

# Ordinary Council Meeting

13 March 2019

## Minutes



Members of the public who attend Council meetings should not act immediately on anything they hear at the meetings, without first seeking clarification of Council's position. Persons are advised to wait for written advice from the Council prior to taking action on any matter that they may have before Council.

Agendas and Minutes are available on the City's website [www.kwinana.wa.gov.au](http://www.kwinana.wa.gov.au)

## Vision Statement

***Kwinana 2030  
Rich in spirit, alive with opportunities,  
surrounded by nature - it's all here!***

## Mission

**Strengthen community spirit, lead  
exciting growth, respect the environment  
- create great places to live.**



## We will do this by -

- providing strong leadership in the community;
- promoting an innovative and integrated approach;
- being accountable and transparent in our actions;
- being efficient and effective with our resources;
- using industry leading methods and technology wherever possible;
- making informed decisions, after considering all available information; and
- providing the best possible customer service.

## Values

### **We will demonstrate and be defined by our core values, which are:**

- Lead from where you stand - Leadership is within us all.
- Act with compassion - Show that you care.
- Make it fun - Seize the opportunity to have fun.
- Stand Strong, stand true - Have the courage to do what is right.
- Trust and be trusted - Value the message, value the messenger.
- Why not yes? - Ideas can grow with a yes.

## TABLE OF CONTENTS

1	Declaration of Opening: .....	4
2	Prayer:.....	4
3	Apologies/Leave(s) of Absence (previously approved) .....	4
4	Public Question Time: .....	5
4.1	Rosamond Butterworth, Parmelia .....	5
4.2	Jenny Hartley, Parmelia .....	6
4.3	Kevin Desmond, Parmelia .....	6
5	Applications for Leave of Absence: .....	13
6	Declarations of Interest by Members and City Officers: .....	13
7	Community Submissions:.....	13
8	Minutes to be Confirmed:.....	13
8.1	Ordinary Meeting of Council held on 27 February 2019: .....	13
9	Referred Standing / Occasional / Management /Committee Meeting Reports: .....	13
10	Petitions:.....	14
11	Notices of Motion:.....	14
12	Reports - Community.....	14
13	Reports - Economic .....	15
13.1	Friendship Agreement with Dezhou, Shandong Province, China .....	15
14	Reports - Natural Environment.....	18
15	Reports - Built Infrastructure .....	18
16	Reports - Civic Leadership.....	19
16.1	Monthly Financial Report January 2019.....	19
16.2	Review of Council Policy – Recognition and Depreciation of Assets.....	22
16.3	2018 / 2019 Budget Review .....	26
16.4	Quarterly Strategic Community Plan and Corporate Business Plan Report (Quarter 2 2018/2019 – October to December 2018).....	33
17	Urgent Business.....	37
18	Councillor Reports.....	37
18.1	Deputy Mayor Peter Feasey .....	37
18.2	Councillor Wendy Cooper .....	37
18.3	Councillor Sandra Lee.....	37
18.4	Councillor Matthew Rowse .....	38
18.5	Councillor Dennis Wood .....	38
19	Response to Previous Questions.....	38
20	Mayoral Announcements (without discussion) .....	38
21	Matters Behind Closed Doors.....	39
22	Meeting Closure .....	39

## Present:

MAYOR CAROL ADAMS  
DEPUTY MAYOR P FEASEY  
CR W COOPER  
CR M KEARNEY  
CR S LEE  
CR S MILLS  
CR M ROWSE  
CR D WOOD

MS J ABBISS	-	Chief Executive Officer
MRS M COOKE	-	Director City Regulation
MS C MIHOVILOVICH	-	Director City Strategy
MS F GRIEVES	-	Acting Director City Engagement
MR D ELKINS	-	Director City Infrastructure
MR T HOSSEN	-	Acting Director City Legal
MS A MCKENZIE	-	Council Administration Officer

Members of the Press	1
Members of the Public	4

## 1 Declaration of Opening:

***Presiding Member declared the meeting open at 7:00pm and welcomed Councillors, City Officers and gallery in attendance and read the Welcome.***

“IT GIVES ME GREAT PLEASURE TO WELCOME YOU ALL HERE AND BEFORE COMMENCING THE PROCEEDINGS, I WOULD LIKE TO ACKNOWLEDGE THAT WE COME TOGETHER TONIGHT ON THE TRADITIONAL LAND OF THE NOONGAR PEOPLE”

## 2 Prayer:

***Councillor Dennis Wood read the Prayer***

“OH LORD WE PRAY FOR GUIDANCE IN OUR MEETING. PLEASE GRANT US WISDOM AND TOLERANCE IN DEBATE THAT WE MAY WORK TO THE BEST INTERESTS OF OUR PEOPLE AND TO THY WILL. AMEN”

## 3 Apologies/Leave(s) of Absence (previously approved)

### Apologies

Nil

### Leave(s) of Absence (previously approved):

Nil

## 4 Public Question Time:

### 4.1 Rosamond Butterworth, Parmelia

I see on the City of Kwinana's Facebook and Twitter Feed that an event entitled 'Numerology and your Baby' is being promoted to be held on Council premises on 27 March 2019. The promotion starts with the words 'Join us at the Numerology and Your Baby' event...'

#### Question 1

Why is the City of Kwinana, a local government administration, not only holding but openly promoting an event which encompasses the use of pseudoscientific quackery?

#### Response

The Mayor advised that the City offers a variety of courses to the public, in an attempt to cater for the diverse interests, cultures, languages and aspirations in our community. Not every course or workshop will suit every member of our community, and people are free to attend or not attend courses as they wish.

#### Question 2

Is someone at the City of Kwinana's Public Library or the City of Kwinana associated or affiliated with the session presenter Jeanne Prosser?

#### Response

The Mayor advised that no staff member is affiliated or associated with the presenter.

#### Question 3

Will Jeanne Prosser's book be on sale at this event?

#### Response

The Mayor advised that no books will be for sale at the event.

#### Question 4

Does the City of Kwinana propose to host or promote any other similar events in the future in which spirituality, religion, mysticism, or alternative medicine is involved?

#### Response

The Mayor advised that the City continues to offer a range of programs to meet the interests of our diverse community.

#### Question 5

Does the hosting and promotion of such an event as 'Numerology and Your Baby' breach the requirement under regulation 3(1) of the *Local Government (Rules of Conduct) Regulations 2017* of employees (and/or elected members and committee members) to:

- a) act with reasonable *care and diligence*; and
- b) act with *honesty and integrity*; and
- c) act lawfully; and
- d) avoid *damage to the reputation of the local government*; and
- e) be open and accountable to the public; and
- f) base decisions on relevant and *factually correct information*; and
- g) treat others with respect and fairness

Please note, the italics used above have been added by Rosamond Butterworth.

