



City of Bunbury Council

Notice of Meeting and Agenda 15 August 2023



CITY OF BUNBURY
4 Stephen Street
Bunbury WA 6230
Western Australia

Correspondence to:
Post Office Box 21
Bunbury WA 6231

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Acknowledgement of Country

We acknowledge the traditional owners of the land, the Noongar Wardandi people and their continuing connection to the land, waters and community. We pay our respects to all members of the Aboriginal communities and their cultures; and to Elders past, present and emerging.

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, setting and amending budgets.
Legislative:	Includes adopting local laws, town planning schemes and policies.
Quasi-Judicial:	<p>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.</p> <p>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.</p>
Information Purposes:	Includes items provided to Council for information purposes only which do not require direction from Council (that is for 'noting').

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, 15 August 2023 at 5.30pm.



MJ (Mal) Osborne
Chief Executive Officer
(Date of Issue: 10 August 2023)

Agenda

15 August 2023

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
Deputy Mayor Tresslyn Smith
Councillor Ben Andrew
Councillor Gabi Ghasseb
Councillor Wendy Giles
Councillor Michelle Steck
Councillor Cheryl Kozisek
Councillor Betty McCleary
Councillor Marina Quain
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

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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-2022.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

Mayor Miguel is on an approved leave of absence from 14 to 28 August 2023.

4.3 Attendance at Previous Meetings

Legend			
✓	Present	LOA	Approved Leave of Absence
×	Absent	Deputy	Attended committee meeting as a deputy member
Apology	Apology received prior to the meeting	Workshop	Formalised Strategic Workshops for Elected Members/Executive
N/A	Not a member of the committee		

Date	Meeting type	Mayor Miguel	Deputy Mayor Smith	Cr Andrew	Cr Ghasseb	Cr Giles	Cr Kozisek	Cr McCleary	Cr Quain	Cr Steck	Cr Steele	Cr Turner	Cr Yip
January 2023													
25/01/23	Disability Access & Inclusion Committee	N/A	N/A	✓	×	N/A	N/A	N/A	N/A	N/A	N/A	✓	N/A
31/01/23	Ordinary Council Meeting	✓	✓	✓	Apology	✓	✓	✓	Apology	✓	✓	✓	✓
February 2023													
07/02/23	Workshop	Apology	✓	✓	Apology	✓	✓	✓	✓	Apology	✓	✓	✓
14/02/23	Workshop	✓	✓	✓	Apology	✓	✓	Apology	✓	✓	✓	✓	Apology
14/02/23	Agenda Briefing	✓	✓	✓	Apology	✓	✓	Apology	✓	✓	✓	✓	Apology
21/02/23	Ordinary Council Meeting	✓	✓	✓	✓	✓	✓	✓	✓	LOA	✓	✓	✓
22/02/23	Policy Review & Development Committee	N/A	✓	N/A	N/A	✓	✓	N/A	✓	N/A	✓	N/A	N/A
23/02/23	Workshop	✓	Apology	✓	Apology	✓	✓	Apology	✓	LOA	Apology	Apology	Apology
28/02/2023	Workshop	✓	✓	✓	Apology	✓	✓	✓	✓	LOA	Apology	✓	✓
March 2023													
03/03/2023	Audit Committee Meeting	✓	N/A	✓	N/A	N/A	✓	✓	N/A	N/A	N/A	N/A	N/A
07/03/2023	Workshop	✓	✓	✓	Apology	✓	✓	✓	✓	✓	✓	✓	✓
07/03/2023	Agenda Briefing	✓	✓	✓	Apology	✓	✓	✓	✓	✓	✓	✓	✓
08/03/2023	Disability Access and Inclusion Committee	N/A	N/A	✓	Absent	N/A	N/A	N/A	N/A	N/A	N/A	✓	N/A
13/03/2023	International Relations Committee	N/A	✓	N/A	×	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
14/03/2023	Ordinary Council Meeting	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Apology
23/03/2023	Workshop	✓	✓	✓	Apology	✓	✓	Apology	✓	Apology	Apology	Apology	✓
23/03/2023	CEO Recruitment Project Control Group	✓	✓	✓	✓	N/A	N/A	N/A	N/A	N/A	N/A	✓	N/A
27/03/2023	CEO Recruitment Project Control	✓	✓	✓	✓	N/A	N/A	N/A	N/A	N/A	N/A	✓	N/A

15 August 2023

Agenda – Council Meeting

Date	Meeting type	Mayor Miguel	Deputy Mayor Smith	Cr Andrew	Cr Ghasseb	Cr Giles	Cr Kozisek	Cr McCleary	Cr Quain	Cr Steck	Cr Steele	Cr Turner	Cr Yip
	Group												
28/03/2023	Workshop	✓	✓	✓	Apology	✓	✓	✓	✓	Apology	✓	✓	Apology
28/03/2023	Agenda Briefing	✓	✓	✓	Apology	✓	✓	✓	✓	Apology	✓	✓	Apology
April 2023													
04/04/2023	CEO Recruitment Project Control Group	✓	✓	✓	✓	N/A	N/A	N/A	N/A	N/A	N/A	✓	N/A
04/04/2023	Ordinary Council Meeting	✓	✓	✓	Apology	✓	✓	✓	✓	✓	✓	✓	✓
13/04/2023	CEO Performance Review Committee	Apology	Deputy	Deputy	x	N/A	✓	N/A	LOA	x	✓	Deputy	N/A
18/04/2023	Workshop	✓	✓	✓	Apology	✓	✓	✓	LOA	✓	Apology	✓	✓
18/04/2023	Agenda Briefing	✓	✓	✓	Apology	✓	✓	✓	LOA	✓	Apology	✓	✓
26/04/2023	Policy Review and Development Committee	N/A	✓	Deputy	N/A	LOA	✓	N/A	LOA	N/A	Apology	N/A	N/A
26/04/2023	Ordinary Council Meeting	✓	✓	✓	✓	LOA	✓	✓	LOA	✓	✓	✓	✓
May 2023													
09/05/2023	Workshop	✓	✓	✓	✓	LOA	✓	✓	Apology	✓	✓	✓	✓
09/05/2023	Agenda Briefing	✓	✓	✓	Apology	LOA	✓	✓	Apology	✓	✓	✓	✓
23/05/2023	Workshop	✓	LOA	✓	Apology	LOA	✓	✓	✓	Apology	✓	✓	✓
23/05/2023	Ordinary Council Meeting	✓	LOA	✓	✓	LOA	✓	✓	✓	Apology	✓	✓	✓
24/05/2023	Heritage Advisory Committee	N/A	Apology	N/A	N/A	N/A	✓	N/A	✓	N/A	Deputy	N/A	N/A
30/05/2023	CEO Recruitment Panel	✓	N/A	✓	N/A	N/A	N/A	N/A	N/A	N/A	✓	✓	Apology
30/05/2023	Workshop	✓	✓	✓	Apology	✓	✓	✓	✓	Apology	✓	✓	Apology
30/05/2023	Agenda Briefing	✓	✓	✓	Apology	✓	✓	✓	✓	Apology	✓	✓	Apology
June 2023													
06/06/2023	Ordinary Council Meeting	Apology	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
07/06/2023	Disability Access and Inclusion Committee	N/A	N/A	✓	x	N/A	N/A	N/A	N/A	N/A	N/A	✓	N/A
12/06/2023	International Relations Committee	N/A	✓	N/A	x	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
13/06/2023	Audit Committee	✓	N/A	✓	N/A	N/A	✓	Apology	N/A	N/A	N/A	N/A	N/A
14/06/2023	Policy Review and Development Committee	N/A	✓	N/A	N/A	✓	✓	N/A	✓	N/A	✓	N/A	N/A
20/06/2023	Workshop	✓	✓	✓	Apology	✓	✓	✓	✓	Apology	✓	✓	Apology
20/06/2023	Agenda Briefing	✓	✓	✓	Apology	✓	✓	✓	✓	Apology	✓	✓	Apology

Agenda – Council Meeting

Date	Meeting type	Mayor Miguel	Deputy Mayor Smith	Cr Andrew	Cr Ghasseb	Cr Giles	Cr Kozisek	Cr McCleary	Cr Quain	Cr Steck	Cr Steele	Cr Turner	Cr Yip
27/06/2023	Ordinary Council Meeting	✓	✓	✓	Apology	✓	✓	✓	✓	✓	✓	✓	✓
28/06/2023	Policy Review and Development Committee	N/A	✓	N/A	N/A	✓	✓	N/A	✓	N/A	✓	N/A	N/A
July 2023													
11/07/2023	Special Council Meeting	✓	✓	✓	x	✓	✓	✓	✓	x	✓	✓	✓
18/07/2023	Workshop	✓	✓	✓	Apology	✓	✓	✓	✓	✓	✓	✓	Apology
18/07/2023	Agenda Briefing	✓	✓	✓	Apology	✓	✓	✓	✓	✓	✓	✓	✓
26/07/2023	Ordinary Council Meeting	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
26/07/2023	Special Council Meeting	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
01/08/2023	Workshop	✓	✓	✓	Apology	✓	✓	✓	✓	Apology	✓	✓	Apology
01/08/2023	Community Access Session	✓	✓	✓	Apology	✓	✓	✓	✓	Apology	✓	✓	Apology
08/08/2023	Workshop	✓	✓	✓	✓	✓	✓	✓	✓	✓	LOA	✓	✓
08/08/2023	Agenda Briefing	✓	✓	✓	✓	✓	✓	✓	✓	✓	LOA	✓	✓

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.”*

The Mayor declared an impartiality interest in item 10.4.3 *Department of Local Government, Sport and Cultural Industries Community Sporting and Recreation Facilities Fund Program (CSRFF) – August 2023*, as he is president of the cricket club.



Declaration of Interest Form

Sections 5.65, 5.66, 5.67 & 5.68 Local Government Act 1995

This form is for use at meetings of the City of Bunbury Council its Advisory Committees and Working Groups.

Directions:

1. Complete this form and give it to the Presiding Member or an officer at the meeting before the meeting commences.
2. If required, leave the meeting when the agenda item in which you have an interest is discussed
3. The Presiding Member will call you back into the meeting at the conclusion of the discussion, debate and vote on the item.

Discloser's Name:					
Discloser's Title:	<input type="checkbox"/> Mayor <input type="checkbox"/> Councillor <input type="checkbox"/> Committee Member (where not an elected councillor or City employee) <input type="checkbox"/> City of Bunbury Employee - <i>please state your position title below:</i> 				
Name & Date of Meeting:	Type of Meeting (tick one) <input type="checkbox"/> Briefing Session <input type="checkbox"/> Council Meeting <input type="checkbox"/> Committee of Council: <i>(insert name of Committee below)</i> 			Date of Agenda Briefing Meeting:/...../..... Date of Ordinary Council Meeting:/...../..... Date of Committee Meeting:/...../.....	
Insert the heading (or title) of the agenda report in which you wish to disclose an interest AND state the type of Interest <i>(please tick one of the boxes in Part A or Part B)</i>	Part A (Financial Interest/Proximity Interest) If you consider your interest (Part A) to be trivial you can request to stay and participate in the discussion and vote on the matter. For your request to be considered, you must complete Part C of this form and disclose the full extent of your interest. You will be required to leave the room while your request is put to the vote, and if the meeting agrees with your request you will be called back in.				
	Part B – Impartiality Interest Disclosing an Impartiality Interest (Part B) does not prevent you from participating in the discussion and voting on the matter. Your interest will be recorded in the minutes of the meeting. <i>(Clause 22 Local Government (Model Code of Conduct) Regulations 2021 refers)</i>				
	Item No.	Agenda Title	Part A		Part B
			Fin	Prox	Imp
State the Nature of Your Interest – if you have ticked Part C above outline why you consider your interest to be trivial/insignificant	Item No.	Nature of Interest/Reason for Interest to be Trivial			
Signature:					

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.

6.1 Public Question Time

6.2 Responses to Public Questions Taken 'On Notice'

Nil

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 25 July 2023 have been circulated.

Recommendation

The minutes of the Ordinary meeting of the City of Bunbury Council held 25 July 2023 be confirmed as a true and accurate record.

Voting Requirement: Simple Majority Required

7.1.2 Minutes – Council Advisory Committees

Applicant/Proponent:	Internal Report			
Author:	Various			
Executive:	Mal Osborne, Chief Executive Officer			
Authority/Discretion:	<input type="checkbox"/>	Advocacy	<input type="checkbox"/>	Quasi-Judicial
	<input type="checkbox"/>	Executive/Strategic	<input checked="" type="checkbox"/>	Information Purposes
	<input type="checkbox"/>	Legislative		
Attachments:	Appendix 7.1.2-A: YAC Minutes 19 July 2023			

Summary

The following Advisory Committee Meeting was held, and the minutes are presented for noting:

- Title: Youth Advisory Council Committee
Author: Danika Stevenson, Senior Community Partnerships Officer
Appendix: 7.1.2-A

Council Committee Recommendation

The following Advisory Committee meeting minutes listed in the report be accepted and noted:

- Youth Advisory Council Committee 19 July 2023.

Voting Requirement: Simple Majority



Youth Advisory Council Committee

Minutes

19 July 2023

Committee Terms of Reference

1. *To identify and advise on youth trends, strengths, gaps and opportunities in the Bunbury area to ensure the development of policies are responsive to the needs of young people.*
2. *To engage with the young people of the Bunbury area to draw consultation and feedback on youth trends, strengths, opportunities and gaps to present to Council.*
3. *To be actively involved in the ongoing development and delivery of youth targeted projects, programs and events.*
4. *To engage with young people and their communities to establish partnerships and opportunities to support and empower young people.*

This Committee meets on the first Wednesday of every third month.

City of Bunbury
4 Stephen Street
Bunbury WA 6230
Western Australia

Correspondence to:
Post Office Box 21
Bunbury WA 6231

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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 BRAVE	We are open to feedback to improve our performance
	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

Youth Advisory Council Committee Meeting

Minutes

19 July 2023

Members of the public to note that recommendations made by this committee are not final and will be subject to adoption (or otherwise) at a future meeting of the Bunbury City Council.

1. Declaration of Opening

The Presiding member declared the meeting open at 4.33pm.

2. Disclaimer

Not applicable to this committee.

3. Announcements from the Presiding Member

Nil.

4. Attendances

Committee Members:

Member Name	Representing
Mikaela Kerwin	Youth Mayor
Bella Burgemeister	Deputy Youth Mayor
Scarlett Brown	Youth Community
Kate Monaghan	Youth Community
Salome Woodland	Youth Community

Ex-officio Members (non-voting):

Member Name	Representing
Cr Marina Quain	Councillor Representative
Cr Amanda Yip	Councillor Representative

Support Staff:

Name	Title
Danika Stevenson	Senior Community Partnerships Officer
Gary Thompson	Team Leader Community Partnerships
Elizabeth Denniss	Manager Community Connections
Barbara Macaulay	Team Leader City Planning

Bella Burgemeister and Elizabeth Denniss attended virtually via Zoom. Ms Burgemeister was approved by the Mayor to attend by electronic means, and attended from Reeves Road, Mount Barker.

4.1 Apologies

Daisy Pilsworth, Hannah Moyle and Alexander Cornish were apologies.

4.2 Approved Leave of Absence

Nil.

5. Declaration of Interest

IMPORTANT: Committee members to complete a “Disclosure of Interest” form for each item on the Minutes in which they wish to disclose a financial/proximity/impartiality interest. They should give the form to the Presiding Member <u>before</u> the meeting commences. After the meeting, the form is to be forwarded to the Administration Services Section for inclusion in the Corporate Financial Disclosures Register.

6. Public Question Time

Not applicable to this committee.

7. Confirmation of Minutes

The Minutes of the meeting of the Youth Advisory Council Committee Meeting held 1 March 2023 have been circulated.

Recommendation

The minutes of the Youth Advisory Council Committee Meeting held on 1 March 2023 are confirmed as a true and accurate record.

Outcome of the Meeting held 19 July 2023

The recommendation (as printed) was moved Scarlett Brown, seconded Kate Monaghan.

Committee Decision

The minutes of the Youth Advisory Council Committee Meeting held on 1 March 2023 are confirmed as a true and accurate record.

CARRIED

5 votes “for” / Nil votes “against”

8. Petitions, Presentations and Deputations

8.1 Petitions

8.2 Presentations

YAC members presented the iCANopy project developed as part of the Youth Leadership Conference. Ms Kerwin, Ms Brown, Ms Woodland and Ms Monaghan spoke to the project, which is about community activating nature (CAN in iCANopy). The project focuses on environmental and sustainability, with direct link the City’s Sustainability and Environmental Strategy, Greening Plan and Strategic Community Plan.

