

Ordinary Council Meeting

8 February 2023

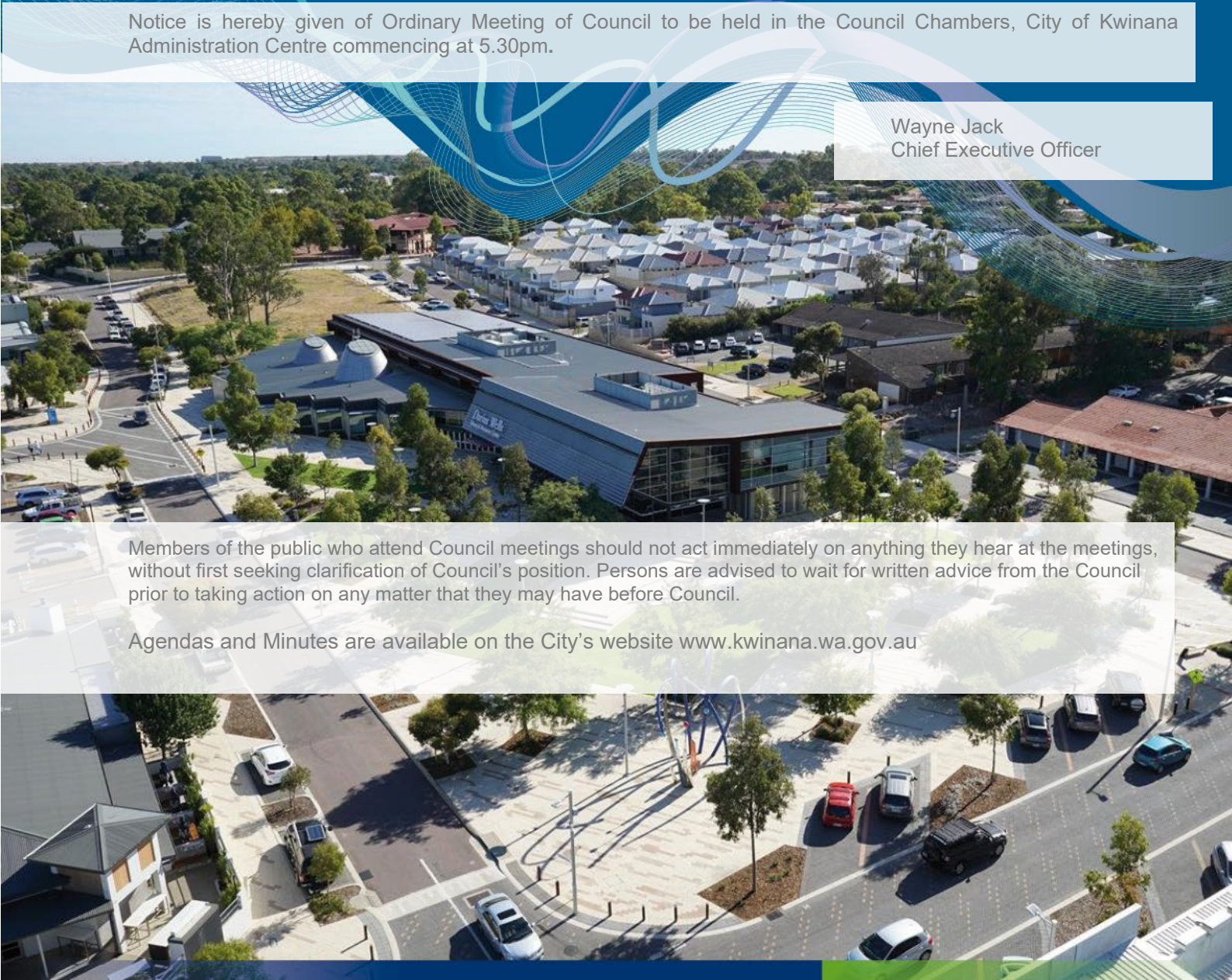
Agenda

Notice is hereby given of Ordinary Meeting of Council to be held in the Council Chambers, City of Kwinana Administration Centre commencing at 5.30pm.

Wayne Jack
Chief Executive Officer

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



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1 OPENING AND ANNOUNCEMENT OF VISITORS

Presiding Member to declare the meeting open and welcome all in attendance.

Presiding Member to announce that the Ordinary Council Meeting is being live streamed and recorded in accordance with the City's Live streaming and Recording Council Meetings policy.

By being present at this meeting, members of the public consent to the City recording and livestreaming their image and/or voice.

2 WELCOME TO COUNTRY AND ACKNOWLEDGEMENT OF COUNTRY

Councillor Barry Winmar to present the Welcome to Country:

"Ngullak nyinniny kooralong koora ngullak noitj nidja noongar boodjar. Noongar moort djoorapiny nyinniny nidja ngulla quopadok noongar boodjar kooralong.

From the beginning of time to the end, this is Noongar Country. Noongar people have been graceful keepers of our nation for many, many years.

Ngalla djoorapiny maambart boodjar ngallak bala maambart quop ngalla koort djoorapiny nidja ngalla mia mia nyinniny noongar boodjar.

We respect the earth our mother and understand that we belong to her - she does not belong to us. In all her beauty, we find comfort, wellbeing, and life that creates a home for everyone that has become a keeper of Noongar Country.

Djinanginy katatjin djoorapiny nidja weern noongar boodjar ngalla mia mia boorda.

Look, listen, understand and embrace all the elements of Noongar Country that is forever our home.

Kaya wandju ngaany Barry Winmar Wadjuk Ballardong maaman ngaany koort djoorapiny noonook nidja Noongar boodjar daadjaling waankganiny noitj Noongar Boodjar.

Hello and welcome my name is Barry Winmar and I am a Whadjuk Ballardong man my heart is happy as we are gathered on Noongar country and speaking here on Noongar Country"

Presiding Member to read the Acknowledgement of country:

"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 and we pay our respects to their Elders past and present."

3 DEDICATION

Councillor Dennis Wood to read the dedication:

“May we, the Elected Members of the City of Kwinana, have the wisdom to consider all matters before us with due consideration, integrity and respect for the Council Chamber.

May the decisions made be in good faith and always in the best interest of the greater Kwinana community that we serve.”

4 ATTENDANCE, APOLOGIES, LEAVE(S) OF ABSENCE (PREVIOUSLY APPROVED)

Apologies:

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

5 PUBLIC QUESTION TIME

In accordance with the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996*, any person may during Public Question Time ask any question.

In accordance with Regulation 6 of the *Local Government (Administration) Regulations 1996*, the minimum time allowed for Public Question Time is 15 minutes.

A member of the public who raises a question during Question Time is to state his or her name and address.

Members of the public must provide their questions in writing prior to the commencement of the meeting. A public question time form must contain all questions to be asked and include contact details and the form must be completed in a legible form.

Please note that in accordance with Section 3.4(5) of the *City of Kwinana Standing Orders Local Law 2019* a maximum of two questions are permitted initially. An additional question will be allowed by the Presiding Member if time permits following the conclusion of all questions by members of the public.

6 RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS

6.1 PETITIONS

A petition must –

- be addressed to the Mayor;
- be made by electors of the district;
- state the request on each page of the petition;
- contain at least five names, addresses and signatures of electors making the request;
- contain a summary of the reasons for the request;
- state the name of the person to whom, and an address at which, notice to the petitioners can be given; and
- be respectful and temperate in its language and not contain language disrespectful to Council.

The only motion which shall be considered by the Council on the presentation of any petition are –

- that the petition be received;
- that the petition be rejected; or
- that the petition be received and a report prepared for Council.

6.2 PRESENTATIONS

In accordance with Clause 3.6 of the *Standing Orders Local Law 2019* a presentation is the acceptance of a gift, grant or an award by the Council on behalf of the local government or the community.

Prior approval must be sought by the Presiding Member prior to a presentation being made at a Council meeting.

Any person or group wishing to make a presentation to the Council shall advise the CEO in writing before 12 noon on the day of the meeting. Where the CEO receives a request in terms of the preceding clause the CEO shall refer it to the presiding member of the Council committee who shall determine whether the presentation should be received.

A presentation to Council is not to exceed a period of fifteen minutes, without the agreement of Council.

6.3 DEPUTATIONS

In accordance with Clause 3.7 of the *Standing Orders Local Law 2019*, any person or group of the public may, during the Deputations segment of the Agenda with the consent of the person presiding, speak on any matter before the Council or Committee provided that:

- the person has requested the right to do so in writing addressed to the Chief Executive Officer by noon on the day of the meeting;
- setting out the agenda item to which the deputation relates;
- whether the deputation is supporting or opposing the officer's or committee's recommendation; and
- include sufficient detail to enable a general understanding of the purpose of the deputation.

