



City of Bunbury Council

Notice of Meeting and Agenda 23 November 2021



CITY OF BUNBURY
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Bunbury WA 6230
Western Australia
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Acknowledgement of Country

We acknowledge the Traditional Custodians of this land, the Wardandi Noongar people, and pay our respects to Elders past, present and future.

Vision

Bunbury: welcoming and full of opportunities.

Organisational Values

#WEARECOB

WE ARE COMMUNITY

We are one team
We keep each other safe
We display empathy and respect
We have fun and celebrate our successes
We work together to achieve great outcomes

WE ARE OPEN

We are open to opportunities
We actively listen and think things through
We are inclusive and treat everyone equally
We are honest and open in our communications
We are open to feedback to improve our performance

WE ARE BRAVE

We lead the change, we own it
We trust and empower each other
We have the difficult conversations early
We hold ourselves to the highest standard
We have the courage to improve and simplify

Nature of Council's Role in Decision Making

- Advocacy:** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- Executive/Strategic:** The substantial direction setting and oversight role of the Council, e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- Legislative:** Includes adopting local laws, town planning schemes and policies.
- Review:** When Council reviews decisions made by Officers.
- Quasi-Judicial:** When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.
- Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

City of Bunbury Council Notice of Meeting

The next Ordinary Meeting of the City of Bunbury Council will be held in the Council Chambers, City of Bunbury Administration Building, 4 Stephen Street, Bunbury on Tuesday, 23 November 2021 at 5.30pm.



MJ (Mal) Osborne
Chief Executive Officer
(Date of Issue: 18 November 2021)

Agenda

23 November 2021

Note: The recommendations contained in this document are not final and are subject to adoption, amendment (or otherwise) at the meeting.

Council Members:

Mayor Jaysen de San Miguel
Councillor Ben Andrew
Councillor Gabi Ghasseb
Councillor Wendy Giles
Councillor Michelle Steck
Councillor Cheryl Kozisek
Councillor Kris Plumb
Councillor Betty McCleary
Councillor Marina Quain
Councillor Tresslyn Smith
Councillor Karen Steele
Councillor Karen Turner
Councillor Amanda Yip

1. Declaration of Opening / Announcements of Visitors

2. Disclaimer

The City of Bunbury accepts no responsibility for any act, omission, statement or intimation that occurs during Council Briefings or Council Meetings. The City refuses liability for any loss caused arising out of reliance by any person or legal entity on any such act, omission, statement or intimation occurring during Council Briefings or Council Meetings. Any person or legal entity acting or failing to act in reliance upon any statement, act or omission made during a Council Briefing or Council Meeting does so at their own risk.

Please note the recommendations contained in this document are not final and are subject to adoption, amendment (or otherwise) at the meeting.

Any statement or intimation of approval regarding any planning or development application made during a Council Briefing or Council Meeting is not to be taken as notice of approval from the City. The City advises that anyone who has an application lodged with the City must obtain and should only rely on WRITTEN CONFIRMATION of the outcome of the application, and any conditions attached to the decision made by Council regarding the application.

Copyright

Any plans or documents contained within this Agenda and any associated Appendices are Copyright of the City of Bunbury. The content is protected by Australian and International copyright trademark. Content must not be modified or reproduced without written authorisation of the City of Bunbury.

Recording and Webstreaming of Meetings

- All Ordinary and Special Council Meetings are electronically recorded except when Council resolves to go behind closed doors
- All recordings are retained as part of the City's records in accordance with the General Disposal Authority for Local Government Records produced by the Public Records Office
- The live stream can be accessed at <http://www.bunbury.wa.gov.au/Pages/Live-Stream.aspx>
- Recordings can be accessed at <http://www.bunbury.wa.gov.au/Pages/Council-Meeting-Videos-2021.aspx>
- Images of the public gallery are not included in the streaming, however the voices of people in attendance may be captured and streamed.
- If you have any issues or concerns regarding the live streaming and recording of meetings, please contact the City's Governance Officer on 9792 7273.

3. Announcements from the Presiding Member

4. Attendance

4.1 Apologies

4.2 Approved Leave of Absence

5. Declaration of Interest

Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.

Section 5.60A: *“a person has a **financial interest** in a matter if it is reasonable to expect that the matter will, if dealt with by the local government, or an employee or committee of the local government or member of the council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person.”*

Section 5.60B: *“a person has a **proximity interest** in a matter if the matter concerns –*

- (a) a proposed change to a planning scheme affecting land that adjoins the person’s land; or*
- (b) a proposed change to the zoning or use of land that adjoins the person’s land; or*
- (c) a proposed development (as defined in section 5.63(5)) of land that adjoins the person’s land.”*

Regulation 34C (Impartiality): *“**interest** means an interest that could, or could reasonably be perceived to, adversely affect the **impartiality** of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.”*

6. Public Question Time

In accordance with Reg. 7(4)(a) of the Local Government (Administration) Regulations 1996, members of the public in attendance at the meeting may stand, state aloud their name and address, and ask a question in relation to any matter over which the municipality of Bunbury has jurisdiction or involvement.

In accordance with Standing Order 6.7(3)(a) a person wishing to ask a question, must complete a question form which is provided in the trays at the back of the public gallery and on the City's website. The completed form must include your name and address and contain no more than three (3) questions. If your question requires research or cannot be answered at the meeting, it will be taken on notice and you will receive a written response and a summary of your question (and any responses provided) will be printed in the minutes of the meeting.

7.1 Public Question Time

7.2 Responses to Public Questions Taken 'On Notice'

7. Confirmation of Previous Minutes and other Meetings under Clause 19.1

7.1 Minutes

7.1.1 Minutes – Ordinary Council Meeting

The minutes of the Ordinary meeting of the City of Bunbury Council held 2 November 2021 have been circulated.

Recommendation

The minutes of the Ordinary meeting of the City of Bunbury Council held 2 November 2021 be confirmed as a true and accurate record.

Voting Requirement: Simple Majority Required

7.1.2 Minutes – Council Advisory Committees and Working/Project Groups

Nil

8. Petitions, Presentations, Deputations and Delegations

8.1 Petitions

Pursuant to clause 6.10(2) of the City of Bunbury Standing Orders 2012, upon receiving a petition, the Council is to

- a) Receive the petition and refer to the relevant officer for a report to be submitted within the next two (2) rounds of Council meetings; or
- b) Reject the petition

8.2 Presentations

8.3 Deputations

8.4 Council Delegates' Reports

8.5 Conference Delegates' Reports

9. Method of Dealing with Agenda Business

10. Reports

10.1 Recommendations from Advisory Committees

Nil

10.2 Chief Executive Officer Reports

Nil

10.3 Director Strategy and Organisational Performance

10.3.1 Financial Management Report for the Period Ending 30 September 2021

File Ref:	COB/3962
Applicant/Proponent:	Internal Report
Responsible Officer:	David Ransom, Manager Finance
Responsible Manager:	David Ransom, Manager Finance
Executive:	Karin Strachan, Director Strategy and Organisational Performance
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Legislative <input checked="" type="checkbox"/> Information Purposes
Attachments:	Appendix DSOP-1: Statement of Comprehensive Income Appendix DSOP-2: Statement of Financial Activity Appendix DSOP-3: Statement of Net Current Assets Appendix DSOP-4: Statement of Financial Position Appendix DSOP-5: Capital Projects Expenditure Summary Appendix DSOP-6: Operating Projects Expenditure Summary Appendix DSOP-7: Monthly Community Financial Report

Summary

The following comments are provided on the key elements of the City’s financial performance.

1. Statement of Comprehensive Income (**attached** at Appendix DSOP-1)
 Actual Financial Performance to 30 September 2021 (refer explanations within the report)
 - Actual operating income of \$50.11M is \$121K more than the year-to-date budgeted income of \$49.99M.
 - Actual operating expenditure of \$15.79M is \$687K less than the year-to-date budgeted expenditure of \$16.48M.
 - Actual operating surplus of \$34.32M is \$808K more than the year-to-date budgeted operating surplus of \$33.51M.

2. Statement of Financial Activity (**attached** at Appendix DSOP-2)

 Closing Funding Surplus to 30 June 2022 is forecast at \$50K, which is \$98K less than the budgeted surplus of \$148K. Any forecast adjustments noted have been included in the October 2021 Budget Review which is included in this agenda.