The concept includes YAC members adopting a space on City of Bunbury owned open space to “re-wild” the area. It seeks to educate not only its members but also the wider community. The project plan involves collaboration with City officers, an environmental consultant, Elders, existing community groups and other key stakeholders.

It aims to increase canopy cover (as per the goal in the Greening Plan) and increase climate resilience through boosting biodiversity and general amenities, whilst reducing surface temperatures and water usage.

Cr Yip asked how will the group differentiate themselves from other established groups, and the Presiding Member, Ms Kerwin, advised they will work with these groups to identify what is already happening and where they can value add.

Cr Quain commended YAC on the proposal.

Barbara Macaulay, Team Leader City Planning, asked about funding sources. The Presiding Member advised they would source external funding (noting there are a number of youth specific grants available) as well as include as a consideration as part of their proposal to Council.

YAC intends to put forward an agenda item at the next YAC meeting which will be then presented to Council for consideration.

8.3 Deputations

9. Method of Dealing with Minutes Business

Items are dealt with in the order that they appear.

10. Reports

10.1 Youth Leadership Conference

File Ref:	COB/5305		
Applicant/Proponent:	Internal		
Responsible Officer:	Danika Stevenson, Senior Community Partnerships Officer		
Responsible Manager:	Elizabeth Denniss, Manager Community Connection		
Executive:	Gary Barbour, Director Sustainable Communities		
Authority/Discretion	<input type="checkbox"/> Advocacy	<input type="checkbox"/> Review	
	<input type="checkbox"/> Executive/Strategic	<input type="checkbox"/> Quasi-Judicial	
	<input type="checkbox"/> Legislative	<input checked="" type="checkbox"/> Information Purposes	
Attachments:	Nil		

Summary

The purpose of this report is to provide a summary of the outcomes from the Youth Leadership Conference held in May 2023.

Executive Recommendation

That the Youth Advisory Council Committee note the information presented in this report.

Voting Requirement: Simple Majority

Strategic Relevance

Pillar 1	People.
Aspiration	A safe, healthy and cohesive community, with a rich cultural life, and supportive social environment.
Outcome 4	A compassionate and inclusive community.
Objective 4.1	Listen and respond to community needs at all stages of life.

Regional Impact Statement

The Youth Advisory Council Committee comprises of members from the Greater Bunbury region to represent surrounding shires of Capel, Dardanup and Harvey. The Conference invited other youth groups from Shires of Harvey, Dardanup and Capel as well as other local groups such as the Bunbury Library Youth Collective, headspace Youth Reference Group and Rotaract.

Background

The Youth Leadership Conference was held on 13 and 14 May 2023 and was facilitated by Youth Leadership Academy Australia.

Council Policy Compliance

Not applicable.

Legislative Compliance

Local Government Act 1995.

Officer Comments

The Youth Leadership Conference provided an opportunity for young people involved in youth groups across the Greater Bunbury region to boost their leadership potential and provide direction on how they can impact positive change in the community. There were 15 attendees from various youth groups including five YAC members.

The two-day program covered topics including:

- Self leadership
- Service leadership
- Teamwork and collaboration
- Communicating within a team
- Community with community
- Personal wellbeing and setting boundaries
- Flexibility and adapting to change
- Setting and achieving goals
- Ownership and responsibility

Participants developed youth-led initiatives within their respective youth groups that they wanted to implement in the community. YAC's focus was on environment and sustainability, which led to the development of their "CANopy" project. Mayor Jaysen Miguel and Councillor Yip attended the conference's final component to hear the presentations on the initiatives developed.

YAC members who attended the conference will present an overview of the project as part of Item 8.2 Presentations at this meeting.

Analysis of Financial and Budget Implications

Not applicable.

Community Consultation

Not applicable.

Councillor/Officer Consultation

Not applicable.

Applicant Consultation

Not applicable.

Timeline: Council Decision Implementation

Not applicable.

Outcome of the Meeting held 19 July 2023

The recommendation (as printed) was moved Kate Monaghan, seconded Salome Woodland.

Committee Decision

That the Youth Advisory Council Committee note the information presented in this report.

CARRIED

5 votes “for” / Nil votes “against”

11. Applications for Leave of Absence

Not applicable to this committee.

12. Questions from Members

12.1 Response to Previous Questions from Members taken on Notice

Nil

12.2 Questions from Members

The Presiding Member submitted the following questions via email prior to the meeting.

Question 1:

Is the City able to alter the way they charge rates to incentivise residential and commercial buildings to be solely electric? Why/why not?

Answer:

It is a decision of Council. According to Section 6.47 of the Local Government Act 1995, a concession can be applied to an individual property:

Subject to the Rates and Charges (Rebates and Deferments) Act 1992, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive* a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.

** Absolute majority required from Council.*

Question 2:

Can the City alter rates to incentivise energy generation on residential and commercial buildings? Why/why not?

Answer:

It is a decision of Council. According to Section 6.47 of the Local Government Act 1995, a concession can be applied to an individual property:

Subject to the Rates and Charges (Rebates and Deferments) Act 1992, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive* a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.

** Absolute majority required from Council.*

13. Urgent Business

Nil

14. Date of Next Meeting

The next meeting of the Youth Advisory Council Committee will be held 6 September 2023.

15. Close of Meeting

The Presiding Member closed the meeting at 4.47pm.

7.1.3 Minutes – Special Council Meeting

The minutes of the Special meeting of the City of Bunbury Council held 25 July 2023 have been circulated.

Recommendation

The minutes of the Special meeting of the City of Bunbury Council held 25 July 2023 be confirmed as a true and accurate record.

Voting Requirement: Simple Majority Required

8. Petitions, Presentations, Deputations and Delegations

8.1 Petitions

Pursuant to clause 6.10(2) of the City of Bunbury Standing Orders, 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

10.2.1 Chief Executive Officer Key Performance Indicators – Quarter 4, 2022-23 Report

File Ref:	COB/5037		
Applicant/Proponent:	CEO Performance Review Panel		
Responsible Officer:	Mal Osborne, Chief Executive Officer		
Responsible Manager:	Mal Osborne, Chief Executive Officer		
Executive:	Mal Osborne, Chief Executive Officer		
Authority/Discretion	<input type="checkbox"/> Advocacy	<input type="checkbox"/> Quasi-Judicial	
	<input checked="" type="checkbox"/> Executive/Strategic	<input type="checkbox"/> Information Purposes	
	<input type="checkbox"/> Legislative		
Attachments:	Appendix 10.2.1-A: CEO KPIs Report – Period ending 30 June 2023		

Summary

Each year the CEO Performance Review Committee, in consultation with the Chief Executive Officer, meets and develops Key Performance Indicators (KPIs) for the City of Bunbury to adopt and report on.

The purpose of this report is to provide an update on the KPIs for Quarter 4, 2022-23.

Executive Recommendation

That Council notes the CEO KPIs Report, Quarter 4, 2022-23. For the period ending 30 June 2023, as presented in Appendix 10.2.1-A.

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	Performance
Aspiration	Leading with purpose and robust governance
Outcome 13	A leading local government
Objective 13.1	Provide strong, accountable leadership and governance

Regional Impact Statement

Nil

Background

Council resolved to endorse the CEO KPIs for 2022-23FY and noted the key points for action by the Chief Executive Officer. Council last considered and endorsed the CEO KPIs Quarterly Report at the Ordinary Council Meeting held in May 2023.

All CEO KPIs are to be formally reported to Council via an Agenda Item every quarter and this report serves to present to Council an update as of Quarter 4, 2022-23 (period ending 30 June 2023).

Council Policy Compliance

No Council Policy applies in this instance.

Legislative Compliance

No Legislative Compliance applies in this instance.

Officer Comments

The next CEO KPIs Report is scheduled to be presented in the Council Agenda at the first Ordinary Council Meeting in November 2023. Which will be reporting on Quarter 1, 2023-24.

Analysis of Financial and Budget Implications

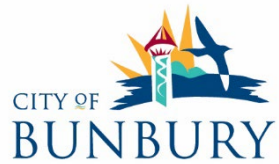
Nil

Community Consultation

Nil

Councillor/Officer Consultation

Elected Members adopted the 2022-23 KPI's at the Ordinary Council Meeting, held on 7 June 2022 and Officers have assisted with the compilation of the Quarter 4 Report.









CEO Key Performance Indicators






Q4 2022-23




Performance Criteria 1 - Achievement of the Functions of the CEO in s5.41 of the LG Act

Performance Requirement #	Performance Requirement	KPI #	Key Performance Indicator	Status	Status - Comment	Final Comments
1	Advise the Council in relation to the functions of a Local Government under the LG Act and other written laws.	1.1	Deliver at least 6 Council workshops aimed at providing increased discussion and timely information relating to the Corporate Budget prior to the Corporate Plan being presented in March 2023.		Corporate Business Plan (CBP) to be adopted at Council on 25 July 2023.	Councillor workshops were held on: 13/09/22, 22/11/22, 20/01/23, 14/02/23, 28/02/23, 2/05/23, 30/05/23, 20/06/23, and 04/07/23.
2	Ensure that advice and information is available to the Council so that informed decisions can be made.	2.1	Prepare a report on the Council documentation accessibility (Portal and SharePoint) review by December 2022.		Complete.	Report delivered in December 2022.
2	Ensure that advice and information is available to the Council so that informed decisions can be made.	2.2	Prepare a report on the changes for the next iteration of the portal by 31 March 2023.		Complete.	Report was completed March 2023 and it proposed to close off reporting on this and move to BAU.
3	Cause Council decisions to be implemented.	3.1	Provide a quarterly drawn snapshot report from real-time information detailing Council resolutions: • achieved within the required timeframe and • outstanding resolutions including reasons why resolutions have not been finalised in line with the implementation timeframe.		Ongoing.	Provided via the Council Resolution Register by Governance each quarter.
4	Manage the day to day operations of the Local Government.	4.1	Develop and prioritise program level service plans for Council information and review by March 2023.		The Strategy, Projects, and Communications (SPC) Department, in collaboration with the rest of the Organisation, has successfully finished the Service and Facility Plans.	The Service and Facility Plans have been reviewed by the Executive Team and have provided valuable insights for the development of the Long Term Financial Plan, Corporate Business Plan, and Annual Budget. The Council will consider these documents for adoption on July 25 2023. Planning has already begun for the Service and Facility planning process for 2023/24.
5	Liaise with the Mayor on the Local Government's affairs and the performance of the Local Government's functions.	5.1	Appropriate liaison between Mayor and Council is maintained across the performance reporting period, namely weekly meetings with Mayor and monthly briefings with Council.		Ongoing.	The CEO meets weekly with the Mayor and monthly with Council.






Performance Criteria 1 - Achievement of the Functions of the CEO in s5.41 of the LG Act

Performance Requirement #	Performance Requirement	KPI #	Key Performance Indicator	Status	Status - Comment	Final Comments
6	Speak on behalf of the Local Government if the Mayor agrees.	6.1	Speak on behalf of Local Government as required by the Mayor over the performance reporting period.		Ongoing.	The SPC Department coordinated the Mayor's Communications as required throughout the financial year.
6	Speak on behalf of the Local Government if the Mayor agrees.	6.2	Responses to media are timely and approved prior to being issued.		The SPC Department managed media relations throughout the Organisation, ensuring timely coordination and obtaining necessary approvals as required.	The SPC Department managed media relations throughout the organisation during the financial year, ensuring timely coordination and obtaining necessary approvals as required.
7	Be responsible for the employment, management, supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees).	7.1	Develop a trial report on operational and human resource metrics for Council oversight by September 2022.		A monthly report is finalised and uploaded via the Council Portal.	Successfully delivery of the first draft report was completed by the end of September 2022. This reporting is now BAU.
8	Ensure that records and documents of the Local Government are properly kept for the purposes of the LGAct and any other written law.	8.1	Annual Compliance report considered by Audit Committee and Council.		Complete.	The Annual Compliance Report has been reviewed by the Audit Committee and adopted by Council 14 March 2023 (Decision 036/23).
8	Ensure that records and documents of the Local Government are properly kept for the purposes of the LGAct and any other written law.	8.2	Annual Audit report considered by Audit Committee and Council.		Complete.	The Annual Audit Report presented to Audit Committee on 12 December 2022 and to Council 20 December 2022 (10.1.11).



Performance Criteria 2 - Strategic Community Plan (SCP) Outcomes

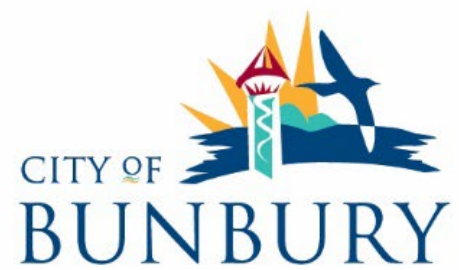
Performance Requirement	KPI #	Key Performance Indicator	Status	Status - Comment	Final Comment
1. Place	1.1	Deliver a draft Events Plan that considers activation strategies for key sites within the City by March 2023.		The draft Activation Plan has been completed and was presented to the ELT in May 2023.	ELT requested a briefing for Councillors which has been scheduled for 18 July 2023.
1. Place	1.2(a)	Review and deliver draft strategies for the Parks and Open Space Action Plan by June 2023.		Complete.	The Parks and Playgrounds Action Plan was adopted by Council 27 June 2023.
1. Place	1.2(b)	Review and deliver draft strategies for the Sport and Recreation Plan that includes sports and facilities other than those the City directly manages by June 2023.			Community Engagement has commenced with the Manager Community Facilities to report back via a Strategic Session by 30 September 2023 on key themes from the community engagement aspect of the project. Revised project timeline is expected to be completed. The engagement is the largest component of this plans development so updates will be regularly provided.
2. People	2.1	Conduct a workshop/discussion forum(s) with Elected Members, staff and community members by December 2022 and provide a draft Community Safety Plan for consideration by Elected Members by June 2023.		In final stages, report currently under review.	Following extensive consultation with community members, internal stakeholders and members from the Community Safety Advisory Group. A draft was submitted for revision at the end of June 2023. The draft is being review by Project Leaders with the goal to submit the final draft to Council in August. Once approve we will send the plan to a graphic designer and promote its formal adoption.
2. People	2.2	Develop in consultation with Elected Members a community meeting engagement plan and implement the conduction of a minimum of 10 community meetings (with 5 being structured and based on one of the 5 "P's" (Place, People, Performance, Planet, Prosperity) and 5 being unstructured by June 2023 with regular bi-monthly feedback presentations to Council on the number, type, and outcome of the respective meetings.		A plan for engagement was created, but the CEO was unable to attend all 10 community meetings across different areas due to unforeseen scheduling changes.	CoB has developed and delivered a range of engagement opportunities for the community across 2022 and 2023 and further work in this space continues to be a priority.

Performance Criteria 2 - Strategic Community Plan (SCP) Outcomes

Performance Requirement	KPI #	Key Performance Indicator	Status	Status - Comment	Final Comments
3. Performance	3.1	Formally present quarterly reports on (agreed) metrics that demonstrate how the City is performing against the Transformation Plan (Evolve) including a benchmarking analysis to compare CoB against other similar LGA's (finance, sustainability, society trust, HR) in line with the financial year quarters across the full year review cycle.		Completed, on target.	Quarterly reports on the Evolve program were supplied throughout the financial year. Tracking on benefits is ongoing as the Program is being rolled out. A comprehensive benefits report will be provided to Council at the conclusion of the project (delivery of this report is anticipated for the first half of 2024).
3. Performance	3.2	Provide a 6 monthly update on the Open Govt Data and the City's potential to moving towards open transactional transparency as part of the digital plan by December 2022 and provide a progress report on the City's status regarding the discoverability and usability of existing datasets being included as open data in line with the Digital City Plan by June 2023.		Not Started.	Recommendation from Report to Council was to revisit post Project Shine (from mid 2024 onwards). Project Shine outputs are inputs for this Project.
4. Planet	4.1	Conduct a workshop for Elected Members to gather their input into a Climate Change Action Plan including emission reduction targets by March 2023.		Engagement activities for the draft Sustainability and Environmental Strategy were completed on 16 June 2023. The strategy is to be amended following community engagement and presented to Council for endorsement in September 2023.	The Sustainability and Environmental Strategy process is ongoing and will continue into 2023/24.
4. Planet	4.2	Advocate for the establishment of "Circular Economy" businesses/industries to be based in Bunbury/Geopraphe and report on the degree of interest at 6 monthly intervals that is, December 2022 and June 2023.		The EOI is currently being assessed by the City of Bunbury, the Shire of Harvey and the Bunbury Harvey Regional Council.	Opportunities to provide the Waste Management Solutions to Bunbury and the South West will continue into 2023/24.
5. Prosperity	5.1	Continue strong advocacy for the Advanced Manufacturing Hub (SW AMTECH) and further development of the Bunbury Port and report on the advocacy component at every third Council meeting during the 2022/23 financial year cycle.		Ongoing.	The City continues to liase with stakeholders on the SW AMTECH concept aswell as continue a relationship with the Bunbury Port.