A deputation to Council is not to exceed a period of fifteen minutes, without the agreement of Council.

7 CONFIRMATION OF MINUTES

7.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 14 DECEMBER 2022

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held on 14 December 2022 be confirmed as a true and correct record of the meeting.

8 DECLARATIONS OF INTEREST (FINANCIAL, PROXIMITY, IMPARTIALITY – BOTH REAL AND PERCEIVED) BY MEMBERS AND CITY OFFICERS

Section 5.65(1) of the *Local Government Act 1995* states:

A member who has an interest in any matter to be discussed at a council or committee meeting that will be attended by the member must disclose the nature of the interest —

in a written notice given to the CEO before the meeting; or
at the meeting immediately before the matter is discussed.

Section 5.66 of the *Local Government Act 1995* states:

If a member has disclosed an interest in a written notice given to the CEO before a meeting then —

before the meeting the CEO is to cause the notice to be given to the person who is to preside at the meeting; and
at the meeting the person presiding is to bring the notice and its contents to the attention of the persons present immediately before the matters to which the disclosure relates are discussed.

9 REQUESTS FOR LEAVE OF ABSENCE

10 ITEMS BROUGHT FORWARD FOR THE CONVENIENCE OF THOSE IN THE PUBLIC GALLERY

11 ANY BUSINESS LEFT OVER FROM PREVIOUS MEETING

Nil

12 RECOMMENDATIONS OF COMMITTEES

Nil

13 ENBLOC REPORTS

14 REPORTS – COMMUNITY**14.1 DECLARATION OF DOG EXERCISE AREA - QUARTERMAINE BOULEVARD, MANDOGALUP****SUMMARY**

At its meeting of 23 November 2022, Council resolved to give notice of the City's intention to declare an area adjacent to Quartermaine Boulevard, Mandogalup to be a purpose-built dog exercise area.

An aerial image of the intended site is provided at Attachment A.

Public notices of the City's intention were placed in the West Australian and Sound Telegraph on 14 December 2022. Copies were also placed on the City's website and on its noticeboards. No public comments have been received in response.

It is recommended that Council declare the location indicated at Attachment A as a dog exercise area.

OFFICER RECOMMENDATION

That Council declare a portion of Lot 9010 on DP 421705, Quartermaine Boulevard, Mandogalup (as shown at Attachment A) to be a dog exercise area.

VOTING REQUIREMENT

Simple majority.

DISCUSSION

Under the powers conferred by section 31(3A) of the *Dog Act 1976*, a local government may specify a public place under its care and control to be a dog exercise area. At least 28 days before doing so, a local government is to give local public notice of its intention.

No public comments were received in response to the public notices issued 14 December 2022 advising of the City's intention to declare an area adjacent to Quartermaine Boulevard, Mandogalup to be a dog exercise area.

Qube intend to construct the purpose-built dog park. The City has issued approval for the design and construction of the dog park through the landscape development approval process.

The dog park will be enclosed and similar to both Peace Park in Parmelia and the Honeywood dog park in Wandí.

It is recommended that Council declare the location indicated at Attachment A as a dog exercise area.

The City has two other fenced dog parks and this park will serve the emerging community in Mandogalup.

STRATEGIC IMPLICATIONS

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

Strategic Community Plan			
Outcome	Strategic Objective	Action in CBP (if applicable)	How does this proposal achieve the outcomes and strategic objectives?
1 – A naturally beautiful environment that is enhanced and protected	1.1 – Retain and improve our streetscapes and open spaces, preserving the trees and greenery that makes Kwinana unique	N/A – There is no specific action in the CBP, yet this report will help achieve the indicated outcomes and strategic objectives	Development of an area specifically landscaped with preserving trees and greenery, beneficial for dogs and their owners.
3 – Infrastructure and services that are affordable and contribute to health and wellbeing	3.1 – Develop quality, affordable infrastructure and services designed to improve the health and wellbeing of the community	N/A – There is no specific action in the CBP, yet this report will help achieve the indicated outcomes and strategic objectives	Key component of urban animal management due to increasing housing densities. A place for community interaction.
4 – A unique, vibrant and healthy City that is safe, connected and socially diverse	4.1 – Create, activate and manage places and local centres that are inviting, unique and accessible	4.1.1 – Implement the Social Strategy	Beneficial area for both dogs and owners, enabling community interaction with other members of the public.
	4.3 – Enhance opportunities for community to meet, socialise, recreate and build local connections	N/A – There is no specific action in the CBP, yet this report will help achieve the indicated outcomes and strategic objectives	Health and wellbeing benefits for both owners and dogs by creating a space for socialisation, exercise and to make new connections.

SOCIAL IMPLICATIONS

This proposal will support the achievement of the following social outcome/s, objective/s and strategic priorities detailed in the Social Strategy.

Social Strategy			
Social Outcome	Objective	Strategic Priority	How does this proposal achieve the social outcomes, objectives and strategic priorities?
1 – Healthy and Active	1.0 – A physically and mentally healthy and active community	1.5 – Provide infrastructure that enhances opportunities for recreation, play and relaxation 1.2 – Deliver initiatives that enhance the use of public open space and natural environment reserves	Dog parks (dog exercise areas) are beneficial for both dogs and their owners. They enable owners to be more active by participating in exercise involving their dog while potentially making connections with other members of their community. For dogs they provide opportunity for greater freedom of movement while enabling dogs to socialise with other dogs. They are an important component of urban animal management due to increasing housing densities, resulting in more people living with their dogs in apartments or in homes with small or no yards.

As this is a new subdivision, community consultation has been unable to take place. Master planning of public open space is undertaken at the structure planning stage, well before residents move into the area. However, the City is aware of the strong demand for fenced dog exercise areas in residential areas across the district, with this particular site being identified as suitable due to it being restricted public open space as a result of a Western power easement.

LEGAL/POLICY IMPLICATIONS

s.31 *Dog Act 1976*:

- (3A) A local government may, by absolute majority as defined in the *Local Government Act 1995* section 1.4, specify a public place, or a class of public place, that is under the care, control or management of the local government to be a dog exercise area.
- (3B) A local government may, by absolute majority as defined in the *Local Government Act 1995* section 1.4, specify a public place that is under the care, control or management of the local government to be a rural leashing area.
- (3C) At least 28 days before specifying a place to be —
 - (a) place where dogs are prohibited at all times or at a time specified under subsection (2B); or
 - (b) a dog exercise area under subsection (3A); or
 - (c) a rural leashing area under subsection (3B), a local government must give local public notice as defined in the *Local Government Act 1995* section 1.7 of its intention to so specify.

s1.7 *Local Government Act 1995*:

1.7. Local public notice

Where under this Act local public notice of a matter is required to be given, notice of the matter must be —

- (a) published on the official website of the local government concerned in accordance with the regulations; and
- (b) given in at least 3 of the ways prescribed for the purposes of this section.

FINANCIAL/BUDGET IMPLICATIONS

The developer is offering to supply and install the fences and other materials for the fenced off dog exercise area within the estate, there will be no initial set up cost for this park. However, once this fenced off area is established and once the other parkland area has been specified as a dog exercise area, there would be ongoing costs incurred in the care, maintenance, and insurance of the dog exercise areas. There will also be costs incurred in the advertising and promotion of the local public notice and assessment of submissions received for each of the parks as well as the community consultation mail out.

ASSET MANAGEMENT IMPLICATIONS

The establishment of the new fenced off dog exercise area will produce a new asset for the City to manage and control. Additional cost implications would need to be considered in future budgets for the care and maintenance of these locations, which should include provision for signage and waste disposal units at both locations.

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

The environmental implications are negligible for the proposal and only applicable to public open space adjacent to the subject areas. The implications include:

- Risk to dogs due to interactions with wildlife (snakes) and vice versa;
- Litter (dog poo bags thrown in the bush);
- Feral animal control requirements; and
- Dogs off leash. These issues can be managed through installation of dog poo bins/bins and signage, when and where required.

COMMUNITY ENGAGEMENT

Local public notice is to be given of the proposed location for consideration by Council prior to declaring it a dog exercise area.