3. Statement of Financial Position (**attached** at Appendix DSOP-4)

The City’s year-to-date actuals and end of financial year (F/Y) forecast balances are as follows:

	Year-to-date	F/Y Forecast
* Current Assets of \$81.07M includes:		
- Cash and Investments	\$58.35M	\$27.84M
- Rates Receivable	\$21.66M	\$1.66M
- Other Current Assets	\$1.06M	\$2.04M
* Current Liabilities of \$16.69M includes:		
- Trade and Other Payables	\$9.75M	\$9.34M
- Annual Leave and LSL Provisions	\$4.68M	\$4.94M

- | | | |
|--|-----------|-----------|
| * Working Capital
(Current Assets less Current Liabilities) | \$64.38M | \$15.07M |
| * Equity
(Total Assets less Total Liabilities) | \$543.68M | \$503.41M |
4. Capital Works (**attached** at Appendix DSOP-5)
- Actual capital works of \$2.33M is \$1.93M less than the year-to-date budgeted capital works of \$4.26M, (refer explanation within report).
 - The progress of capital works is monitored on a monthly basis.
 - Capital works include a combination of funding sources including municipal, reserve and grant funds.
 - Actual capital works do not include committed funds of \$9.13M.
5. Operating Project Expenditure (**attached** at Appendix DSOP-6)
- Actual operating project expenditure of \$780K is \$184K less than the year-to-date budgeted operating project expenditure of \$964K.
 - Operating projects include a combination of funding sources including municipal, reserve and grant funds.

Executive Recommendation

The Financial Management Report for the period ending 30 September 2021 be received.

Strategic Relevance

- Theme 4: Our City.
Goal: Civic leadership, partnerships and sound governance in delivering with and for the community.
Objective No.4.4: A skilled organisation, which exercises responsible asset stewardship, sound financial management, and exemplary customer service.

Background

A financial management report is provided to Councillors on a monthly basis which includes the following summaries:

- Statement of Comprehensive Income (**attached** at Appendix DSOP-1)
- Statement of Financial Activity (**attached** at Appendix DSOP-2)
- Statement of Net Current Assets (**attached** at Appendix DSOP-3)
- Statement of Financial Position (**attached** at Appendix DSOP-4)
- Capital Projects Expenditure Summary (**attached** at Appendix DSOP-5)
- Operating Projects Summary (**attached** at Appendix DSOP-6)
- Monthly Community Financial Report (**attached** at Appendix DSOP-7)

These summaries include end-of-year forecasts based on a monthly review of year-to-date income and expenditure for all accounts.

Council Policy Compliance

Not applicable.

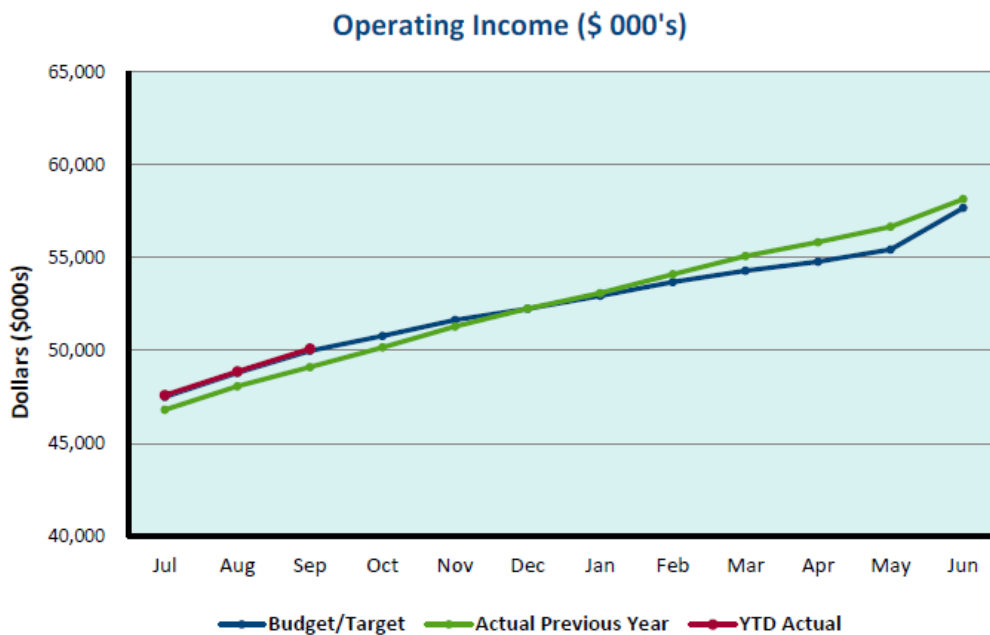
Legislative Compliance

In accordance with the provisions of Section 6.4 of the Local Government Act 1995 and Regulation 34 (1) of the Local Government (Financial Management) Regulations 1996, a Local Government is to prepare each month a Statement of Financial Activity (**attached** at Appendix DSOP-2) reporting on the revenue and expenditure as set out in the annual budget under Regulations 22 (1) (d) for this month.

At the Special Council Meeting 27 July 2021, Council adopted that a variance between actual and budget-to-date of greater than or equal to 10% and \$25,000 is considered to be a material variance for reporting purposes in the Statement of Financial Activity for 2021/22.

Officer Comments

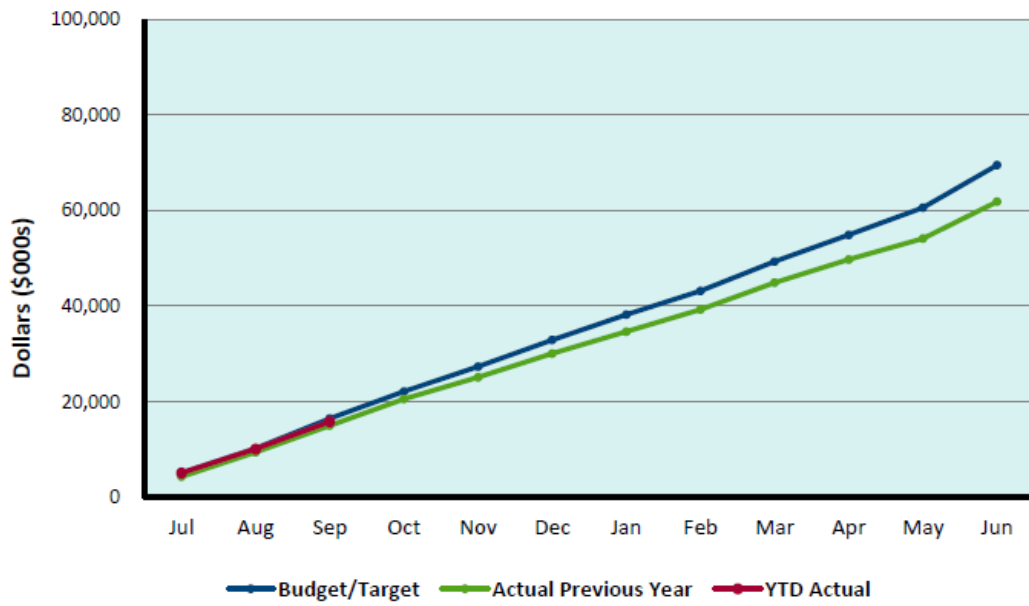
The Operating Income, Operating Expenditure and Capital Expenditure graphs provide an overview on how the actual income/expenditure is tracking to budget and the previous financial year. Comments are provided on each graph regarding the current financial position.



Note: Operating income includes: rates, fees and charges, operating grants and subsidies, contributions, reimbursements and donations, interest and other revenue.

