



**Ordinary Meeting of the 39th Council**

**12 May 2020**

# **LATE REPORTS AGENDA**

## **Our Vision, Mission and Values**

### **Vision**

The City of Stirling will be a place where people choose to live, work, visit and invest. We will have safe and thriving neighbourhoods with a range of housing, employment and recreational opportunities. We will engage with our diverse community to help shape our future into the City of Stirling – City of Choice.

### **Mission**

To serve the City's diverse community through delivering efficient, responsive and sustainable services

### **Values**

The City of Stirling's core values are:-

- Integrity
- Community Participation
- Accountability
- Respect
- Environment
- Diversity

### **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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## 5. PETITIONS

### 5.1 EPETITION - REQUEST TO STOP 224 CARS IN STIRLING BACKSTREETS

The following ePetition containing 137 verified signatures has been received by the City:-

*“A massive outside of business hours (incl. Saturday) childcare business is proposed on the corner of Spoonbill Road and Cedric Street, Stirling, creating at least 224 car movements per day and it does not meet the R Codes. This development does not meet the following Residential Design Codes and must not be approved by Council with these exemptions as it will look like a prison on a hill but painted as a circus tent: 1. Filling the site to a depth of 0.97m, is in excess of the 0.50m allowed; 2. The retaining walls will have a maximum height of 0.97m are higher than the 0.50 m allowed. Gawdy childcare business paint schemes and commercial signage are designed to garner attention and Council must not allow this visual pollution. Spoonbill Rd and Cedric St are very busy with morning and afternoon school and work traffic. They are "rat-runs" but the developers' have supported their DA by claiming that there will be no adverse effects to residents. 224 vehicle movements per day that will access a tiny carpark via Cedric Street on the round-about, will cause traffic chaos. The application plans for 13 bays which does not have enough car parks for a 0-3-year-old childcare business. The carparks will not meet the requirements of the staff let alone parents' dropping off babies. This will require at least 15 min or more turn-around times. This is due to the difficulty of babies being secured in a car and then signing in and settling or collecting babies. This will not be a kiss and drive. There will be increased traffic on Cedric Street from the three other new childcare businesses being built and from the units at the shopping centre. There is a lack of parking at the Stirling Shopping Centre, so this development will only add to the traffic snarls and rat parking. There are enough sites that are zoned commercial and untenanted in the area so there is no need for business to be dumped into a long-term residential area for the commercial gain of a developers that don't even live in Stirling. Council should be supporting commercial property owners' and not increasing commercial property supply by allowing quasi commercial premises in our residential zones. Stirling will get even more "rat-parkers" now that leave their car in the back streets after dropping off their children and to catch public transport to the city to avoid paying for parking in the city or at the train station only to return in the evening. There is no preferential treatment in this business for locals and it has been located to capture rat runners to the train station or the freeway. Stirling already has several under capacity childcare businesses in a 5km radius and Council must use their discretion and not approve any more. This extended hours childcare business doesn't have enough carparks for staff let alone parents' dropping children off and the parking needs to be 30 bays not 13. They have reduced the car bays for 4 bike racks and a bus stop but no-one will take babies to childcare on a pushbike or bus, it is simply ridiculous, Council must not allow this reduction. Lack of bays will cause people to park on Sandpiper and Spoonbill Roads which will cause a standstill of cars with parking on these streets 20 meters from a very busy round-about. There are 3 bus services at peak hours on Cedric Street and the car parking, turning off and stopping will interfere with these services. The site has developed trees and the building on the site appears to destroy the established 30 year old tree cover and Council needs to stop this tree loss. Councillors' must not allow this discretionary use as it is not a right as it is not being rezoned commercial and it's simply an approved use subject to Council discretion for a residential property. It must not be allowed.”*

Following the Council meeting held 12 May 2020, and the subsequent Council resolution, the ePetition will be forwarded to the Development Services Business Unit.

## 5.2 EPETITION - CLOTH NAPPY INITIATIVE

The following ePetition containing 289 verified signatures has been received by the City:-

*“Climate change and sustainability are big issues in our local and global community. As our population grows, so does our waste. The City of Stirling has a large number of children, particularly children under the age of two. Almost all of those children use nappies. On average a child goes through 6-8 nappies a day. Newborns go through even more. On average, a child goes through 3000 nappies a year. Cloth nappies have made a recent resurgence. They are sustainable and given they can be used for the entirety of a child’s nappy time until toilet training, they are cheaper in the long run. They can also be used for multiple children. However the start up costs, along with a lack of education and knowledge about it how they work, puts a number of people off. Modern cloth nappies (MCNs) generally cost between \$8 and \$35 per nappy. When it’s recommended that you have at least 24 nappies for full time use, that can be quite expensive. Particularly when all the other costs of a pram, cot, clothing etc. for a new baby is also added in. We propose that the City of Stirling commence two initiatives to support families in using cloth nappies. First, run free education seminars or classes about cloth nappies. There are a number of individuals and businesses that provide this service that the City of Stirling could use. Second, the City of Stirling provide a financial incentive to those that purchase cloth nappies, similar to that already run in other councils, whereby families can claim a yearly amount back upon proof of purchase, up to a certain limit. We firmly believe that both of these initiatives, together, would significantly assist in reducing waste and supporting young families in the City of Stirling.”*

Following the Council meeting held 12 May 2020, and the subsequent Council resolution, the ePetition will be forwarded to the Parks and Sustainability Business Unit.

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

### 14.1 NOTICE OF MOTION - COUNCILLOR STEPHANIE PROUD - BRADLEY RESERVE, DOUBLEVIEW - TEMPORARY PLAYGROUND SHADE SAIL AND PICNIC TABLE

Councillor Stephanie Proud submitted the following Notice of Motion prior to the Council Meeting held 12 May 2020:-

*“That Council CONSIDERS listing the cost to install temporary shade over the playground and a picnic table at Bradley Reserve in Doubleview as part of the 2020/2021 financial year budget”*

Background Information/Reason for Motion (provided by Councillor Stephanie Proud)

“Whilst minor modifications have been made to upgrade the park with a new path and drink fountain, further enhancement of shade provision to the playground through a temporary shade sail (until effective natural shade is established) along with a picnic setting will improve the recreational and play value of the reserve to the surrounding local community. Determining the cost of the potential improvements should be considered.

