



MINUTES

COMMUNITY AND CORPORATE SERVICES COMMITTEE

Tuesday 9 February 2021

6.00pm

Council Chambers

CITY OF ALBANY
COMMUNITY STRATEGIC PLAN (ALBANY 2023)



UNCONFIRMED MINUTES

Community & Corporate Services Committee
Terms of Reference

Functions: The Committee is responsible for the following functions:

Community Services:

The delivery of “*Community Health & Participation Objectives*” contained in the City of Albany Strategic Plan:

- To build resilient and cohesive communities with a strong sense of community spirit.
- To create interesting places, spaces and events that reflect our community’s identity, diversity and heritage.
- To develop and support a healthy inclusive and accessible community.

Corporate Services:

Monitoring and commenting on the financial health and strategies of Council.

The delivery of “*Leadership Objectives*” contained in the City of Albany Strategic Plan:

- To establish and maintain sound business and governance structures.
- To provide strong, accountable leadership supported by a skilled & professional workforce.
- To engage effectively with our community.

Economic Development:

Considering and recommending to Council ways to strengthen the local Albany economy.

The delivery of “*Smart, Prosperous and Growing Objectives*” contained in the City of Albany Strategic Plan:

- To strengthen and grow our region’s economic base.
- To develop a smart city that supports economic growth.
- To develop and promote Albany as a unique and sought-after visitor location.

Governance:

- Review of Council's policies;
- Supporting Elected Members in their governance role;
- Developing amendments to existing, or new, local laws;
- Consideration of the Council's draft Strategic Plan;
- Consideration of the Council's draft Annual Report;
- Matters pertaining to the conduct of the Council's Annual General Meeting;
- Consideration of the proposed meeting schedule for Council and its Committees;
- Receiving reports from Council representatives on outside bodies, and from other bodies as determined by Council; and
- Considering matters not falling within the terms of reference of any other Council committee.

Service Complaint Internal Review:

- Responsible for reviewing unresolved service complaints, in accordance with the Service Complaints Policy.

It will achieve this by:

- Developing policies and strategies;
- Establishing ways to measure progress;
- Receiving progress reports;
- Considering officer advice;
- Debating topical issues;
- Providing advice on effective ways to engage and report progress to the Community; and
- Making recommendations to Council.

Membership: Open to all elected members

Meeting Schedule: Monthly

Meeting Location: Council Chambers

Directorates: Corporate & Community Services

Executive Officer(s): Executive Director Corporate & Commercial Services,
Executive Director Community Services

Delegated Authority: None

TABLE OF CONTENTS

	Details	Pg#
1.	DECLARATION OF OPENING	5
2.	PRAYER AND ACKNOWLEDGEMENT OF TRADITIONAL LAND OWNERS	5
3.	RECORD OF APOLOGIES AND LEAVE OF ABSENCE	5
4.	DISCLOSURES OF INTEREST	6
5.	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	6
6.	PUBLIC QUESTION TIME	6
7.	PETITIONS AND DEPUTATIONS	6
8.	CONFIRMATION OF MINUTES	6
9.	PRESENTATIONS	6
10.	UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS	6

REPORTS		
CCS320	FINANCIAL ACTIVITY STATEMENT- DECEMBER 2020	7
CCS321	LIST OF ACCOUNTS FOR PAYMENT – DECEMBER 2020	9
CCS322	LIST OF ACCOUNTS FOR PAYMENT –JANUARY 2021	11
CCS323	DELEGATED AUTHORITY REPORTS –NOVEMBER 2020 TO JANUARY 2021	13
CCS324	QUARTERLY REPORT – TENDERS AWARDED – OCTOBER TO DECEMBER 2020	14
CCS325	NATIONAL ANZAC CENTRE – Q2 2020-21 REPORT	15
11.	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	19
12.	MEETING CLOSED TO PUBLIC	19
13.	CLOSURE	19

1. **DECLARATION OF OPENING** The Chair declared the meeting open at 6.00pm
2. **PRAYER AND ACKNOWLEDGEMENT OF TRADITIONAL LAND OWNERS**

“Heavenly Father, we thank you for the peace and beauty of this area. Direct and prosper the deliberations of this Council for the advancement of the City and the welfare of its people. Amen.”