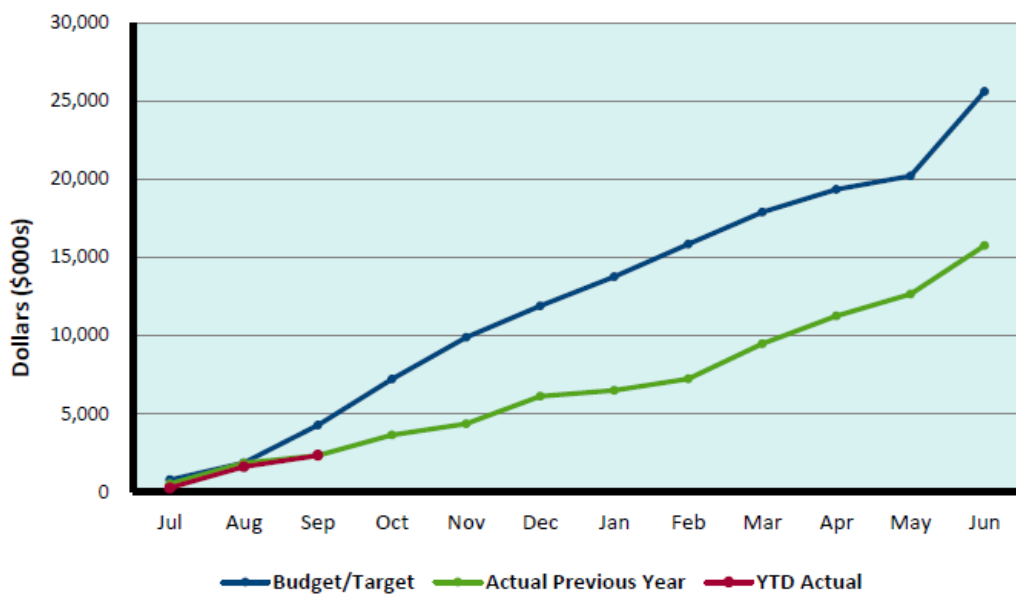
Actual income of \$50.11M is \$121K more than the year-to-date budgeted income of \$49.99M.

Operating Expenditure (\$ 000's)



Note: Actual operating expenditure for both base and operating projects is \$687K under the year-to-date budget.

Capital Expenditure (\$ 000's)



Note: The capital expenditure variance to the end of September 2021 is \$1.93M less than the year-to-date budget. Actual capital works do not include committed funds of \$9.13M. The monthly Capital Works Expenditure Summary Report to Council provides more detail on all capital projects.

The following is an explanation of significant variances identified in the Statement of Financial Activity. Please refer to Appendices DSOP-5 and DSOP-6 for more detailed information regarding projects:

Statement of Financial Activity	YTD Actual to Budget Variance
Operating Revenues	
<p>Contributions, Reimbursements and Donations – Favourable year-to-date variance of \$24K mainly due to additional contributions being received, including insurance rebates of \$17K and contributions from Main Roads of \$7K for the verge maintenance. Forecast adjustments have been recorded and are included in the October 2021 Budget Review.</p>	<p>\$24,229 11%</p>
Operating Expenses	
<p>Materials and Contracts – Favourable year-to-date variances of \$418K mainly due to the timing of expenditure for contractors’ expense of \$302K and software licences of \$64K. This is monitored on a monthly basis.</p>	<p>\$418,756 11%</p>
Capital Revenues	
<p>Grants and Contributions to the Development of Assets – Favourable year-to-date variance of \$124K mainly due to the City being successful for a Black Spot grant of \$300K for Harris Road. This is offset by grant funds not yet received for Roads to Recovery. A forecast adjustment has been recorded and is included in the October 2021 Budget Review.</p>	<p>\$124,023 21%</p>
Capital Expenses	
<p>Acquisition of Assets – Favourable year-to-date variance due to the timing of capital expenditure. The capital projects are monitored on a monthly basis.</p> <p>PR-4786 - Construct Youth Precinct - \$573K PR-1809 - Construct Hay park North Pavilion - \$402K PR-2408 - Replace Athletics Track - \$300K PR-4181 - Replace corporate vehicles - \$220K PR-4523 - Support the BREC through purchase of equipment - \$200K PR-4178 - Replace corporate heavy plant - \$136K PR-1103 - Realign and widen Ocean Drive - \$100K</p>	<p>\$1,929,661 45%</p>

Analysis of Financial and Budget Implications

This Financial Management Report on the financial performance of the City is provided for Councillors information and does not have any financial or budget implications for the 2021/22 financial year. Any forecast changes noted have been included in the October 2021 Budget Review.

Community Consultation

There is no requirement for community consultation on this report. A Monthly Community Financial Report (attached at Appendix DSOP-7) has been prepared to give the community an easy to understand summary of the City's financial performance. Once received by Council, this report will be made available on the City's website for community information.

Councillor/Officer Consultation

The City's Executive Team, Department Managers and Finance staff monitor the City's monthly revenue and expenditure and (as required) refers any variances requiring remedial action to Council.

Approved budget amendments are recorded in the financial statements to reflect the City's current budget and financial position at all times.

10.3.2 October 2021 Budget Review

File Ref	COB/3948
Applicant/Proponent:	Internal Report
Responsible Officer:	David Ransom, Manager Finance
Responsible Manager:	David Ransom, Manager Finance
Executive:	Karin Strachan, Director Strategy and Organisational Performance
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Legislative <input type="checkbox"/> Information Purposes
Attachments:	Appendix DSOP-1: Statement of Comprehensive Income Appendix DSOP-2: Statement of Financial Activity Appendix DSOP-3: Statement of Net Current Assets Appendix DSOP-4: Statement of Financial Position Appendix DSOP-8: Budget Review October 2021

Summary

Council adopted the 2021/22 Budget on 27 July 2021 totalling \$82.01M, comprising \$25.60M of capital works, \$2.2M debt reduction and \$54.21M in operating expenditure (excluding depreciation).

A review of this budget has been conducted with the purpose of adjusting the budgeted opening surplus position as at 1 July 2021 to agree with the actual opening surplus position; to provide any adjustments to existing budgets and to recommend any additional projects.

The opening surplus position as at 1 July 2021 reduced by \$42K following the preparation of the 2020/21 Annual Financial Statements for audit in September 2021. The changes to existing budget items and the new capital and operating projects are detailed in the Budget Review October 2021 report (refer Appendix DSOP-8) and resulted in a further decrease in the City's forecast closing surplus as at 30 June 2022.

The budget review resulted in an increase in the total 2021/22 Budget from \$82.26M (original budget plus subsequent council decisions) to \$83.00M, an increase of \$733K. The Operating Deficit will increase from \$11.81M to \$11.95M, an increase of \$138K, and Capital Expenditure will result in an increase of \$180K from \$27.80M to \$27.98M.

As a result of the above changes the adopted budgeted closing surplus at 30 June 2022 will decrease by \$98K from a surplus of \$148K to a surplus of \$50K.

The following supporting documents are attached for the 2021/22 Revised Budget:

- Budget Review October 2021 (**attached** at Appendix DSOP-8)
- Statement of Comprehensive Income (**attached** at Appendix DSOP-1)
- Statement of Financial Activity (**attached** at Appendix DSOP-2)
- Statement of Net Current Assets (**attached** at Appendix DSOP-3)
- Statement of Financial Position (**attached** at Appendix DSOP-4)

Executive Recommendation

That Council adopt the October 2021 Budget Review with the following budget variations and amends the current budget accordingly:

Original Budget Surplus Closing Funds	\$148,066
Decrease in Opening Funds (<i>to adjust budgeted position at 30 June 2021 to agree with the actual financial position</i>)	(\$41,608)
	<u>\$106,458</u>

October 2021 Budget Review Changes

Operating Revenue:	
- Increase Grants and Subsidies	\$145,144
- Increase Contributions and Reimbursements	\$190,997
- Increase Fees and Charges	\$51,832
- Increase Other Revenue	\$86,175
- Increase Rate Revenue	\$61
	<u>\$474,209</u>
Operating Expenses:	
- Increase Employee Costs	(\$1,500)
- Increase Material and Contracts	(\$275,526)
- Increase Depreciation	(\$59,250)
- Increase Insurance	(\$44,275)
- Increase Interest	(\$451)
- Increase Other Expense	(\$231,372)
	<u>(\$612,374)</u>
Capital Revenue:	
- Increase Grant/Contributions for Assets	\$234,719
- Increase Interest Received on Capital Grants	\$313
- Decrease Transfers from Reserves (Restricted Cash)	(\$33,274)
	<u>\$201,758</u>
Capital Expenditure:	
- Increase in Materials and Contracts	(\$119,972)
- Increase in Lease Repayments	(\$59,549)
	(\$179,521)
<i>Add back non cash items – Depreciation</i>	\$59,250
Net Increase in Closing Funding Surplus from Budget Review	<u>(\$56,678)</u>
Revised Budgeted Surplus Closing Funds at 30 June 2022	<u>\$49,780</u>

Voting Requirements: Absolute Majority Required.

Background

The Executive Leadership Team, Managers and Finance Staff have reviewed the 2021/22 Budget. Budget review items have been identified and supporting financial statements prepared incorporating budget forecasts to 30 June 2022.