#### 4 PUBLIC QUESTION TIME

##### Response

The Mayor advised that no, this does not breach the *Local Government (Rules of Conduct) Regulations 2017*.

#### 4.2 Jenny Hartley, Parmelia

##### Question 1

Why are we having this Friendship Agreement with Dezhou in China?

##### Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that the City is entering into the Friendship Agreement to improve economic development in Kwinana, with the principle aim to create more jobs.

##### Question 2

With all of this Chinese involvement, I am sorry, I am not happy with it at all, this involvement on the strip and this push for investment. I have not fully read all of the Friendship Agreement but I just think it is a waste. I am not really happy with it at all. It does not make sense and it is just not right.

##### Response

The Mayor suggested that when Ms Hartley has the opportunity that it would be beneficial for her to read the full Friendship Agreement and the report presented to Council.

##### Question 3

Are they donating any funds into Kwinana?

##### Response

The Mayor advised no.

##### Question 4

I had also read that there had been a number of Chinese investors that have been kicked out of Australia because of their donations to different things?

##### Response

The Mayor explained that she believed that this has nothing to do with local government.

Ms Hartley stated that China is taking us over by stealth and it frightens her.

#### 4.3 Kevin Desmond, Parmelia

##### Question 1

Who currently holds the contract for the City's Waste to Energy?

#### 4 PUBLIC QUESTION TIME

##### Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that the City has entered into an agreement with Kwinana Waste to Energy Project Co. The Chief Executive Officer further advised that the City understands that the trading name is now Avertas Energy, which was a branding and marketing initiative that was launched at their opening, last Friday.

##### Question 2

How much waste per year has to be supplied in the contract?

##### Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that the details of the contract are commercial in confidence and are unable to be disclosed during this meeting.

##### Question 3

Councillor Rowse published on Facebook that it was 6,000 per year, is that correct?

##### Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer stated that the terms of the contract are confidential and that she is unable to disclose those details.

##### Question 4

Will the Council face a shortfall in tonnage if the Minister for Environment insists to compel the City to introduce a 3 bin FOGO system?

##### Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that she is unable to answer the question because the expected dates and tonnages are hypothetical at this point in time.

##### Question 5

Can you supply me with any submissions that the City has made to the Minister for Environment regarding the introduction to the 3 bin FOGO system?

##### Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that it is a public record as Council's submission to the State's Draft Waste Strategy was presented to Council at the end of last year. The Chief Executive Officer further advised that the City is happy to provide a copy to Mr Desmond.

##### Question 6

I understand that there has been some correspondence with the Minister since?

#### 4 PUBLIC QUESTION TIME

##### Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that there has been no correspondence with the Minister in relation to the State's Waste Strategy.

##### Question 7

Wasn't there a recommendation to Council this year, where you were given power to negotiate with the Minister for Environment?

##### Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that this was not in relation to the State's Waste Strategy.

##### Question 8

Given that one of the reasons this Council gave, when it gave the original contract to Phoenix Energy was that none of the waste would end up in landfill, does the Council still believe that this is true?

##### Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that she is not aware of any statements that were made at that time as that was prior to her being the Chief Executive Officer.

##### Question 9

At the recent sod turning for the waste to energy, were there any Kwinana staff there involved in the proceedings?

##### Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that she had attended the event and that she was not involved in the proceedings and did not give any speech.

##### Question 10

There was no other staff in attendance, I thought I saw badges?

##### Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that she does not believe so, there were certainly Elected Members in attendance.

##### Question 11

I take it there was no financial contribution made by the City to the festivities?



#### 4 PUBLIC QUESTION TIME

##### Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that there was no financial contribution from the City.

##### Question 12

Regarding the Chinese friendship agreement, can you give me the details of how this came about? I notice in the write up that there has already been a delegation for Dezhou, I wonder what circumstances that was?

##### Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that the City is party to regular approaches from investors and in this particular instance the City received contact by potential investors requesting a meeting. The Chief Executive Officer further advised that they were looking to invest in a range of different areas, everything from aged care to industrial lands and the City was able to meet with their representatives and gain an understanding of exactly what it was that they were looking for, in terms of land size and the nature of potential business. The Chief Executive Officer continued to advise that the City was then able to prepare a prospectus of land that they may be interested in, that fitted with the required criteria and the City then met with them again and were able to take them through those particular land parcels that the City felt might meet their requirements.

##### Question 13

Was this some sort of formal association?

##### Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that it was her understanding that the stakeholders are part of a group that represents the Chinese community and they have approached the City as part of that role.

##### Question 14

I take it that the people that visited are part of the Chinese Communist Party, is that correct?

##### Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that she did not question the attendees to whether they were part of the Chinese Communist Party and as such cannot pass comment on that.

##### Question 15

Is Council aware that there has been various scandals about Chinese investment and buying into political system, and one recently in State Parliament and is there any concerns about Chinese investment, if we are not sure if it comes from the Chinese Communist Party or not?

#### 4 PUBLIC QUESTION TIME

##### Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that at the Waste to Energy meeting last week, the City's intended visitation to China was discussed with the State's Premier and the Premier reassured the City that China is a very important trading partner for the State and he was certainly supportive of the City's delegation.

##### Question 16

How much will this Friendship Agreement cost?

##### Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that there is no financial agreement or commitments associated with the friendship agreement itself.

##### Question 17

So what form is this friendship going to take, are you going to write letters to each other? If so, what language are they going to be in?, are by skype? How do you see the involvement being between you?

##### Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that in terms of the liaison given the distances the City would use electronic forms of communication as the principle means.

##### Question 18

Will the City be sending letters in English and them sending letters back in Chinese? Or will you just speak in English?

##### Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that the City is taking a prospectus and will meet with approximately 40 businesses who are looking to invest in the Kwinana region. The Chief Executive Officer further advised that the City has prepared the prospectus and had it translated into Chinese. The City will be able to use various tools available such as Google translator if it receives correspondence in Chinese.

##### Question 19

What does it cost to get a document like that translated?

##### Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that she is not aware of the exact cost but does not believe it was exorbitant as it was a text translation. The Chief Executive Officer further advised Mr Desmond that she would provide the information to him.

4 PUBLIC QUESTION TIME

Question 20

While you are in China, have you employed a translator?

Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that the City worked with Austrade and the State's Department of Trade and the Department of Jobs, Tourism, Science and Innovation and they strongly recommended that the City have a translator for two days.

Question 21

How much is the translator?

Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that from memory she believes the daily rate was approximately \$600.

Question 22

Now we have established there are costs, now about ongoing costs, we have seen the situation happening in Rockingham with thousands of dollars being spent on junkets, will the Council give assurances that that won't happen?

Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that she could not comment on the City of Rockingham. The Chief Executive Officer further advised that the principal aim of this trip is for economic development purposes. The Chief Executive Officer explained that Kwinana has twice the State's average of youth unemployment, it is over 20%, which means that one in five kids in our area do not have jobs. The Chief Executive Officer added that the City has surveyed our community, and that community has said to us that 'we want you, as a local government, to do something about jobs' so this is something that is aimed at trying to catalyse further investment and as the Premier has said, China is one of the principal trading partners and we have had a lot of interest from them in terms of investing in the area, and if the City can do something to get our kids a job, then we should do it.

Question 23

With over 20% youth employment, has the Council looked into possibilities of starting businesses from the bottom here? For instance recycling plastics?

Response

The Mayor referred the question to the Chief Executive Officer.

#### 4 PUBLIC QUESTION TIME

The Chief Executive Officer advised that the City is part of the South West Group of Councils which are undertaking an economic development study where it is identifying how many start-up businesses are in the region, why start-ups are choosing this area, what are the sectors that they are starting up in so and how local governments can assist them in terms of clustering, further establishment and value adding.

##### Question 24

Is the Council aware that most of the jobs that get created in the Kwinana Industrial Area go to people outside the area?, something like 90% of the jobs go outside the Cockburn, Kwinana and Rockingham area.

##### Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that she is aware of a different statistic and her understanding is that she believes that 65% of people employed within the Kwinana Industrial Area live within 15km's of the area.

##### Question 25

Who is paying the cost of the trip to China?

##### Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that the South West Group, working with Austrade have been able to secure funding for the trip to Taiwan, as part of an Austrade mission which is principally around smart cities and technology that can help the City deliver better services to our community. The Chief Executive Officer further advised that the consideration was if we are already in Taiwan on a fully paid trip then it would make smarter sense to pay for a small flight to China rather than going on a separate, more expensive sole trip.

##### Question 26

I have misgivings on a friendship agreement with a society that does not support human rights, I saw both of you ladies at a meeting for Women's Day where out of 144 countries, China is the 100th country ranking for women's rights. It is a communist government, why are we doing a friendship agreement with a City that we do not share our social values with?

##### Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that the answer from the Premier best answers this question when he stated that China is one of the principal trading partners for this State.

## 5 Applications for Leave of Absence:

### COUNCIL DECISION

412

MOVED CR M KEARNEY

SECONDED CR P FEASEY

That Councillor Sheila Mills be granted a leave of absence on 27 March 2019.

That Councillor Wendy Cooper be granted a leave of absence from 9 April 2019 to 19 April 2019 inclusive.

CARRIED  
8/0

## 6 Declarations of Interest by Members and City Officers:

Deputy Mayor Peter Feasey declared an impartiality interest in item 13.1, Friendship Agreement with Dezhou, Shandong Province, China due to his supervisor being the Minister for Asian Engagement.

Councillor Dennis Wood declared an impartiality interest in item 16.3, 2018 / 2019 Budget Review due to being a member of the Kwinana RSL and the RSL being the recipient of a \$5,000 ANZAC Day Donation.

## 7 Community Submissions:

Nil

## 8 Minutes to be Confirmed:

### 8.1 Ordinary Meeting of Council held on 27 February 2019:

#### COUNCIL DECISION

413

MOVED CR S LEE

SECONDED CR S MILLS

That the Minutes of the Ordinary Meeting of Council held on 27 February 2019 be confirmed as a true and correct record of the meeting.

CARRIED  
8/0

## 9 Referred Standing / Occasional / Management / Committee Meeting Reports:

Nil

## **10 Petitions:**

Nil

## **11 Notices of Motion:**

Nil

## **12 Reports - Community**

Nil

## 13 Reports - Economic

### 13.1 Friendship Agreement with Dezhou, Shandong Province, China

#### **DECLARATION OF INTEREST:**

Deputy Mayor Peter Feasey declared an impartiality interest due to his supervisor being the Minister for Asian Engagement.

#### **SUMMARY:**

At the Ordinary Council Meeting of 23 January 2019, Council resolved to support the Mayor and Chief Executive Officer to travel to China to attend meetings with stakeholders to further economic development (Council Decision 385).

The City has previously hosted delegations of business people from the Dezhou City who have been interested in investment in the region. This generated further enquiries in industrial and commercial development opportunities in the Kwinana area.

Friendship agreements are a common tool used by local governments in Australia and China to establish greater understanding between the two cultures and promote opportunities for collaboration and economic prosperity. The proposed draft friendship agreement between the City of Kwinana and Dezhou City has a five-year term and is less formal than a "sister city" relationship. The agreement, in Attachment A, allows the City to work with Dezhou in areas of mutual benefit.

Dezhou City is an inland urban centre located approximately 270km south of Beijing and has a population of over five million. Dezhou is well regarded for its commitment toward green energy, particularly solar energy. With significant manufacturing and research in the area of solar energy, there is a strong potential for beneficial relationships developing around Western Australia's emerging battery-metal industry.

City Officers are currently liaising with officials in Dezhou regarding the exact wording of the agreement. The resolution would authorise the Mayor to enter into a friendship agreement generally in accordance with the principles set out in Attachment A.

#### **OFFICER RECOMMENDATION:**

That Council authorise the Mayor to enter into a Friendship Agreement with Dezhou City that is generally consistent with the agreement set out in Attachment A.

#### **DISCUSSION:**

As Australia's largest trading partner, China and Australia have close ties and both governments encourage greater awareness of each other's culture. Numerous local governments in Australia and China have formed friendship agreements, which set out at a high level, a commitment to work together in areas of mutual benefit.

### 13.1 POTENTIAL FRIENDSHIP AGREEMENT WITH DEZHOU, SHANDONG PROVINCE, CHINA

Recent investment in Kwinana by Tianqi Lithium Australia, whose parent company is Chinese, highlights the opportunities that investment can bring not only in jobs, but also in corporate engagement with the community. The City of Kwinana, whilst home to the State's premier heavy industrial area, does not have a broad international reputation commensurate to its importance to the economy of the State. Agreements such as these can help raise the reputation of the City as well as create awareness of the investment opportunities for local industry.