“We would like to acknowledge the Noongar people who are the Traditional Custodians of the Land.

We would also like to pay respect to Elders past, present and emerging”.

3. **RECORD OF APOLOGIES AND LEAVE OF ABSENCE**

Mayor	D Wellington
Councillors:	
Member	R Hammond
Member	P Terry (Chair)
Member	M Benson-Lidholm JP
Member	E Doughty (arrived 6.02pm)
Member	J Shanhun
Member	T Sleeman
Member	S Smith (Deputy Chair)
Member	A Goode JP
Member	C Thomson
Member	R Sutton
Staff:	
Chief Executive Officer	A Sharpe
Executive Director Corporate & Commercial Services	D Olde
Executive Director Community Services	N Watson
Manager Finance	S Van Nierop
Manager Facilities	L Stone
Meeting Secretary	H Bell
Apologies:	
Member	G Stocks (Deputy Mayor)
Member	R Stephens

4. DISCLOSURES OF INTEREST

Name	Committee/Report Item Number	Nature of Interest
Cr Sleeman	CCS323	Impartiality. The nature of the interest being that Councillor Sleeman is the Manager of the Albany Regional Volunteer Service, who have a service agreement with the City of Albany

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

6. PUBLIC QUESTION TIME

7. PETITIONS AND DEPUTATIONS –

Nil.

8. CONFIRMATION OF MINUTES

COMMITTEE MOTION

MOVED: COUNCILLOR SLEEMAN
SECONDED: COUNCILLOR DOUGHTY

THAT the unconfirmed minutes of the Community and Corporate Services Committee held on 1 December 2020, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.

CARRIED 11 - 0

9. PRESENTATIONS

NIL

10. UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS

NIL

CCS320: FINANCIAL ACTIVITY STATEMENT – DECEMBER 2020

Proponent	: City of Albany
Attachments	: Financial Activity Statement – December 2020
Report Prepared by	: Manager Finance (S Van Nierop)
Responsible Officer	: Executive Director Corporate & Commercial Services (D Olde)

RECOMMENDATION

CCS320: COMMITTEE RECOMMENDATION

**MOVED: COUNCILLOR SUTTON
SECONDED: COUNCILLOR SMITH**

THAT the Financial Activity Statement for the period ending 31 December 2020 be RECEIVED.

CARRIED 11 - 0

CCS320: RESPONSIBLE OFFICER RECOMMENDATION

THAT the Financial Activity Statement for the period ending 31 December 2020 be RECEIVED.

COVID-19 IMPACT

1. Impacts to the financial performance of the City are detailed in the 'Explanation of Material Variances to the YTD Budget in Excess of \$100,000' (Note 1) of the Attachment to this report (Statement of Financial Activity).

BACKGROUND

2. The Statement of Financial Activity for the period ending 31 December 2020 has been prepared and is attached.
3. In addition to the statutory requirement to provide Council with a Statement of Financial Activity, the City provides Council with a monthly investment summary to ensure the performance of the investment portfolio is in accordance with anticipated returns and complies with the Investment of Surplus Funds Policy.

DISCUSSION

4. In accordance with section 34(1) of the *Local Government (Financial Management) Regulations 1996*, the City of Albany is required to prepare each month a Statement of Financial Activity reporting on the revenue and expenditure of the local authority.
5. The requirement for local governments to produce a Statement of Financial Activity was gazetted in March 2005 to provide elected members with a greater insight in relation to the ongoing financial performance of the local government.
6. Additionally, each year a local government is to adopt a percentage or value to be used in Statements of Financial Activity for reporting material variances. Variations in excess of \$100,000 are reported to Council.
7. These financial statements are still subject to further yearend adjustments and have not been audited by the appointed auditor.

“Please note that rounding errors may occur when whole numbers are used, as they are in the reports that follow. The ‘errors’ may be \$1 or \$2 when adding sets of numbers. This does not mean that the underlying figures are incorrect.”