The October 2021 Budget Review is presented to Council for consideration.

Council Policy Compliance

Not applicable.

Legislative Compliance

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

(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 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 Council has adopted the Budget Review, a copy of the review and Council's decision is to be provided to the Department of Local Government.

The October Budget Review is in addition to the above legislative requirements, which will be fulfilled with the February 2022 Budget Review.

Officer Comments

The City's Executive Leadership Team together with Finance staff monitor the City's monthly revenue and expenditure activities and (as required) refer any variances requiring remedial action to the Council.

Approved budget amendments are recorded in the financial statements to reflect Council's current budget and financial position at all times.

Analysis of Financial and Budget Implications

The opening surplus position as at 1 July 2021 will reduce by \$42K. The changes to existing budget items and the new capital and operating projects as detailed in the Budget Review October 2021 report (refer Appendix DSOP-8) will result in net cash decrease of \$56K.

The budget review resulted in an increase in the total 2021/22 Budget from \$82.26M to \$83.00M, an increase of \$733K. The Operating Deficit will increase from \$11.81M to \$11.95M, an increase of \$138K, and Capital Expenditure will result in an increase of \$180K from \$27.80M to \$27.98M.

As a result of the above changes the adopted budgeted closing surplus at 30 June 2022 will decrease by \$98K from a surplus of \$148K to a surplus of \$50K.

The following summary shows the cash adjustments required to fund the decrease in the closing surplus.

1.	Additional Funds required from Budget Review Report (attached at Appendix DSOP-8)	(\$82,654)
2.	<u>Reserve Adjustments:</u>	
	<i>Less Reserve funds not required (increase in reserves):</i>	
	<i>Airport</i>	(\$434)
	<i>Canal Management</i>	(\$13)
	<i>College Grove Subdivision</i>	(\$9,111)
	<i>Employee Entitlements</i>	(\$21,410)
	<i>Refuse Collection and Waste Minimisation</i>	(\$22,398)
	<i>Add additional reserve funds required (decrease in reserve):</i>	
	<i>Meat Inspection</i>	\$20,092
	Total Reserve Adjustments	(\$33,274)
3.	Add back Depreciation (non-cash)	\$59,250
	Total Decrease in Closing Funds from October Budget Review	(\$56,678)

Details of the budget changes contained within this budget review are shown in the Budget Review October 2021 report **attached** at Appendix DSOP-8 and the Financial Statements **attached** at Appendices DSOP 1-4.

Community Consultation

There is no requirement for community consultation on this report.

Councillor/Officer Consultation

The Executive Leadership Team have reviewed the October 2021 Budget Review.

10.3.3 WALGA Energy Sustainability and Renewables Project

File Ref:	COB/4313
Applicant/Proponent:	Internal
Responsible Officer:	Lisa McDonald, Team Leader Contracts and Commercial
Responsible Manager:	David Ransom, Manager Finance
Executive:	Karin Strachan, Director Strategy and Organisational Performance
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input type="checkbox"/> Information Purposes
Attachments:	Appendix DSOP-9: WALGA Energy Framework Offer

Summary

The City of Bunbury has the opportunity to purchase electricity for the City’s contestable sites as part of an aggregated electricity procurement process undertaken by the Western Australian Local Government Association (WALGA) on behalf of WA local governments.

This report recommends that the City joins the WALGA Energy Sustainability and Renewables Project and selects the unbundled rate with renewable energy to be provided in increasing percentages (Year 1 – 25%, Year 2 – 50% and Year 3 -100%) from the Electricity Generation and Retail Corporation, trading as Synergy. The City would then be part of a group of local councils committed to sourcing part of its electricity from renewal energy.

Officer Recommendation

That Council:

1. Endorses the City of Bunbury’s participation in the Western Australian Local Government Association (WALGA) Energy Sustainability and Renewables Energy Project; and
2. Accepts WALGA’s Energy Framework Offer and authorises the Chief Executive Officer to negotiate and enter into an Electricity Supply Agreement with Electricity Generation and Retail Corporation, trading as Synergy (Synergy) for the supply of electricity to the City’s contestable sites for the period commencing 1 July 2022 and ending 20 June 2025 on the basis of accepting an unbundled price structure and Natural Power (renewable energy) to be provided in increasing percentages (Year 1 – 25%, Year 2 – 50% and Year 3 -100%) over the term of the Electricity Supply Agreement.

Voting Requirement: Simple Majority

Strategic Relevance

Theme 4	Our City
Goal	Civic leadership, partnerships and sound governance in delivering with and for the community.
Objective 4.4	A skilled organisation, which exercises responsible asset stewardship, sound financial management, and exemplary customer service.

Regional Impact Statement

There is no direct impact to the region, however the City will be viewed as one of the leading councils in committing to the use of renewal energy.

Background

Electricity supplied to metered sites with an annual load greater than 50,000 kWh can be taken to the market as “contestable supply” under the *Electricity (Licencing) Regulations 1991*. Currently, the City has the following 12 contestable sites with a combined annual electricity cost of approximately \$600K.

1. Administration Office	7. BREC
2. Depot	8. BRAG
3. South West Sports Centre	9. Wildlife Park
4. City Library	10. Hay Park Multi Sports Pavilion
5. Visitor Centre	11. Hay Park North
6. Airport	12. Koombana Bay Foreshore

Recognising the challenges faced by most local governments of increasing energy costs and community desires to reducing their carbon footprint, WALGA developed the Energy Sustainability and Renewables Project (the Project) for the local government sector.

WALGA’s Energy Sustainability and Renewables Project has the following objectives:

1. Enhance access to and development of renewable energy for WA Local Governments thereby driving positive climate change outcomes;
2. Diversify supply options and application of new technology; and
3. Leverage the best price outcomes for Local Government supply.

The first phase of the Project focuses on the aggregation of contestable energy and supply of renewable energy options. A total of 51 Local Governments including the City have expressed an interest in participating in this project.

In August 2021, WALGA undertook a formal Request for Tender (RFT) for the procurement of contestable energy with renewable options. Through that process, Synergy has been selected as the preferred supplier. The terms of the WALGA Energy Offer are included in Appendix DSOP-9: WALGA Energy Framework Offer.

The WALGA Offer has a strict validity period for acceptance, being 30 November 2021 and is contingent on a collective minimum scaled volume of 60 gigawatt hours across a three-year term for electricity.

Council Policy Compliance

Not applicable

Legislative Compliance

The *Local Government (Functions and General) Regulations 1996* (LG Regulations) requires a local government to publicly invite tenders where the consideration for the supply of the relevant goods or services is likely to exceed \$250,000. However, under LG Regulations 11(2)(b) tenders do not

have to be publicly invited if the supply of the goods or services are to be obtained through the WALGA Preferred Supplier Program.

Officer Comments

The City will spend approximately \$600K per annum for the supply of electricity to its contestable sites in 2021/22. In addition to this, electricity is consumed by non-contestable sites provided by Synergy and on street-lighting owned by Western Power, which are deemed non-contestable.

In summary the City must decide whether to:

1. Participate or not in the WALGA Energy Sustainability and Renewables Project;
2. Subscribe to bundled or unbundled electricity rates; and
3. Purchase Natural Power (renewable energy).

Further information on each of these considerations is detailed in Appendix DSOP-9: WALGA Energy Framework Offer.

Participation in the WALGA Energy Sustainability and Renewables Project

Officers are recommending participation in the WALGA Energy Sustainability and Renewables Project because it offers:

1. Cheaper prices for renewable energy
2. Contractual protection from future price increases; and
3. Savings (staff salary and consultant costs) compared to running our own contestable electricity procurement process.

Electricity Rates (bundled or unbundled)

As detailed in the WALGA Offer the City has the option to choose either a bundled or unbundled option for electricity rates.

WALGA recommends selecting an unbundled rate to achieve greater financial savings and building whole-of-sector capacity for a future 10-year Power Purchase Agreement (PPA). Officers are also recommending that Council adopt the unbundled rate for the following reasons:

- It offers the greatest potential savings if energy use is managed; and
- Future stages of the WALGA Energy Sustainability and Renewables project (the 10-year PPA) will require an unbundled price.