Performance Criteria 2 - Strategic Community Plan (SCP) Outcomes

Performance Requirement	KPI #	Key Performance Indicator	Status	Status - Comment	Final Comments
5. Prosperity	5.2	Prepare and deliver the “Invest” campaign as part of the new Marketing and Communications Plan with demonstrated evidence of a minimum of 12 direct approaches to business/industry seeking investment, relocation/location, growth in Bunbury by June 2023.		The coordination of this work has begun within the Economic Development department. However, the promotion of direct approaches to businesses and industries had to be temporarily halted due to staffing shortages in the Economic Development team.	Economic Development have recommenced coordinating this work now having resolved the staffing shortages.
5. Prosperity	5.3	Conduct a review of the City procurement policy by December 2022 with a focus on incorporating a regional application component centred on enhancing engagement and participation.		Complete.	The Finance Team has their part in the review by December 2022.



10.3 Director Strategy and Organisational Performance

10.3.1 Corporate Business Plan - Quarter 4, 2022-23 Report

File Ref:	COB/5037						
Applicant/Proponent:	Internal						
Responsible Officer:	Beth Perry, Corporate Reporting Officer						
Responsible Manager:	Jordan Hunt, Acting Manager Strategy, Projects and Communications						
Executive:	Karin Strachan, Director Strategy and Organisational Performance						
Authority/Discretion	<table><tr><td><input type="checkbox"/> Advocacy</td><td><input type="checkbox"/> Quasi-Judicial</td></tr><tr><td><input checked="" type="checkbox"/> Executive/Strategic</td><td><input type="checkbox"/> Information Purposes</td></tr><tr><td><input type="checkbox"/> Legislative</td><td></td></tr></table>	<input type="checkbox"/> Advocacy	<input type="checkbox"/> Quasi-Judicial	<input checked="" type="checkbox"/> Executive/Strategic	<input type="checkbox"/> Information Purposes	<input type="checkbox"/> Legislative	
<input type="checkbox"/> Advocacy	<input type="checkbox"/> Quasi-Judicial						
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<input type="checkbox"/> Legislative							
Attachments:	Corporate Business Plan Report – Period ending 30 June 2023						

Summary

The Corporate Business Plan 2022-23 to 2025-26 provides the Bunbury community with a plan to deliver the vision, goals, and objectives of the Strategic Community Plan.

The purpose of this report is to provide Council with an update on the progress toward key objectives outlined in the Corporate Business Plan for Quarter 4, 2022-23.

Executive Recommendation

That Council notes the Corporate Business Plan - Quarter 4, 2022-23 Report. For the period ending 30 June 2023, as presented in Appendix 10.3.1-A.

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	Performance
Aspiration	Leading with purpose and robust governance
Outcome 13	A leading local government
Objective 13.1	Provide strong, accountable leadership and governance

Regional Impact Statement

The Corporate Business Plan impacts the actions undertaken by the City of Bunbury and therefore has a direct impact on the work of the City, including facility and service management. As many of the City's services and facilities are accessed by residents from surrounding local areas, this resulting indirect regional impact of this plan is also substantial.

Background

The Corporate Business Plan 2022-2026 was adopted at the 26 July 2022 Special Council Meeting (Council Decision 151/22). Quarterly reporting against progress toward the Corporate Business Plan is undertaken as part of the City's Integrated Strategic Planning and Reporting Framework.

Council Policy Compliance

Not applicable.

Legislative Compliance

Regulation 19DA of the Local Government (Administration) Regulations outlines the requirements for a Corporate Business Plan.

Officer Comments

The Corporate Business Plan communicates the City's plan for the next four years for delivering the aspirations and objectives of the community as set out in the Strategic Community Plan.

A report on progress toward achieving the outcomes of the Corporate Business Plan is presented to Council quarterly. This is intended to ensure transparency to Council and the community, and that implementation is done on time and on budget thereby maximising effectiveness and positive community impact.

The report is organised by each of the core performance area pillars - People, Plant, Place, Prosperity, and Performance - and includes for each action the overall status; budget and budget status indicator; the quarter in the financial year by which the action is due to be completed; and an officer comment.

The report outlines progress towards actions scheduled for completion within the 2022-2023 financial year.

Analysis of Financial and Budget Implications

Budget figures included in the Report are aligned with the operating and capital project expenditure outlined in the Corporate Business Plan 2022-2026, and Annual Budget 2022-23.

Community Consultation

Nil

Councillor/Officer Consultation

The Corporate Business Plan was developed in consultation with Executives, Managers, and Officers. Executive and Managers were engaged in completing the quarterly report.

Corporate Business Plan

Quarterly Report: Quarter Four 2022-23



Contents

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Prosperity	22
Performance	26

Introduction

Welcome to the City of Bunbury's Corporate Business Plan – Quarterly Report. This report is designed to provide an update on progress toward key objectives outlined in our Corporate Business Plan 2022-2026.

BREAKDOWN OF THE REPORT

Outcomes, Objectives, and Actions

For each core performance area in the Corporate Business Plan (*People, Plant, Place, Prosperity, and Performance*) there are desired outcomes.

To support the achievement of these outcomes the City has adopted objectives and actions. These are listed below, with progress tracked.

Budget and Budget Status

Budgets are aligned with the operating and capital project expenditure outlined in the Corporate Business Plan 2022-2026 and Annual Budget 2022-2023.

Quarter Forecast Completion

This is the quarter of the financial year in which the project is due for completion.

This report outlines progress towards actions to be completed within the 2022-23 financial year. Forecast completions for actions spanning multiple years are identified as ongoing projects within the comment field.

The City wishes to acknowledge the traditional owners of the land, the Wardandi Noongar people, and pay its respects to Elders past and present.

An aerial photograph of Bunbury, Australia, during sunset. The sun is low on the horizon, creating a warm glow and long shadows. In the foreground, a sandy beach is visible with several people walking. To the left, there's a parking lot filled with cars and a green field. In the background, the city skyline is visible, including a prominent tall building and a crane. The ocean is on the right, with many sailboats anchored. A large, stylized orange bird graphic is superimposed over the beach area.

Our Vision

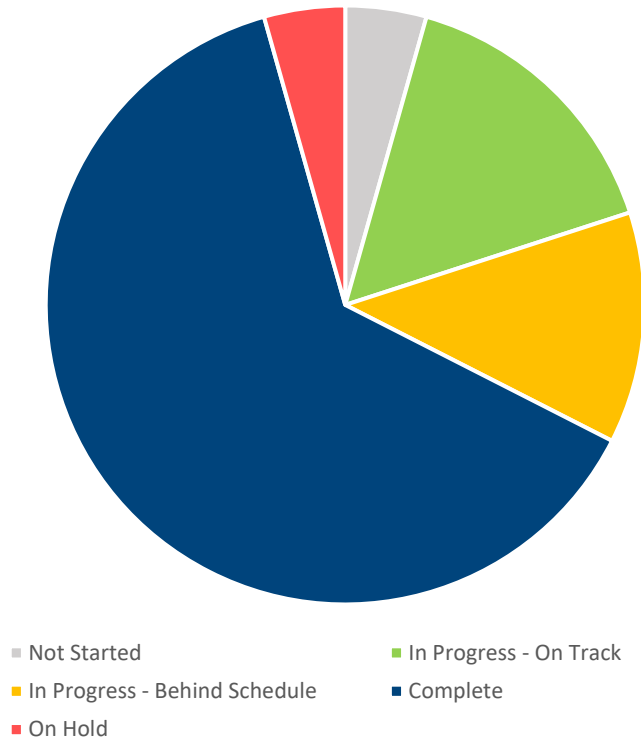
Two stylized, wavy lines, one red and one orange, positioned above the text.

**Bunbury: welcoming and
full of opportunities**

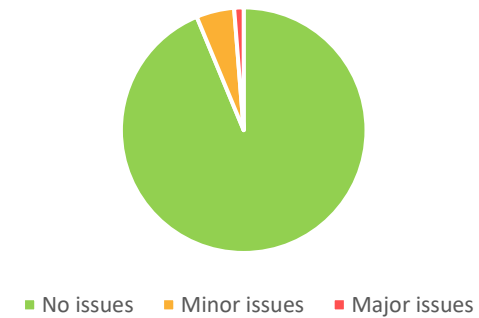
Snapshot of Progress

Below is a snapshot of City of Bunbury's progress toward completion of the Corporate Business Plan's 2022-23 actions.

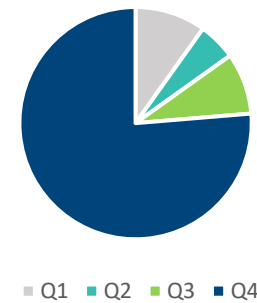
Progress of Actions



Budget



Forecast Completion





Action	Responsible	Progress	Budget	Status: Budget	Forecast Completion	Final Comment
People: A safe, healthy and connected community.						
Outcome 1. A safe community						
Objective 1.1 Increase safety and crime prevention services.						
1.1.1 Facilitate promotion of grass roots community safety and crime prevention programs (such as street or local neighbourhood based closed Facebook groups to share local issues).	Community Wellbeing	Complete		No issues	Q4	Monthly meetings occurring with Bunbury OIC. Rangers assisting in areas of concern with additional patrols during the day. LPT Cameras went live in Davenport late June 2023 and improvements to current CCTV being managed.
Objective 1.2 Modify the physical environment to improve community safety.						
1.2.1 Provide Crime Prevention through Environmental Design and Management (CPTEDM) audits of City owned or managed facilities and places, focusing on priority locations such as the bus station, Bricknell Shell and Youth Precinct.	Community Wellbeing	Complete		No issues	Q4	Linked with action 1.1.1 and will be addressed through the Community Safety Crime Prevention Plan. Identified as priority by Community when engaged. Will work with Planning and Engineering to incorporate.
1.2.3 Review the current CCTV coverage, and if relevant, seek funding to expand and improve the CCTV system. <i>*(Needs additional external funding)</i>	Digital Services	Complete	\$ 200,000*	No issues	Q4	Final report currently being delivered.
1.2.4 Review City Facilities security systems.	Infrastructure Maintenance Services	Complete	\$ 5,000	No issues	Q3	Complete.
Objective 1.3 Reduce the harmful use of alcohol and other drugs.						
1.3.1 Facilitate the Alcohol Accord to support key stakeholders to reduce the risk of antisocial behaviour and alcohol-related harms.	Community Wellbeing	Complete		No issues	Q4	Meetings still occurring regularly with Police, Health and premises/licensees and other information provided via email as required. The City chairs meeting and provides administrative support.

	Action	Responsible	Progress	Budget	Status: Budget	Forecast Completion	Final Comment
1.3.2	Partner with relevant agencies through the Bunbury Prevention Plan Committee to support the planning, implementation, and evaluation of the Community Safety Plan.	Community Wellbeing	Complete	\$ 21,573	No issues	Q4	Meetings have occurred with Community Safety and Advisory Group (CSAG) members to develop a 5-year plan to address Community Safety based on the data and perceptions of safety identified through the survey results. The CSCP draft is being reviewed currently and being prepared for finalisation.
Outcome 2. A growing hub of culture and creativity.							
Objective 2.1 Grow participation in arts, culture and community events.							
2.1.1	Acquire Bunbury Museum and Heritage Centre collection items.	Community Connection	Complete	\$ 3,500	No issues	Q4	Items purchased.
2.1.2	Acquire artworks for the City Art Collection.	Community Connection	Complete	\$ 20,000	No issues	Q4	Strategic acquisitions undertaken throughout the year as exhibitions take place.
2.1.3	Provide Radio Frequency Identification (RFID) and self-loans technology at Bunbury Library.	Community Facilities	In Progress - Behind Schedule	\$ 80,000	No issues	Q4	Procurement specification 90% complete, procurement to be issued.
2.1.4	Support Bunbury Regional Entertainment Centre (BREC) with an operating subsidy and the purchase of equipment.	Community Connection	Complete	\$ 545,773	No issues	Q4	Total operating subsidy has been paid to date.
2.1.5	Support Stirling Street Arts Centre (SSAC) with capital funds and an operating subsidy.	Community Connection	Complete	\$ 86,625	No issues	Q1	Complete.
2.1.6	Support King Cottage Museum.	Community Connection	Complete	\$ 31,544	No issues	Q1	Complete.
2.1.7	Support the Anzac Day Working Group.	Community Connection	Complete	\$ 20,000	No issues	Q1	Complete.
2.1.8	Support Bunbury City Band.	Community Connection	Complete	\$ 10,000	No issues	Q4	Complete.
2.1.10	Display Bunbury Biennale art exhibition.	Community Connection	Complete	\$ 5,909	No issues	Q4	Complete.

	Action	Responsible	Progress	Budget	Status: Budget	Forecast Completion	Final Comment
2.1.11	Facilitate development and promotion of app guided tours of the Bunbury Heritage Building Trail and Urban Art Trail. <i>*(Needs additional external funding)</i>	Community Connection	In Progress - Behind Schedule	\$ 12,000*	Minor issues	Q4	This project currently has no allocated funding due to an error in the October Budget Review. Error is being adjusted.
2.1.12	Fund the Community Connect grants program.	Community Connection	Complete	\$ 110,000	No issues	Q4	Complete.
2.1.13	Fund the Neighbourhood Connect grants program.	Community Connection	Complete	\$ 7,000	No issues	Q4	Complete.
2.1.14	Fund the Achievement grants program.	Community Connection	Complete	\$ 2,000	No issues	Q3	Complete.
2.1.15	Replace Christmas street decorations	Infrastructure Maintenance Services	Complete	\$ 40,000	No issues	Q2	Complete.
Objective 2.2 Promote and celebrate Noongar culture.							
2.2.1	Conduct an Indigenous Arts Program at BRAG.	Community Connection	Complete	\$ 90,000	No issues	Q4	Funding for this program has been renewed at an increased level of \$110,000 (previously \$90,000) for another 3 years.
2.2.2	Partner with the Shires of Capel, Dardanup and Harvey, and Reconciliation Australia, to develop and implement the Reconciliation Action Plan.	CEO	On Hold	\$ 10,000	Minor issues	Q4	
2.2.3	Engage with local Elders to consider options for dual naming of significant landmarks and places.	Community Connection	On Hold		Major issues	Q4	Working towards further clarity regarding who the Traditional Owner Elders (as identified by both local elder groups). CEO and Mayor committed to organise an externally facilitated session so both elder groups can work through this issue to provide the City with clarity to allow for appropriate consultation.
2.2.4	Support South West Clontarf Academy (Newton Moore College).	Community Connection	Complete	\$ 15,000	No issues	Q1	Complete.

Action	Responsible	Progress	Budget	Status: Budget	Forecast Completion	Final Comment	
Outcome 3. A healthy and active community							
Objective 3.1 Improve access to quality health and community services.							
3.1.1	Implement the Community Health and Wellness Plan.	Community Wellbeing	In Progress - On Track	\$ 5,692	No issues	Q4	Continue to meet with stakeholders and various working groups. City Departments have been reviewing current action plan and goals. As melanoma identified as a very high risk in Bunbury, a UV meter has been purchased to be installed at the Koombana Bay beach area to assist the community to manage their sun exposure risk. UV meter due to be installed in the next few months.
3.1.2	Partner with agencies and community groups with initiatives and programs that enhance wellness, health, and resilience, including initiative and programs that target vulnerable populations.	Community Connection	Complete		No issues	Q4	Complete.
Objective 3.2 Encourage participation in sport, recreation and leisure activities.							
3.2.1	Provide a revised Sport and Recreation Plan that outlines the actions for club support, physical activation, and suitable facilities. This will enable the needs of all clubs to be understood and actions prioritised.	Community Facilities	In Progress - Behind Schedule		Minor issues	Q4	Will not be completed until 2023/24 financial year with key findings from community engagement due by end of September 2023.
3.2.2	Develop a plan for the expansion plan of South West Sports Centre incorporating additional indoor basketball courts and relocation and upgrade of netball courts.	Community Facilities	In Progress - Behind Schedule	\$ 650,000	Major issues	Q4	This has been re-named Construction Community Indoor Courts. Report due back to Council on 5 September 2023 for further progression.
3.2.3	Partner with stakeholders to apply for funding for the South West Sports Centre redevelopment project (i.e., club hub, additional indoor courts multipurpose courts, squash courts, gym space and group fitness facilities).	Community Facilities	Not Started	\$ 10,000*	Minor issues	Q4	Unable to source additional funding until location is confirmed that the progression of the courts will be built on. Will be able to advise further post Council 5 September 2023.
3.2.6	Renew Bunbury Hockey perimeter fencing.	Infrastructure Maintenance Services	Complete	\$ 120,000	No issues	Q3	Complete.