Bradley Reserve is located in an R40 area that is rapidly densifying hence the park is well utilised by a growing number of local families who walk there to enjoy the surroundings.”

#### **Report Information**

Location: Bradley Reserve, 184 Huntriss Road, Doubleview  
Applicant: Not Applicable  
Reporting Officer: Acting Manager Recreation and Leisure Services  
Business Unit: Recreation and Leisure Services  
Ward: Doubleview  
Suburb: Doubleview

## Authority/Discretion

### Definition

- Advocacy *when Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
- Executive *the substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
- Legislative *includes adopting local laws, town planning schemes and policies. It is also when Council reviews decisions made by Officers.*
- Quasi-Judicial *when Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.*
- Information Purposes *includes items provided to Council for information purposes only, that do not require a decision of Council (i.e. - for 'noting').*

## Notice of Motion Recommendation

**That Council CONSIDERS listing the cost to install temporary shade over the playground and a picnic table at Bradley Reserve, Doubleview as part of the 2020/2021 financial year budget.**

## Report Purpose

To respond to the Notice of Motion submitted by Councillor Stephanie Proud.

## Relevant Documents

### Attachments

Attachment 1 - Bradley Reserve, Doubleview - Aerial Image

### Available for viewing at meeting

Nil

## Background

Bradley Reserve, Doubleview is classified as a local level reserve which services the recreational and play needs of the surrounding local community living within close proximity to the reserve. The City's Public Open Space Strategy provides guidance regarding the level of Public Open Space amenity and is supported by the City's Playground Policy which outlines the City's position on playground equipment and shade.

Recent improvements to the reserve include the provision of a drink fountain and new path. The public toilet facility was recently demolished, following community consultation and Council's approval, and the Moorland Boulevard Cycle route has recently connected around the reserve. Bradley Reserve currently provides a local level playground, seating, drink fountain, grassed area, lighting and a dual use/shared path.

A needs assessment has been completed in relation to the provision of temporary artificial shade and a picnic setting at the reserve with the outcome outlined in this report.

## Comment

The City's Playground Policy outlines the following:-

- *"That Council only install shade structures over regional and major playgrounds across the City.*
- *That additional shade structures, other than major and regional playgrounds, are considered only in accordance with the criteria outlined below:-*
  - o *Where practicable and cost effective, temporary artificial shade structures may be utilised to supplement the planting of trees until such time that those trees provide adequate natural shade coverage."*

The needs assessment considered the provision of existing shade to the playground, provision of artificial shade, and playgrounds within a 400m and 800m catchment along with the playground policy considerations.

There are no other playgrounds or artificial shade provisions located within a 400m catchment of Bradley Reserve. Millet Park, Innaloo is the closest located reserve, and is approximately 550m from Bradley Reserve. It is a community park and is seen as an important recreational destination for the surrounding community. Given its classification and its need, to service a larger catchment to provide for longer stay community based recreational and play opportunities, it has a higher level of amenity. These include an artificially shaded major level playground, barbeque facilities, picnic shelters, public toilets, outdoor exercise equipment, bench seating and a drinking fountain.

Aside from Millet Park, Ravenscar Reserve, Doubleview also falls just outside the 400m catchment and is naturally shaded. Huntriss Norman Worner Street Reserve, Karrynyup; Yuluma Park, Innaloo; Hancock Street Reserve, Doubleview; and Munro Reserve, Doubleview are all located within an 800m catchment. All four reserves have natural shade provision servicing their playgrounds. Millett Selina/King George Reserve, Innaloo and Birralee Reserve, Innaloo are both located within an 800m catchment and provide artificial shade over their playgrounds.

In accordance with the City's Playground Policy, Bradley Reserve is a locally classified reserve and provides localised recreational and play opportunities and as such permanent artificial shade is not supported at the reserve. However, the existing trees located around the playground will take another five to seven years of development to establish a reasonable amount of shade during the hottest months of the year.

The City's Playground Policy states that where practicable and cost effective, temporary artificial shade structures may be utilised to supplement the planting of trees until such time that those trees provide adequate natural shade coverage. For that reason, it is considered that there is a need to provide a temporary artificial shade sail over the playground until reasonable natural shade provision is established.

It should be noted that the cost of temporary shade and permanent shade is the same over the life of the asset. This is due to the need for robust materials (uprights and sail fabric) to withstand the environmental elements and structural load stresses. The sails typically last between five to 10 years depending on exposure to coastal elements and wear and tear (including vandalism). Temporary shade would not be replaced after the initial sail is at the end of asset life, after which time the trees should be casting sufficient natural shade.

Bradley Reserve currently has two bench seats, one slightly to the north of the playground, and one to the south of the reserve in close proximity to the path. Given the need to support improved recreational opportunities particularly in an area where there is population growth and density change it is considered that the provision of a picnic setting located in close proximity to the playground to support parents and carers will improve the play experience and provide a place to sit and supervise children and enjoy a small picnic.

### **Consultation/Communication Implications**

The City has received requests for various recreational amenity improvements at the Bradley Reserve from local residents who value and use the reserve as an important destination to connect with their neighbours and local community.

It is not considered that there is a need to consult with the community prior to the installation of a temporary shade sail and picnic setting, if approved by Council.

### **Policy and Legislative Implications**

The Playground Policy.  
City of Stirling's Public Open Space Strategy.

### **Financial Implications**

The cost of the installation of a temporary artificial shade sail to the playground is estimated at \$30,000.

A picnic setting on a concrete pad inclusive of earthworks and reinstatement works as required is estimated at \$5,000.

To extend the life of shade sails and to undertake repairs and maintenance, shade sails are often taken down before winter and reinstalled in spring. Each removal or re-installation (including storage) costs approximately \$1,000 per site (i.e. \$2,000 per site per year). This does not include vandalism or storm damage. Provision for on-going maintenance cost would need to be included in annual parks operating budgets.

This project has not been listed on the City's current draft Parks capital works budget. As such Council will need to consider the timing of delivery of this project and its inclusion for consideration as part of the 2020/2021 financial year budget.