Natural Power or Renewable Energy

As part of this project, the City also has the option to purchase 'Natural Power' from Synergy, which is a form of green power that specifically sources Large Generation Certificates (LGCs) from WA renewable energy sources connected to the South West Interconnected System – namely the Albany, Collgar and Emu Downs wind farms. The City has the option to purchase renewable energy in increments of 25% up to 100% in year 1, 2 or 3.

The renewable energy market is experiencing a steady increase in competition due to an increasing number of companies and organisations setting net-zero emissions. This is likely to result in an increase in prices in the near future as demand for LGCs outstrip supply. By selecting 'Natural Power' now, the City can secure reduced prices as per Synergy's offer.

Officers are recommending that Council adopt the staged Natural Power option with Natural Power increased in each year of the Energy Supply Agreement -Year 1- 25% Natural Power, Year 2 -50% Natural Power and Year 3 – 100% Natural Power.

This election will result in significant carbon emission reductions over the 3 year period. Based on a measurement determination from the www.cleanenergyregulator.gov.au, the purchase of 25% Natural Power in year 1 will reduce megawatt hours by 849 hours per annum and amount to a carbon emission reduction of approximately 578 tonnes, the equivalent of 94,151 Blue Mallee Eucalyptus trees. The following table details the reduction in megawatt hours, carbon emissions contribution reduction per annum and the equivalent number of trees for the relevant increment of Natural Power.

Carbon Reduction Per Annum			
	25%	50%	100%
MWh	849	1,699	3,398
C02 Contribution	578	1,155	2,310
Total Trees (equivalent)	94,151	188,302	376,605
Measurement determination (www.cleanenergyregulator.gov.au)			

For every tonne of carbon reduced by the City, this amounts to the equivalent of an average of 163 Blue Mallee Eucalyptus Trees.

Analysis of Financial and Budget Implications

The following tables have been prepared to provide information on the various bundled and unbundled pricing structures, with additional tables setting out the direct and indirect costs to opt in the Natural Power percentage structures over the 3 years.

Unbundled option: Scenario analysis on potential costs

	Current	2022 Year 1	2023 Year 2	2024 Year 3
Bundled	609,273	652,085	652,085	652,085
Unbundled (worst case = 2% less)	597,088	639,044	639,044	639,044
Unbundled (best case = 20% less)	487,418	521,668	521,668	521,668

Scenario calculations (based on the **Unbundled** worst case option in order to simplify)

Cost of cpi-increase and Bundled (market increases factored in)	16,755	33,971	51,660
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Direct Cost to opt in	2022	2023	2024	Total
Scenario 1 (25%, 50%, 100)	59,777	84,334	115,301	259,412
Scenario 2 (0%, 0%, 100%)	41,047	41,047	115,301	197,395
Scenario 3 (50%, 75%, 100%)	78,507	105,978	115,301	299,785
Indirect cost to opt in (direct cost - Cpi cost)	2022	2023	2024	Total
Indirect cost of implementation - Scenario 1	43,022	50,363	63,641	157,026
Indirect cost of implementation - Scenario 2	24,292	7,076	63,641	95,009
Indirect cost of implementation - Scenario 3	61,752	72,007	63,641	197,400

Scenario 2 above is the least expensive option for the City and would result in an additional \$95,000 over 3 years with renewal energy taken up at 0%, 0%, 100% respectively over the next 3 years.

Scenario 1 would result in a further \$157,000 over the 3 years with renewal energy taken up at 25%, 50%, 100% respectively over the next 3 years.

It is recommended that Council selects Scenario 1 to enable the City to transition to the use of renewable energy at an earlier date than Scenario 2.

Community Consultation

Not applicable.

Councillor/Officer Consultation

A presentation was made to Councillors on 2 November 2021 on the Synergy Contestable Energy Offer which includes renewal energy.

Applicant Consultation

Not applicable.

Timeline: Council Decision Implementation

There is a very short timeframe for Councils to opt in or out of the project due to the short validity of energy prices. Subject to the minimum volumes of electricity Supply and Renewables Adoption having been met, the City will be required to sign and accept the Energy Supply Agreement with Synergy by 30 November 2021.

10.3.4 Council Meeting Schedule for 2022

File Ref:	COB/3667
Applicant/Proponent:	Internal
Responsible Officer:	Liam Murphy, EA to the Mayor
Responsible Manager:	Greg Golinski, Manger Governance
Executive:	Mal Osborne, Chief Executive Officer Karin Strachan, Director Strategy and Organisational Performance
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Legislative <input type="checkbox"/> Information Purposes
Attachments:	Appendix DSOP-10: 2022 OCM Calendar – Three-Weekly

Summary

Regulation 12(1) of the *Local Government (Administration) Regulations 1996* requires a local government to each year give public notice of the dates on which Ordinary Council Meetings are to be held for the next twelve (12) months. The purpose of this report is for Council to consider the meeting schedule for 2022 which would best meet the needs of Council.

Executive Recommendation

That Council:

1. Adopt a three-weekly Council Meeting Schedule for 2022 as presented at Appendix DSOP-10, noting that all meetings will take place in the Council Chambers, 4 Stephen Street Bunbury commencing at 5.30pm.
2. Request that the Chief Executive Officer undertake all statutory advertising in this regard.

Voting Requirement: Simple Majority

Strategic Relevance

Theme 4 Our City
Goal: Civic leadership, partnerships and sound governance in delivering with and for the community.
Objective 4.2: A highly-engaged and involved community, working together on strategy development and implementation.

Regional Impact Statement

Nil

Background

Council currently operates on a three-weekly meeting schedule, incorporating an Elected Member Strategic Briefings, Council Agenda Briefing Sessions and Ordinary Meetings. Council has historically gone into recess over the Christmas / New Year period, with the last Ordinary Meeting of Council typically being held in mid-December, reconvening in mid-January.

Council Policy Compliance

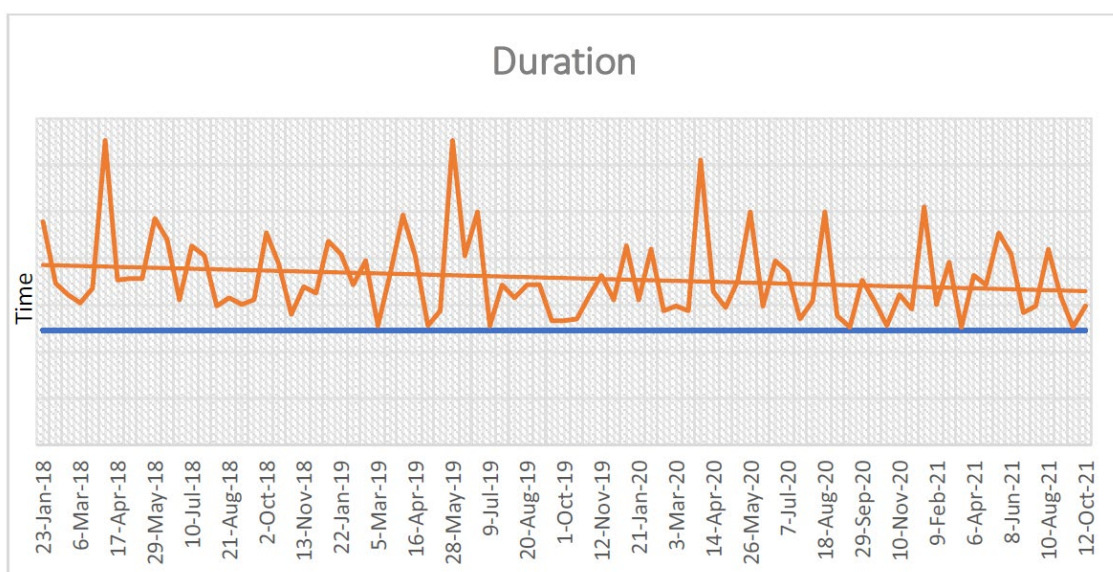
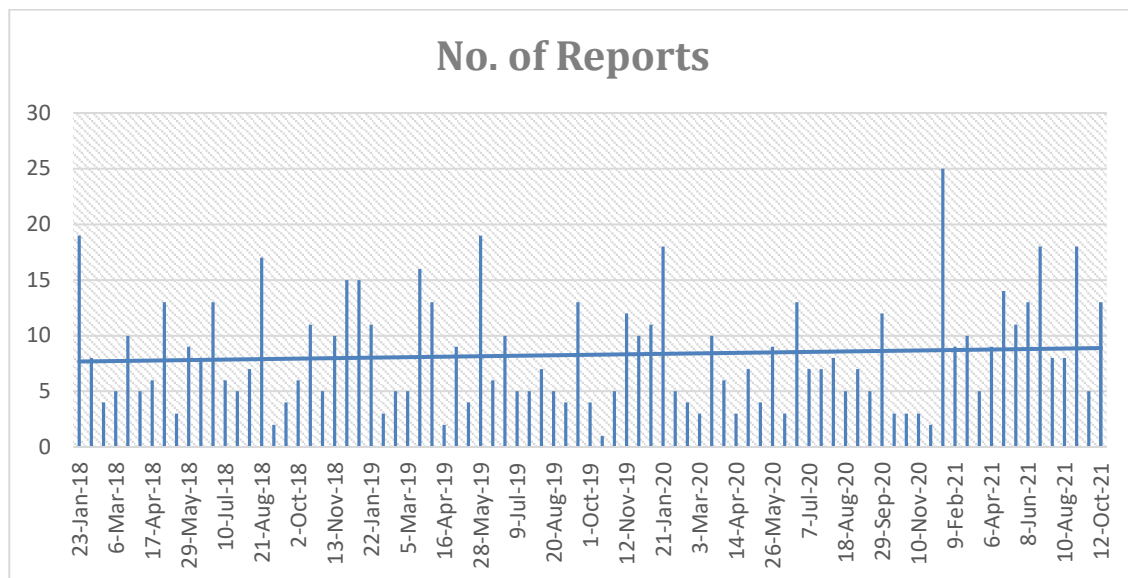
Nil