STATUTORY IMPLICATIONS

8. Section 34 of the *Local Government (Financial Management) Regulations 1996* provides:
 - I. A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22 (1)(d), for that month in the following detail:
 - a. annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
 - b. budget estimates to the end of the month to which the statement relates; and
 - c. actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
 - d. material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - e. the net current assets at the end of the month to which the statement relates.
 - II. Each statement of financial activity is to be accompanied by documents containing –
 - a. an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and
 - b. an explanation of each of the material variances referred to in sub regulation (1)(d); and
 - c. such other supporting information as is considered relevant by the local government.
 - III. The information in a statement of financial activity may be shown –
 - a. according to nature and type classification; or
 - b. by program; or
 - c. by business unit.
 - IV. A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be –
 - a. presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - b. recorded in the minutes of the meeting at which it is presented.
 - V. Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances

POLICY IMPLICATIONS

9. The City's 2020/21 Annual Budget provides a set of parameters that guides the City's financial practices.
10. The Investment of Surplus Funds Policy stipulates that the status and performance of the investment portfolio is to be reported monthly to Council.

FINANCIAL IMPLICATIONS

11. Expenditure for the period ending 31 December 2020 has been incurred in accordance with the 2020/21 proposed budget parameters.
12. Details of any budget variation in excess of \$100,000 (year to date) follow. There are no other known events which may result in a material non recoverable financial loss or financial loss arising from an uninsured event.

File Number (Name of Ward)	FM.FIR.7 - All Wards
-----------------------------------	----------------------

UNCONFIRMED MINUTES

CCS321: LIST OF ACCOUNTS FOR PAYMENT – DECEMBER 2020

Business Entity Name : City of Albany
Attachments : List of Accounts for Payment
Report Prepared By : Manager Finance (S Van Nierop)
Responsible Officers: : Executive Director Corporate and Commercial Services
(D Olde)

RECOMMENDATION

CCS321: COMMITTEE RECOMMENDATION

MOVED: MAYOR WELLINGTON
SECONDED: COUNCILLOR THOMSON

That Council RECEIVE the list of accounts authorised for payment under delegated authority to the Chief Executive Officer for the period ending 15 December 2020 totalling \$6,477,936.75.

CARRIED 11 - 0

CCS321: RESPONSIBLE OFFICER RECOMMENDATION

That Council RECEIVE the list of accounts authorised for payment under delegated authority to the Chief Executive Officer for the period ending 15 December 2020 totalling \$6,477,936.75.

BACKGROUND

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

DISCUSSION

2. The table below summarises the payments drawn from the municipal fund for the period ending 15 December 2020. Please refer to the Attachment to this report.

Municipal Fund	
Trust	\$0.00
Credit Cards	\$10,123.67
Payroll	\$1,495,552.39
Cheques	\$29,003.95
Electronic Funds Transfer	\$4,943,256.74
TOTAL	\$6,477,936.75

As at 15 December 2020, the total outstanding creditors stands at \$297,102.18 and is made up as follows;

Current	\$106,679.94
30 Days	\$179,823.97
60 Days	\$10,956.10
90 Days	-\$366.83

TOTAL	<u>\$297,102.18</u>
Cancelled Cheques	Nil

STATUTORY IMPLICATIONS

3. Regulation 12(1)(a) of the *Local Government (Financial Management) Regulations 1996*, provides that payment may only be made from the municipal fund or a trust fund if the Local Government has delegated this function to the Chief Executive Officer or alternatively authorises payment in advance.
4. The Chief Executive Officer has delegated authority to make payments from the municipal and trust fund.
5. Regulation 13 of the *Local Government (Financial Management) Regulations 1996* provides that if the function of authorising payments is delegated to the Chief Executive Officer, then a list of payments must be presented to Council and recorded in the minutes.

