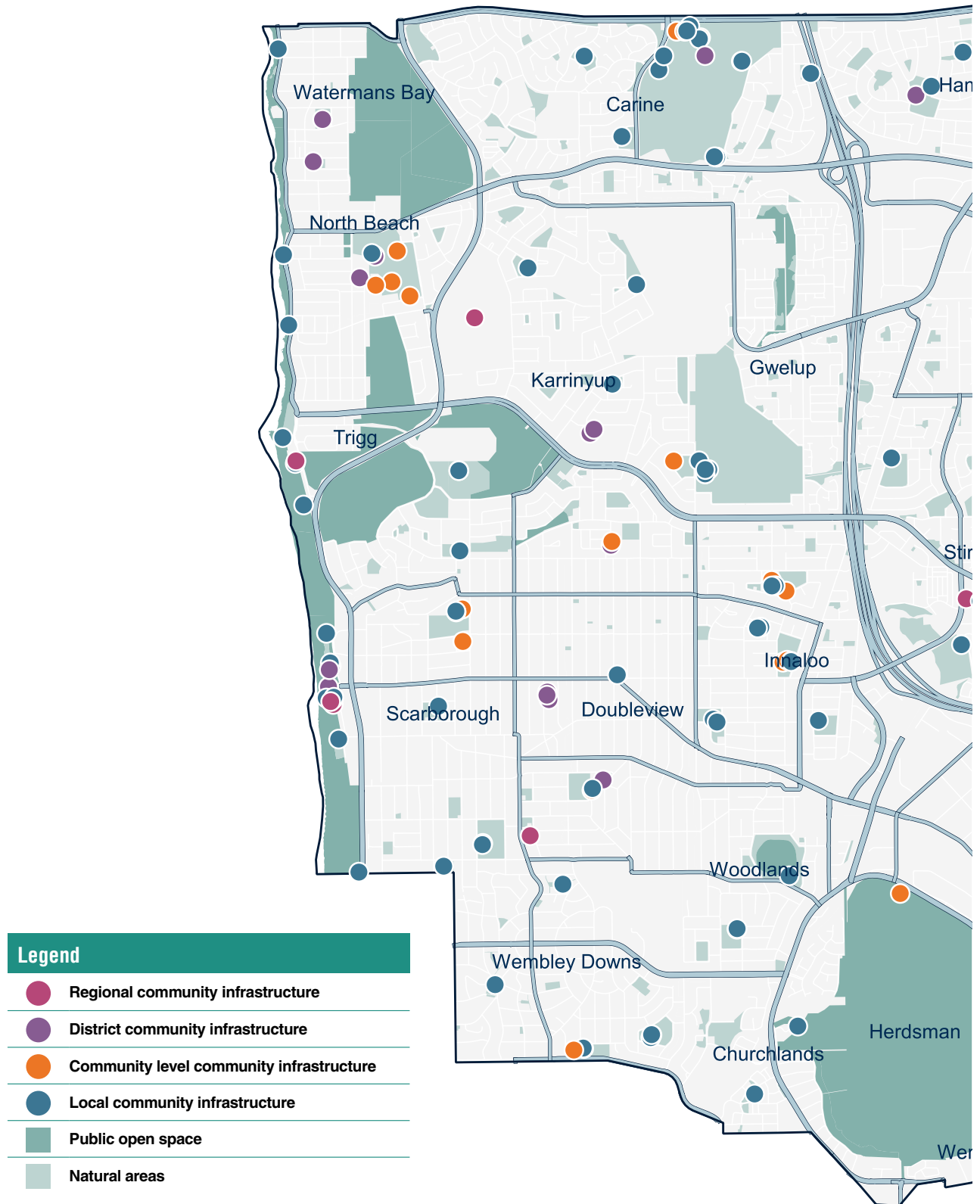
The City's community infrastructure includes:

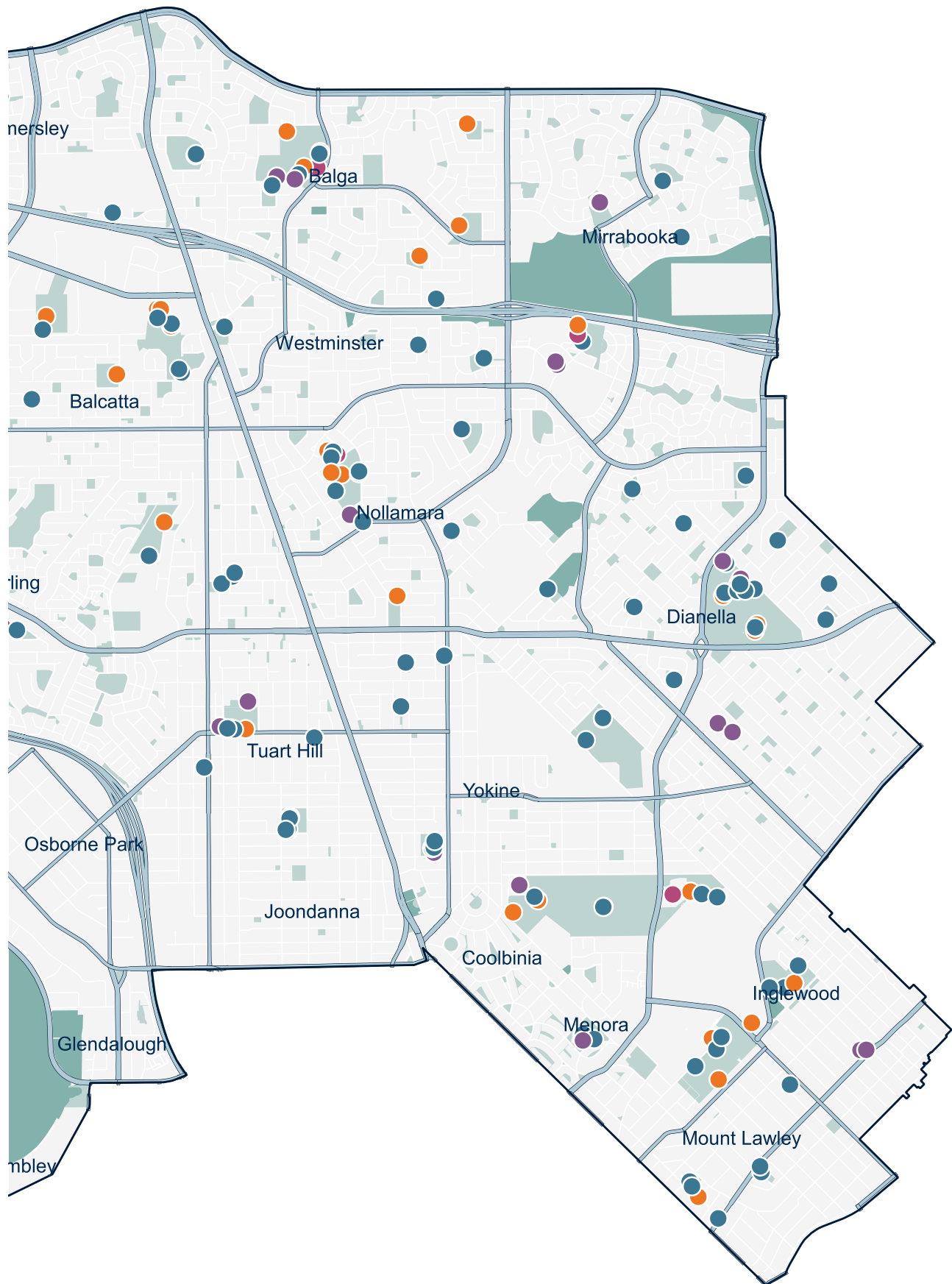


For definitions on different types of community infrastructure captured within this plan, refer to page 42.

¹Includes all publicly accessible full, half and 3-on-3 basketball and netball courts that are not provided as part of a staffed facility. Some outdoor courts also double as public tennis courts.
²All public toilets managed by the City and open to the public. Does not include public toilets located within staffed City of Stirling facilities.

The following map shows the distribution of the City's existing community infrastructure across the City by hierarchy.





Why is community infrastructure important?



Well-planned community infrastructure forms networks that can deliver both local and state-wide benefits to the community and the economy by helping make our communities:

Liveable

Community infrastructure plays a key role in the social benefits of community, creating a sense of place by fostering social connectivity. It can also promote social cohesion within a community and enhance its sense of identity.

Healthy and active

Community infrastructure is vital in generating health benefits for the community through preventing a range of health conditions that are known to be associated with physical inactivity and mental wellbeing. This in turn brings benefits to the health system from a healthier population.

Community infrastructure can also reduce demand on other public infrastructure sectors such as health and mental services through its support and encouragement of preventive health.

Accessible and inclusive

Community infrastructure should aim to provide accessible and affordable services that support inclusive participation through good functional design and response to community needs. This approach can help reduce inequalities and sustainably address the varied needs of the City's communities.

Sustainable

The provision of community infrastructure contributes economic benefits to the community by providing employment opportunities through construction, maintenance and operation. Community infrastructure can add value to other types of development and infrastructure (such as transport, health, retail and education), making these areas more desirable to live in and visit, boosting economic activity for the community.¹ Quality community infrastructure is essential for domestic and international tourism, which has a significant and vital contribution to economic growth and employment.

Community infrastructure should also contribute to environmental outcomes of communities by reducing pollution, balancing resource consumption, conserving natural resources, and supporting climate mitigation and adaptation.

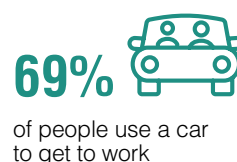
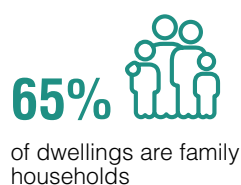
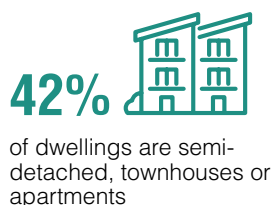
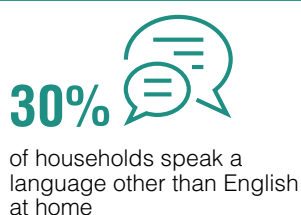
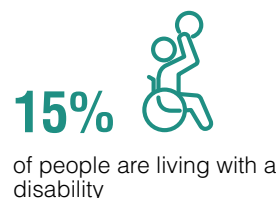


¹Source: Infrastructure Australia, Australian Infrastructure Audit 2018



Our community

It is important that our community infrastructure can support the needs of our communities as they continue to grow and change. By building our understanding of our communities' demographics and characteristics and how they change, we can better plan for the social, health and economic needs to support an inclusive, liveable and sustainable City.



Source: Australian Bureau of Statistics (ABS) 2021 Census All persons QuickStats and ABS modelled estimates of indicators from the 2018 Survey of Disability, Ageing and Carers for Statistical Areas Level 2

What our community told us...

To make sure the City's community infrastructure and the services they delivery meet our communities' changing needs, we asked our community what is important to them now and or the future.

This feedback will be used to help shape the future of community infrastructure in the City.

Engagement summary



1,315

shaping our City
page visits

141

survey
responses
from the local
community

1,190

interactions
with our virtual
neighbourhood
assistant at 42
locations across
the City

30,715

newsletter
opens

121,085

media reach

38

government
and industry
stakeholders

100

arts and events
stakeholders

229

state sporting
associations and
sporting clubs

423

men's and
women's shed
members, and
senior and
autumn club
members

4,440

Stirling
Leisure
Centres
members

Key insights about what our community consider important when providing community infrastructure in the City



29% said

Location,
condition, safety
and improving
access to
infrastructure
go hand in hand

20% said

Warm and
welcoming
functional
spaces

20% said

Places to come
together and
foster social
connections

19% said

Support for
health and
wellbeing

17% said

A range of
facilities for
the local
community



“ Areas for
young children and
youth to be active,
as well as provide
general facilities
for all people ”

“ They foster
community
interaction,
especially for
those who may
otherwise be
isolated or face
other barriers ”

“ I walk here
almost daily with
my baby, getting
into nature is
relaxing ”

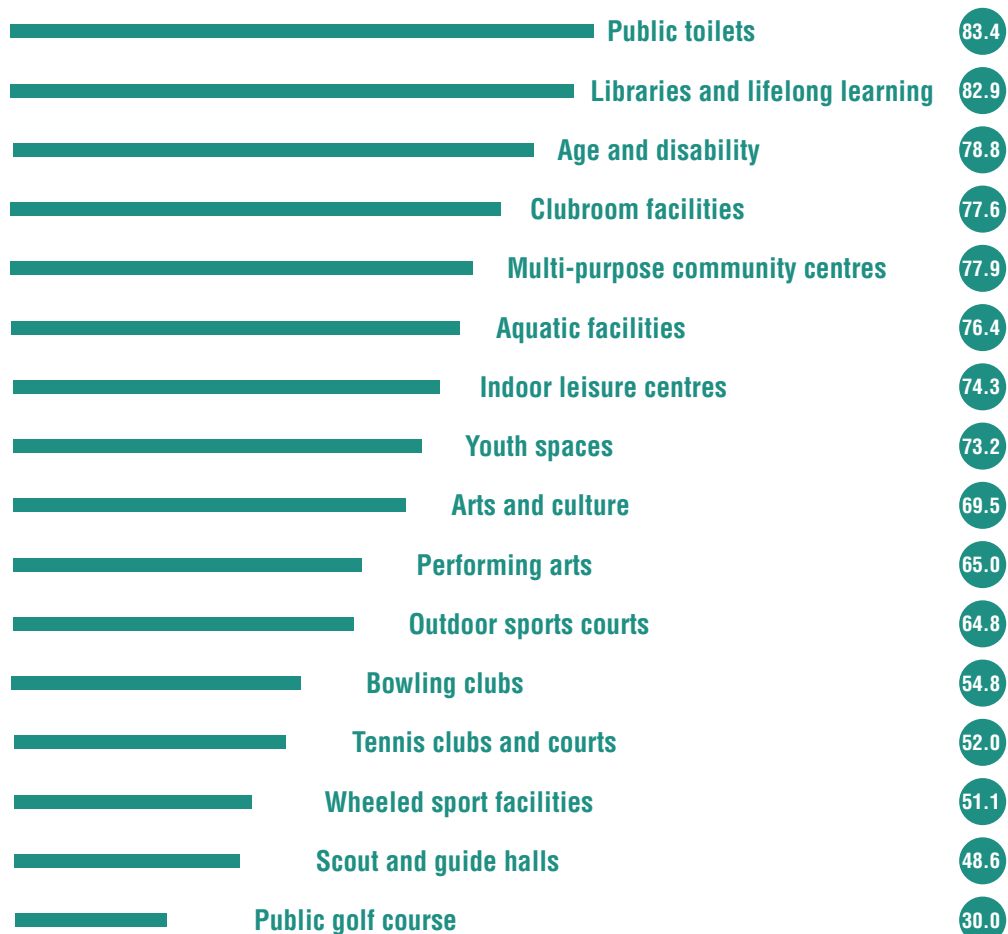
“ Multi function
spaces that are warm
and welcoming for
a variety of learning
and community
wellbeing activities
and for groups of
different sizes ”



We asked our community to rate the importance of the following delivery principles on a scale of 1 to 100 (1 being not at all important and 100 being very important)



We asked our community to rate how important the following types of community infrastructure is to them on a scale of 1 to 100 (1 being not at all important and 100 being very important)





The community provided valuable feedback about the importance of different community infrastructure types. These are some examples you provided

“Outdoor courts for basketball, tennis etc that are free and easily accessible”

Outdoor sports courts

“Making the leisure centre bigger with more opportunities for pools and activities to be in the centre to bring in more community usage - instead of going to other areas to use their facilities”

Aquatic facilities

“Creating a community hub with indoor sporting facilities, library, performing arts spaces”

Indoor leisure centres

“Indoor leisure centre that provides a range of facilities for the local community”

Indoor leisure centres

“Infrastructure that promotes actual community interaction is important and that only happens when people are sharing activities”

Outdoor sports courts

“Our local kids are digging up Reserves to create pump tracks because we don't have one nearby. We need our twens/teens to be independent and play with local kids. We need a variety of play options close to home.”

Wheeled recreation facilities

“Multi function spaces that are warm and welcoming for a variety of learning & community wellbeing activities and for groups of different sizes. Yoga, meditation, arts, crafts, books & reading, music spaces - cultural, diverse & inclusive”

Multi-purpose community centres

“The increased importance of libraries in a digital world needs to be given prominence. They will be even more vital in enhancing access to IT for all in the city”

Libraries & lifelong learning

“More areas dedicated for artists and teaching”

Arts and culture

“From a creative maker (physical arts) rehearsal spaces and multi use community and performing arts space are rare and increasingly valuable”

Arts and culture

“Generally youth need more facilities for not structure play so that they can come together spontaneously to play”

Youth spaces

“Our young generation need encouragement (via creativity and community spirit) to venture out”

Youth spaces

“You have a large middle age community and aging community that has a lack of facilities”

Age and disability facilities

“We also have people ageing in place and need to meet the needs of older people”

Age and disability facilities

“Public toilets in more parks especially where children play”

Public toilets

“Playgrounds with public toilets, small local parks, wheeled sports (mountain bike trails) with connectivity”

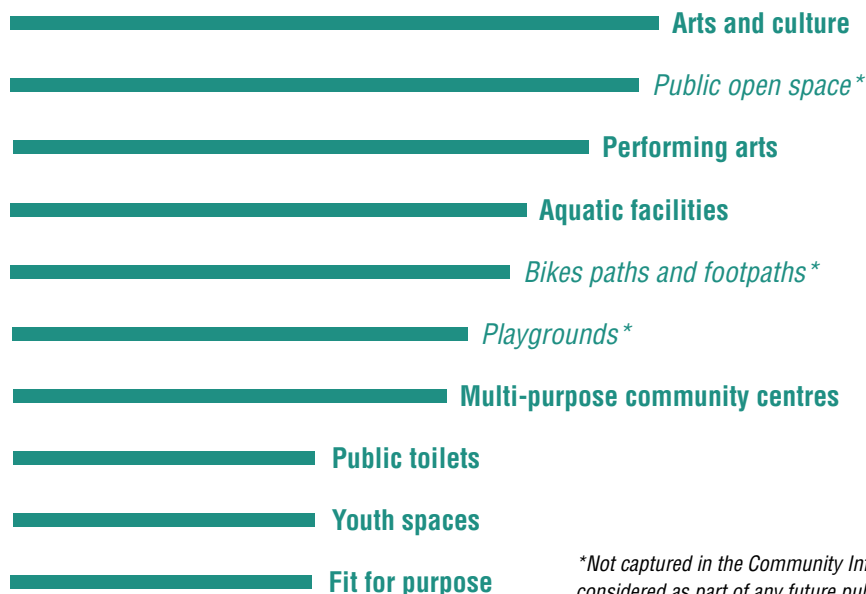
Public toilets





We asked our community if there is any community infrastructure we don't currently provide that we should consider providing?

These are the top 10 community infrastructure gaps that the community said we could improve with regard to provision, amenity, condition and access.



*Not captured in the Community Infrastructure Plan but will be considered as part of any future public open space planning.



“
Sauna facilities!!
Please add a sauna
to one or all of the
community gyms.
Very inexpensive
to install”

Aquatic facilities

“A large performing
arts centre that would
cater for interstate/
international
performances
but would be
affordable to local
performance groups
at other times”

Performing arts

“Public toilets are
important for children
and older adults”

“Public toilets
in more parks
especially where
children play”

Public toilets

“Infrastructure
that promotes actual
community interaction
is important and that
only happens when
people are sharing
activities.
A commercial kitchen
where people can learn
cooking skills would
be awesome”

Multi-purpose community centres

“Existing facilities
aren't really fit for
purpose. They're mostly
cold, unwelcoming &
exclusive. They aren't
places that actively
build community
but rather serve
specific needs”

Fit for purpose

“Shared
community spaces
with shade such as
skate parks, ninja/
parkour, pump tracks
with delineation for
younger kids from
older users so safe
for all- accessible
toilets and drinking
fountains”

Youth spaces

“The City does not
provide any dedicated
arts infrastructure
such as art galleries,
studio spaces,
workshops, arts centre
or performing arts
venues. For a council
of its size, Stirling
should be providing all
of these facilities”

Arts and culture

“I am proud of
Stirling and its
accomplishments,
now we need to
shine and develop
that identity and
culture through
the arts”



Why do we need a Community Infrastructure Plan?

The City's Community Infrastructure Plan will be used to inform and support the City in the planning and delivery of community infrastructure in a way that can address the following challenges.

Population and density growth

The City has seen rapid population growth over the last 20 years, with some suburbs showing a growth of up to 130 per cent. This growth is expected to continue over the next 20 years, with a growth of seven per cent forecast by 2031 and a further 20 per cent by 2041¹. As the City is mostly built out with a large proportion of housing being single dwellings, to accommodate future population growth, the City will need to increase the number of dwellings through urban infill.

Higher density living such as smaller houses and backyards can often increase demand on opportunities for people to participate in social activities that cannot be accommodated at home. It is vital that the City's community infrastructure can respond to increasing demands and community expectations in a manner that delivers the best social outcomes for our growing community and local neighbourhoods.



By 2031

243,006

people are estimated to be living in the City



By 2041

292,433

people are estimated to be living in the City



¹Source: Australian Bureau of Statistics (ABS) 2021 Census All persons QuickStats and Department of Planning, Lands and Heritage WA Tomorrow Report II Band C population forecasts.



Ageing community infrastructure that is no longer fit for purpose

The majority of the City's community infrastructure was built more than 20 years ago, designed to meet the needs of specific user groups or communities serving smaller and less diverse communities than the City has now. As our population has grown and our communities have changed, there is increasing demand on the City to deliver higher-quality community infrastructure catering for all users that can adapt to meet changing needs of our communities. The challenge for the City is to balance the expectations of the community while providing an equitable and sustainable level of service that is affordable.

Increasing costs

Historically, the provision of community infrastructure has often focused on short-term costs rather than long-term benefits. As the cost of providing infrastructure continues to grow and availability of grant funding to support infrastructure development is constrained, this can present challenges in balancing the maintenance of existing facilities and meeting the growing and changing needs of the community.

With the needs of the community always changing as our community grows, there needs to be a shift towards more flexible and agile infrastructure so that facilities are more adaptable to change without the need for development.

Inequity in provision

While the processes for 'green field' site development are generally well established, a more evolved approach is required when considering future infrastructure needs for areas experiencing urban renewal, such as the City of Stirling. Land is limited and more expensive to purchase to support renewal.

Infrastructure may not always be located to service the entire community or may be restricted in its capacity to expand. This highlights the importance of considering opportunities for innovation, partnerships and shared use in delivering quality, equitable and well-distributed infrastructure in our urban renewal environment.





Community Infrastructure Plan 2023-2033

The City recognises the importance and value of social connectedness and developing thriving, healthy and active communities by improving local access to well-planned and high-quality community infrastructure.

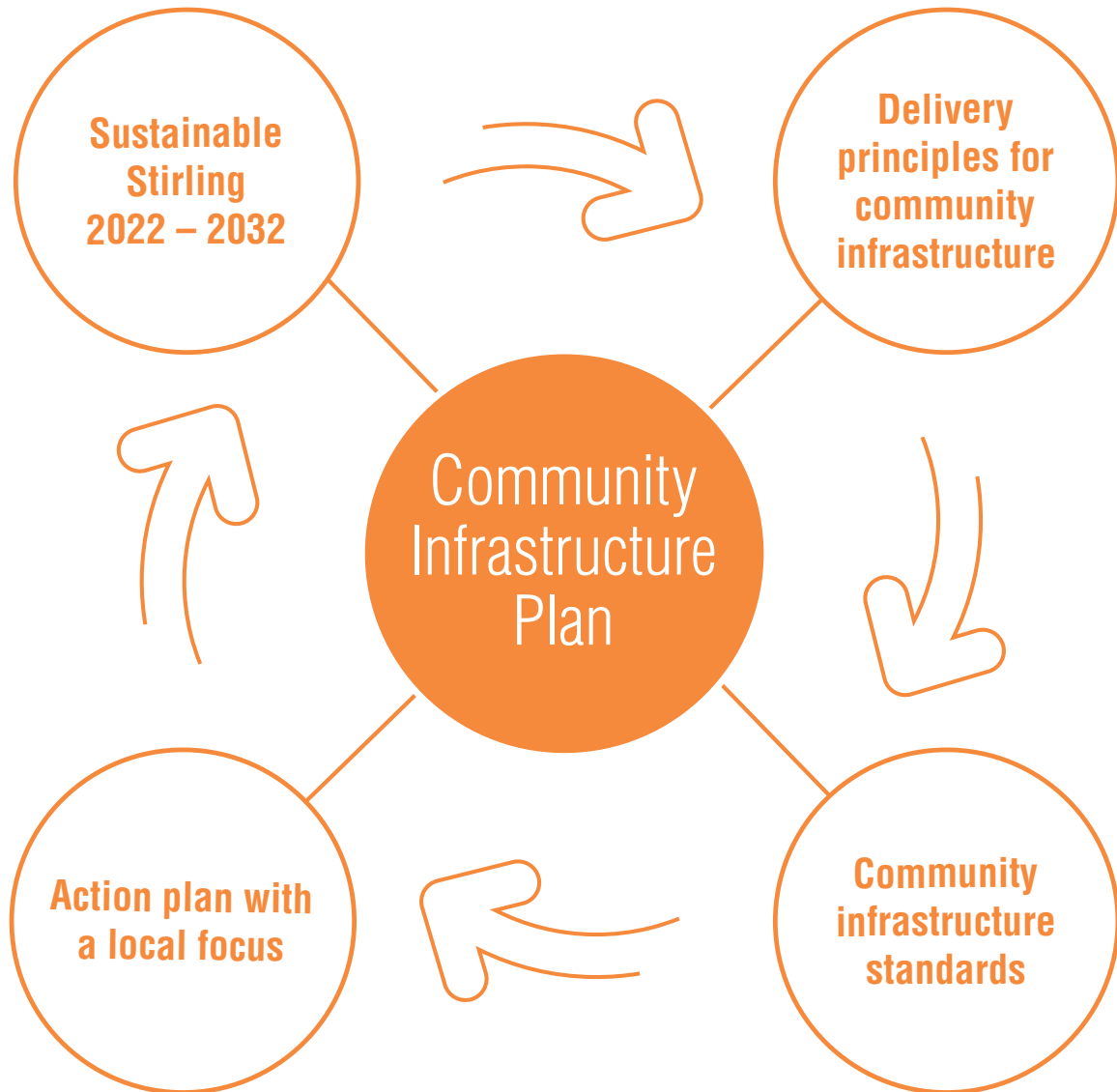
Our plan at a glance

The Community Infrastructure Plan sets out the strategic goals and actions to support the City in achieving its vision of 'a sustainable City with a local focus' through a consistent, transparent and sustainable approach to the planning and provision of community infrastructure in the City. Underpinned by a set of delivery principles, the Community Infrastructure Standards which is the foundation of this plan establishes a model to guide the City in understanding and addressing its community infrastructure provision needs.

Finally, an action plan will outline a set of City-wide and localised actions that will inform the City's annual budgeting and Long-Term Financial Plan (LTFP) to ensure that the City's community infrastructure can be delivered in a manner that can sustainably service the current and future needs of the local community.

Ultimately, this plan establishes the City's strategic decision-making position regarding the City's future community infrastructure needs.







Our delivery principles

The following principles have been used to guide the development of this plan. These principles will support the City in delivering and prioritising community infrastructure to deliver the best social and economic outcomes to meet the current and future needs of the City and our community.



**Integrated planning
and delivery
approach**



**Community
need**





Accessibility, availability and equity

A range of community facilities offering varying levels of function and service provision should be accessible and gender inclusive to all City residents of all abilities and recognise the different needs of the cultural and intergenerational groups within the community.

Providing socially and culturally inclusive facilities will assist in removing barriers to participation by creating physical and social connections within the community that people want to access and will travel to.

The equitable distribution of community facilities, in terms of provision, function, condition and access, should be provided across the City to ensure that communities are not and do not become disadvantaged. There is a responsibility to consider intergenerational equity to ensure residents of all ages have quality community facilities now and for future generations.

How will we deliver this?

Community infrastructure will be designed 'for all' to foster social equity and celebrate the social, cultural and gender diversity of our communities.

Where possible, community infrastructure will be well distributed throughout the City to best service the City's residents.

The location of facilities will consider opportunities to increase access, such as co-location and proximity to public transport.



Flexibility and diversity of function and activities

To achieve the greatest range of benefits for the community, facilities need to be flexible in their design. Greater value can be achieved through co-location and management of facilities that provide a greater range of participation opportunities and build stronger communities through a sense of connection.

Community facilities will provide innovative spaces that are flexible and multipurpose to meet the current and future needs of the community. Consideration should be given to their suitability and capacity to maximise economies of scale through initiatives such as co-location, utilising technology to enhance accessibility, and incorporating other community and commercial functions to maximise facility use and offset ongoing operational costs.

How will we deliver this?

Community infrastructure will be flexible and adaptable to cater for changing needs.

New and innovative practices will be considered through planning and design to maximise the flexibility and useability of spaces.



Health and wellbeing

Community facilities should provide opportunities for the community to gather, socialise and build networks by fostering social connectivity and promoting community health and wellbeing.

Community facilities should build on and enhance social capital to create desirable environments and spaces for people to live, work and recreate. Facilities or improvements that provide positive health outcomes in the areas of physical activity, mental health, social wellbeing, accessibility, and participation will be considered a priority.

How will we deliver this?

We will provide access to outdoor space and natural areas as part of community infrastructure design and provision.

Community infrastructure will accommodate a diverse range of services bringing together and connecting our diverse communities.

We will continue to support infrastructure that encourages and grows sport, active and social participation.

We will support arts and cultural infrastructure that fosters and promotes vibrant and creative cultural connections.



Sustainability

Considered design should be at the forefront of planning for new or existing community infrastructure. Co-location and shared use of facilities will aim at improving functionality and reducing duplication of facilities while still addressing diverse community needs.

Maximising use of facilities outside of core use can address service gaps in the community without the need to provide additional infrastructure.

Best-practice delivery models to improve service provision, the appropriate and efficient use of City's physical and financial resources, and knowledge and understanding of short-term and long-term lifecycle costs are vital to build more sustainable community infrastructure.

How will we deliver this?

We will maximise utilisation and capacity of existing and new community infrastructure.

We will seek a balance between short-term and long-term financial impacts to maximise outcomes for the community and the City.

Co-location and partnerships will work to maximise value and opportunities for the City and community to access quality community infrastructure.

The use of smart technology will improve sustainability.



Community need

Community infrastructure should be planned and developed in a manner that addresses and responds innovatively to community needs. Planning should include future foresight and enable agile and functional adaptability.

Community need should be determined with an evidence-based approach, taking into consideration the demographic and socio-economic characteristics of the local community as well as the City's existing facility, amenity, and service provision. Engaging with our stakeholders and local community and understanding what they have previously said is important.

How will we deliver this?

Community infrastructure planning will consider population and density growth to ensure what we provide can continue to service our community.

Implementation of individual and inclusive community engagement plans for all strategic community infrastructure projects will ensure the community can have their say.

Community infrastructure will meet community values and expectations as identified through community engagement.



Integrated planning and delivery approach

Community infrastructure planning and delivery should apply an integrated approach to enhance the connection between strategic decision making and community need. It should provide a holistic view of cross-sectional infrastructure and amenity required to deliver high-quality social, economic and environmental benefits to the community.

It builds capacity and flexibility to respond to changing community needs, both in the short term and the long term by considering the broader vision for the community.

How will we deliver this?

Integration of community infrastructure with the City's integrated planning and reporting framework will ensure:

- community infrastructure is delivered to a high level of quality that meets universal and Australian standards and codes
- financial and human resources are allocated to provide the best social, economic and environmental outcomes for the City's community and ratepayers
- a balanced and considered approach to asset renewal and community need.

We will integrate community infrastructure with other City and non-City strategic and development projects.

How do we know what community infrastructure we need?

The City's community infrastructure standards are designed to guide the City in identifying and addressing the community infrastructure to best meet the current and future needs, demands and growth of the City.

Our community infrastructure standards

Hierarchy



The City’s community infrastructure hierarchy supports the provision of a diverse range of community infrastructure to best respond to the needs and demands of the City’s community at a local and neighbourhood level as well as City-wide.

Each classification considers how community infrastructure should impact the community, who they service, how they are accessed, how they can be used, and the scale of amenity they should provide.

- Regional
- District
- Community
- Local

Community infrastructure type



The City’s community infrastructure is categorised by type, according to the primary role it should provide to service the needs of the community and deliver City’s core community services. As the City’s community infrastructure existing

provision and future needs are so diverse, each of the City’s community infrastructure types have been broken down into the following six categories based on core function.

- Leisure facilities
- Informal recreation
- Learning, arts and culture
- Community facilities and spaces
- Sport facilities and spaces
- Supporting infrastructure

Provision standards



Population standards

Population standards provide the City with a benchmark to better understand the community infrastructure needed to support the growth and demands of the City’s community.

Location standards

Location standards establish the most desirable location for each community infrastructure type considering accessibility, equitable distribution and operational sustainability.

Amenity standards

Amenity standards establish a set of core standards to deliver equitable, functional, adaptable and sustainable facilities and spaces with the flexibility to meet the changing needs of the community and deliver the City’s core community services.

Explaining the standards

Community infrastructure hierarchy

In providing community infrastructure, it is important to understand the clear impact that community infrastructure should deliver to the community and to what extent. The City's community infrastructure hierarchy adopts best practice and a similar model to what is used across government and industry planning as well as other local government authorities. It has been developed as a fit-for-purpose tool to assist the City in establishing standard levels of provision for community infrastructure to ensure all community infrastructure does meet or can meet required standards of provision.

Each classification within the hierarchy considers the level of impact on the community and who it supports, how it is accessed, how it can be used and the level of amenity it should provide.

The community infrastructure hierarchy is represented by four classifications which are detailed below.

Regional

Role

Regional community infrastructure includes large-scale spaces and facilities designed to meet community needs across a large portion of the City. These facilities service multiple geographical or social regions and are likely to attract visitors from outside City boundaries.

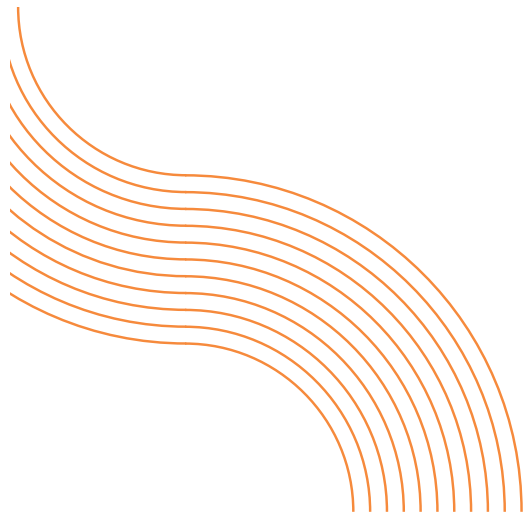
Regional facilities are generally operated by the City and deliver services promoting health, fitness, and cultural and social wellbeing. Ideally, they are located in areas of high density, such as activity centres and corridors, with access to transport networks and major arterial roads. Their location should ensure equitable access and availability for the community, and they should incorporate innovative and environmentally sustainable design and technology.

Regional facilities have high levels of simultaneous use, providing flexible spaces that meet multiple community needs and offer a diverse range of services and amenities. They can also capture specialised facilities, such as sport-specific facilities, which can attract a larger portion of the community for a specific use.

Due to their scale, regional facilities have a role in generating numerous benefits for the community, including employment opportunities, tourism and strategic partnerships.

Examples

- Aquatic facilities
- Indoor leisure centres
- Public golf course
- Surf lifesaving facilities



District	Role
	<p>District community infrastructure includes facilities and spaces designed to meet the needs of communities in the surrounding geographical area. They are likely to attract visitors from across the City of Stirling.</p> <p>District facilities are often operated by the City and deliver services promoting health, fitness, and cultural and social wellbeing. They provide residents with a centralised 'one-stop shop' to access social services as part of a community hub. Ideally, they are located in areas of high density, such as activity centres and corridors, with access to transport networks and major arterial roads. Their location should ensure equitable access and availability for the community, and they should incorporate innovative and environmentally sustainable design and technology.</p> <p>District facilities accommodate simultaneous and multiple use, providing flexible spaces that meet multiple community needs and offer a diverse range of services and amenities. They can also capture specialised facilities, such as sport-specific facilities, which can attract a larger portion of the community for a specific use.</p>
	<p>Examples</p> <ul style="list-style-type: none"> • Stirling Libraries • Stirling Community Centres • Arts and cultural facilities • Indoor leisure centres • Performing arts facilities



Community

Role

Community-level infrastructure includes facilities and spaces designed to meet the community needs of surrounding suburbs.

They promote social cohesion through opportunities for the community to share common interests, develop new skills and celebrate cultural identity, which are key foundations in enhancing the liveability of the City's communities.

Community facilities should be located centrally to the community they service, with access to transport networks such as public transport. Their location should ensure equitable access and availability for the community. They can also be provided as part of a community hub or place to enhance the service offering of other regional, district and community facilities.

Community facilities are generally designed to support specific community needs, but they also provide spaces that are flexible to support a diverse range of services and amenities. They can also capture specialised facilities, such as sport-specific facilities, which can attract a larger portion of the community for a specific use.

Examples

- Community sport clubrooms
- Bowling clubs
- Outdoor full courts
- Tennis clubs

Local

Role

Local infrastructure includes small-scale facilities and spaces designed to meet a specific need for their local community. Ideally, they are located within a walkable distance for visitors to access on a regular basis.

Local facilities should be located centrally to the community they service, with easy access to footpaths, cycle ways and public transport links. They can also be provided as part of a community hub or place to enhance the service offering of other regional, district and community facilities.