Legislative Compliance

Regulation 12(1) of the *Local Government (Administration) Regulations 1996* requires local governments to give public notice of the dates on which it intends to hold its Ordinary Council meetings for the ensuing twelve (12) month period.

Officer Comments

Statistics over the past 4 years show that the duration of Ordinary Council meetings has been declining, even after the three-weekly meeting schedule being adopted for 2021. The average number of reports per meeting has increased since adopting the three-weekly meeting schedule, however officers have still been able to provide items to Council to meet statutory deadlines. The two charts below reflect the Number of Reports and Meeting duration over the past 4 years. The current average meeting duration for the past 4 years is 32 minutes.



As a result, Officers have prepared a meeting cycle option for Council consideration at Appendix DSOP-10, which is based on the current rolling three-weekly cycle, continuing to incorporate a strategic meeting between Council and the Executive every third week and retaining the current Agenda Briefing/Ordinary Council Meeting arrangement (ie. Strategic Meeting → Agenda Briefing → Ordinary Council Meeting).

The proposed calendar also proposes a two-week mid-year recess, which aligns with the mid-year school holidays (2 July 2021 – 17 July 2021). Even with the inclusion of the recess, Council will still have the same number of Ordinary Meetings as the 2021 schedule (16 meetings).

It is proposed that the “third” week continue to be utilised for informal strategic meetings between the Council and the Executive, which is something the Executive see great value in but have historically been difficult to schedule as part of previously-held fortnightly meeting cycles.

Analysis of Financial and Budget Implications

All advertising costs can be accommodated within the 2020/21 budget.

Community Consultation

Not Applicable

Elected Member/Officer Consultation

This matter is presented to Council for consideration.

Applicant Consultation

Not applicable

Timeline: Council Decision Implementation

All relevant statutory advertising will be made as soon as possible following Council’s decision in this regard.

10.4 Director Sustainable Communities

10.4.1 Establishing a South West Joint Design Review Panel

File Ref:	COB/3863; COB/4173; COB/4267
Applicant/Proponent:	Internal Report
Responsible Officer:	Kelvin Storey, Principal Strategic Planner
Responsible Manager:	Felicity Anderson, Manager City Growth
Executive:	Gary Barbour, Director Sustainable Communities
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input type="checkbox"/> Information Purposes
Attachments:	Appendix DSC-1: Scheme Amendment No. 6 Report Appendix DSC-2: Draft Local Planning Policy for Design Review Appendix DSC-3: SWJDRP Supporting Framework

Summary

Design Review Panels (DRPs) are made up of independent experts who advise on the design quality of a project or development proposal. During this year the City has worked with other local authorities located within the South West region toward establishing a South West Joint Design Review Panel (SWJDRP). Measures required to support the Panel's initiation have previously been presented to Council and these included the preparation by the City of a standard scheme amendment to Local Planning Scheme No. 8 (LPS8) and the drafting of a guiding local planning policy.

Following their public advertising and in keeping with Council Decisions 105/21 (8 June 2021) and 173/21 (31 August 2021) the proposals below are returned to Council for further consideration and determination:

- Draft Scheme Amendment No.6, Standard Amendment, 'Schedule 9, Supplemental Provisions to the Deemed Provisions (Design Review Panel)'; and
- Draft LPP – 1.4 Local Planning Policy for Design Review

No submissions were received over the course of the public advertising of these draft documents and no changes to the advertised drafts are proposed. Council's support for Scheme Amendment No. 6 is sought prior to its referral to the Western Australian Planning Commission (WAPC). Draft local planning policy is presented to Council for adoption.

Executive Recommendation

That Council, pursuant to the *Planning and Development Act 2005* and the Planning and Development (Local Planning Schemes) Regulations 2015, resolves to:

1. Support without modification Scheme Amendment No.6 to the City of Bunbury Local Planning Scheme No.8 by introducing a new schedule and text as 'Schedule 9 – Supplemental Provisions to the Deemed Provisions' in accordance with the draft Amending Pages of the scheme amendment report **attached** as Appendix DSC-1.
2. Proceed with the adoption of LPP-1.4 Local Planning Policy for Design Review without modification, as **attached** as Appendix DSC-2.

3. Publish a notice of the adoption of LPP-1.4 Local Planning Policy for Design Review in a local newspaper, with the policy having statutory effect as a planning instrument upon publication of the notice.
4. Notify the Western Australian Planning Commission of Council's resolution, and
 - (a) refer the Scheme Amendment No. 6 documentation to the Commission for their review and recommendation to the Minister for Planning
 - (b) forward a copy of LPP-1.4 Local Planning Policy for Design Review to the Commission for their records.

Voting Requirement: Simple Majority

Strategic Relevance

- Theme 3: Our places and spaces
Goal: A natural and built environment that reflects Bunbury's core values.
Objective 3.1 A city that is easy to get around with attractive streetscapes and pathways
Objective 3.2 An irresistible city centre, with thriving businesses and a vibrant inner-city residential community
Objective 3.3 High-quality urban design, well-planned neighbourhoods with housing choice, and appropriate provision for diverse land uses to meet the community's needs
Objective 3.6 The public health and amenity of the community is protected

Regional Impact Statement

The local governments of Augusta-Margaret River, Boyup Brook, Bunbury, Busselton, Bridgetown, Capel, Collie, Dardanup, Donnybrook Balingup, Harvey and Nannup collectively recognise the potential benefits of establishing a joint DRP in the South West region to assist in the assessment of development applications, structure plans and local planning policy.

While the proposed scheme amendment to LPS8 and draft local planning policy support the establishment of the SWJDRP, the operational impact of these planning instruments is confined to the City of Bunbury local government area.

Background

Design review is an independent and impartial evaluation process through which a panel of experts on the built environment assesses the design of a proposal. DRPs can be used for development applications, major public works, structure plans, local development plans and design related local planning policies.

Of the 29 metropolitan local governments in Perth, 25 have established DRPs. There are no DRPs in regional WA at the present time. The Office of the Government Architect, the Department of Planning, Lands and Heritage (DPLH) and the South West Development Commission are supportive of establishing a SWJDRP.

Arrangements being progressed to support the roll-out of a SWJDRP were presented to Council in June 2021 and include:

- a Memorandum of Understanding (MOU) between the partnering local governments
- a common Terms of Reference (TOR) for engagement of SWJDRP members
- an amendment to LPS8
- an adopted Local Planning Policy

Scheme Amendment No. 6 to LPS8 was initiated and adopted for the purpose of public advertising by Council on 8 June 2021. Draft LPP-1.4 Local Planning Policy for Design Review was supported for advertising by Council on 31 August 2021. Both documents were advertised in accordance with relevant legislative requirements.

The draft MOU and draft TOR continue to be progressed by officers of the collaborating local governments.