The agreement also offers the City the ability to learn from Dezhou's experience in solar passive design, high-density development and fostering local economic development. While the agreement makes no mandate for further visits, the ongoing dialogue and opportunity to support local businesses in Kwinana accessing new markets in China may prove valuable.

The exact wording of the agreement is still being finalised by City Officers and the counterparts in Dezhou, however the intent of the agreement is clear by the draft in Attachment A. The resolution will allow for the Mayor to sign the agreement when City representatives visit Dezhou on 1 April 2019.

#### **LEGAL/POLICY IMPLICATIONS:**

There are no specific legislative provisions related to signing friendship agreements in the *Local Government Act 1995*. However, the *Joint Communique on the Establishment of Diplomatic Relations Between the People's Republic of China and the Commonwealth of Australia 2009* makes reference to Australian Local Governments working with Chinese counterparts to develop friendship agreements to aid in greater mutual understanding and cooperation between the people of Australia and China (see Attachment B).

#### **FINANCIAL/BUDGET IMPLICATIONS:**

There are no financial implications as a result of signing the agreement. Consideration of support for any initiatives that might be undertaken under the agreement would need to be considered as a part of future budget deliberations.

#### **ASSET MANAGEMENT IMPLICATIONS:**

There are no asset management implications as a result of this report.

#### **ENVIRONMENTAL IMPLICATIONS:**

There are no environmental implications as a result of this report.



**13.1 POTENTIAL FRIENDSHIP AGREEMENT WITH DEZHOU, SHANDONG PROVINCE, CHINA****STRATEGIC/SOCIAL IMPLICATIONS:**

This proposal will support the achievement of the following outcome and objective detailed in the Strategic Community Plan.

Plan	Outcome	Objective
Strategic Community Plan	A thriving local economy	2.5 Stimulate economic development and encourage diversification.

**COMMUNITY ENGAGEMENT:**

There are no community engagement implications as a result of this report.

**PUBLIC HEALTH IMPLICATIONS**

There are no implications on any determinants of health as a result of this report.

**RISK IMPLICATIONS:**

The risk implications in relation to this proposal are as follows:

Risk Event	The friendship agreement does not promote beneficial outcomes for the City of Kwinana
Risk Theme	Providing inaccurate advice/ information
Risk Effect/Impact	Reputation
Risk Assessment Context	Strategic
Consequence	Moderate
Likelihood	Unlikely
Rating (before treatment)	Moderate
Risk Treatment in place	Reduce - mitigate risk Share - Share with another party
Response to risk treatment required/in place	The agreement has an expiry date (five years) and the agreement states responsibilities of both Kwinana and Dezhou.
Rating (after treatment)	Low

**COUNCIL DECISION**

414

**MOVED CR S LEE****SECONDED CR M ROWSE**

**That Council authorise the Mayor to enter into a Friendship Agreement with Dezhou City that is generally consistent with the agreement set out in Attachment A.**

**CARRIED  
7/1**

## **14 Reports - Natural Environment**

Nil

## **15 Reports - Built Infrastructure**

Nil

## 16 Reports - Civic Leadership

### 16.1 Monthly Financial Report January 2019

#### DECLARATION OF INTEREST:

There were no declarations of interest declared.

#### SUMMARY:

The Monthly Financial Report, which includes the Monthly Statement of Financial Activity and explanation of material variances, for the period ended 31 January 2019 has been prepared for Council acceptance.

#### OFFICER RECOMMENDATION:

That Council:

1. Accepts the Monthly Statements of Financial Activity for the period ended 31 January 2019, contained within Attachment A; and
2. Accepts the explanations for material variances for the period ended 31 January 2019, contained within Attachment A.

#### DISCUSSION:

The purpose of this report is to provide a monthly financial report, which includes rating, investment, reserve, debtor, and general financial information to Elected Members in accordance with Section 6.4 of the *Local Government Act 1995*.

The period of review is January 2019. The municipal surplus for this period is \$23,989,977 compared to a budget position of \$19,693,738. This is considered a satisfactory result for the City as the City is maintaining a healthy budget surplus position.

Income for the January 2019 period year to date is \$56,091,076. This is made up of \$52,921,370 in operating revenues and \$3,169,706 in non-operating grants, contributions and subsidies received. The budget estimated \$55,814,430 would be received for the same period. The variance to budget is \$276,646. Details of all significant variances are provided in the notes to the Monthly Financial Report contained within Attachment A.

Expenditure for the January 2019 period year to date is \$42,324,009. This is made up of \$39,630,551 in operating expenditure and \$2,693,458 in capital expenditure. The budget estimated \$47,325,722 would be spent for the same period. The variance to budget is \$5,001,713. Details of all significant variances are provided in the notes to the Monthly Financial Report contained within Attachment A.

**16.1 MONTHLY FINANCIAL REPORT JANUARY 2019****LEGAL/POLICY IMPLICATIONS:**

Section 6.4 of the *Local Government Act 1995* requires a local government to prepare an annual financial statement for the preceding year and other financial reports as are prescribed.

Regulation 34 (1) of the *Local Government (Financial Management) Regulations 1996* as amended requires the local government to prepare monthly financial statements and report on actual performance against what was set out in the annual budget.

**FINANCIAL/BUDGET IMPLICATIONS:**

There are no financial implications relating to the preparation of the report. Any material variances that have an impact on the outcome of the budgeted closing surplus position are detailed in the Monthly Financial Report contained within Attachment A.

**ASSET MANAGEMENT IMPLICATIONS:**

There are no asset management implications associated with this report.

**ENVIRONMENTAL IMPLICATIONS:**

There are no environment implications associated with this report.

**STRATEGIC/SOCIAL IMPLICATIONS:**

This proposal will support the achievement of the following outcome and objective detailed in the Corporate Business Plan.

Plan	Outcome	Objective
Corporate Business Plan	Business Performance	5.4 Ensure the financial sustainability of the City of Kwinana into the future

**COMMUNITY ENGAGEMENT:**

There are no community engagement implications as a result of this report.

**PUBLIC HEALTH IMPLICATIONS**

There are no public health implications as a result of this report.