ATTACHMENTS**A. Proposed Dog Exercise Area Location - Mandogalup**

15 REPORTS – ECONOMIC**15.1 DONATION TO LORD MAYOR DISTRESS RELIEF FUND - KIMBERLEY FLOODS 2023****SUMMARY**

The Lord Mayor's Distress Relief Fund (LMDRF) has been activated to coordinate donations in response to Western Australia's worst-ever floods, generated by ex-Tropical Cyclone Ellie. Flooding has impacted communities along Fitzroy River, including at Fitzroy Crossing, Looma, Willare, Noonkanbah, and Camballin. Many communities have been cut off and will require an expensive and complex recovery.

Federal and State Governments have both committed to providing financial support. It is recommended that Council additionally resolve to make a donation the LMDRF, which will be used to support affected communities.

Funding is to be accounted for in the mid-year budget review, with funds from the Community Services and Emergency Relief Reserve.

OFFICER RECOMMENDATION

That Council approves the donation of \$2,500 to the Lord Mayor's Distress Relief Fund to help communities affected by the Kimberley floods.

NOTE: AN ABSOLUTE MAJORITY OF COUNCIL IS REQUIRED

VOTING REQUIREMENT

Absolute majority.

DISCUSSION

The LMDRF was established in conjunction with State Government in 1961, for the purpose of providing financial assistance to individuals for the alleviation and relief of distress, suffering and personal hardships brought about by any disaster or emergency within Western Australia declared by the Western Australian Government or for which the LMDRF Board considers assistance is warranted.

People in the Kimberley are experiencing a one-in-100-year flood event, the worst flooding Western Australia has ever seen. More than 100 people have been rescued from the floodwaters, which continue to rise at communities in the Fitzroy River Catchment including at Looma, Willare and Camballin. The clean-up efforts are expected to be both complex and costly.

State Government has announced a \$3 million contribution LMDRF. It is recommended that the City made a further contribution of \$2,500 to support those effected by the flooding.

STRATEGIC IMPLICATIONS

There are no strategic implications as a result of this proposal.

SOCIAL IMPLICATIONS

There are no social implications as a result of this proposal.

LEGAL/POLICY IMPLICATIONS

City of Kwinana Community Funding Policy

5.2.3 *Emergency Relief Reserve Fund*

Council by resolution may consider making a donation to disaster relief appeals upon being given approval by the Ministerial body at the time. Such donations are to be drawn from the Emergency Relief Reserve Fund.

The Local Government Act 1995 ‘

Part 6 Division 4 s 6.8 (1) requires the local government not to incur expenditure from its municipal fund for an additional purpose except where the expenditure-

*(b) is authorised in advance by resolution**

“additional purpose” means a purpose for which no expenditure estimate is included in the local government’s annual budget.

**requires an absolute majority of Council.*

FINANCIAL/BUDGET IMPLICATIONS

The Council donation of \$2,500 to the Kimberly Floods Appeal through the Lord Mayor’s Distress Relief Fund (LMDRF) is proposed to be funded from the Community Services and Emergency Relief Reserve in the mid-year budget review.

ASSET MANAGEMENT IMPLICATIONS

No asset management implications have been identified as a result of this report or recommendation.

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

No environmental or public health implications have been identified as a result of this report or recommendation.

COMMUNITY ENGAGEMENT

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

ATTACHMENTS

Nil

15.2 TEN 13/22 - TENDER - KERBSIDE WASTE MANAGEMENT SERVICES**SUMMARY**

The City of Kwinana (City) undertook an open public Tender process to invite Tenders from suitably qualified and experienced Contractors for provision of kerbside waste management services, as detailed in the Specifications of the Tender documentation.

The Tender was advertised in “The Weekend West” newspaper on 19 October 2022. The Tender was also advertised on the City’s official website, the City’s public notice boards and issued through the City’s e-tendering portal Tenderlink.

The City received five submissions, plus some alternative submissions and these were assessed by City Officers in accordance with the documented compliance and qualitative criteria, with their assessment outlined in Confidential Attachment A. The evaluation recommendation report is under confidential cover as it contains commercial-in-confidence information.

OFFICER RECOMMENDATION**That Council:**

- 1. Award contract TEN 13 22 – Kerbside Waste Management Services to Veolia Pty Ltd, in accordance with the special and general conditions of contract, specifications and their alternative Tender submission, including their alternative schedule of rates, for a period of four (4) years commencing upon the date of award with the option to extend the contract for an additional period of twelve (12) months, subject to successful negotiation of departures and condition amendments.**
- 2. Approves the above Contract for the specified Contract term, subject to price increases based on an agreed combination of quarterly Consumer Price Index (CPI) (All Groups) (Perth) and quarterly average fuel prices, allocated to the Contractor at scheduled intervals during the Contract Term. The price adjustment will be automatically applied by the Principal.**
- 3. Authorise the Chief Executive Officer to negotiate any minor amendments or variations prior to entering into contract and to execute the Contract documents on behalf of the City of Kwinana.**

VOTING REQUIREMENT

Simple majority.

DISCUSSION

Background

The City currently offers residential properties a two-bin kerbside collection service for waste and recycling. The current contract also encompasses collection of commercial and street litter bins, as well as inside home services. The current contract is due to expire on the 30 June 2023, and a tender was required to procure the ongoing services.

Three Bin Feasibility

The City is conducting a comprehensive Three Bin Feasibility Assessment in 2022/23. Findings from the feasibility assessment, and the subsequent Council decision whether to transition to a Three Bin Service or not will dictate the services required within the Term of the Contract.

Submissions

The Request for Tender was advertised on Wednesday 19 October 2022 and closed at 2:00pm on Wednesday 16 November 2022.

The tender was advertised in the Weekend West newspaper, City's official website, the City's public notice boards and issued through the City's e-tendering portal Tenderlink.

Tender submissions were received from the following companies:

#	Company Name
1	Cleanaway Waste Management Limited
2	JJ Richards Sons Pty Ltd
3	Sole Resource Recovery
4	Southern Metropolitan Regional Council
5	Veolia Pty Ltd

Evaluation

The evaluation panel comprised Acting Manager Environment and Health Services, Waste Management Officer, Coordinator Environment and Waste and Senior Procurement and Contracts Officer.

All members of the evaluation panel have made a conflict-of-interest declaration in writing confirming that they have no relationships with any of the tenderers. Each member of the panel assessed the submissions separately.

The panel evaluated the Tender submissions in accordance with the documented compliance and qualitative criteria (**refer to Confidential Attachment A**). The evaluation recommendation report is under confidential cover as it contains commercial-in-confidence information.

STRATEGIC IMPLICATIONS

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

Strategic Community Plan			
Outcome	Strategic Objective	Action in CBP (if applicable)	How does this proposal achieve the outcomes and strategic objectives?
3 – Infrastructure and services that are affordable and contribute to health and wellbeing	3.1 – Develop quality, affordable infrastructure and services designed to improve the health and wellbeing of the community	3.1.3 – Implement the Waste Plan	Understanding of the City was weighted high, at 40%, followed by cost at 30% weighting. This shows the City's commitment to provide an adequate service at a reasonable and competitive cost.
1 – A naturally beautiful environment that is enhanced and protected	1.2 – Maintain and enhance our beautiful, natural environment through sustainable protection and conservation	1.2.7 – Implement the Waste Education Plan	The recovery rates for recyclables, FOGO and GO of the nominated or priced facility have been considered as part of the evaluation as well as contamination management abilities of each tenderer to improve recovery rates.
5 – Visionary leadership dedicated to acting for its community	5.3 – Provide a high standard of customer service with the community as priority	N/A – There is no specific action in the CBP, yet this report will help achieve the indicated outcomes and strategic objectives	Key personnel, resources and supporting technology were assessed to ensure that there is adequate experience and support to provide high standard of customer service to respond to waste collection enquiries.

SOCIAL IMPLICATIONS

There are no social implications as a result of this proposal.

LEGAL/POLICY IMPLICATIONS

Local Government Act 1995

Local Government (Functions and General) Regulations 1996.

Part 4 – Provision of goods and services

City of Kwinana Procurement Policy

FINANCIAL/BUDGET IMPLICATIONS

The total annual value of the Alternative Tender proposed by Veolia Pty Ltd, including collections, disposal and processing is estimated to be \$4,508,082.40 ex GST for the first year of the Contract, being the 2023/24 financial year. This estimation includes the Waste Levy @ \$70 per tonne. Negotiated price adjustments will apply throughout the Contract.

The confidential Recommendation Report attached provides a comparison of the services so as to assess the full cost implications of the Tender.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications for the City.

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

Contractor outlined “Quiet Collection strategy”, stating they will provide Noise Management Plan. Extensive Risk Management Process outlined specifying plans to mitigate risks to the environment and public health. Risks cannot be eliminated completely for this service due to potential for spillages and fires due to nature of waste industry.