POLICY IMPLICATIONS

6. Expenditure for the period to 15 December 2020 has been incurred in accordance with the 2020/2021 budget parameters.

FINANCIAL IMPLICATIONS

7. Expenditure for the period to 15 December 2020 has been incurred in accordance with the 2020/2021 budget parameters.

CONCLUSION

8. That list of accounts have been authorised for payment under delegated authority.
9. It is requested that any questions on specific payments are submitted to the Executive Director Corporate Services by 4pm of the day prior to the scheduled meeting time. All answers to submitted questions will be provided at the Committee meeting. This allows a detailed response to be given to the Committee in a timely manner.

File Number (Name of Ward)	:	FM.FIR.2 - All Wards
-----------------------------------	---	----------------------

CCS322: LIST OF ACCOUNTS FOR PAYMENT – JANUARY 2021

Business Entity Name : City of Albany
Attachments : List of Accounts for Payment
Report Prepared By : Manager Finance (S Van Nierop)
Responsible Officers: : Executive Director Corporate and Commercial Services
(D Olde)

RECOMMENDATION

CCS322: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR THOMSON
SECONDED: COUNCILLOR SMITH

That Council RECEIVE the list of accounts authorised for payment under delegated authority to the Chief Executive Officer for the period ending 15 January 2021 totalling \$7,104,376.22.

CARRIED 11 - 0

CCS322: RESPONSIBLE OFFICER RECOMMENDATION

That Council RECEIVE the list of accounts authorised for payment under delegated authority to the Chief Executive Officer for the period ending 15 January 2021 totalling \$7,104,376.22.

BACKGROUND

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

DISCUSSION

2. The table below summarises the payments drawn from the municipal fund for the period ending 15 January 2021. Please refer to the Attachment to this report.

Municipal Fund	
Trust	\$0.00
Credit Cards	\$12,094.15
Payroll	\$2,361,652.25
Cheques	\$2,841.61
Electronic Funds Transfer	\$4,727,788.21
TOTAL	\$7,104,376.22

As at 31 December 2020, the total outstanding creditors stands at \$135,543.87 and is made up as follows;

Current	\$138,284.91
30 Days	-\$2,240.98
60 Days	\$0.00

90 Days	-\$500.06
TOTAL	\$135,543.87
Cancelled Cheques	Nil

STATUTORY IMPLICATIONS

3. Regulation 12(1)(a) of the *Local Government (Financial Management) Regulations 1996*, provides that payment may only be made from the municipal fund or a trust fund if the Local Government has delegated this function to the Chief Executive Officer or alternatively authorises payment in advance.
4. The Chief Executive Officer has delegated authority to make payments from the municipal and trust fund.
5. Regulation 13 of the *Local Government (Financial Management) Regulations 1996* provides that if the function of authorising payments is delegated to the Chief Executive Officer, then a list of payments must be presented to Council and recorded in the minutes.

POLICY IMPLICATIONS

6. Expenditure for the period to 15 January 2021 has been incurred in accordance with the 2020/2021 budget parameters.

FINANCIAL IMPLICATIONS

7. Expenditure for the period to 15 January 2021 has been incurred in accordance with the 2020/2021 budget parameters.

CONCLUSION

8. That list of accounts have been authorised for payment under delegated authority.
9. It is requested that any questions on specific payments are submitted to the Executive Director Corporate Services by 4pm of the day prior to the scheduled meeting time. All answers to submitted questions will be provided at the Committee meeting. This allows a detailed response to be given to the Committee in a timely manner.

File Number (Name of Ward)	:	FM.FIR.2 - All Wards
-----------------------------------	---	----------------------

CCS323: DELEGATED AUTHORITY REPORTS – NOVEMBER 2020 to JANUARY 2021

Proponent	: City of Albany
Attachments	: Executed Document and Common Seal Report
Report Prepared by	: Personal Assistant to the ED Corporate & Commercial Services (H Bell)
Responsible Officer	: Chief Executive Officer (A Sharpe)

Councillor Sleeman declared an Impartiality Interest in this item. Councillor Sleeman remained in the Chamber and was present during the discussion and vote for this item.