Local facilities can often act as supplementary or overflow spaces to support other community infrastructure where there is high community demand. While they are generally designed to meet specific community needs, they also provide flexible spaces to support a diverse range of services and amenities. They can also capture specialised facilities, such as sport-specific facilities, which can attract a larger portion of the community for a specific use.

Examples

- Public toilets
- Tennis courts and hit up walls
- Wheeled sport facilities
- Half basketball courts

While community infrastructure under each classification impacts and services the community in different ways, it should be considered holistically to better understand how the best outcomes can be provided for the community. For example, regional infrastructure such as an aquatic centre, which services a large geographical area, could also provide community and local infrastructure like sports courts or meeting spaces to support surrounding communities. It is also important to acknowledge that where public open space and community infrastructure are provided collectively, they may not be classified at the same level and therefore may deliver very different impacts to the community.



Types of community infrastructure

Community infrastructure is classified into six categories relative to their core function. Under each category, community infrastructure is further identified by type which refers to the primary role that a facility or space should provide to meet community needs.

A community infrastructure type can be delivered under more than one hierarchy classification. Where a community infrastructure type is delivered under multiple hierarchy classifications, the role and function that a community infrastructure type delivers will differ particularly with regard to service catchment and amenity provision. This ensures that the City is providing a diverse range of community infrastructure to best respond to the needs and demands of the City's community at a local, neighbourhood and citywide level.

While community infrastructure type considers the primary function and role of each community infrastructure, they should also have the ability to support and adapt to other community infrastructure needs. For example, the primary role of a clubroom facility is to provide opportunities for the community to participate in community level sport but as a secondary service, it could also support the broader community by providing a gathering space for community groups.

The community infrastructure captured within the framework is considered infrastructure that is fundamental to delivering the City's core community services. Historically there have been and will continue to be circumstances which the City provides, directly and indirectly, specialised community infrastructure that falls outside of the City's core community infrastructure provision. In these cases, the planning and provision of specialised community infrastructure should still align with the delivery principles of this plan. It should also be supported by a robust needs assessment to ensure that provision of this infrastructure is equitable and sustainable and provides high social value for the City's community.



Supporting infrastructure

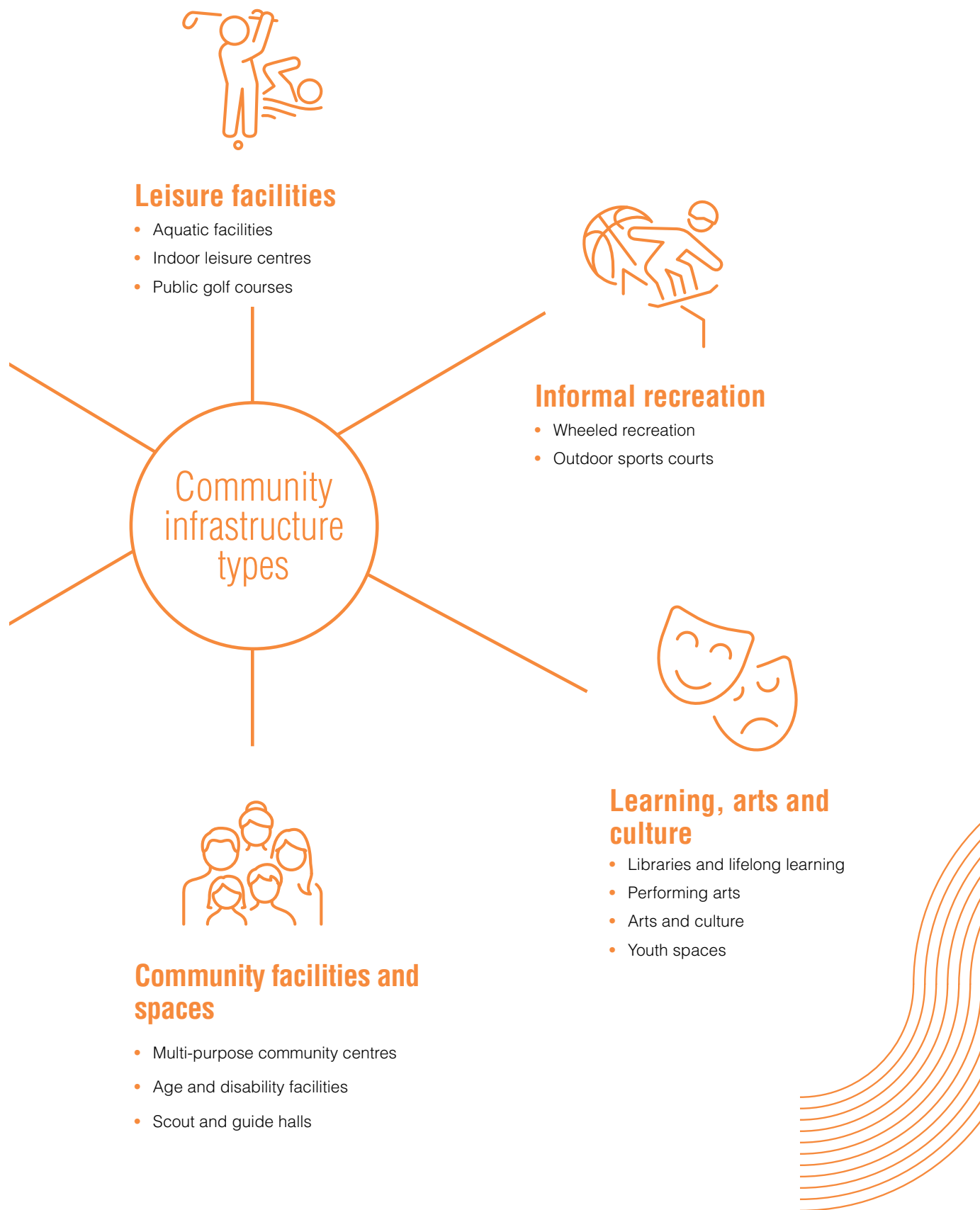
- Public toilets



Sport facilities and spaces

- Tennis clubs and courts
- Bowling clubs
- Synthetic hockey turfs
- Clubroom facilities
- Surf lifesaving clubs







Leisure facilities

Aquatic facilities

Provide aquatic services to the community with a core focus on health and fitness, competitive and leisure aquatic activities, and learn to swim opportunities. They can provide both "wet" and "dry" facilities to support the diverse and changing recreation, sporting and leisure needs of the community.

Indoor leisure centres

Provide recreation, sporting, and leisure services through the provision of indoor sports courts and flexible community spaces.

Public golf courses

Are accessible to the general public and provide opportunities for the community to participate in golfing activities.



Informal recreation

Wheeled recreation facilities

Capture a diverse array of facilities designed to support the skate, BMX, mountain bike and trail facility needs of the City's community. These facilities can range from a small dirt bike track or junior scooter path to a regional hub providing a variety of different skate, scooter, BMX, and mountain bike opportunities.

Outdoor sports courts

Are publicly accessible outdoor courts, generally provided in public open space, that are available for community use through free access. They provide opportunities for the local community participate in recreational activities as well as gather and socialise in an informal setting. Outdoor sports courts include full, half, 3x3 and modified sized basketball and netball facilities, multi-use courts and tennis hit up walls.



Learning, arts and culture

Libraries and lifelong learning

Provide library, education, information sharing, community history services to the community.

Performing arts

Provide opportunities for the community to participate in community performance activities such as music, dance, theatre and circus. This can include indoor spaces such as theatres and rehearsal space and outdoor spaces such as amphitheatres.

Arts and culture

Provide opportunities for the community to participate in arts and cultural activities such as film, sculpture, textiles, ceramics, glass, painting, drawing and photography, and can include spaces for workshops, galleries, exhibitions and artist studios.

Youth spaces

Support the provision of youth services, leisure activities and programs, and advisory and mental health and wellbeing spaces for young people, generally aged 10 to 24 years.



Community facilities and spaces

Multi-purpose community centres

Provide a mix of multiuse and flexible spaces to support and facilitate services and activities for the local community. A multi-purpose community centre typically provides community social and meeting spaces.

Age and disability facilities

Provide spaces and services for seniors and people with a disability to socialise and participate in community activities. These include Stirling Community Care, men's and women's sheds and senior spaces.

Scout and guide halls

Accommodate and support the provision of scout and guide activities for the community.



Sport facilities and spaces

Clubroom facilities

Provide spaces for local seasonal sporting clubs to operate from, provide the surrounding community with access to local sporting participation opportunities and support the activation of surrounding sporting spaces.

Tennis clubs and courts

Provide opportunities for the surrounding communities to participate in competitive and social tennis.

Bowling clubs

Provide space for surrounding communities to participate in lawn bowls in both a social and competitive setting. They also provide opportunities for the community to gather and socially connect.

Synthetic hockey turf

Synthetic hockey surfaces and supporting facilities designed to support and service competition and social hockey participation in the City

Surf lifesaving clubs

Support surf lifesaving clubs in providing surf club activities and lifeguard services to the beach community.



Supporting infrastructure

Public toilets

Universally accessible toilets provided by the City for use by the members of the general public. This excludes toilets that are only internally accessible within City facilities.



Provision standards

The community infrastructure standards provide three strategic measures designed to deliver consistent and robust decision making regarding the provision of community infrastructure in the City, based on their hierarchy classification and type.

Population standards

It is important to understand whether provision of community infrastructure meets current and forecast population and density, and whether it can service the City's community effectively. Without considering population, the provision of community infrastructure will not account for changes in population growth and the subsequent increase in demand.

The City's provision standards have been developed in line with industry benchmarking based on the role and classification of each community infrastructure type, community demand, social impact, and participation requirements to support sustainable use and urban renewal constraints.

Location standards

Location is an important factor in the provision of community infrastructure. The principal considerations are accessibility, equitable distribution, and operational sustainability. To support increasing density and maximise community value, community infrastructure should generally:

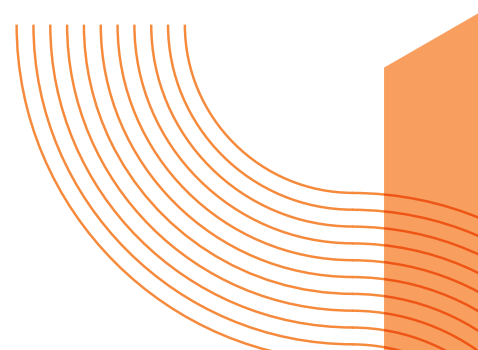
- Be well-distributed and easily accessible
- Be located close to activity centres, community focal points, transport networks and employment clusters
- Consider areas of existing and forecast residential growth
- Support and connect community infrastructure with public open space and other supporting amenities such as civic spaces, where viable
- Create a focal point for community activity and contribute to a sense of place.

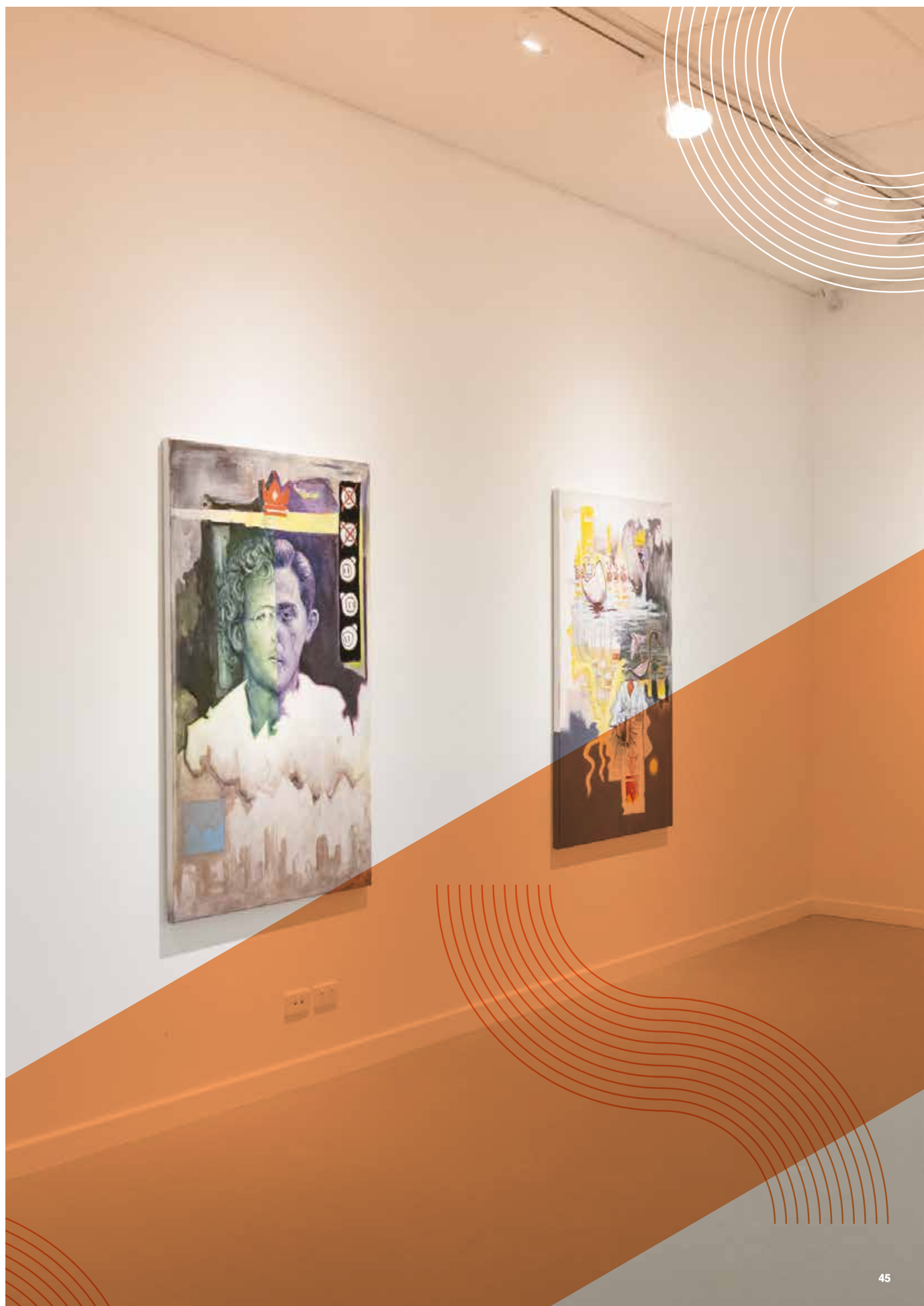
Location standards establish the most desirable location for each community infrastructure type and should take into consideration guiding policies and strategies, industry best practice, changing trends and community needs. They also need to consider physical limitations and cost viability given ideal location may be restricted due to current land use or topography.

Amenity standards

Amenity refers to the features or spaces provided within a building or place. Within the City, community infrastructure amenity has historically been provided based on specific and short-term community service needs which has meant that several City facilities are now no longer fit-for-purpose and are not designed with the effective flexibility required to adapt to the diverse and changing needs of the community.

To establish a more consistent approach to the planning and development of community infrastructure, this plan provides a set of high-level standards designed to guide the amenity provision of new and upgraded community infrastructure in the City. These standards are aimed at guiding the consistent delivery of functional, adaptable and sustainable community infrastructure in the City capable of supporting the delivery of the City's core community services.







How will our community infrastructure be funded?

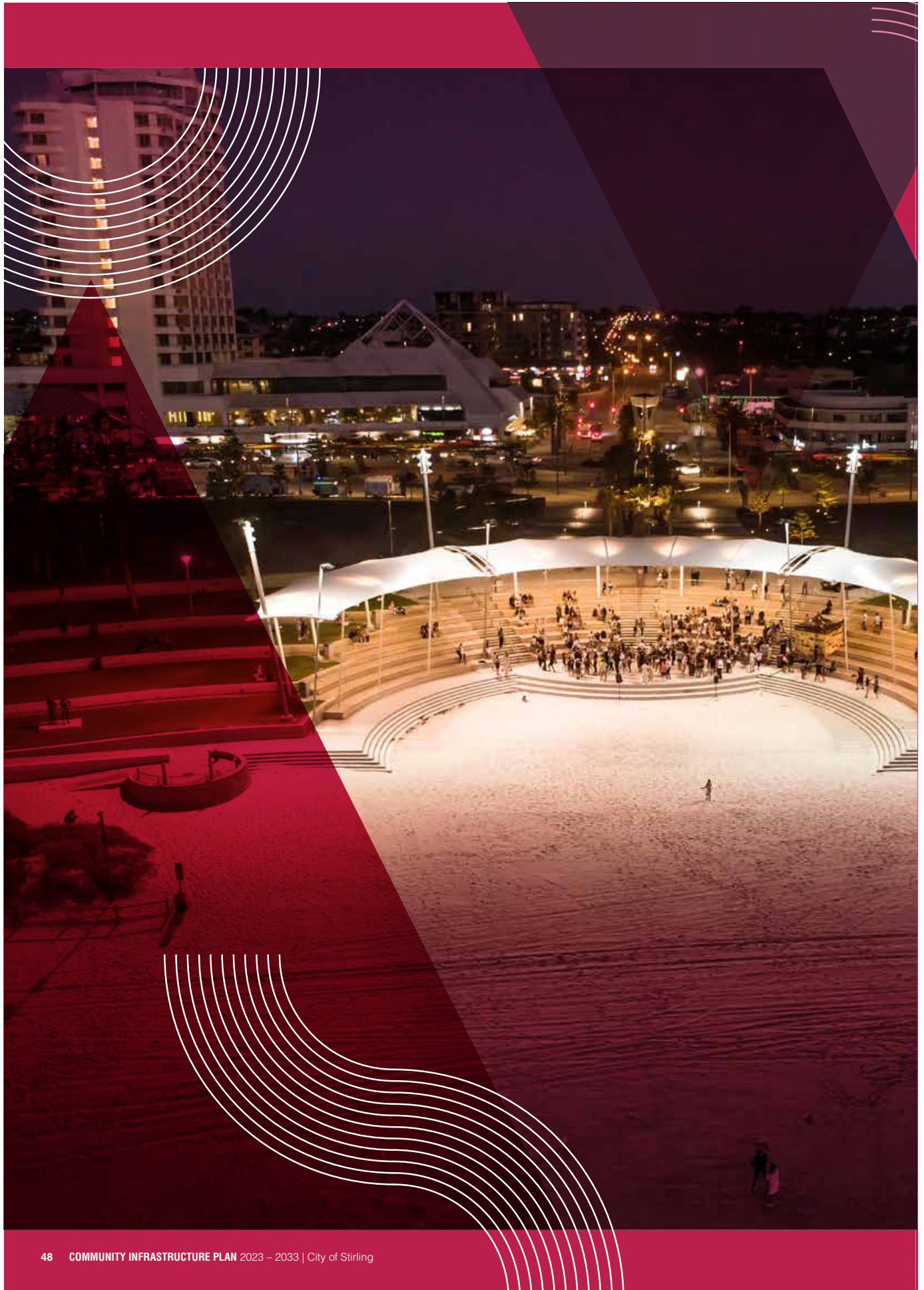
It is vital that the City understand the fiscal opportunities and constraints and explore new funding options available to support the delivery of the Community Infrastructure Plan 2023-2033. Ensuring that planning for future community infrastructure needs is undertaken early in local, state and federal planning contexts when considering urban planning targets will provide a stronger social impact and economic response for our community and our future generations.

While the City has a commitment to deliver needed core community services it does not need to be the primary delivery agency. Stronger partnerships, shared use and new and innovative models of delivery and operation should be explored to ensure our community has access to sustainable services that consider our fiscal capacity and the generational impact on our community and ratepayers.

Some of the current funding mechanisms available are shown below.

Municipal funding	Municipal funding is generated by the City through the levying of annual rates, contributions and other operating revenue such as service charges.
Reserve funding	Reserve funding is the long-term saving of funds for future major expenditure such as strategic or major capital projects which cannot be managed within a single budgetary year often negating or minimising the need for loan borrowings.
Grant funding	<p>Grant funding is funding provided by government, public, private, and not-for-profit organisations to be used for a particular purpose largely for public benefit. Generally, grant funding must be applied for and projects must meet a set of eligibility criteria for funding to be granted.</p> <p>Some examples of grant funding opportunities that can be sought by the City or community groups in partnership with the City to support the City's provision of community infrastructure include:</p> <ul style="list-style-type: none"> • State Government Community Sporting and Recreation Facilities Fund (CSRFF) • Federal Government grant funding programs • State Sporting Association (SSA) funding • Election commitment funding • Lotterywest community grants
Developer contribution	State Planning Policy 3.6 allows for contributions to be collected from developers or landowners by local government authorities towards the cost of new or upgraded community infrastructure required to service the future urban growth a development. Funds are levied through Development Contributions Plans (DCPs) which are primarily implemented through structure plans and local planning schemes. Any community infrastructure where a contribution is sought through a DCP has an implied agreement that the City will deliver the infrastructure in line with a 10-year long-term financial plan.
Partnerships	The City can form a partnership with another government body or private entity to fund and develop community infrastructure within the City.

With the cost of providing community infrastructure increasing and the availability of funding constrained, new, innovative, and sustainable ways to fund community infrastructure should be regularly explored and considered to ensure the City's community infrastructure needs can continue to be met. Consideration of the different funding mechanisms also needs to align with the City and Council's financial philosophy and plans.





Measuring success

This plan sets out actions required to ensure the success of this plan and support the City in achieving its vision 'to be a sustainable City with a local focus'. Each of the actions are linked to the City's Strategic Community Plan Sustainable Stirling 2022-2032 and the goals this plan is aiming to achieve.



Objective:

Promote active and healthy lifestyle choices

Healthy and active people create strong and resilient communities. The City will ensure that our community, through all stages of life, has access to a range of opportunities to support an active lifestyle. We will build partnerships and advocate with others to make sure our community has access to services that improve health and wellbeing outcomes for all.

Goal 1:

Provide accessible and equitable access to a diverse range of community infrastructure that will provide a social benefit to the community through social connection, community interaction and health and wellbeing.

How will we achieve this?	Timeframe
Improve access to community facilities to increase participation opportunities.	<ul style="list-style-type: none"> Review the need for fees for use of the City's directly managed public tennis courts. 2024
	<ul style="list-style-type: none"> Support online public tennis court booking systems to improve access and experience. 2025
	<ul style="list-style-type: none"> Ensure that the use of existing facilities responds to community needs and supports multi-functional use to maximise utilisation and improve user experience. Ongoing
Co-location of community infrastructure as part of community hubs that are well-distributed throughout the City.	<ul style="list-style-type: none"> Improve access to a diverse range of services within community hubs that align with local needs. Ensure the services being provided align with the community's character and local focus. 2024 (Hamersley Hub)
	<ul style="list-style-type: none"> Identify the role and service needs for each of the City's hubs including opportunities for shared use and partnerships. 2026
Ensure that community use aligns with local community needs and facility purpose.	<ul style="list-style-type: none"> Align community facility usage to ensure that programs, services and community use meet community need and support the facility's role. 2025



How will we achieve this?	Timeframe
<p>Advocate to the Department of Education and other schools associations within the City for shared community infrastructure opportunities, particularly where communities are not being serviced by existing community infrastructure.</p>	<ul style="list-style-type: none"> Establish an agreement with the Department of Education to improve access to community infrastructure where there are gaps in provision to better support our community's sporting, recreational, arts and cultural needs. 2024 Achieve new shared use arrangements for our community to address gaps in provision. Ongoing Lead discussion with the Department of Education and other relevant state departments to review existing shared-use policy and implement shared-use agreements with identified schools. 2024
<p>Advocate to local public and private organisations for shared community infrastructure opportunities, particularly where communities are not being serviced by existing community infrastructure.</p>	<ul style="list-style-type: none"> Initiate discussions with a range of community groups, not-for-profit and private partners to improve community access where there are service provision gaps. 2024





Objective:

Ensure City assets meet current and future community needs

With people choosing to spend more time close to home, our public open spaces and facilities are under increasing pressure as our community looks for local places to relax, connect and socialise. The City is proud to have a reputation for delivering exemplary open spaces and facilities for its community. To ensure that this continues, the City will deliver a comprehensive asset management process to provide quality, well-maintained facilities and open spaces that meet the needs of our current and future community.

Goal 2:

Deliver a strategic approach to the provision and improvement of community infrastructure to ensure we have a blueprint for future community needs.

How will we achieve this?	Timeframe
Develop localised community infrastructure plans to identify gaps in service provision across the City for each infrastructure type to guide the City's annual and longer-term financial planning.	<ul style="list-style-type: none"> Complete the City's Community Infrastructure Action Plan. 2023 Update the Skate and BMX Facilities Strategy implementation plan and complete the City-wide mountain bike plan. 2025 Ensure that any references to community infrastructure in the City's Arts and Events Plan aligns with and integrates with the Community Infrastructure Plan. 2024 Complete a detailed performing arts, visual arts and cultural facility needs assessment. 2025
Undertake community infrastructure needs assessments in line with this plan to ensure decision making aligns with the City's strategic objectives.	<ul style="list-style-type: none"> Annually, all community infrastructure projects are supported by a detailed needs assessment in line with this plan. Ongoing
Review this plan annually to ensure it responds to community needs and demands and aligns with the City's Strategic Community Plan and Council priorities.	<ul style="list-style-type: none"> Review the goals and actions contained within the plan annually to ensure they continue to reflect the changing need of our communities and local areas, and aligns with the City's Strategic Community Plan and Council priorities. Ongoing
Deliver the capital works program in a way that responds to community need and asset renewal in an integrated manner.	<ul style="list-style-type: none"> Annually align capital works projects to ensure they meet community needs and inclusively respond to the actions and priorities identified in the Community Infrastructure Plan. Ongoing



Goal 3:

Connect and engage with our community to recognise and ensure their social needs are integrated in community infrastructure provision and design.

How will we achieve this?	Timeframe
Implement individual community engagement plans for all community infrastructure projects to ensure the community can have their say.	• Ensure the community has a say in the City's Community Infrastructure Plan to ensure their values, priorities and aspirations inform our community infrastructure planning and decision making.
	• Engage, consult and inform the community in accordance with the City's Community and Stakeholder Engagement Policy.

Goal 4:

Invest in the provision of new and improved community infrastructure that will deliver an increased social and economic return that is equitable and sustainable for our community.

How will we achieve this?	Timeframe
Consider the value of our community sporting and recreational clubs on private land and consider how they can support the City in meeting community infrastructure needs.	• Review current financial assistance and engage with external funding agencies to consider supporting community groups on private land which are publically accessible and provide community benefit where there is an identified need.
	• Integrate with local planning schemes and other planning frameworks such as the Public Open Space Strategy to ensure that community infrastructure needs inform them.





Objective

Encourage economic investment

The City is proud of its current economic profile and we will work hard to advocate and partner with key stakeholders to promote the City's investment potential. The City will encourage economic investment to create a diverse mix of industries to attract and establish next generation jobs and businesses. Our planning frameworks will be used to support investment and urban regeneration.

Goal 5:

Advocate for increased investment in community infrastructure planning through better integration at all levels of government.

How will we achieve this?	Timeframe	
Advocate across the sector and to State and Commonwealth governments to ensure future urban planning and other relevant planning frameworks ensure community infrastructure planning is an essential component and considers density and population growth in an integrated manner.	<ul style="list-style-type: none">• Advocate for increased financial investment in community infrastructure provision across State and Commonwealth sectors.	Ongoing
	<ul style="list-style-type: none">• Seek funding for community infrastructure provision and improvements to ensure our community has better access to quality community infrastructure that meets their needs.	Ongoing
Seek stronger partnerships with State and Commonwealth governments and with localised partners to deliver an economically efficient model to better support development of community infrastructure in our community.	<ul style="list-style-type: none">• Establish stronger partnerships with state and Commonwealth, not-for-profits and other relevant stakeholders to deliver an improved fiscal model for the provision and improvement of community infrastructure.	Ongoing
	<ul style="list-style-type: none">• Seek inclusion of relevant industry planning initiatives and projects to ensure state planning considers and aligns with localised needs and priorities.	Ongoing



Goal 6:

Engage in partnerships to provide more equitable and sustainable access to high quality community infrastructure.

How will we achieve this?

Timeframe

Build stronger integrated relationships with State Sporting Associations and private sport partners.

- Ensure that future state facility planning integrates with localised needs and priorities and considers the economic and social impact of provision standards on participation and community access in a more integrated manner including financial assistance mechanisms.

2026

Engage in partnerships with neighbouring Local Government Authorities for better investment in community infrastructure across shared catchments.

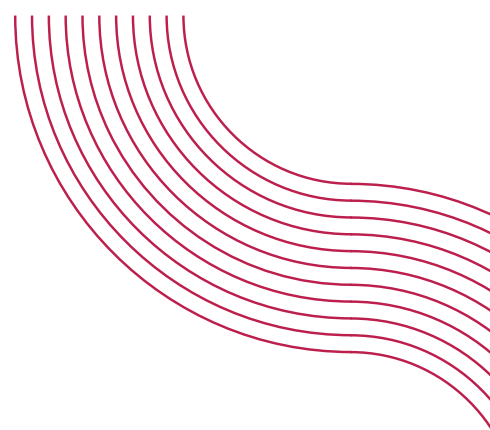
- Engage with neighbouring Local Government Authorities to consider integrated planning and partnership opportunities to address identified gaps and better support community infrastructure needs across catchments.

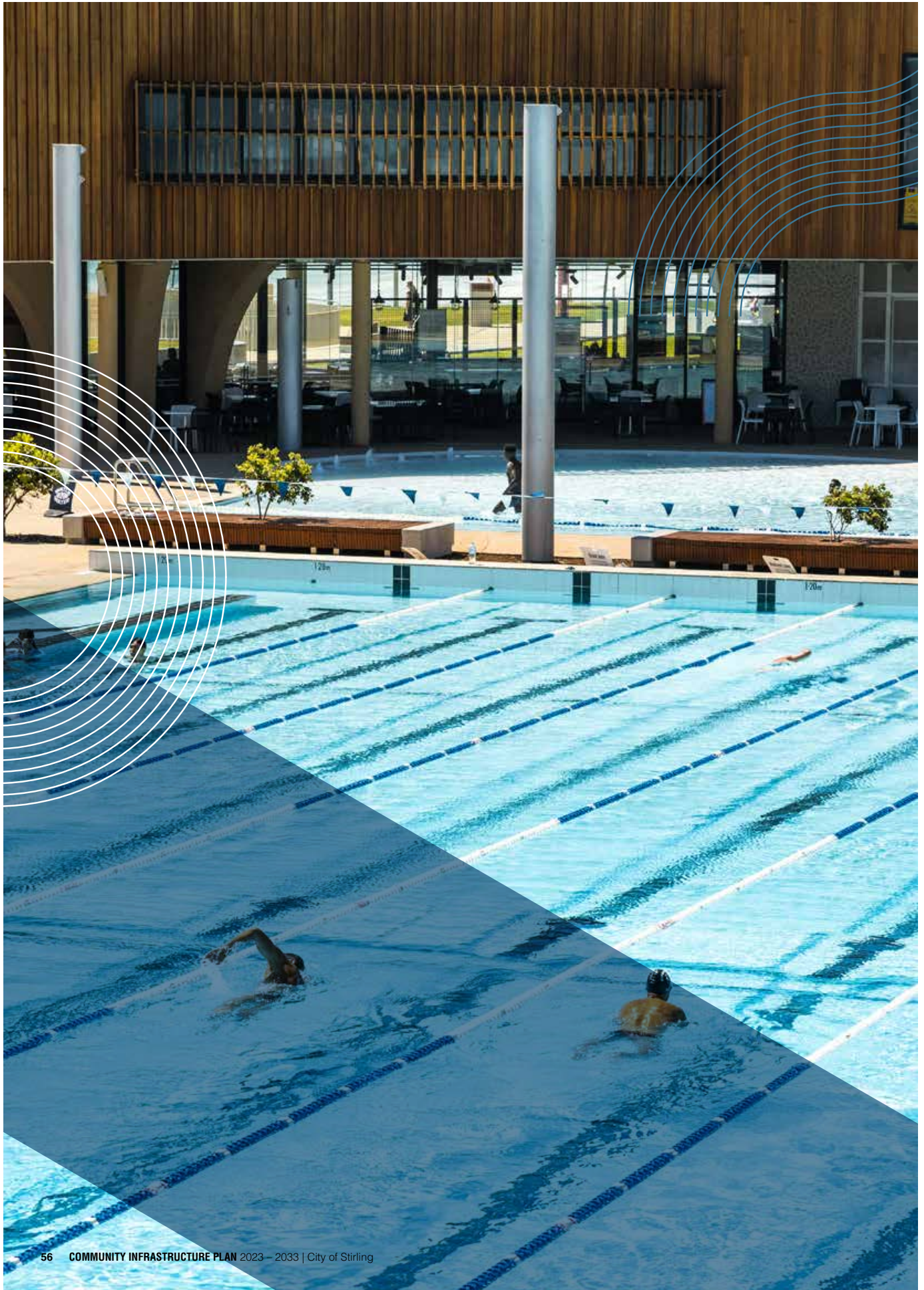
Ongoing

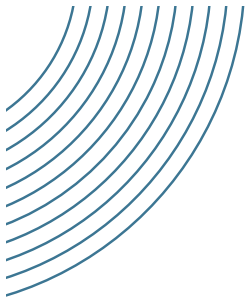
Engage in partnerships with the Department of Education and other partners for better shared use investment.

- Engage with the Department of Education to seek a localised and integrated approach to better development opportunities to address identified gaps and better support our community infrastructure needs.

Ongoing







Planning for the future

While it is important to have a future blue print plan for community infrastructure, planning should also include an understanding of context and place to deliver better quality urban design that responds to the specific changing needs of that place. To effectively plan for future community infrastructure provision in the City, we will not only integrate our model and standards but also ensure we understand changing trends, new opportunities and partnerships, local characteristics and our changing community profile. This in turn will ensure

we provide a practical and strategic approach to our decision making and provision of community infrastructure. Our informing plan establishes our decision making platform and will be utilised to help us develop our community infrastructure action plans. These determine our current needs whilst integrating with our longer-term focus. The plan will be reviewed annually and will integrate with other strategic corporate informing documents to ensure best practice decision making in an inclusive and integrated manner.

Monitoring and evaluation

The goals and actions contained within the plan will be reviewed and monitored annually as part of integrated planning, budgeting and reporting processes to ensure they continue to reflect the changing needs of our communities and local areas.

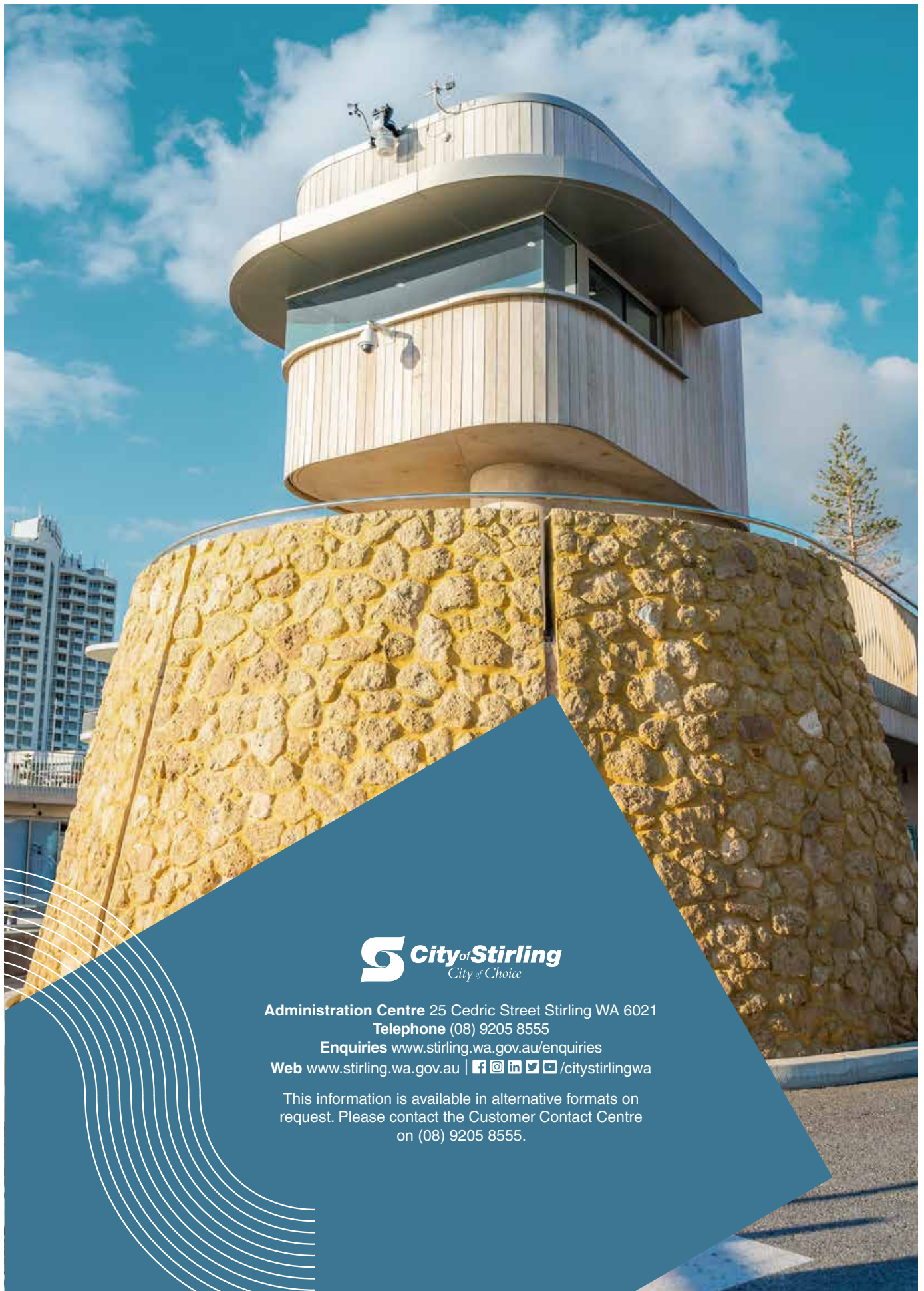


Glossary

Advocate	To support or speak in favour of a public plan or action.
Amenity	A desirable or useful feature or facility of a building or place.
Community infrastructure	Public buildings and spaces that accommodate services and activities to support the social needs of the community.
Equitable	Fair and reasonable; treating everyone in an equal way.
Population density	The number of individuals occupying a particular at a specified time.
Integrated Planning and Reporting Framework	A framework that identifies the City's key informing plans. Informing plans are used to provide more specific and detailed guidance and outline what action will be taken to deliver the City's vision and priorities as identified in our Strategic Community Plan. The Community Infrastructure Plan is identified as a key informing plan.
Needs assessment	Identifying the gap between 'what is' and 'what should be'. The needs assessment process is used to set priorities for programs and allocation of resources.
Provision	Something that is supplied.
Provision standard	The providing or supplying of something at an accepted level of quality or attainment.
Social benefit	The total benefit from any activity that contributes to the public's general wellbeing.
Social impact	The effect of an activity on a community and the wellbeing of individuals and families.
Social needs	The needs that create social value and opportunities for people to have an active and effective role in society.
State Sporting Association	A state sporting association (SSA) is the pre-eminent governing body for a sport in Western Australia.
Urban infill	To fill the spaces around or between other buildings

Source: Oxford University Dictionary and Centre for Social Impact





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12.2/RL2 PROPOSED INGLEWOOD PARKLAND PROJECT

Business Unit:	Recreation and Leisure Services	Service: Leisure Services
Ward:	Inglewood	Location: Triangular open space next to Stirling Leisure Centres - Terry Tyzack Aquatic Centre, Inglewood
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Council Resolution**1123/016****Moved Councillor Perkov, seconded Councillor Proud**

1. That Council **CONSIDERS** listing \$100,000 on the 2023/2024 mid-year budget review to prepare a concept design and capital cost estimate for the proposed Inglewood Parkland.
2. That Council **ENGAGES** with the community to seek their views on a proposed vision for the proposed Inglewood Parkland to inform the preparation of a concept design.
3. That a further report be **PRESENTED** to Council following the preparation of a concept design and cost estimate for the proposed Inglewood Parkland.

