



City of Perth

**Finance and Administration
Committee
Minutes**

**2 May 2017
4.00pm**

**Committee Room 1
Level 9
Council House**

APPROVED FOR RELEASE

**MARTIN MILEHAM
CHIEF EXECUTIVE OFFICER**



City of Perth

**Finance and Administration Committee
Minutes**

**2 May 2017
4.00pm**

**Committee Room 1
Level 9
Council House**

Minutes to be confirmed at the next **Finance and Administration** meeting.

**THESE MINUTES ARE HEREBY CERTIFIED AS
CONFIRMED**

PRESIDING MEMBER'S SIGNATURE

.....*T. E. Davidson*.....

DATE:.....*30.5.2017*.....

Minutes of the **Finance and Administration** meeting of the City of Perth in Committee Room 1, Ninth Floor, Council House, 27 St Georges Terrace, Perth on Tuesday, 2 May 2017.

Members in Attendance:

Cr Davidson - Presiding Member
Cr Chen (entered the meeting at 4.03pm)
Cr Harley

Officers:

Mr Mileham - Chief Executive Officer
Mr Mianich - Director Corporate Services
Ms Battista - Acting Director Economic Development and Activation
Ms Barrenger - Acting Director Planning and Development
Mr Ridgwell - Manager Governance
Mr Richards - Manager Finance
Ms Price - Manager Parking Services
Mr Watts - Manager Transport (departed the meeting at 5.29pm)
Mr Farley - Manager City Planning (departed the meeting at 5.29pm)
Ms Ferreira - Senior Management Accountant
Ms Best - Governance and Risk Officer

Guests and Deputations:

Nil

Observers:

Deputy Lord Mayor Cr Limnios (departed the meeting at 4.33pm)

1. Declaration of Opening

4.00pm The Presiding Member declared the meeting open.

2. Apologies and Members on Leave of Absence

Nil

3. Question Time for the Public

Nil

4. Confirmation of Minutes – 4 April 2017

Moved by Cr Harley, seconded by Cr Davidson

That the minutes of the meeting of the Finance and Administration Committee held on 4 April 2017 be confirmed as a true and correct record.

The motion was put and carried

The votes were recorded as follows:

For: Crs Davidson and Harley

Against: Nil

5. Correspondence

The Chief Executive Officer advised that updated Confidential Attachments 8.1A and 8.1B and a Late Item No. 8.9 titled “Tender No. 121-16/17 – Insurance Broking and Risk Financing Services” with corresponding Confidential Attachments 8.9A and 8.9B were distributed to Elected Members via email and hard copies were also tabled at the Finance and Administration Committee meeting.

6. Disclosures of Members' Interests

Nil

7. Matters for which the Meeting may be Closed

The Chief Executive Officer advised that in accordance with Section 5.23(2) of the *Local Government Act 1995*, the meeting will be required to be closed to the public prior to discussion of the following:

Item No.	Item Title	Reason
Confidential Item 8.1 and Attachments 8.1A - 8.1D	Setting of on-street and off-street parking fees 2017/18	S 5.23(2)(e)(ii)
Confidential Attachments 8.9A and 8.9B	Item 8.9 – Tender No. 121-16/17 – Insurance Broking and Risk Financing Services	S 5.23(2)(e)(ii)

8. Reports

MOTION TO CLOSE THE MEETING

Moved by Cr Davidson, seconded by Cr Harley

That Council, in accordance with Section 5.23(2)(e)(iii) of the Local Government Act 1995, resolves to close the meeting to the public to consider Confidential Item 8.1 and Confidential Attachments 8.9A and 8.9B.

The motion was put and carried

The votes were recorded as follows:

For: Crs Davidson and Harley

Against: Nil

4.02pm The meeting was closed to the public.

4.03pm Cr Chen entered the meeting.

Item 8.1 Setting of on-street and off-street parking fees 2017/18

Moved by Cr Harley, seconded by Cr Chen

That Council approves BY AN ABSOLUTE MAJORITY the proposed fee settings detailed as Option 1 in Confidential Attachment 8.1A – Schedule of Parking Fees 2017/18, for adoption as part of Council’s 2017/18 Annual Budget - Schedule of Fees and Charges.

The motion was put and carried

The votes were recorded as follows:

For: Crs Davidson, Chen and Harley

Against: Nil

Meeting Note: Cr Harley queried whether the day rate for off street parking currently proposed for 6.00am – 6.00pm could be amended to 6.00am to 7.00pm at the same rate, this would allow an extra hour to promote people to stay in the city for dinner or to do some shopping.

The Director Community and Commercial Services advised that this would be investigated and information will be provided to Elected Members on budget implications and viability of this option prior to the Council meeting on 9 May 2017.

4.33pm Deputy Lord Mayor Cr Limnios departed the meeting and did not return.