Legislative and Council Policy Compliance

The following are the most applicable in this instance:

- Planning and Development Act 2005
- Planning and Development (Local Planning Schemes) Regulations 2015
- State Planning Policy 7.0 Design of the Built Environment (SPP 7.0)
- WAPC Design Review Guide
- City of Bunbury Local Planning Strategy
- City of Bunbury Local Planning Scheme No. 8.

Scheme amendment proposals and the preparation and adoption of local planning policies must progress in accordance with relevant provisions of the Planning and Development (Local Planning Schemes) Regulations 2015.

SPP7.0 states that planning authorities should establish or provide access to design review processes for complex planning proposals. This is set out in the WAPC's 'Design Review Guide – Guidance for Local Governments to set up and operate a design review process'.

Officer Comments

The scheme amendment proposal involves inserting new text to formalise the ability to refer applications to the SWJDRP.

LPP-1.4 Local Planning Policy for Design Review is to be used to guide the City's implementation of the design review process and seeks to strike a balance in terms of what applications would trigger a SWJDRP review. Although the threshold can be set at the discretion of the local government, it is generally intended to only capture the larger and more complex development proposals.

The local planning policy as drafted allows for three design reviews at no cost to the proponent, provided one of the reviews occurs before the lodgement of a development application. This arrangement is intended to incentivise early engagement with the Panel, which increases opportunities for SWJDRP feedback to be incorporated into a design at a lower cost to the proponent.

Further explanation of the framework to be put in place to support the SWJDRP is **attached** at Appendix DSC-3.

Analysis of Financial and Budget Implications

A budget of \$16,660 has been allocated for this financial year to fund the operation of the SWJDRP. Expenditure drawn from this account will be guided in part by the local planning policy. Aside from costs associated with publishing relevant decision notices there are no financial implications involved with the adoption of the proposed local planning policy or in supporting Scheme Amendment No. 6.

Community Consultation

Public advertising of proposed Scheme Amendment No. 6 commenced on 24 August and concluded on 5 October 2021 (a period of not less than 42 days) in accordance with relevant clauses of the Planning and Development (Local Planning Schemes) Regulations 2015. Public consultation measures involved:

- public notices published in the local press
- notice of the proposal posted on the City of Bunbury's website and
- copies of the scheme amending documentation made available at the City of Bunbury customer service centre.

Public advertising of draft LPP-1.4 Local Planning Policy for Design Review commenced on 7 September and concluded on 5 October 2021 (a period of not less than 21 days) in accordance with the relevant clauses of the Planning and Development (Local Planning Schemes) Regulations 2015. Public consultation measures involved:

- public notices published in the local press
- notice of the proposal posted on the City of Bunbury's website and
- copies of the scheme amending documentation made available at the City of Bunbury customer service centre.

No submissions were received by the City on either of the two proposals.

Councillor/Officer Consultation

Scheme Amendment No. 6 was initiated and adopted for the purpose of public advertising at the Ordinary Meeting of Council held on 8 June 2021.

Draft LPP-1.4, Local Planning Policy for Design Review was considered by the Policy Review and Development Committee (PRDC) on 29 July 2021 prior to being reported to Council on 31 August 2021 when it was resolved to proceed to public advertising. As no submissions were received and no modifications to the advertised draft are being proposed the draft policy can be reported to Council without further referral to the PRDC.

Prior to its preparation, the form and content of the proposed scheme amendment was discussed with officers from DPLH.

10.4.2 Proposed City of Bunbury Public Places and Local Government Property Amendment Local Law

File Ref:	COB/368
Applicant/Proponent:	Internal
Responsible Officer:	Sarah Upton, Manager Sustainable Communities
Responsible Manager:	Sarah Upton, Manager Sustainable Communities Greg Golinski, Manager Governance
Executive:	Gary Barbour, Director Planning and Development Services Karin Strachan, Director Strategy and Organisational Performance
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Legislative <input type="checkbox"/> Information Purposes
Attachments:	Appendix DSC-4: Proposed City of Bunbury Public Places and Local Government Property Amendment Local Law

Summary

The purpose of this Report is for Council to consider submissions received in relation to the previously advertised draft City of Bunbury Public Places and Local Government Amendment Property Local Law (the local law), and thereafter consider its adoption as a formal instrument.

Executive Recommendation

That Council:

1. Notes that one submission was received during the statutory advertising period regarding the draft City of Bunbury Public Places and Local Government Property Amendment Local Law.
2. Adopts the City of Bunbury Public Places and Local Government Property Amendment Local Law as presented at Appendix DSC-5, noting that no changes are proposed from the instrument that was advertised as a result of the submission received.
3. Requests the Chief Executive Officer undertake all relevant statutory advertising in this regard.

Voting Requirements: Absolute Majority Vote

Strategic Relevance

Theme 4: Our City
Goal: Civic leadership, partnerships and sound governance in delivering with and for the community
Objective 4.3: Trusted leadership and robust decision-making

Background

The City adopted the *Public Places and Local Government Property Local Law 2020* on 29 September 2020, which came into operation on 3 November 2020.

Using its power of veto for local laws, the Joint Standing Committee on Delegated Legislation required the City to make some minor amendments to that local law, which Council undertook to do so within 6 months at its meeting held on 29 June 2021 (refer Council Decision 120/21).

At its meeting held on 31 August 2021, Council agreed to give public notice of its intention to make the *City of Bunbury Public Places and Local Government Property Amendment Local Law* (refer Council Decision 182/21), to give effect to the undertakings made to the Joint Standing Committee on Delegated Legislation.

The proposed local law was advertised in local news publications and online between 7 September and 25 October 2021. The minimum statutory advertising period is 42 days.

The **purpose** of the proposed local law is to amend the existing *Public Places and Local Government Property Local Law 2020* in line with the undertakings provided to the Joint Standing Committee on Delegated Legislation by Council on 29 June 2021.

The **effect** of the proposed local law is the ability for the City to continue to apply the Principal Local Law without it being disallowed by the Joint Standing Committee on Delegated Legislation.

Council Policy and Legislative Compliance

Section 3.12 of the *Local Government Act 1995* outlines the process for the creation of a new local law and is applicable.

Officer Comments

During the advertising period, one submission was received in relation to the advertised local law, being from a community member who objects to the local law on the basis of a “lack of consultation and layman’s understanding”.

The City has since responded to the community member in relation to their submission, explaining the advertising requirements for local laws, as well as the practical application of the proposed amendment local law; specifically that the changes involve amending referencing errors in the drafting of the original local law, and how it makes no tangible change to the law that already exists.

Analysis of Financial and Budget Implications

Gazettal and advertising costs will be accommodated in the 2020/21 budget.

Councillor/Officer Consultation

This matter is presented to Council for consideration.

Timeline: Council Decision Implementation

Pending Council endorsement of the Recommendation, the proposed local law will be gazetted within 4 weeks and will come into operation 14 days post gazettal.

10.5 Director Infrastructure

10.5.1 Greening Bunbury Plan

File Ref:	COB/3094		
Applicant/Proponent:	Jason Rhodes, Coordinator Parks and Reserves		
Responsible Officer:	Jason Rhodes, Coordinator Parks and Reserves		
Responsible Manager:	Aileen Clemens, Manager Infrastructure Maintenance Services		
Executive:	Gavin Harris, Director Infrastructure		
Authority/Discretion	<input type="checkbox"/> Advocacy	<input type="checkbox"/> Review	
	<input checked="" type="checkbox"/> Executive/Strategic	<input type="checkbox"/> Quasi-Judicial	
	<input type="checkbox"/> Legislative	<input type="checkbox"/> Information Purposes	
Attachments:	Appendix DI-1: Greening Bunbury Plan		

Summary

The Greening Bunbury Plan has been developed to provide a framework with clear goals and specific targets, to guide the implementation of greening initiatives throughout the City over the next 20 years.

The purpose of this item is to present the Greening Bunbury Plan to Council for noting.

Executive Recommendation

That Council:

1. Note the Greening Bunbury Plan as presented at Appendix DI-1.
2. Note that funding options to achieve the Key Target will be considered as part of 2022/23 budget deliberations.