The motion was put and declared CARRIED (13/0) by exception resolution.

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.

Against: Nil.

Committee Recommendation

1. That Council CONSIDERS listing \$100,000 on the 2023/2024 mid-year budget review to prepare a concept design and capital cost estimate for the proposed Inglewood Parkland.
2. That Council ENGAGES with the community to seek their views on a proposed vision for the proposed Inglewood Parkland to inform the preparation of a concept design.
3. That a further report be PRESENTED to Council following the preparation of a concept design and cost estimate for the proposed Inglewood Parkland.

Officer's Recommendation

1. That Council CONSIDERS listing \$100,000 on the 2024/2025 budget to prepare a concept design and capital cost estimate for the proposed Inglewood Parkland.
2. That Council ENGAGES with the community to seek their views on a proposed vision for the proposed Inglewood Parkland to inform the preparation of a concept design.
3. That a further report be PRESENTED to Council in following the preparation of a concept design and cost estimate for the proposed Inglewood Parkland.

Purpose

To seek Council endorsement to proceed with preliminary planning for the proposed Inglewood Parkland through an allocation of funding in the City's draft 2024/25 budget to enable preparation of a concept design and capital cost estimate, in consultation with the local community.

Details

At its meeting held 30 May 2023, Council resolved (Council Resolution Number 0523/049) as follows:

“That a report be PRESENTED to Council identifying the proposed scope, estimated cost and timeframe for the provision of a skate and BMX facility at the triangular open space next to Stirling Leisure Centres – Terry Tyzack Aquatic Centre, Inglewood.”

The City’s Skate and BMX Strategy, completed in August 2013, recommended that a skate park be provided at this location with its proximity to Yokine Regional Open Space and the Leisure Centre creating the opportunity for a hub comprising a range of sport and recreation amenities. The Strategy also identified the strong public transport links to this location, existing carparking at the Leisure Centre, ability to utilise existing shade trees to provide amenity, and the opportunity to create a contrasting experience to the BMX track located at Dianella Regional Open Space. Effective passive surveillance is provided from Alexander Drive, and surrounding land uses (Yokine Regional Open Space, Leisure Centre, and Mount Lawley Golf Course vegetation buffer) are compatible.

Importantly, demand for key community infrastructure will continue to increase due to the City’s population growth and demographic change. Based on current Census data, 16.4% of the local population is aged between 10-24 years old. By 2031, it is forecast that this age range will grow to 18.3%. Citywide, there are approximately 36,518 (16.1%) young people aged between 10-24 years and more than 65% of dwellings are family households. It is forecast that this age bracket will continue to grow to approximately 45,300 young people (18.5%) by 2031. Higher density living such as smaller houses and backyards will also likely increase demand on opportunities for people to participate in recreational and social activities.

Over the last 10 years, during which other priority BMX and skate facilities have been completed, the City has received ongoing requests for improved infrastructure for young people in the south-eastern part of Stirling. This is expected to continue given the above-mentioned population growth and demographic change expected within the catchment area. On that basis, it is considered timely to progress planning of a parkland type project at this location which responds to the needs of local young people. Although given that the City’s Skate and BMX Strategy was developed 10 years ago, there have been changes in facility design and participation trends as well as community expectations which will need to be considered.

These changing facility design and provision trends have informed the recently completed Community Infrastructure Plan 2023 – 2033 (draft). This Plan attracted a broad range of feedback regarding the need for youth spaces, including:

- *“Generally youth need more facilities so they can come together spontaneously to play”.*
- *“Our young generation need encouragement (via creativity and community spirit) to venture out”.*
- *“We need our tweens/teens to be independent and play with local kids. We need a variety of play options close to home”.*
- *“Outdoor courts for basketball, tennis, etc. that are free and easily accessible”.*
- *“Shared community spaces with shade such as skate parks with delineation for younger kids from older users so safe for all”.*

During consultation on the Plan (draft) the community rated youth spaces as the 8th highest ranked type of community infrastructure in terms of importance. Youth spaces were also identified by the community as needing more investment.

‘Informal recreation’ facilities that provide positive community outcomes including physical activity, mental health, social wellbeing, accessibility and participation are a key community infrastructure type within the proposed parkland. This can include wheeled recreation facilities and outdoor sports courts with support amenities such as public toilets, seating areas, path networks, passive lighting, parkland and spaces for programming.

In response to the Council resolution from May 2023, it is proposed that the City progresses a concept design that responds to the current and future needs of local young people (and their families) through a multi-purpose parkland style facility which extends beyond simply providing skate and BMX amenities. Given the provision of younger play at Yokine Regional Open Space, it is proposed that the Inglewood Parkland concept focuses on young people within the 12 to 20 age group. City officers have prepared a preliminary visioning concept identifying the types of spaces and infrastructure that will be considered within the proposed Inglewood Parkland. This includes skate elements, urban mountain biking trail, basketball/netball courts, outdoor fitness zone, hangout spaces, running track, seating and viewing areas, public art installation, pop-up event capabilities and other supporting amenities.

The table below provides an overview of possible project milestones, subject to Council consideration:

Timeframe	Project Milestones
2023/24	Initial project investigations in response to Notice of Motion
	Council report and decision making
	Engagement with Lotterywest to align project with Community Investment Framework
2024/25	Concept design budget approval
	Undertake site surveying
	Community and stakeholder engagement on parkland vision and concept design
	Develop concept design options and associated cost plans
	Council report and decision making
Future	Detailed parkland design
	Capital funding model
	Community and stakeholder engagement on final parkland design
	Council report and decision making
	Parkland construction

Financial Assessment and Implications

An allocation of \$100,000 is requested through the 2024/2025 budget to enable preparation of a concept design and capital cost estimate for subsequent consideration by Council. This cost estimate will be informed by site conditions, the type and scale of facilities, materials used, access to existing services, supporting infrastructure, and traffic and parking considerations.

A specific cost estimate is not currently available for the proposed Inglewood Parkland, although the award-winning Bina Parkland in Balga, completed in 2020/2021, is considered a similar scale and scope project. Bina Parkland cost \$6.2 million with \$2.34 million contributed by Lotterywest. The proposed Inglewood Parkland has already been discussed with Lotterywest given the expected alignment with their 'inclusive thriving communities' and 'active healthy people' priority areas. It is expected that this type of community infrastructure will be eligible for other funding opportunities that arise through the Federal and State Government. Given that the proposed Inglewood Parkland has not yet been contemplated within the Long Term Financial Plan it will be necessary to prepare a capital funding model for Council consideration.

Stakeholder Engagement

Community consultation on the City's Skate and BMX Strategy was undertaken in 2013. Although given the length of time that has passed, and that the parkland concept extends beyond simply a skate park, further engagement will be required to ensure the design meets community expectations.

Local school workshops, liaison with industry stakeholders, surveys, social media and a range of other engagement methods will be utilised to inform the concept designs. The community engagement plan will be shared with Elected Members across both Inglewood and Lawley Wards prior to commencement.

Relevant Policies, Legislation and Council Resolutions

[Community and Stakeholder Engagement Policy](#)

[Leisure Planning Policy](#)

[City of Stirling Skate and BMX Strategy](#)

City of Stirling Community Infrastructure Plan (draft)

[Local Government Act 1995](#)

Meeting Date	Council Resolution Number	Council Resolution
30 May 2023	0523/049	<i>"That a report be PRESENTED to Council identifying the proposed scope, estimated cost and timeframe for the provision of a skate and BMX facility at the triangular open space next to Stirling Leisure Centres – Terry Tyzack Aquatic Centre, Inglewood."</i>

Sustainable Stirling 2022-2032

Key Result Area: Our community

Objective: An active and healthy City

Priority: Facilitate a range of recreation and leisure opportunities for everyone in the City

Strategic Risk

Strategic Risk	Risk Appetite
Purpose	The City will pursue community and sector leadership through forward thinking decision making, and alignment of its services and operations with its strategic objectives.

Relevant Documents and Information

Attachments

Nil.

Available for viewing at meeting

Nil.

Linked Documents

Nil.

12.2/F1 SCHEDULE OF ACCOUNTS FOR PERIOD 3 ENDING 30 SEPTEMBER 2023 AND PERIOD 4 ENDING 31 OCTOBER 2023

Business Unit:	Finance Services	Service: Financial Accounting
Ward:	Not Applicable	Location: Not Applicable
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Council Resolution

1123/017

Moved Councillor Perkov, seconded Councillor Proud

1. That the schedules for Period 3 – 1 September to 30 September 2023 comprising of:
 - a. cheques drawn and payments made amounting to \$47,477,862.46, and
 - b. fuel card payments made amounting to \$34,389.89
 be RECEIVED.
2. That the schedules for Period 4 – 1 October to 31 October 2023 comprising of:
 - a. cheques drawn and payments made amounting to \$27,130,871.44, and
 - b. fuel card payments made amounting to \$35,696.77
 be RECEIVED.

The motion was put and declared CARRIED (13/0) by exception resolution.

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Papparde, Perkov, Proud, Thornton and Mayor Irwin.

Against: Nil.

Committee Recommendation

1. That the schedules for Period 3 – 1 September to 30 September 2023 comprising of:
 - a. cheques drawn and payments made amounting to \$47,477,862.46, and
 - b. fuel card payments made amounting to \$34,389.89be RECEIVED.
2. That the schedules for Period 4 – 1 October to 31 October 2023 comprising of:
 - a. cheques drawn and payments made amounting to \$27,130,871.44, and
 - b. fuel card payments made amounting to \$35,696.77be RECEIVED.

Officer's Recommendation

1. That the schedules for Period 3 – 1 September to 30 September 2023 comprising of:
 - a. cheques drawn and payments made amounting to \$47,477,862.46, and
 - b. fuel card payments made amounting to \$34,389.89be RECEIVED.
2. That the schedules for Period 4 – 1 October to 31 October 2023 comprising of:
 - a. cheques drawn and payments made amounting to \$27,130,871.44, and
 - b. fuel card payments made amounting to \$35,696.77be RECEIVED.

Purpose

To inform Council of funds disbursed for the period 1 September to 30 September 2023 and 1 October to 31 October 2023.

Details

The reported schedules are submitted in accordance with Regulation 13 and 13A of the Local Government (Financial Management) Regulations 1996. In June 2023, the Regulations were amended to include the requirement to report payments by purchasing cards (Regulation 13A) to be implemented by local governments by September 2023.

Purchasing cards include fuel cards and a separate attachment has been prepared to show the detail of each payment by card. The use of fuel cards is controlled with the card assigned to an individual vehicle. The card can only be used for the purchase of fuel and vehicle odometer readings are recorded for each fuel purchase. It should be noted that the full payment to Ampol is shown in the Payments Listing and the amount on the fuel card report may differ due to timing of invoices.

The value of payments made in the month includes new term deposit investments of surplus cash funds. The surplus cash funds available for investment will be impacted by the City's cashflow cycle including the value of term deposits maturing in the month. The value of new term deposits is the main cause of fluctuations in the level of payments from month to month. Other factors would include progress payments made for major capital projects.

The cheques drawn and payments made in September and October 2023 were significantly lower than the prior month due to the high level of investments in August due to the collection of rates and service charges.

Expenditure on Agency Staffing

The table below shows the spend on agency staffing to October 2023. The actual spend of \$561,119 equates to 1.5% of the total spent on direct staffing by the City in the month.

Agency Costs by Business Unit	Year to Date Oct 2023 Actual \$	% of Total Staffing Cost
Finance Services	71,552	4.8%
Facilities, Projects & Assets	73,820	5.7%
City Future	48,318	4.4%
Parks & Environment	185,724	3.7%
Waste & Fleet	140,841	4.6%
Recreation & Leisure Services	16,885	0.4%
Community Services	11,995	0.2%
Governance	2,546	0.2%
Customer & Communications	9,436	0.5%
Total	561,119	1.5%

Relevant Policies, Legislation and Council Resolutions

Regulation 13 of the Local Government (Financial Management) Regulations 1996 requires that a list of accounts paid by the Chief Executive Officer is to be prepared each month and presented to the Council at the next ordinary meeting of Council after the list is prepared.

Regulation 13A of the Local Government (Financial Management) Regulations 1996 requires that a list of accounts paid includes payments via purchasing cards.

[Local Government \(Financial Management\) Regulations 1996](#)

[Local Government Act 1995](#)

Relevant Documents and Information

Attachments

Attachment 1 - Payments Listing - September 2023 (previously circulated to Elected Members under separate cover)

Attachment 2 - Ampol Purchase Card Report - September 2023 [↓](#)

Attachment 3 - Payments Listing - October 2023 (previously circulated to Elected Members under separate cover)

Attachment 4 - Ampol Purchase Card Report - October 2023 [↓](#)

Available for viewing at meeting

Nil

Linked Documents

**(Please note the Payments Listing Attachments – Attachment 1 & 3 can be viewed as a separate document to the Agenda on the City of Stirling website).*

Ampol Fuel Card Report for Period for September 2023

<i>Payee</i>	<i>Date</i>	<i>Amount</i>	<i>Description</i>
AMPOL FOODARY CARINE	18/09/2023	259.12	Fuel
AMPOL FOODARY CARINE	28/09/2023	158.10	Fuel
AMPOL FOODARY WESTMINSTER	27/09/2023	46.25	Fuel
AMPOL FOODARY KARRINYUP	21/09/2023	79.04	Fuel
AMPOL FOODARY WESTMINSTER	22/09/2023	167.87	Fuel
AMPOL FOODARY SCARBOROUGH	26/09/2023	83.87	Fuel
AMPOL FOODARY SCARBOROUGH	27/09/2023	79.15	Fuel
AMPOL FOODARY SCARBOROUGH	28/09/2023	60.71	Fuel
EG AMPOL 94218 DIANELLA	15/09/2023	330.95	Fuel
AMPOL FOODARY MOUNT LAWLE	21/09/2023	353.77	Fuel
EG AMPOL 94218 DIANELLA	26/09/2023	294.81	Fuel
EG AMPOL 94218 DIANELLA	28/09/2023	287.85	Fuel
EG AMPOL 94218 DIANELLA	22/09/2023	381.94	Fuel
AMPOL FOODARY SCARBOROUGH	21/09/2023	157.80	Fuel
AMPOL FOODARY SCARBOROUGH	28/09/2023	158.00	Fuel
EG AMPOL 94243 GREENWOOD	15/09/2023	85.00	Fuel
AMPOL FOODARY WANGARA	22/09/2023	29.34	Fuel
EG AMPOL 94228 MIRRABOOKA	21/09/2023	77.12	Fuel
EG AMPOL 94228 MIRRABOOKA	29/09/2023	64.65	Fuel
AMPOL FOODARY WESTMINSTER	21/09/2023	71.16	Fuel
AMPOL FOODARY WESTMINSTER	29/09/2023	57.96	Fuel
AMPOL FOODARY WANGARA	18/09/2023	139.00	Fuel
AMPOL FOODARY WESTMINSTER	15/09/2023	64.05	Fuel
AMPOL FOODARY KARRINYUP	20/09/2023	68.82	Fuel
AMPOL FOODARY WESTMINSTER	15/09/2023	89.39	Fuel
AMPOL FOODARY BEECHBORO	17/09/2023	113.49	Fuel
AMPOL FOODARY BEECHBORO	27/09/2023	105.63	Fuel
AMPOL FOODARY KARRINYUP	15/09/2023	82.84	Fuel
AMPOL FOODARY WESTMINSTER	20/09/2023	53.39	Fuel
AMPOL FOODARY KARRINYUP	27/09/2023	85.77	Fuel

Ampol Fuel Card Report for Period for September 2023

<i>Payee</i>	<i>Date</i>	<i>Amount</i>	<i>Description</i>
EG AMPOL 94228 MIRRABOOKA	19/09/2023	99.26	Fuel
EG AMPOL 94228 MIRRABOOKA	27/09/2023	88.14	Fuel
AMPOL FOODARY KARRINYUP	14/09/2023	99.43	Fuel
AMPOL FOODARY KARRINYUP	29/09/2023	94.71	Fuel
AMPOL FOODARY MURDOCH	25/09/2023	69.86	Fuel
AMPOL FOODARY NORTHLANDS	23/09/2023	90.88	Fuel
AMPOL FOODARY GLENDALOUGH	27/09/2023	96.72	Fuel
AMPOL FOODARY KARRINYUP	26/09/2023	105.29	Fuel
AMPOL FOODARY MOUNT LAWLE	23/09/2023	77.50	Fuel
AMPOL FOODARY CARINE	18/09/2023	78.91	Fuel
AMPOL FOODARY MOSMAN PARK	15/09/2023	134.84	Fuel
AMPOL FOODARY MURDOCH	22/09/2023	109.92	Fuel
AMPOL FOODARY KARRINYUP	29/09/2023	104.54	Fuel
AMPOL FOODARY KARRINYUP	20/09/2023	65.39	Fuel
AMPOL FOODARY KINGSLEY	16/09/2023	61.51	Fuel
AMPOL FOODARY KINGSLEY	28/09/2023	74.60	Fuel
AMPOL FOODARY NORTHLANDS	25/09/2023	56.58	Fuel
AMPOL FOODARY WESTMINSTER	26/09/2023	67.43	Fuel
AMPOL FOODARY MURDOCH	21/09/2023	96.61	Fuel
AMPOL FOODARY WESTMINSTER	18/09/2023	81.11	Fuel
AMPOL FOODARY WESTMINSTER	29/09/2023	91.46	Fuel
AMPOL FOODARY KARRINYUP	20/09/2023	99.82	Fuel
AMPOL FOODARY NORTHLANDS	18/09/2023	37.22	Fuel
AMPOL FOODARY DOUBLEVIEW	26/09/2023	35.19	Fuel
AMPOL FOODARY WESTMINSTER	14/09/2023	55.45	Fuel
EG AMPOL 94218 DIANELLA	21/09/2023	93.01	Fuel
AMPOL FOODARY NORTHLANDS	21/09/2023	100.00	Fuel
EG FUELCO 94235 JOONDALUP	30/09/2023	110.87	Fuel
AMPOL FOODARY KARRINYUP	22/09/2023	71.15	Fuel
AMPOL FOODARY WESTMINSTER	25/09/2023	62.30	Fuel

Ampol Fuel Card Report for Period for September 2023

<i>Payee</i>	<i>Date</i>	<i>Amount</i>	<i>Description</i>
AMPOL FOODARY CLARKSON	15/09/2023	78.45	Fuel
AMPOL FOODARY NORTHLANDS	26/09/2023	60.02	Fuel
AMPOL FOODARY NORTHLANDS	19/09/2023	75.74	Fuel
AMPOL FOODARY WESTMINSTER	28/09/2023	79.83	Fuel
AMPOL FOODARY CARINE	24/09/2023	79.84	Fuel
EG AMPOL 94220 BUNBURY	15/09/2023	64.85	Fuel
AMPOL FOODARY WESTMINSTER	20/09/2023	72.82	Fuel
AMPOL FOODARY WESTMINSTER	19/09/2023	80.76	Fuel
AMPOL FOODARY WESTMINSTER	26/09/2023	76.78	Fuel
EG FUELCO 94200 CURRAMBIN	16/09/2023	98.48	Fuel
EG FUELCO 94200 CURRAMBIN	23/09/2023	95.28	Fuel
AMPOL FOODARY WESTMINSTER	22/09/2023	78.59	Fuel
AMPOL FOODARY BELMONT	17/09/2023	75.72	Fuel
AMPOL FOODARY MOUNT LAWLE	28/09/2023	65.98	Fuel
EG AMPOL 94243 GREENWOOD	27/09/2023	77.93	Fuel
AMPOL FOODARY GLENDALOUGH	22/09/2023	83.11	Fuel
AMPOL FOODARY NORTHLANDS	29/09/2023	89.28	Fuel
AMPOL FOODARY CARINE	22/09/2023	105.30	Fuel
EG AMPOL 94218 DIANELLA	15/09/2023	85.12	Fuel
AMPOL FOODARY KARRINYUP	15/09/2023	81.30	Fuel
EG AMPOL 94243 GREENWOOD	29/09/2023	76.06	Fuel
AMPOL FOODARY LEEDERVILLE	14/09/2023	91.93	Fuel
AMPOL FOODARY LEEDERVILLE	28/09/2023	100.20	Fuel
AMPOL FOODARY KARRINYUP	14/09/2023	55.05	Fuel
AMPOL FOODARY CARINE	14/09/2023	104.29	Fuel
AMPOL FOODARY CARINE	27/09/2023	108.90	Fuel
AMPOL FOODARY WESTMINSTER	17/09/2023	100.91	Fuel
AMPOL FOODARY WESTMINSTER	16/09/2023	61.42	Fuel
AMPOL FOODARY WESTMINSTER	29/09/2023	86.80	Fuel
AMPOL FOODARY BELMONT	23/09/2023	103.35	Fuel

Ampol Fuel Card Report for Period for September 2023

<i>Payee</i>	<i>Date</i>	<i>Amount</i>	<i>Description</i>
AMPOL FOODARY WESTMINSTER	27/09/2023	60.90	Fuel
EG AMPOL 94228 MIRRABOOKA	22/09/2023	81.11	Fuel
AMPOL FOODARY KARRINYUP	26/09/2023	90.55	Fuel
AMPOL FOODARY KARRINYUP	21/09/2023	105.17	Fuel
AMPOL FOODARY DOUBLEVIEW	17/09/2023	86.53	Fuel
EG AMPOL 94215 WHITFORDS	29/09/2023	82.19	Fuel
AMPOL FOODARY NORTHLANDS	14/09/2023	44.46	Fuel
EG AMPOL 94218 DIANELLA	18/09/2023	26.41	Fuel
AMPOL FOODARY NORTHLANDS	20/09/2023	14.07	Fuel
AMPOL FOODARY NORTHLANDS	29/09/2023	50.75	Fuel
AMPOL FOODARY O'CONNOR	14/09/2023	72.80	Fuel
AMPOL FOODARY CARINE	20/09/2023	81.11	Fuel
AMPOL FOODARY DOUBLEVIEW	21/09/2023	96.15	Fuel
AMPOL FOODARY GLENDALOUGH	18/09/2023	87.13	Fuel
AMPOL FOODARY MOUNT LAWLE	28/09/2023	89.64	Fuel
AMPOL FOODARY WESTMINSTER	14/09/2023	96.88	Fuel
AMPOL FOODARY NORTHLANDS	26/09/2023	83.09	Fuel
AMPOL FOODARY CLARKSON	21/09/2023	101.35	Fuel
AMPOL FOODARY DOUBLEVIEW	27/09/2023	70.03	Fuel
AMPOL FOODARY KWINANA	14/09/2023	79.80	Fuel
AMPOL FOODARY KWINANA	20/09/2023	75.77	Fuel
AMPOL FOODARY KWINANA	28/09/2023	83.24	Fuel
AMPOL WOOLWORTHS FORRESTD	23/09/2023	104.27	Fuel
EG FUELCO 94200 CURRAMBIN	16/09/2023	102.98	Fuel
AMPOL FOODARY KARRINYUP	28/09/2023	102.57	Fuel
AMPOL FOODARY JOONDALUP	23/09/2023	66.28	Fuel
AMPOL FOODARY FORREST HIG	29/09/2023	89.80	Fuel
AMPOL FOODARY KARRINYUP	16/09/2023	99.97	Fuel
AMPOL FOODARY KARRINYUP	28/09/2023	64.61	Fuel
AMPOL FOODARY NORTHLANDS	14/09/2023	44.31	Fuel

Ampol Fuel Card Report for Period for September 2023

<i>Payee</i>	<i>Date</i>	<i>Amount</i>	<i>Description</i>
AMPOL FOODARY NORTHLANDS	21/09/2023	50.38	Fuel
AMPOL FOODARY MOUNT LAWLE	29/09/2023	67.90	Fuel
AMPOL FOODARY MUNDARING S	17/09/2023	93.08	Fuel
AMPOL FOODARY SCARBOROUGH	14/09/2023	101.95	Fuel
AMPOL FOODARY DOUBLEVIEW	29/09/2023	82.49	Fuel
AMPOL FOODARY MURDOCH	20/09/2023	96.71	Fuel
AMPOL FOODARY KINGSLEY	19/09/2023	74.72	Fuel
EG AMPOL 94243 GREENWOOD	22/09/2023	75.22	Fuel
EG AMPOL 94218 DIANELLA	19/09/2023	59.18	Fuel
EG FUELCO 94235 JOONDALUP	22/09/2023	29.29	Fuel
EG AMPOL 94218 DIANELLA	26/09/2023	58.22	Fuel
AMPOL FOODARY FALCON (MIA	24/09/2023	60.92	Fuel
AMPOL FOODARY KARRINYUP	22/09/2023	95.63	Fuel
AMPOL FOODARY DOUBLEVIEW	22/09/2023	55.91	Fuel
EG AMPOL 94243 GREENWOOD	18/09/2023	107.90	Fuel
AMPOL FOODARY WESTMINSTER	28/09/2023	74.62	Fuel
AMPOL FOODARY NORTHLANDS	28/09/2023	99.58	Fuel
AMPOL FOODARY KARRINYUP	28/09/2023	84.58	Fuel
AMPOL FOODARY BENTLEY	15/09/2023	90.33	Fuel
AMPOL FOODARY KARRINYUP	29/09/2023	81.98	Fuel
AMPOL FOODARY KARRINYUP	18/09/2023	83.53	Fuel
AMPOL FOODARY SCARBOROUGH	27/09/2023	72.93	Fuel
EG AMPOL 94218 DIANELLA	21/09/2023	72.75	Fuel
AMPOL FOODARY BUTLER S/ST	28/09/2023	126.15	Fuel
AMPOL FOODARY GELORUP	25/09/2023	135.71	Fuel
AMPOL FOODARY WESTMINSTER	22/09/2023	102.62	Fuel
EG AMPOL 94215 WHITFORDS	17/09/2023	136.02	Fuel
AMPOL FOODARY MUNDARING S	20/09/2023	77.21	Fuel
AMPOL FOODARY MUNDARING S	22/09/2023	46.05	Fuel
AMPOL FOODARY MUNDARING S	27/09/2023	52.01	Fuel

Ampol Fuel Card Report for Period for September 2023

<i>Payee</i>	<i>Date</i>	<i>Amount</i>	<i>Description</i>
AMPOL FOODARY WESTMINSTER	15/09/2023	68.52	Fuel
AMPOL FOODARY WESTMINSTER	26/09/2023	59.38	Fuel
AMPOL FOODARY SCARBOROUGH	22/09/2023	56.48	Fuel
EG FUELCO 94200 CURRAMBIN	19/09/2023	68.87	Fuel
AMPOL FOODARY CARINE	18/09/2023	53.97	Fuel
AMPOL FOODARY CLARKSON	22/09/2023	108.17	Fuel
EG AMPOL 94215 WHITFORDS	25/09/2023	49.92	Fuel
AMPOL FOODARY KARRINYUP	19/09/2023	68.11	Fuel
AMPOL FOODARY MUNDARING S	26/09/2023	65.32	Fuel
AMPOL FOODARY MUNDARING S	29/09/2023	65.51	Fuel
AMPOL FOODARY NORTHLANDS	29/09/2023	53.49	Fuel
AMPOL FOODARY KINGSLEY	22/09/2023	126.08	Fuel
AMPOL FOODARY WESTMINSTER	22/09/2023	73.47	Fuel
AMPOL FOODARY NORTHLANDS	24/09/2023	66.82	Fuel
AMPOL FOODARY DOUBLEVIEW	20/09/2023	75.66	Fuel
AMPOL FOODARY DOUBLEVIEW	27/09/2023	73.25	Fuel
AMPOL FOODARY WESTMINSTER	21/09/2023	90.18	Fuel
AMPOL FOODARY KARRINYUP	29/09/2023	44.91	Fuel
AMPOL FOODARY WESTMINSTER	23/09/2023	78.61	Fuel
AMPOL FOODARY ASCOT	17/09/2023	40.51	Fuel
AMPOL FOODARY ASCOT	23/09/2023	37.19	Fuel
AMPOL FOODARY GLENDALOUGH	16/09/2023	65.32	Fuel
AMPOL FOODARY SCARBOROUGH	19/09/2023	147.13	Fuel
AMPOL FOODARY SCARBOROUGH	26/09/2023	129.47	Fuel
AMPOL FOODARY SCARBOROUGH	15/09/2023	116.10	Fuel
AMPOL FOODARY SCARBOROUGH	21/09/2023	96.44	Fuel
AMPOL FOODARY SCARBOROUGH	28/09/2023	156.48	Fuel
AMPOL FOODARY SCARBOROUGH	19/09/2023	118.29	Fuel
AMPOL FOODARY SCARBOROUGH	26/09/2023	120.73	Fuel
AMPOL FOODARY MALAGA DRIV	17/09/2023	19.54	Fuel

Ampol Fuel Card Report for Period for September 2023

<i>Payee</i>	<i>Date</i>	<i>Amount</i>	<i>Description</i>
AMPOL FOODARY SCARBOROUGH	29/09/2023	150.96	Fuel
AMPOL DALWALLINU DEPOT WI	15/09/2023	49.62	Fuel
AMPOL DALWALLINU DEPOT WI	18/09/2023	56.85	Fuel
AMPOL FOODARY KARRINYUP	21/09/2023	71.17	Fuel
AMPOL DALWALLINU DEPOT WI	22/09/2023	55.18	Fuel
INDEPENDENT YALGOO	24/09/2023	63.73	Fuel
AMPOL WOOLWORTHS ASHBY	25/09/2023	90.97	Fuel
AMPOL FOODARY WESTMINSTER	19/09/2023	91.96	Fuel
EG AMPOL 94215 WHITFORDS	19/09/2023	95.65	Fuel
AMPOL FOODARY MOUNT LAWLE	15/09/2023	78.29	Fuel
AMPOL FOODARY KARRINYUP	17/09/2023	88.38	Fuel
AMPOL FOODARY WESTMINSTER	19/09/2023	63.22	Fuel
EG AMPOL 94228 MIRRABOOKA	21/09/2023	65.10	Fuel
AMPOL FOODARY WESTMINSTER	23/09/2023	55.21	Fuel
AMPOL FOODARY WESTMINSTER	29/09/2023	69.31	Fuel
AMPOL FOODARY SCARBOROUGH	24/09/2023	72.69	Fuel
AMPOL FOODARY WESTMINSTER	26/09/2023	67.36	Fuel
AMPOL FOODARY WESTMINSTER	28/09/2023	71.42	Fuel
AMPOL FOODARY NORTHLANDS	22/09/2023	130.77	Fuel
EG AMPOL 94219 ELLENBROOK	17/09/2023	81.45	Fuel
EG AMPOL 94028 AVELEY	25/09/2023	73.93	Fuel
AMPOL FOODARY EAST PERTH	16/09/2023	89.91	Fuel
EG AMPOL 94228 MIRRABOOKA	16/09/2023	84.19	Fuel
AMPOL FOODARY WESTMINSTER	25/09/2023	74.40	Fuel
AMPOL FOODARY SCARBOROUGH	26/09/2023	56.81	Fuel
AMPOL FOODARY WESTMINSTER	28/09/2023	71.64	Fuel
AMPOL FOODARY WESTMINSTER	15/09/2023	64.36	Fuel
AMPOL FOODARY NORTHLANDS	18/09/2023	69.49	Fuel
AMPOL FOODARY KARRINYUP	19/09/2023	52.04	Fuel
AMPOL FOODARY KARRINYUP	21/09/2023	64.24	Fuel

Ampol Fuel Card Report for Period for September 2023

<i>Payee</i>	<i>Date</i>	<i>Amount</i>	<i>Description</i>
EG AMPOL 94228 MIRRABOOKA	23/09/2023	64.64	Fuel
AMPOL FOODARY KARRINYUP	27/09/2023	71.19	Fuel
AMPOL FOODARY NORTHLANDS	20/09/2023	55.79	Fuel
AMPOL FOODARY NORTH WANNE	14/09/2023	78.42	Fuel
AMPOL FOODARY SCARBOROUGH	27/09/2023	69.36	Fuel
AMPOL FOODARY DOUBLEVIEW	29/09/2023	62.86	Fuel
EG AMPOL 94216 FLOREAT	30/09/2023	96.55	Fuel
AMPOL FOODARY WESTMINSTER	4/09/2023	26.56	Fuel
AMPOL FOODARY WESTMINSTER	6/09/2023	101.29	Fuel
AMPOL FOODARY WESTMINSTER	7/09/2023	89.60	Fuel
AMPOL FOODARY WESTMINSTER	13/09/2023	62.00	Fuel
AMPOL FOODARY DOUBLEVIEW	1/09/2023	114.08	Fuel
AMPOL FOODARY CARINE	11/09/2023	213.22	Fuel
AMPOL FOODARY WESTMINSTER	31/08/2023	40.21	Fuel
AMPOL FOODARY NORTHLANDS	13/09/2023	88.14	Fuel
AMPOL FOODARY MOUNT LAWLE	5/09/2023	31.87	Fuel
AMPOL FOODARY NORTHLANDS	8/09/2023	84.69	Fuel
AMPOL FOODARY GLENDALOUGH	8/09/2023	87.63	Fuel
AMPOL FOODARY WESTMINSTER	8/09/2023	63.68	Fuel
AMPOL FOODARY MOUNT LAWLE	1/09/2023	257.24	Fuel
EG AMPOL 94218 DIANELLA	7/09/2023	276.94	Fuel
EG AMPOL 94218 DIANELLA	11/09/2023	304.96	Fuel
EG AMPOL 94218 DIANELLA	7/09/2023	308.81	Fuel
AMPOL FOODARY WESTMINSTER	6/09/2023	93.80	Fuel
AMPOL FOODARY WESTMINSTER	4/09/2023	92.47	Fuel
EG AMPOL 94228 MIRRABOOKA	2/09/2023	59.07	Fuel
EG AMPOL 94218 DIANELLA	12/09/2023	62.10	Fuel
AMPOL FOODARY DOUBLEVIEW	8/09/2023	70.75	Fuel
AMPOL FOODARY WANGARA	2/09/2023	109.72	Fuel
EG AMPOL 94243 GREENWOOD	9/09/2023	136.55	Fuel