### **Strategic Implications**

**Built Environment:** Liveable and accessible City

**Outcome B3:** Built infrastructure that meets community needs

## Sustainability Implications

The following tables outline the applicable sustainability issues for this proposal:-

<b>ENVIRONMENTAL</b>	
<b>Issue</b>	<b>Comment</b>
Vegetation impact	The City continues to value the role that trees provide in delivering natural shade opportunities to the City's playgrounds and will maintain tree provision to the playground. Once established, it is intended that the trees will provide the primary shade treatment for the playground.

<b>SOCIAL</b>	
<b>Issue</b>	<b>Comment</b>
Amenity	The provision of a temporary shade sail and a picnic setting will improve the recreational and play value for the local community and park users in consideration of the playground policy.

<b>ECONOMIC</b>	
<b>Issue</b>	<b>Comment</b>
Nil.	

## Conclusion

As per the City's Playground Policy, the use of natural shade is the preferred approach for local playgrounds however, it identifies that where practicable and cost effective, temporary artificial shade structures may be utilised to supplement the planting of trees until such time that those trees provide adequate natural shade coverage. Given the existing shade provision and policy statement it is considered feasible to install a temporary playground shade sail and picnic setting at Bradley Reserve.



**14.2 NOTICE OF MOTION - MAYOR MARK IRWIN - CIVIC SERVICE FOR FORMER COUNCILLOR JIM CLARKO AM**

Mayor Mark Irwin submitted the following Notice of Motion prior to the Council Meeting held 12 May 2020:-

- “1. That the City WRITES to the family of Jim Clarko offering a civic service to be held at Clarko Reserve, Trigg, with a reception to follow to be held at Trigg Island Surf Life Saving Club, following the lifting of the COVID-19 restrictions and in consultation with the family.
2. That Council CONSIDERS the cost to fund the service and reception for Jim Clarko as part of the 2020/21 financial year budget for Civic Functions.”

Background Information/Reason for Motion (provided by Mayor Mark Irwin)

“Jim Clarko AM was a City of Stirling Councillor between 1969 and 1975 and then served as a politician for the Liberal Party between 1974 and 1996 as the MLA for Marmion and Karrinyup. He was a Speaker of the Legislative Assembly and also served as the Minister for Education. He was awarded the Member of the Order of Australia in 2006 for service to the Western Australian Parliament and the community of the City of Stirling. The passing of Jim during the COVID-19 restrictions has resulted in many of his family and the community not being able to pay their respects and this opportunity will allow Jim Clarko to be celebrated in a manner fitting his distinguished service to the community.”

**Report Information**

Location: Not Applicable  
Applicant: Not Applicable  
Reporting Officer: Manager Governance  
Business Unit: Governance  
Ward: Not Applicable  
Suburb: Not Applicable

## Authority/Discretion

### Definition

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- Information Purposes *includes items provided to Council for information purposes only, that do not require a decision of Council (i.e. - for 'noting').*

## Notice of Motion Recommendation

1. That the City **WRITES** to the family of Jim Clarko AM offering a civic service to be held at Clarko Reserve, Trigg, with a reception to follow to be held at Trigg Island Surf Life Saving Club, following the lifting of the COVID-19 restrictions and in consultation with the family.
2. That Council **CONSIDERS** the cost to fund the service and reception for Jim Clarko AM as part of the 2020/2021 financial year budget for Civic Functions.

## Report Purpose

For Council to consider hosting a civic service for former Councillor Jim Clarko AM to enable his family, friends and the community to pay their respects and celebrate his life in a manner fitting his distinguished and loyal service to the community.

## Relevant Documents

### Attachments

Nil.

### Available for viewing at the meeting

Nil.

## **Background**

Jim Clarko AM was a Councillor for the Perth Shire Council and City of Stirling from 24 May 1969 to May 1975. He received the Queen's Jubilee Medal in 1977 for 'unstinting service to the City of Stirling'. He was also awarded a Member of the Order of Australia on 12 June 2006 for service to the Western Australian Parliament serving in various parliamentary positions, including Speaker of the Legislative Assembly and to the community of the City of Stirling. Jim Clarko AM served as a politician for the Liberal Party between 1974 and 1996 as the MLA for Marmion and Karrinyup. He was a Speaker of the Legislative Assembly and also served as the Minister for Education. He was also a member of many local clubs and associations within the City of Stirling such as a member of the Lake Karrinyup Country Club, Patron and Vice Patron of the Trigg Island Surf Life Saving Club, President of the North Beach and Districts Sportsmen Club and member and committee member of the Trigg, North Beach and Watermans Community Associations. The City of Stirling also named Clarko Reserve in Trigg in his honour, which is testament to his service to the local community. The passing of Jim Clarko AM during the COVID-19 restrictions has resulted in many of his family, friends and the community not being able to pay their respects and this opportunity will allow Jim Clarko AM to be celebrated in a manner fitting his distinguished and loyal service to the community.

## **Comment**

Due to COVID-19 restrictions, the funeral for Jim Clarko AM was limited to a maximum 10 people, so most family, friends and community supporters had to watch the service online. For someone with such a distinguished life who spent a large part of his life advocating on behalf of the local community and the State of Western Australia, it is felt that it would be fitting for his life to be celebrated with a civic service in the City of Stirling.

The City held a similar service in the City's Reception Hall when Councillor Andrew Guilfoyle passed away, and provided assistance most recently to the family of Freeman of the City George Strickland AM when he passed away.

## **Consultation/Communication Implications**

Mayor Mark Irwin has spoken with the Clarko family to gauge their support for the City to host a civic service. The family are supportive of the suggestion and appreciate the kind gesture from the City. Following approval from Council, the Mayor will formally write to the family and meet with them to further discuss the details for the service. The City will also liaise with the Trigg Island Surf Life Saving Club regarding use of their venue, and the relevant Business Units regarding use of Clarko Reserve, Trigg.

## **Policy and Legislative Implications**

Nil.