	Action	Responsible	Progress	Budget	Status: Budget	Forecast Completion	Final Comment
3.2.7	Support Bunbury Hockey Club lighting upgrade project.	Community Facilities	Complete	\$ 264,000	No issues	Q4	Complete.
3.2.8	Support Central Croquet Club lighting upgrade project.	Community Facilities	Complete	\$ 4,357	No issues	Q3	Project completed and Grant Acquittal signed by City of Bunbury.
3.2.10	Provide replacement of the Forrest Park Pavilion with modern, unisex changing facilities and upgraded power supply.	Infrastructure Maintenance Services	In Progress - On Track	\$ 3,582,257	No issues		Multi Year Project.
3.2.11	Redevelop Hands Oval SWFL facilities to a standard required for WAFL and AFL fixtures, in partnership with stakeholders.	Projects and Asset Management	In Progress - Behind Schedule	\$ 8,909,906	No issues	Q4	Construction contract awarded. Installation of temporary facilities in progress, demolition of existing pavilion and construction of new pavilion to commence in July 2023. Anticipated construction completion September 2024.
3.2.13	Support South West Academy of Sport (SWAS).	Community Facilities	Complete	\$ 11,000	No issues	Q2	Complete.
3.2.15	Fund the City of Bunbury Surf Life Saving Club to improve beach safety.	Finance	Complete		No issues	Q4	The 2022/23 lease payments received from Telstra have been forwarded to the Bunbury Surf Life Saving Club in full as per Council Decision.
Outcome 4. A compassionate and inclusive community							
Objective 4.1 Listen and respond to community needs at all stages of life.							
4.1.2	Support to Bunbury Regional YouthCare.	Community Connection	Complete	\$ 10,000	No issues	Q1	Complete.
4.1.3	Conduct Grandfamilies Fun Day.	Community Connection	Complete	\$ 14,750	No issues	Q4	This now sits with Community Facilities as is it is delivered by the Wildlife Park Team.
4.1.4	Replace toys in City Library Children's Area	Community Facilities	Complete	\$ 2,500	No issues	Q3	Complete.
Objective 4.2 Support vulnerable groups, including aged persons and those with disability.							
4.2.1	Engage with Bunbury Geographe Seniors and Community Centre to develop 3-year outcomes-based MOU agreement.	Community Connection	Complete		No issues	Q4	Complete.
4.2.2	Fund the Bunbury Geographe Seniors and Community Centre.	Community Connection	Complete	\$ 50,000	No issues	Q1	Complete (quarterly invoicing).

	Action	Responsible	Progress	Budget	Status: Budget	Forecast Completion	Final Comment
4.2.3	Support the In-Town Lunch Centre building and maintenance through provision of in-kind support.	Infrastructure Maintenance Services	In Progress - On Track		No issues	Q4	Ongoing, support actioned as required.
4.2.4	Conduct an annual review of the Disability and Access Inclusion Plan.	Community Connection	Complete		No issues	Q2	Complete.
4.2.5	Facilitate an Accessibility Audit of City facilities to identify future MARCIA projects.	Community Connection	On Hold		Minor issues	Q4	The DAIP Committee Terms of Reference has now been amended to include the MARCIA project. An intern has completed a review of the Project to identify outcomes met and not met to inform future discussions by DAIC.
4.2.7	Upgrade the City's website to be WCAG AA compliant to enhance accessibility.	Digital Services	Complete		No issues	Q4	MarketForce advised City website meeting AA standard as of 27 April 2023. Refer to DOC/1112808 Accessibility Report.
Objective 4.3 Build a stronger sense of belonging through volunteering.							
4.3.1	Provide an awards program to promote volunteering and recognition of volunteers. <i>*(Needs additional external funding)</i>	Community Facilities	On Hold	\$ 2,000*	Minor issues	Q4	No additional funding has been secured.



Action	Responsible	Progress	Budget	Status: Budget	Forecast Completion	Final Comment	
Planet: <i>A healthy and sustainable ecosystem.</i>							
Outcome 5. A natural environment that is cared for and preserved							
Objective 5.1 Sustainably manage, conserve and enhance our natural habitats							
5.1.1	Provide management of 188 ha of conservation reserves and other natural areas under the City’s care and control through weed and pest management, fencing, revegetation, dieback management and protecting threatened species.	Projects and Asset Management	Complete		No issues	Q4	Works complete. A new contract has been awarded for the next 3-5 years and will commence in August 2023.
5.1.2	Participate in Peron Naturaliste Partnership.	Projects and Asset Management	Complete	\$ 20,000	No issues	Q2	Peron Naturaliste Partnership contribution complete for 2022/23.
5.1.3	Implement detailed site investigation remediation actions for contaminated sites within the City.	Projects and Asset Management	Complete	\$ 59,210	No issues	Q4	Residual budget was used to complete capping works at the mound at Big Swamp.
5.1.4	Develop and implement a Weed Management Plan.	Projects and Asset Management	Complete		No issues	Q4	Weed Management complete for 2022/23.
5.1.5	Implement program to manage introduced Corellas.	Projects and Asset Management	Complete	\$ 17,500	No issues	Q4	Corella Management complete for 2022/23.
5.1.6	Fund environmental education initiatives in the community.	Projects and Asset Management	Complete		No issues	Q4	Environmental education funding complete for 2022/23.

	Action	Responsible	Progress	Budget	Status: Budget	Forecast Completion	Final Comment
Objective 5.2 Encourage the adoption of sustainable practices.							
5.2.1	Develop a Sustainability Policy and Sustainability Action Plan.	Projects and Asset Management	In Progress - Behind Schedule	\$ 53,026	No issues	Q4	Draft Sustainability and Environmental Strategy community engagement complete. Strategy being amended following community engagement and will be presented to Council for endorsement in September 2023.
5.2.2	Fund implementation of projects in the Sustainability Action Plan.	Projects and Asset Management	Complete	\$ 50,000	No issues	Q4	Budget used to assist in the development of the strategy. A new budget has been allocated for implementation of actions in 2023/24.
5.2.3	Partner with Aqwest in the delivery of the water resource recovery project to better supply sustainable and efficient resourcing to City facilities.	Projects and Asset Management	On Hold	\$ 2,000,000	No issues		Aqwest have postponed project due to cost escalations. Project deferred. LRCIF funding has been redeployed to other projects.
Objective 5.3 Develop a sustainable, low waste, circular economy.							
5.3.1	Partner with local governments in the South West region to consider regional, sustainable waste management options.	Waste Operations and Infrastructure Business Services	Complete	NA	No issues	Q4	The City continues to look for opportunities to further partner with other LGAs in the region on an ongoing basis.
5.3.2	Partner with the Shire of Harvey and Bunbury Harvey Regional Council to develop a state-of-the-art waste management facility at Banksia Road.	Waste Operations and Infrastructure Business Services	In Progress - On Track	\$ 3,000,000	No issues	Q4	Ongoing. Expressions of Interest received.
5.3.3	Provide Better Bins Plus "Go FOGO" kerbside collection program	Waste Operations and Infrastructure Business Services	In Progress - On Track	\$ 141,363	No issues	Q4	Extended to September 2023 to provide opportunities for additional events.
5.3.4	Implement actions of the Waste Plan (2021-26)	Waste Operations and Infrastructure Business Services	In Progress - On Track	NA	No issues	Q4	Ongoing and under continuous improvement review.

	Action	Responsible	Progress	Budget	Status: Budget	Forecast Completion	Final Comment
5.3.5	Provide the annual bin replacement program.	Waste Operations and Infrastructure Business Services	Complete	\$ 65,500	No issues	Q4	Funds fully spent.
5.3.6	Renew bin enclosures.	Waste Operations and Infrastructure Business Services	Complete	\$ 24,000	No issues	Q2	Funds fully spent.
Objective 5.4 Move to net zero gas emissions							
5.4.1	Renew City facilities lighting; replacing old bulbs with more sustainable lighting.	Infrastructure Maintenance Services	Complete		No issues	Q4	Complete.
5.4.2	Provide renewable energy and energy efficient projects.	Infrastructure Maintenance Services	In Progress - Behind Schedule	\$ 291,174	No issues	Q4	RFQ due to Close July 2023.
Outcome 6. An aware and resilient community equipped to respond to natural disasters and emergencies.							
Objective 6.1 Minimise risks and impacts from fires, floods, heat waves, and other natural disasters.							
6.1.1	Develop and implement a Coastal Hazard Risk Management Adaptation Plan (CHRMAP).	Projects and Asset Management	In Progress - Behind Schedule	\$ 11,504	No issues	Q4	Final CHRMAP due for completion in Q1 2023/24.
6.1.2	Review the City's Emergency Management Plan annually.	Community Wellbeing	Complete		No issues	Q1	Emergency Management Team currently planning to apply for AWARE grant funding to produce updated LEMA. RFQ required for cost estimates, for funding application. Current plans are obsolete and due for change by March 2025.
6.1.3	Partner with relevant agencies (DFES, Department of Communities, etc) regarding emergency management arrangements.	Community Wellbeing	Complete		No issues	Q4	No dedicated budget. Local Emergency Management Committee (LEMC) meetings occur every quarter. Emergency Management web page created with links to LEMA. Next LEMC meeting scheduled for end of August 2023.

	Action	Responsible	Progress	Budget	Status: Budget	Forecast Completion	Final Comment
6.1.4	Partner with DFES State Emergency Services (SES) and local community groups to conduct natural disaster welfare checks, assist with the distribution of care packs, and provide other assistance as needed for vulnerable community members, including pensioners and the homeless.	Community Wellbeing	Complete		No issues	Q4	No dedicated budget. Regular meetings occurring with DFES about bushfire. Currently focussed on Storm. Information being added to website and social media. Fire Control Notices for 2023/24 season created with Marketing and being sent out with the rates notices.
6.1.5	Facilitate access to safe, air-conditioned community spaces (library, SWSC, etc) for vulnerable community members during heatwaves and smoke hazes.	Community Facilities	Complete		No issues	Q4	The centre is available for use should the need arise.
6.1.6	Provide bushfire community awareness education programs.	Community Wellbeing	Complete		No issues	Q3	Fire Control Notices for 2023/24 season created with Marketing and being sent with rates notices. Brochure is informative and easy to read and will be available in City Customer Support area.
6.1.7	Undertake Department of Fire and Emergency Services Mitigation Activity program.	Community Wellbeing	Complete	\$ 488,902	No issues	Q4	Successfully applied for Mitigation Activities Funding for 2023/24 season. City awarded \$200,430 for 44 mitigation activities on state owned land managed by City.
6.1.8	Support for the Bunbury Volunteer Bushfire Brigade.	Community Wellbeing	Complete	\$ 59,270	No issues	Q4	Manage the LGGS grant funding for Brigade. Attend relevant meetings and have assisted in organising training for members. 2023/24 operating and capital budget submitted to DFES at beginning of April 2023. BFB Local Law and Operating Procedures drafted and completed Community Consultation. Final BFB Local Law should be presented to Council in August. Funding approved for extensions to building with plans soon to be submitted.

	Action	Responsible	Progress	Budget	Status: Budget	Forecast Completion	Final Comment
6.1.9	Support for the Emergency Management Committee.	Community Wellbeing	Complete		No issues	Q4	No dedicated budget. Local Emergency Management Committee (LEMC) meetings occur every quarter. Grant funding approved for a training structure with building to commence late 2023.
6.1.10	Provide a disaster assistance fund.	CEO	Not Started	\$ 20,000	No issues	Q4	This budget is pending a disaster.



An integrated, vibrant, and well-planned City.

Action	Responsible	Progress	Budget	Status: Budget	Forecast Completion	Final Comment
Place: An integrated, vibrant, and well-planned City.						
Outcome 7. A community with high quality urban design and housing diversity						
Objective 7.1 Promote responsible planning and development.						
7.1.3 Provide a planning review for the Spencer/Blair Precinct.	City Growth	In Progress - On Track		No issues	Q4	Urbis have provided the final outcomes report, and this has been presented to Council on 9 May 2023. Staff are considering the recommended options to proceed and have contacted the Department of Planning, Lands and Heritage for a request for assistance to undertake a precinct structure plan to amend the planning framework.
Objective 7.2 Grow recognition and respect for local history and heritage.						
7.2.4 Partner with heritage building owners to run a Heritage Open Day that coincides with the Australian Heritage Festival and annual Bunbury Heritage Forum. The intent is to strengthen the City of Bunbury's reputation as the preferred location to enjoy Heritage by the Sea.	City Growth	Complete	\$ 1,000	No issues	Q4	The City sponsored the Architectural Tour (3x tours) as part of the Tree Street Art Safari Event on 25-26 March 2023. The Bunbury Heritage Forum was held within the Bunbury Museum and Heritage Centre on 12 May 2023 as part of the National Trust – Australian Heritage Festival. The theme "Shared Stories" brought focus to Bunbury buildings and personalities. Program was finalised and well attended by community members. The City will continue to look for opportunities to promote heritage in the next financial year.

	Action	Responsible	Progress	Budget	Status: Budget	Forecast Completion	Final Comment
Objective 7.3 Increase access to safe, affordable and diverse housing options.							
7.3.1	Facilitate greater awareness among ratepayers of their options to build ancillary housing (i.e., granny flats) and provide higher density housing on their land (i.e., villas, duplexes) to improve community access to affordable housing.	City Growth	Complete		No issues	Q1	Complete.
7.3.2	Communicate the outcomes of the Housing Strategy with service authorities to better inform their infrastructure planning processes.	City Growth	Complete		No issues	Q4	Complete.
Outcome 8. A place with attractive and welcoming community spaces where people want to live							
Objective 8.1 Create a strong and vibrant City Centre.							
8.2.1	Develop a Streetscape Beautification Program to brainstorm, evaluate and fund ideas to develop more welcoming and attractive entrance statements and streetscapes. Areas to be considered include street design, landscaping, weed management, signage, painting buildings, public art, and tidy street competitions.	Projects and Asset Management	Not Started		Minor issues	Q4	Design works only as no budget was allocated for implementation works in 2022/23.
Objective 8.2 Beautify streetscapes.							
8.2.3	Fund implementation of the Greening Bunbury Plan.	Infrastructure Maintenance Services	Complete	\$ 120,000	No issues	Q4	2022/23 program complete.
Objective 8.3 Maintain quality community buildings, halls and toilets.							
8.3.1	Renew or refurbish community, sport, and recreation buildings as per asset management plans.	Infrastructure Maintenance Services	In Progress - On Track	\$ 250,000	No issues	Q4	Ongoing.
8.3.2	Refurbish City facilities changerooms and public conveniences.	Infrastructure Maintenance Services	In Progress - On Track	\$ 100,000	No issues	Q4	Ongoing.
8.3.3	Renew South West Sports Centre plant and machinery	Infrastructure Maintenance Services	Complete	\$ 40,000	No issues	Q4	Complete.

	Action	Responsible	Progress	Budget	Status: Budget	Forecast Completion	Final Comment
8.3.4	Renew South West Sports Centre furnishings and equipment.	Community Facilities	Complete	\$ 10,000	No issues	Q4	Complete.
Objective 8.4 Revitalise the coastline, foreshores, parks and playgrounds.							
8.4.1	Partner with State Government for the continued delivery of Transforming Bunbury's Waterfront.	Projects and Asset Management	In Progress - On Track		No issues	Q4	Stage 2B Scope 3A (construction of limestone block wall) to commence in Q1 2023/24 along with Casuarina Drive carpark footpath installation. Stage 2B Scope 3B (Casuarina Drive landscaping and BP beach access works) procurement was cancelled due to tenders exceeding budget, works to be rescoped following construction of Stage 2B Scope 3A.
8.4.2	Provide a planning review for the Back Beach Precinct.	City Growth	In Progress - On Track	\$ 50,000	No issues	Q4	A private landowner sent through a submission proposing for the structure plans to be revoked and the zoning to be amended to residential. The City met with the landowner and the Department of Planning, Lands and Heritage to discussion the proposal. The City is open to this possibility and provided preliminary feedback. The City is considering what are the options for their land within the Back Beach Structure Plan Area.
8.4.3	Fund studies to determine the viability of an Ocean Pool	Infrastructure Leadership	Complete	\$ 340,000	No issues	Q3	Consultant's recommendations presented 27 June 2023 to Council meeting for endorsement.
8.4.4	Review and update the Leschenault Inlet Master Plan.	Projects and Asset Management	Not Started		No issues	Q4	Review to be undertaken in 2023/24 in conjunction with Bunbury City Centre Project Working Group.
8.4.6	Implement Boulders Heights Master Plan.	Infrastructure Maintenance Services	In Progress - Behind Schedule	\$ 100,000	No issues	Q4	Contractor unable to start works until August 2023.
8.4.7	Replace boardwalks and lookouts.	Infrastructure Maintenance Services	Complete	\$ 150,000	No issues	Q4	Complete.