Ampol Fuel Card Report for Period for September 2023

<i>Payee</i>	<i>Date</i>	<i>Amount</i>	<i>Description</i>
AMPOL FOODARY BEECHBORO	6/09/2023	97.07	Fuel
AMPOL FOODARY KARRINYUP	7/09/2023	82.83	Fuel
EG AMPOL 94228 MIRRABOOKA	5/09/2023	98.55	Fuel
AMPOL FOODARY KARRINYUP	31/08/2023	78.32	Fuel
AMPOL FOODARY SOUTH LAKE	10/09/2023	69.73	Fuel
AMPOL FOODARY WESTMINSTER	10/09/2023	90.80	Fuel
AMPOL FOODARY KARRINYUP	31/08/2023	79.48	Fuel
AMPOL FOODARY KARRINYUP	6/09/2023	92.52	Fuel
EG AMPOL 94218 DIANELLA	13/09/2023	87.98	Fuel
AMPOL FOODARY KARRINYUP	2/09/2023	110.48	Fuel
AMPOL FOODARY KARRINYUP	11/09/2023	99.82	Fuel
AMPOL FOODARY MOUNT LAWLE	3/09/2023	41.74	Fuel
AMPOL FOODARY DOUBLEVIEW	11/09/2023	94.74	Fuel
AMPOL FOODARY MURDOCH	4/09/2023	110.27	Fuel
AMPOL FOODARY O'CONNOR	8/09/2023	53.12	Fuel
AMPOL WOOLWORTHS ASHBY	9/09/2023	81.78	Fuel
AMPOL FOODARY KINGSLEY	4/09/2023	62.74	Fuel
AMPOL FOODARY MURDOCH	31/08/2023	94.60	Fuel
AMPOL FOODARY WESTMINSTER	6/09/2023	77.82	Fuel
AMPOL FOODARY KARRINYUP	4/09/2023	98.72	Fuel
AMPOL FOODARY KARRINYUP	4/09/2023	54.86	Fuel
AMPOL FOODARY NORTHLANDS	12/09/2023	44.18	Fuel
AMPOL FOODARY WESTMINSTER	4/09/2023	62.31	Fuel
AMPOL FOODARY NORTHLANDS	13/09/2023	105.20	Fuel
AMPOL FOODARY KARRINYUP	31/08/2023	108.38	Fuel
AMPOL FOODARY KARRINYUP	12/09/2023	99.51	Fuel
AMPOL FOODARY KARRINYUP	31/08/2023	65.69	Fuel
EG AMPOL 94218 DIANELLA	11/09/2023	58.19	Fuel
AMPOL FOODARY NORTHLANDS	4/09/2023	53.71	Fuel
AMPOL FOODARY CLARKSON	6/09/2023	79.23	Fuel

Ampol Fuel Card Report for Period for September 2023

<i>Payee</i>	<i>Date</i>	<i>Amount</i>	<i>Description</i>
AMPOL FOODARY GLENDALOUGH	7/09/2023	69.21	Fuel
AMPOL FOODARY BELMONT	9/09/2023	74.92	Fuel
AMPOL FOODARY NORTHLANDS	1/09/2023	82.73	Fuel
AMPOL FOODARY GLENDALOUGH	7/09/2023	77.19	Fuel
AMPOL FOODARY ALBANY	13/09/2023	50.82	Fuel
AMPOL MORLEY	12/09/2023	67.44	Fuel
EG AMPOL 99234 BANKSIA GR	6/09/2023	70.79	Fuel
EG AMPOL 99234 BANKSIA GR	10/09/2023	65.41	Fuel
EG FUELCO 94200 CURRAMBIN	4/09/2023	95.10	Fuel
EG FUELCO 94200 CURRAMBIN	9/09/2023	84.63	Fuel
EG FUELCO 94235 JOONDALUP	3/09/2023	52.50	Fuel
AMPOL FOODARY MOUNT LAWLE	2/09/2023	80.96	Fuel
EG FUELCO 94235 JOONDALUP	31/08/2023	68.51	Fuel
AMPOL FOODARY KINGSLEY	12/09/2023	52.52	Fuel
AMPOL FOODARY NORTHLANDS	31/08/2023	103.95	Fuel
AMPOL FOODARY NORTHLANDS	12/09/2023	88.14	Fuel
AMPOL FOODARY KARRINYUP	31/08/2023	90.30	Fuel
AMPOL FOODARY LEEDERVILLE	7/09/2023	98.47	Fuel
AMPOL FOODARY GLENDALOUGH	11/09/2023	86.42	Fuel
AMPOL FOODARY WESTMINSTER	5/09/2023	85.01	Fuel
AMPOL FOODARY SCARBOROUGH	12/09/2023	146.01	Fuel
AMPOL FOODARY NORTHLANDS	10/09/2023	73.77	Fuel
EG AMPOL 94240 OSBORNE PA	1/09/2023	80.01	Fuel
AMPOL FOODARY KARRINYUP	6/09/2023	95.46	Fuel
AMPOL FOODARY KARRINYUP	5/09/2023	96.43	Fuel
AMPOL FOODARY NORTHLANDS	4/09/2023	47.38	Fuel
AMPOL FOODARY NORTHLANDS	7/09/2023	29.43	Fuel
AMPOL FOODARY MOUNT LAWLE	5/09/2023	60.56	Fuel
AMPOL FOODARY WESTMINSTER	8/09/2023	68.46	Fuel
AMPOL FOODARY GLENDALOUGH	5/09/2023	85.54	Fuel

Ampol Fuel Card Report for Period for September 2023

<i>Payee</i>	<i>Date</i>	<i>Amount</i>	<i>Description</i>
AMPOL FOODARY KARRINYUP	1/09/2023	85.96	Fuel
AMPOL FOODARY MOUNT LAWLE	31/08/2023	95.51	Fuel
AMPOL FOODARY DOUBLEVIEW	11/09/2023	92.06	Fuel
AMPOL FOODARY KWINANA	1/09/2023	72.76	Fuel
AMPOL FOODARY KWINANA	7/09/2023	86.73	Fuel
EG FUELCO 94200 CURRAMBIN	6/09/2023	99.40	Fuel
EG FUELCO 94235 JOONDALUP	31/08/2023	69.15	Fuel
AMPOL FOODARY CLARKSON	11/09/2023	60.17	Fuel
EG AMPOL 94218 DIANELLA	9/09/2023	77.33	Fuel
AMPOL FOODARY KARRINYUP	8/09/2023	80.04	Fuel
AMPOL FOODARY STRATTON	2/09/2023	91.38	Fuel
EG FUELCO 94200 CURRAMBIN	3/09/2023	91.57	Fuel
AMPOL FOODARY KINGSLEY	12/09/2023	88.60	Fuel
EG AMPOL 94243 GREENWOOD	6/09/2023	75.61	Fuel
AMPOL FOODARY KARRINYUP	12/09/2023	69.51	Fuel
EG FUELCO 94200 CURRAMBIN	7/09/2023	92.90	Fuel
AMPOL FOODARY KARRINYUP	31/08/2023	102.64	Fuel
AMPOL FOODARY EAST PERTH	13/09/2023	102.43	Fuel
EG AMPOL 94243 GREENWOOD	1/09/2023	84.85	Fuel
EG AMPOL 94243 GREENWOOD	6/09/2023	45.99	Fuel
AMPOL FOODARY KARRINYUP	4/09/2023	73.44	Fuel
AMPOL FOODARY KARRINYUP	13/09/2023	81.19	Fuel
AMPOL FOODARY BENTLEY	8/09/2023	86.64	Fuel
AMPOL FOODARY CARINE	11/09/2023	71.36	Fuel
AMPOL FOODARY DOUBLEVIEW	6/09/2023	91.32	Fuel
EG AMPOL 94228 MIRRABOOKA	14/09/2023	64.28	Fuel
AMPOL FOODARY BUTLER S/ST	10/09/2023	129.09	Fuel
AMPOL WOOLWORTHS RIVERTON	9/09/2023	145.13	Fuel
AMPOL FOODARY WANGARA	8/09/2023	96.30	Fuel
AMPOL FOODARY MUNDARING S	1/09/2023	44.83	Fuel

Ampol Fuel Card Report for Period for September 2023

<i>Payee</i>	<i>Date</i>	<i>Amount</i>	<i>Description</i>
AMPOL FOODARY MUNDARING S	6/09/2023	74.74	Fuel
AMPOL FOODARY MUNDARING S	8/09/2023	47.21	Fuel
AMPOL FOODARY MUNDARING S	14/09/2023	57.68	Fuel
AMPOL FOODARY LEEDERVILLE	8/09/2023	107.78	Fuel
AMPOL FOODARY SCARBOROUGH	9/09/2023	131.19	Fuel
AMPOL FOODARY MOUNT LAWLE	31/08/2023	86.86	Fuel
AMPOL FOODARY NORTHLANDS	7/09/2023	61.13	Fuel
AMPOL FOODARY NORTHLANDS	6/09/2023	66.46	Fuel
AMPOL NARROGIN	9/09/2023	39.37	Fuel
AMPOL FOODARY GLENDALOUGH	5/09/2023	89.02	Fuel
EG AMPOL 94215 WHITFORDS	10/09/2023	83.93	Fuel
EG AMPOL 94218 DIANELLA	5/09/2023	70.19	Fuel
AMPOL FOODARY CARINE	8/09/2023	64.43	Fuel
AMPOL FOODARY MUNDARING S	14/09/2023	80.12	Fuel
AMPOL FOODARY WESTMINSTER	12/09/2023	60.11	Fuel
AMPOL FOODARY WILLETTON	10/09/2023	60.26	Fuel
AMPOL FOODARY WESTMINSTER	8/09/2023	69.82	Fuel
AMPOL FOODARY KARRINYUP	1/09/2023	125.62	Fuel
AMPOL FOODARY NORTHLANDS	31/08/2023	58.62	Fuel
EG AMPOL 94228 MIRRABOOKA	3/09/2023	65.16	Fuel
AMPOL FOODARY KARRINYUP	8/09/2023	76.63	Fuel
AMPOL FOODARY CARINE	9/09/2023	65.48	Fuel
EG AMPOL 99234 BANKSIA GR	8/09/2023	82.08	Fuel
AMPOL FOODARY DOUBLEVIEW	1/09/2023	43.65	Fuel
AMPOL FOODARY NORTHLANDS	13/09/2023	62.81	Fuel
EG AMPOL 94243 GREENWOOD	8/09/2023	69.33	Fuel
AMPOL FOODARY FORREST HIG	11/09/2023	73.78	Fuel
AMPOL FOODARY ASCOT	3/09/2023	37.07	Fuel
AMPOL FOODARY ASCOT	10/09/2023	46.32	Fuel
AMPOL FOODARY GLENDALOUGH	11/09/2023	62.01	Fuel

Ampol Fuel Card Report for Period for September 2023

<i>Payee</i>	<i>Date</i>	<i>Amount</i>	<i>Description</i>
AMPOL FOODARY GLENDALOUGH	1/09/2023	63.57	Fuel
AMPOL FOODARY SCARBOROUGH	8/09/2023	148.71	Fuel
AMPOL FOODARY SCARBOROUGH	13/09/2023	129.07	Fuel
AMPOL FOODARY SCARBOROUGH	1/09/2023	135.41	Fuel
AMPOL FOODARY DOUBLEVIEW	8/09/2023	148.69	Fuel
AMPOL FOODARY SCARBOROUGH	5/09/2023	114.49	Fuel
AMPOL FOODARY SCARBOROUGH	13/09/2023	144.69	Fuel
AMPOL FOODARY NORTHLANDS	7/09/2023	171.64	Fuel
AMPOL FOODARY WANGARA	9/09/2023	38.21	Fuel
AMPOL FOODARY SCARBOROUGH	5/09/2023	69.52	Fuel
AMPOL FOODARY SCARBOROUGH	6/09/2023	72.37	Fuel
AMPOL FOODARY SCARBOROUGH	9/09/2023	72.75	Fuel
AMPOL FOODARY SCARBOROUGH	11/09/2023	70.98	Fuel
AMPOL FOODARY KARRINYUP	6/09/2023	84.97	Fuel
AMPOL FOODARY KARRINYUP	13/09/2023	86.60	Fuel
AMPOL FOODARY WESTMINSTER	6/09/2023	94.75	Fuel
AMPOL FOODARY SCARBOROUGH	31/08/2023	75.27	Fuel
AMPOL FOODARY WESTMINSTER	2/09/2023	55.42	Fuel
AMPOL FOODARY WESTMINSTER	4/09/2023	66.72	Fuel
AMPOL FOODARY WESTMINSTER	6/09/2023	51.38	Fuel
AMPOL FOODARY WESTMINSTER	8/09/2023	59.97	Fuel
AMPOL FOODARY KARRINYUP	10/09/2023	49.77	Fuel
AMPOL FOODARY KARRINYUP	12/09/2023	65.97	Fuel
EG AMPOL 94219 ELLENBROOK	9/09/2023	125.20	Fuel
AMPOL FOODARY NORTHLANDS	10/09/2023	147.74	Fuel
EG AMPOL 94028 AVELEY	8/09/2023	67.85	Fuel
AMPOL FOODARY EAST PERTH	3/09/2023	92.72	Fuel
AMPOL FOODARY KARRINYUP	2/09/2023	78.23	Fuel
AMPOL FOODARY DOUBLEVIEW	8/09/2023	74.76	Fuel
AMPOL FOODARY SCARBOROUGH	11/09/2023	76.88	Fuel

Ampol Fuel Card Report for Period for September 2023

<i>Payee</i>	<i>Date</i>	<i>Amount</i>	<i>Description</i>
AMPOL FOODARY SCARBOROUGH	14/09/2023	77.30	Fuel
AMPOL FOODARY WESTMINSTER	11/09/2023	58.56	Fuel
AMPOL FOODARY NORTH WANNE	4/09/2023	71.99	Fuel
AMPOL FOODARY DOUBLEVIEW	5/09/2023	55.19	Fuel
AMPOL FOODARY DOUBLEVIEW	5/09/2023	68.46	Fuel
AMPOL FOODARY KARRINYUP	13/09/2023	86.09	Fuel
		<u>34,389.89</u>	

Note : The payment to Ampol is shown in the Payments Listing and the amount may vary with this report due to timing.

Ampol Fuel Card Report for October 2023

<i>Payee</i>	<i>Date</i>	<i>Amount (\$)</i>	<i>Description</i>
EG AMPOL 94203 BALLAJURA	8/10/2023	63.89	Fuel
AMPOL FOODARY WESTMINSTER	1/10/2023	58.85	Fuel
AMPOL FOODARY WESTMINSTER	11/10/2023	66.83	Fuel
AMPOL FOODARY MOUNT LAWLE	13/10/2023	92.24	Fuel
AMPOL FOODARY BEECHBORO	11/10/2023	113.26	Fuel
AMPOL FOODARY STRATTON	8/10/2023	71.10	Fuel
EG AMPOL 94243 GREENWOOD	12/10/2023	95.28	Fuel
AMPOL FOODARY KARRINYUP	11/10/2023	67.51	Fuel
AMPOL FOODARY KARRINYUP	12/10/2023	91.75	Fuel
EG AMPOL 94218 DIANELLA	4/10/2023	60.47	Fuel
AMPOL FOODARY KARRINYUP	6/10/2023	112.51	Fuel
AMPOL FOODARY MOUNT LAWLE	1/10/2023	42.73	Fuel
AMPOL FOODARY MOUNT LAWLE	14/10/2023	55.10	Fuel
AMPOL FOODARY APPLECROSS	2/10/2023	72.80	Fuel
AMPOL FOODARY CARINE	11/10/2023	89.41	Fuel
AMPOL FOODARY MURDOCH	9/10/2023	107.36	Fuel
AMPOL WOOLWORTHS ASHBY	30/09/2023	73.44	Fuel
AMPOL WOOLWORTHS ASHBY	14/10/2023	88.28	Fuel
AMPOL FOODARY KINGSLEY	4/10/2023	68.54	Fuel
EG AMPOL 94218 DIANELLA	14/10/2023	44.64	Fuel
AMPOL FOODARY FORREST HIG	12/10/2023	67.95	Fuel
AMPOL FOODARY FORREST HIG	14/10/2023	59.38	Fuel
AMPOL FOODARY MURDOCH	6/10/2023	52.26	Fuel
AMPOL FOODARY BYFORD	8/10/2023	64.33	Fuel
AMPOL FOODARY KARRINYUP	2/10/2023	94.17	Fuel
AMPOL FOODARY NORTHLANDS	3/10/2023	43.32	Fuel
EG AMPOL 94228 MIRRABOOKA	9/10/2023	44.03	Fuel
EG AMPOL 94215 WHITFORDS	5/10/2023	89.45	Fuel
AMPOL JURIE BAY	4/10/2023	55.03	Fuel

Ampol Fuel Card Report for October 2023

<i>Payee</i>	<i>Date</i>	<i>Amount (\$)</i>	<i>Description</i>
AMPOL FOODARY KARRINYUP	11/10/2023	68.03	Fuel
AMPOL FOODARY CLARKSON	6/10/2023	77.17	Fuel
AMPOL FOODARY SCARBOROUGH	9/10/2023	76.70	Fuel
AMPOL FOODARY GLENDALOUGH	6/10/2023	78.97	Fuel
AMPOL FOODARY NORTHLANDS	2/10/2023	66.43	Fuel
EG AMPOL 99234 BANKSIA GR	1/10/2023	77.01	Fuel
AMPOL FOODARY KARRINYUP	11/10/2023	69.82	Fuel
AMPOL FOODARY MUNDARING S	15/10/2023	72.24	Fuel
EG FUELCO 94200 CURRAMBIN	8/10/2023	87.38	Fuel
AMPOL FOODARY APPLECROSS	14/10/2023	90.82	Fuel
AMPOL FOODARY DOUBLEVIEW	3/10/2023	63.15	Fuel
EG AMPOL 94218 DIANELLA	6/10/2023	68.43	Fuel
EG AMPOL 94215 WHITFORDS	12/10/2023	125.02	Fuel
AMPOL FOODARY WESTMINSTER	6/10/2023	40.37	Fuel
AMPOL FOODARY BEECHBORO	2/10/2023	85.15	Fuel
AMPOL FOODARY CARINE	6/10/2023	69.40	Fuel
EG AMPOL 99234 BANKSIA GR	7/10/2023	82.67	Fuel
AMPOL FOODARY WESTMINSTER	3/10/2023	17.16	Fuel
AMPOL FOODARY SUBIACO	9/10/2023	51.30	Fuel
AMPOL FOODARY DOUBLEVIEW	13/10/2023	44.34	Fuel
AMPOL FOODARY KARRINYUP	1/10/2023	94.45	Fuel
AMPOL FOODARY KARRINYUP	13/10/2023	170.87	Fuel
EG AMPOL 94243 GREENWOOD	9/10/2023	81.27	Fuel
AMPOL FOODARY EAST PERTH	2/10/2023	71.35	Fuel
AMPOL FOODARY SCARBOROUGH	12/10/2023	45.21	Fuel
AMPOL FOODARY SCARBOROUGH	12/10/2023	22.98	Fuel
AMPOL FOODARY KARRINYUP	6/10/2023	63.56	Fuel
EG AMPOL 94218 DIANELLA	3/10/2023	59.26	Fuel
AMPOL FOODARY SCARBOROUGH	4/10/2023	108.74	Fuel

Ampol Fuel Card Report for October 2023

<i>Payee</i>	<i>Date</i>	<i>Amount (\$)</i>	<i>Description</i>
AMPOL FOODARY SCARBOROUGH	12/10/2023	131.80	Fuel
AMPOL FOODARY SCARBOROUGH	4/10/2023	144.03	Fuel
AMPOL FOODARY SCARBOROUGH	9/10/2023	124.99	Fuel
AMPOL FOODARY SCARBOROUGH	30/09/2023	106.81	Fuel
AMPOL FOODARY SCARBOROUGH	5/10/2023	79.15	Fuel
AMPOL FOODARY DOUBLEVIEW	11/10/2023	87.77	Fuel
AMPOL FOODARY KALGOORLIE	9/10/2023	144.23	Fuel
AMPOL FOODARY KARRINYUP	3/10/2023	82.45	Fuel
AMPOL FOODARY KARRINYUP	12/10/2023	83.42	Fuel
EG AMPOL 94243 GREENWOOD	13/10/2023	92.77	Fuel
AMPOL FOODARY DOUBLEVIEW	3/10/2023	63.57	Fuel
AMPOL FOODARY KARRINYUP	10/10/2023	69.30	Fuel
AMPOL FOODARY NORTHLANDS	12/10/2023	44.20	Fuel
AMPOL FOODARY WESTMINSTER	30/09/2023	84.29	Fuel
AMPOL FOODARY KARRINYUP	1/10/2023	64.65	Fuel
AMPOL FOODARY KARRINYUP	5/10/2023	96.94	Fuel
AMPOL FOODARY WESTMINSTER	9/10/2023	96.87	Fuel
AMPOL FOODARY KARRINYUP	11/10/2023	70.28	Fuel
AMPOL FOODARY NORTHLANDS	12/10/2023	43.36	Fuel
EG AMPOL 94243 GREENWOOD	8/10/2023	75.74	Fuel
AMPOL FOODARY MOUNT LAWLE	10/10/2023	60.12	Fuel
AMPOL FOODARY NORTHLANDS	10/10/2023	46.95	Fuel
AMPOL FOODARY KARRINYUP	12/10/2023	97.76	Fuel
EG AMPOL 94218 DIANELLA	11/10/2023	67.37	Fuel
EG AMPOL 94243 GREENWOOD	7/10/2023	86.28	Fuel
AMPOL FOODARY GLENDALOUGH	11/10/2023	74.51	Fuel
AMPOL FOODARY WESTMINSTER	12/10/2023	76.22	Fuel
AMPOL FOODARY WESTMINSTER	6/10/2023	44.41	Fuel
AMPOL FOODARY WESTMINSTER	12/10/2023	39.64	Fuel

Ampol Fuel Card Report for October 2023

<i>Payee</i>	<i>Date</i>	<i>Amount (\$)</i>	<i>Description</i>
AMPOL FOODARY SCARBOROUGH	2/10/2023	149.00	Fuel
AMPOL FOODARY NORTHLANDS	6/10/2023	73.45	Fuel
AMPOL FOODARY LEEDERVILLE	4/10/2023	77.25	Fuel
AMPOL FOODARY DOUBLEVIEW	11/10/2023	32.15	Fuel
AMPOL FOODARY KARRINYUP	9/10/2023	92.10	Fuel
AMPOL FOODARY DOUBLEVIEW	12/10/2023	89.76	Fuel
AMPOL FOODARY SCARBOROUGH	8/10/2023	133.34	Fuel
AMPOL FOODARY SCARBOROUGH	4/10/2023	41.37	Fuel
AMPOL FOODARY SCARBOROUGH	10/10/2023	47.77	Fuel
AMPOL FOODARY MOUNT LAWLE	2/10/2023	53.47	Fuel
AMPOL FOODARY MOUNT LAWLE	12/10/2023	61.89	Fuel
AMPOL FOODARY MOUNT LAWLE	4/10/2023	72.52	Fuel
AMPOL FOODARY BELMONT	2/10/2023	72.42	Fuel
AMPOL FOODARY FORREST HIG	6/10/2023	87.71	Fuel
AMPOL FOODARY FORREST HIG	8/10/2023	58.11	Fuel
AMPOL FOODARY GLENDALOUGH	10/10/2023	79.40	Fuel
AMPOL FOODARY WESTMINSTER	10/10/2023	81.04	Fuel
AMPOL FOODARY DOUBLEVIEW	6/10/2023	97.91	Fuel
AMPOL FOODARY DOUBLEVIEW	12/10/2023	74.93	Fuel
AMPOL FOODARY KWINANA	7/10/2023	83.08	Fuel
AMPOL FOODARY KARRINYUP	12/10/2023	95.75	Fuel
AMPOL FOODARY JOONDALUP	4/10/2023	61.71	Fuel
AMPOL FOODARY KARRINYUP	2/10/2023	19.58	Fuel
AMPOL FOODARY KARRINYUP	2/10/2023	64.63	Fuel
AMPOL FOODARY FORREST HIG	6/10/2023	89.96	Fuel
AMPOL FOODARY NORTHLANDS	4/10/2023	79.06	Fuel
AMPOL FOODARY BENTLEY	9/10/2023	95.97	Fuel
AMPOL FOODARY DOUBLEVIEW	14/10/2023	95.60	Fuel
AMPOL FOODARY KARRINYUP	14/10/2023	73.66	Fuel

Ampol Fuel Card Report for October 2023

<i>Payee</i>	<i>Date</i>	<i>Amount (\$)</i>	<i>Description</i>
AMPOL FOODARY LEEDERVILLE	1/10/2023	89.38	Fuel
AMPOL FOODARY SCARBOROUGH	1/10/2023	66.85	Fuel
AMPOL FOODARY WESTMINSTER	3/10/2023	63.15	Fuel
AMPOL FOODARY KARRINYUP	5/10/2023	66.29	Fuel
AMPOL FOODARY WESTMINSTER	7/10/2023	62.66	Fuel
AMPOL FOODARY NORTHLANDS	9/10/2023	70.66	Fuel
AMPOL FOODARY WESTMINSTER	10/10/2023	36.72	Fuel
AMPOL FOODARY KARRINYUP	12/10/2023	49.36	Fuel
AMPOL FOODARY KARRINYUP	14/10/2023	65.47	Fuel
AMPOL FOODARY WESTMINSTER	12/10/2023	74.77	Fuel
AMPOL FOODARY SCARBOROUGH	6/10/2023	58.37	Fuel
AMPOL FOODARY DOUBLEVIEW	10/10/2023	60.76	Fuel
EG AMPOL 94218 DIANELLA	13/10/2023	66.42	Fuel
AMPOL FOODARY KARRINYUP	12/10/2023	51.19	Fuel
EG AMPOL 94216 FLOREAT	15/10/2023	83.48	Fuel
AMPOL FOODARY NORTHLANDS	17/10/2023	104.53	Fuel
AMPOL FOODARY CARINE	18/10/2023	217.19	Fuel
AMPOL FOODARY CARINE	30/10/2023	140.82	Fuel
AMPOL FOODARY WESTMINSTER	17/10/2023	29.91	Fuel
AMPOL FOODARY KARRINYUP	19/10/2023	17.01	Fuel
AMPOL FOODARY WESTMINSTER	25/10/2023	28.49	Fuel
AMPOL FOODARY SCARBOROUGH	16/10/2023	62.24	Fuel
AMPOL FOODARY NORTHLANDS	25/10/2023	53.87	Fuel
AMPOL FOODARY DOUBLEVIEW	26/10/2023	80.04	Fuel
AMPOL FOODARY SCARBOROUGH	20/10/2023	87.18	Fuel
AMPOL FOODARY SCARBOROUGH	23/10/2023	81.23	Fuel
AMPOL FOODARY SCARBOROUGH	25/10/2023	62.07	Fuel
AMPOL FOODARY SCARBOROUGH	26/10/2023	57.65	Fuel
AMPOL FOODARY SCARBOROUGH	30/10/2023	65.97	Fuel

Ampol Fuel Card Report for October 2023

<i>Payee</i>	<i>Date</i>	<i>Amount (\$)</i>	<i>Description</i>
EG AMPOL 94203 BALLAJURA	18/10/2023	54.43	Fuel
AMPOL FOODARY NORTHLANDS	27/10/2023	44.71	Fuel
EG AMPOL 94218 DIANELLA	18/10/2023	307.74	Fuel
EG AMPOL 94218 DIANELLA	20/10/2023	293.48	Fuel
EG AMPOL 94218 DIANELLA	24/10/2023	318.61	Fuel
EG AMPOL 94218 DIANELLA	26/10/2023	279.00	Fuel
EG AMPOL 94218 DIANELLA	25/10/2023	352.96	Fuel
EG AMPOL 94218 DIANELLA	27/10/2023	131.93	Fuel
AMPOL FOODARY WESTMINSTER	26/10/2023	19.12	Fuel
AMPOL FOODARY WESTMINSTER	24/10/2023	79.60	Fuel
AMPOL FOODARY SCARBOROUGH	25/10/2023	202.02	Fuel
AMPOL FOODARY NORTHLANDS	25/10/2023	84.24	Fuel
AMPOL FOODARY CARINE	21/10/2023	66.00	Fuel
AMPOL FOODARY MURDOCH	22/10/2023	45.39	Fuel
AMPOL FOODARY WANGARA	22/10/2023	120.58	Fuel
EG AMPOL 94218 DIANELLA	18/10/2023	56.74	Fuel
EG AMPOL 94218 DIANELLA	27/10/2023	67.00	Fuel
AMPOL FOODARY WANGARA	20/10/2023	107.71	Fuel
AMPOL FOODARY DOUBLEVIEW	13/10/2023	83.60	Fuel
AMPOL FOODARY KARRINYUP	2/10/2023	83.53	Fuel
EG FUELCO 94235 JOONDALUP	12/10/2023	89.68	Fuel
EG FUELCO 94235 JOONDALUP	5/10/2023	70.68	Fuel
EG AMPOL 94228 MIRRABOOKA	2/10/2023	37.87	Fuel
EG AMPOL 94228 MIRRABOOKA	9/10/2023	42.41	Fuel
EG AMPOL 94243 GREENWOOD	11/10/2023	72.22	Fuel
AMPOL FOODARY KARRINYUP	6/10/2023	88.87	Fuel
AMPOL FOODARY DOUBLEVIEW	6/10/2023	92.57	Fuel
AMPOL FOODARY MOSMAN PARK	3/10/2023	70.90	Fuel
AMPOL FOODARY NORTHLANDS	3/10/2023	72.32	Fuel

Ampol Fuel Card Report for October 2023

<i>Payee</i>	<i>Date</i>	<i>Amount (\$)</i>	<i>Description</i>
AMPOL FOODARY NORTHLANDS	13/10/2023	73.23	Fuel
EG AMPOL 94218 DIANELLA	3/10/2023	64.02	Fuel
AMPOL FOODARY LEEDERVILLE	11/10/2023	69.70	Fuel
AMPOL FOODARY BUTLER S/ST	11/10/2023	118.36	Fuel
INDEPENDENT CARBUNUP RIVE	3/10/2023	89.67	Fuel
AMPOL FOODARY WILLETTON	13/10/2023	139.54	Fuel
AMPOL FOODARY WANGARA	1/10/2023	103.33	Fuel
AMPOL FOODARY JOONDALUP	6/10/2023	100.81	Fuel
EG AMPOL 94228 MIRRABOOKA	12/10/2023	102.94	Fuel
AMPOL FOODARY WESTMINSTER	3/10/2023	77.72	Fuel
AMPOL FOODARY WESTMINSTER	6/10/2023	64.63	Fuel
AMPOL FOODARY MUNDARING S	10/10/2023	57.03	Fuel
AMPOL FOODARY MUNDARING S	13/10/2023	48.90	Fuel
AMPOL FOODARY LEEDERVILLE	30/09/2023	34.28	Fuel
AMPOL FOODARY LEEDERVILLE	5/10/2023	91.46	Fuel
AMPOL WOOLWORTHS ASHBY	9/10/2023	63.46	Fuel
AMPOL FOODARY SCARBOROUGH	9/10/2023	140.55	Fuel
EG FUELCO 94200 CURRAMBIN	9/10/2023	88.36	Fuel
AMPOL FOODARY KARRINYUP	11/10/2023	90.56	Fuel
EG AMPOL 94218 DIANELLA	9/10/2023	62.67	Fuel
EG AMPOL 94215 WHITFORDS	4/10/2023	103.61	Fuel
EG AMPOL 94215 WHITFORDS	14/10/2023	86.34	Fuel
EG AMPOL 94215 WHITFORDS	7/10/2023	80.19	Fuel
AMPOL FOODARY KARRINYUP	9/10/2023	89.24	Fuel
AMPOL FOODARY MUNDARING S	5/10/2023	71.75	Fuel
AMPOL FOODARY MUNDARING S	10/10/2023	58.25	Fuel
AMPOL FOODARY MIDVALE	13/10/2023	61.98	Fuel
AMPOL FOODARY WESTMINSTER	4/10/2023	121.79	Fuel
AMPOL FOODARY WESTMINSTER	3/10/2023	41.97	Fuel

Ampol Fuel Card Report for October 2023

<i>Payee</i>	<i>Date</i>	<i>Amount (\$)</i>	<i>Description</i>
AMPOL FOODARY WESTMINSTER	3/10/2023	21.08	Fuel
AMPOL FOODARY KARRINYUP	6/10/2023	178.33	Fuel
AMPOL FOODARY CARINE	12/10/2023	186.86	Fuel
AMPOL FOODARY WESTMINSTER	6/10/2023	39.74	Fuel
AMPOL FOODARY NORTHLANDS	3/10/2023	69.11	Fuel
AMPOL FOODARY DOUBLEVIEW	1/10/2023	80.10	Fuel
AMPOL FOODARY DOUBLEVIEW	14/10/2023	73.23	Fuel
AMPOL FOODARY WESTMINSTER	13/10/2023	135.43	Fuel
AMPOL FOODARY SCARBOROUGH	2/10/2023	50.98	Fuel
AMPOL FOODARY SCARBOROUGH	3/10/2023	74.40	Fuel
AMPOL FOODARY SCARBOROUGH	5/10/2023	74.31	Fuel
AMPOL FOODARY SCARBOROUGH	7/10/2023	77.72	Fuel
AMPOL FOODARY NORTHLANDS	3/10/2023	26.21	Fuel
AMPOL FOODARY NORTHLANDS	11/10/2023	48.14	Fuel
EG AMPOL 94218 DIANELLA	4/10/2023	346.36	Fuel
EG AMPOL 94218 DIANELLA	6/10/2023	303.32	Fuel
EG AMPOL 94218 DIANELLA	11/10/2023	350.66	Fuel
EG AMPOL 94218 DIANELLA	13/10/2023	273.06	Fuel
EG AMPOL 94218 DIANELLA	4/10/2023	307.00	Fuel
AMPOL FOODARY NORTHLANDS	1/10/2023	83.01	Fuel
AMPOL FOODARY KARRINYUP	3/10/2023	72.83	Fuel
AMPOL FOODARY SCARBOROUGH	5/10/2023	109.89	Fuel
AMPOL FOODARY SCARBOROUGH	12/10/2023	110.78	Fuel
AMPOL FOODARY SCARBOROUGH	3/10/2023	88.26	Fuel
EG AMPOL 94243 GREENWOOD	14/10/2023	89.60	Fuel
AMPOL FOODARY SCARBOROUGH	8/10/2023	64.90	Fuel
AMPOL FOODARY MURDOCH	8/10/2023	67.61	Fuel
EG AMPOL 94228 MIRRABOOKA	7/10/2023	60.17	Fuel
EG AMPOL 94228 MIRRABOOKA	11/10/2023	70.16	Fuel

Ampol Fuel Card Report for October 2023

<i>Payee</i>	<i>Date</i>	<i>Amount (\$)</i>	<i>Description</i>
AMPOL BUSSELTON S/STN	2/10/2023	122.76	Fuel
AMPOL FOODARY WANGARA	10/10/2023	127.05	Fuel
AMPOL FOODARY MURDOCH	5/10/2023	81.12	Fuel
AMPOL FOODARY NORTHLANDS	4/10/2023	68.92	Fuel
AMPOL FOODARY WESTMINSTER	9/10/2023	57.72	Fuel
AMPOL JURIE BAY	2/10/2023	66.56	Fuel
AMPOL JURIE BAY	7/10/2023	119.04	Fuel
AMPOL FOODARY WANGARA	13/10/2023	132.74	Fuel
AMPOL FOODARY WANGARA	26/10/2023	110.98	Fuel
AMPOL FOODARY DOUBLEVIEW	22/10/2023	66.79	Fuel
AMPOL FOODARY DOUBLEVIEW	16/10/2023	65.36	Fuel
AMPOL FOODARY KARRINYUP	26/10/2023	73.13	Fuel
AMPOL FOODARY NORTHLANDS	19/10/2023	63.29	Fuel
AMPOL FOODARY BEECHBORO	20/10/2023	104.25	Fuel
AMPOL FOODARY BEECHBORO	27/10/2023	110.46	Fuel
AMPOL FOODARY STRATTON	17/10/2023	66.72	Fuel
AMPOL FOODARY WESTMINSTER	25/10/2023	71.69	Fuel
AMPOL FOODARY SCARBOROUGH	23/10/2023	97.96	Fuel
AMPOL FOODARY KARRINYUP	23/10/2023	84.34	Fuel
AMPOL FOODARY GLENDALOUGH	24/10/2023	64.90	Fuel
EG AMPOL 94216 FLOREAT	17/10/2023	82.07	Fuel
AMPOL FOODARY NORTHLANDS	24/10/2023	83.68	Fuel
AMPOL FOODARY MOUNT LAWLE	28/10/2023	57.49	Fuel
AMPOL FOODARY NEDLANDS	21/10/2023	86.38	Fuel
AMPOL FOODARY MOUNT LAWLE	17/10/2023	111.78	Fuel
AMPOL FOODARY MURDOCH	27/10/2023	122.49	Fuel
AMPOL WOOLWORTHS ASHBY	20/10/2023	55.60	Fuel
AMPOL FOODARY KINGSLEY	16/10/2023	79.23	Fuel
AMPOL FOODARY KINGSLEY	31/10/2023	73.34	Fuel

Ampol Fuel Card Report for October 2023

<i>Payee</i>	<i>Date</i>	<i>Amount (\$)</i>	<i>Description</i>
AMPOL FOODARY MELVILLE	21/10/2023	63.29	Fuel
AMPOL FOODARY MELVILLE	30/10/2023	66.95	Fuel
AMPOL BUSSELTON S/STN	20/10/2023	80.04	Fuel
AMPOL FOODARY MURDOCH	17/10/2023	83.88	Fuel
AMPOL FOODARY NORTHLANDS	20/10/2023	88.76	Fuel
AMPOL FOODARY KARRINYUP	21/10/2023	95.05	Fuel
AMPOL FOODARY NEDLANDS	16/10/2023	44.02	Fuel
AMPOL FOODARY NORTHLANDS	23/10/2023	51.85	Fuel
AMPOL FOODARY FORREST HIG	15/10/2023	70.68	Fuel
AMPOL FOODARY WESTMINSTER	23/10/2023	68.76	Fuel
AMPOL FOODARY JOONDALUP	21/10/2023	115.06	Fuel
AMPOL FOODARY CARINE	29/10/2023	116.42	Fuel
AMPOL FOODARY KARRINYUP	30/10/2023	96.78	Fuel
AMPOL FOODARY KARRINYUP	27/10/2023	69.55	Fuel
EG AMPOL 94228 MIRRABOOKA	16/10/2023	59.16	Fuel
EG AMPOL 94243 GREENWOOD	18/10/2023	87.71	Fuel
EG AMPOL 94243 GREENWOOD	26/10/2023	49.17	Fuel
EG AMPOL 94240 OSBORNE PA	29/10/2023	75.40	Fuel
AMPOL FOODARY KARRINYUP	18/10/2023	71.28	Fuel
AMPOL FOODARY KARRINYUP	26/10/2023	73.02	Fuel
AMPOL FOODARY WESTMINSTER	16/10/2023	63.62	Fuel
EG AMPOL 99234 BANKSIA GR	21/10/2023	56.62	Fuel
EG AMPOL 99234 BANKSIA GR	26/10/2023	77.00	Fuel
EG FUELCO 94200 CURRAMBIN	20/10/2023	90.48	Fuel
AMPOL FOODARY KARRINYUP	26/10/2023	83.28	Fuel
EG AMPOL 94247 MORLEY	27/10/2023	74.21	Fuel
AMPOL FOODARY MOUNT LAWLE	17/10/2023	57.50	Fuel
EG AMPOL 94240 OSBORNE PA	24/10/2023	60.14	Fuel
AMPOL FOODARY NORTHLANDS	17/10/2023	90.49	Fuel