## **Financial Implications**

The cost to hold a civic service for Jim Clarko AM at Clarko Reserve and Trigg Island Surf Life Saving Club is estimated to be between \$5,000 and \$10,000. All costs will be met from the Elected Members' Civic Functions account A0105-A-3316-0000 and it is anticipated that catering will be supplied by the City's Civic and Hospitality Services Team.

## Strategic Implications

**Social:** Thriving local communities

**Outcome S1:** Inclusive and harmonious City

## Sustainability Implications

The following tables outline the applicable sustainability issues for this proposal:-

ENVIRONMENTAL	
Issue	Comment
Nil.	

SOCIAL	
Issue	Comment
Community engagement	Holding a civic service will engage the local community by inviting them to come together to celebrate a leader of the community who spent his career serving them.

ECONOMIC	
Issue	Comment
Nil.	

## Conclusion

Hosting a civic service for former Councillor Jim Clarko AM will enable his family, friends and the community to pay their respects and celebrate his life in a manner fitting his distinguished and loyal service to the community.

## 17. NEW BUSINESS OF AN URGENT NATURE

### 17.1 CITY OF STIRLING COVID-19 ECONOMIC STIMULUS AND COMMUNITY RECOVERY PACKAGE

#### Report Information

Location:	Not Applicable
Applicant:	Not Applicable
Reporting Officer:	Director Corporate Services
Business Unit:	Not Applicable
Ward:	Not Applicable
Suburb:	Not Applicable

#### Authority/Discretion

##### Definition

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## Recommendation

1. That Council **ENDORSES** a 2020/2021 municipal budget scenario based on a 0% increase in municipal rates.
2. That Council **APPROVES** the preparation of a budget for 2020/2021 based on an Economic Stimulus and Community Recovery Package of \$43.7 million as follows:-
  - a. Ratepayer Financial Relief Package of \$4.9 million;
  - b. Business and Activation Package of \$7 million;
  - c. Community Package of \$2.9 million; and
  - d. Capital Investment Package of \$28.9 million.

## Report Purpose

To consider the proposed City of Stirling COVID-19 Economic Stimulus and Community Recovery Package.

## Relevant Documents

### Attachments

Nil.

### Available for viewing at the meeting

Nil.

## Background

On 11 March 2020, the World Health Organisation declared Coronavirus (COVID-19) as a pandemic. While this is a global health crisis, the social and economic impacts at a local level have been, and will continue to be, severe. Both the Federal and State Government have introduced a wide range of measures, with the Federal Government focussed on keeping Australians in jobs, keeping businesses in business, and supporting households and the Australian economy. The State Government has announced a range of support packages targeted at Western Australian households, pensioners, small to medium sized businesses, and not-for-profit organisations.

The Minister for Local Government has reiterated that Local Government will play a critical role in responding to the COVID-19 crisis over the coming months by supporting community wellbeing, implementing stimulus projects and driving community recovery.

The City has a responsibility to provide significant, targeted and locally relevant measures to our community beyond the initiatives being implemented at a Federal and State Government level. These measures must meet the needs of households, businesses, community organisations and employees through both the initial COVID-19 response phase and subsequent recovery phase. Importantly, these measures must be fiscally responsible, noting the City's long-term responsibility to deliver critical services for the community.

The City implemented a first tranche of measures following Council meetings held 24 March 2020 and 7 April 2020. The value of these measures is approximately \$2.1 million and include:-

- Dedicated Small Business Information Hotline.
- Partnering with Business Foundations to provide tailored one-on-one advice.
- Waiving the fee for verge permits and reducing the verge bond charge to \$500.
- Removing client fees for community care services for two months.
- Reducing meal fees for two months for all Home and Community Care and Commonwealth Home Support Program recipients.
- Welfare checks for those who can no longer attend social support groups and for the City's volunteers.
- Suspension of lease/rent payments of City properties.

In addition, at its meeting held 7 April 2020, Council resolved (Council Resolution Number 0420/013) as follows:-

1. *“That Council NOTES the range of initiatives already implemented by the City of Stirling in response to the COVID-19 crisis.*
2. *That Council SCHEDULES an online Council Workshop on 28 April 2020 to review and include measures within the City of Stirling Economic Stimulus and Community Recovery Package to enable financial modelling prior to formal consideration and adoption.*
3. *That Council REQUESTS that the Chief Executive Officer prepare the City of Stirling Economic Stimulus and Community Recovery Package for consideration at the Council Meeting to be held 12 May 2020.”*

## Comment

At the Elected Member workshop held 28 April 2020, the City's officers presented the proposed Economic Stimulus and Community Recovery Package with a suite of initiatives supporting households, businesses, community organisations and employees.

This package responded to local community needs while also supporting other packages released by the Federal and State Government. Elected Members were provided with information on each initiative, along with the financial implication and funding options available to the City.

The key initiatives within the proposed package were designed to deliver whole-of-community benefits by aligning with the following overarching objectives:-

- Provide households with direct financial relief and increased levels of service to assist families and individuals through this period of economic and social recovery.
- Provide local businesses with direct financial relief, improved access to City projects and contracts, and activated commercial centres through this period of economic and financial recovery.

- Support community health and well-being with direct financial support, more responsive and bespoke services for those in need, and the re-activation of City facilities and public spaces.
- Provide increased employment opportunities within the City's community (as well as the broader community) through a suite of capital projects that emphasise and activate a skilled, trade and general labour workforce.
- Retain the City's workforce through meaningful employment opportunities and fulfilment of health and wellbeing obligations.
- Capitalise upon Federal and State Government stimulus packages.

In determining the proposed package, the City has balanced three variables:-

- Continued delivery of services;
- Continued capital investment; and
- Affordable stimulus package.

### **Economic Stimulus and Community Recovery Package**

From the outcome of the Elected Member workshop this report recommends a \$43.7 million Economic Stimulus and Community Recovery Package across four focus areas as follows:-

<b>Focus Area</b>	<b>\$'m</b>
Ratepayer Financial Relief	4.9
Business and Activation	7.0
Community	2.9
Capital Investment	28.9
<b>Total Economic Stimulus and Community Recovery Package</b>	<b>43.7</b>

#### Ratepayer Financial Relief - \$4.9 million

The ratepayer financial relief package is premised on a municipal rate freeze for 2020/2021. With the planned changes to Gross Rental Value (GRV), this will see the City reducing rates to ensure a freeze. In addition to this freeze, the City is proposing to provide assistance to ratepayers by removing all interest, instalment and arrangement fees and providing flexible payment options along with the suspension of debt collection activity.