## 16.1 MONTHLY FINANCIAL REPORT JANUARY 2019

**RISK IMPLICATIONS:**

The risk implications in relation to this proposal are as follows:

Risk Event	Inadequate management of the City's provisions, revenues and expenditures.
Risk Theme	Failure to fulfil statutory regulations or compliance Providing inaccurate advice/information
Risk Effect/Impact	Financial Reputation Compliance
Risk Assessment Context	Operational
Consequence	Minor
Likelihood	Unlikely
Rating (before treatment)	Low
Risk Treatment in place	Reduce (mitigate the risk)
Response to risk treatment required/in place	Annual adoption of variance tolerances for reporting purposes.
Rating (after treatment)	Low

**COUNCIL DECISION**

415

**MOVED CR W COOPER****SECONDED CR S MILLS**

**That Council:**

1. **Accepts the Monthly Statements of Financial Activity for the period ended 31 January 2019, contained within Attachment A; and**
2. **Accepts the explanations for material variances for the period ended 31 January 2019, contained within Attachment A.**

**CARRIED  
8/0**

## 16.2 Review of Council Policy – Recognition and Depreciation of Assets

### DECLARATION OF INTEREST:

There were no declarations of interest declared.

### SUMMARY:

A review of Council Policy – Recognition and Depreciation of Assets is required annually. The review has been conducted and is recommended for Council endorsement.

### OFFICER RECOMMENDATION:

That Council adopt the reviewed Council Policy – Recognition and Depreciation of Assets as detailed in Attachment A.

### DISCUSSION:

A review of Council Policy – Recognition and Depreciation of Assets is required annually. In addition, during 2018 there were changes to the *Local Government (Financial Management) Regulations 1996* impacting the recognition and revaluation of fixed assets. The policy has been reviewed to ensure that it reflects the required changes to all relevant legislation.

A copy of the policy as recommended for amendment is detailed in Attachment A with the inclusions and deletions marked in tracked changes. A summary of changes recommended to the policy is included below:

- The asset capitalisation thresholds have been reviewed to ensure that the policy aligns with the requirements of the *Local Government (Financial Management) Regulations 1996*.
- The revaluation cycle has been reviewed to ensure the policy aligns with the *Local Government (Financial Management) Regulations 1996* and balances the administrative effort involved with the revaluation.
- A section has been included in the policy statement to safeguard “Excluded Assets” in accordance with Regulation 17B of the *Local Government (Financial Management) Regulations 1996*.
- Minor formatting changes.

### LEGAL/POLICY IMPLICATIONS:

Section 6.4. of the *Local Government Act 1995* states that a local government

*“is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.”*

## 16.2 REVIEW OF COUNCIL POLICY – RECOGNITION AND DEPRECIATION OF ASSETS

Regulation 17A of the *Local Government (Financial Management) Regulations 1996* states:

- “(1) In this regulation — carrying amount, in relation to an asset, means the carrying amount of the asset determined in accordance with the AAS; fair value, in relation to an asset, means the fair value of the asset measured in accordance with the AAS.*
- (2) Subject to subregulation (3), the value of an asset shown in a local government’s financial reports must be the fair value of the asset.*
- (3) A local government must show in each financial report —*
- (a) for the financial year ending on 30 June 2013, the fair value of all of the assets of the local government that are plant and equipment; and*
  - (b) for the financial year ending on 30 June 2014, the fair value of all of the assets of the local government —*
    - (i) that are plant and equipment; and*
    - (ii) that are —*
      - (I) land and buildings; or*
      - (II) infrastructure; and*
- (a) for a financial year ending on or after 30 June 2015, the fair value of all of the assets of the local government.*
- (4) A local government must revalue an asset of the local government —*
- (a) whenever the local government is of the opinion that the fair value of the asset is likely to be materially different from its carrying amount; and*
  - (b) in any event, within a period of at least 3 years but no more than 5 years after the day on which the asset was last valued or revalued.*
- (5) An asset is to be excluded from the assets of a local government if the fair value of the asset as at the date of acquisition by the local government is under \$5 000.”*

Regulation 17B of the *Local Government (Financial Management) Regulations 1996* states:

- “A CEO must take all reasonable steps to prevent the theft or loss of —*
- (a) a non-consumable asset that is susceptible to theft or loss due to its portable nature and attractiveness for personal use or resale; and*
  - (b) an asset referred to in regulation 17A(5).”*

Australian Accounting Standard AASB116 – *Property, Plant and Equipment* is applied in accounting for property, plant and equipment except when another Standard requires or permits a different accounting treatment.

Australian Accounting Standard AASB13 – *Fair Value Measurement* defines fair value, sets out in a single standard a framework for measuring fair value and requires disclosures about fair value measurements.

**16.2 REVIEW OF COUNCIL POLICY – RECOGNITION AND DEPRECIATION OF ASSETS****FINANCIAL/BUDGET IMPLICATIONS:**

There are no financial or budget implications as a result of this report.

**ASSET MANAGEMENT IMPLICATIONS:**

There are no asset management implications as a result of this report.

**ENVIRONMENTAL IMPLICATIONS:**

There are no environmental implications as a result of this report.

**STRATEGIC/SOCIAL IMPLICATIONS:**

This proposal will support the achievement of the following outcome and objective detailed in the Corporate Business Plan.

Plan	Outcome	Objective
Corporate Business Plan	Business Performance	5.4 Ensure the financial sustainability of the City of Kwinana into the future

**COMMUNITY ENGAGEMENT:**

There are no community engagement implications as a result of this report.

**PUBLIC HEALTH IMPLICATIONS**

There are no implications on any determinants of health as a result of this report.

**RISK IMPLICATIONS:**

The risk implications in relation to this proposal are as follows:

Risk Event	Council fails to review and adopt the policy.
Risk Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Effect/Impact	Compliance
Risk Assessment Context	Operational
Consequence	Minor
Likelihood	Unlikely



**16.2 REVIEW OF COUNCIL POLICY – RECOGNITION AND DEPRECIATION OF ASSETS**

Rating (before treatment)	Low
Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	Annual review of the policy and controls.
Rating (after treatment)	Low

**COUNCIL DECISION****416****MOVED CR M ROWSE****SECONDED CR W COOPER**

**That Council adopt the reviewed Council Policy – Recognition and Depreciation of Assets as detailed in Attachment A.**

**CARRIED  
8/0**

### 16.3 2018 / 2019 Budget Review

#### DECLARATION OF INTEREST:

Councillor Dennis Wood declared an impartiality interest due to being a member of the Kwinana RSL and the RSL being the recipient of a \$5,000 ANZAC Day Donation.

#### SUMMARY:

This report presents the statutory 2018/2019 Budget Review. A number of budget variations are proposed as part of this review, which results in an overall favourable change of projected net current assets of \$922,188 as at 30 June 2019.