Ampol Fuel Card Report for October 2023

<i>Payee</i>	<i>Date</i>	<i>Amount (\$)</i>	<i>Description</i>
AMPOL FOODARY KARRINYUP	27/10/2023	98.54	Fuel
AMPOL FOODARY NORTHLANDS	17/10/2023	89.89	Fuel
EG AMPOL 94218 DIANELLA	27/10/2023	83.42	Fuel
AMPOL FOODARY CARINE	21/10/2023	97.87	Fuel
AMPOL FOODARY KARRINYUP	18/10/2023	78.77	Fuel
AMPOL FOODARY SUBIACO	15/10/2023	96.25	Fuel
AMPOL FOODARY CARINE	16/10/2023	54.86	Fuel
EG AMPOL 94243 GREENWOOD	28/10/2023	95.37	Fuel
AMPOL FOODARY WESTMINSTER	26/10/2023	71.83	Fuel
EG AMPOL 94240 OSBORNE PA	16/10/2023	86.41	Fuel
AMPOL FOODARY SCARBOROUGH	18/10/2023	144.98	Fuel
AMPOL FOODARY CARINE	27/10/2023	80.38	Fuel
AMPOL FOODARY WESTMINSTER	30/10/2023	60.33	Fuel
AMPOL FOODARY LEEDERVILLE	28/10/2023	70.32	Fuel
AMPOL FOODARY KINGSLEY	15/10/2023	102.52	Fuel
AMPOL FOODARY KINGSLEY	31/10/2023	94.64	Fuel
EG AMPOL 94219 ELLENBROOK	27/10/2023	85.65	Fuel
AMPOL FOODARY KARRINYUP	26/10/2023	96.34	Fuel
EG AMPOL 94215 WHITFORDS	27/10/2023	82.43	Fuel
AMPOL FOODARY SCARBOROUGH	23/10/2023	155.08	Fuel
AMPOL FOODARY NORTHLANDS	17/10/2023	52.62	Fuel
AMPOL FOODARY NORTHLANDS	23/10/2023	38.54	Fuel
AMPOL FOODARY MOUNT LAWLE	23/10/2023	60.01	Fuel
EG AMPOL 94218 DIANELLA	24/10/2023	68.82	Fuel
AMPOL FOODARY NEDLANDS	20/10/2023	77.16	Fuel
AMPOL FOODARY SCARBOROUGH	28/10/2023	86.08	Fuel
AMPOL FOODARY SUBIACO	21/10/2023	72.52	Fuel
AMPOL FOODARY MOUNT LAWLE	22/10/2023	77.58	Fuel
AMPOL FOODARY DOUBLEVIEW	17/10/2023	71.59	Fuel

Ampol Fuel Card Report for October 2023

<i>Payee</i>	<i>Date</i>	<i>Amount (\$)</i>	<i>Description</i>
AMPOL FOODARY WANGARA	30/10/2023	82.86	Fuel
AMPOL FOODARY CLARKSON	20/10/2023	92.36	Fuel
AMPOL FOODARY CLARKSON	29/10/2023	91.15	Fuel
AMPOL FOODARY KWINANA	16/10/2023	81.53	Fuel
AMPOL FOODARY DOUBLEVIEW	23/10/2023	74.63	Fuel
AMPOL FOODARY ROCKINGHAM	28/10/2023	72.75	Fuel
AMPOL FOODARY KARRINYUP	25/10/2023	97.61	Fuel
AMPOL FOODARY JOONDALUP	17/10/2023	62.75	Fuel
AMPOL FOODARY CARINE	28/10/2023	64.05	Fuel
EG AMPOL 94228 MIRRABOOKA	16/10/2023	83.96	Fuel
AMPOL FOODARY KARRINYUP	23/10/2023	92.94	Fuel
AMPOL FOODARY NORTHLANDS	18/10/2023	71.00	Fuel
AMPOL FOODARY WILLETTON	25/10/2023	60.88	Fuel
AMPOL FOODARY CANNINGTON	21/10/2023	66.10	Fuel
AMPOL FOODARY KARRINYUP	24/10/2023	84.28	Fuel
EG AMPOL 94243 GREENWOOD	16/10/2023	47.68	Fuel
AMPOL FOODARY WANGARA	27/10/2023	55.79	Fuel
AMPOL FOODARY ALBANY NORT	29/10/2023	65.54	Fuel
AMPOL FOODARY MOUNT LAWLE	17/10/2023	51.88	Fuel
EG AMPOL 94228 MIRRABOOKA	24/10/2023	42.99	Fuel
AMPOL FOODARY LEEDERVILLE	15/10/2023	130.69	Fuel
AMPOL FOODARY KARRINYUP	20/10/2023	87.04	Fuel
AMPOL FOODARY NORTHLANDS	30/10/2023	89.74	Fuel
AMPOL FOODARY KARRINYUP	26/10/2023	76.56	Fuel
AMPOL FOODARY BENTLEY	15/10/2023	77.21	Fuel
AMPOL FOODARY BENTLEY	26/10/2023	76.55	Fuel
EG AMPOL 94219 ELLENBROOK	15/10/2023	82.70	Fuel
AMPOL FOODARY BUTLER S/ST	25/10/2023	127.76	Fuel
AMPOL FOODARY WESTMINSTER	26/10/2023	106.27	Fuel

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<i>Payee</i>	<i>Date</i>	<i>Amount (\$)</i>	<i>Description</i>
AMPOL FOODARY DAWESVILLE	23/10/2023	131.53	Fuel
AMPOL FOODARY MUNDARING S	18/10/2023	72.96	Fuel
AMPOL FOODARY MUNDARING S	20/10/2023	44.70	Fuel
AMPOL FOODARY MUNDARING S	25/10/2023	69.38	Fuel
AMPOL FOODARY MUNDARING S	27/10/2023	43.00	Fuel
AMPOL FOODARY LEEDERVILLE	20/10/2023	106.08	Fuel
AMPOL FOODARY WESTMINSTER	20/10/2023	64.45	Fuel
EG FUELCO 94200 CURRAMBIN	27/10/2023	78.28	Fuel
AMPOL FOODARY KARRINYUP	18/10/2023	52.00	Fuel
AMPOL FOODARY SCARBOROUGH	16/10/2023	65.00	Fuel
AMPOL FOODARY KARRINYUP	24/10/2023	67.57	Fuel
EG AMPOL 94215 WHITFORDS	23/10/2023	97.86	Fuel
AMPOL FOODARY MUNDARING S	18/10/2023	63.38	Fuel
AMPOL FOODARY MIDVALE	23/10/2023	53.96	Fuel
AMPOL FOODARY KARRINYUP	27/10/2023	69.71	Fuel
AMPOL FOODARY KARRINYUP	17/10/2023	54.06	Fuel
AMPOL FOODARY DOUBLEVIEW	30/10/2023	66.36	Fuel
AMPOL FOODARY NORTHLANDS	16/10/2023	60.05	Fuel
AMPOL FOODARY KINGSLEY	30/10/2023	132.47	Fuel
AMPOL FOODARY KARRINYUP	17/10/2023	78.09	Fuel
AMPOL FOODARY NORTHLANDS	30/10/2023	59.56	Fuel
AMPOL FOODARY JOONDALUP	15/10/2023	81.02	Fuel
AMPOL FOODARY CLARKSON	23/10/2023	47.77	Fuel
AMPOL FOODARY SCARBOROUGH	29/10/2023	41.59	Fuel
AMPOL FOODARY DOUBLEVIEW	16/10/2023	62.74	Fuel
AMPOL FOODARY CARINE	28/10/2023	66.57	Fuel
AMPOL FOODARY MALAGA	24/10/2023	141.09	Fuel
AMPOL FOODARY DOUBLEVIEW	20/10/2023	36.86	Fuel
AMPOL FOODARY GLENDALOUGH	30/10/2023	54.70	Fuel

Ampol Fuel Card Report for October 2023

<i>Payee</i>	<i>Date</i>	<i>Amount (\$)</i>	<i>Description</i>
AMPOL FOODARY DOUBLEVIEW	17/10/2023	67.50	Fuel
AMPOL FOODARY KARRINYUP	20/10/2023	70.17	Fuel
AMPOL FOODARY ASCOT	22/10/2023	55.70	Fuel
AMPOL FOODARY GLENDALOUGH	16/10/2023	77.52	Fuel
AMPOL FOODARY KARRINYUP	19/10/2023	139.49	Fuel
AMPOL FOODARY SCARBOROUGH	27/10/2023	136.44	Fuel
AMPOL FOODARY SCARBOROUGH	30/10/2023	118.67	Fuel
AMPOL FOODARY SCARBOROUGH	17/10/2023	99.64	Fuel
AMPOL FOODARY SCARBOROUGH	25/10/2023	119.56	Fuel
AMPOL FOODARY SCARBOROUGH	16/10/2023	126.37	Fuel
AMPOL FOODARY SCARBOROUGH	19/10/2023	89.97	Fuel
AMPOL FOODARY SCARBOROUGH	26/10/2023	117.02	Fuel
AMPOL FOODARY SCARBOROUGH	29/10/2023	98.75	Fuel
AMPOL FOODARY WESTMINSTER	20/10/2023	120.23	Fuel
AMPOL FOODARY NORTHLANDS	30/10/2023	149.15	Fuel
AMPOL FOODARY KARRINYUP	19/10/2023	80.22	Fuel
AMPOL FOODARY KARRINYUP	26/10/2023	74.06	Fuel
EG AMPOL 94215 WHITFORDS	18/10/2023	98.90	Fuel
AMPOL FOODARY WESTMINSTER	18/10/2023	73.17	Fuel
AMPOL FOODARY NORTHLANDS	21/10/2023	75.46	Fuel
AMPOL FOODARY WESTMINSTER	24/10/2023	68.04	Fuel
AMPOL FOODARY KARRINYUP	27/10/2023	76.86	Fuel
AMPOL FOODARY KARRINYUP	29/10/2023	59.12	Fuel
AMPOL FOODARY WESTMINSTER	15/10/2023	53.26	Fuel
AMPOL FOODARY WESTMINSTER	18/10/2023	66.35	Fuel
AMPOL FOODARY WESTMINSTER	20/10/2023	53.70	Fuel
AMPOL FOODARY WESTMINSTER	22/10/2023	46.00	Fuel
EG AMPOL 94228 MIRRABOOKA	25/10/2023	72.90	Fuel
AMPOL FOODARY NORTHLANDS	27/10/2023	59.13	Fuel

Ampol Fuel Card Report for October 2023

<i>Payee</i>	<i>Date</i>	<i>Amount (\$)</i>	<i>Description</i>
AMPOL FOODARY KARRINYUP	28/10/2023	62.00	Fuel
AMPOL FOODARY WESTMINSTER	29/10/2023	66.78	Fuel
AMPOL WOOLWORTHS ASHBY	16/10/2023	96.61	Fuel
AMPOL FOODARY LEEDERVILLE	18/10/2023	87.83	Fuel
AMPOL FOODARY WESTMINSTER	25/10/2023	76.21	Fuel
AMPOL FOODARY NORTHLANDS	15/10/2023	52.84	Fuel
AMPOL FOODARY WESTMINSTER	20/10/2023	69.46	Fuel
AMPOL FOODARY KARRINYUP	24/10/2023	68.65	Fuel
AMPOL FOODARY NORTHLANDS	27/10/2023	4.99	Fuel
AMPOL FOODARY SCARBOROUGH	29/10/2023	60.30	Fuel
AMPOL FOODARY WESTMINSTER	24/10/2023	94.74	Fuel
AMPOL FOODARY NORTHLANDS	20/10/2023	75.27	Fuel
AMPOL FOODARY DOUBLEVIEW	27/10/2023	88.39	Fuel
AMPOL FOODARY DOUBLEVIEW	19/10/2023	86.09	Fuel
AMPOL FOODARY APPLECROSS	29/10/2023	80.31	Fuel
AMPOL FOODARY WESTMINSTER	27/10/2023	16.17	Fuel
AMPOL FOODARY KARRINYUP	27/10/2023	97.13	Fuel
AMPOL FOODARY KARRINYUP	19/10/2023	74.10	Fuel
AMPOL FOODARY MOUNT LAWLE	26/10/2023	78.99	Fuel
AMPOL FOODARY GLENDALOUGH	27/10/2023	59.11	Fuel
AMPOL FOODARY NORTHLANDS	23/10/2023	9.74	Fuel
		<hr/>	
		<u>35,696.77</u>	

Note : The payment to Ampol is shown in the Payments Listing and the amount may vary with this report due to timing.

12.2/F2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR THE MONTHS ENDING 30 SEPTEMBER 2023 AND 31 OCTOBER 2023

Business Unit:	Finance Services	Service: Financial Accounting
Ward:	Not Applicable	Location: Not Applicable
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Council Resolution**1123/018****Moved Councillor Perkov, seconded Councillor Proud**

That the monthly Statement of Financial Activity and other relevant Financial Reports for the months ending 30 September 2023 and 31 October 2023 be RECEIVED.

The motion was put and declared CARRIED (13/0) by exception resolution.

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.

Against: Nil.

Committee Recommendation

That the monthly Statement of Financial Activity and other relevant Financial Reports for the months ending 30 September 2023 and 31 October 2023 be RECEIVED.

Officer's Recommendation

That the monthly Statement of Financial Activity and other relevant Financial Reports for the months ending 30 September 2023 and 31 October 2023 be RECEIVED.

Purpose

To apprise Council of the financial position of the City in compliance with the provisions of Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the Local Government (Financial Management) Regulations 1996 as amended.

Details

The City's financial reporting framework provides Council, management and employees with a broad overview of the City-Wide financial position. The format for the financial report includes:

1. A financial summary comprising a Statement of Financial Activity (Attachments 1 and 4) and an explanation of each material variance in accordance with the requirements of Regulation 34 (see below).
2. The composition of net current assets, less committed assets and restricted assets (Attachments 2 and 5) in accordance with the requirements of Regulation 34.
3. An Investment Report (Attachments 3 and 6) detailing the performance of the investment portfolio as required by the City's Investment Policy.

Monthly Statement of Financial Activity for the Period Ending 30 September 2023

It should be noted that the statement shown as Attachment 1, only includes transactions as they relate to the Municipal Fund, and it removes the non-cash items to allow an assessment of the City's dependency on rate levies.

An explanation of major variances between YTD Actual and YTD Budget for the month ended 30 September 2023 is as follows:

Operating Revenue

1. Grants & Subsidies

This variance is due to the advance payment of the 2023/2024 Financial Assistance Grant which was received by the City in June 2023 but budgeted for in 2023/2024. This will remain as a variance until adjusted during mid-year planning and budget review.

2. Contributions, Reimbursements & Donations

This revenue item has a positive variance due to the City receiving unbudgeted revenue relating to charges for replacement of street trees for a subdivision on Alexander Drive, Mirrabooka.

3. Interest

The average interest rate earned on investments of 5.18% was above the budgeted rate resulting in this positive variance.

Operating Expenditure

4. Employee Costs (including Agency Staff)

For the period to 30 September 2023, the total of direct employee costs (net of the cost of Agency Personnel) was \$1.0 million below budget and indirect employee costs were \$0.2 million below budget. These positive variances were partly offset by a negative labour recovery variance, resulting in a net positive variance of \$0.9 million.

Labour recoveries relate to the transfer of internal staff time to maintenance services and capital projects and the negative labour recovery variance will therefore be offset by reduced costs in these areas.

Investment Activity

5. Grants & Subsidies

This variance is due to the advance payment of the 2023/2024 Financial Assistance Grant – Local Roads which was received by the City in June 2023 but budgeted for in 2023/2024. This will remain as a variance until adjusted during mid-year planning and budget review.

Monthly Statement of Financial Activity for the Period Ending 31 October 2023

It should be noted that the statement shown as Attachment 4, only includes transactions as they relate to the Municipal Fund, and it removes the non-cash items to allow an assessment of the City's dependency on rate levies.

An explanation of major variances between YTD Actual and YTD Budget for the month ended 31 October 2023 is as follows:

Operating Revenue**1. Grants & Subsidies**

This variance is due to the advance payment of the 2023/2024 Financial Assistance Grant which was received by the City in June 2023 but budgeted for in 2023/2024. This will remain as a variance until adjusted during mid-year planning and budget review.

2. Contributions, Reimbursements & Donations

This revenue item has a positive variance due to the City receiving unbudgeted revenue relating to charges for replacement of street trees for a subdivision on Alexander Drive, Mirrabooka.

3. Interest

The average interest rate earned on investments of 5.2% was above the budgeted rate resulting in this positive variance.

4. Fees & Charges

This positive variance is due to the additional revenue generated from the learn to swim program, membership fees and hire of facilities. This will be adjusting during budget review.

Operating Expenditure**5. Employee Costs (including Agency Staff)**

For the period to 31 October 2023, the total of direct employee costs (net of the cost of Agency Personnel) was \$0.9 million below budget and indirect employee costs were \$0.2 million below budget. These positive variances were partly offset by a negative labour recovery variance, resulting in a net positive variance of \$0.9 million.

Labour recoveries relate to the transfer of internal staff time to maintenance services and capital projects and the negative labour recovery variance will therefore be offset by reduced costs in these areas.

Investment Activity

6. Loss on Disposals

This variance relates to the demolition of the Hamersley Public Golf Course club house building and removal of shade sails included in the scope of the Hamersley Golf Course redevelopment project (Council Resolution 0823/074).

7. Equity Share of Investment

This positive variance is due to the volume of Catalina Estate land sales which have exceeded forecast for the year to date.

Financial Assessment and Implications

The administration is mandated by Council to operate in a financially sustainable and responsible manner. As such, the City ensures that it closely monitors its financials against approved budget.

Relevant Policies, Legislation and Council Resolutions

The monthly statement of financial activity is prepared in accordance with Regulation 34 of the [Local Government \(Financial Management\) Regulations 1996](#)

[Local Government Act 1995](#)

Meeting Date	Council Resolution Number	Council Resolution
1 April 1997	Item 10.2/A11	A monthly report must be provided to Council detailing the investment portfolio in terms of overall performance, percentage exposure of total portfolio by investment institution and in the case of managed investments, the changes in market value.

Sustainable Stirling 2022-2032

Key Result Area: Our leadership

Objective: A well-governed City

Priority: Comply with legislation, standards and obligations

Strategic Risk

Strategic Risk	Risk Appetite
Governance	The City will act with integrity and implement appropriate processes and controls to avoid breach of legislation.

Relevant Documents and Information

Attachments

Attachment 1 - A Statement of Financial Activity in the form of a Rate Setting Statement for the period to 30 September 2023 [↓](#)

Attachment 2 - Net Current Assets as at 30 September 2023 [↓](#)

Attachment 3 - An Investment Report for the period to 30 September 2023 [↓](#)

Attachment 4 - A Statement of Financial Activity in the form of a Rate Setting Statement for the period to 31 October 2023 [↓](#)

Attachment 5 - Net Current Assets as at 31 October 2023 [↓](#)

Attachment 6 - An Investment Report for the period to 31 October 2023 [↓](#)

Available for viewing at meeting

Nil

Linked Documents

Nil.

City of Stirling
Rate Setting Statement
For the Period Ending 30 September 2023

Description	Notes	YTD Actual \$'000	YTD Budget \$'000	Variance \$'000	%	Adopted Budget \$'000
OPERATING ACTIVITIES						
Net surplus/(deficit) start of financial year		45,401	50,122			50,122
Revenue from operating activity (excluding rates)						
Other Rates Revenue		162	200	(38)	(19)	500
Underground Power Rates		1	0	1	100	0
Security Charge		4,113	4,082	31	1	4,082
Grants & Subsidies	(1)	3,748	4,517	(770)	(17)	15,231
Contributions, Reimbursements & Donations	(2)	1,057	680	377	55	2,399
Interest	(3)	2,593	1,902	690	36	7,991
Registration, Licences & Permits		1,240	1,331	(91)	(7)	4,046
Service Charges		41,245	41,287	(41)	(0)	44,486
Fees & Charges		4,725	4,567	157	3	19,596
Other		1,038	1,101	(64)	(6)	4,759
Total Operating Revenue		59,921	59,668	253	0	103,090
Expenditure from operating activities						
Employee Costs (including Agency Staff)	(4)	(25,182)	(26,108)	926	4	(103,430)
Materials & Contracts Direct MTC of NCA		(5,803)	(5,966)	163	3	(28,828)
Materials & Contracts Other Works		(17,079)	(17,761)	682	4	(72,767)
Underground Power Expenditure		(7)	0	(7)	(100)	0
Utilities		(2,019)	(1,851)	(168)	(9)	(8,310)
Depreciation		(12,581)	(13,046)	465	4	(51,293)
Insurance		(1,092)	(1,116)	24	2	(2,238)
Other		(526)	(620)	94	15	(4,887)
Total Operating Expenditure		(64,289)	(66,468)	2,180	3	(271,753)
Sub Total Operating Result		(4,367)	(6,800)	2,433	36	(168,663)
Operating activities excluded						
Profit on disposal of assets		219	207	12	6	507
(Loss) on disposal of assets		(36)	(31)	(6)	(18)	(128)
Movement Leave Provisions & Committed Grants		(1,868)	0	(1,868)	0	0
Depreciation on Assets		(12,581)	(13,046)	465	4	(51,293)
Total Excluded from Operating Result		10,530	12,870	(2,340)	(18)	50,915
Amount attributed to operating activities		6,163	6,070	93	2	(117,748)
INVESTMENT ACTIVITIES						
Grants & Subsidies	(5)	295	1,023	(729)	(71)	10,384
Equity Share of Investment		1,502	1,500	2	0	6,667
Proceeds from Disposal of Assets		696	692	5	1	2,937
Profit / (Loss) on Disposals		182	176	7	4	379
Contribution to associated entity						
Total Capital Expenditure		(7,452)	(8,227)	775	9	(120,406)
Amount attributed to investment activities		(4,777)	(4,836)	59	1	(100,040)
FINANCIAL ACTIVITIES						
Transfers to/from Trust						
Transfers to Reserves		(14)		(14)	100	(17,932)
Transfers to Accum Funds						26,202
Amount attribute to financial activities		(14)		(14)	100	8,269
Surplus/(deficient) before general rates		(159,627)	(158,684)			(159,396)
Total amount raised from general rates		159,627	158,684			159,396
Net current assets at end of period - surplus/(deficit)		206,400	210,040			0

City of Stirling

Net Current Asset Position Statement As At 30 September 2023

	\$'000
CURRENT ASSETS	
Cash and cash equivalents	246,385
Trade receivables	112,326
Other financial assets at amortised cost	3,396
Inventories	4,966
Contract assets	1,536
Total Current Assets	368,610
CURRENT LIABILITIES	
Trade and other payables	50,954
Contract liabilities	2,320
Lease liabilities	80
Employee related provisions	17,980
Other provisions	13,959
Total Current Liabilities	85,292
Closing Funds	283,317
Restricted Assets	
Restricted Investments	94,897
Total Restricted Assets	94,897
NET CURRENT ASSETS LESS RESTRICTED ASSETS	188,420
Add Cash Backed Leave	17,980
CLOSING FUNDS	206,400

CITY OF STIRLING CASH & INVESTMENT REPORT AS AT 30 SEPTEMBER 2023

	Short term Rating	Long-term Rating	Allocation %	AV RATE ¹ %	TOTAL FUNDS \$	MUNI FUNDS \$	REST FUNDS \$	TRUST FUNDS \$	RESERVE FUNDS \$
IN HOUSE INVESTMENTS									
Banks									
AMP Bank	BBB	BBB	0	5.10%	900,000	900,000	-	-	-
Bank of Queensland	A2	A-	19	5.32%	51,439,016	6,450,000	1,684,171	-	43,304,845
Bankwest	A-1+	AA-	0	-	-	-	-	-	-
Bendigo / Adelaide Bank	A2	A-	19	4.97%	52,198,536	25,500,000	4,680,305	17,118,231	4,900,000
Commonwealth Bank	A-1+	AA-	0	-	-	-	-	-	-
ME Bank	A2	BBB+	0	-	-	-	-	-	-
NAB	A1+	AA-	27	5.15%	72,281,818	28,830,000	7,820,991	-	35,630,827
Rural Bank	A2	A-	0	-	-	-	-	-	-
Sun Corp Metway	A-1	A+	7	5.31%	19,761,737	8,700,000	-	-	11,061,737
Westpac	A1+	AA-	27	5.20%	74,065,000	74,065,000	-	-	-
TOTAL INVESTMENTS			100	5.18%	\$ 270,646,108	\$ 144,445,000	\$ 14,185,467	\$ 17,118,231	\$ 94,897,410

¹ Average Rate for each bank relates to the investments held at monthend i.e. Total Funds balance

	INTEREST RECEIVED TO DATE	%	FULL YEAR BUDGET
INTEREST EARNED			
Municipal Fund	2,592,874	32.45%	7,990,804
TOTAL	2,592,874	32.45%	7,990,804

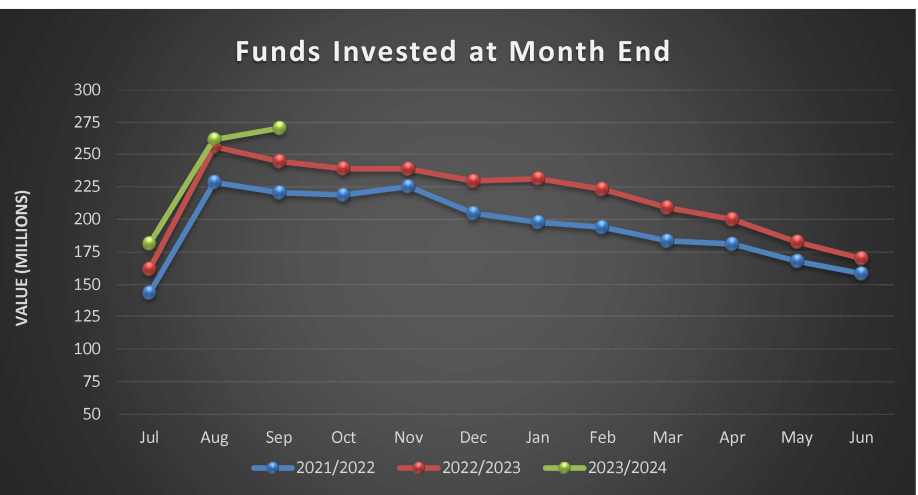
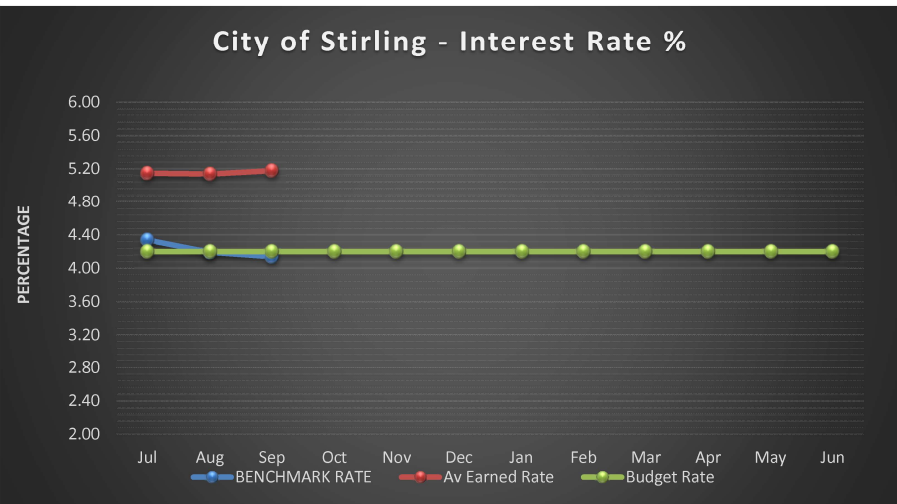
INTEREST RATES	JUL %	AUG %	SEP %	OCT %	NOV %	DEC %
AVGE EARNED RATE (ALL INVESTMENTS)	5.15	5.14	5.18			
BENCHMARK RATE	4.34	4.19	4.14			

INTEREST RATES	JAN %	FEB %	MAR %	APR %	MAY %	JUN %
AVGE EARNED RATE (ALL INVESTMENTS)						
BENCHMARK RATE						

MARKET AVERAGE INTEREST RATES FOR 2023-24 YEAR ONLY	At Call %	30 Day %	90 Days %	180 Days %	5 Yr Bond %	YTD Av %
	4.10	4.01	4.09	4.32	0.00	4.14

COMMENTARY

- The City of Stirling continues its cautious approach in managing and investing its funds and only invests funds as per the City's investment policy. To date the City only invests in approved and authorised institutions in line with the WA Local Government Act 1995 and its Amendments 2012.
- For this financial year 2023/24, the City continued its cash investments strategy with local banking institutions administrated in house. The City may also consider recommendations from approved advisors should the need arise.
- This report is supported by detailed statements of borrowers of the City's funds with details thereto.



TRUST FUND DETAILS	BALANCE \$
Other Bonds	528,168
Right of Way Bonds	547,255
Payment in Lieu of Public Open Space	9,615,935
Town Planning Schemes	5,541,437
Other Trusts	884,426
FINANCE ONE	17,117,221
INVESTMENT REGISTER	17,118,231
Funds to be Transferred	1,010.04

RESERVE FUND DETAILS	BALANCE \$
Asset Acquisition Reserve	99,182
Cash in Lieu of Public Open Space	928,477
Churchlands Lighting Reserve	42,334
Corporate Project Fund	24,046,309
Capital Investment Reserve	17,684,821
Investment Income Reserve	2,994,946
Leave Liability Reserve	13,916,697
Long Service Leave Reserve	844,740
Payment in Lieu of Parking Reserve	3,045,831
Plant Replacement Reserve	5,496,112
Public Parking Strategy Reserve	6,677,269
Road Widening Compensation Reserve	145,334
Security Service Reserve	475,523
Strategic Waste Development Reserve	14,523,055
Tree Fund Reserve	1,223,116
Workers Compensation Reserve	2,767,826
FINANCE ONE	94,911,572
INVESTMENT REGISTER	94,897,410
Funds to be Transferred	-14,162

RESTRICTED FUND DETAILS	BALANCE \$
Book Bond	270
Builders Registration Board Levy	84,049
BCITF Levy	79,132
Client Bonds	500
Development Trust	18,236
Hall Hire Bonds	5,100
Other Rest Funds	9,445
Pay in Lieu POS	4,201,856
Payments in Adv	1,252
Performance Bonds	4,485,704
Reserve Bond	2,800
Section 152 Land	1,722,744
Street Trees Bonds	467,301
Unclaimed Monies	128,372
Verge Bonds	2,752,539
FINANCE ONE	13,959,300
INVESTMENT REGISTER	14,185,467
Funds to be Transferred	-226,167

City of Stirling
Rate Setting Statement
For the Period Ending 31 October 2023

Description	Notes	YTD Actual \$'000	YTD Budget \$'000	Variance \$'000	%	Adopted Budget \$'000
OPERATING ACTIVITIES						
Net surplus/(deficit) start of financial year		45,401	50,122			50,122
Revenue from operating activity (excluding rates)						
Other Rates Revenue		164	215	(51)	(24)	500
Underground Power Rates		1	0	1	100	0
Security Charge		4,119	4,082	37	1	4,082
Grants & Subsidies	(1)	4,484	5,241	(757)	(14)	15,231
Contributions, Reimbursements & Donations	(2)	1,416	989	427	43	2,399
Interest	(3)	3,699	2,675	1,025	38	7,991
Registration, Licences & Permits		1,625	1,595	30	2	4,046
Service Charges		41,723	41,642	81	0	44,486
Fees & Charges	(4)	6,605	5,800	804	14	19,596
Other		1,428	1,527	(99)	(6)	4,759
Total Operating Revenue		65,263	63,766	1,497	2	103,090
Expenditure from operating activities						
Employee Costs (including Agency Staff)	(5)	(34,341)	(35,290)	949	3	(103,430)
Materials & Contracts Direct MTC of NCA		(8,528)	(8,280)	(248)	(3)	(28,828)
Materials & Contracts Other Works		(23,067)	(23,061)	(6)	(0)	(72,767)
Underground Power Expenditure		(23)	0	(23)	(100)	0
Utilities		(2,781)	(2,630)	(151)	(6)	(8,310)
Depreciation		(16,840)	(17,402)	562	3	(51,293)
Insurance		(2,083)	(2,234)	150	7	(2,238)
Other		(1,370)	(1,345)	(25)	(2)	(4,887)
Total Operating Expenditure		(89,032)	(90,241)	1,209	1	(271,753)
Sub Total Operating Result		(23,769)	(26,476)	2,706	10	(168,663)
Operating activities excluded						
Profit on disposal of assets		225	196	28	14	507
(Loss) on disposal of assets	(6)	(1,624)	(32)	(1,593)	(5,007)	(128)
Movement Leave Provisions & Committed Grants		(2,474)	0	(2,474)	100	0
Depreciation on Assets		(16,840)	(17,402)	562	3	(51,293)
Total Excluded from Operating Result		15,765	17,237	(1,472)	(9)	50,915
Amount attributed to operating activities		(8,004)	(9,238)	1,234	13	(117,748)
INVESTMENT ACTIVITIES						
Grants & Subsidies		2,490	2,667	(177)	(7)	10,384
Equity Share of Investment	(7)	2,161	1,500	661	44	6,667
Proceeds from Disposal of Assets		737	740	(2)	(0)	2,937
Profit / (Loss) on Disposals	(6)	(1,400)	164	(1,564)	(951)	379
Total Capital Expenditure		(13,424)	(14,745)	1,321	9	(120,406)
Amount attributed to investment activities		(9,435)	(9,674)	239	2	(100,040)
FINANCIAL ACTIVITIES						
Transfers to/from Trust						
Transfers to Reserves		(14)		(14)	100	(17,932)
Transfers to Accum Funds						26,202
Amount attribute to financial activities		(14)		(14)	100	8,269
Surplus/(deficient) before general rates		(159,755)	(158,826)			(159,396)
Total amount raised from general rates		159,755	158,826			159,396
Net current assets at end of period - surplus/(deficit)		187,703	190,036			0

City of Stirling

Net Current Asset Position Statement As At 31 October 2023

	\$'000
CURRENT ASSETS	
Cash and cash equivalents	248,836
Trade receivables	90,426
Other financial assets at amortised cost	4,208
Inventories	4,983
Contract assets	1,366
Total Current Assets	349,818
CURRENT LIABILITIES	
Trade and other payables	51,149
Contract liabilities	2,013
Lease liabilities	80
Employee related provisions	17,966
Other provisions	13,706
Total Current Liabilities	84,914
Closing Funds	264,904
Restricted Assets	
Restricted Investments	95,168
Total Restricted Assets	95,168
NET CURRENT ASSETS LESS RESTRICTED ASSETS	169,736
Add Cash Backed Leave	17,966
CLOSING FUNDS	187,703

CITY OF STIRLING CASH & INVESTMENT REPORT AS AT 31 OCTOBER 2023

	Short term Rating	Long-term Rating	Allocation %	AV RATE ¹ %	TOTAL FUNDS \$	MUNI FUNDS \$	REST FUNDS \$	TRUST FUNDS \$	RESERVE FUNDS \$
IN HOUSE INVESTMENTS									
Banks									
AMP Bank	BBB	BBB	0	4.90%	900,000	900,000	-	-	-
Bank of Queensland	A2	A-	21	5.35%	56,089,016	11,100,000	1,684,171	-	43,304,845
Bankwest	A-1+	AA-	0	-	-	-	-	-	-
Bendigo / Adelaide Bank	A2	A-	19	4.87%	50,991,209	24,000,000	4,680,305	17,410,904	4,900,000
Commonwealth Bank	A-1+	AA-	0	-	-	-	-	-	-
ME Bank	A2	BBB+	0	-	-	-	-	-	-
NAB	A1+	AA-	26	5.24%	70,081,818	26,630,000	7,820,991	-	35,630,827
Rural Bank	A2	A-	0	-	-	-	-	-	-
Sun Corp Metway	A-1	A+	5	5.34%	14,491,737	3,430,000	-	-	11,061,737
Westpac	A1+	AA-	28	5.20%	74,935,917	74,665,000	-	-	270,917
TOTAL INVESTMENTS			100	5.20%	\$ 267,489,698	\$ 140,725,000	\$ 14,185,467	\$ 17,410,904	\$ 95,168,327

¹ Average Rate for each bank relates to the investments held at monthend i.e. Total Funds balance

	INTEREST RECEIVED TO DATE	%	FULL YEAR BUDGET
INTEREST EARNED			
Municipal Fund	3,699,226	46.29%	7,990,804
TOTAL	3,699,226	46.29%	7,990,804

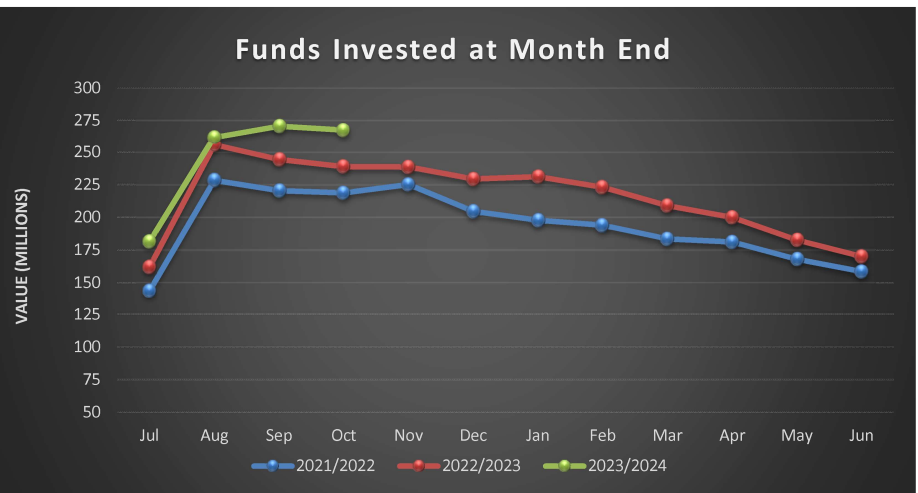
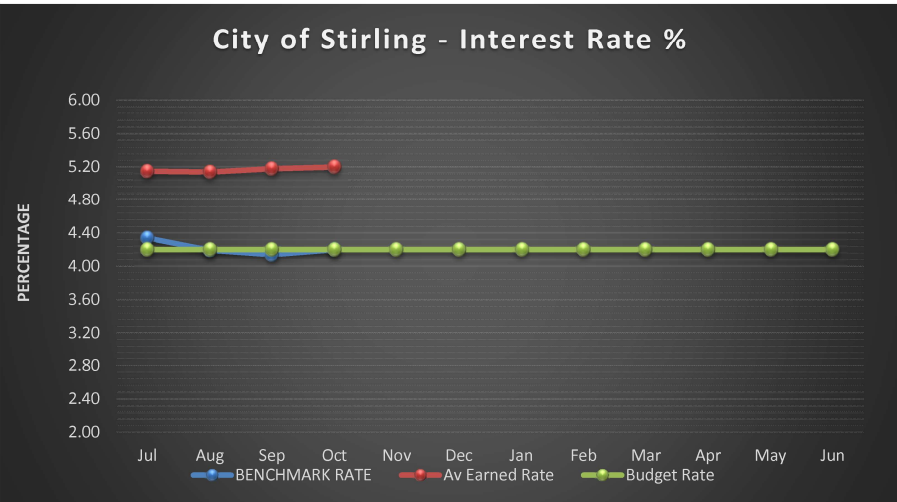
INTEREST RATES	JUL %	AUG %	SEP %	OCT %	NOV %	DEC %
AVGE EARNED RATE (ALL INVESTMENTS)	5.15	5.14	5.18	5.20		
BENCHMARK RATE	4.34	4.19	4.14	4.20		

INTEREST RATES	JAN %	FEB %	MAR %	APR %	MAY %	JUN %
AVGE EARNED RATE (ALL INVESTMENTS)						
BENCHMARK RATE						

MARKET AVERAGE INTEREST RATES FOR 2023-24 YEAR ONLY	At Call %	30 Day %	90 Days %	180 Days %	5 Yr Bond %	YTD Av %
	4.10	4.03	4.14	4.43	0.00	4.20

COMMENTARY

- The City of Stirling continues its cautious approach in managing and investing its funds and only invests funds as per the City's investment policy. To date the City only invests in approved and authorised institutions in line with the WA Local Government Act 1995 and its Amendments 2012.
- For this financial year 2023/24, the City continued its cash investments strategy with local banking institutions administrated in house. The City may also consider recommendations from approved advisors should the need arise.
- This report is supported by detailed statements of borrowers of the City's funds with details thereto.