	Action	Responsible	Progress	Budget	Status: Budget	Forecast Completion	Final Comment
8.4.10	Renew open space infrastructure.	Infrastructure Maintenance Services	Complete	\$ 100,000	No issues	Q4	Complete.
8.4.11	Replace playground equipment. Bellemore Park, Len Ferguson Park	Infrastructure Maintenance Services	Complete	\$ 325,000	No issues	Q4	Lenn Ferguson Park complete, Bellemore procurement awarded, works to start mid July 2023.
8.4.13	Conduct a survey and monitoring of Pelican Point Grand Canals.	Projects and Asset Management	Complete	\$ 20,000	Minor issues	Q4	Survey completed and information provided to residents. Results from survey revealed only minor sedimentation. Another survey will be undertaken in 24 months.
Outcome 9. A city that is easy to get around safely and sustainably							
Objective 9.1 Increase the use of active transport with improved paths, cycleways and end-of-trip facilities.							
9.1.1	Expand the path network across the City of Bunbury, including construction of the following paths in 2022-23: Gibson Street/Halsey Street, Bunning Boulevard, Ashrose Drive, Ocean Drive, Herbert Road, and Cousins Avenue.	Infrastructure Maintenance Services	Complete	\$ 260,000	No issues	Q4	Complete.
9.1.5	Renew and upgrade paths. - Carey Street Path, Spencer Street Path Various areas, Blair/Mitchell Path, Final Section of Big Swamp Path	Infrastructure Maintenance Services	Complete	\$ 200,000	No issues	Q3	Complete.
Objective 9.2 Encourage greater use of public and shared transport services.							
9.2.3	Partner with the Public Transport Authority to investigate options for a future Bunbury bus station.	City Growth	In Progress - On Track		No issues	Q4	Investigation is underway. The City has met with the Public Transport Authority to understand what their needs are for a bus station. The City is considering the best use of Bicentennial Square and a future location for the bus station.
9.2.4	Contribute to a rail-line reinstatement trust with Arc Infrastructure.	CEO	Complete	\$ 13,462	No issues	Q1	
Objective 9.3 Improve road safety, connectivity and traffic flow.							
9.3.1	Support industry road safety initiatives (such as RoadWise).	Projects and Asset Management	Complete	\$ 6,000	No issues	Q4	Road Safety Alliance contribution completed for 2022/23.

	Action	Responsible	Progress	Budget	Status: Budget	Forecast Completion	Final Comment
9.3.2	Partner with schools to improve traffic flow around school zones.	Projects and Asset Management	On Hold		No issues		Bunbury Primary School kiss in ride constructed in 2021/22. No works proposed for 2022/23.
9.3.4	Realign and widen Ocean Drive in South Bunbury.	Infrastructure Maintenance Services	Complete	\$ 750,000	No issues	Q4	Complete.
9.3.7	Provide CBD road works.	Infrastructure Maintenance Services	Complete	\$ 1,000,000	No issues	Q4	Complete.
9.3.8	Partner with Roads to Recovery to implement the Reseal Road Improvement program - Dunstan Street Stage 2, Gardiner Street, Clark Street East, St Pauls Place, Rose Street , Strickland (between Albert and King).	Infrastructure Maintenance Services	Complete	\$ 556,314	No issues	Q4	Complete.
9.3.9	Renewal of Withers regional roads.	Projects and Asset Management	In Progress - On Track	\$ 1,931,819	No issues	Q4	Scope 1 & 2 works have been awarded, Additional funding of \$400K secured from the Department of Communities. Projects are on schedule to commence and be completed by end of 2023/24. Ongoing.
9.3.10	Traffic calming and minor intersection treatments.	Projects and Asset Management	In Progress - Behind Schedule	\$ 100,000	No issues	Q4	Alyxia Drive, Wimbledon Way, and Mary Street completed out of LRCIF funding. 2022/23 LATM budget carried forward for expenditure in 2023/24.
9.3.11	Renew, re-sleeve and improve drainage network (including compensation basins) - Payne Park, Strickland Street & Bunning Blvd Drainage.	Infrastructure Maintenance Services	In Progress - Behind Schedule	\$ 200,000	No issues	Q4	Strickland Street and Bunning Boulevard complete. Payne Park not required. Drainage works on Hay Park ongoing.
9.3.12	Undertake drainage catchment studies.	Projects and Asset Management	In Progress - Behind Schedule	\$ 200,000	No issues	Q4	Works in progress, anticipated completion Q1 2023/24. Residual funding being carried forward to undertake updated flood management study.

Action		Responsible	Progress	Budget	Status: Budget	Forecast Completion	Final Comment
Objective 9.4 Provide sufficient parking.							
9.4.1	Provide the Parking Strategy Report	Community Wellbeing	In Progress - On Track	\$ 80,000	No issues	Q4	As a result of the Council Briefing, staff are investigating further options for strategic land acquisition and preparing a design over the Koombana Drive Road Reserve prior to finalising the strategy for Council adoption.
9.4.4	Implement Smart Parking.	Community Wellbeing	Complete	\$ 163,300	No issues	Q1	Expansion of Smart Parking approved onto Ocean Drive, with additional upgrades approved for 4G communications and a QR Code payment system. New permit options went live 1 July 2023 through Fees and Charges.
Objective 9.5 Improve aviation infrastructure and services.							
9.5.1	Facilitate implementation of the Bunbury Geographe Airport Master Plan.	Projects and Asset Management	In Progress - On Track		No issues	Q4	External funding (RADS) secured for compass swing bay (delivery 2023/24). External funding secured (RAP2) for airport apron expansion (delivery 2023/24). Clearing permit for hanger expansion in progress.
9.5.3	Provide CASA required airport training.	Projects and Asset Management	Complete	\$ 5,000	No issues	Q4	Complete.



Action	Responsible	Progress	Budget	Status: Budget	Forecast Completion	Final Comment	
Prosperity: <i>A strong and diversified economy.</i>							
Outcome 10. The premier city of regional Western Australia							
Objective 10.1 Build awareness and recognition that Bunbury is a great place to live, work, study, holiday, play and invest in.							
10.1.1	Partner with the Department of Planning, Lands and Heritage to advance the Bunbury-Geopraphe Sub-regional Strategy to establish the Bunbury Metropolitan Area as Western Australia's second city.	City Growth	In Progress - On Track		No issues	Q4	The Bun-Geo Subregional Strategy was approved by WAPC/DPLH in January 2022 and establishes and advocates for Bunbury as Western Australia's second biggest City. This will be strengthened by advocacy work done by the Director Sustainable Communities and implementation of the Sub-Regional Strategy. The Department of Planning, Lands and Heritage is also currently working on a Regional Strategy which will sit above the Sub-Regional Strategy.
10.1.3	Fund the Bunbury Brighter campaign to promote Bunbury's attractive lifestyle and emerging leadership in innovation and creativity to attract residents, businesses, investors, and visitors.	Strategy, Projects and Communications	Complete	\$ 50,000	No issues	Q4	Campaign launched for 2023/24.
10.1.4	Partner with organisations to implement innovative pilot projects and trials that position Bunbury locally, nationally and internationally as a leader in research, innovation and creativity.	City Growth	In Progress - Behind Schedule		No issues		Given ongoing resourcing constraints, this action will need to be carried forward to 2023/24 and until the new EDAP is finalised. Noting Officers have been addressing this action when engaging with stakeholders and the Creative Tech Village to scope and pursue opportunities for Bunbury.

Action	Responsible	Progress	Budget	Status: Budget	Forecast Completion	Final Comment	
Outcome 11. A strong, resilient and diverse economic hub for the South West.							
Objective 11.1 Be Australia's first regional Digital City.							
11.1.1	Provide regular reviews and promotion of innovation and digital grants that are available to local businesses from the State and Federal Government.	Strategy, Projects and Communications	Complete		No issues	Q4	Regular reviews and promotion of grant opportunities occurred across all leadership layers of the Organisation throughout the financial year.
Objective 11.2 Attract diversified investment, industry and businesses.							
11.2.1	Provide support for the Regional Cities Alliance	CEO	Complete	\$ 15,000	No issues	Q1	Complete.
11.2.2	Support for the Bunbury Geographe Economic Alliance	CEO	Complete	\$ 27,000	No issues	Q1	Complete.
11.2.4	Develop an Investment Incentive Policy to attract and accelerate property and economic development.	City Growth	In Progress - Behind Schedule		No issues		New Economic Development Team commenced in February. Give significant delay in being able to engage staff, this matter may need to be carried forward to 2023/24 for completion. Officers are reviewing work completed by previous staff. This is a priority to be completed by December 2023.
11.2.5	Provide the Bunbury Economic Snapshot as an online dashboard linked to live or regularly updated data to support investors and business owners to monitor and respond to changing trends in the Bunbury economy.	City Growth	Complete		No issues		Complete.
Objective 11.3 Support local business innovation and success.							
11.3.1	Partner with service providers to build the capacity of Indigenous businesses and increase training and employment opportunities for local Aboriginal and Torres Strait Islander people.	City Growth	In Progress - Behind Schedule		No issues		Given ongoing resourcing constraints, this action will need to be carried forward to 2023/24 and until the new EDAP is finalised.

	Action	Responsible	Progress	Budget	Status: Budget	Forecast Completion	Final Comment
11.3.2	Partner with service providers to deliver a program of business training and support services.	City Growth	In Progress - Behind Schedule		No issues		Given ongoing resourcing constraints, this action will need to be carried forward to 2023/24 and until the new EDAP is finalised. Officers have met with agencies/ organisations to understand and identify opportunities to build local business capacity; development/training and support services.
Objective 11.4 Position Bunbury to capitalise on future employment trends and needs.							
11.4.1	Collaborate with Edith Cowan University on opportunities for the development of local resources and for research and development projects that will benefit the economy and community.	Strategy and Organisational Performance	In Progress - On Track		No issues	Q4	The City continues to look for opportunities to further partner with ECU on an ongoing basis.
Outcome 12. A unique and desirable destination within the South West Region							
Objective 12.1 Develop and promote a competitive tourism offer to attract more visitors.							
12.1.1	Partner with other local governments in the region to support Bunbury Geopraphe Tourism.	City Growth	Complete	\$ 203,500	No issues	Q4	Completed for financial year, however, is ongoing as part of Bunbury Geopraphe Group of Councils MOU and agreement.
12.1.2	Fund the Signature Events grant program.	Community Connection	Complete	\$ 208,000	No issues	Q4	Completed.
12.1.3	Partner with Sports Marketing Australia and local sporting clubs to retain and secure new elite level competitions and sporting events (state, national and international).	Community Connection	Complete	\$ 100,000	No issues	Q4	Completed.
12.1.4	Partner with local service providers to retain, develop and attract new arts and culture events.	Community Connection	Complete		No issues	Q4	Summer Lovin' Festival endorsed by ELT to facilitate this. Draft Activation Plan briefing to Councillors scheduled for 18 July 2023.
12.1.5	Explore options to enhance and activate Bunbury Wildlife Park.	Community Facilities	Complete		No issues	Q3	Additional programming and events implemented.
12.1.6	Contribute towards Busselton Margaret River Regional Airport Marketing Fund.	CEO	Not Started	\$ 10,000	No issues	Q4	

	Action	Responsible	Progress	Budget	Status: Budget	Forecast Completion	Final Comment
12.1.7	Conduct anniversary celebrations for the Bunbury-Setagaya Sister City with incoming and outgoing tours.	City Growth	Not Started	\$ 10,000	No issues	Q4	Closed out as the incoming tour was cancelled by the Setagaya Team. Currently no outbound tour from Bunbury in this financial year.
12.1.9	Develop stage one implementation plan from the Visitor Centre Review.	City Growth	Complete	\$ 100,000	No issues	Q4	Completed for 2022/23 - the Visitor Centre is currently operating from two sites as per Council decision of December 2022 to be completed in 2023/24 financial year.

Performance



Leading with purpose and robust governance.

Action	Responsible	Progress	Budget	Status: Budget	Forecast Completion	Final Comment	
Performance: <i>Leading with purpose and robust governance.</i>							
Outcome 13. A leading local government							
Objective 13.1 Provide strong, accountable leadership and governance.							
13.1.2	Provide an Annual Report with progress against outcomes in the Strategic Community Plan.	Strategy, Projects and Communications	Complete		No issues	Q2	Complete.
13.1.3	Provide a Council and Community Dashboard with real performance measures aligned to outcomes in the Corporate Business Plan.	Digital Services	Complete		No issues	Q4	The Operational Dashboard is delivered monthly via the Councillor Portal.
13.1.5	Advocate for new City developments, equitable funding for the provision of regional infrastructure, high quality government service delivery, and additional private and government investment in Bunbury	CEO	Complete	N/A	No issues	Q2	Discussion paper 'Challenges Facing Bunbury as a Regional Hub' has been developed and includes Ministerial Briefing Notes and Fact Sheets for surrounding Local Governments. This information has been used to further ongoing discussions.
13.1.6	Advocate for greater diversity on Council.	Corporate Governance	In Progress - On Track		No issues	Q4	Election marketing to commence mid-2023.

Action	Responsible	Progress	Budget	Status: Budget	Forecast Completion	Final Comment
Objective 13.2 Adopt innovations to improve business efficiencies and the customer experience.						
13.2.1 Implement Project Shine (COB Transformation)	Strategy and Organisational Performance	In Progress - On Track	\$ 852,775	No issues	Q1	The roll-out of online modules continues well, with the Analytics module the latest to be implemented. This module will be released to key users in a focused manner, along with training and education to equip. CX development is on track with showcase sessions with key staff still ongoing. The team is spending significant effort on ensuring that the level of security with this product will be of an exceptional standard. The migration of the datacentre to a hybrid cloud arrangement is currently being project planned. The transition of the Facility site websites onto the City's main website is progressing well, with individual site-specific branding retained alongside the City's branding. The cost and time savings benefits are tracked and will be presented in a "benefits report" at the conclusion of the project in 12 months' time.
13.2.2 Undertake change management training	People and Safety	Complete		No issues	Q4	OD Advisor has completed comprehensive training. Training now being implemented at point of need across key Organisational Projects.
13.2.3 Provide quarterly reporting on progress with implementation of the City of Bunbury Evolve Plan and the benefits achieved.	Strategy, Projects and Communications	Complete		No issues	Q4	Evolve reporting to Council occurred quarterly throughout the financial year.
13.2.4 Develop and implement an integrated Customer Relationship Management system.	Digital Services	In Progress - On Track	\$ 754,550	No issues	Q4	Multiyear project - CX project.

	Action	Responsible	Progress	Budget	Status: Budget	Forecast Completion	Final Comment
13.2.5	Conduct service reviews.	Strategy, Projects and Communications	Complete		No issues	Q4	Service Reviews were conducted across the Organisation. There continues to be high demand for this work.
13.2.6	Provide an improved City website with an expanded range of online customer services.	Digital Services	In Progress - On Track	\$ 205,447	No issues	Q4	Multiyear Project and part of the CX Project. Will not be complete in its entirety by end of 2023, however on track to have some early level deployment by this time.
13.2.7	Replace and upgrade corporate technology (computers, printers, photocopies, networking equipment)	Digital Services	In Progress - On Track	\$ 85,000	No issues	Q4	Majority of purchasing complete, continuing till end of financial year.
13.2.8	Replace fixed and mobile phones and devices.	Digital Services	Complete	\$ 20,000	No issues	Q3	Ongoing.
Objective 13.3 Effectively manage the City's resources.							
13.3.1	Provide annual reviews of the Corporate Business Plan and Long-Term Financial Plan	Strategy, Projects and Communications / Finance	In Progress - On Track		No issues	Q4	The Corporate Business Plan and Long-Term Financial Plan for 2024 FY will be provided to Council on the 25th of July 2023.
13.3.2	Provide risk management.	Corporate Governance	In Progress - Behind Schedule		No issues	Q4	Behind schedule primarily due to pushing back of Pulse implementation. Service Design has commenced including escalation framework as well as Organisational tools and templates. Expected to be Organisational BAU in the 6 months following July 2024.
13.3.3	Provide annual budgets that provide for the delivery of the actions and projects identified in the Corporate Business Plan.	Finance	Complete		No issues	Q4	The draft 2023/24 Annual Budget's actions and projects are aligned with the draft Corporate Business Plan. Both documents will be adopted together at the Special Council Meeting scheduled for 25 July 2023.
13.3.4	Undertake research on available grants and prepare grant applications to fund priority projects in the Corporate Business Plan.	Strategy, Projects and Communications	In Progress - On Track		No issues	Q4	Once new Projects for 2023/24 have been approved by Council through the Budget and Corporate Business Plan, work will continue on researching and preparing relevant grants.