COMMUNITY ENGAGEMENT

October 2022, the City of Kwinana released a survey to establish the desire for a third bin. These results will be considered during the third bin feasibility assessment, concluding March 2023. This assessment will determine if we transition our waste service to a GO or FOGO service. As a third bin is a possibility, considerations were made to ensure Contractor had the ability to service a third bin.

ATTACHMENTS

- A. Confidential Attachment A - TEN/13/22 - Confidential Recommendation Report - Confidential**
- B. Confidential Attachment B - TEN 13 22 - Automated Pricing Summary - Confidential**
- C. Confidential Attachment C - TEN 13 22 - Price comparison - rise and fall extract - Confidential**

15.3 TENDER 03/23 - PROVISION OF CLEANING SERVICES

SUMMARY

The City of Kwinana invited Tenders from suitably experienced and resourced contractors for the provision of cleaning services.

The Request for Tender was advertised in “The Weekend West” newspaper on Saturday 26 November 2022. The Tender was also advertised on the City’s official website, the City’s public notice boards and issued through the City’s e-tendering portal Tenderlink.

The City received seven (7) submissions, and these were assessed by City Officers, with their assessment outlined in Confidential Attachment A. City Officers recommend that Council award the tender as per the recommendations of Attachment A.

OFFICER RECOMMENDATION

That Council:

- 1. Award Contract TEN 03/23 for the provision of cleaning services to Iconic Property Services Pty Ltd in accordance with the City’s special conditions of Contract, general conditions of the Contract, the specifications and their Tender submission including their schedule of rates for a period of three (3) years commencing 1 March 2023 with the option to extend the contract for an additional two (2) periods of twelve (12) months each or part thereof.**
- 2. Authorise the Chief Executive Officer to execute the optional extension periods, subject to satisfactory performance and entirely at the Chief Executive Officer’s discretion; and**
- 3. Approves the above Contract for the specified Contract term, subject to price increases based on quarterly Consumer Price Index (CPI) (All Groups) (Perth) allocated to the Contractor at scheduled intervals during the Contract Term. The price adjustment will be automatically applied by the Principal.**

VOTING REQUIREMENT

Simple majority

DISCUSSION

Background

The RFT Scope requires a suitably experienced and resourced contractor to provide and maintain high quality outcome dependent cleaning services to the City's existing and any future Assets located within the City of Kwinana Boundaries, as directed by the Principal.

The Contract primarily consists of regular scheduled cleaning services in accordance with specified daily, weekly, monthly and periodical requirements, as well as post function and ad-hoc cleaning services.

Mandatory Site Meeting

At 8.30 am on Thursday 8 December 2023, a mandatory site inspection/tender briefing was held. The meeting was facilitated by the Supervisor Facility Cleaning & Projects, the Technical Officer – Facility Maintenance and the Senior Procurement and Contracts Officer.

The following companies attended the site inspection/tender briefing:

No.	Company
1	Charles Service Company
2	DMC Cleaning Corporation
3	OCE Corporate Cleaning
4	Briteshine Cleaning and Maintenance Services
5	Southern Cross Cleaning Services
6	ICS Service Solutions
7	SCS Group
8	Iconic Property Services

Addendums

Two (2) addendums were issued during the RFT process.

Submissions

The RFT closed at 2.00pm, Wednesday 21 December 2022, the following seven (7) submissions were received.

No.	Company Name
1	CSCH Pty Ltd Trading as Charles Service Company
2	Iconic Property Services Pty Ltd
3	ICS Service Solutions
4	Office Cleaning Experts Pty Ltd
5	SKG Services Pty Ltd
6	Smart Cleaning Solutions (Aust) Pty Ltd
7	DMC Cleaning Corporation Pty Ltd as A Trustee for The Panich Family Trust

Initial Compliance Check

An initial commercial compliance check was conducted by the Chairperson to identify any nonconforming Tenders. The Chairperson assessed the compliance criteria in accordance with Local Government (Functions and General) Regulations, 1996 and the Conditions of Tendering and identified one nonconforming tender, being SKG Services Pty Ltd. SKG Services did not attend the mandatory site inspection/briefing for this tender and as such their tender submission did not proceed to the financial and qualitative assessment stage.

All six (6) of the remaining Tenders were progressed to the financial and qualitative assessment stage.

Evaluation

The evaluation panel comprised of:

- a. The Senior Procurement and Contracts Officer who evaluated the Tenderers' submissions in accordance with the compliance criteria provided in the Request for Tender documentation; and
- b. The Manager City Operations, Coordinator Facility Maintenance, Supervisor Facility Cleaning and Projects and Technical Officer Facility Maintenance, who evaluated the Tenderers' submissions in accordance with the qualitative criteria included in the Request for Tender documentation.

The panel evaluated the tender submissions in accordance with the documented compliance and qualitative criteria (refer to Confidential Attachment A). The evaluation recommendation report is under confidential cover as it contains commercial-in-confidence information.

STRATEGIC IMPLICATIONS

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

Strategic Community Plan			
Outcome	Strategic Objective	Action in CBP (if applicable)	How does this proposal achieve the outcomes and strategic objectives?
3 – Infrastructure and services that are affordable and contribute to health and wellbeing	3.3 – Maintain infrastructure, playgrounds, parks and reserves to a high standard through sustainable asset maintenance and renewal	N/A – There is no specific action in the CBP, yet this report will help achieve the indicated outcomes and strategic objectives	By providing professional and experienced contracted services, facilities and assets are cleaned and maintained in accordance with industry standards and customer expectations, increasing longevity of asset life, and increasing the overall customer experience.

SOCIAL IMPLICATIONS

There are no social implications as a result of this proposal.

LEGAL/POLICY IMPLICATIONS

Local Government Act 1995

Local Government (Functions and General) Regulations 1996 - Part 4 – Provision of goods and services

City of Kwinana Procurement Policy

FINANCIAL/BUDGET IMPLICATIONS

The budget implications are detailed in Confidential Attachment A.

ASSET MANAGEMENT IMPLICATIONS

Effective asset management of the City's building assets includes cleaning of components, fittings and fixtures to the appropriate standards.

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

Contract includes waste and recycling removal from inside City facilities and appropriate disposal in the designated bulk bins at each facility. Compliance with chemical and environmental regulations is a contract requirement.

COMMUNITY ENGAGEMENT

Cleaning works enable the provision of clean and attractive facilities for community and employee use, thus assisting in effective community engagement from these facilities.

ATTACHMENTS

A. Confidential Recommendation Report to Council for Tenders - TEN 03 23 - Confidential

16 REPORTS – NATURAL ENVIRONMENT

Nil

17 REPORTS – BUILT INFRASTRUCTURE

17.1 REVIEW AND ADOPTION OF DRAFT LOCAL PLANNING POLICY NO.2: STREETSCAPES FOR THE PURPOSES OF PUBLIC ADVERTISING

SUMMARY

Local Planning Policy No.2: Streetscapes (LPP2) was adopted by Council in March 2017. LPP2 seeks to enhance streetscapes and encourage higher quality neighbourhood amenity through the provision of street trees and better built form outcomes.

Prior to the adoption of LPP2 in 2017, significant research and consultation was undertaken to develop a policy that would achieve better design outcomes for newly developed residential areas and in particular, streets. As part of this research, it was noted that landscaping in streets has significant benefits for a streetscape in addition to the provision of diversity in built form design. LPP2 was therefore adopted with the following overarching objectives to:

- *Enhance the character of local streets through the delivery of an urban street tree canopy;*
- *Encourage attractive streetscapes and enhance neighbourhood amenity.*

To measure the success and effectiveness of LPP2 since it was adopted in 2017, City Officers have undertaken a review. The findings of the review are detailed in this report. In summary, the review demonstrates that LPP2 has been largely effective in providing for improved streetscapes that achieve greater amenity. As part of the review, opportunities to enhance streetscape outcomes were also explored with several additional provisions being proposed in the draft LPP2. The review of LPP2 also seeks to enhance legibility of the policy and align formatting with other local planning policies to provide consistency. The proposed draft LPP2 can be seen in Attachment A.