TRUST FUND DETAILS	BALANCE \$
Other Bonds	537,247
Right of Way Bonds	556,644
Payment in Lieu of Public Open Space	9,615,935
Town Planning Schemes	5,636,507
Other Trusts	1,064,572
FINANCE ONE	17,410,904
INVESTMENT REGISTER	17,410,904
Funds to be Transferred	-

RESERVE FUND DETAILS	BALANCE \$
Asset Acquisition Reserve	99,182
Cash in Lieu of Public Open Space	928,477
Churchlands Lighting Reserve	42,334
Corporate Project Fund	24,046,309
Capital Investment Reserve	17,684,821
Investment Income Reserve	2,994,946
Leave Liability Reserve	13,916,697
Long Service Leave Reserve	844,740
Payment in Lieu of Parking Reserve	3,045,831
Plant Replacement Reserve	5,496,112
Public Parking Strategy Reserve	6,677,269
Road Widening Compensation Reserve	145,334
Security Service Reserve	475,523
Strategic Waste Development Reserve	14,523,055
Tree Fund Reserve	1,223,116
Workers Compensation Reserve	2,767,826
FINANCE ONE	94,911,572
INVESTMENT REGISTER	95,168,327
Funds to be Transferred	256,755

RESTRICTED FUND DETAILS	BALANCE \$
Book Bond	180
Builders Registration Board Levy	71,430
BCITF Levy	50,149
Client Bonds	400
Development Trust	18,236
Hall Hire Bonds	3,600
Other Rest Funds	9,445
Pay in Lieu POS	4,201,856
Payments in Adv	-
Performance Bonds	4,328,887
Reserve Bond	600
Section 152 Land	1,722,744
Street Trees Bonds	451,301
Unclaimed Monies	127,777
Verge Bonds	2,719,252
FINANCE ONE	13,705,856
INVESTMENT REGISTER	14,185,467
Funds to be Transferred	-479,611

12.2/TE1 TENDER 47160 PLAYGROUND REPLACEMENT AND ASSOCIATED WORKS

Business Unit:	Parks and Environment	Service: Executive Services
Ward:	Not Applicable	Location: Not Applicable
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Council Resolution

1123/019

Moved Councillor Perkov, seconded Councillor Proud

That the tender for the Playground Replacement and Associated Works be ACCEPTED as detailed in Confidential Attachment 1.

The motion was put and declared CARRIED (13/0) by exception resolution.

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.

Against: Nil.

Committee Recommendation

That the tender for the Playground Replacement and Associated Works be ACCEPTED as detailed in Confidential Attachment 1.

Officer's Recommendation

That the tender for the Playground Replacement and Associated Works be ACCEPTED as detailed in Confidential Attachment 1

Purpose

To report on the results from public Invitation for Tender (IFT) and the evaluation of tenders, in accordance with Regulation 18 of the Local Government (Functions and General) Regulations 1996.

Details

Tender Details

IFT Number 47160
IFT Title Playground Replacement and Associated Works
Recommended Tenderer(s) As per confidential Attachment 1

Expenditure under this Contract is not capped or fixed. The estimated Contract award value is based on estimated expenditure at this time but may vary depending on budget availability.

Contract Term Initial: Three years
Extension Options: Three options to extend for one year
Defects Liability Period: 12 months
Tendered Rates/Cost Provided in Attachment 1 to this report (confidential)

Panel Allocation

Work will be offered to pre-qualified panel contractors for acceptance based on Lump Sum Pricing, appropriate design response, and ability to meet the required timeline.

At the discretion of the Principal, all panel members will be given an opportunity to provide a quote for specified works on fair and equitable grounds.

All quotes will be evaluated, and the work will be offered for acceptance to the panel member who provides the appropriate design response, value for money, and can meet the work requirements, including timeline.

Advertising: Saturday, 8 July 2023 The West Australian
Tender Deadline: Wednesday, 23 August 2023 1.00pm
Tender Opening: Wednesday, 23 August 2023 3.00pm

Tender Submissions

Five tenders were received, including alternative and non-conforming Tenders:

Tenderer	Trading Name	Stirling or Local Business?
4Park Pty	Forpark Australia	YES
a_space Australia Pty Ltd	a_space	YES
Playmaster Pty Ltd	Playmaster	YES
Superior Nominees Pty Ltd	Miracle Recreation Equipment	YES
Erutan Pty Ltd	Kobber	NO

Contract

Commencement Date of New Contract: December 2023
 Completion Date of New Contract: December 2026
 Price Basis of New Contract: Lump sum

Tender Evaluation Panel

The tender evaluation panel comprised of three members, including the Acting Business Unit Manager (Chairperson), and Officers. Process and probity advice during evaluation was provided by a City Procurement Officer.

Evaluation of Tenders

The objective of the evaluation panel is to recommend a suitably qualified and experienced Contractor or Contractors to satisfy the requirement of the above mentioned IFT.

Based on evaluation of the received submissions and subsequent compliance assessments, the Evaluation Panel recommend that the Tenderer(s) recommended in this report be accepted at the estimated Contract value and Contract term provided, from the anticipated commencement date.

Evaluation Justification

Provided in Confidential Attachment 1 to this report.

Comment

All members of the evaluation panel have made a conflict of interest declaration in writing confirming they have no relationships with any of the tenderers.

It is confirmed that the following checks have been undertaken:

Has the recommended Tenderer(s) undergone Reference Checks successfully?	YES
Has the recommended Tenderer(s) undergone Probity assessment and been deemed compliant?	YES
Has the recommended Tenderer(s) undergone Financial Viability assessment and been deemed acceptable?	YES
Was a Conflict of Interest declared? If yes, please specify how it was managed	NO
Has the recommended Tenderer(s) undergone Occupational Safety and Health assessment and been deemed acceptable?	YES

Financial Assessment and Implications

Provided in Confidential Attachment 1 to this report.

Stakeholder Engagement

In accordance with Section 1.8 of the *Local Government Act 1995* and Regulation 14(1) of the Local Government (Functions and General) Regulations 1996 the Tender was advertised in a state wide publication. A link to the Tender documents was also made available via the City's website.

Following contract execution, details will be included on the Tender Register on the City's Website.

Relevant Policies, Legislation and Council Resolutions

The Tender has been conducted in accordance with Part 4 of the [Local Government \(Functions and General\) Regulations 1996](#).

[City of Stirling Procurement Policy](#)

[Delegated Authority Register](#)

[Local Government Act 1995](#)

Sustainable Stirling 2022-2032

Key Result Area: Our built environment

Objective: An attractive and well-maintained City

Priority: Provide quality well-maintained sporting reserves, parks and open spaces for the community

Strategic Risk

Strategic Risk	Risk Appetite
Community	The City will ensure that it engages with the community in accordance with its Community and Stakeholder Engagement Plan.

Relevant Documents and Information

Attachments

Attachment 1 - Evaluation and Recommendation (previously circulated to Elected Members under confidential separate cover)

Attachment 2 - List of Directors (previously circulated to Elected Members under confidential separate cover)

Available for viewing at meeting

Nil

Linked Documents

Nil.

12.2/TE3 TENDER 46928 RFP FLOODLIGHT CONTROL SYSTEM

Business Unit:	Recreation & Leisure Services	Service: Executive Services
Ward:	Not Applicable	Location: Not Applicable
Applicant:	Not Applicable	

Council Resolution**1123/020****Moved Councillor Perkov, seconded Councillor Proud****That the submission for the RFP Floodlight Control System be ACCEPTED as detailed in Confidential Attachment 1.****The motion was put and declared CARRIED (13/0) by exception resolution.****For:** Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.
Against: Nil.**Committee Recommendation**

That the submission for the RFP Floodlight Control System be ACCEPTED as detailed in Confidential Attachment 1.

Officer's Recommendation

That the submission for the RFP Floodlight Control System be ACCEPTED as detailed in Confidential Attachment 1.

Purpose

To report on the results from public Invitation for Tender (IFT) and the evaluation of tenders, in accordance with Regulation 18 of the Local Government (Functions and General) Regulations 1996.

Details

Tender Details

IFT Number 46928
IFT Title RFP Floodlight Control System
Recommended Tenderer(s) As per confidential Attachment 1

Expenditure under this Contract is not capped or fixed. The estimated Contract award value is based on estimated expenditure at this time but may vary depending on budget availability.

Contract Term Initial: five years
Extension Options: three options to extend one year
Defects Liability Period: 12 months

Tendered Rates/Cost Provided in Attachment 1 to this report (confidential)

Advertising: Wednesday, 15 February 2023 The West Australian (of Expression of Interest, EOI closed 8 March 2023)
Friday, 8 September 2023 Closed tender period opened

Tender Deadline: Wednesday, 11 October 2023 1.00pm

Tender Opening: Wednesday, 11 October 2023 3.00pm

Tender Submissions

Three tenders were received, including alternative and non-conforming Tenders:

Tenderer	Trading Name	Stirling or Local Business?
E Switch Pty. Ltd.		NO
Light Application Pty Ltd		YES
Halytech Pty Ltd		NO

Contract

Commencement Date of New Contract: December 2023
Completion Date of New Contract: December 2028
Price Basis of New Contract: Schedule of Rates

Tender Evaluation Panel

The tender evaluation panel comprised of six members, including a Business Unit Manager (Chairperson), Officer(s) and External Consultant(s) (if applicable). Process and probity advice during evaluation was provided by a City Procurement Officer.

Evaluation of Tenders

The objective of the evaluation panel is to recommend a suitably qualified and experienced Contractor or Contractors to satisfy the requirement of the above mentioned IFT.

Based on evaluation of the received submissions and subsequent compliance assessments, the Evaluation Panel recommend that the Tenderer(s) recommended in this report be accepted at the estimated Contract value and Contract term provided, from the anticipated commencement date.

Evaluation Justification

Provided in Confidential Attachment 1 to this report.

Comment

All members of the evaluation panel have made a conflict of interest declaration in writing confirming they have no relationships with any of the tenderers.

It is confirmed that the following checks have been undertaken:

Has the recommended Tenderer(s) undergone Reference Checks successfully?	YES
Has the recommended Tenderer(s) undergone Probity assessment and been deemed compliant?	YES
Has the recommended Tenderer(s) undergone Financial Viability assessment and been deemed acceptable?	YES
Was a Conflict of Interest declared? If yes, please specify how it was managed	NO
Has the recommended Tenderer(s) undergone Occupational Safety and Health assessment and been deemed acceptable?	NO
Not applicable	

Financial Assessment and Implications

Provided in Confidential Attachment 1 to this report.

Stakeholder Engagement

In accordance with Section 1.8 of the *Local Government Act 1995* and Regulation 14(1) of the Local Government (Functions and General) Regulations 1996 the Tender was advertised in a state wide publication. A link to the Tender documents was also made available via the City's website.

Following contract execution, details will be included on the Tender Register on the City's Website.

Relevant Policies, Legislation and Council Resolutions

The Tender has been conducted in accordance with Part 4 of the [Local Government \(Functions and General\) Regulations 1996](#).

[City of Stirling Procurement Policy](#)

[Delegated Authority Register](#)

[Local Government Act 1995](#)

Sustainable Stirling 2022-2032

Key Result Area: Our community

Objective: An active and healthy City

Priority: Facilitate a range of recreation and leisure opportunities for everyone in the City

Strategic Risk

Strategic Risk	Risk Appetite
Community	The City will ensure that it engages with the community in accordance with its Community and Stakeholder Engagement Plan.

Relevant Documents and Information

Attachments

Attachment 1 - Recommendation Report (previously circulated to Elected Members under confidential separate cover)

Attachment 2 - List of Directors (previously circulated to Elected Members under confidential separate cover)

Available for viewing at meeting

Nil

Linked Documents

Nil

12.2/TE5 TENDER 47287 SUPPLY AND INSTALLATION OF SYNTHETIC TURF FOR CRICKET WICKETS

Business Unit:	Parks and Environment	Service: Parks & Streetscapes
Ward:	City Wide	Location: City Wide
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Council Resolution**1123/021****Moved Councillor Perkov, seconded Councillor Proud**

That the tender for the Supply & Installation of Synthetic Turf for Cricket Wickets be ACCEPTED as detailed in Confidential Attachment 1.

The motion was put and declared CARRIED (13/0) by exception resolution.

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.
Against: Nil.

Committee Recommendation

That the tender for the Supply & Installation of Synthetic Turf for Cricket Wickets be ACCEPTED as detailed in Confidential Attachment 1.

Officer's Recommendation

That the tender for the Supply & Installation of Synthetic Turf for Cricket Wickets be ACCEPTED as detailed in Confidential Attachment 1.

Purpose

To report on the results from public Invitation for Tender (IFT) and the evaluation of tenders, in accordance with Regulation 18 of the Local Government (Functions and General) Regulations 1996.

Details

Tender Details

IFT Number 47287
IFT Title Supply & Installation of Synthetic Turf for Cricket Wickets
Recommended Tenderer(s) As per confidential Attachment 1

Expenditure under this Contract is not capped or fixed. The estimated Contract award value is based on estimated expenditure at this time but may vary depending on budget availability.

Contract Term	Initial:	3 Years
	Extension Options:	2 Extension Options of 1 Year Each
Tendered Rates/Cost	Provided in Attachment 1 to this report (confidential)	
Advertising:	Saturday, 2 September 2023	The West Australian
Tender Deadline:	Wednesday, 20 September 2023	1.00pm
Tender Opening:	Wednesday, 20 September 2023	3.00pm

Tender Submissions

Three tenders were received, including alternative and non-conforming Tenders:

Tenderer	Trading Name	Stirling or Local Business?
CDLP Pty Ltd ATF The Peckham Family Trust	Sport Surfaces	YES
A.M Gartrell & D.R Gartrell & J.S Gartrell & R.B Gartrell & The Trustee For JS & DR Gartrell Family Trust & The Trustee For The Gartrell Family Trust	Slater Gartrell Sports	YES
Astro Synthetic Surfaces Pty Ltd		NO

Contract

Commencement Date of New Contract: 14 December 2023

Completion Date of New Contract: 13 December 2026

Price Basis of New Contract: Schedule of Rates

Tender Evaluation Panel

The tender evaluation panel comprised of four members, including a Business Unit Manager (Chairperson) and Officer(s). Process and probity advice during evaluation was provided by a City Procurement Officer.

Evaluation of Tenders

The objective of the evaluation panel is to recommend a suitably qualified and experienced Contractor to satisfy the requirement of the above mentioned IFT.

Based on evaluation of the received submissions and subsequent compliance assessments, the Evaluation Panel recommend that the Tenderer(s) recommended in this report be accepted at the estimated Contract value and Contract term provided, from the anticipated commencement date.

Evaluation Justification

Provided in Confidential Attachment 1 to this report.

Comment

All members of the evaluation panel have made a conflict of interest declaration in writing confirming they have no relationships with any of the tenderers.

It is confirmed that the following checks have been undertaken:

Has the recommended Tenderer(s) undergone Reference Checks successfully?	YES
Has the recommended Tenderer(s) undergone Probity assessment and been deemed compliant?	YES
Has the recommended Tenderer(s) undergone Financial Viability assessment and been deemed acceptable?	YES
Was a Conflict of Interest declared? If yes, please specify how it was managed	NO
Has the recommended Tenderer(s) undergone Occupational Safety and Health assessment and been deemed acceptable?	YES

Financial Assessment and Implications

Provided in Confidential Attachment 1 to this report.

Stakeholder Engagement

In accordance with Section 1.8 of the *Local Government Act 1995* and Regulation 14(1) of the Local Government (Functions and General) Regulations 1996 the Tender was advertised in a state wide publication. A link to the Tender documents was also made available via the City's website.

Following contract execution, details will be included on the Tender Register on the City's Website.

Relevant Policies, Legislation and Council Resolutions

The Tender has been conducted in accordance with Part 4 of the [Local Government \(Functions and General\) Regulations 1996](#).

[City of Stirling Procurement Policy](#)

[Delegated Authority Register](#)

[Local Government Act 1995](#)

Sustainable Stirling 2022-2032

Key Result Area: Our community

Objective: An active and healthy City

Priority: Facilitate a range of recreation and leisure opportunities for everyone in the City

Key Result Area: Our built environment

Objective: A liveable City

Priority: Improve the quality, liveability and identity of local areas

Objective: An attractive and well-maintained City

Priority: Provide quality well-maintained sporting reserves, parks and open spaces for the community

Strategic Risk

Strategic Risk	Risk Appetite
Business Disruption	The City recognises the possibility of major disruptions to community, workforce, assets and systems and will have business continuity plans for each service for activation as required.

Relevant Documents and Information

Attachments

Attachment 1 - Evaluation and Recommendation (previously circulated to Elected Members under confidential separate cover)

Attachment 2 - List of Directors (previously circulated to Elected Members under confidential separate cover)

Available for viewing at meeting

Nil

Linked Documents

Nil

12.2/TE6 TENDER 47504 E-SCOOTER SHARE SCHEME (ESS)

Business Unit:	Engineering Services	Service: Transport Services
Ward:	City Wide	Location: City Wide
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Council Resolution**1123/022****Moved Councillor Perkov, seconded Councillor Proud****That the tender for the E-Scooter Share Scheme (ESS) be ACCEPTED as detailed in Confidential Attachment 1.****The motion was put and declared CARRIED (13/0) by exception resolution.****For:** Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.**Against:** Nil.**Committee Recommendation**

That the tender for the E-Scooter Share Scheme (ESS) be ACCEPTED as detailed in Confidential Attachment 1.

Officer's Recommendation

That the tender for the E-Scooter Share Scheme (ESS) be ACCEPTED as detailed in Confidential Attachment 1.

Purpose

To report on the results from public Invitation for Tender (IFT) and the evaluation of tenders, in accordance with Regulation 18 of the Local Government (Functions and General) Regulations 1996.

Details

Overview

The City sought proposals from suitably qualified share hire eScooter providers to support the delivery of an e-mobility share scheme service for the community. The key considerations for the E-Scooter Shared Scheme (ESS) include, but are not limited to, the following:

- a. A high level of safety and compliance with Laws;
- b. Ease of use of each eScooter;
- c. Ease of operation of the ESS;
- d. Maintaining comfortable movement for public on footpaths and in public spaces including low speed areas and pedestrian only zones in high use pedestrian areas;
- e. Appropriate parking arrangements to minimise clutter and visual impact on streets and public spaces from the ESS; and
- f. Appropriate fees payable to the City.

Operators were able to submit a tender response as a sole operator under an exclusive contract, as a multiple operator under a non-exclusive contract or to be considered for both sole operator or multiple operator scenarios.

Tender Details

IFT Number 47504
IFT Title E-Scooter Share Scheme (ESS)
Recommended Tenderer(s) As per confidential Attachment 1

Contract Term Initial: 2 Years
Extension Options: One extension of 2 years and a further extension of 1 year

Advertising: Saturday, 23 September 2023 The West Australian
Tender Deadline: Wednesday, 18 October 2023 1.00pm
Tender Opening: Wednesday, 18 October 2023 3.00pm

Tender Submissions

Three tenders were received, including alternative and non-conforming Tenders:

Tenderer	Trading Name	Stirling or Local Business?
Beam Mobility Australia Pty Ltd		YES
Bird Rides Australia Pty Ltd	Bird	NO
Neuron Mobility (Australia) Pty Ltd		YES

Contract

Commencement Date of Contract: Mid December 2023 (further details within Confidential Attachment 1)
 Completion Date of New Contract: 2 Years from start date plus extensions
 Price Basis of New Contract: Variable rates

Tender Evaluation Panel

The tender evaluation panel comprised of four members, including a Business Unit Manager (Chairperson) and three Officer(s). Process and probity advice during evaluation was provided by a City Procurement Officer.

Evaluation of Tenders

The objective of the evaluation panel is to recommend a suitably qualified and experienced Contractor or Contractors to satisfy the requirement of the above mentioned IFT.

Based on evaluation of the received submissions and subsequent compliance assessments, the Evaluation Panel recommend that the Tenderer(s) recommended in this report be accepted at the estimated Contract value and Contract term provided, from the anticipated commencement date.

Evaluation Justification

Provided in Confidential Attachment 1 to this report.

Comment

All members of the evaluation panel have made a conflict of interest declaration in writing confirming they have no relationships with any of the tenderers.

It is confirmed that the following checks have been undertaken:

Has the recommended Tenderer(s) undergone Reference Checks successfully?	YES
Has the recommended Tenderer(s) undergone Probity assessment and been deemed compliant?	YES
Has the recommended Tenderer(s) undergone Financial Viability assessment and been deemed acceptable?	YES
Was a Conflict of Interest declared? If yes, please specify how it was managed	NO
Has the recommended Tenderer(s) undergone Work Health and Safety assessment and been deemed acceptable?	NO
Not applicable for this project	

Financial Assessment and Implications

Provided in Confidential Attachment 1 to this report.

Stakeholder Engagement

In accordance with Section 1.8 of the *Local Government Act 1995* and Regulation 14(1) of the Local Government (Functions and General) Regulations 1996 the Tender was advertised in a state-wide publication. A link to the Tender documents was also made available via the City's website.

Following contract execution, details will be included on the Tender Register on the City's Website.

Relevant Policies, Legislation and Council Resolutions

The Tender has been conducted in accordance with Part 4 of the [Local Government \(Functions and General\) Regulations 1996](#).

[City of Stirling Procurement Policy](#)

[Delegated Authority Register](#)

[Local Government Act 1995](#)

Meeting Date	Council Resolution Number	Council Resolution
9 May 2023	0523/011	<ol style="list-style-type: none">1. That Council AGREES to exercise the City's option to extend the current agreement with Neuron Mobility until such time that a new agreement can be formalised and become operational.2. That the City PROGRESSES with a public tender process for one or more e-Scooter operators within the City.3. That a further report be PROVIDED at the completion of the public tender process for Council to consider and endorse the preferred e-Scooter operator(s).4. That the City uses the journey data collected as part of the trial to DEVELOP a planned priority footpath upgrade program (based upon the routes most frequently travelled), to inform an upgrade of these footpaths alongside the existing footpath program, for consideration as part of the 2023/2024 capital budget process.

Sustainable Stirling 2022-2032

Key Result Area: Our built environment

Objective: An accessible and connected City

Priority: Advocate for improved public transport options to enhance activity and reduce reliance on vehicle use

Key Result Area: Our natural environment

Objective: An energy-smart City

Priority: Support, engage and guide our community to transition to net zero emissions

Key Result Area: Our economy

Objective: A vibrant City

Priority: Activate local centres to increase visitor and economic activity

Strategic Risk

Strategic Risk	Risk Appetite
People and Safety	The City will employ a capable workforce that is culturally aligned and is empowered to deliver strategic objectives without comprising safety.
Environment	The City will prioritise protection, enhancement and sustainability of the natural environment unless this cannot be achieved without significantly compromising the City's economic or social sustainability.
Community	The City will ensure that it engages with the community in accordance with its Community and Stakeholder Engagement Plan.
Reputation	The City will ensure that any decisions that may affect the City's reputation are made at the appropriate level with stakeholders remaining informed and engaged.

Relevant Documents and Information

Attachments

Attachment 1 - Evaluation and Recommendation Report (previously circulated to Elected Members under confidential separate cover)

Attachment 2 - List of Tenderers Directors and Shareholders (previously circulated to Elected Members under confidential separate cover)

Available for viewing at meeting

Nil

Linked Documents

Nil

12.2/GOV1 CITY OF STIRLING GENERATIVE ARTIFICIAL INTELLIGENCE POLICY

Business Unit:	Governance	Service: Compliance, Risk & Information Management
Ward:	Not Applicable	Location: Not Applicable
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Council Resolution**1123/023****Moved Councillor Perkov, seconded Councillor Proud**

That Council ADOPTS the City of Stirling Generative Artificial Intelligence Policy, with ‘the Mayor’ being replaced with ‘the Chief Executive Officer’ to guide Elected Members use of alternative Artificial Intelligence platforms, and that a Workshop be CONDUCTED early in 2024 to refine the policy.

The motion was put and declared CARRIED (13/0) by exception resolution.

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Papparde, Perkov, Proud, Thornton and Mayor Irwin.
Against: Nil.

Committee Recommendation

That Council ADOPTS the City of Stirling Generative Artificial Intelligence Policy, with 'the Mayor' being replaced with 'the Chief Executive Officer' to guide Elected Members use of alternative Artificial Intelligence platforms, and that a Workshop be CONDUCTED early in 2024 to refine the policy.

Officer's Recommendation

That Council ADOPTS the City of Stirling Generative Artificial Intelligence Policy.

Purpose

For Council to consider adopting the new City of Stirling Generative Artificial Intelligence (AI) Policy.

Details

The AI Policy ('Policy') has been developed to establish a framework for the City's use of AI. The Policy ensures ethical, privacy and security implications are managed appropriately whilst leveraging the benefits of AI for the City of Stirling and its community.

This Policy provides guidance to employees and Elected Members on the approved use of AI on City owned devices, including licensed and publicly available AI applications, incident reporting and policy compliance.

Additionally, this Policy establishes the City's position to harness the benefits of AI, aligning the City's vision to embrace the technology whilst guiding employees on the acceptable use.

Moving forward, the following first principles are going to guide the City's approach:

- Embracing an optimistic outlook on Generative AI to lead the way in our sector.
- Fostering a collaborative environment and encouraging innovative ideas from all levels of the organisation.
- Prioritising quality over quantity enabling the user to leverage Generative AI for tedious tasks and focus on impactful customer-centric activities.

The City has taken a significant step forward by introducing Bing Chat Enterprise, a secure AI powered platform designed to revolutionise the way the City approaches work related tasks.

In the evolving landscape of AI, it is imperative that the City also considers the associated risks.

The AI strategic risk proposal is contained in the confidential 13 November 2023 Audit Committee agenda for consideration.

The strategic risk will be developed in consultation with the Corporate Data Governance Group, internal experts and the Executive Team.

Financial Assessment and Implications

Nil.

Stakeholder Engagement

Consultation was conducted with the Corporate Data Governance Group on 18 October 2023. Consultation with the Executive Team, Business Unit Managers and Elected Members occurred on 24 October 2023.

Comments received have been incorporated within the Policy where applicable.

Relevant Policies, Legislation and Council Resolutions

[Local Government Act 1995](#)

Freedom of Information Act 1992

State Records Act 2000

Sustainable Stirling 2022-2032

Key Result Area: Our leadership

Objective: A well-governed City

Priority: Provide local government sector leadership

Strategic Risk

Strategic Risk	Risk Appetite
Purpose	The City will pursue community and sector leadership through forward thinking decision making, and alignment of its services and operations with its strategic objectives.

Relevant Documents and Information

Attachments

Attachment 1 - City of Stirling Generative AI Policy [↓](#)

Available for viewing at meeting

Nil

Linked Documents

Nil.



Generative Artificial Intelligence (AI) Policy

Responsible Directorate	Office of the CEO
Responsible Business Unit/s	Governance
Responsible Officer	Manager Governance
Affected Business Unit/s	All

Objective

To establish a framework for the City of Stirling ('City') use of Artificial Intelligence (AI) to ensure ethical, privacy and security implications are managed appropriately whilst leveraging the benefits of AI for the City and its community.

Scope

This policy applies to all users including Elected Members. The policy enables appropriate usage of AI within the organisation, whilst protecting data from unauthorised exposure.

Policy

The City will adopt and use AI technologies in a planned manner to ensure:

- The benefits of AI for the City and its community are realised.
- Data and privacy protections are in place to restrict unauthorised disclosure.
- Security protections are in place to alleviate risks to the City's systems and data.
- Copyright and intellectual property considerations have been assessed and approved.
- Ethical risks are identified and managed in accordance with the City's codes of conduct.
- Information prepared by AI is verified before final use.
- Users develop skills and understanding related to the use and implementation of AI.
- The City integrates its approach to AI in Data Governance efforts.

General Usage

- The use of generative AI tools on the City owned devices is restricted to work related purposes and for limited personal use that does not interfere with their work or compromise the organisation.
- Results of all generative AI tools must be explainable and transparent in use.
- Users must appropriately disclose the use of generative AI in generating information, assisting with decision making or producing communications.
- Results of all generative AI tools must be verified by a person before use or communication.

Licensed Generative AI Applications

- The City may approve the use of commercial generative AI tools operating within the City's environment to ensure that the AI application meets the business outcome.
- All commercial AI applications, tools or software must undergo an initial security assessment by the Corporate Information Services (CIS) Information Security team before adoption by the City
- CIS will maintain and publish a catalogue of all commercial AI applications that are security assessed to help users select the pre-assessed application for any new use case.
- No vendors or tools that enforce "third-party data sharing" may be selected for commercial use.
- The City may, at its discretion, decide to make licensed AI applications available to users.

Publicly available (free) AI Applications

- Users must obtain prior approval from their manager (for Elected Members, the prior approval must be from the Mayor) and the Chief Technology Officer ('CTO') for any business use case that require the use of publicly available (free) AI application. The use case must be documented and contain details of the data type used, expected output from the AI application and process of reviewing results.
- Users must not distribute or click on any links provided or generated by public AI platforms or bots. These links could lead to phishing sites or malware downloads. Only click on links from trusted sources.
- Publicly available generative AI tools must not be used where services will be delivered, or decisions will be made.

Roles and Responsibilities

The table below details the roles and responsibilities:

Roles	Responsibilities
Chief Executive Officer (CEO)	<ul style="list-style-type: none"> • Set the overall vision and strategy for AI adoption and governance within the City. • Approve any exception to this Policy.
Chief Technology Officer (CTO)	<ul style="list-style-type: none"> • Approve the use of publicly available generative AI platforms for user's use. • Ensure the City's technical infrastructure is aligned with the City's overall AI approach. • Oversees the security of the City's business systems and databases.
Corporate Data Governance Group (CDGG)	<ul style="list-style-type: none"> • Drives positive organisational change with regards to AI. • Approve policies and standards and decision making on key data governance issues, including oversight of incident reports related to data leaks.
Corporate Information Services (CIS)	<ul style="list-style-type: none"> • Manages the security of the City's business systems and databases, including initial AI security assessments and incident management. <p>Maintain and publish a catalogue of all commercial AI applications that are security assessed.</p>
Users	<ul style="list-style-type: none"> • Obtain Business Unit Manager's (for Elected Members, the approval must come from the Mayor) and CTO approval for any business use case that require the use of publicly available (free) AI application. • Ensure acceptable use of AI, in accordance with this Policy.
Mayor	<ul style="list-style-type: none"> • Review and approve Elected Members request for the use of any public AI platforms or bots for completion of their official duties prior to approval from the CTO. • Ensure acceptable use of AI, in accordance with this Policy.
Business Unit Managers	<ul style="list-style-type: none"> • Review and approve' user request for the use of any public AI platforms or bots for completion of their official duties prior to approval from the CTO. • Ensure acceptable use of AI, in accordance with this Policy.
Supervisors	<ul style="list-style-type: none"> • Ensure acceptable use of AI within their respective team, in accordance with this Policy.

Incidents Reporting

Any incident related to data leak through AI tools must be reported immediately to the Service Desk. The incident must be handled through the City's Incident Management Process and reported periodically to the Corporate Data Governance Group.

Policy Compliance

In the event of an alleged breach of this policy, or any investigation of misconduct or inappropriate use, the City reserves the right to verify compliance with this policy through various methods. This may include, but not be limited to, monitoring usage, reviewing logs, accessing cookie history, and engaging internal and external audits.

Exceptions

Any exception to this policy must be approved by the CEO in advance.

Definitions

Artificial Intelligence: computer systems able to perform tasks normally requiring human intelligence, such as visual perception, speech recognition, decision-making, and translation between languages.

Bot: is a software program that operates on the Internet and performs repetitive tasks.

Generative Artificial Intelligence (AI): a subset of AI techniques that involve the use of algorithms to generate new, original data. Unlike traditional AI, which is designed to solve specific tasks based on pre-existing data, generative AI algorithms can produce new data that has never been seen before.

Publicly Available generative AI: These are third-party AI platforms, tools or software that have not been security risk assessed nor entered a commercial contract with the organisation.

"Public" Data Classification: This type of data is freely accessible to the public (i.e., all employees/citizens). It can be freely used, reused, and redistributed without repercussions.

Users: are employees, work experience personnel, volunteers, contractors, consultants, temporary and other category personnel who use the City information and technology resources (including Elected Members).

Relevant management practices/documents

City of Stirling Code of Conduct for Council Members, Committee Members and Candidates
City of Stirling Employees Code of Conduct
City of Stirling Data Strategy
City of Stirling Recordkeeping Plan
City of Stirling Privacy Statement
Information Management Policy
Information and Technology Acceptable Use Policy

Legislation/local law requirements

Freedom of Information Act 1992
Local Government Act 1995
State Records Act 2000

Office use only			
Relevant delegations	Not Applicable		
Initial Council adoption	Date	Resolution #	
Last reviewed	Date	Resolution #	
Next review due	Date		

Mayor Mark Irwin disclosed an Impartial Interest in Item 12.2/8.1 as one of the applicants is known to him.

Councillor Tony Krsticevic disclosed an Impartial Interest in Item 12.2/8.1 as an applicant is known to him.

12.2/8.1 EVENT AND COMMUNITY SPONSORSHIPS 2023/2024

Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 5.23(2) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:-

- (e) *a matter that if disclosed, would reveal -*
- (ii) *information that has a commercial value to a person*

Council Resolution

1123/024

Moved Councillor Perkov, seconded Councillor Proud

That Council PROCEEDS with the confidential recommendation as outlined in the conclusion of this report.

The motion was put and declared CARRIED (13/0) by exception resolution.

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.

Against: Nil.

13. REPORTS FOR CONSIDERATION IN ACCORDANCE WITH CLAUSE 4.2(4) OF THE MEETING PROCEDURES LOCAL LAW 2021

In accordance with Clause 4.2(4) of the City of Stirling Meeting Procedures Local Law 2021, the Chief Executive Officer may include on the agenda of a Council meeting, in an appropriate place within the order of business, any matter which must be decided, or which he considers is appropriate to be decided, by that meeting.