<b>Ratepayer Financial Relief</b>	<b>\$m</b>	<b>Ratepayers</b>
Provide immediate financial relief for ratepayers and debtors	4.9	<b>\$m</b>
◦ Rate freeze for 2020/21		<b>4.9</b>
◦ Removal of interest, instalment and arrangement fees		
◦ Flexible payment options and suspension of debt collection activity		

In addition to this package, it is proposed to freeze municipal service fees and charges as identified below.

### Business and Activation - \$7 million

This package is focussed on increased activation and ensuring that the City's small businesses prosper in to the future. Activation is aimed at neighbourhood level centres including events, projects and initiatives that ensure business and community connectedness.

<b>Business Support</b>		<b>\$m</b>	<b>Business &amp; Activation</b>	
				<b>\$m</b>
Assist small businesses to adapt to a new operating environment		1.7		7.0
<ul style="list-style-type: none"> <li>◦ Rent abatement for small businesses</li> <li>◦ Increased activation and connectedness through neighbourhood centre upgrades</li> <li>◦ Business counselling service</li> <li>◦ Business activation through partnership</li> <li>◦ Business mastermind program</li> <li>◦ Holiday at Home program</li> <li>◦ Business friendly approvals process</li> </ul>				
<b>City Improvement Initiatives impacting Small Business</b>			<b>\$m</b>	
Initiatives to improve connectedness and streamline processes for customers			3.8	
<ul style="list-style-type: none"> <li>◦ RMS implementation</li> </ul>				
<b>Arts &amp; Activation Support</b>			<b>\$m</b>	
Supporting the creative community and provide targeted activation			1.5	
<ul style="list-style-type: none"> <li>◦ Community creativity fund</li> <li>◦ City run events</li> <li>◦ Town team activation fund</li> <li>◦ Event sponsorship</li> <li>◦ Locally targeted activation</li> </ul>				

### Community - \$2.9 million

The Community package focusses on five key areas:-

- Freeze, reduction or removal of municipal fees and charges for community groups and sporting clubs.
- Funding support to enable community groups and sporting clubs to recommence and adapt their activities.
- Support for sporting clubs to ensure both short and long term viability.
- Continued support for the vulnerable in our community.
- Reopening the City's facilities and services to ensure community wellbeing and continued employment for City employees.

<b>Community Group Support</b>		<b>\$m</b>	<b>Community</b>	
Provide support for Stirling's community groups		0.7		<b>\$m</b>
<ul style="list-style-type: none"> <li>◦ Community group assistance fund</li> <li>◦ Reduction in facility hire fees for community groups</li> </ul>				
<b>Supporting the Vulnerable in our Community</b>		<b>\$m</b>		
Supporting the vulnerable in our community through targeted services and fee reductions		1.0		
<ul style="list-style-type: none"> <li>◦ Vulnerable community hotline</li> <li>◦ Jobshop services and job readiness program</li> <li>◦ Reduction in home support and meals on wheels fees</li> <li>◦ Reduction in Library fees and waiving of fines</li> <li>◦ Reduction in animal registration fees</li> </ul>				
<b>Supporting Sporting Clubs</b>			<b>\$m</b>	
Providing support and financial relief to the City's sporting clubs			1.2	
<ul style="list-style-type: none"> <li>◦ Sporting clubs grant program</li> <li>◦ Turf curation subsidy</li> <li>◦ Waiving of rates charges</li> <li>◦ Waiving of ground fees and floodlight charges</li> <li>◦ Financial counselling service</li> </ul>				
<b>City of Stirling Staff</b>		<b>\$m</b>		
Provide continued employment for the City's staff		-		
<ul style="list-style-type: none"> <li>◦ No reduction in permanent staff numbers to deliver planned services</li> </ul>				

### Capital Investment - \$28.9 million

The proposed package ensures investment is focussed on maximising stimulus by prioritising labour based projects as opposed to material based. Five stimulus areas have been considered around households, business and community as follows:-

- Major projects.
- Civil works.
- Facility upgrades.
- Community parkland.
- Precinct packages.

<b>Capital Investment Stimulus</b>		<b>\$m</b>	<b>Capital Investment</b>	
Major capital investment to stimulate the local economy		28.9		<b>\$m</b>
<ul style="list-style-type: none"> <li>◦ Acceleration of Recycling Centre Balcatta Redevelopment</li> <li>◦ Major refurbishment of the Terry Tyzack Aquatic Centre</li> <li>◦ Upgrade of the Hamersley Golf Course</li> <li>◦ Program includes Park upgrades, Sporting Facility refurbishments and Cycleways</li> <li>◦ Focus on projects providing the greatest employment opportunities</li> <li>◦ 400+ projects under \$0.5m giving opportunities to small business</li> </ul>				
				<b>28.9</b>

The package ensures investment in those facilities and projects which will be of benefit to the City's wider community.

## Integrated Planning

An Elected Member workshop scheduled for 25 May 2020 will look to gain agreement on the City's Strategic Community Plan and Corporate Business Plan, and provide detailed information on services, service levels and projects to finalise the budget for 2020/2021. Further detail with regards to the impact of the proposed Economic Stimulus and Community Recovery Package will also be provided.

## Consultation/Communication Implications

A workshop was held with Elected Members on 28 April 2020 where a proposed Economic Stimulus and Community Recovery Package was presented along with the financial implications and funding options.

When preparing the Economic Stimulus and Community Recovery Package, the City has responded to directions from both Federal and State Government, and has liaised with WALGA and other key stakeholders.