It is recommended that Council adopt draft LPP2 under Local Planning Scheme No.2 (LPS2) and the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the purpose of public advertising. Following public advertising, a report will be presented to Council to consider the policy for adoption with or without modification, or not to proceed. It should be noted that the revised LPP2 in its current form is also required to be referred to the Western Australian Planning Commission (WAPC) for approval under Clause 4(3A) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

OFFICER RECOMMENDATION

That Council:

- 1. Adopt draft Local Planning Policy 2: Streetscapes, as detailed in Attachment A, for the purpose of public advertising.**
- 2. Publicly advertise draft Local Planning Policy 2: Streetscapes, for a period of 21 days.**
- 3. Refer draft Local Planning Policy 2: Streetscapes, to the Western Australian Planning Commission for approval in accordance with Clause 4(3A) of the *Planning and Development (Local Planning Schemes) Regulations 2015***
- 4. Require a report back to Council that details the submissions received during the advertising period and recommend that draft Local Planning Policy 2: Streetscapes, be either adopted with or without modification, or not to proceed.**

VOTING REQUIREMENT

Simple majority.

DISCUSSION

Background:

The famous urbanist, Jane Jacobs, once said that '*streets and their sidewalks - the main public places of a city - are its most vital organs*'. It is critical that newly developed residential areas and their streets are designed to have the highest level of urban amenity. There are many influences that contribute to good urban streetscape amenity, with modern day planning emphasising the elements of built form design.

Council had expressed concern about the amenity of the City's streets and LPP2 was adopted by Council in 2017 to seek to redress this and strive towards better outcomes. This policy incorporated statutory provisions with an overarching objective to provide for better design that works to enhance the character of local streets. Since it was adopted in 2017, the provisions of LPP2 have been applied across the newly developed residential areas of Kwinana. Several elements that LPP2 seeks to influence include:

- trees and landscaping in streets;
- footpaths and vehicle parking;
- dwelling setbacks;
- front fencing; and
- dwelling design and articulation.

City Officers have undertaken a review of LPP2 to measure its effectiveness. The purpose of this report is to detail the review findings and explain amendments and additions proposed to LPP2. In summary, the review outlined that LPP2 has been a successful planning tool in providing for better amenity, urban design and streetscape outcomes. Several minor amendments and additional provisions are also proposed as part of draft LPP2 to further streetscape outcomes and enhance the objectives of the policy. The successful elements of LPP2 and proposed additional provisions are discussed below.

Draft Local Planning Strategy

The review of LPP2 is considered to be in alignment with the City's adopted draft Local Planning Strategy through the following Strategic Direction:

- *Encourage high quality housing developments targeted to households at different life stages and income levels, including a mix of lower to moderate income groups.*

The related Strategic Action which draft LPP2 also aligns with is to:

Develop planning measures to ensure new development contributes to:

- *intended future character of new and future suburbs is respectful to setbacks, site coverage and built form; and*
- *the character of established areas in terms of built form, landscape, appearance and impact on the streetscapes and adjoining properties.*

Policy Objectives:

The objectives of LPP2 are to:

- *Enhance the character of local streets through the delivery of an urban street tree canopy; and*
- *Encourage attractive streetscapes and enhance neighbourhood amenity.*

These objectives are the foundation of LPP2 and have provided clear guidance for decision making since the policy was adopted. These objectives will continue to be the foundation for LPP2 and guide the development of up-and-coming residential areas into the future.

Policy Review:

LPP2 incorporates provisions that are applicable to a variety of statutory planning mechanisms. The intended outcomes of LPP2 have been reviewed and are discussed below. The discussion follows key sections of LPP2, outlining the review outcomes (including real life examples) and proposes several additional provisions that seek to further enhance streetscape outcomes. Draft LPP2 can be seen in Attachment A and a tracked changes copy is seen in Attachment B.

Street Trees and Landscaping (Sections 4.1 & 4.2):

A significant element of LPP2 relates to the provision of trees and landscaping in residential road reserves (streets). LPP2 incorporates provisions to provide for tree lined residential streetscapes that positively impact urban amenity. LPP2 promotes the early delivery of trees and landscaping within road reserves as part of subdivision development to achieve a higher level of amenity. In this regard, the provisions of LPP2 include:

- minimum number of street trees to be provided per lot.
- Requirements for developers to provide and maintain landscaping in road reserves.
Refer to Sections 4.1 and 4.2 of Attachment A.

A review of tree planting and landscaping undertaken in residential streets, demonstrate that the policy provisions have been successfully implemented since 2017. Draft LPP2 proposes to retain these existing provisions in addition to incorporating a number of new provisions that seek to further enhance streetscape outcomes. Table 1 below outlines an example of how existing LPP2 provisions have been implemented in addition to the newly proposed provisions. The proposed provisions seek to better ensure street trees are protected. Furthermore, City Officers have identified an opportunity to encourage additional trees to be provided on private properties. Draft LPP2 therefore proposes an incentive for the design of dwellings to vary private open space requirements subject to the provision of at least two significant trees on a property.

Example of Outcomes	Proposed Additional Provisions
<p>Comparison of Emerald Park Estate (Figure 1) and Providence Estate (Figure 2) in Wellard:</p> <p>Figure 1: Pre-LPP2</p> <ul style="list-style-type: none"> • Clear lack of street trees; • Uninviting streetscape amenity <p>Figure 2: LPP2 applied</p> <ul style="list-style-type: none"> • each lot frontage has a minimum of one established tree. • abundance of street trees provides for a more attractive streetscape. 	<p>To further enhance streetscapes and better preserve street trees, the following provisions are proposed to be incorporated into LPP2 (see CI 4.6.1: Street Trees):</p> <p>Street Trees:</p> <p>a) <i>Street trees are not to be removed or relocated.</i></p> <p>b) <i>Housing design and crossovers are to be designed and located to have a minimum setback of 1 metre from the trunk of existing street trees.</i></p> <p>Landscaping: <i>Open space required under the Deemed-to-Comply requirements of CI 5.1.4 of the Residential Design Codes (as amended) is permitted to be reduced up to 5% subject to a minimum of 2 trees and associated 2 metre x 2 metre tree planting areas being provided on site.</i></p>

Table 1 - Landscaping



Figure 2 - Emerald Park Estate



Figure 2 - Providence Estate

Footpaths and Street Parking (Sections 4.3 & 4.4):

LPP2 incorporates provisions requiring footpaths to be adjacent to lot boundaries (rather than the kerb) in addition to providing embayment parking only on higher order distributor roads. The intent of these provisions is to provide for residential streets that are more pedestrian friendly and maximise opportunity for tree installation. The requirements for embayment parking on specific road types only (in lieu of street parking) and the preference for footpaths to be adjacent to the lot boundary also reduce the visual impact of hardstand areas adjacent to the street to provide for better streetscape amenity.

A review of the LPP2 provisions regarding footpath alignment and street parking has demonstrated that the provisions have been successfully implemented in recent subdivision designs. Draft LPP2 proposes to retain the existing provisions without change. To further enhance streetscapes, draft LPP2 proposes to incorporate a number of new provisions that seek to further enhance streetscape outcomes. Table 2 below outlines how the existing LPP2 provisions have been implemented in addition to the newly proposed provisions for draft LPP2. City Officers identified an opportunity to further enhance pedestrian experience and safety through the design of road intersections. The proposed additional provisions are complementary to Liveable Neighbourhoods as outlined in Table 2 below.

Example of Outcomes	Proposed Additional Provisions
<p>Comparison of a road cross section in Wellard Village (Figure 1 and Figure 2):</p> <p>Figure 3: Pre-LPP2</p> <ul style="list-style-type: none"> Street aligned footpath; Expansive concrete space with no opportunity for embayment parking (higher order road) <p>Figure 4: LPP2 applied</p> <ul style="list-style-type: none"> Boundary aligned footpath; each lot frontage has a minimum of one established tree. defined and softer interface between the road, footpaths and street parking (providing for a safer pedestrian experience). 	<p>To further enhance streetscapes and provide for a safer and enhanced pedestrian experience, the following provisions are proposed to be incorporated into LPP2 (see CI 4.3.3 & 4.3.4):</p> <p><i>Intersections for Local Streets are to be designed with a maximum 6 metre radius to allow for a continuous footpath line.</i></p> <p><i>The carriageway at four-way intersections shall be raised to the level of the footpath.</i></p> <p>These provisions seek to provide for a seamless footpath connection and sightlines at intersections. The 6 metre radius for intersections works to reduce crossing distances for pedestrians and slow turning traffic. The images below better demonstrate</p>

	<p>this (observe the footpath alignment). This concept is outlined in Liveable Neighbourhoods.</p> 
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Table 2 - Footpaths