	Action	Responsible	Progress	Budget	Status: Budget	Forecast Completion	Final Comment
13.3.5	Provide a review of the strategic procurement framework to optimise value for money across the City's procurement expenditure and increase local content.	Finance	Complete		No issues	Q1	Complete.
13.3.7	Provide regular annual reviews of the 4-year Asset Management Plan and provide regular reports on the implementation progress on the action items in the Plan.	Projects and Asset Management	In Progress - Behind Schedule		No issues	Q4	Review underway, to be completed using internal resources. Review to be finished by Q4 2023/24.
13.3.8	Develop Business Cases for Future Capital Works.	Strategy, Projects and Communications	Not Started	\$ 40,000	No issues	Q4	This work will commence should the need for a Business Case be identified. This is being monitored with the Project Management Office (PMO).
13.3.10	Replace office furniture and equipment.	Infrastructure Maintenance Services	Complete	\$ 25,000	No issues	Q4	Complete.
13.3.11	Replace signs and line marking.	Infrastructure Maintenance Services	Complete	\$ 25,000	No issues	Q4	Complete.
13.3.12	Replace waste vehicles and plant (fleet) (22/23)	Waste Operations and Infrastructure Business Services	Complete	\$ 207,000	No issues	Q4	Complete.
13.3.13	Replace corporate heavy plant (fleet) (22/23)	Waste Operations and Infrastructure Business Services	In Progress - Behind Schedule	\$ 241,250	No issues	Q4	POs issued for 1 x 6-wheel tipper truck (insurance replacement) and 1 x 4-wheeler tipper truck, 3 x mowers. Delivery of these likely to be Aug/Sep 2023. Two trailers have arrived and are in service. Carryover of funds (\$116,262 of expenditure) into 2023/24 due to procurement activity still being in progress.

	Action	Responsible	Progress	Budget	Status: Budget	Forecast Completion	Final Comment
13.3.14	Replace corporate vehicles (fleet) (22/23)	Waste Operations and Infrastructure Business Services	Complete	\$ 125,600	No issues	Q4	This Project has a \$0.00 balance as funds were rolled into PR-2293 in error during October budget review. Under PR-2293: PO issued for 3x SUV and 3x Ute replacements. 2x SUV's have arrived, the third has a shipping delay. The Utes may be available in July/August 2023. RFQ2223/027 for 4x passenger vehicles is being finalised for purchase approval.
13.3.15	Replace corporate minor plant (fleet) (22/23)	Waste Operations and Infrastructure Business Services	Complete	\$ 30,000	No issues	Q3	Minor asset purchases complete for 2023/23 FY. Project to close 30 June 2023.
13.3.16	Provide annual updates of the 4-year Workforce Plan to ensure sufficient resources for delivery of the Corporate business Plan and ongoing services.	People and Safety	Complete		No issues	Q3	Complete.
13.3.17	Provide an independent employee survey annually to engage employees and identify areas for improvement.	People and Safety	Complete		No issues	Q2	Completed as part of Equal Employment Opportunity Plan review.
13.3.18	Conduct City of Bunbury Staff Conference	Community Connection	Complete	\$ 30,000	No issues	Q3	Complete.
13.3.19	Undertake culture coaching for City employees	People and Safety	Complete		No issues	Q4	Ongoing.
Outcome 14. A well-informed community that is deeply engaged in decision making							
Objective 14.1 Effectively inform and engage the community about local issues, facilities, services, and events.							
14.1.1	Provide a Community Engagement Framework.	Strategy, Projects and Communications	Complete		No issues	Q1	Complete.
14.1.2	Undertake a community perceptions survey to assess the City's performance levels and community priorities.	Strategy, Projects and Communications	In Progress - On Track	\$ 20,000	No issues	Q4	This has been actioned and will occur in the latter half of 2023 to ensure alignment with previous timing.

	Action	Responsible	Progress	Budget	Status: Budget	Forecast Completion	Final Comment
14.1.3	Provide streamlined, real-time progress reports on the City's major projects.	Strategy, Projects and Communications	On Hold		Minor issues	Q4	Reporting is currently done across the City's major projects however real time progress is currently not possible as this depends on software integration. This is scheduled for 2024.

Want to help build a better, brighter Bunbury?

Please reach out to your elected member or the responsible officer at the City of Bunbury to share your thoughts and ideas.

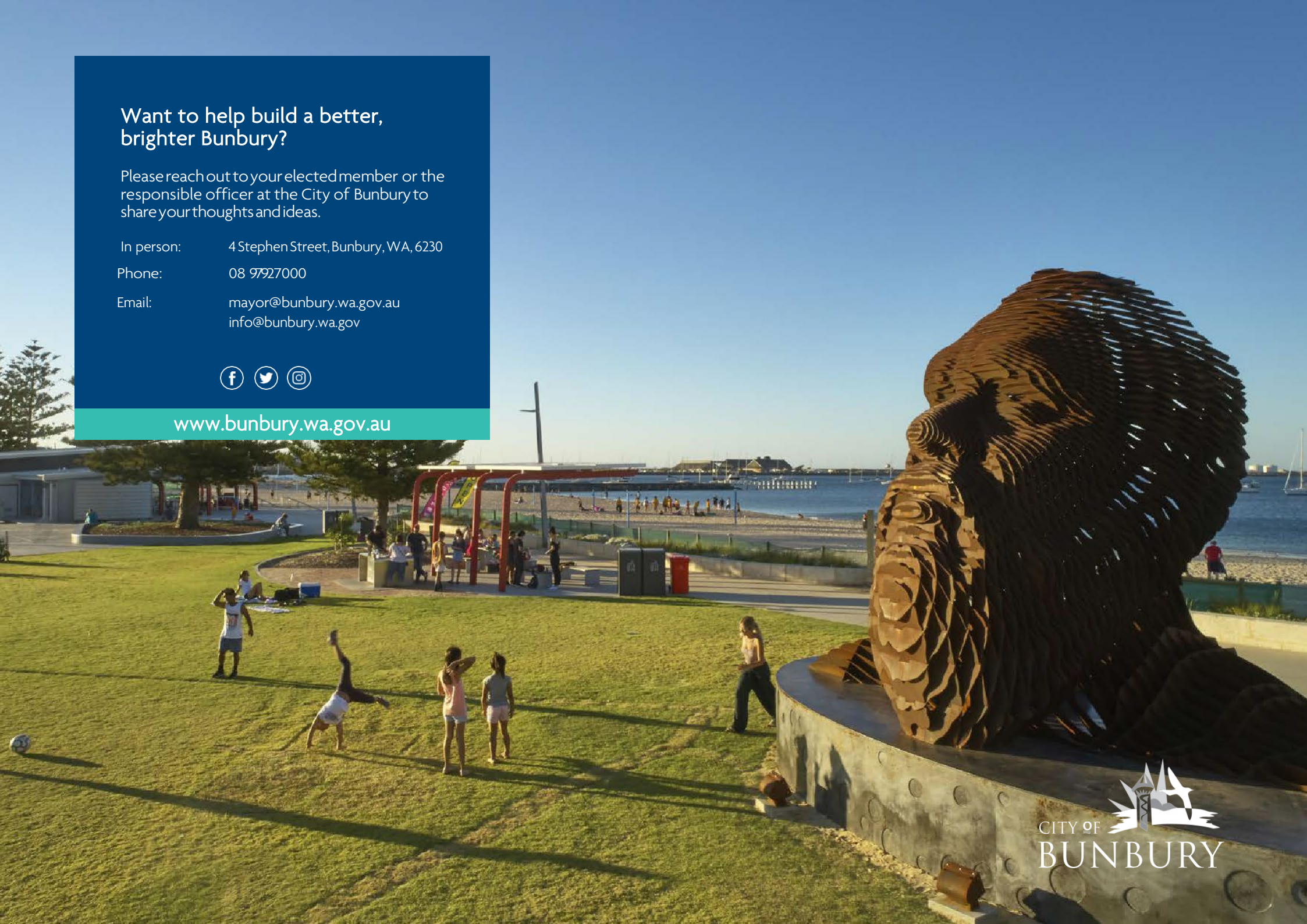
In person: 4 Stephen Street, Bunbury, WA, 6230

Phone: 08 97927000

Email: mayor@bunbury.wa.gov.au
info@bunbury.wa.gov



www.bunbury.wa.gov.au



10.4 Director Sustainable Communities

10.4.1 Retrospective Development Application for Fence Extension at STRATA LOT 3 (#3/25) Austral Parade

File Ref:	DD5.2023.51.1
Applicant/Proponent:	Giuseppe Catalano
Responsible Officer:	Matilda Hodge, Senior Planning Officer
Responsible Manager:	Felicity Anderson, Manager of City Growth
Executive:	Gary Barbour, Director Sustainable Communities
Authority/Discretion	<div><div><input type="checkbox"/> Advocacy</div><div><input type="checkbox"/> Executive/Strategic</div><div><input checked="" type="checkbox"/> Legislative</div></div> <div><div><input checked="" type="checkbox"/> Quasi-Judicial</div><div><input type="checkbox"/> Information Purposes</div></div>
Attachments:	Appendix 10.4.1-A: Location Map and Site Photos Appendix 10.4.1-B: Objector's Submission

Summary

Retrospective development approval is sought for an unauthorised fence extension located along the rear boundary of Strata Lot 3, #3/25 Austral Parade.

The unauthorised fence addition was installed by the applicant to increase privacy in their backyard and pool area. The over height fence extension has been constructed on the lot boundary of #3/25, directly abutting the adjoining vehicle access area for landowner of #1/25 and #2/25 Austral Parade.

As the unauthorised fencing varies the height requirements of the Private Property Local Law, the application was referred for comment to the neighbouring properties and two objections were received.

Officers do not have delegation to determine applications that have a valid objection on planning grounds, and therefore, the application has been referred to Council for its determination.

The style and materials of construction of the fencing is considered inconsistent with the existing brick fence and presents a negative impact on the neighbouring properties. The application is therefore recommended for refusal.

Executive Recommendation

That Council resolves to:

1. In accordance with the *Planning and Development Act 2005* (as amended), refuse the application for retrospective development approval of the fence extension at Strata Lot 3 (#3/25) Austral Parade, Bunbury, for the following reasons:
 - 1.1 The proposed fence does not meet the requirements of a 'sufficient fence' and proposes a height of 2.4m In lieu of the 2m permissible in accordance with Part 2.1 (6) of the City of Bunbury Private Property Local Law.
 - 1.2 The proposed fence extension does not meet Cl 67 (2) (m) of the Planning and Development (Local Planning Schemes) Regulations 2015. The fencing materials and standard of construction does not reflect a satisfactory level of quality to be compatible with the visual amenity of adjoining land.
-

2. Advise the applicant that the unauthorised fencing must be removed within 21 days from the date of determination.

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	Place
Aspiration	An Integrated, vibrant and well planned City.
Outcome 7	A community with high-quality urban design and housing diversity.
Objective 7.1	Promote responsible planning and development.

Regional Impact Statement

The proposal will have no regional impact.

Background

A summary table of details relating to the subject site is as follows:

Property Address:	Lot 200 (#103) Stirling Street, Bunbury
Zoning:	'Residential' (R40/80)
Existing Land Use:	Grouped Dwelling
Lot Area:	334 m ²
Heritage:	N/A

A location plan and photographs of the unauthorised fencing are **attached** at Appendix 10.4.1-A.



The application seeks retrospective development approval for the addition of composite wood panels erected atop of the existing 1.8m brick fence directly facing the adjoining property. The panels have been installed for a 11m long section of fencing at the rear of the property.

The additional panel infill brings the total height of the fence up to 2.4m above natural ground level. The fence is constructed from horizontal timber look panels supported by 400mm vertical posts that have been attached to the existing fencing. The supporting posts are not visible from the applicant's own lot and instead directly faces the adjoining landowners at #1/25 and #2/25 Austral Parade.

The City of Bunbury was made aware of the unauthorised fence after receiving a complaint from the neighbouring landowner. As a result, the applicant sought retrospective approval for the unauthorised fence.

The City has liaised with both the applicant and the landowners of the neighbouring properties to determine if the fence extensions can be appropriately upgraded to a standard considered appropriate by all parties. Attempts for a negotiated solution have been unsuccessful with no suggested treatment/upgrade to the fence extension being mutually agreeable.

It is noted that the City would be supportive of the over height fence extension if it could be demonstrated that the extension was of a standard as to not affect the visual amenity of the neighbour. It is noted that if development approval was granted by the City, this does not extinguish the required to seek approvals under other legislation such as the Dividing Fences Act 1961 and/or and the Strata Titles Act.

Fence extension viewed from #3/25 Austral PDE	Fence extension viewed from #1 & 2/25 Austral PDE
	

The applicant's justification for the unauthorised fence is that it allows for increased privacy to their pool area. The applicant has advised that they are willing to paint the supporting panels to match timber look infill panels.

Two objections were received from the neighbouring landowner, requesting the removal of the fence extension for the reasons summarised below (a full copy of the submission is **attached** at Appendix 10.4.1-B):

- the fence extension varies significantly from the statutory requirements under the City of Bunbury Private Property Local Law; and
- the fence extension is not consistent with the existing brick fence and looks unfinished when viewed from the neighbouring properties.

The City did engage the neighbouring properties to attempt to mediate an acceptable outcome regarding upgrading the fence extension materials. No agreed upon outcome could be reached.

Council Policy Compliance

Not applicable.

Legislative Compliance

The following statutory planning instruments of the State and local planning framework are applicable to the assessment of this application for development approval:

- *Planning and Development Act 2005* (as amended);
- Planning and Development (Local Planning Schemes) Regulations 2015;
- City of Bunbury Local Planning Scheme No. 8 (LPS8 or the 'Scheme');
- State Planning Policy 7.3: Residential Design Codes Volume 1 (R-Codes); and
- City of Bunbury Private Property Local Law.

Officer Comments

City of Bunbury Private Property Local Law

The City of Bunbury Private Property Local Law (Local Law) specifies that a person shall not erect a dividing fence or a boundary fence on a residential property that is not a sufficient fence in

accordance with the specifications and requirements of the Second Schedule. The Second Schedule indicates what constitutes a sufficient fence, specifying a maximum of 1.8m in height for a fence constructed of brick or a composite fence.

In addition to this, Part 2.1(6) of the Local Law specifies that a sufficient fence shall not exceed 2m in height unless the Local Government has approved such fence.

Part 2.5 of the Local Law outlines that the local government has discretion to consider the erection of a fence that does not comply with the requirements of the local law, where there is written agreement between the owners of the adjoining properties and that the fence does not have an adverse effect on the visual amenity of the locality.

In this instance the unauthorised fence has received objections from the adjoining properties, who have requested that the unauthorised portion of the fence be removed. In addition, it is considered that the fencing appears 'unfinished' when viewed from the neighbouring property and as such adversely impacts on the visual amenity of the properties.

Clause 67 (2) Matters to be considered Planning and Development (Local Planning Schemes) Regulations 2015.

The proposal has been assessed against the relevant matters to be considered in regard to Clause 67 (2)(m) of *Planning and Development (Local Planning Schemes) Regulations 2015* (The Regulations) as set out below:

In considering an application for development approval (other than an application on which approval cannot be granted under subclause (1), the local government is to have due regard to the following matters to the extent that, in the opinion of the local government, those matters are relevant to the development the subject of the application –

- (m) the compatibility of the development with its setting, including –*
 - (i) the compatibility of the development with the desired future character of its setting; and*
 - (ii) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;*

Whilst it is acknowledged that the fence when viewed #3/25 is compatible with its setting, the fence extension appears unfinished when viewed from the neighbouring side. In addition, the materials used for the extension are not considered consistent with the existing brick fence. Thereby being incompatible with its setting by way of appearance and failing to meet clause 67 (2)(m) of the Regulations.

Conclusion

The fence extension is a departure from the allowable heights under the Local Law with no written agreement from the neighbouring properties being provided. The materials used for the fence extension are considered to be incompatible with amenity of the adjoining land.

The City has liaised with both the applicant and the neighbouring properties to determine if the fence extensions can be appropriately upgraded to a standard considered appropriate by all parties. No treatment/upgrade to the fence extension has been considered appropriate.

Analysis of Financial and Budget Implications

This application for planning approval relates to private property, and therefore, the effect of the recommendation has no direct budgetary or financial implications for the City of Bunbury.

If the applicant is aggrieved by Council's decision they may apply for a review of the decision through State Administrative Tribunal (SAT). If the decision is forwarded to SAT for appeal, the City of Bunbury may incur legal costs.

Community Consultation

The application was referred to the immediate neighbouring landowners and occupiers of #1/25 and #2/25 Austral Parade. Two submissions of objection were received from the neighbouring properties attached at Appendix SC3.