## Policy and Legislative Implications

*Local Government Act 1995*

Local Government (Financial Management) Regulations 1996

## Financial Implications

The proposed Economic Stimulus and Community Recovery Package will be funded as follows:-

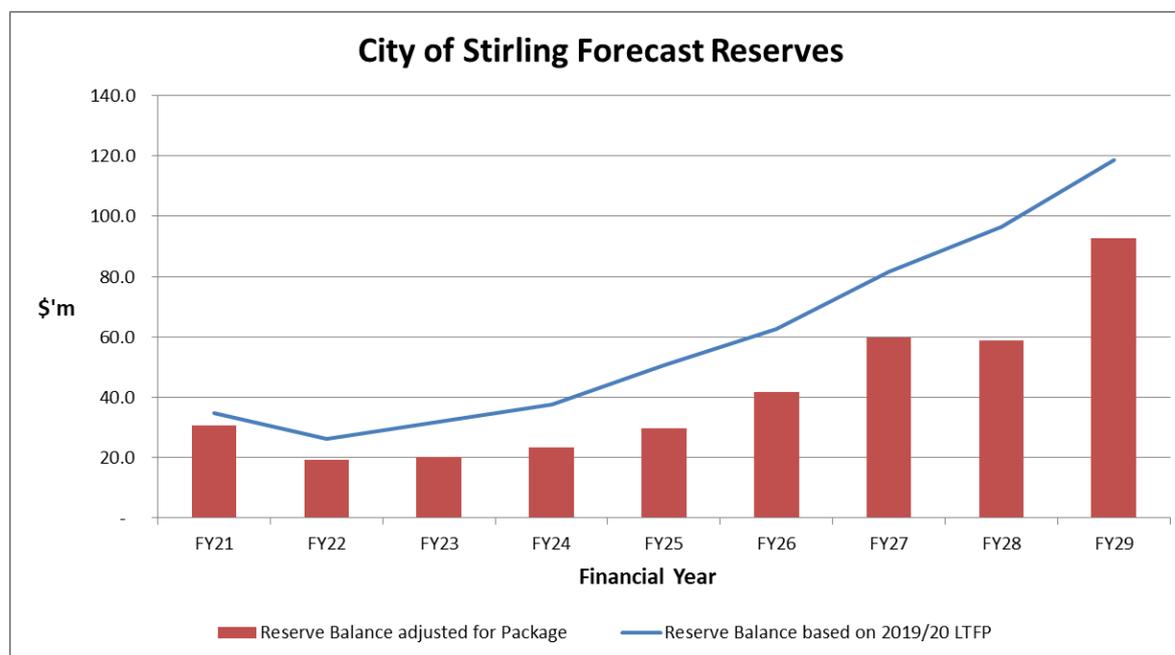
<b>Funding Source</b>	<b>Amount \$'m</b>
Drawdown from Reserves and Trusts	21.1
Reduction of direct service costs	9.7
Reprioritisation of funds	2.6
Cancellation/deferral of capital projects	3.0
Reduction in maintenance and renewal capital programme	7.3
<b>Total Economic Stimulus and Community Recovery Package</b>	<b>43.7</b>

It is proposed to utilise \$21.1 million from the City's Reserves and Trusts to fund the Economic Stimulus and Community Recovery Package. This includes \$5 million associated with the redevelopment of the Hamersley Golf Course, which would be paid back through recoup of the initial investment.

The drawdown from Reserves will fund capital works projects which would ordinarily have been funded from municipal funds. In addition, the cost of a freeze to rates is proposed to be funded from the City's Public Parking Strategy Reserve. The proposed drawdown from Reserves will require the repurposing of the following Reserves:-

Reserve	Current Use	Proposed Additional Use	Repurposed Amount \$'m
Public Parking Strategy	Meet the costs of providing, maintaining and managing parking services	<ul style="list-style-type: none"> <li>Fund the cost of a rates freeze</li> <li>West Coast Drive Cycling improvements</li> </ul>	5.4
Asset Acquisition	To accommodate revenue from land sales	<ul style="list-style-type: none"> <li>Redevelopment of Terry Tyzack Aquatic Centre</li> </ul>	2.5
Capital Investment	Investment, including the acquisition of investment property	<ul style="list-style-type: none"> <li>Redevelopment of Hamersley Golf Course</li> </ul>	1.5
Investment Income	Hold income from investment properties and interest from Capital Investment Reserve	<ul style="list-style-type: none"> <li>Redevelopment of Terry Tyzack Aquatic Centre</li> <li>Precinct Packages</li> </ul>	1.4

The impact of the reduction on the City's Reserves against the current Long Term Financial Plan (LTFP) can be seen below. This does not include employee provision reserves or minor reserves such as Edith Cowan Lighting Reserve.



The current proposal sees Reserves reduced to fund a rate freeze. The City is currently investigating the implementation of a differential rate for commercial and industrial properties which would ensure a freeze on municipal rates with less impact on the City's Reserves. This option will be presented at the workshop with Elected Members to be held 25 May 2020.

## Review of proposed Economic Stimulus and Community Recovery Package

The *Local Government Act 1995* and its regulations require a Local Government to review its annual budget between 1 January and 31 March each year. In addition to the required annual review, the City is proposing to undertake an exercise in October 2020 to review expenditure and desired outcomes against the proposed Economic Stimulus and Community Recovery Package. This will enable Council to redirect funds as required, dependant on the situation and related information at that time.

### **Strategic Implications**

**Governance:** Making it happen

**Outcome G1:** Good governance

### **Sustainability Implications**

The following tables outline the applicable sustainability issues for this proposal:-

<b>ENVIRONMENTAL</b>	
<b>Issue</b>	<b>Comment</b>
Initiatives included in the City's Economic Stimulus and Community Recovery Package align with environmental sustainability objectives including energy consumption, waste generation and water consumption.	

<b>SOCIAL</b>	
<b>Issue</b>	<b>Comment</b>
Initiatives included in the City's Economic Stimulus and Community Recovery Package align with social sustainability objectives including amenity, community engagement, community services, cultural and heritage values, and health/wellbeing.	

<b>ECONOMIC</b>	
<b>Issue</b>	<b>Comment</b>
Initiatives included in the City's Economic Stimulus and Community Recovery Package align with economic sustainability objectives including development of key business sectors, business innovation, job creation, and transport infrastructure.	

### **Conclusion**

The impact of COVID-19 on the Stirling community is unprecedented. While there are uncertain times ahead, the City of Stirling has a key role in providing leadership for the Local Government sector as well as providing direction and support for our local community.