#### OFFICER RECOMMENDATION:

That Council:

1. Receives the 2018/19 Budget Review Report as per Attachment A and adopts the budget adjustments to the 2018/19 Statutory Budget;
2. Notes that the 2018/19 Budget Review results in a favourable improvement in the budget surplus as at 30 June 2019, with a forecast unallocated surplus of \$922,188.
3. Create a new Reserve called "Renewable Energy Efficiency Reserve" with the purpose of providing funds for renewable energy and water efficiency initiatives.
4. Allocate the \$922,188 surplus to the following projects and reserves;

Operating Expenditure	\$
Contaminated Sites - Peace Park (funded from Waste Reserve)	19,000
Mosquito Management Plan Actions (funded from CLAG Reserve)	15,000
Public Health Plan Consultation	10,000
RSL - ANZAC Day Donation	5,000
Connecting Community for Kids - Early Intervention Ear Health Trial	7,500
Capital Expenditure	
Construction of access ramp to Calista Oval	10,000
Smirks Heritage Site - Artefacts Shed	20,000
Library CCTV System Upgrade	6,245
Solar Panels - Wellard Pavilion	15,000
Transfer of rights to STCs	(5,000)
Reconnect Power at Ridley Green BBQ	14,000
Smirk Cottage - Install urinal	2,925
Kwinana Tennis Club Ablutions	15,000

## 16.3 2018 / 2019 BUDGET REVIEW

<b>Transfers to Reserves</b>	
Asset Management Reserve	324,018
Restricted Grants & Contributions (to fund Community Safety Officer for 2 years)	105,000
Bollards Installation - Calista Oval	7,500
Renewable Energy Efficiency Reserve	15,000
Information Technology Reserve	370,000
<b>Transfers from Reserves</b>	
Waste Reserve (for Peace Park expenditure)	(19,000)
CLAG Reserve (for Mosquito Management Plan)	(15,000)
<b>Total Allocated Surplus</b>	<b>\$922,188</b>

NOTE: AN ABSOLUTE MAJORITY OF COUNCIL IS REQUIRED

**DISCUSSION:**

The budget review is a statutory review that is undertaken in accordance with the *Local Government Act 1995* and Regulation 33 of the *Local Government (Financial Management) Regulations 1996*. The purpose of this review is to identify significant variations from the Annual Budget and to recommend any amendments that may be necessary.

Changes to the Annual Budget are required during the year as circumstances change from when the Annual Budget was adopted by Council at the beginning of the financial year. Amendments to the Annual Budget will ensure that tight fiscal control is maintained on the City's finances.

The Budget Review for 2018/19 includes a number of significant variations. The below table summarises the estimated closing surplus position as a result of this budget review and the variance to the original adopted budget.

	<b>Adopted Budget</b>	<b>Revised Budget</b>	<b>Variance</b>
Opening Surplus brought Forward	1,345,947	1,259,903	(86,044)
Revenue from Operating Activities	61,626,696	60,956,479	(670,217)
Expenditure from Operating Activities	(72,670,193)	(72,928,871)	(258,678)
Operating Activities Excluded from Budget	13,861,433	14,412,975	551,542
Investing Activities	(10,503,053)	(5,693,087)	4,809,966
Financing Activities	6,339,170	2,914,789	(3,424,381)
<b>Closing Surplus</b>	<b>0</b>	<b>922,188</b>	<b>922,188</b>

### 16.3 2018 / 2019 BUDGET REVIEW

Provided below is a summary of the major variances to the Annual Budget as provided for within the Budget Review for 2018/19.

#### Operating Revenue

- Rates – Interim rates are tracking in line with original budget expectations
- Interest Earnings – decrease (\$325,454)
  - Reversal of 2017/18 accrual (\$262k)
  - Decrease in forecast reserve interest (\$170k)
  - Higher proportion of ratepayers electing to pay via direct debits or instalments - \$98k
- Other Revenue – decrease (\$341,876)
  - Reduction of Engineering Project Management Fee (\$547k) to exclude those projects not managed by the City or deferred; DCA projects, CCTV projects, Administration building renovation
  - Reimbursement received from LGIS, legal expenses, other costs reimbursed from third parties \$206k

#### Operating Expenditure

- Employee Expenses – decrease \$1,013,311
  - Staff vacancies
  - Savings in workers compensation premiums \$145k
- Materials & Contracts – increase (\$722,592)
  - \$581k increase to Family Day Care payments to carers offset by increase in subsidies received
  - Increase in contract / temporary staff costs due to staff vacancies

#### Investing Activities

- Non-Operating Grants, Subsidies & Contributions - increase \$1,445,170
  - Increase in DCA contributions \$1.3m receivable based on contributions received
  - New grant for Medina CCTV \$100k
- Capital Expenditure – decrease \$3,485,419
  - Administration Building renovations \$2.1m carry forward
  - Family Day Care building and landscaping to be carried forward \$752k
  - Village maintenance / renewals transferred to operating \$283k
  - Corporate business system \$381k carry forward

#### Financing Activities

- Loan funds – decrease \$2.1m, due to the Administration Building renovations carry forward
- Transfers from Reserves – decrease (\$79,510)
  - Increase to Restricted Grants & Contributions transfers (\$784k) based on 17/18 closing balances
  - Workers compensation transfer to cover adjustment (\$205k)

### 16.3 2018 / 2019 BUDGET REVIEW

- Developer contribution refund (\$140k)
- Decrease to budgeted transfers out of IT Reserve \$381k and Family Day Care capital projects \$752k
- Transfers to Reserves – increase of (\$1,227,670)
- Increase of transfers to DCA reserves based on contributions received
- Creation of new reserve fund called “Renewable Energy Efficiency Fund” with the purpose of providing funds for renewable energy and water efficiency initiatives.

Further detail on variances to the Annual Budget are provided in the 2018/19 Budget Review Report, as contained within Attachment A.

#### **LEGAL/POLICY IMPLICATIONS:**

Regulation 33A of the *Local Government (Financial Management) Regulations 1996* requires that;

- (1) *Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year.*
- (2A) *The review of an annual budget for a financial year must –*
  - (a) *Consider the local government’s financial performance in the period beginning on the 1 July and ending no earlier than 31 December in that financial year;*  
*and*
  - (b) *Consider the local government’s financial position as at the date of the review;*  
*and*
  - (c) *Review the outcomes for the end of that financial year that are forecast in the budget.*
- (2) *Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*
- (3) *A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*

*\*Absolute majority required*

- (4) *Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.*

#### **FINANCIAL/BUDGET IMPLICATIONS:**

The financial implications related to this review are outlined in this report. No additional funds are required from these adjustments. Based on the review and the recommended allocation of the surplus, there will be a balanced budget with zero budget surplus at 30 June 2019.