Figure 3 – Wellard Village Road Cross Section 1

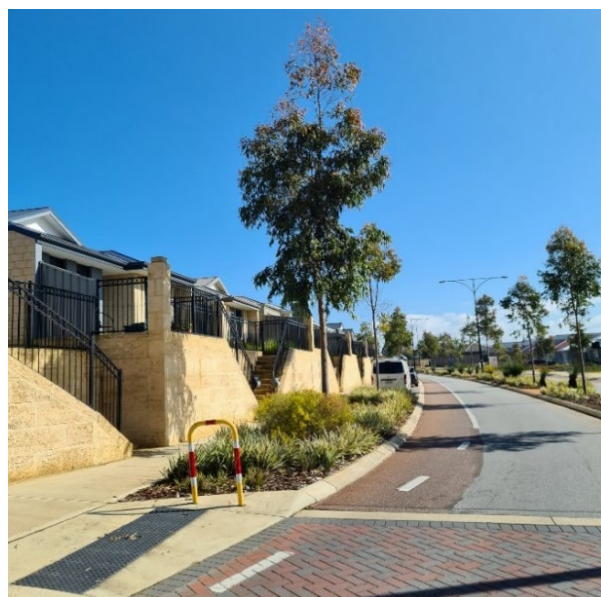


Figure 4 - Wellard Village Road Cross Section 2

Fencing (Section 4.5):

LPP2 currently includes provisions that guide the design of fencing on primary and secondary street boundaries. The intent of these provisions is to provide for high quality, consistent fencing that enables dwellings to interact with the street. For example, fencing on the primary street boundary is to be visually permeable above 0.9 metres to a maximum height of 1.2 metres. Developers are also required to provide consistent, high-quality fencing for laneway lots. These provisions seek to promote dwellings that interact with the streetscape. The provisions seek to provide for a more open and inviting streetscape that limits negative design impacts such as entrapment. This planning principle is critical in providing for residential streets that promote surveillance and greater visual amenity.

A review of the LPP2 provisions regarding fencing has demonstrated that the provisions have been successfully implemented in newly developed subdivisions. Draft LPP2 proposes to retain the existing provisions without change. However, a gap in the fencing provisions has been identified specifically for corner lots that proposed vehicular access from the primary street. Draft LPP2 therefore proposes to incorporate a new Clause 4.7: Vehicular Access, to further enhance streetscape outcomes, specifically for corner lots. Table 3 below outlines how the existing LPP2 provisions have been implemented in addition to the newly proposed CI 4.7.

Example of Outcomes	Proposed Additional Provisions
<p>Figure 5 below is an existing streetscape in Wellard Village that has applied the provisions of LPP2 in relation to front fencing:</p> <ul style="list-style-type: none"> • Low, open style fencing for the entire frontage; • High quality materials (in lieu of colourbond). 	<p>To further promote dwellings that interact with the streetscape, the following provisions are proposed to be incorporated into LPP2, applicable to corner lots (see CI 4.7):</p> <p><i>Where vehicular access is provided to the primary street in lieu of the secondary street, the following provisions apply:</i></p> <ol style="list-style-type: none"> <i>Fencing on the secondary street boundary shall be visually permeable above 1.2 metres for a minimum length of 1/3 of the length of that boundary or 6 metres (whichever is the lesser), from the truncation;</i> <i>A minimum of 1 major opening from a habitable room of the dwelling is to face the secondary street, adjacent to where the visually permeable fencing is located;</i> <i>Solid fencing on the secondary street boundary is to be constructed of Brick or Masonry;</i> <i>A minimum of 3 street trees are to be provided (and shown on Local Development Plans) within the secondary street verge area.</i>

Table 3 – Fencing



Figure 5 - Wellard Village Front Fencing

Built Form and Design (Section 4.6):

LPP2 includes provisions relating to dwelling design, intended to provide for better design outcomes that interact with the streetscape. A series of model provisions address design elements such as: façade articulation, setback of garages, architectural features, and ceiling heights. These provisions understand the importance of good dwelling design and its impact on streetscape amenity and function.

A review of the LPP2 provisions regarding the design of dwellings as viewed from the street has outlined a mostly successful implementation that has positively influenced streetscapes in greenfield areas across the City. LPP2 acknowledges that blank garage facades dominating a streetscape do not provide visual amenity. In this regard, draft LPP2 seeks to promote design of façades that provide for a better streetscape. Draft LPP2 proposes to retain the existing provisions without change. To further enhance these provisions relating to dwelling design, a number of model provisions regarding façade treatments (refer to CI 4.6.1 of draft LPP2) have been modified. Minor changes to wording are also proposed to provide greater clarity on design outcomes. Table 4 below outlines how the existing LPP2 provisions have been implemented and further explains the proposed changes under draft LPP2.

Example of Outcomes	Proposed Additional Provisions/Changes
<p>Comparison of diversity in design of dwellings in a street block in Wellard:</p> <p>Figure 6: pre-LPP2</p> <ul style="list-style-type: none"> • monotonous set of town houses with identical and repetitive design • Colour schemes and materials used are like for like <p>Figure 7: LPP2 applied</p> <ul style="list-style-type: none"> • Diverse range of designs and dwelling types providing greater visual interest. • diversity in building heights, articulation, materials, and colours providing for a much more attractive streetscape. <p>Comparison of the design of the façade of dwellings, specifically in relation to garage setbacks and building articulation in Bertram (Figure 9) and Cassia Glades (Figure 8):</p> <p>Figure 9: pre-LPP2</p> <ul style="list-style-type: none"> • the garage is forward of the dwelling alignment. • There is limited articulation in the dwelling façade as viewed from the street <p>Figure 8: LPP2 applied</p> <ul style="list-style-type: none"> • The garage is setback behind the dwelling alignment. • A protruding porch and entrance to the dwelling becomes the dominant feature when viewed from the street. • An articulated façade that presents to the street and is forward of the garage. 	<p>To provide greater clarity and consistency, a number of model provisions in relation to dwelling façade treatments (refer to CI 4.6.1: Dwelling Façade Treatment) have been modified.</p> <p>For example, a current provision of LPP2 is to provide windows from a habitable room on the front façade, facing the street as one of 3 architectural design features to be considered in the LDP. This provision is repetitive (considering it is a requirement under the Residential Design Codes). Therefore, this provision is proposed to be removed and replaced by a new provision requiring a verandah or balcony</p> <p>Minor changes to wording are also proposed to provide greater clarity on design outcomes.</p>

Table 4 - Built Form & Design



Figure 6 – Pre LPP2 Housing



Figure 7 - LPP2 Applied



Figure 8 - LPP2 Applied Facade



Figure 9 – Pre LPP2 Facade

Section 5: Assessment & Approval

Section 5 of LPP2 provides guidance on how and when to apply the policy provisions. The purpose of this section is to outline the provisions that apply at each stage of planning, from local structure planning to subdivision and local development planning.

Outcomes and Proposed Amendments:

In reviewing this section of LPP2, it was noted that while this section does provide guidance, further clarity should be provided. Therefore, draft LPP2 proposes to include additional provisions that reference the specific clauses of the policy (under Sections 3 and 4) that apply to each different planning mechanism. For example, proposed Section 5.5 references the exact policy provisions that apply to Local Development Plans. The proposed changes are therefore more administrative and seek to provide greater clarity on what is expected at each stage of planning. The actual content is unchanged, and the proposed amendments seek to provide clear guidance for applicants and City Officers.

Street Tree Installation Options (5.3)

In addition to the proposed amendments to Section 5 as detailed above, a review was also undertaken in relation to the options available to developers regarding the planting of street trees (section 5.3). This section provides developers with options for when to plant street trees in new subdivision areas. Although the intent of this section is unchanged, City Officers have undertaken a review of the current options available to be more concise and practical for the City to manage. In summary, the proposal is to remove existing Option 4, with minor amendments being proposed to the remaining three options. The proposed changes are further discussed in Table 5 below.