Meeting Note: The Finance and Administration Committee agreed to amend the order of business detailed in the agenda so that the confidential attachments of Item 8.9 could be considered as the next item of business, specifically:

1. Agenda Item 8.9 – Tender No. 121-16/17 – Insurance Broking and Risk Financing Services;
2. Agenda Item 8.2 – Investments and Investment Returns for the Period Ended 31 March 2017;
3. Agenda Item 8.3 – Payments from Municipal and Trust Funds – March 2017;

(Cont’d)

4. Agenda Item 8.4 – Financial Statements and Financial Activity Statement for the Period Ended 31 March 2017;
5. Agenda Item 8.5 – City of Perth Art Collection – Art Acquisitions;
6. Agenda Item 8.6 – Adoption – City of Perth Thoroughfares and Public Places Local Law 2017;
7. Agenda Item 8.7 – Criminal Procedure Act 2004 - Appointment of Approved and Authorised Officers; and
8. Agenda Item 8.8 – Wellington and Plain Streets – Value Capture.

Item 8.9 Tender No. 121-16/17 – Insurance Broking and Risk Financing Services

Moved by Cr Harley, seconded by Cr Chen

That Council

1. *accepts the tender from Marsh for the Provision of Workers Compensation Insurance Broking Services (Tender No. 121-16/17) for a period of two years with options to extend for two additional 12 month periods; and*
2. *accepts the tendr from LGIS for the Provision of all other Insurance Broking Services (Tender No. 121-16/17) for a period of two years with options to extend for two additional 12 month periods.*

The motion was put and carried

The votes were recorded as follows:

For: Crs Davidson, Chen and Harley

Against: Nil

MOTION TO RE-OPEN THE MEETING

Moved by Cr Harley, seconded by Cr Chen

That Council resolves to re-open the meeting to the public.

The motion was put and carried

The votes were recorded as follows:

For: Crs Davidson, Chen and Harley

Against: Nil

5.00pm The meeting was re-opened and no members of the public returned.

Therefore, in accordance with clause 5.2(6)(b) of the *City of Perth Standing Orders Local Law 2009*, the motion was not read aloud but is recorded in the meeting minutes.

Item 8.2 Investments and Investment Returns for the Period Ended 31 March 2017

Moved by Cr Chen, seconded by Cr Harley

That the Finance and Administration Committee receives the report detailing investments and investment returns for the period ended 31 March 2017 as detailed in Attachment 8.2A of this Report.

The motion was put and carried

The votes were recorded as follows:

For: Crs Davidson, Chen and Harley

Against: Nil

Item 8.3 Payments from Municipal and Trust Funds – March 2017

Moved by Cr Harley, seconded by Cr Chen

That in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996, the list of payments made under delegated authority for the month ended 31 March 2017, be received and recorded in the Minutes of the Council, the summary of which is as follows:

<i>FUND</i>	<i>PAID</i>
<i>Municipal Fund</i>	<i>\$ 22,625,796.33</i>
<i>Trust Fund</i>	<i>\$ 55,684.84</i>
<i>TOTAL:</i>	<i>\$ 22,681,481.17</i>

The motion was put and carried

The votes were recorded as follows:

For: Crs Davidson, Chen and Harley

Against: Nil

Item 8.4 Financial Statements and Financial Activity Statement for the Period Ended 31 March 2017

Moved by Cr Harley, seconded by Cr Chen

That Council approves the Financial Statements and the Financial Activity Statement for the period ended 31 March 2017 as detailed in Attachment 8.4A of this Report.

The motion was put and carried

The votes were recorded as follows:

For: Crs Davidson, Chen and Harley

Against: Nil

Item 8.5 City of Perth Art Collection – Art Acquisitions

Moved by Cr Harley, seconded by Cr Chen

That the Finance and Administration Committee approves the purchase of 'Rottnest Landscape #2' by Merrick Belyea.

The motion was put and carried

The votes were recorded as follows:

For: Crs Davidson, Chen and Harley

Against: Nil

Item 8.6 Adoption – City of Perth Thoroughfares and Public Places Local Law 2017

Moved by Cr Chen, seconded by Cr Harley

That Council:

- 1. notes that no submissions were received in response to the public notice period for the proposed City of Perth Thoroughfares and Public Places Local Law 2017;*
- 2. notes the comments received from the Department of Local Government and Communities in response to the public notice period as detailed in Attachment 8.6A;*
- 3. in accordance with Section 3.12(4) of the Local Government Act 1995, BY AN ABSOLUTE MAJORITY makes the City of Perth Thoroughfares and Public Places Local Law 2017 as detailed in Attachment 8.6C; and*
- 4. in accordance with Section 3.12(6) of the Local Government Act 1995, gives local public notice of the City of Perth Thoroughfares and Public Places Local Law 2017.*

The motion was put and carried

The votes were recorded as follows:

For: Crs Davidson, Chen and Harley

Against: Nil

Item 8.6 Criminal Procedure Act 2004 - Appointment of Approved and Authorised Officers