## 16.3 2018 / 2019 BUDGET REVIEW

**ASSET MANAGEMENT IMPLICATIONS:**

The additional funds allocated to the Asset Management Reserve will provide additional funds to make improvements to the condition rating of one or more assets at a time that Council resolve to do so in the future. Council has adopted the Long Term Financial Plan and as part of identifying the strategy to reduce the funding gap of the asset management plans, one option was to reallocate any budget review surplus to one of the asset management reserves.

**ENVIRONMENTAL IMPLICATIONS:**

There are no environment implications associated with this report.

**STRATEGIC/SOCIAL IMPLICATIONS:**

This proposal will support the achievement of the following objectives and strategies detailed in the Corporate Business Plan.

<b>Plan</b>	<b>Outcome</b>	<b>Objective</b>
Corporate Business Plan	Business Performance	5.4 Ensure the financial sustainability of the City of Kwinana into the future

**COMMUNITY ENGAGEMENT:**

There are no community engagement implications as a result of this report.

**PUBLIC HEALTH IMPLICATIONS**

There are no implications on any determinants of health as a result of this report.

**RISK IMPLICATIONS:**

The risk implications in relation to this proposal are as follows:

Risk Event	Inadequate management of the City's provisions, revenues and expenditures.
Risk Theme	Failure to fulfil statutory regulations or compliance requirements Providing inaccurate advice/ information
Risk Effect/Impact	Financial Reputation Compliance
Risk Assessment Context	Operational

## 16.3 2018 / 2019 BUDGET REVIEW

Consequence	Minor
Likelihood	Unlikely
Rating (before treatment)	Low
Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	Annual adoption of variance tolerances for reporting purposes.
Rating (after treatment)	Low

**COUNCIL DECISION**

417

**MOVED CR S MILLS****SECONDED CR M KEARNEY****That Council:**

- 1. Receives the 2018/19 Budget Review Report as per Attachment A and adopts the budget adjustments to the 2018/19 Statutory Budget;**
- 2. Notes that the 2018/19 Budget Review results in a favourable improvement in the budget surplus as at 30 June 2019, with a forecast unallocated surplus of \$922,188.**
- 3. Create a new Reserve called “Renewable Energy Efficiency Reserve” with the purpose of providing funds for renewable energy and water efficiency initiatives.**
- 4. Allocate the \$922,188 surplus to the following projects and reserves;**

<b>Operating Expenditure</b>	<b>\$</b>
Contaminated Sites - Peace Park (funded from Waste Reserve)	19,000
Mosquito Management Plan Actions (funded from CLAG Reserve)	15,000
Public Health Plan Consultation	10,000
RSL - ANZAC Day Donation	5,000
Connecting Community for Kids - Early Intervention Ear Health Trial	7,500
<b>Capital Expenditure</b>	
Construction of access ramp to Calista Oval	10,000
Smirks Heritage Site - Artefacts Shed	20,000
Library CCTV System Upgrade	6,245
Solar Panels - Wellard Pavilion	15,000
Transfer of rights to STCs	(5,000)
Reconnect Power at Ridley Green BBQ	14,000
Smirk Cottage - Install urinal	2,925
Kwinana Tennis Club Ablutions	15,000

## 16.3 2018 / 2019 BUDGET REVIEW

<b>Transfers to Reserves</b>	
Asset Management Reserve	324,018
Restricted Grants & Contributions (to fund Community Safety Officer for 2 years)	105,000
Bollards Installation - Calista Oval	7,500
Renewable Energy Efficiency Reserve	15,000
Information Technology Reserve	370,000
<b>Transfers from Reserves</b>	
Waste Reserve (for Peace Park expenditure)	(19,000)
CLAG Reserve (for Mosquito Management Plan)	(15,000)
<b>Total Allocated Surplus</b>	<b>\$922,188</b>

**CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL**  
8/0



## **16.4 Quarterly Strategic Community Plan and Corporate Business Plan Report (Quarter 2 2018/2019 – October to December 2018)**

### **DECLARATION OF INTEREST:**

There were no declarations of interest declared.

### **SUMMARY:**

Council has endorsed a Plan for the Future made up of a Strategic Community Plan and a Corporate Business Plan. Actions have been developed for each of these plans in order to achieve the aspirations of the community. Every quarter, Council receives a report detailing the progress against the adopted actions within the Strategic Community Plan and Corporate Business Plan.

### **OFFICER RECOMMENDATION:**

That Council note the Quarterly Performance Report (October to December 2018) detailed in Attachment A.

### **DISCUSSION:**

The Integrated Planning and Reporting – Framework and Guidelines 2016 (Department of Local Government and Communities) recommend implementing quarterly reporting to inform Council of the City's performance against community aspirations and enable the City to respond to changing priorities. A Quarterly Strategic Community Plan and Corporate Business Plan Report is provided to Council each quarter. There are some actions in the Quarterly Strategic Community Plan and Corporate Business Plan Report that have been completed and do not have a comment associated with them for this quarter. This is due to the action being completed and a comment being provided in a previous quarter.

Some of the achievements for quarter two include:

Rich in spirit:

- Progressed the review of the City's Place Framework
- Completed the development of the City's inaugural Conciliation Action Plan
- Progressed the review of the Zone drop in service
- Progressed planning for the following community events:
  - Australia Day Celebration
  - Children's Festival
- Held the 2018 Youth Festival "Positive Vibes"
- Held the 2018 Big Concert Event "Symphony Spectacular"
- Facilitated the 2018 Christmas Lolly Run
- Held seven activation events at the Edge Skatepark
- Completed the biennial Community Services and Wellbeing Scorecards
- Progressed the development of a new Public Health Plan

**16.4 QUARTERLY STRATEGIC COMMUNITY PLAN AND CORPORATE BUSINESS PLAN REPORT  
(QUARTER 2 2018/2019 – OCTOBER TO DECEMBER 2018)**

- Progressed several projects that will improve local sporting club infrastructure
- Held an art exhibition at the Darius Wells Library and Resource Centre

Alive with opportunities:

- Completed the review of the Local Employment Solutions Council Policy
- Initiated the development of a Lifelong Learning Strategy
- Created a draft Industrial Development Policy
- Created a draft Land Optimisation Policy Framework
- Implemented improvements to the City's planning approval system

Surrounded by nature:

- Progressed the development of the Local Biodiversity Strategy
- Progressed the Planting Program
- Facilitated the "Switch Your Thinking" program
- Conducted two guided activities, both Nightstalks
- Completed the development of an Environmental Education Strategy
- Completed the review of the City's Verge Policy

It's all here:

- Commenced the construction of a Pavilion Extension for Wellard
- Progressed the review of the Parks for People Strategy
- Progressed the review of the Local Housing Strategy
- Lobbying to oppose Sand Mining at the Old Rifle Range site occurred
- Completed the Wellard Parking Strategy
- Progressed the development of a Landscape Strategy
- Progressed the development of an Integrated Transport Strategy
- Progressed the development of a Road Rehabilitation Strategy
- Completed the Bike and Walk Plan

The full Quarterly Performance Report is detailed at Attachment A.