Current Street Tree Installation Options	Proposed Amendments
<i>Option 1: Street Trees / landscaping installed prior to subdivision clearance being issued by the Local Government</i>	<p>Retain with Amendments:</p> <p>The method of installation is not proposed to change, however a new requirement for a maintenance bond is proposed to ensure maintenance and watering obligations in relation to the street trees are undertaken by the developer.</p> <p>The method of calculation for the maintenance bond is in accordance with the relevant Local Government Guidelines for Subdivisional Development.</p>
<i>Option 2: Street Trees installed post-subdivision clearance (prior to dwellings being constructed)</i>	<p>Retain with Amendments:</p> <p>The method of installation is not proposed to change; however amendments are proposed to provide clarity and ensure the City has funds available to water and maintain street trees should the developer fail to fulfil their obligations. This will be undertaken through a maintenance bond (similar to Option 1 above).</p>
<i>Option 3: Street Trees installed post- subdivision clearance within 18 months (i.e., installed with front landscaping packages)</i>	<p>Retain with Amendments:</p> <p>City Officers have experienced difficulties in relation to tracking tree planting under this option. This is considering the ad-hoc nature of dwellings being constructed which led to issues related to the timing of the City issuing Landscape Practical Completion for a stage of subdivision.</p> <p>The method of installation is not proposed to change; however the process has been amended to simplify the tracking of tree installation and provide clear triggers for the collection and release of bonds, and submission of complete 'as constructed' information.</p>

<p><i>Option 4: Applicant provides payment to City of Kwinana who then takes responsibility for the installation and maintenance of the street trees.</i></p>	<p>Option 4 to be removed: Option 4 has been removed as part of draft LPP2. This option has not been utilised since the initial implementation of LPP2. Due to the ad hoc nature of building within subdivisions, this option could mean that street trees would not be installed in a subdivision for some time, leading to incomplete streetscapes and residents not being receptive to street trees due to the delay in installation post building completion.</p> <p>Additionally, it is noted that significant resources would be required should the City install street trees. It is the City's position that the planting of street trees is the developer's responsibility.</p>
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Table 5 - Street Tree Installation Options

Miscellaneous Changes:

In addition to the proposed amendments outlined above, the formatting of LPP2 is proposed to be amended to align with the standard model local planning policy template as provided by the Western Australian Local Government Association (WALGA). The proposed layout will also provide consistency with other City of Kwinana local planning policies that were recently approved.

It should be noted that minor amendments have also been made to reflect updated documents such as the City's Tree Selection Guide and Landscape Development Guidelines (see CI 3.1.3 of the Policy). Existing text that explains a required two-year maintenance agreement (see CI 4.2.3 of the Policy) is also proposed to be deleted considering these agreements have now been standardised in a template. These amendments are merely an update and are considered minor.

Next Steps:

The process to review and adopt a local planning policy is outlined in the *Planning and Development (Local Planning Schemes) Regulations 2015*. It is recommended that Council adopt the amended LPP2 for the purpose of public advertising. Public advertising is required to be undertaken for a minimum of 21 days. Clause 4(3A) of the Regulations also requires the revised LPP2 to be referred to the WAPC for approval. A local planning policy that includes provisions which amend or replace certain provisions of the Residential Design Codes - Volume 1, requires the WAPC's approval. Clauses 4.6.1 (Street Trees) and 4.7 (Vehicular Access) of draft LPP2 seek to amend the deemed-to-comply requirements of Clauses 5.14 (Open Space) and 5.3.5 (Vehicular Access) of the Residential Design Codes - Volume 1. Therefore, draft LPP2 also requires the approval of the WAPC.

In accordance with the Regulations, following the completion of advertising and receipt of an approval from the WAPC, draft LPP2 is to then be presented to Council to be considered for adoption with or without modification, or not to proceed.

Conclusion:

Since its adoption in 2017, LPP2 has been key in guiding streetscapes and urban character for the newly developed areas across Kwinana. The objectives of LPP2 understand the importance of providing a higher level of urban amenity in the greenfield suburb. The review of LPP2 shows that implementation of the policy has been effective in providing for better streetscapes.

The review also identified opportunities to further the policy and provide for even better streetscape outcomes. The additional provisions proposed to be incorporated into LPP2 seek to further the objectives of the policy and will work to enhance newly developed streetscapes.

LPP2 is leading the way in influencing built form outcomes, providing for local streetscapes that enhance character and create spaces that benefit people.

STRATEGIC IMPLICATIONS

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

Strategic Community Plan			
Outcome	Strategic Objective	Action in CBP (if applicable)	How does this proposal achieve the outcomes and strategic objectives?
1 – A naturally beautiful environment that is enhanced and protected	1.1 – Retain and improve our streetscapes and open spaces, preserving the trees and greenery that makes Kwinana unique	N/A – There is no specific action in the CBP, yet this report will help achieve the indicated outcomes and strategic objectives	Draft LPP2 seeks to enhance streetscapes and provide for unique residential areas.
	1.2 – Maintain and enhance our beautiful, natural environment through sustainable protection and conservation	1.2.3 – Implement the Local Planning Strategy	Draft LPP2 is aligned with the strategic directions of the draft Local Planning Strategy in emphasising the importance of the natural environment in streetscapes.
3 – Infrastructure and services that are affordable and contribute to health and wellbeing	3.2 – Provide for an accessible and well connected City by integrating public transport and improving safe streets for driving, walking and cycling	N/A – There is no specific action in the CBP, yet this report will help achieve the indicated outcomes and strategic objectives	Draft LPP2 seeks to provide for safe streets that better attract active transport.

SOCIAL IMPLICATIONS

This proposal will support the achievement of the following social outcome/s, objective/s and strategic priorities detailed in the Social Strategy.

Social Strategy			
Social Outcome	Objective	Strategic Priority	How does this proposal achieve the social outcomes, objectives and strategic priorities?
1 – Healthy and Active	1.0 – A physically and mentally healthy and active community	1.5 – Provide infrastructure that enhances opportunities for recreation, play and relaxation	Draft LPP2 seeks to enhance opportunities for recreation, play and relaxation by influencing the built form and design of streetscapes.

LEGAL/POLICY IMPLICATIONS

The applicable legislation and policy applicable to the review of LPP2 are listed below:

Legislation

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Planning and Development (Development Assessment Panels) Regulations 2015

Metropolitan Region Scheme

City of Kwinana Local Planning Scheme No.2

State Planning Policies

State Planning Policy 7.0 – Design of the Built Environment

State Planning Policy 7.3 – Residential Design Codes

Local Planning Policies

Local Planning Policy No. 2 – Streetscapes

FINANCIAL/BUDGET IMPLICATIONS

There are no financial/budget implications as a result of this proposal.

ASSET MANAGEMENT IMPLICATIONS

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

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

Draft LPP2 emphasises the need to maintain and enhance the natural environment within streetscapes. Under draft LPP2, the design of streets in newly developed areas is considered key in providing for safer and healthier streets.

COMMUNITY ENGAGEMENT

The officer recommendation as part of this report is to advertise the draft policy for a minimum period of 21 days, as required under the Regulations.

The draft policy will be advertised to the following key stakeholders:

- Major land developers in the City of Kwinana; and
- Relevant government agencies.

The following modes of engagement are proposed:

- Letters and/or emails sent to the above stakeholders; and
- Notification on the City of Kwinana Love My Kwinana website.

ATTACHMENTS

A. Draft Local Planning Policy No 2 - Streetscapes

B. Tracked Changes - Draft Local Planning Policy No 2 - Streetscapes

17.2 PROPOSED ROAD NAMES FOR LOTS 36-38 TREEBY ROAD, ANKETELL**SUMMARY**

Taylor Burrell Barnett, the developer of Lot 36-38 Treeby Road, Anketell, has submitted details of a proposed road name for new roads being constructed as part of their development, as indicated in Attachment A. Taylor Burrell Barnett is now seeking Council support for the proposed road names, in order to present the road names to the Geographic Names Committee. In addition, Taylor Burrell Barnett is seeking support for alternative road names, as shown in Attachment B.

Geographic Names has granted 'in principle approval' for the use of these road names, via passing preliminary validation on their 'request road name' web page. The listed alternative road names will be used as a substitute if the proposed road names are not approved by Geographic Names. The naming theme for the roads in this subdivision is 'Honey Types'.

The information regarding the origin of the proposed road names is contained in Attachment B.

OFFICER RECOMMENDATION

That Council approve the following road names for use within Lot 36-38 Treeby Road, Anketell, as shown in Attachment A

Proposed Names:	Alternative Names:
Dandelion Street	Ivy
Beechwood Way	
Alfalfa Road	
Perdita Boulevard	
Redwood Road	
Cerana Way	
Aster Place	
Pinetree Entrance	
Jamun Street	
Osmia Street	
Halictus Approach	
Carder Avenue	
Apidae Circuit	

VOTING REQUIREMENT

Simple majority.

DISCUSSION

Before the developer of a subdivision can lodge survey diagrams for clearance, all road names need to be approved and indicated on the survey diagram. The process for naming roads must adhere to the Geographic Names Committee guidelines to ensure no duplication of road names occurs within the surrounding areas.

Geographic Names has granted 'in principle approval' for the use of these road names via passing preliminary validation on Landgate's 'request road name' web page. The naming theme for the roads in this subdivision is 'Honey Types'.