Moved by Cr Harley, seconded by Cr Chen

That Council, for the purposes of the Criminal Procedure Act 2004, appoints, BY AN ABSOLUTE MAJORITY:

- 1. Environmental Health Officers to, as a class, be Authorised Officers for the issue of infringement notices issued under the Health (Asbestos) Regulations 1992;*

(Cont'd)

2. *Building Surveyors and Compliance Officers, to, as a class, be Authorised Officers for the issue of infringement notices issued under the Building Regulations 2012;*
3. *the Chief Executive Officer, the Director Planning and Development, the Manager Health and Activity Approvals and the Coordinator Environmental Health Services be Approved Officers for the review of infringement notices issued under the Health (Asbestos) Regulations 1992, and*
4. *the Chief Executive Officer, the Director Planning and Development, and the Manager Development Approvals be Approved Officers for the review of infringement notices issued under the Building Regulations 2012.*

The motion was put and carried

The votes were recorded as follows:

For: Crs Davidson, Chen and Harley

Against: Nil

Item 8.6 Wellington and Plain Streets – Value Capture

Moved by Cr Harley, seconded by Cr Chen

That Council:

1. *receives the report on Land Value Capture;*
2. *notes that the responsibility for the planning and funding of public transport is a State Government responsibility; and*
3. *notes that any detailed investigation of scenarios by the City of Perth is dependent on the State Government forming a taskforce to investigate potential future rail routes through the city.*

The motion was put and carried

The votes were recorded as follows:

For: Crs Davidson, Chen and Harley

Against: Nil

5.29pm The Manager Transport and Manager City Planning departed the meeting and did not return.

9. Motions of which previous notice has been given

Nil

10. General Business

10.1 Responses to General Business from a Previous Meeting

Nil

10.2 New General Business

1. Public Art Policies

Cr Harley requested an update on the guidelines that Officers use in determining the recommendation to purchase public art being considered for approval by the Finance and Administration Committee.

The Acting Director Economic Development advised that the Policies are Council Policy 18.1 – Arts and Culture and 18.2 – Cultural Collections and will both be reviewed as part of the Arts, Culture and Heritage review. An update and copies of these policies will be provided to the Finance and Administration Committee.

2. Cycles available in Car Parks

Cr Chen queried the lack of use of cycle lanes in the city and whether the City could look into providing bicycle hire facilities within the City's car parks. Cr Harley suggested investigating whether a private business could provide the bike hire facilities and if the City could consider providing the physical space within the City car parks as an added service for patrons.

The Chief Executive Officer advised that this has been considered in the past, however, the Administration can reconsider this initiative and provide some information back to the Finance and Administration Committee.

3. Property Council WA

Cr Chen queried whether investigations or discussions have been had with the Property Council of WA in relation to development methods or ways to tackle vacant commercial office spaces within the city to transform them into residential apartments.

The Chief Executive Officer advised that there is currently two outstanding items in the Finance and Administration Committee agenda in relation to this that will be provided to the next Planning Committee.

4. Loading Bays

Cr Harley queried an article that was raised in the West in relation to amended regulations for parking in loading bays and a number of complaints received in relation to this and whether it had been appropriately communicated to the community.

The Director Community and Commercial Services advised that there has been no changes to parking regulations and that it is enforcement of the local law in ensuring that the loading bays are available for unloading of goods to facilitate freight throughout the city. The City will continue to communicate this.

5. Skyworks Insurance Claim

The Director Corporate Services updated the Finance and Administration Committee on the claim process associated with the City's \$500,000 insurance cover in relation to the cancellation of the event.

11. Items for consideration at a future meeting

Outstanding Items:

The following items are currently being investigated and actioned by Officers. Information will be provided to Elected Members when available.

- Council Policy 1.9 – Public Relations Policy – Media Statements and Press Releases (raised at FA 04/10/16, updated FA 06/12/16 and FA 07/03/17).

Outstanding Reports:

- Council Policy 10.6 – Elected Member Expense Reimbursements (raised at FA 04/10/16, updated 06/12/17).
- UWA Parking Precinct Management (raised at WKS28/03/17, transferred to Finance and Administration Committee at WKS26/04/17).

A Memorandum was provided to Elected Members on 1 May 2017 in relation to the item below.

- Council Dining Room (raised FA30/09/14, updated FA 21/04/15, 23/08/16 and 06/12/16).

The Chief Executive Officer advised that the two items below will come to the next Planning Committee meeting to be held 30 May 2017.

- Audit of commercial buildings that are vacant / in disrepair (raised at Council 30/08/16).
- Air and land rights available to City of Perth for potential creation of affordable housing (raised at Council 30/08/16, updated FA 06/12/16).

The item below has been provided in the Finance and Administration Committee Agenda.

- Land Value Capture Opportunities (raised at FA04/10/16, updated PL06/12/16).

This item has been provided in the Finance and Administration Committee Agenda and can therefore be removed from the outstanding items.

12. Closure

5.45pm The Presiding Member declared the meeting closed.