Voting Requirement: Simple Majority

Strategic Relevance

Theme 1:	Our community and culture
Goal:	A safe, healthy and cohesive community, with a rich cultural life, and supportive social environment.
Objective 1.1	A community where people are safe and feel safe
Objective 1.2	An active community, able to access a wide range of sporting, recreation and leisure options
Objective 1.5	Establish Bunbury as the most accessible regional city in Australia
Objective 1.6	A community that provides for the particular needs of the young and old.
Theme 3:	Our places and spaces
Goal:	A natural and built environment that reflects Bunbury's core values.
Objective 3.1	A city that is easy to get around with attractive streetscapes and pathways
Objective 3.2	An irresistible City centre with thriving businesses and a vibrant inner city residential community
Objective 3.5	Efficient use of resources, particularly water and energy, with minimum waste and efficient disposal

Objective 3.7 Management of significant natural areas which provide for human enjoyment while protecting habitat and environmental values for generations to come.

Regional Impact Statement

Urban Forests around the world are becoming increasingly under threat due to development, industry, biosecurity risks and climate change, and Bunbury is no different. This is particularly concerning as years of research have shown that urban forests play a vital role in the liveability of a city and provide significant health, social, environmental, economic and cultural benefits to the community.

The Greening Bunbury Plan has been developed to guide the implementation of greening initiatives throughout the City over the next 20 years. The Plan has a key focus on protecting and enhancing the City's urban forest, to ensure it is resilient, healthy and diverse and provides the necessary benefits to the community for Bunbury to remain a liveable City into the future.

Background

In 2020 the City engaged Arbor Carbon consulting to complete high resolution aerial imagery of the City, to gain a better understanding of the City's existing urban forest and establish a baseline measurement of canopy cover across the City. The detailed analysis of the data from the aerial imagery was a vital component of developing the Greening Bunbury Plan.

A detailed analysis of the aerial imagery data was undertaken to determine the City's existing canopy cover. From the analysis, it was established that the City has an average canopy cover of 13.7% (including the Kalgulup Regional park), which is significantly lower than many other Western Australian Local Governments and well below the median canopy cover of 20% across the Perth metropolitan area.

The average canopy cover figure of 13.7% was further analysed and broken down to establish the canopy cover across the City's urban area (excluding the Kalgulup Regional park), individual suburbs and a range of differing reserve categories. It was essential to gain a greater understanding of the canopy cover within each of these areas, to develop the Plan's goals, targets and identify priorities for implementing future greening initiatives.

From this, the Greening Bunbury Plan has been developed to provide a detailed overview of the current state of greening in Bunbury, identify the many benefits of having a resilient, healthy and diverse urban forest, identify the challenges and opportunities associated with urban greening and provide a framework with clear goals and specific targets for implementing greening initiatives throughout the City over the next 20 years.

Council Policy Compliance

Not applicable

Legislative Compliance

Not applicable

Officer Comments

The Greening Bunbury Plan has been developed to provide a framework with clear goals and specific targets, to guide the implementation of greening initiatives throughout the City over the next 20 years.

The Plan details the value and importance of urban greening and outlines the many benefits of having a resilient and diverse urban forest and how this contributes to the health and wellbeing of the community. It also address the issue of Urban Heat Island Effect and the impact this can have on the liveability and sustainability of a City.

It looks at both the challenges and opportunities associated with urban greening and provides guidance on how to address the many challenges, such as conflicts with infrastructure, weeds, pests and diseases. and climate change. It also identifies a wide range of opportunities to assist the City in successfully implementing future greening initiatives, such as integrating greening into future infrastructure works programs and engaging with developers and community members to promote the importance of urban greening.

The Plan provides a detailed overview of the current state of greening across the City and goes into further detail at an individual suburb level. It also looks at canopy cover across a wide range of common reserve categories, such as roads, bushland and POS. The data from this analysis has been used to set the vision, goals and targets of the Plan.

It also outlines the specific actions required to successfully implement future greening initiatives throughout the City and provides a breakdown of the associated annual capital and ongoing operational expenditure required achieve the Plan's key targets.

Analysis of Financial and Budget Implications

The below table provides an overview of the three potential scenarios and the associated annual capital and operating expenditure. The below figures have been calculated from the established planting costs outlined in the Plan and assume the works will be delivered by external contractors.

Further investigation will be required to determine if there is any potential cost savings by increasing current FTE and undertaking annual planting and maintenance programs in-house.

Scenario	Busines As Usual	Key Target	Aspirational Target
Canopy Increase (%)	4.4	10	20
Total Canopy (ha)	316.20	332.20	363.36
Total Canopy (%)	10.16	11.15	12.2
Annual Capital Expenditure (\$)	\$155,000.00	\$391,768.00	\$744,022.00
Annual Operating Increase (\$)	\$18,700.00	\$47,265.00	\$89,763.00

Officers are seeking Council's support to fund the proposed key target of a 10% canopy increase over the 20 years, which equates to an annual increase in capital expenditure of \$236,768.00 and an annual operating expenditure increase of \$47,265.00.

Officers propose that the increase in capital and operating expenditure could be initially staged over a two-year period with an increase of \$142,016 in the 2022/23 financial year and a further increase of \$142,016 in the 2023/24 financial year.

Community Consultation

Engaging with the community is critical to the success of the Greening Bunbury Plan. It is important that the City continues to connect and partner with the community to ensure they understand the many benefits of urban greening and are involved in the delivery of future greening initiatives, to successfully reach the Plans key targets.

Community consultation was undertaken in the following forms during the development of the Plan , including;

- Online Engagement Survey,
- Online Interactive Map (free comment), and
- Consultation with the Wardandi Elders.

The online engagement survey was well received with a total of 71 surveys completed. The key findings of the survey showed that 97% of respondents were supportive of planting more trees throughout the City and, overall, the community has a good understanding of the benefits of urban greening.

The online interactive map was also well received with 233 individual comments received. The interactive map allowed community members to identify specific areas within the City that they would like to see planting undertaken and provide free text comments. Community members could also upvote or downvote the free text comments, a further 196 votes were received. One of the most upvoted comments was, “We need local shrubs and trees providing shade, beauty and habitat for our fauna and birds”

Consultation was also undertaken with the Wardandi elders, which provided useful guidance around priorities and focus areas from a cultural perspective. The Elders identified species and individual trees that hold important cultural significance. Management of culturally significant vegetation was identified as a key priority for the elders. This information along with further consultation with the Elders will be used in the development of the Urban Forrest Precinct Plans.

Councillor/Officer Consultation

A high-level overview of the draft Bunbury Greening Plan was presented to Councillors at a strategic briefing meeting on 7th September 2021.

Officers from Parks and Reserves, Infrastructure Projects, and Environment have been involved throughout the development of the draft Plan. Officers from Strategic Planning have also provided input and comment on the draft Plan.

Applicant Consultation

Not applicable.

Timeline: Council Decision Implementation

Following Council noting the Plan, the plan will be formatted in-line with the City’s style guide, and officers will commence work on developing a plan to guide the implementation of the Plan’s key actions.

11. Applications for Leave of Absence

11.1 Cr McCleary

Councillor McCleary requests a leave of absence from all Council-related business from 29 November 2021 to 17 December 2021 inclusive.

Section 2.25 of the *Local Government Act 1995* allows a council to grant leave of absence to one of its members provided that the period of leave does not exceed six (6) consecutive ordinary meetings of the Council.

Executive Recommendation

Pursuant to Section 2.25 of the *Local Government Act 1995*, Councillor McCleary is granted leave of absence from all Council-related business from 29 November 2021 to 17 December 2021 inclusive.

12. Motions on Notice

13. Questions from Members

13.1 Response to Previous Questions from Members taken on Notice

13.2 Questions from Members

14. New Business of an Urgent Nature Introduced by Decision of the Meeting

15. Meeting Closed to Public

15.1 Matters for which the Meeting may be Closed

15.1.1 Bunbury Harvey Regional Council Request for Capital Works Financial Support

File Ref:	COB/4273
Applicant/Proponent:	Internal Report
Responsible Officer:	David Ransom, Manager Finance
Responsible Manager:	David Ransom, Manager Finance
Executive:	Karin Strachan, Director Strategy and Organisational Performance
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input type="checkbox"/> Information Purposes
Attachments:	Appendix CRUSC-1: BHRC Request for Capital Works Financial Support

This report is confidential in accordance with section 5.23(2)(e)(ii) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:

(e), (ii) a matter that if disclosed, would reveal information that has commercial value to a person

A confidential report and recommendation will be circulated to members **under separate cover** (Confidential Report CRUSC-1). The report is not for circulation.

15.2 Public Reading of Resolutions that may be made Public

16. Closure