Thirteen road names are proposed as alternative road names for use in the event that the proposed name is not approved by the Geographic Names formal approval process. The origin information for these road names can be found in Attachment B.

The proposed road names for Lot 36-38 Treeby Road, Anketell are:

Proposed Names:	Alternative Names:
Dandelion Street	Ivy
Beechwood Way	
Alfalfa Road	
Perdita Boulevard	
Redwood Road	
Cerana Way	
Aster Place	
Pinetree Entrance	
Jamun Street	
Osmia Street	
Halictus Approach	
Carder Avenue	
Apidae Circuit	

STRATEGIC IMPLICATIONS

There are no strategic implications as a result of this proposal.

SOCIAL IMPLICATIONS

There are no social implications as a result of this proposal.

LEGAL/POLICY IMPLICATIONS

No legal/policy implications have been identified as a result of this report or recommendation.

FINANCIAL/BUDGET IMPLICATIONS

There are no financial implications that have been identified as a result of this report or recommendation.

ASSET MANAGEMENT IMPLICATIONS

No asset management implications have been identified as a result of this report or recommendation.

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

No environmental implications have been identified as a result of this report or recommendation.

COMMUNITY ENGAGEMENT

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

ATTACHMENTS

- A. S162388 - Lots 36-38 Treeby Road, Anketell - Road Name Report to Council - Attachment A**
- B. S162388 - Lots 36-38 Treeby Road, Anketell - Road Name Report to Council - Attachment B**

18 REPORTS – CIVIC LEADERSHIP**18.1 MONTHLY FINANCIAL REPORT NOVEMBER 2022 AND DECEMBER 2022****SUMMARY**

The Monthly Financial Reports, which includes the Monthly Statement of Financial Activity and explanation of material variances, for the periods ending 30 November 2022 and 31 December 2022 have been prepared for Council acceptance.

OFFICER RECOMMENDATION

That Council:

- 1. Accepts the Monthly Statements of Financial Activity for the period ended 30 November 2022, as detailed in Attachment A; and**
- 2. Accepts the explanations for material variances for the period ended 30 November 2022, as detailed in Attachment A; and**
- 3. Accepts the Monthly Statements of Financial Activity for the period ended 31 December 2022, as detailed in Attachment A; and**
- 4. Accepts the explanations for material variances for the period ended 31 December 2022, as detailed in Attachment B.**

VOTING REQUIREMENT

Simple majority

DISCUSSION

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

This report is a summary of the financial activities of the City at the reporting dates 30 November 2022 and 31 December 2022.

The 2021/2022 Annual Financial Statements have been finalised and audited by the City's auditors and presented to the Audit Committee in December 2022 as a result the opening municipal surplus has now been finalised and updated.

November 2022 Financial Report

The current closing municipal surplus for December is \$37,025,426 compared to a budget position of \$29,878,232.

Income for November 2022 period year to date is \$58,128,266 and is broken up as follows:

- \$57,546,229 in operating revenues; and
- \$582,037 in non-operating grants, contributions and subsidies received.

The current budget estimated for income is \$56,906,562 and varies to the budget by \$1,221,704.

Expenditure for the November 2022 period year to date is \$26,884,203 and is made up of \$23,231,869 in operating expenditure and \$3,652,334 in capital expenditure. The budget estimated is \$38,931,863 resulting in a variance to budget of \$12,047,660.

December 2022 Financial Report

The current closing municipal surplus for December is \$32,528,308 compared to a budget position of \$23,686,824. This is considered a favourable result for the City as it is maintaining a healthy budget surplus position.

Income for December 2022 period year to date is \$58,958,645 and is broken up as follows:

- \$58,376,608 in operating revenues; and
- \$582,037 in non-operating grants, contributions and subsidies received.

The current budget estimated for income is \$58,932,775 and varies to the budget by \$25,870.

Expenditure for December 2022 period year to date is \$31,895,639 and is made up of \$27,433,575 in operating expenditure and \$4,462,064 in capital expenditure. The budget estimated is \$48,201,746 resulting in a variance to budget of \$16,306,107.

Details of all significant variances against the current budget for both the November and December 2022 Monthly Financial Reports are provided in the notes to the Monthly Financial Report contained within Attachments A and B.

STRATEGIC IMPLICATIONS

There are no strategic implications as a result of this proposal.

SOCIAL IMPLICATIONS

There are no social implications as a result of this proposal.

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

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 Attachments A & B.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications associated with this report.

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

No environmental or public health implications have been identified as a result of this report or recommendation.

COMMUNITY ENGAGEMENT

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

ATTACHMENTS

- A. November 2022 Monthly Financial Report**
- B. December 2022 Monthly Financial Report**

18.2 ACCOUNTS FOR PAYMENT FOR THE MONTH ENDED 31 DECEMBER 2022**SUMMARY**

The purpose of this report is to present to Council a list of accounts paid under delegated authority for the month ended 31 December 2022, as required by the *Local Government (Financial Management) Regulations 1996*.

OFFICER RECOMMENDATION

That Council:

- 1. Accepts the list of accounts, totalling \$6,803,249.58, paid under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* for the period ended 31 December 2022, as detailed within Attachment A.**
- 2. Accepts the detailed transaction listing of credit card expenditure paid for the period ended 31 December 2022, as detailed within Attachment B.**

DISCUSSION

Council has delegated, to the Chief Executive Officer, the exercise of its power to make payments from the City's Municipal and Trust funds. In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996* a list of accounts paid is to be provided to Council, where such delegation is made.

The following table summarises the payments for the period by payment type, with full details of the accounts paid contained within Attachment A.

Payment Type	Amount (\$)
Automatic Payment Deductions	\$ 27,410.62
EFT Payments	\$ 5,327,271.18
Payroll Payments	\$ 1,448,567.78
Total Attachment A	\$ 6,803,249.58

Contained within Attachment B is a detailed transaction listing of credit card expenditure paid for the period ended 31 December 2022. This amount is included within the total payments, listed above.

STRATEGIC IMPLICATIONS

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

Strategic Community Plan			
Outcome	Strategic Objective	Action in CBP (if applicable)	How does this proposal achieve the outcomes and strategic objectives?
5 – Visionary leadership dedicated to acting for its community	5.1 – Model accountable and ethical governance, strengthening trust with the community	N/A – There is no specific action in the CBP, yet this report will help achieve the indicated outcomes and strategic objectives	Transparent reporting of financial information

SOCIAL IMPLICATIONS

There are no social implications as a result of this proposal.

LEGAL/POLICY IMPLICATIONS

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* states:

13. *Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.*

(1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared:*

- (a) *the payee's name; and*
- (b) *the amount of the payment; and*
- (c) *the date of the payment; and*
- (d) *sufficient information to identify the transaction.*

(2) *A list of accounts for approval to be paid is to be prepared each month showing —*

- (a) *for each account which requires council authorisation in that month —*
 - (i) *the payee's name; and*
 - (ii) *the amount of the payment; and*
 - (iii) *sufficient information to identify the transaction.*
- and*
- (b) *the date of the meeting of the council to which the list is to be presented.*

(3) *A list prepared under sub-regulation (1) or (2) is to be —*

- (a) *presented to the council at the next ordinary meeting of the council after the list is prepared; and*
- (b) *recorded in the minutes of that meeting.*

FINANCIAL/BUDGET IMPLICATIONS

There are no financial implications that have been identified as a result of this report.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications that have been identified as a result of this report.

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

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

COMMUNITY ENGAGEMENT

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

ATTACHMENTS

- A. Payment Listing Report December 2022**
- B. Credit Card Transaction Report December 2022**

19 NOTICES OF MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

**20 NOTICE OF MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING
IF GIVEN DURING THE MEETING**

21 LATE AND URGENT BUSINESS

Note: In accordance with Clauses 3.13 and 3.14 of Council's Standing Orders, only items resolved by Council to be Urgent Business will be considered.

22 REPORTS OF ELECTED MEMBERS

23 ANSWERS TO QUESTIONS WHICH WERE TAKEN ON NOTICE

24 MAYORAL ANNOUNCEMENTS

25 CONFIDENTIAL ITEMS**25.1 PROPOSED DISPOSITION OF COMMERCIAL PROPERTIES BY WAY OF SALE -
UNIT 23/40 & 24/40 MEARES AVE, KWINANA TOWN CENTRE****Reason for Confidentiality**

This report and its attachments are confidential in accordance with Section 5.23(2)(c) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:

- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting

26 CLOSE OF MEETING