Mayor Mark Irwin disclosed an Impartial Interest in Item 13.1 as the group is known to him, and he has met with them.

13.1 APPLICATION FOR RWANDAN KWIBUKA MEMORIAL

Business Unit:	Community Services	Service: Libraries & Lifelong Learning
Ward:	Osborne	Location: Stirling Civic Gardens, Cedric Street, Stirling
Applicant:	Manager Community Services	

Role

Legislative - *Making local laws, policies and planning instruments.*

Council Resolution

1123/025

Moved Councillor Proud, seconded Councillor Creado

1. That Council **APPROVES** the establishment of a Rwandan Kwibuka Memorial at the Stirling Civic Gardens.
2. That Council **AUTHORISES** the Chief Executive Officer to execute an appropriate Deed of Agreement with Rwandan Community Abroad Perth Inc. for the establishment, management and maintenance of a memorial at Stirling Civic Gardens.

The motion was put and declared CARRIED (10/3).

For: Councillors Creado, Ferrante, Giudici, Krsticevic, Migdale, Olow, Paparde, Proud, Thornton and Mayor Irwin.

Against: Councillors Dudek, Hatton and Perkov.

Recommendation

1. That Council **APPROVES** the establishment of a Rwandan Kwibuka Memorial at the Stirling Civic Gardens.
2. That Council **AUTHORISES** the Chief Executive Officer to execute an appropriate Deed of Agreement with Rwandan Community Abroad Perth Inc. for the establishment, management and maintenance of a memorial at Stirling Civic Gardens.

Referred

This item was REFERRED to the Council meeting to be held 21 November 2023 at the Council meeting held 3 October 2023 to allow further consideration following the Election Caretaker Period.

Additional Information - 21 November 2023

This item was referred and is now available for Council's consideration. The original report is shown below.

Purpose

To seek Council approval for the establishment of a Rwandan Kwibuka Memorial at Stirling Civic Gardens.

Details

The amended Commemorative Memorials and Plaques Policy was adopted by Council on 29 August 2023 (Council Resolution Number 0823/061). The Policy enables the establishment of monument/s which commemorate a notable person or event which has significant relevance to the City and/or the local community, as follows:

“Memorials/Monuments Reflecting Events Outside the City of Stirling

Applications to commemorate through a memorial or monument a notable person, group of people or event that did not reside/occur within the City of Stirling, but which has significant relevance to the City or local community, remains subject to Council consideration. The establishment of such memorials or monuments will generally only be contemplated within a defined location at Stirling Civic Gardens.”

The City has received an application from Rwandan Community Abroad Perth Inc. (Attachment 1) to establish a Rwandan Kwibuka Memorial at Stirling Civic Gardens that commemorates significant loss and trauma experienced through genocide.

Proposed Memorial Background

The Rwandan people are collectively known as the Banyarwanda. The Banyarwanda are linked historically, culturally and linguistically, although they are made up of three distinct ethnic groups – the Tutsi, the Hutu and the Twa. The genocide took place following decades of tensions between Hutus and Tutsis, and a recent history of persecution and discrimination against Tutsis.

The Rwandan genocide started on 7 April 1994 and the killings continued for 100 days ending in mid-July 1994. According to figures released by the United Nations, between 800,000 and one million people were massacred in Rwanda over that 100-day period. The official name for the Rwandan genocide is the ‘genocide against the Tutsi’, as decided by the United Nations in 2014.

The Rwandan community participates in Kwibuka (the translation of which is ‘to remember’). This is an annual commemoration of the 1994 genocide. A commemoration period takes place over 100 days between April and July each year, with many events and ceremonies to honour victims and comfort survivors.

Proposed Memorial Purpose

A dedicated memorial space commemorating the genocide against the Tutsi would play a significant role in the healing journey of Rwandan-Australians living in Western Australia. The memorial space will be a place of remembrance, honour and education that enables people to gather through the genocide commemoration period, and when needed anytime of the year.

Proposed Memorial Context

The application from Rwandan Community Abroad Perth Inc. identifies that a large part of the local Rwandan community lives, works and plays in the City of Stirling. While there are approximately 250 people with Rwandan ancestry living locally, the genocide atrocities had a profound and lasting effect on Rwanda as well as neighbouring countries. Other African communities, especially those from East and Central Africa who speak the Swahili language, gather to support the Rwandan’s commemoration and healing process. These gatherings regularly take place in City buildings such as Herb Graham Recreation Centre and Jim Satchell Community Centre.

There are approximately 3,000 people living within Stirling from these East and Central African countries including Burundians, Congolese, Kenyans and Tanzanians. More broadly, there are approximately 11,000 people from Africa and 8,600 people with African ancestry living within Stirling.

Proposed Memorial Location

While several site options were put forward by Rwandan Community Abroad Perth Inc, a suitable site for a memorial at Stirling Civic Gardens has now been identified in collaboration with City Officers (Attachment 2), subject to Council approval. This location aligns with the Policy requirements of memorials being located within Stirling Civic Gardens. It is considered that this location provides the most suitable option to accommodate memorials/monuments of this type.

A sculpture design has been submitted by Rwandan Community Abroad Perth Inc. (Attachment 3) with the size, scale and design deemed suitable by City Officers, subject to Council approval. The proposed Rwandan Kwibuka Memorial is approximately 1m wide x 1m deep x 2m high.

Financial Assessment and Implications

All costs associated with fabrication, installation, management and maintenance of the memorial will remain the responsibility of Rwandan Community Abroad Perth Inc. Based on the current proposal, the fabrication and installation of the memorial will be approximately \$30,000. The City will prepare the installation site at a cost of approximately \$2,000.

Should the proposed memorial be approved by Council, a Deed of Agreement will be established between the City and Rwandan Community Abroad Perth Inc. to specify roles and responsibilities for both parties, including associated financial implications.

Stakeholder Engagement

Nil.

Options Summary

The following options were considered.

	OPTION
1.	<p>Approve the establishment of a Rwandan Kwibuka Memorial at Stirling Civic Gardens.</p> <p>This option responds to the Rwandan Community Abroad Perth Inc. request for a memorial that enables Rwandan-Australians and broader community members to commemorate the significant loss and trauma experienced through the genocide.</p>
2.	<p>Not approve the establishment of a Rwandan Kwibuka Memorial at Stirling Civic Gardens.</p> <p>This option does not respond to the Rwandan Community Abroad Perth Inc. request for a memorial that enables Rwandan-Australians and broader community members to commemorate the significant loss and trauma experienced through the genocide.</p>
3.	<p>Investigate a place/memorial at Stirling Civic Gardens allowing universal reflection for those experiencing loss and trauma as an alternative to the establishment of a Rwandan Kwibuka Memorial.</p> <p>This option responds to the possibility of multiple memorial/monument requests, given that Stirling is one of the most culturally diverse communities in Western Australia, comprising a number of cultural and ethnic groups who have unfortunately experienced significant trauma.</p>

Relevant Policies, Legislation and Council Resolutions

Commemorative Memorials and Plaques Policy

[Local Government Act 1995](#)

Meeting Date	Council Resolution Number	Council Resolution
29 August 2023	0823/061	<p>That Council ADOPTS the amended Commemorative Memorials and Plaques Policy, as shown in Attachment 1 with the following amendment:</p> <p>a. Under the 'General Memorials and Plaques' subsection, insert the words 'Any approved general memorials and plaques will be communicated to Ward Councillors prior to installation.'</p> <p>b. Under the 'Memorials that Raise Awareness of Specific Issues' subsection, insert the words 'by Council' after the words 'Applications to install memorials in support of initiatives that recognise victims and raise awareness of specific social issues impacting the community will be considered.'</p>

Sustainable Stirling 2022-2032

Key Result Area: Our community

Objective: An inclusive and harmonious City

Priority: Build strong relationships with our multicultural and diverse community

Strategic Risk

Strategic Risk	Risk Appetite
Partnerships	The City will be proactive in improving existing relationships and working with new partners to grow its reputation as an organisation that the community, business, government and other organisations choose to engage with.
Reputation	The City will ensure that any decisions that may affect the City's reputation are made at the appropriate level with stakeholders remaining informed and engaged.

Relevant Documents and Information

Attachments

Attachment 1 - Application for Rwandan Kwibuka Memorial [↓](#)

Attachment 2 - Rwandan Kwibuka Memorial Proposed Site [↓](#)

Attachment 3 - Rwandan Kwibuka Memorial Proposed Design [↓](#)

Available for viewing at meeting

Nil

Linked Documents

<https://www.un.org/en/preventgenocide/rwanda/historical-background.shtml>

<https://unictr.irmct.org/en/genocide>

Communal Memorial site of the Genocide against the Tutsi in Rwanda in 1994 request

Rwandan Community Abroad Perth Inc.



What we are asking for

Having a dedicated memorial space commemorating the ‘1994 Genocide against the Tutsi’ in Western Australia would play a significant role in the healing journey of Rwandan-Australians and other Australians living in WA. This memorial space will be a place of **remembrance, honour** and **educational** site.





Site: Monument

A place of peace, reflection and education

A monument in an open safe space. The location and placement of the memorial monument is crucial as it needs to be a place of peace and reflection. An open public space such as a park and/or beaches; ideally Scarborough Beach or if Kings Park is an option that would be welcomed.

Examples of monuments around the world

From Kigali to Geneva





Monument in Geneva

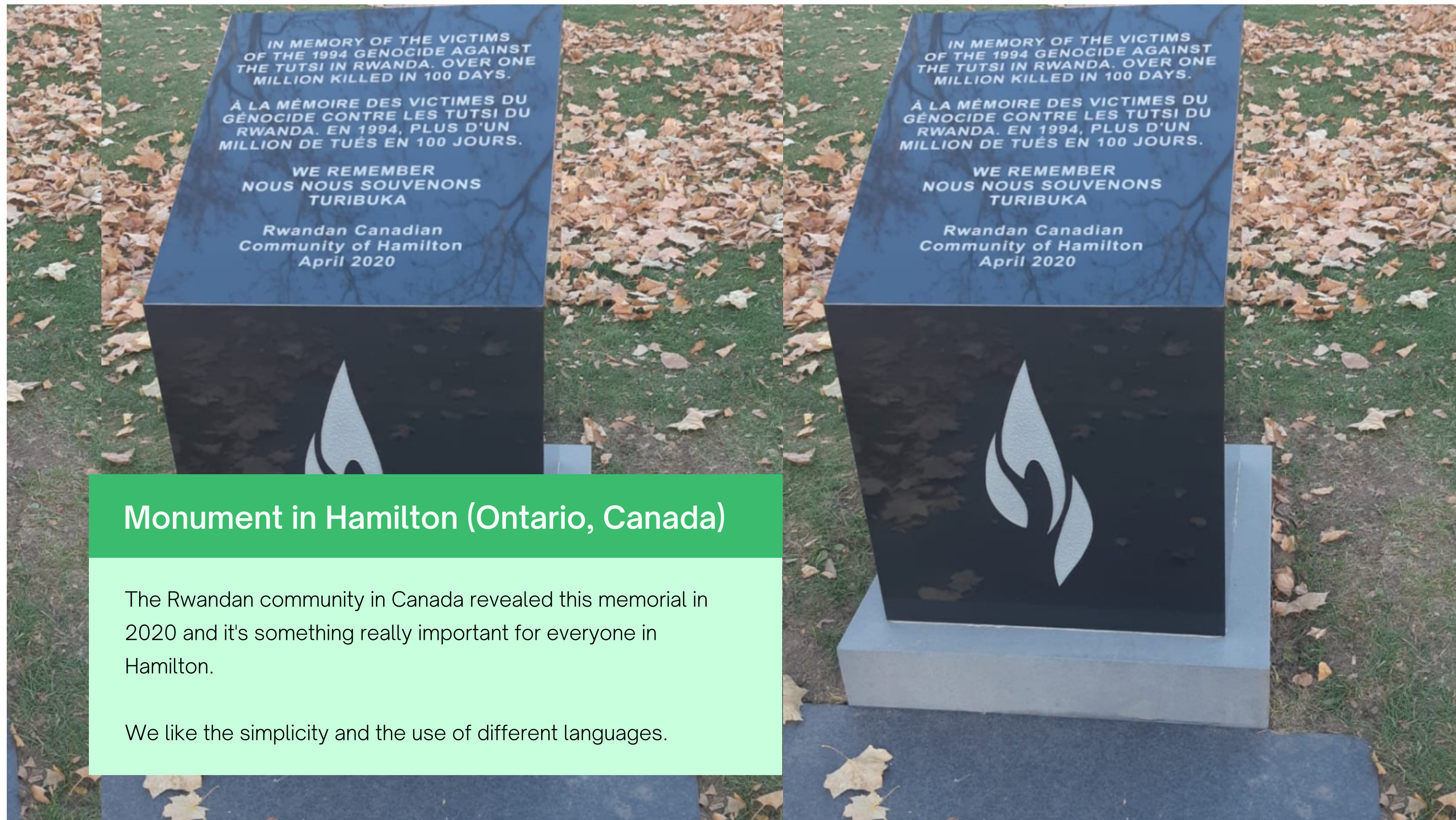
The image behind is of the 'Genocide memorial monument' in front of UN Building in Geneva'. We like the simplicity of the monument and the use of the three languages.



Monument in Kigali

This monument is a light that doesn't go out for 100 days as a way of marking the 100 days of the 1994 Genocide against the Tutsi. This monument is near a 1,200 seat amphitheatre that hosts memorial events, educational workshops, dramatic performances, cultural and historical events and film screenings at the Genocide Memorial Centre.

We like the artistic and powerful meaning of the light. Additionally how the it's near an amphitheatre that's used for many artistic expressions.



Monument in Hamilton (Ontario, Canada)

The Rwandan community in Canada revealed this memorial in 2020 and it's something really important for everyone in Hamilton.

We like the simplicity and the use of different languages.

Why is this important to our community?

Comments pulled from conversations
with our community members over the
past few years



Reasons why this is needed for the Rwandan community in WA:

1. A communal place of healing:

Gather and Reflect



This memorial space would mark a significant place of healing and reflection for many Rwandans residing in Western Australia. It would mark a place where we can gather, discuss and support each other through the commemoration period and when needed anytime of the year.

Many Rwandans only get a chance to honour their loved ones when they travel to Rwanda, however, due to COVID-19 restrictions, this site would be utilised to resolve the emotional distress caused by inability to travel to Rwanda. Additionally, as no everybody can afford the travel costs, Rwandans would have a place to commemorate without a need to incur travel costs.

Reasons why this is needed for the Rwandan community in WA:

2. Meaningful Commemoration

Connection and Accessibility



The memorial space would be marking significant world history of collective action and a meaningful way of commemorating of our loved ones. Additionally, our children would interact with the monument site and make a tradition of honouring the victims by visiting this site for many years to come. The visits would serve as a location for true reflection, emotional release and a reminder to fight against genocide ideologies.

Lastly, during our annual Kwibuka events we would have a place to lay flowers and pay tribute to the victims and their legacies.

The Wider Community

How will the wider Australian community connect with this monument



Reasons why the wider Australian community needs this memorial too and the city of Stirling would benefit from this:

01

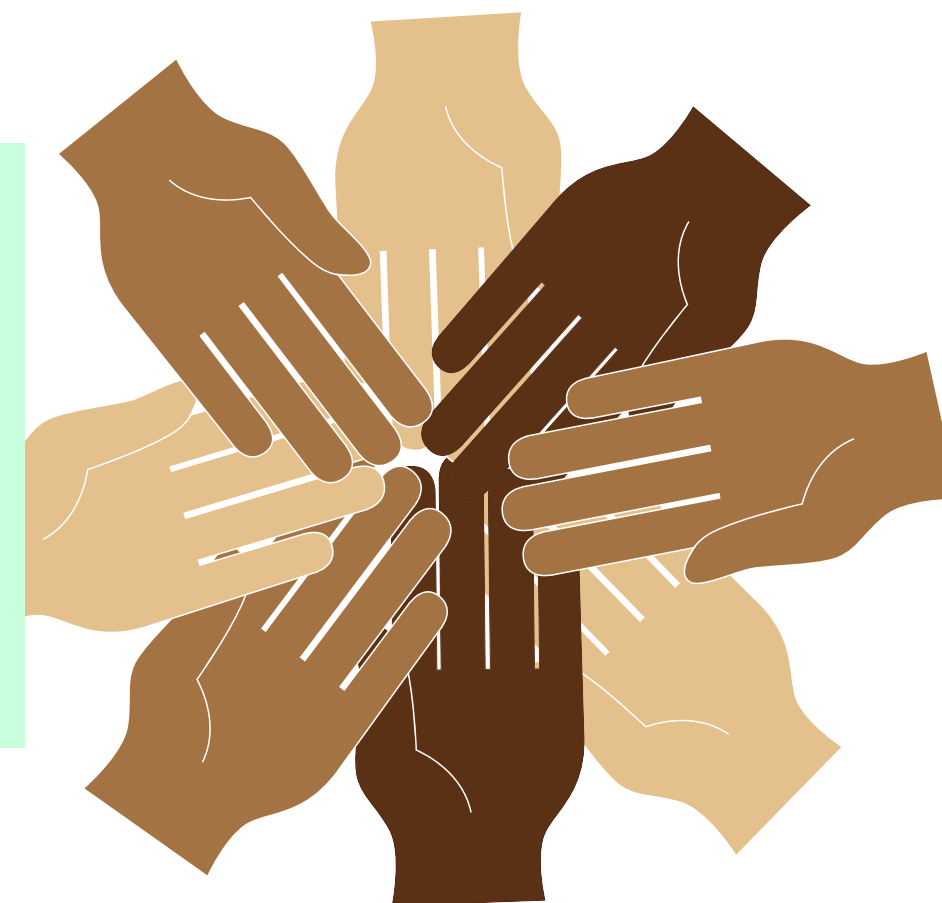
Education - The Memorial Site would serve as an educational site that will teach the wider community on the history of Rwanda and other genocides that have taken place across the world. This would serve as a site of reflection about consequences of hatred, discrimination, genocide ideology and also ensure that “never again” remain a universal commitment”.



Reasons why the wider Australian community needs this memorial too and the city of Stirling would benefit from this:

02

Standing in solidarity with genocide survivors and victims' - The memorial site would be standing in solidarity with all genocide survivors that reside in Western Australia and also honour the victims. Additionally, this memorial site would be in conversation with the Holocaust Memorial in Perth to share lesson learned and strength and resilience.



Reasons why the wider Australian community needs this memorial too and the city of Stirling would benefit from this:

03

Feel at home - As a large part of the Rwandan community lives, works and plays in the City of Stirling, the city has become a second home for us. Receiving the city's support through this memorial site will straighten our connection to the City of Stirling.





We look forward to hearing from you and continue to work with you on this key project.

Contact us via:

Email: Rwandan.perth@gmail.com

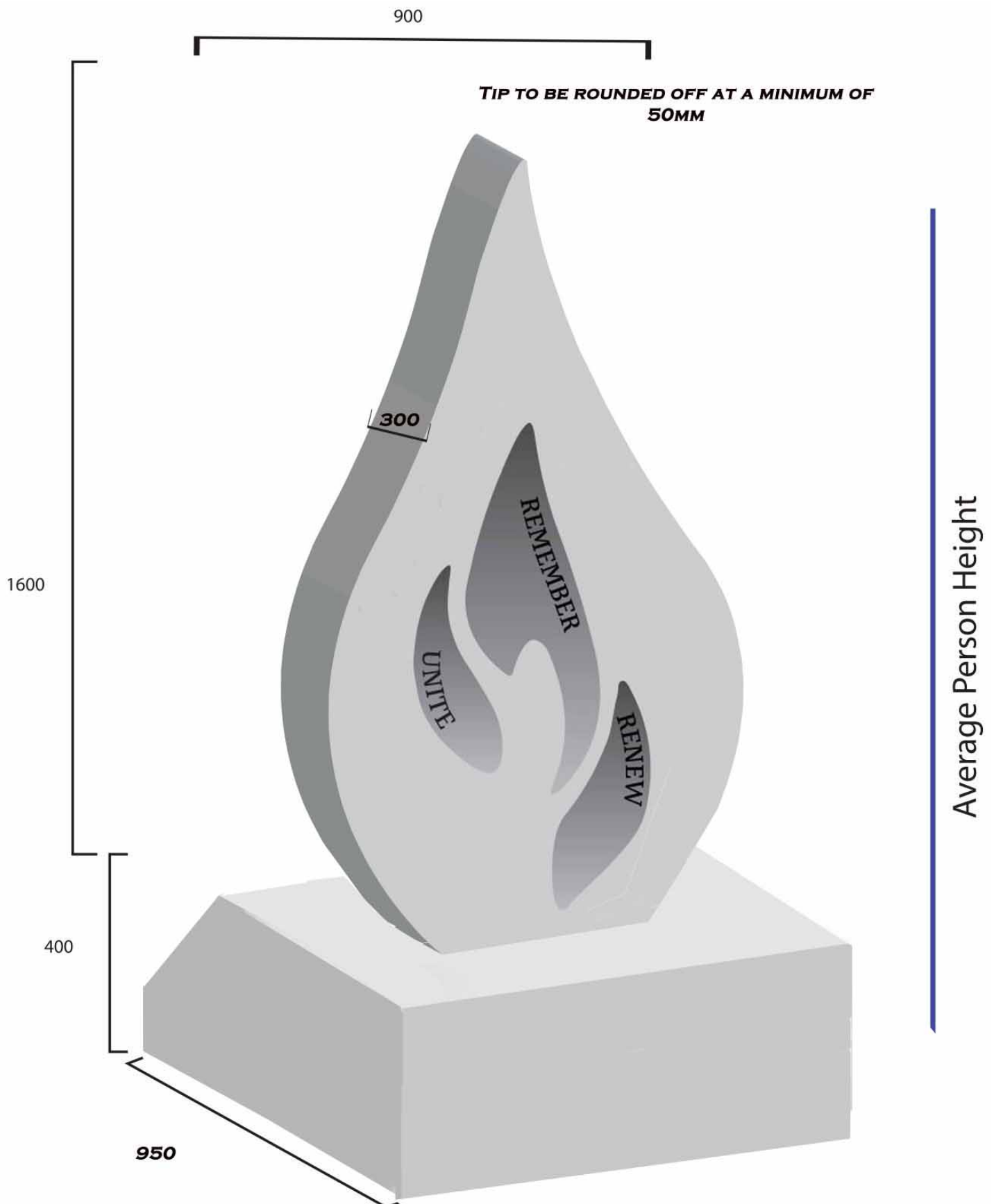
Youth Initiative Website:

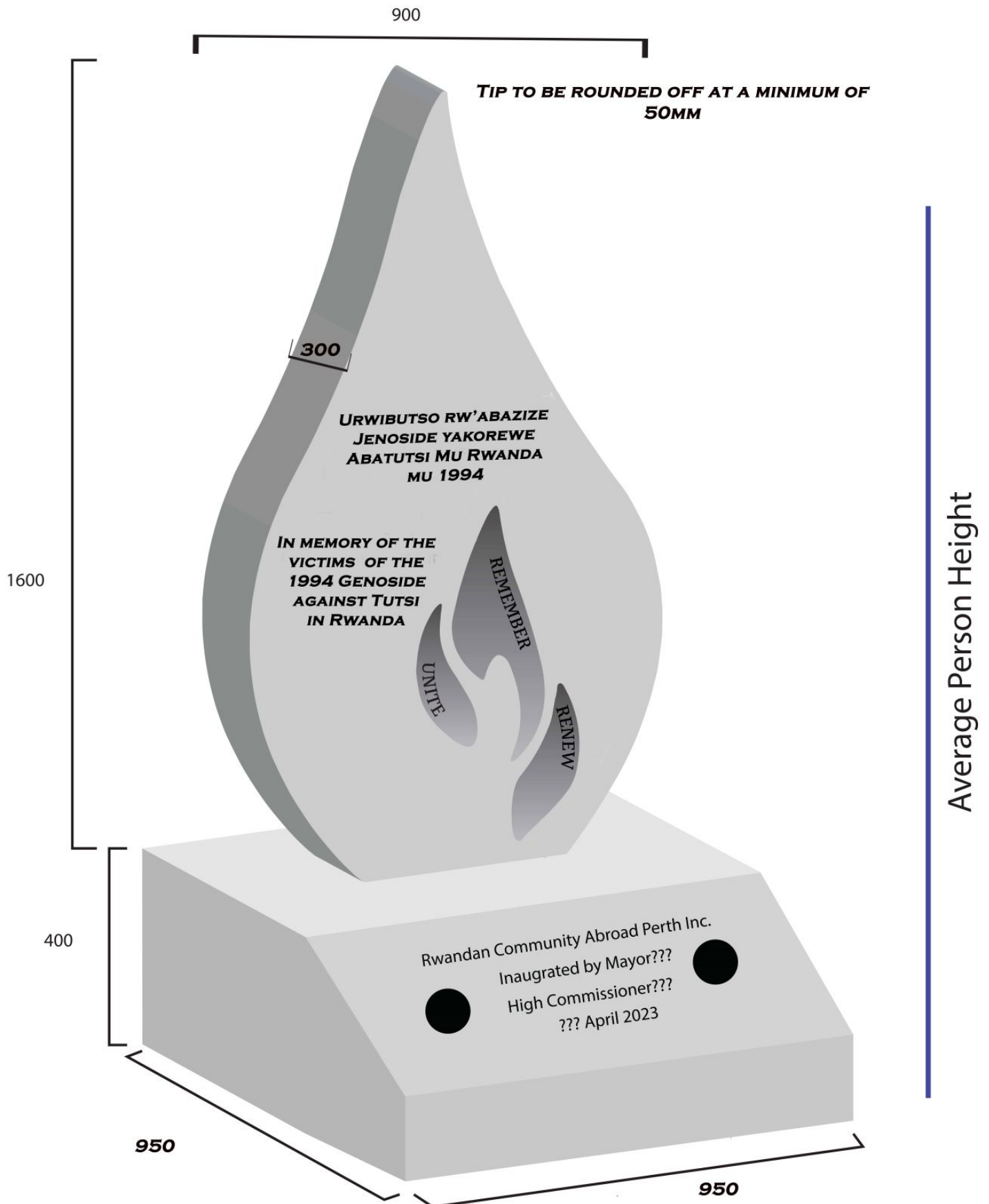
[Amateka Series](#)





Proposed Site: Rwandan Kwibuka Memorial





13.2 APPOINTMENT OF COMMUNITY MEMBERS TO THE ENVIRONMENT ADVISORY GROUP

Business Unit:	Parks and Environment	Service: Sustainability
Ward:	Not Applicable	Location: Not Applicable
Applicant:	Not Applicable	

Role

Executive – *Governing the City and the community through executive powers.*

Council Resolution**1123/026****Moved Councillor Thornton, seconded Councillor Migdale**

That Council ENDORSES the recommended community representatives for the Environment Advisory Group as per confidential Attachment 1 for the 2023-2025 term.

The motion was put and declared CARRIED (13/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.
Against: Nil.

Recommendation

That Council ENDORSES the recommended community representatives for the Environment Advisory Group as per confidential Attachment 1 for the 2023-2025 term.

Referred

This item was REFERRED to the Council meeting to be held 21 November 2023 at the Special Council meeting held 7 November 2023 to allow further consideration.

Additional Information – 21 November 2023

The recommended candidates have been selected based on their submissions, to assist the City with a diversity of environmental experience and expertise.

Purpose

To seek Council's endorsement of the recommended community representative appointments for the City's Environment Advisory Group.

Details

In line with local government elections, nominations were called for members of the community to the City's Advisory Groups.

The City received 14 community nomination submissions for the Environment Advisory Committee.

The nomination forms and completed evaluation matrix for the Environment Advisory Group were provided to Elected Members under separate confidential cover for consideration at the Special Council meeting held 7 November 2023.

Council resolved to refer consideration of the community members for this group to the 21 November Council meeting for further consideration.

Financial Assessment and Implications

The cost of advertising for the calling of nominations for all advisory groups and committees was approximately \$10,000 and funds had been budgeted for.

Stakeholder Engagement

In August 2023, all current members of the groups were advised that their current term was due to expire and were encouraged to re-nominate.

Advertisements ran on the City's social media platforms and were placed in the Community Newspapers (Perth Now Central, Perth Now Western, Suburbs and Stirling Times Community) on Thursday 17, 24 and 31 August and Thursday 7 September 2023, and the Post Newspaper on Saturday 19 and 26 August and Saturday 2 and 9 September 2023 with nominations closing at 4.00pm on Thursday 14 September 2024.

A Public Notice was placed on the City's website for all Advisory Group and Committee positions for the duration of the nomination period.

Relevant Policies, Legislation and Council Resolutions

Sections 1.7 and 5.9(2)(d) of the *Local Government Act 1995*.

[Local Government Act 1995](#)

Sustainable Stirling 2022-2032

Key Result Area: Our natural environment

Objective: An energy-smart City

Priority: Support, engage and guide our community to transition to net zero emissions

Objective: A water-wise City

Priority: Support, engage and guide our community to conserve and protect water resources

Objective: A biodiverse City

Priority: Support, engage and guide our community to connect with nature and improve biodiversity across the City

Objective: A waste-wise City

Priority: Support, engage and guide our community to reduce waste generation and divert waste from landfill

Strategic Risk

Strategic Risk	Risk Appetite
Environment	The City will prioritise protection, enhancement and sustainability of the natural environment unless this cannot be achieved without significantly compromising the City's economic or social sustainability.

Relevant Documents and Information

Attachments

Attachment 1 - City of Stirling Environment Advisory Group Completed Matrix and Nominations (previously circulated to Elected Members under confidential separate cover)*

Available for viewing at meeting

Nil

Linked Documents

Nil.

13.3 DESIGN REVIEW PANEL - MEMBER APPOINTMENT

Business Unit:	Development Services	Service: Planning Services
Ward:	City Wide	Location: Not Applicable
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Council Resolution**1123/027****Moved Councillor Migdale, seconded Councillor Giudici**

1. That Council **ENDORSES** the recommended nominees for the Design Review Panel totalling 16 members, including a Chairperson and Deputy Chairperson (as per confidential Attachment 1), for the term of appointment from 21 November 2023 to 31 October 2025.
2. That Council **AUTHORISES** the Chief Executive Officer to formally determine an alternate Design Review Panel Chairperson and Deputy Chairperson during the term of appointment.

The motion was put and declared CARRIED (13/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.

Against: Nil.

Recommendation

1. That Council ENDORSES the recommended nominees for the Design Review Panel totalling 16 members, including a Chairperson and Deputy Chairperson (as per confidential Attachment 1), for the term of appointment from 21 November 2023 to 31 October 2025.
2. That Council AUTHORISES the Chief Executive Officer to formally determine an alternate Design Review Panel Chairperson and Deputy Chairperson during the term of appointment.

Purpose

To seek Council's endorsement of panel membership for the establishment of a Design Review Panel (DRP), and the appointment of a Chairperson and Deputy Chairperson.

Background

A DRP is an independent panel of experts that evaluate and comment on the design response of a development and/or strategic instrument to assist in improving built form outcomes. Council resolved to establish a DRP on 20 March 2018, with the Panel appointed in November 2018. The panel was most recently re-appointed in October 2021 for a period of two years.

Details

The City's DRP has been operating since 24 January 2019 and has held a total of 94 meetings, with 146 items discussed (as of 1 November 2023).

The items discussed by the DRP to date have been diverse and include:

- Development Applications;
- Joint Development Assessment Panel (JDAP) applications;
- City Planning Policies;
- City-led Local Development Plans; and
- City-led Infrastructure Projects.

The term of appointment for the current DRP ended on 31 October 2023.

On 9 May 2023, Council endorsed (Council Resolution Number 0523/004) the revised Terms of Reference of the DRP, as contained in Attachment 3. No change to the Terms of Reference is proposed.

Comment

Nominations were called for panel membership for the City's DRP with the advertising period closing on 7 August 2023. At the close of the Expression of Interest advertising period a total of 29 submissions were received.

The demonstrated expertise of most of the candidates extends across multiple fields, however for ease of review, the submissions are broken down by primary field of profession as follows:

- Architecture - 13
- Landscape Architecture - 4
- Planning - 4
- Urban Design - 4
- Heritage - 2
- Engineering - 1
- Other - 1

An evaluation scoring matrix for all panel member nominees received has been provided to Elected Members under separate confidential cover.

It is recommended that 16 members be appointed to the panel which will ensure specialist diversity across a range of professions. This will also enable flexibility in the scheduling of DRP meetings and ensure a broad range of panel expertise is obtained.

DRP meetings will comprise a maximum of five members, however a greater pool of members from which to draw from will maximise attendance and provide high quality design reviews of proposals and strategic instruments.

Financial Assessment and Implications

Funding of the DRP has been included in the 2023/2024 financial year budget.

Stakeholder Engagement

Advertisements were placed on the City's website, communicated via media release, posted on the City's LinkedIn account and e-letters were sent to key industry bodies via email between 30 June 2023 to 7 August 2023.

Recommended Action

It is recommended that Council endorses the suggested nominees for the DRP, totalling 16 members, including a Chairperson and Deputy Chairperson.

Relevant Policies, Legislation and Council Resolutions

[State Planning Policy 7.0](#) advocates for the establishment of a DRP. Whilst it is an advisory process, it is expected that decision makers give due regard to the advice and any recommendations provided by a DRP.

The Design WA initiative was introduced by the State Government to help create built environments that reflect the distinctive characteristics of a local area, and to promote development that contributes to the creation of vibrant and livable communities.

In order to deliver improved built form outcomes, the State Government recommended that local governments set up a DRP to assist with facilitating good development outcomes in their locality. DRPs have no decision-making power and can only provide advice to the relevant decision makers, being City Officers, Council and/or the Metro Inner-North Joint Development Assessment Panel.

Meeting Date	Council Resolution Number	Council Resolution
9 May 2023	0523/004	<p>1. That Council ENDORSES the Terms of Reference for the City's Design Review Panel as shown in Attachment 1, subject to the necessary amendments to include the following changes:</p> <p>a. That proponents are not charged for the first meeting, however fees will apply for the second and subsequent meetings; and</p> <p>b. That the use of the coloured traffic lights in the Design Review Report are removed.</p>
26 October 2021	1021/018	<p>"1. That Council ENDORSES a change to the Design Review Panel Terms of Reference to increase membership of the panel from 15 to 18 members.</p> <p>2. That Council ENDORSES the recommended nominees for the Design Review Panel totalling 18 members, including a Chairperson and Deputy Chairperson (as per confidential Attachment 1), for the term of appointment from 31 October 2021 to 31 October 2023.</p> <p>3. That Council AUTHORISES the Chief Executive Officer to formally determine an alternate Design Review Panel Chairperson and Deputy Chairperson during the term of appointment."</p>
29 June 2021	0621/031	<p>"That Council ENDORSES the Terms of Reference for the City's Design Review Panel as shown in Attachment 5 with the following changes:-</p> <p>a. DELETE the following sentences under sub-heading 10 – Panel Report on page 5 and the Design quality evaluation template on page 11:-</p> <p style="padding-left: 40px;">Each Design Principle will be discussed and graded in the following way:-</p> <p style="padding-left: 80px;">Supported</p> <p style="padding-left: 80px;">Pending further attention</p> <p style="padding-left: 80px;">Not supported</p> <p>b. INSERT the following sentences under sub-heading 10 – Panel Report on page 5:-</p> <p style="padding-left: 40px;">Each Design Principle will be discussed and graded in the following way:-</p>

Meeting Date	Council Resolution Number	Council Resolution
		<i>Design Principle satisfied</i> <i>Design Principle Pending further attention</i> <i>Design Principle Not satisfied"</i>
6 November 2018	1118/020	<p>"1. That Council ENDORSES a change to the Design Review Panel Terms of Reference to increase the pool of membership of the panel from 10 to 15 members.</p> <p>2. That Council ENDORSES the alternative recommended nominees for the Design Review Panel totalling 15 members, including a Chair and Deputy Chair (as detailed in Attachment 4) until 31 October 2021."</p>
20 March 2018	0318/031	<p>"1. That Council ENDORSES the establishment of a Design Review Panel in accordance with Option 2 of this report.</p> <p>2. That Council ENDORSES the Terms of Reference as shown in Attachment 1 with the following changes:-</p> <p>a. DELETE the following sentences under sub-heading 5 – 'Membership Expertise' on page 2:-</p> <p><i>"The Panel shall have at least five members with the final number of panel members.</i></p> <p><i>A Design Review Panel meeting shall comprise a maximum of 5 members with a Chairperson, Deputy Chairperson and three other panel members.</i></p> <p><i>A Design Review Panel meeting may not proceed unless a quorum comprising a minimum of three members is present.</i></p> <p><i>The Panel will be multi-disciplinary. Members will have appropriate qualifications and substantial experience in one or more of the following nominated areas:-</i></p> <ul style="list-style-type: none"> • <i>Architecture</i> • <i>Heritage</i> • <i>Landscape Architecture</i>

Meeting Date	Council Resolution Number	Council Resolution
		<ul style="list-style-type: none"> • <i>Planning</i> • <i>Sustainability and Environmental Design</i> • <i>Urban Design</i> <p>b. <i>INSERT the following sentences under sub-heading 5 – ‘Membership Expertise’ on page 2:-</i></p> <p><i>“The Panel will be multi-disciplinary. Council shall appoint a maximum of 10 members to ensure appropriate expertise can be obtained. Members will have appropriate qualifications and substantial experience in one or more of the following nominated areas:-</i></p> <ul style="list-style-type: none"> • <i>Architecture</i> • <i>Heritage</i> • <i>Landscape Architecture</i> • <i>Planning</i> • <i>Sustainability and Environmental Design</i> • <i>Urban Design</i> <p><i>A Design Review Panel meeting shall comprise a maximum of 5 members with a Chairperson, Deputy Chairperson and three other panel members.</i></p> <p><i>A Design Review Panel meeting may not proceed unless a quorum comprising a minimum of three members is present.”</i></p> <p>3. <i>That Council CONSIDERS the inclusion of a budget allocation of \$130,000 to enable implementation of a Design Review Panel in the 2018/2019 financial year subject to operating savings being identified in the draft budget to support this initiative.”</i></p>

Sustainable Stirling 2022-2032

Key Result Area: Our built environment

Objective: A liveable City

Priority: Facilitate diverse housing choice for our community

Strategic Risk

Strategic Risk	Risk Appetite
Purpose	The City will pursue community and sector leadership through forward thinking decision making, and alignment of its services and operations with its strategic objectives.