**LEGAL/POLICY IMPLICATIONS:**

The Integrated Planning and Reporting Advisory Standard sets out the standards and regulatory requirements that a local government should work towards achieving. The Integrated Planning and Reporting - Framework and Guidelines have been created by the Department of Local Government to provide further information that will assist local governments to address regulatory requirements, including requirements for a local government to implement a quarterly reporting process against the current year of the Corporate Business Plan to monitor performance and respond to changing priorities.

**FINANCIAL/BUDGET IMPLICATIONS:**

There are no budget implications in providing this report to Council. Actions that are stated in the report are carried out when there is a budget assigned to the action.

**16.4 QUARTERLY STRATEGIC COMMUNITY PLAN AND CORPORATE BUSINESS PLAN REPORT  
(QUARTER 2 2018/2019 – OCTOBER TO DECEMBER 2018)**

**ASSET MANAGEMENT IMPLICATIONS:**

The actions that have been identified in this report achieve the “Asset Management” outcomes and objectives listed in the Corporate Business Plan and also the “It’s All Here” aspiration, objectives and strategies in the Strategic Community Plan.

**ENVIRONMENTAL IMPLICATIONS:**

The actions that have been identified in this report achieve the “Surrounded by Nature” objectives and strategies listed in the Strategic Community Plan.

**STRATEGIC/SOCIAL IMPLICATIONS:**

This report will support the achievement of the following outcome and objective detailed in the Corporate Business Plan.

Plan	Outcome	Objective
Corporate Business Plan	Civic Leadership	5.1 An active and engaged Local Government, focused on achieving the community’s vision.

**COMMUNITY ENGAGEMENT:**

There are no community engagement implications as a result of this report.

**RISK IMPLICATIONS:**

The risk implications specifically related to this proposal are as follows:

Risk Event	This report is not supplied on a quarterly basis.
Risk Theme	Providing inaccurate advice/ information
Risk Effect/Impact	Reputation
Risk Assessment Context	Strategic
Consequence	Minor
Likelihood	Unlikely
Rating (before treatment)	Low
Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	The information contained in the report resides within the City’s Corporate Planning Software. This information is easily obtainable and a report can be generated by any City Officer.
Rating (after treatment)	Low

16.4 QUARTERLY STRATEGIC COMMUNITY PLAN AND CORPORATE BUSINESS PLAN REPORT  
(QUARTER 2 2018/2019 – OCTOBER TO DECEMBER 2018)

**COUNCIL DECISION**

**418**

**MOVED CR W COOPER**

**SECONDED CR D WOOD**

**That Council note the Quarterly Performance Report (October to December 2018)  
detailed in Attachment A.**

**CARRIED  
8/0**

## 17 Urgent Business

Nil

## 18 Councillor Reports

### 18.1 Deputy Mayor Peter Feasey

Deputy Mayor Peter Feasey reported that he had attended the two City of Kwinana Citizenship Ceremonies held recently.

Deputy Mayor Feasey advised that he had attended the Alcoa's Children's Festival.

Deputy Mayor Feasey urged all Elected Members to attend the upcoming King of the Concrete event at the Edge Skate Park, to be held this Saturday at 11am.

### 18.2 Councillor Wendy Cooper

Councillor Wendy Cooper reported that she had attended the two City of Kwinana Citizenship Ceremonies held recently and that they were both great nights.

Councillor Cooper advised that she had attended the Southern Metropolitan Regional Council (SMRC) Meeting.

Councillor Cooper mentioned that she had attended the Official Sod Turning event to commemorate the Avertas Energy Waste to Energy (WTE) Facility. Councillor Cooper further mentioned that their new name is Latin for 'Switch'.

Councillor Cooper reported that she had attended the Alcoa's Children's Festival and that it had been a great event.

Councillor Cooper advised that she had attended the City of Kwinana Cultural Awareness Training, which was extremely interesting and worthwhile attending.

### 18.3 Councillor Sandra Lee

Councillor Sandra Lee reported that she had attended the two City of Kwinana Citizenship Ceremonies held recently.

Councillor Lee advised that she had attended the Alcoa's Children's Festival, which was wonderful despite the weather, with loads of people attending and it being a fantastic event for the community.

Councillor Lee mentioned that she had attended the 2019 Kwinana Industries Council (KIC) Youth Art Awards and that it had been great to see lots of entries from the City of Kwinana and that there are many talented young artists.

## 18 COUNCILLOR REPORTS

### 18.4 Councillor Matthew Rowse

Councillor Matthew Rowse reported that he had attended the two City of Kwinana Citizenship Ceremonies held recently.

Councillor Rowse advised that he had attended the Alcoa's Children's Festival with his daughter and they both had really enjoyed what the City put on for the children.

### 18.5 Councillor Dennis Wood

Councillor Dennis Wood reported that he had attended the Alcoa's Children's Festival.

Councillor Wood advised that he had attended the two City of Kwinana Citizenship Ceremonies held recently.

Councillor Wood mentioned that he attended the Environmental Improvement Plan (EIP) Meeting.

Councillor Wood reported that he had attended the Local Emergency Management Committee (LEMC) Meeting.

Councillor Wood advised that he had attended the Official Sod Turning event to commemorate the Avertas Energy WTE Facility which was excellent.

## 19 Response to Previous Questions

Nil

## 20 Mayoral Announcements (without discussion)

Mayor Carol Adams reported that she had attended a meeting with Owen Farmer from the WA Homeless Advocate Ltd.

The Mayor advised that she had attended the two City of Kwinana Citizenship Ceremonies held recently.

The Mayor mentioned that she had attended the Official Sod Turning event to commemorate the Avertas Energy WTE Facility.

The Mayor reported that she had attended the Baldivis Rotary event for International Women's Day "Balance for Better".