Councillor/Officer Consultation

The proposal has been referred to the City of Bunbury's Internal Departments for professional advice and technical assessment prior to the finalisation of this report.

Applicant Consultation

The applicant has met with City of Bunbury staff to discuss the application and was advised of the City's requirements, the retrospective approval process and the need to consult with the adjoining landowners. The planning officer's assessment and draft recommendation has been communicated to the applicant.

Timeline: Council Decision Implementation

Should Council refuse the application the applicant will be formerly notified in writing within five business days, and has the option to lodge an appeal with 28 days of the date of the Council decision to the SAT.



2.4m fencing indicated by yellow line

Assess: 3599
Lot:22

Assess: 3600
Lot:1

U2/25

Assess:
Lot:23

Assess: 14487
Lot:3

Assess: 14488
Lot:2

U3/25

Assess: 3
Lot:6

AUSTRAL-POI



11.0

2.13

2.460

1.160 mm

1.160 mm



2.4m


Schedule of Submissions

Proposed Fence Extension (Retrospective)

S/LOT 3 (#3/25) Austral Parade

#	Name / Address	Summary of Submission	Officer Comments on Submission
Public Comments - OBJECTION			
1	John & Penelope Hallworth Bunbury	<p>OBJECTION</p> <ol style="list-style-type: none"> 1. Owner of Unit 3 Austral Parade did not at any time consult with us on his proposed extension to the dividing wall between our properties. 2. Unit 3 owner or his fence contractor entered our property to carry out the works without our permission. 3. The materials use in construction of the increased height to the wall are not consistent with the existing wall. 4. The extension is unsightly and very down market in its appearance. The materials used are cheap and nasty and are in appearance cheap, they will not hold up for very long with the salt environment the weather has to offer, and we will be then exposed to sections of the extension falling down on our side of the dividing wall. Unit 3 owner made sure his side looked the better of the 2 sides that is to say he only has to look at board facia while we have to look at different material which includes the facia boards, stud framing and mounting bolts etc. 5. We originally built the boundary wall from the same 	<p>Noted. Consultation with neighbours regarding fencing and entry into property is a civil matter addressed under the Dividing Fences Act.</p> <p>Noted, as per the City's assessment and report, the fence extension is inconsistent with the existing brick fence and considered to appear unfinished when viewed from the vehicle accessway.</p>

#	Name / Address	Summary of Submission	Officer Comments on Submission
		<p>materials as the rest of our dwelling including our carport. The unsightly extension has devalued our residential investment.</p> <p>6. From what we can understand the fence line extension was put in place to provide additional privacy. The original 1.8m height gave unit 3 owner 100% privacy.</p> <p>7. As said previously the owner of unit 3 never once spoke to us about installing an extension to our dividing wall and entered our property without permission. He has also previously entered in 2022 into our property to prune trees growing on the side of our property because it seems the trees were interfering with his swimming pool getting dirty. He had the gore to just leave the tree branch clippings on our property. He is proving to be totally unreasonable in anything to do with our property including threats so together with our neighbours at Unit 2 we are considering having a restraining order placed on the owner of Unit 3 who has no consideration for our age. Penelope DOB: 17/06/1936, John's DOB: 05/03/1944.</p> <p>8. Penelope and I do not under any circumstances approve or want the current extension.</p>	<p>Noted.</p> <p>Entering neighbouring property and the trimming of overhanging trees is a civil matter.</p> <p>Noted.</p>
2	Leslie Gibbs Bunbury	<p>OBJECTION</p> <p>As joint owners, Leslie Gibb and Carol Schyschow both of Unit 1/25 Austral Parade, we do not support the retrospective fence proposal, application.</p> <p>The owner of Unit 3/25 Austral Parade and or his contractors</p>	<p>Noted. Consultation with neighbours regarding fencing and entry into property is a civil matter addressed under the Dividing Fences Act.</p> <p>As per the City's assessment and report, the fence extension is</p>

#	Name / Address	Summary of Submission	Officer Comments on Submission
		<p>have entered our property without our permission and increased the boundary fence height.</p> <p>The materials used are not consistent with the existing brick fence and unit's design.</p> <p>The fence extension is unsightly, poorly presented and has devalued out residential assess / property.</p> 	<p>inconsistent with the existing brick fence and considered to appear unfinished when viewed from the vehicle accessway.</p> <p>The impact on property values is not a planning consideration.</p>

10.4.2 Department of Local Government, Sport and Cultural Industries Club Night Lights Program – August 2023

File Ref:	COB/3023						
Applicant/Proponent:	Carey Park Football Sporting and Community Club Incorporated						
Responsible Officer:	Dave Russell, Manager Community Facilities						
Responsible Manager:	Dave Russell, Manager Community Facilities						
Executive:	Gary Barbour, Director Sustainable Communities						
Authority/Discretion	<table><tr><td><input checked="" type="checkbox"/> Advocacy</td><td><input type="checkbox"/> Quasi-Judicial</td></tr><tr><td><input type="checkbox"/> Executive/Strategic</td><td><input type="checkbox"/> Information Purposes</td></tr><tr><td><input type="checkbox"/> Legislative</td><td></td></tr></table>	<input checked="" type="checkbox"/> Advocacy	<input type="checkbox"/> Quasi-Judicial	<input type="checkbox"/> Executive/Strategic	<input type="checkbox"/> Information Purposes	<input type="checkbox"/> Legislative	
<input checked="" type="checkbox"/> Advocacy	<input type="checkbox"/> Quasi-Judicial						
<input type="checkbox"/> Executive/Strategic	<input type="checkbox"/> Information Purposes						
<input type="checkbox"/> Legislative							
Attachments:	Appendix 10.4.2-A Letter of Support – SWFL Appendix 10.4.2-B Lighting Plan						

Summary

The Carey Park Football Sporting and Community Club Incorporated (Club) are seeking the City's support to enable a Club Nights Lights Program small grants application for the August 2023 round of funding submissions. This is for works to be carried out in the 2023/2024 financial year. The application is for replacement of the existing oval light fittings including installation of new cables and lighting control equipment (not lighting towers) due to the light fittings needing upgrade to LED technology.

Executive Recommendation

That Council:

1. Support the Carey Park Football Sporting and Community Club Incorporated Club Night Lights Program Grant application.
2. Support the allocation of \$62,640 excluding GST (one-third of the funding) from the 2023/2024 budget at the February 2024 budget review subject to the grant application being successful through the Department of Local Government, Sport and Cultural Industries (DLGSCI).

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	People
Aspiration	A safe, healthy and connected community
Outcome 3	A healthy and active community
Objective 2	Encourage participation in sport, recreation and leisure activities
Pillar	Place
Aspiration	An integrated, vibrant and well planned City
Outcome 8	A place with attractive and welcoming community spaces, where people want to live.
Objective 3	Maintain quality community buildings, halls and toilets

Regional Impact Statement

The Carey Park Football Sporting and Community Club Incorporated participate in the Southwest Football League so there will be a benefit to those teams that utilise the facilities that attend from outside the City of Bunbury during the football season.

Background

The Department of Local Government, Sport and Cultural Industries (DLGSC) administer the Club Night Lights Program funding for small, annual, and forward planning grants. This category of grant focuses on assisting to replenish older lighting infrastructure and technology that has reached end of life with a focus on assisting clubs to increase participation levels. The funding includes a small grant round for projects that are under \$500, 000. Applications for the small grant round are to be submitted to the DLGSC Southwest Regional Office by 31 August 2023. Successful applications are expected to be advised by the end of November 2023.

The City's Club Night Lights Program application is currently being prepared in conjunction with the Carey Park Football Sporting and Community Club Incorporated in preparation for submission prior to 31 August 2023 pending Council approval.

The Club Night Lights Program operates on a reimbursement system with grants paid to the grantee only. The maximum grant approved by the State Government will be no greater than one-third of the total estimated cost of the applicant's project and must be matched by the applicant's and/or local governments own cash or in-kind contribution.

It is a requirement that the applicant first discuss their proposal with the DLGSC Regional Manager to enable the receipt of the formal Club Nights Lights Program application. This process includes the DLGSC assistance to support the application meeting the required application criteria.

The DLGSC requires the Council to provide its support for any project to be considered in the application process.

The Carey Park Football Sporting and Community Club Incorporated wish to upgrade their lighting system to the standard technology of LED lighting, replacing the existing halogen lights that are significantly more expensive to operate given the rising costs of electricity and are not economical to maintain and repair in comparison to LED technology.

Council Policy Compliance

There are no Council policies applicable to Club Lights Program applications.

Legislative Compliance

Not applicable.

Officer Comments

The Carey Park Football Sporting and Community Club Incorporated have advised the City of Bunbury their intention to submit a Club Night Lights Program minor grant application in the August 2023 round of funding for the replacement of their existing oval light fittings including installation of new cables and lighting control equipment. The request is due to the light fittings being cost prohibitive to maintain and repair in comparison to LED technology in addition to the expense to operate (electricity usage) given the technology is now redundant. The total cost of this

project including a 20% contingency/escalation allowance is \$187,920 excluding GST to be expended in the 2023/2024 financial year.

The current halogen ground lighting at the Carey Park Football Sporting and Community Club Incorporated was constructed in 2014 in a joint project between the Club and the City. The club own the lighting and have covered all maintenance costs associated with the light towers over this period. Fortunately, as identified from an engineering report the poles are suitable to have LED lights fitted and have enough useful life remaining in them to facilitate the proposed upgrade. The proposed lighting will be 100 lux to ensure compliance with the current standards. The re-use of the existing poles means that this upgrade can be carried out at a minimal cost as opposed to replacing the poles and associated infrastructure. The proposed lighting plan is presented at appendix 10.4.2-A.

The Club is most active as a winter sport as is normal for this AFL sport across both senior and junior levels. The Club currently has expanded the number of teams that participates to 9 (from 3) with a focus on trying to increase night fixturing in the Southwest Junior Football League as well as hosting evening fixtures in the SWFL. The Southwest Football League have provided a letter of support for this project based on the club being one of the most proactive in terms of increasing twilight and night fixturing giving a real alternative to day matches. The Club is also looking at exploring AFL's nines in the summer months further activating the facility.

This project will ensure that the facilities are maintained with the Club having further opportunity to increase participation and maintain a safe playing environment. Over the years the Club has been proactive in upgrading their off-field facilities with the club now turning to improve the on field facilities as the club describe this as "where all the action happens".

The Executive Recommendation seeks approval to firstly support the Club Night Lights Program application as well as supporting one-third funding contribution of \$62,640 ex GST for the 2023/2024 financial year. This is subject to the club being successful in obtaining funding from DLGSCI with announcements expected to be made by the end of November 2023. Currently the funding is not contained within the 2023/2024 budget/long term financial plan, and it is proposed for this to be approved in the February 2024 budget review pending the grant approval. The Club will provide a contribution of one-third funding to contribute towards the project.

The Club own the existing light towers and any future maintenance requirements of the LED lighting shall be met by the Club in maintaining the asset once installed.

A quotation received on 3 March 2023 provided a total cost of \$156,600 excluding GST. A 20% price escalation and contingency for contract variation has been allowed for in the budgeting and application process due to the project not commencing until the end of the 2023 calendar year as well as the quotation being 5 months old. The Club will refresh this quote as part of the application process and it is hoped that the 20% contingency budgeted for has been generous in nature.

While there were other sporting clubs that indicated their interest to place a Club Night Lights Program application, these clubs did not meet the requirements of DLGSCI or the City by being positioned to proceed in time for the requirements for progression to Council for consideration. Based on this, there is no conflict or competition from other clubs or associations. A letter of support from the South West Football League is presented at appendix 10.4.2-B.

Analysis of Financial and Budget Implications

The funding request from the Carey Park Football Sporting and Community Club Incorporated is not included in the current long term financial plan. The proposed funding sources is as follows.

- DLGSCI	\$62, 640	
- City of Bunbury	\$62, 640	
- Carey Park Football Sporting and Community Club Inc.	<u>\$62, 640</u>	
TOTAL	\$187, 920	excluding GST

Community Consultation

Nil

Councillor/Officer Consultation

The Director Sustainable Communities, Manager Community Facilities, and the Team Leader South West Sports Centre were consulted as part of this process.

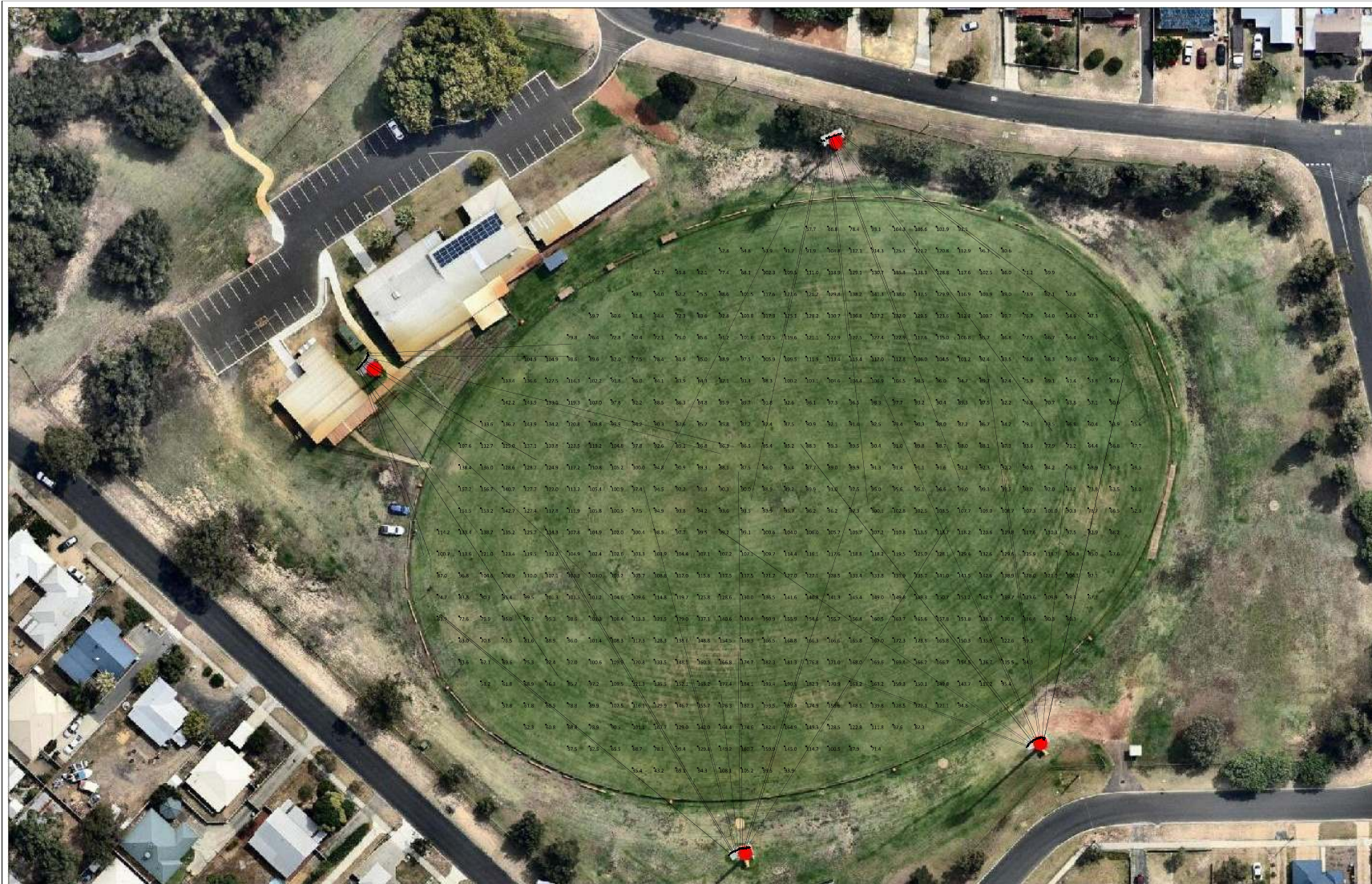
Applicant Consultation

The Carey Park Football Sporting and Community Club Incorporated have liaised with the City and the Department of Local Government, Sport and Cultural Industries in this application process.

Timeline: Council Decision Implementation

If approved by Council, the application will be submitted to the Club Night Lights Program small grants funding round prior to the 31 August 2023 closing date.

As per the DLGSC website, applicants will be notified of the outcome of the application by the end of November 2023 with work to be completed by 15 June 2024.