The proposed Economic Stimulus and Community Recovery Package of \$43.7 million will respond to household, business and community needs through the initial COVID-19 response phase and subsequent recovery phase, while ensuring the City's financial sustainability to continue to deliver critical services for the community.

## 17.2 LIVE STREAMING AND RECORDING OF COUNCIL MEETINGS POLICY

### Report Information

Location:	Not Applicable
Applicant:	Not Applicable
Reporting Officer:	Director Corporate Services
Business Unit:	Corporate Services Admin
Ward:	Not Applicable
Suburb:	Not Applicable

### Authority/Discretion

#### Definition

- Advocacy *when Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
- Executive *the substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
- Legislative *includes adopting local laws, town planning schemes and policies. It is also when Council reviews decisions made by Officers.*
- Quasi-Judicial *when Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.*
- Information Purposes *includes items provided to Council for information purposes only, that do not require a decision of Council (i.e. - for 'noting').*

### Recommendation

1. That Council **ADOPTS** the Live Streaming and Recording of Council Meetings Policy.
2. That Council **ENDORSES** the commencement of Live Streaming and Recording of Council Meetings from the Council meeting of 12 May 2020.
3. That Council **REVIEWS** the operation of Live Streaming and Recording of Council Meetings by December 2020.

### Report Purpose

To adopt a Live Streaming and Recording of Council Meetings Policy which will allow the City to commence live streaming of Council meetings from 12 May 2020.

## Relevant Documents

### Attachments

Attachment 1 - Proposed Live Streaming and Recording of Council Meetings Policy

### Available for viewing at meeting

Nil

## Background

At its meeting held 12 June 2018, Council resolved (Council Resolution Number 0618/014) as follows:-

*"That Council PROCEEDS with Option One within the body of the report with regards to live streaming, with approval of a subsequent workshop, and a report to be PRESENTED to a future Community and Resources Committee meeting."*

Option One referred to in the Council Resolution was that Council determines that live streaming is feasible and moves forward.

At its meeting held 2 October 2018, Council resolved (Council Resolution Number 1018/006) as follows:-

*"That Council PROCEEDS with live streaming of Council meetings following adoption of a Live Streaming Policy, including the issues around Public Question Time."*

## Comment

Council is committed to ensuring as many people as possible are able to connect with the City and its decisions. The City currently audio records Council meetings, with the audio available on site at the City's administration. Live streaming would enable the City's residents and the wider community immediate access to the meetings.

To 'live stream' is to transmit or receive live video and audio coverage of an event over the internet; the content is simultaneously recorded and broadcast in real time to the viewer.

The City is expecting the following benefits from live streaming Council meetings:-

- The community can view the meeting regardless of their ability to attend the physical meeting in person, increasing inclusivity;
- The community can view the meeting at a time that is convenient to them; and
- Viewers are more likely to engage with video than the current audio or social media posts on Council meetings.

The City is looking to utilise Zoom, a cloud-based video conferencing service, for the live streaming of meetings, with public questions and deputations continuing through website submissions. Website submissions will continue for a number of reasons including reduced security risk, reduced technical issues, reduced meeting interruptions and reduced administrative burden.

As the City is currently using Zoom to enable Elected Members to attend Council meetings, the implementation of this solution to undertake live streaming is relatively straightforward and can be commenced on adoption of the Policy.

### **Consultation/Communication Implications**

The City held two workshops with Elected Members on 20 August 2018 and 22 July 2019 to discuss options with regards to live streaming, and to gain direction and guidance from Elected Members to assist with implementation if live streaming was adopted.

A draft Policy was circulated to Elected Members, the Executive Team and the City's Business Units for comment and the Policy updated to take account of minor comments with regards to format.

The question of whether to live stream Public Question Time was debated at both workshops and at the Council meeting of 2 October 2018, and comments have been received both supporting the live streaming of Public Question Time and proposing a deferral for the initial implementation. The draft policy currently removes live streaming of Public Question Time.

### **Policy and Legislative Implications**

*Freedom of Information Act 1992.*

The City of Stirling Meeting Procedures Local Law 2009 contains the rules that apply to the conduct of meetings of Council and its committees, and to meetings of electors.

Section 9.56 of the *Local Government Act 1995* gives certain persons protection from liability for wrongdoing.

Section 9.57A of the *Local Government Act 1995* gives a Local Government protection from liability for defamation relating to matters published on its official website as part of a broadcast, audio recording, or video recording, of council proceedings. This new section, inserted in 2019, protects the City from liability in the event that the City reproduces defamatory statements via its live stream.

Section 1.3(2) of the *Local Government Act 1995* provides the broad objectives of the Act.

### **Financial Implications**

A budget of \$95,000 was adopted in 2018/2019 for the implementation of live streaming. This was carried forward in to 2019/2020. The proposed initial implementation, using Zoom, has no additional cost to that which the City has already invested. It is anticipated that \$10,000 will be spent installing ceiling mounted cameras.

### **Strategic Implications**

**Governance:** Making it happen

**Outcome G1:** Good governance

## Sustainability Implications

The following tables outline the applicable sustainability issues for this proposal:-

<b>ENVIRONMENTAL</b>	
<b>Issue</b>	<b>Comment</b>
Nil.	

<b>SOCIAL</b>	
<b>Issue</b>	<b>Comment</b>
Community engagement	The community can view the meeting regardless of their ability to attend the physical meeting in person, increasing inclusivity and ensuring openness.

<b>ECONOMIC</b>	
<b>Issue</b>	<b>Comment</b>
Nil.	

## Conclusion

The adoption of the Live Streaming and Recording of Council Meetings Policy will enable Council to implement live streaming from the 12 May 2020 Council meeting, ensuring as many people as possible are able to connect with the City and its decisions.



## Live Streaming and Recording of Council Meetings Policy

<b>Responsible Directorate</b>	<b>Corporate Services</b>
<b>Responsible Business Unit/s</b>	<b>Corporate Information Services</b>
<b>Responsible Officer</b>	<b>Manager Information Communications and Technology</b>
<b>Affected Business Unit/s</b>	<b>All</b>

### Objective

This Policy provides guidance in relation to the recording and live streaming of Council meetings of the City of Stirling. Live streaming and recording improves accessibility of Council meetings for a broader audience.