Relevant Documents and InformationAttachments

Attachment 1 - Evaluation Matrix of Nominees (previously circulated to Elected Members under confidential separate cover)

Attachment 2 - Terms of Reference [↗](#)

Available for viewing at the meeting

1. Nominee Resumes

Linked Documents

Nil



Design Review Panel

Terms of reference

1. Scope

This Procedure sets out the terms of reference for the operation of a Design Review Panel. The Panel is required to provide independent and impartial professional advice on design quality to the City.

2. Purpose of design review

Design review, particularly when undertaken early has multiple benefits for a range of stakeholders including the delivery of quality development outcomes, a reduction in time and cost through early identification of issues, and increasing certainty for design teams through collaborative resolution of planning and design issues.

Design review undertaken by suitably qualified and independent experts provides confidence and empowers decision makers to better meet the needs of the community. Design review can also support the City as a client, helping secure high-quality design.

Wherever possible, proponents are encouraged to seek the advice of the Panel from the earliest possible stages of conceptual design.

3. Role of the Design Review Panel

The role of the Panel is to provide independent and impartial professional advice on design quality to the Applicant and the City.

The Panel may identify and recommend improvements required to achieve a high quality of design within a development proposal, consistent with the stated requirements and objectives of the City's Planning Framework.

4. Matters to be considered by the Design Review Panel

The following matters may be referred to the Panel:

- Development Applications valued at \$2 million and over excluding:
 - Single House applications,
 - Grouped Dwelling applications,
 - Warehouse applications,
 - Where located within the Industry Zone unless referred to the Panel by the Manager Development Services,
 - Where located within the Service Station Zone unless referred to the Panel by the Manager Development Services.
- Multiple Dwelling Applications equal to or greater than 10 dwellings,
- Preliminary development proposals located within the City where referred by the Manager Development Services,
- Local Development Plans,
- Structure Plans,



- Activity Centre Plans,
- Any proposed relevant Local Planning Scheme amendment or Local Planning Policy (including design guidelines) where referred by the Director Planning and Development,
- Any proposed Development Application which requires the exercise of judgement where referred by the Manager Development Services,
- Any City Project where referred by a member of the Executive Team.

The meeting agenda including attachments (plans, supporting information, and an assessment against the City's planning framework shall be provided to the Panel members by the nominated officer at least one week before the meeting date.

5. Membership Expertise

Panel membership will be sought via public expressions of interest and the appointment of members endorsed by Council.

The Chairperson and Deputy Chairperson of the Panel shall be appointed by Council.

A person who is currently employed by, or who is an Elected Member of the City, is not eligible for appointment as a member of the Panel.

A Design Review Panel meeting shall comprise a maximum of 5 members with a Chairperson, Deputy Chairperson and three other panel members.

A Design Review Panel meeting may not proceed unless a quorum comprising a minimum of three members is present.

The Panel will be multi-disciplinary. Council shall appoint a maximum of 18 members to ensure appropriate expertise can be obtained. Members will have appropriate qualifications and substantial experience in one or more of the following nominated areas:

- Architecture
- Heritage
- Landscape Architecture
- Planning
- Sustainability and Environmental Design
- Urban Design

Membership will be based on qualifications and experience. Members will have direct experience in design review or have extensive experience of design and delivery of complex development proposals. Other qualities of membership include:

- Ability to analyse, evaluate and report on complex design issues,
- Ability to work in a multi-disciplinary team,
- Possession of good written and verbal communication and negotiation skills.

The term of office for a Panel member is be two years and run concurrently with the Council election cycle.



Panel members will be appointed following the completion of an expression of interest process. Prospective members will be highly regarded within their field and will be endorsed by two professional referees (independent professional peers) who can attest in writing to the suitability of the candidate for membership of the Panel.

The City may terminate the appointment of any member of the Panel prior to the expiry of the term of office, if it is considered that the member is not providing a positive contribution to the intended function of the Panel, or if the member has not demonstrated a satisfactory level of attendance at meetings.

6. Panel Chairperson

The appointed Chairperson will have extensive experience in design review and facilitation, and a proven ability to draw meaningful conclusions from the collective views expressed.

The panel Chairperson is tasked with running panel meetings and is responsible for:

- liaising with local government staff about the operation of the panel, where required,
- ensuring new members have been inducted in conjunction with City officers and are briefed about panel operations,
- liaising with local government staff regarding design review preparation by:
 - advising on expertise required for each review,
 - requesting additional sitting members where required,
 - advising on any additional briefing material that may be required.
- ensuring that the meeting agenda is followed, and time is well-managed,
- chairing the panel meeting in a professional manner,
- welcoming and introducing the panel, proponents and any observers present in the meeting,
- facilitating interactive discussion and the participation of all design review panel members, key local government attendees and proponents, enabling solutions to be brokered collaboratively,
- ensuring that discussions remain focussed on the application being considered and that advice relates to matters covered by the relevant State and local policies and schemes,
- clearly synthesising and summarising the consensus view of the panel at the conclusion of the meeting,
- endorsing the final design review report post meeting,
- briefing decision-makers (local government councils, Development Assessment Panels and State Administrative Tribunal members) on panel advice when required by the City.

7. Panel Members

Panel members are required to:

- Provide independent, fair, and reasonable professional advice relative to the relevant State and local policies and schemes,
- Treat all discussions and information about applications with sensitivity and confidentiality,
- Respond to and comment on material presented, providing clear and constructive feedback,
- Disclose any conflicts of interest for the record. Where a pecuniary interest exists, the member must:
 - disclose the interest to the Chairperson as soon as practical, and preferably before the meeting to ensure there is a quorum for all items,
 - Leave the meeting for the duration of the discussion for the particular item.

Pecuniary interests will be recorded in Panel meeting Notes.



8. Consideration of the Panel

Early engagement with the Design Review process is encouraged. This engagement, and any subsequent feedback, will be provided by relevant officers within 10 working days following the meeting. Pre-application engagement with the design review process has the ability to deliver more certain outcomes and will assist in the delivery of design quality.

The onus is on the Panel to identify key design issues at the outset. Amendments by proponents in response to feedback provided may be further reviewed in light of the initial issues raised.

Where an application has already been submitted prior to referral to the Panel, the City's assessment against the City's Planning Framework will be provided the Panel as part of the agenda preparation process.

Proponents will be invited to attend the Panel meeting to engage in the process of design review, present an overview of the development to Panel members, and respond to any questions raised. Proponents will subsequently be provided with the minutes of the meeting within 10 working days.

In the context of a formal referral to the Panel, the views expressed, and recommendations reached will be outlined in any formal report prepared by the City (Council Report, Responsible Authority Report). The Panel meeting notes will also be provided as an attachment for consideration by the decision maker.

The Manager Development Services, will determine the timing and agenda of the meetings. Referral to the Panel may not be deemed necessary if a development is incapable of approval under the City's Planning Framework.

All formal communication with the Panel will be facilitated by the Manager Development Services, who will liaise directly with the Chairperson. Communication between Panel members and proponents in respect of a development proposal under consideration is only to occur at a Panel meeting. No communication between Panel Members and the Proponent in respect to a proposal is to occur outside of Panel meetings.

9. Meeting Format

The panel Chairperson will conduct the meeting in accordance with the agenda, following the meeting format outlined below. The recommended meeting duration for each item is 50 minutes, including a briefing. A longer duration can be allowed for complex projects. The format for discussion of individual items includes:

1. Panel briefing (based on information available) by the City's Planning Officers – 15 minutes

- Overview by City planning staff, with specific reference to:
 - Compliance with the City's Planning Framework.
 - Context and character of site.
 - Proposed built form and scale.
 - Proposed amenity and any amenity impact on existing locality.
 - Internal referral comments (e.g. heritage, stormwater, traffic/parking).
 - Briefings from relevant State Government agencies also invited to attend the meeting.
 - Panel pre-review discussion determining key questions to ask / key issues to raise.



2. Welcome and Introductions – 5 minutes

- Proponents are invited into the meeting room. Chairperson welcomes them and introduces the panel. Panel coordinator assists with proponent setup.
- Recording of any interests.

3. Proponent presentation – 10 minutes

- Client provides their vision for the project.
- Design team presentation, explaining the project background and outlining how the proposal addresses the City's Planning Framework.

4. Panel questions and clarifications – 5 minutes

- Panel members are able to seek clarification on any points.

5. Panel discussion – 10 minutes

- Chairperson invites panel members to provide individual comment on the proposal,
- Discussion.

6. Confirmation of advice/recommendations – 5 minutes

- Chairperson summarises panel comments, confirms advice and recommendations,
- Chairperson thanks the proponent for participation.

10. Panel Report

The Panel will produce a recommendation report based on the 10 Design Principles contained within State Planning Policy 7.0 – Design of the Built Environment.

The Design Principles subject to comment are:

1. Context and Character
2. Landscape Quality
3. Built form and scale
4. Functionality and build quality
5. Sustainability
6. Amenity
7. Legibility
8. Safety
9. Community
10. Aesthetics.

Each Design Principle will be discussed and graded in the following way:

S	Satisfied
P	Pending further attention
N	Not satisfied

Specific comments will be provided against each design principle for proponents to consider.



Each Panel report will be compiled in the following way:

- Compiled as a draft during the meeting, using the template provided electronically with projection, to enable the intent of recommendations to be generally agreed at the meeting,
- Record conflicts of interest of panel members,
- Record key issues and panel recommendations,
- The Panel Report will be referred to the Chairperson for review and ratification,
- The ratified report will be provided to the proponent within 10 working days of the meeting.

Panel Items relating to preliminary proposals (not including plans) and development applications (including plans) will be summarised and provided on the City's website. Should a development application be presented to the Panel for comment on more than one occasion, the plans and panel summary for each panel discussion will be provided on the City's website. This will enable the community to keep up to date with and see the benefit of design review and how the City's design review process is assisting in improving built form outcomes across the City.

Every proponent will be provided a copy of the panel minutes to assist in the development of the design right through from the preliminary proposal process and development application.

For formal applications the Panel's advice is to be incorporated as part of the officer assessment, report and recommendation on the proposal, and attached in full to the assessment report requiring consideration by the determining authority.

11. Recording of Panel Meetings

Administrative support will be provided by the City's Development Services Business Unit to the Panel for each meeting convened. An Administration Officer will be responsible for taking the minutes in accordance with the attached template, Attachment 1.

The Administration Officer will also be responsible for:

- Scheduling meetings,
- Corresponding with proponents,
- Arranging meeting times and proponent times for each panel meeting,
- Arranging catering,
- Formulating meeting agendas,
- Setting up IT equipment to ensure meetings can be conducted,
- Taking minutes at meetings,
- Arranging recommendation report,
- Liaising with City Staff and Chairperson regarding final minutes,
- Forwarding final minutes to panel members and proponents.

Final minutes will be referred to the Chairperson for review and ratification. Once confirmation is received, minutes are to be forwarded to Panel members and the proponent.

Minutes in respect of pre-application matters will not be made publicly available. Minutes from formal referrals will be published via the relevant reporting process (Council Reports or JDAP Reports).



12. Frequency of Panel Meetings

Meetings will generally be held no more than once per fortnight but can be scheduled at the any time in response to urgent matters. Advice of a scheduled meeting, the agenda and information associated with each proposal shall be provided to Panel members one week prior to the intended meeting date.

13. Proponent Fees

The proponent fees associated with attendance for each meeting is outlined below.

Meeting	Fee
First meeting	Free
Each subsequent meeting	\$1,250

The City will issue an invoice to proponents which will required to be paid prior to attendance at a meeting.

14. Panel Member Fees

The members of the Panel shall be paid sitting fees for each meeting attended.

Panel members are to be paid per hour for the duration of the design review meeting, plus one hour of preparation as per the schedule below.

Hourly Schedule of Rates	Fee
Chairperson	\$275
Panel Member	\$240

The Chairperson will receive an above-standard fee due to the additional responsibility of the role, plus preparation, and time spent advising and editing reporting as needed.

When a member of the Panel appears on the City's behalf as an expert witness at the State Administrative Tribunal, the member is to be paid at a mutually agreed hourly rate consistent with the qualifications, experience and professional status of the member.

The fees paid to each member shall be market tested annually to ensure the City can attract the required expertise to sit on the panel.

15. Code of Conduct

All Panel members are required to abide by the City's Code of Conduct.



Appendix 1 – Agenda Template

Design Review Panel - meeting agenda

The City of Stirling acknowledges the traditional custodians of this land, the Wadjak people of the Nyoongar nation, and pays respect to the Elders past, present and future for they hold the memories, the traditions, the culture and hopes of Aboriginal Australia.

Chairperson: [enter Chair]

Panel [enter Member]

members:

[enter Member]

[enter Member]

[enter Member]

Local [enter name/s] [enter position]

government
officers:

Date: [enter date] Time: [enter time]

Venue: City of Stirling, 25 Cedric Street Stirling, Challenger Room

Proponent/s and Owners

Item 1

[enter applicant & attendees]

[enter company represented]

Owners

[enter name/company]

Item 2

[enter applicant & attendees]

[enter company represented]

Owners

[enter name/company]

Item 3

[enter applicant & attendees]

[enter company represented]

Owners

[enter name/company]

Observer/s: [enter name/s]

Agenda

Time	Item no.	Description
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1	Attendance and apologies
2	Declarations of interest
	Confirmation of previous reporting
3	Minutes for the previous meeting held on (enter date) were distributed to the Panel Members on (enter date) in conjunction with the Design Review Panel Report relating to each Item
4	Design review/s N/A
4.1	Agenda Item 1: Insert heading
2pm – 3pm	Enter item details
15 mins	Pre-Meeting (DRP members and local government officers) Briefings and pre-review panel discussion: <ul style="list-style-type: none"> development assessment overview technical issues
30 mins	Design Review Meeting (all) Proponent welcome Presentation / response to prior recommendations Questions and Clarification Discussion Summary by the Chair
5 mins	Post Meeting (DRP Members and Local Government officers) Post-review discussion
	Enter item details
	Pre-Meeting (DRP members and local government officers) Briefings and pre-review panel discussion: <ul style="list-style-type: none"> development assessment overview technical issues
4.2	Agenda Item 2: Insert heading
3pm – 4pm	Enter item details
15 mins	Pre-Meeting (DRP members and local government officers) Briefings and pre-review panel discussion: <ul style="list-style-type: none"> development assessment overview technical issues
30 mins	Design Review Meeting (all) Proponent welcome Presentation / response to prior recommendations Questions and Clarification Discussion Summary by the Chair



5 mins	Post Meeting (DRP Members and Local Government officers) Post-review discussion
4.3	Agenda Item 3: Insert heading
4pm – 5pm	Enter item details
15 mins	Pre-Meeting (DRP members and local government officers) Briefings and pre-review panel discussion: <ul style="list-style-type: none"> development assessment overview technical issues
30 mins	Design Review Meeting (all) Proponent welcome Presentation / response to prior recommendations Questions and Clarification Discussion Summary by the Chair
5 mins	Post Meeting (DRP Members and Local Government officers) Post-review discussion
5	Strategic planning/policy items
6	Other business
7	Next meeting
8	Close



Appendix 2 – Panel Report Template

Design Review Report

Local government:	City of Stirling	
Item no.:	Item 1 [enter details]	
Chairperson:	[enter Chair]	
Panel members:	[enter Member]	
	[enter Member]	
	[enter Member]	
	[enter Member]	
Local government officers:	[enter name]	[enter position]
	[enter name]	[enter position]
	[enter name]	[enter position]
	[enter name]	[enter position]
	[enter name]	[enter position]
Date:	[enter date]	Time: [enter time]
Venue:	City of Stirling, 25 Cedric Street Stirling, Challenger Room	

Proponent/s

	[enter names]	[enter company]
	Owners	[enter names]
Observer/s	[enter names]	

Briefings		
Development assessment overview	(enter name)	(enter position)
Technical issues	(enter name)	(enter position)
Design Review		
Proposed development	(enter details)	
Property address	(enter address)	
Background		
Proposal		
Applicant or applicant's representative address to the design review panel	(enter name) (enter	(enter company) (enter



	name)	company)
Key issues / recommendations	Refer to attached Design Quality Evaluation Report.	
Chair signature		

Design quality evaluation
Item ? (ADDRESS – DEVELOPMENT)
DRP Meeting – (DATE)

	S	Design Principle satisfied
	P	Design Principle pending further attention
	N	Design Principle not satisfied
Principle 1 Context and character		Good design responds to and enhances the distinctive characteristics of a local area, contributing to a sense of place.
		1a.
Principle 2 Landscape quality		Good design recognises that together landscape and buildings operate as an integrated and sustainable system, within a broader ecological context.
		2a.
Principle 3 Built form and scale		Good design ensures that the massing and height of development is appropriate to its setting and successfully negotiates between existing built form and the intended future character of the local area.
		3a.
Principle 4 Functionality and build quality		Good design meets the needs of users efficiently and effectively, balancing functional requirements to perform well and deliver optimum benefit over the full life-cycle.
		4a.
Principle 5 Sustainability		<i>Good design optimises the sustainability of the built environment, delivering positive environmental, social and economic outcomes.</i>



	5a.
Principle 6 Amenity	<i>Good design optimises internal and external amenity for occupants, visitors and neighbours, providing environments that are comfortable, productive and healthy.</i>
	6a.
Principle 7 Legibility	<i>Good design results in buildings and places that are legible, with clear connections and easily identifiable elements to help people find their way around.</i>
	7a.
Principle 8 Safety	<i>Good design optimises safety and security, minimising the risk of personal harm and supporting safe behaviour and use.</i>
	8a.
Principle 9 Community	<i>Good design responds to local community needs as well as the wider social context, providing environments that support a diverse range of people and facilitate social interaction.</i>
	9a. 9b.
Principle 10 Aesthetics	<i>Good design is the product of a skilled, judicious design process that results in attractive and inviting buildings and places that engage the senses.</i>
	10a.

Design Review progress
(ADDRESS – DEVELOPMENT)
DRP Meeting – (DATE)

S	<i>Design Principle satisfied</i>		
P	<i>Design Principle pending further attention</i>		
N	<i>Design Principle not satisfied</i>		
	DR1 (date)	DR2	DR3
Principle 1 - Context and character			
Principle 2 - Landscape quality			
Principle 3 - Built form and scale			
Principle 4 - Functionality and build quality			
Principle 5 - Sustainability			
Principle 6 - Amenity			
Principle 7 - Legibility			
Principle 8 - Safety			



Principle 9 - Community			
Principle 10 - Aesthetics			

13.4 APPOINTMENT OF ALTERNATE MEMBER TO THE 30 NOVEMBER MINDARIE REGIONAL COUNCIL MEETING

Business Unit:	Governance	Service: Council Governance
Ward:	Not Applicable	Location: Not Applicable
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Council Resolution

1123/028

Moved Councillor Krsticevic, seconded Councillor Proud

That Council APPOINTS Councillor Michael Dudek as the alternative member to attend the Mindarie Regional Council meeting to be held Thursday 30 November 2023.

The motion was put and declared CARRIED (13/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.

Against: Nil.

Recommendation

That Council APPOINTS Councillor Michael Dudek as the alternative member to attend the Mindarie Regional Council meeting to be held Thursday 30 November 2023.

Purpose

To appoint an alternative representative of the City of Stirling Council to the Mindarie Regional Council (MRC) for its meeting to be held 30 November 2023.

Details

An MRC meeting is scheduled to be held 30 November 2023. Councillor Andrea Creado, one of the City's four appointed MRC members, is unable to attend this meeting.

At its Special Council Meeting held 7 November 2023, Council resolved (Special Council Resolution 1123/009) to appoint Councillor Michael Dudek as the MRC alternate member. MRC's constitution mandates that a formal resolution is required to appoint an alternate each time an appointed member is unable to attend.

Financial Assessment and Implications

Nil.

Stakeholder Engagement

Nil.

Relevant Policies, Legislation and Council Resolutions

[Mindarie Regional Council Constitution](#)

[Local Government Act 1995](#)

Meeting Date	Council Resolution Number	Council Resolution
7 November 2023	1123/009	<p>“1. That Council APPOINTS the following members to the Mindarie Regional Council for the period 7 November 2023 to 18 October 2025:</p> <p>Members</p> <ol style="list-style-type: none"> 1. Councillor Andrea Creado 2. Councillor Joe Ferrante 3. Councillor Chris Hatton 4. Councillor Stephanie Proud <p>2. That Council APPOINTS Councillor Michael Dudek for the period 7 November 2023 to 18 October 2025, to act as the City of Stirling alternate member at Mindarie Regional Council.”</p>

Sustainable Stirling 2022-2032

Key Result Area: Our leadership

Objective: A well-governed City

Priority: Comply with legislation, standards and obligations

Strategic Risk

Strategic Risk	Risk Appetite
Governance	The City will act with integrity and implement appropriate processes and controls to avoid breach of legislation.

Relevant Documents and Information

Attachments

Nil.

Available for viewing at the meeting

Nil.

Linked Documents

Nil.

14. NOTICES OF MOTION FOR CONSIDERATION

‘Notices of Motion for Consideration’ include a brief report to assist Council in deciding to approve or not approve the Motion.

A further and more detailed report will be submitted at a future Ordinary Council meeting for Motions that are approved, in accordance with Clause 4.5(2)(c) of the City of Stirling Meeting Procedures Local Law 2021.

14.1 PROPOSED NOTICE OF MOTION - COUNCILLOR LISA THORNTON - TREE RETENTION ON PRIVATE PROPERTY PLANNING CONTROLS

Business Unit:	Development Services	Service: Schemes, Policies & Heritage
Ward:	City Wide	Location: City Wide
Applicant:	Not Applicable	

Council Resolution

1123/029

Moved Councillor Thornton, seconded Councillor Olow

That a report be PRESENTED to Council by May 2024 regarding the opportunities to retain trees (and canopy) on private property prior to, during and after development including strengthening related planning conditions.

The motion was put and declared CARRIED (13/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.
Against: Nil.

Reason for Suggested Alternative Recommendation

Presenting a report by May 2024 allows sufficient time for the Department of Planning, Lands and Heritage to advise the City of its approach regarding planning instruments for the protection and planting of trees on private property.

Notice of Motion Recommendation

That a report be PRESENTED to Council in early 2024 on opportunities to retain trees (and canopy) on private property prior to, during and after development including strengthening related planning conditions.

(Suggested Alternative Recommendation – Refer to Conclusion of Report

Background provided by Elected Member

“To address the need for appropriate planning controls regarding the retention of trees in development applications and to strengthen the importance of maintaining tree canopy throughout the lifespan of the development. The aim of the NOM is to explore opportunities to enhance these controls and ensure the preservation of trees adhere to the City's Urban Forest Policy and for the consideration their environmental and aesthetic benefit is paramount.”

Details

The City recognises the need for retention of, and additions to, tree canopy throughout the City. The City's Development Services Business Unit, in conjunction with the Parks and Environment Business Unit are currently investigating additional options to preserve and enhance tree canopy to deliver on the City's Urban Forest Strategy. An Elected Member workshop is to be held on 27 November 2023 to discuss options for tree canopy protection within the City.

The Department of Planning, Lands and Heritage (DPLH) is currently working on a series of planning instruments for the protection and planting of trees on private property. It is uncertain at this stage when the DPLH will release its approach to the matter; it is anticipated next year. Any instruments created by the City should align with this approach.

Officers will prepare a report to be presented to the future Planning and Development Committee Meeting to be held 7 May 2024, following engagement and guidance from the DPLH.

Recommended Action

It is recommended that a report be presented to Council in early 2024 discussing the opportunities to protect trees on private property.

Financial Assessment and Implications

The report to a future Planning and Development Committee will consider financial implications.

Sustainable Stirling 2022-2032

Key Result Area: Our natural environment

Objective: A biodiverse City

Priority: Increase tree planting and retention of trees across the City

Strategic Risk

Strategic Risk	Risk Appetite
Environment	The City will prioritise protection, enhancement and sustainability of the natural environment unless this cannot be achieved without significantly compromising the City's economic or social sustainability.

Suggested Alternative Recommendation

That a report be PRESENTED to Council by May 2024 regarding the opportunities to retain trees (and canopy) on private property prior to, during and after development including strengthening related planning conditions.

Reason for Suggested Alternative Recommendation

Presenting a report by May 2024 allows sufficient time for the Department of Planning, Lands and Heritage to advise the City of its approach regarding planning instruments for the protection and planting of trees on private property.

14.2 PROPOSED NOTICE OF MOTION – FORMER COUNCILLOR FELICITY FARRELLY - WEST COAST HIGHWAY PEDESTRIAN CROSSING

Business Unit:	Engineering Services	Service: Transport Services
Ward:	Coastal	Location: Intersection of West Coast Highway and Brighton Road, Scarborough
Applicant:	Not Applicable	

Council Resolution**1123/030****Moved Councillor Paparde, seconded Councillor Krsticevic**

That the City REQUESTS Main Roads WA to reconsider the amount of time given to pedestrians to walk across West Coast Highway be extended such that there is not a safety concern of turning cars on a green arrow driving at pedestrians still crossing the road.

The motion was put and declared CARRIED (12/1).

For: Councillors Creado, Dudek, Ferrante, Giudici, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.

Against: Councillor Hatton.

Notice of Motion Recommendation

That the City REQUESTS Main Roads WA to reconsider the amount of time given to pedestrians to walk across West Coast Highway be extended such that there is not a safety concern of turning cars on a green arrow driving at pedestrians still crossing the road.

Background provided by Elected Member

“When initially installed there were no high rise builds on the east side of West Coast Highway on Brighton Road and fewer cars turning into West Coast Highway. In the intervening time the traffic on Brighton Road has become significant and there is less patience to wait for pedestrians to cross.”

Details

West Coast Highway is classified as a state highway under the control of Main Roads WA (MRWA) as the state road agency. MRWA is also responsible for all traffic controlled intersections.

There is often a misunderstanding that the green time for pedestrians should extend for the entire crossing movement, but many signalised intersections operate with ‘parallel crossings’, which is where pedestrians cross parallel with running traffic. For these intersections, it is current MRWA policy to provide a green ‘Walk’ signal of approximately six seconds duration (as a pre-start for pedestrians), with the remainder of the crossing movement being undertaken under the flashing red ‘Don’t Walk’ signal. Turning vehicles are then required to give way to pedestrians crossing the road under the regulations of the *Road Traffic Code 2000*.

The issue of vehicles not giving way as required is not confined to this specific intersection. MRWA has sought to improve driver awareness of driver responsibilities at pedestrian crossings through the installation of signage indicating ‘Give Way to Pedestrians’. To complement this initiative, various public education campaigns through social media have been published to increase awareness of the safe use of pedestrian crossings across the entire road network.

The length of time provided to pedestrians to cross the road is not calculated based on pedestrian volumes or the scale of surrounding development. The total crossing time (consisting of the green ‘Walk’ signal and flashing red ‘Don’t Walk’ signal) is based on the total crossing distance and an average pedestrian walking speed of 1.2 metres per second. The average walking speed can sometimes be reduced (to provide a slightly longer crossing time) if there is a high number of aged or vulnerable road users, for example, near an aged care facility. If green time was provided to pedestrians for the entire crossing movement, this would extend the overall cycle time for the intersection and would have a flow-on effect to increase queues and delays to all vehicles travelling through the intersection.

The City has received multiple requests over recent years to review the timing for pedestrians at this intersection and has referred all requests to MRWA for consideration. In response, MRWA has advised that it has extended the crossing times for pedestrians as much as practically possible. However, this task is made difficult due to this intersection being coordinated with adjacent sets of traffic signals on West Coast Highway.

MRWA undertook traffic signal modifications to this intersection in late 2020, which included a separation of the Brighton Road movements (from the eastern and western approaches) from a single phase into two separate phases. The separation of these movements into two phases further reduces the potential conflict between vehicles and pedestrians crossing the road.

Officers can submit a request to MRWA to consider a review of the pedestrian timing. However, based on the previous responses and recent traffic signal modifications, there may be little scope for further modifications to be considered.

Financial Assessment and Implications

Nil.

Sustainable Stirling 2022-2032

Key Result Area: Our built environment

Objective: An accessible and connected City

Priority: Provide and maintain safe and accessible roads and parking

Priority: Provide a safe network of cycleways and pathways to link people and places

Strategic Risk

Strategic Risk	Risk Appetite
Purpose	The City will pursue community and sector leadership through forward thinking decision making, and alignment of its services and operations with its strategic objectives.

14.3 PROPOSED NOTICE OF MOTION - COUNCILLOR TERESA OLOW - HERDSMAN LAKE REGIONAL PARK PUBLIC TOILETS

Business Unit:	Facilities, Projects and Assets	Service: Facility Management
Ward:	Osborne	Location: Herdsman Lake Regional Park
Applicant:	Not Applicable	

Council Resolution**1123/031****Moved Councillor Olow, seconded Councillor Thornton**

That the Mayor WRITES to the Minister of the Department for Biodiversity, Conservation and Attractions requesting that the State Government make funding provisions in the next available budget to provide public toilets in the Herdsman Lake Regional Park.

The motion was put and declared CARRIED (13/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.

Against: Nil.

Notice of Motion Recommendation

That the Mayor WRITES to the Minister of the Department for Biodiversity, Conservation and Attractions requesting that the State Government make funding provisions in the next available budget to provide public toilets in the Herdsman Lake Regional Park.

Background provided by Elected Member

“The City has been in discussions with the Department for Biodiversity, Conservation and Attractions (DBCA) for several years on this issue. DBCA have recently advised they have no plans to construct a toilet at Herdsman Lake. Herdsman Lake is used by locals in the area, residents from other suburbs, and numerous tourists who visit each year.”

Details

City Officers have previously met with Department for Biodiversity, Conservation and Attractions (DBCA) and Gould League staff, and discussed the issue of a lack of toilets in the vicinity. There was some initial talk regarding DBCA constructing the toilets, with the City maintaining these, but DBCA has since advised it has no such plans.

The majority of the park is managed by DBCA with the City managing three areas - one near the Perth Horse and Pony Club; Glendalough Reserve on the east side of Jon Saunders Drive; and Maurie-Hamer Park in the southeast of the Regional Park.

Financial Assessment and Implications

Nil.

Sustainable Stirling 2022-2032

Key Result Area: Our community

Objective: An inclusive and harmonious City

Priority: Facilitate social connections and access to services locally

Strategic Risk

Strategic Risk	Risk Appetite
People and Safety	The City will employ a capable workforce that is culturally aligned and is empowered to deliver strategic objectives without comprising safety.

**14.4 PROPOSED NOTICE OF MOTION - COUNCILLOR JOE FERRANTE - ROBOCOP - XAVIER PATROL
AUTONOMOUS MOBILE ROBOT**

Business Unit:	Community Safety	Service: Security Services
Ward:	City Wide	Location: Not Applicable
Applicant:	Not Applicable	

At the request of Councillor Joe Ferrante, Item 14.4 was WITHDRAWN.

14.5 PROPOSED NOTICE OF MOTION - FORMER COUNCILLOR FELICITY FARRELLY - CALAIS ROAD SAFETY

Business Unit:	Engineering Services	Service: Transport Services
Ward:	Coastal	Location: Calais Road, between Stewart Street and Ewen Street, Scarborough
Applicant:	Not Applicable	

Council Resolution**1123/032****Moved Councillor Paparde, seconded Councillor Migdale**

That Item 14.5 - Proposed Notice of Motion - Former Councillor Felicity Farrelly - Calais Road Safety - be REFERRED to a Council meeting to be held in early 2024 to allow further consideration by Elected Members.

The motion was put and declared CARRIED (13/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.
Against: Nil.

Notice of Motion Recommendation

That officers action REMEDIATION to ensure residents on the west side of Calais Road between Stewart Street and Ewen Street have safe car egress and access to their properties, particularly those opposite the ROW shops on the East Side of Calais Road.

(Suggested Alternative Recommendation – Refer to Conclusion of Report)

Background provided by Elected Member

“Calais Road is congested by parked vehicles. It does not allow two cars to move in opposite directions parallel to each other without having to stop behind an open driveway and then move out into the middle and endeavour to get to the end of the road before another enters.”

Details

The section of Calais Road between Stewart Street and Ewen Street, Scarborough is classified as a Local Access Road under the City's Functional Road Hierarchy. The road is 190m in length with a single lane of traffic in each direction. The abutting land uses are primarily residential (including mostly multi-dwelling properties), with the Calais Road Local Centre on the eastern side of the road for the first 55m south of Ewen Street.

Concerns have been raised regarding road safety along this section of Calais Road due to vehicles being parked on both sides of the road. These concerns have been investigated by City officers, taking into consideration various industry standards (including the West Australian Planning Commission's Liveable Neighbourhood Guidelines) as well as numerous onsite observations of parking activities and vehicle movements.

The section of Calais Road adjacent to the Local Centre has a road width of approximately 6.8m, which allows vehicles to be parked on the western kerb and still leave sufficient passing width. The remaining section of Calais Road south of the Local Centre is around 7.2m wide, which allows a vehicle to be parked on both sides and still leave the minimum passing width for vehicles of 3m (according to the Road Traffic Code). It is acknowledged that this requires one vehicle to wait and find a space to give way to the opposing direction, but on-site observations indicate this occurs regularly and without incident.

The City previously organised to have the solid centre line on the adjacent section of Ewen Street removed (and replaced with a dashed centreline) to free up space for additional on-street parking and to remove some of the pressures from Calais Road. Requests have also been made to construct parking embayments on both sides of Calais Road to increase the provision of parking. However, the City does not provide public parking embayments within the verges of private residential properties.

The City will generally consider the installation of parking restrictions at locations adjacent to bends or crests for safety reasons, or where vehicles park too close to intersections, or where the road is too narrow to accommodate legal parking on both sides. The City has many locations where on-street parking is permitted along similar width roads as Calais Road.

On-street parking can and does occur on many inner-city local roads and is becoming increasingly common as infill development continues and parking requirements are reduced. Comparisons between roads with and without on-street parking has shown that parking can have a positive impact in reducing vehicle speeds, as motorists are generally required to slow down to pass stationary vehicles. Removal of on-street parking has shown to increase the speed of vehicles along a road.

Based on these investigations, the City considers that parking along this road is generally occurring in a safe and acceptable manner. If restrictions were applied, the number of parked vehicles would not necessarily reduce, and would simply be transferred to other adjacent road sections. There may also be flow-on impacts to the commercial viability of businesses in the adjacent shops.

Financial Assessment and Implications

Nil.

Sustainable Stirling 2022-2032

Key Result Area: Our built environment

Objective: An accessible and connected City

Priority: Provide and maintain safe and accessible roads and parking

Strategic Risk

Strategic Risk	Risk Appetite
Purpose	The City will pursue community and sector leadership through forward thinking decision making, and alignment of its services and operations with its strategic objectives.

Suggested Alternative Recommendation:

That Council NOTES that parking restrictions along Calais Road between Stewart Street and Ewen Street are not required at this stage.

Reason for Alternative Recommendation

The City has undertaken extensive investigations of parking issues and site inspections to review parking behaviour along this road. These investigations have demonstrated that parking along this road is generally occurring in a safe and acceptable manner.

15. NOTICE OF MOTION FOR CONSIDERATION AT THE NEXT MEETING

15.1 PROPOSED NOTICE OF MOTION - COUNCILLOR ROB PAPARDE - SCARBOROUGH TO TRIGG WALKWAY

Councillor Rob Paparde submitted the following Notice of Motion at the Council meeting held 21 November 2023.

Notice of Motion

Given that 18 months has lapsed since Council last considered this matter, Council requests that the City PRIORITISES planning a new raised walkway between North Scarborough and South Trigg, giving consideration to environmental impacts and protection and a report be PRESENTED to Council in March 2024 with timelines.

Reason for Motion

“The boardwalk has previously been considered by Council many years ago and not proceeded, but the need for separation between pedestrians, other forms of mobility and traffic is increasing as is the patronage of the pathway. There is strong community support for a quality-built boardwalk to the highest environmental standards to provide safe pedestrian enjoyment of our world class coastline to proceed.”

15.2 PROPOSED NOTICE OF MOTION - COUNCILLOR KARLO PERKOV - BIRD WATERERS IN THE CITY OF STIRLING

Councillor Karlo Perkov submitted the following Notice of Motion at the Council meeting held 21 November 2023.

Notice of Motion

That the City INVESTIGATES the installation of further “Bird Waterers” to provide more water sources for local birdlife across City of Stirling.

Reason for Motion

“The City has trialled a bird waterer unit at Star Swamp, with another unit budgeted this financial year.

With the decrease in available foliage and foraging for our vulnerable bird life, in particular the cockatoos across the City, coupled with the anticipated hotter temperatures, it is important that we try to provide a reliable and safe drinking source for these birds.”

16. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil.

17. NEW BUSINESS OF AN URGENT NATURE

Nil.

18. MATTERS BEHIND CLOSED DOORS

Nil.

19. CLOSURE

The Presiding Member declared the meeting closed at 7.54pm.

These minutes were confirmed as a true and correct record of proceedings on:

...../...../ 2023

SIGNED:

Presiding Member Name:

PRESIDING MEMBER