CAREY PARK FOOTBALL, SPORTING & COMMUNITY CLUB
SITE PLAN

Lumen and wattage values are typical, with a tolerance of +/- 10%. All designs and information provided are based upon Dialight's interpretation of information provided by the client or accepted by the client at the time. It remains the responsibility of the client to determine that the design is fit for purpose and that the parameters of the design are maintained to ensure continued compliance. This includes, but is not limited to: light fixture positions, quantities and mounting heights, room conditions (such as reflectance) and equipment locations if considered at the time, use and supplementary task lighting if used. Dialight cannot accept responsibility in respect of the design provided if these design parameters are not maintained and shall in no way be liable to the client or to any third parties for any direct, indirect or consequential damage, loss or expense arising from any defect in the design, or arising from the actual design provided, save where such damage, loss or expense arises as a result of Dialight's negligence. This design and the information provided is done so in confidence, for the sole purpose of the recipient and may not be disclosed to any non-related third party or used for any other purpose without the express written permission of Dialight.

Dialight

Drawn By: Malcolm Lee

Checked By:

Date: 8/09/2021

Scale: NTS

Luminaire Schedule						
Symbol	Qty	Label	Arrangement	Total Lamp Lumens	LLF	Description
⊕	50	ProSite Flood F2 60klm 70CRI	SINGLE	N.A.	0.850	F2x-N4L2-Nxxx-xxx

Calculation Summary								
Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min	Max/Avg
Playing Surface	Illuminance	Lux	106.55	193.5	35.4	3.01	5.47	N.A.

Expanded Luminaire Location Summary					
LumNd	Label	X	Y	Z	Tilt
1	ProSite Flood F2 60klm 70CRI	166.197	27.168	35	67.5
2	ProSite Flood F2 60klm 70CRI	166.867	27.728	35	67.5
3	ProSite Flood F2 60klm 70CRI	167.535	28.056	35	52.5
4	ProSite Flood F2 60klm 70CRI	168.797	28.664	35	52.5
5	ProSite Flood F2 60klm 70CRI	169.578	28.652	35	52.5
6	ProSite Flood F2 60klm 70CRI	170.438	28.925	35	52.5
7	ProSite Flood F2 60klm 70CRI	166.496	27.468	36	67.5
8	ProSite Flood F2 60klm 70CRI	167.168	27.928	36	67.5
9	ProSite Flood F2 60klm 70CRI	167.935	28.256	36	67.5
10	ProSite Flood F2 60klm 70CRI	169.297	28.664	36	67.5
11	ProSite Flood F2 60klm 70CRI	170.078	28.652	36	67.5
12	ProSite Flood F2 60klm 70CRI	170.938	28.925	36	67.5
13	ProSite Flood F2 60klm 70CRI	238.835	54.193	35	67.5
14	ProSite Flood F2 60klm 70CRI	237.946	54.29	35	60
15	ProSite Flood F2 60klm 70CRI	237.076	54.06	35	45
16	ProSite Flood F2 60klm 70CRI	236.318	53.616	35	45
17	ProSite Flood F2 60klm 70CRI	235.567	53.04	35	52.5
18	ProSite Flood F2 60klm 70CRI	235.04	52.365	35	52.5
19	ProSite Flood F2 60klm 70CRI	238.306	54.292	36	60
20	ProSite Flood F2 60klm 70CRI	237.551	54.184	36	67.5
21	ProSite Flood F2 60klm 70CRI	236.681	53.753	36	67.5
22	ProSite Flood F2 60klm 70CRI	235.923	53.309	36	67.5
23	ProSite Flood F2 60klm 70CRI	235.172	52.734	36	67.5
24	ProSite Flood F2 60klm 70CRI	234.845	52.158	36	67.5
25	ProSite Flood F2 60klm 70CRI	80.521	139.164	35	67.5
26	ProSite Flood F2 60klm 70CRI	80.823	139.483	35	52.5
27	ProSite Flood F2 60klm 70CRI	81.536	140.239	35	67.5
28	ProSite Flood F2 60klm 70CRI	82.378	141.273	35	52.5
29	ProSite Flood F2 60klm 70CRI	82.673	141.571	35	67.5
30	ProSite Flood F2 60klm 70CRI	83.149	142.372	35	52.5
31	ProSite Flood F2 60klm 70CRI	80.89	139.518	36	67.5
32	ProSite Flood F2 60klm 70CRI	81.188	139.831	36	52.5
33	ProSite Flood F2 60klm 70CRI	81.8	140.59	36	67.5
34	ProSite Flood F2 60klm 70CRI	82.132	140.907	36	52.5
35	ProSite Flood F2 60klm 70CRI	82.834	142.023	36	67.5
36	ProSite Flood F2 60klm 70CRI	83.009	142.931	36	52.5
37	ProSite Flood F2 60klm 70CRI	192.01	193.564	35	67.5
38	ProSite Flood F2 60klm 70CRI	190.958	193.257	35	67.5
39	ProSite Flood F2 60klm 70CRI	189.852	192.873	35	67.5
40	ProSite Flood F2 60klm 70CRI	189.144	192.607	35	67.5
41	ProSite Flood F2 60klm 70CRI	188.123	192.007	35	67.5
42	ProSite Flood F2 60klm 70CRI	187.119	191.423	35	67.5
43	ProSite Flood F2 60klm 70CRI	191.512	193.509	36	52.5
44	ProSite Flood F2 60klm 70CRI	190.461	193.203	36	52.5
45	ProSite Flood F2 60klm 70CRI	189.354	192.82	36	52.5
46	ProSite Flood F2 60klm 70CRI	188.646	192.554	36	52.5
47	ProSite Flood F2 60klm 70CRI	187.626	191.953	36	52.5
48	ProSite Flood F2 60klm 70CRI	186.581	191.395	36	52.5
52	ProSite Flood F2 60klm 70CRI	168.371	28.462	36	45
53	ProSite Flood F2 60klm 70CRI	238.735	53.793	36	67.5

Lumen and wattage values are typical, with a tolerance of +/- 10%. All designs and information provided are based upon Dialight's interpretation of information provided by the client or accepted by the client at the time. It remains the responsibility of the client to determine that the design is fit for purpose and that the parameters of the design are maintained to ensure continued compliance. This includes, but is not limited to: light fixture positions, quantities and mounting heights, room conditions (such as reflectance's and equipment locations if considered at the time), use and supplementary task lighting if used. Dialight cannot accept responsibility in respect of the design provided if these design parameters are not maintained and shall in no way be liable to the client or to any third parties for any direct, indirect or consequential damage, loss or expense arising from any defect in the design, or arising from the actual design provided, save where such damage, loss or expense arises as a result of Dialight's negligence. This design and the information provided is done so in confidence, for the sole purpose of the recipient and may not be disclosed to any non-related third party or used for any other purpose without the express written permission of Dialight.

Affiliated Clubs

Augusta Margaret River
Bunbury
Busselton
Carey Park
Collie Eagles
Donnybrook
Dunsborough
Eaton Boomers
Harvey Brunswick Leschenault
Harvey Bulls
South Bunbury



7 March 2023

TO WHOM IT MAY CONCERN

RE: Lights Upgrade at Kelly Park

The South West Football League would fully endorse Carey Park Football Clubs application for an upgrade to the lighting at Kelly Park.

The minimum lighting requirement of a Senior Community Football match currently stands at 100lux across the entire ground, and we appreciate Carey Parks efforts to future proof lighting requirements requesting a minimum of 150lux.

Two other venues, Collie who have just had lights installed to an average lux reading of 145, and Brunswick Oval where new lights are about to be installed to a similar reading are proof that quality lighting is required at Ovals to allow good viewing and also the ability to have games filmed to a good quality.

Carey Park Football Club have been one of the most supported clubs when it comes to twilight and night fixtures in the SWFL, giving a real alternative to day matches at the venue and we highly support their efforts in obtaining funding to upgrade their existing lighting.

Kind Regards

A handwritten signature in blue ink, appearing to read 'Jason Crowe', is written over a light blue circular background.

Jason Crowe
SWFL General Manager

Hands Oval

PO Box 742

BUNBURY WA 6231

PH: 9721 7878

EMAIL: swfl@swfl.com.au

WEBSITE: www.swfl.com.au

PRESIDENT: Barry Tate

GENERAL MANAGER

Jason Crowe 0407 980 000



10.4.3 Department of Local Government, Sport and Cultural Industries Community Sporting and Recreation Facilities Fund Program (CSRFF) – August 2023

File Ref:	COB/3023		
Applicant/Proponent:	Colts Cricket Club Bunbury		
Responsible Officer:	Dave Russell, Manager Community Facilities		
Responsible Manager:	Dave Russell, Manager Community Facilities		
Executive:	Gary Barbour, Director Sustainable Communities		
Authority/Discretion	<input checked="" type="checkbox"/> Advocacy	<input type="checkbox"/> Review	
	<input type="checkbox"/> Executive/Strategic	<input type="checkbox"/> Quasi-Judicial	
	<input type="checkbox"/> Legislative	<input type="checkbox"/> Information Purposes	
Attachments:	Nil		

Summary

The Colts Cricket Club are seeking the City's support to enable a Community Sporting and Recreation Facilities Fund (CSRFF) small grants application for the August 2023 round of funding submissions. This is for works to be carried out in the 2023/2024 financial year. The application is for replacement and upgrade from three to five cricket practice nets with the three current nets having reached the end of their useful life.

Executive Recommendation

That Council:

1. Support the Colts Cricket Club Community Sporting and Recreation Facilities Fund (CSRFF) Grant application.
2. Support the allocation of \$57, 808 excluding GST (one-third of the funding) from the 2023/2024 budget at the February 2024 budget review subject to the grant application being successful through the Department of Local Government, Sport and Cultural Industries (DLGSCI).

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	People
Aspiration	A safe, healthy and connected community
Outcome 3	A healthy and active community
Objective 2	Encourage participation in sport, recreation and leisure activities
Pillar	Place
Aspiration	An integrated, vibrant and well planned City
Outcome 8	A place with attractive and welcoming community spaces, where people want to live.
Objective 3	Maintain quality community buildings, halls and toilets

Regional Impact Statement

The Colts Cricket Club participate in the Bunbury and Districts Cricket Association so there will be a benefit to those teams that utilise the facilities that attend from outside the City of Bunbury during the cricket season.

Background

The Department of Local Government, Sport and Cultural Industries (DLGSC) administer the CSRFF grants for small, annual, and forward planning grants. This category of grant focuses on providing financial assistance to community groups and local government authorities to develop basic infrastructure for sport and recreation. The program aims to increase participation in sport and recreation, with an emphasis on physical activity, through rational development of sustainable, good quality, well-designed and well utilised facilities. The funding includes a small grant round for projects that are under \$500, 000. Applications for the small grant round are to be submitted to the DLGSC Southwest Regional Office by 31 August 2023. Successful applications are expected to be advised by the end of November 2023.

The Colts Cricket Club CSRFF grant application is currently being prepared in conjunction with the Colts Cricket Club in preparation for submission prior to 31 August 2023 pending Council approval.

The CSRFF Program operates on a reimbursement system with grants paid to the grantee only. The maximum grant approved by the State Government will be no greater than one-third of the total estimated cost of the applicant's project and must be matched by the applicant's and/or local governments own cash or in-kind contribution.

It is a requirement that the applicant first discuss their proposal with the DLGSC Regional Manager to enable the receipt of the formal CSRFF application. This process includes the DLGSC assistance to support the application meeting the required application criteria.

The DLGSC requires the Council to provide its support for any project to be considered in the application process.

The Colts Cricket Club request support for replacement and upgrade from three to five cricket practice nets with the three current nets having reached the end of their useful life after at least 20 years of utilisation.

Council Policy Compliance

There are no Council policies applicable to CSRFF Program applications.

Legislative Compliance

Not applicable.

Officer Comments

The Colts Cricket Club have advised the City of Bunbury their intention to submit a CSRFF minor grant application in the August 2023 round of funding for the replacement and upgrade of five cricket practice nets. The request is due to the current nets having reached an age where they are no longer viable to repair and are needing replacement and upgrade to reflect the increasing participation in the sport since the nets were originally installed over 20 years ago. The total cost of this project is \$173 424 excluding GST through a quotation received on 3 August 2023. The project is to be expended in the 2023/2024 financial year.

The current practice nets were installed approximately 20 years ago with the Colts Cricket Club carrying out the majority of maintenance and repair work (estimate \$10k in the last 5 years) with the City providing some contributions towards their maintenance to keep them to an appropriate standard. Due to the age of the current practice nets, it is both costly and challenging to maintain them in a safe condition for players and the general public including passing traffic on the Symmons St/Ocean Drive roundabout. Since the nets were first installed in their current location the precinct is now a lot busier for automobile and pedestrian traffic.

The proposal is to replace the existing three practice nets with five practice nets to cater for the Colts Cricket Club expanding growth in programs and for the practice nets to be re-located to the northern side of the Recreation Ground for improved safety. The current Symmons St/Ocean Drive roundabout is not suitable due to the proximity to automobile and pedestrian traffic, so the replacement of the practice nets represents a good opportunity to change to a more suitable location within the Recreation Ground. This will additionally have some safety and access benefits to the Bunbury Runners Club as both clubs currently share usage on a Thursday evening. The proposed increase to five practice nets will enable the Colts Cricket Club to discontinue their Thursday night usage. The Bunbury Runners Club are supportive of this proposal in principle.

The Colts Cricket Club is most active as a summer sport as is normal for the cricket season where the club compete in the Bunbury District Cricket Association competition at both senior and junior levels. The Colts Cricket Club was established in 1955 and currently has the highest participation that it has had in the last ten years with 5 men's teams, a women's team and 126 junior registered players. The club has 80 registered senior players and a social membership in addition to the registered junior/ senior players.

This project will ensure that the facilities are maintained with the Club having further opportunity to increase participation and maintain a safe playing environment. It should be noted that the proposed practice nets will still be available to the general public to utilise outside of club usage times. This will continue to provide a benefit to the wider community to increase physical activity and utilisation.

The Executive Recommendation seeks approval to firstly support the CSRFF application as well as supporting one-third funding contribution of \$57,808 ex GST for the 2023/2024 financial year. This is subject to the club being successful in obtaining funding from DLGSCI with announcements expected to be made by the end of November 2023. Currently the funding is not contained within the 2023/2024 budget/long term financial plan, and it is proposed for this to be approved in the February 2024 budget review pending the grant approval. The Club will provide a contribution of one-third funding to contribute towards the project.

The City will own the new practice nets once installed and intend to enter an arrangement to share maintenance costs of the new practice nets with the Colts Cricket Club. This is largely due to the nets being freely accessible to the public and the City recognising that it is not just the club that benefit from utilising the upgraded facilities or contribute to the overall wear and tear of the practice nets.

A quotation received on 3 August 2023 provided a total cost for the project of \$173,424 excluding GST that covers all components of the work proposed. A price escalation and contingency for contract variation has not been allowed for in this instance as the club is confident that it can project manage this work and carry out some work therefore negating any need for an escalation component to be included. The quotation received is also very recent reducing the risk of any contingency or escalation to be included.

While there were other sporting clubs that indicated their interest to place a CSRFF application, these clubs did not meet the requirements of DLGSCI or the City by being positioned to proceed in time for the requirements for progression to Council for consideration. Based on this, there is no conflict or competition from other clubs or associations.

Analysis of Financial and Budget Implications

The funding request from the Carey Park Football Sporting and Community Club Incorporated is not included in the current long term financial plan. The proposed funding sources is as follows.

-	DLGSCI	\$57, 808	
-	City of Bunbury	\$57, 808	
-	Colts Cricket Club	<u>\$57, 808</u>	
	TOTAL	\$173,424	excluding GST

Community Consultation

Nil

Councillor/Officer Consultation

The Director Infrastructure and the Manager Community Facilities were consulted as part of this process.

Applicant Consultation

The Colts Cricket Club have liaised with the City and the Department of Local Government, Sport and Cultural Industries in this application process.

Timeline: Council Decision Implementation

If approved by Council, the application will be submitted to the CSRFF small grants funding round prior to the 31 August 2023 closing date.

As per the DLGSC website, applicants will be notified of the outcome of the application by the end of November 2023 with work to be completed by 15 June 2024.

10.5 Director Infrastructure

Nil

11. Applications for Leave of Absence

Nil

12. Motions on Notice

Nil

13. Questions from Members

13.1 Response to Previous Questions from Members taken on Notice

Cr Ghasseb asked a question at the 25 July 2023 Ordinary Council Meeting in regard to homelessness, which was taken on notice by the CEO. The question and response is presented below:

Question 1

What are the figures of new dwellings compared to neighbouring shires?

Response

There were **53** new houses approved by the City of Bunbury in the 2022/23 Financial year.

Information is available on REMPLAN for the previous year at: <https://app.remplan.com.au/bunbury/community/trends/building-approvals-count?state=rL86Tg!Myo9IaM71TO6pLDhmmnkOsdI2uqvQSzumu7BF6uKsgF6rZ>.

Information on approvals in neighbouring local government authorities is not provided to the City and none were available by time of printing.

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

Nil

15.2 Public Reading of Resolutions that may be made Public

Nil

16. Closure