### Scope

This Policy outlines guidelines for the live audio and video streaming of Ordinary and Special Council meetings on the City's website, or appropriate social media platform, audio and video recording of those meetings, and publishing the audio and video recordings of those meetings.

The live streaming will commence at the times that the meetings are due to commence and finish when the presiding member closes or adjourns the meeting for any reason. Instances of public participation in meetings will not be included in the live stream or recordings. Meetings shall be live streamed in accordance with this Policy unless a motion to the contrary is passed by simple majority at the beginning or at any other time during the meeting.

The Policy does not extend to those meetings, or parts of meetings, that are closed to the public in accordance with Section 5.23 of the *Local Government Act 1995*.

### Policy

#### **Meetings to be recorded and live streamed via the City's Website or appropriate social media platform**

All Ordinary and Special Council meetings will be live streamed and be publicly available via the City's website, or appropriate social media platform.

Confidential Council meetings and confidential items of business in a Council meeting will not be streamed live or made available later as a recording.

Video recordings of a meeting will be available for viewing on the City's website or appropriate social media platform approximately two business days after the meeting.

The City will make every reasonable effort to ensure that a live stream and video recording is available. Should technical difficulties arise in relation to live streaming or access to the City's website, or appropriate social media platform, live streaming may be stopped and the availability of recordings may be delayed.

## **Elected Members**

It is intended that the standard camera positions will provide live and recorded vision of the Chambers, and live and recorded audio when Elected Members speak, for the duration of the meeting (other than for confidential items or meetings).

## **Officers**

It is intended that the standard camera positions will provide live and recorded vision of the Chambers, and live and recorded audio when City officers speak, for the duration of the meeting (other than for confidential items or meetings). This Policy recognises that there will be incidental capture of other City officers, due to the seating arrangements in the Council Chamber and their role in participating in or attending meetings.

## **Public**

As far as practically possible, it is not intended that there be either live or recorded video footage or audio of members of the public, however this Policy recognises that there might be incidental capture.

Signage immediately outside the Council Chamber, and a statement made by the presiding member (usually the Mayor) at the commencement of each meeting, will inform the public that audio and video of the meeting will be streamed live on the Internet and that the video recording will be made publicly available on the City's website or appropriate social media platform.

## **Public Question Time and Deputations**

The City of Stirling Meeting Procedures Local Law 2009 provides an opportunity at an Ordinary Meeting of Council for a member of the public to ask a question to the meeting. Live streaming and recording of public question time and deputations will not occur.

The City provides the opportunity for public to submit their questions and any deputations on its website.

## **Meetings or Items of Business Closed to the Public**

If Council resolves to close a meeting to the public in accordance with Section 5.23 of the *Local Government Act 1995*, live streaming and recording will cease.

## **Access to Recordings of Meetings**

Council meetings that are streamed live on the Internet will be processed by the City's service provider and made available for viewing on the City's website or appropriate social media platform, approximately two business days after the meeting. The three most recent Council meeting recordings will be accessible on the City's website, or appropriate social media platform, at any point in time. The City will retain recordings of meetings for a period of one year after the minutes have been confirmed. Recordings of meetings will be disposed of in accordance with the *State Records Act 2000*.

## **Risk**

Under section 9.57A of the *Local Government Act 1995* the City is not liable for an action for defamation in relation to matter published on its official website as part of a broadcast, audio recording, or video recording, of council proceedings. Council officers and Elected Members are not liable in defamation for any statements made in good faith. Council officers, Elected Members and members of public are not liable in defamation for any statements to which a defence is available under the Defamation Act 2005.

The presiding member may rule at any time prior to or during a meeting that the live streaming and recording be stopped. The live streaming and recording will be stopped following such a ruling unless Council resolves to disagree with the ruling of the presiding member. The presiding member may rule to recommence the live streaming and recording. The live streaming and recording will be recommenced following such a ruling unless Council resolves to disagree with the ruling of the presiding member.

Following any meeting, the presiding member or the Chief Executive Officer may exclude all or part of any meeting recording considered inappropriate to be published. Material considered to be inappropriate may include, but is not limited to, material that may:-

- Be defamatory;
- Infringe copyright;
- Breach the privacy of an individual, or provide unauthorised disclosure of the personal information of an individual;
- Be offensive, abusive or discriminatory;
- Constitute hatred or vilification of another person; and
- Disclose confidential or privileged information.

### **Disclaimer**

Endorsed Council minutes provide the definitive record of Council's resolutions. Opinions and statements made during a Council meeting should not be relied upon.

### **Licence and Use of Live Streams and Recordings**

Access to live streams and recordings of Council meetings is provided on the City's website, or appropriate social media platform, for personal and non-commercial use.

Video, images and audio contained in a live stream or recording must not be altered, reproduced or republished without the permission of the City. Copyright remains with the City.

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## **Definitions**

**Recording** means any recording made by an electronic device capable of recording sound and/or video images

**Confidential/Closed** means meetings that are closed to the public in accordance with Section 5.23 of the *Local Government Act 1995*

**Live Streaming** means to transmit or receive live video and audio coverage of an event over the Internet with the content simultaneously recorded and broadcast in real time to the viewer

**Ordinary Council Meeting** means a meeting for the purpose of considering and dealing with the ordinary business of the Council

**Special Council Meeting** means a meeting dealing with Council business that is urgent, complex in nature, for a particular purpose, or confidential

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## **Relevant management practices/documents**

City of Stirling Meeting Procedures Local Law 2009  
Code of Conduct

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## **Legislation/local law requirements**

*Local Government Act 1995*

*State Records Act 2000*

*Freedom of Information Act 1992*

*Defamation Act 2005*

<b>Office use only</b>			
<b>Relevant delegations</b>	Nil.		
<b>Initial Council adoption</b>	<b>Date</b>	<b>Resolution #</b>	
<b>Last reviewed</b>	<b>Date</b>	<b>Resolution #</b>	
<b>Next review due</b>	<b>Date</b>		