BACKGROUND:

In compliance with Section 9.49A of the *Local Government Act 1995* and Part IV of the *Local Government (Functions and General) Regulations 1996* the attached report applies to the use of the Common Seal and the signing of documents under Council's Delegated Authority:

- Delegation: 006 - SIGN DOCUMENTS ON BEHALF OF THE CITY OF ALBANY (Chief Executive Officer)
- Delegation: 009 - GRANT FUNDING, DONATIONS, SPONSORSHIP
- Delegation: 018 - CHOICE OF TENDER, AWARD CONTRACT

RECOMMENDATION

CCS323: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR SUTTON

SECONDED: COUNCILLOR SLEEMAN

THAT the Delegated Authority Reports 16 November 2020 to 15 January 2021 be RECEIVED.

CARRIED 11 - 0

CCS323: RESPONSIBLE OFFICER RECOMMENDATION

THAT the Delegated Authority Reports 16 November 2020 to 15 January 2021 be RECEIVED.

COVID-19 IMPACT

- COVID-19 has no impact on this report.

CCS324: QUARTERLY REPORT – TENDERS AWARDED – OCTOBER TO DECEMBER 2020

Proponent : City of Albany
Attachments : Quarterly Report – Tenders Awarded – October to December 2020
Report Prepared by : Senior Procurement Officer (H Hutchinson)
Responsible Officer : Executive Director Corporate & Commercial Services (D Olde)

RECOMMENDATION

CCS324: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR SMITH
SECONDED: COUNCILLOR THOMSON

THAT the Quarterly Report – Tenders Awarded – October to December 2020 be RECEIVED.

CARRIED 11 - 0

CCS324: RESPONSIBLE OFFICER RECOMMENDATION

THAT the Quarterly Report – Tenders Awarded – October to December 2020 be RECEIVED.

UNCONFIRMED MINUTES

CCS325: NATIONAL ANZAC CENTRE – Q2 2020-21 REPORT

Proponent	: City of Albany
Attachments	: National Anzac Centre (NAC) – Quarter 2 (Q2) 2020/21 Operational Report
Report Prepared By	: Manager Facilities (L Stone)
Responsible Officer(s)	: Executive Director Community Services (N Watson)

STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the City of Albany Strategic Community Plan or Corporate Business Plan informing plans or strategies
 - **Key Theme:** Smart Prosperous and Growing.
 - **Strategic Objectives:** To strengthen our region's economic base; and
 - To develop and promote Albany as a unique and sought after destination.
 - **Community Priorities:** Strengthen our economy by supporting business innovation and diversity; and
 - Promote the Albany region as a sought after and iconic tourism destination.

In Brief:

- To provide Council with update on Q2 2020-21 performance of the NAC.

RECOMMENDATION

CCS:325: COMMITTEE RECOMMENDATION

**MOVED: COUNCILLOR BENSON-LIDHOLM
SECONDED: COUNCILLOR SLEEMAN**

THAT the NAC Operational Report for Q2 2020-21 be RECEIVED.

CARRIED 11 - 0

CCS:325: RESPONSIBLE OFFICER RECOMMENDATION

THAT the NAC Operational Report for Q2 2020-21 be RECEIVED.

BACKGROUND

2. The NAC is the City of Albany's most significant tourism asset.
3. The NAC represents a \$10.6 million dollar investment from the Federal and State Government with an additional \$1.5 million invested by Wesfarmers for the construction of the Convoy Walk and Lookout.
4. The City of Albany manages this national museum and understands the importance of generating economic outcomes for the region using the NAC and the Albany Heritage Park (AHP) assets to encourage increased visitation and extended stays to the region.
5. The City established an independent NAC Advisory Group during the 2016/17 financial year to assist in the further development of both the NAC and AHP, to ensure the assets continue to

evolve, aligned with contemporary museum standards. The NAC Advisory Group has been meeting quarterly since convening.

6. It was agreed in November 2018 that the NAC Advisory Group would now meet twice a year. The next meeting is planned for April 2021.
7. Council has budgeted a subsidy of \$250,000 annually for the operations of the NAC and the AHP and has established a reserve on the understanding that any surplus funds be reinvested and used to leverage additional grant funding to improve the asset.
8. This report template is reviewed regularly to ensure that the Community & Corporate Services Committee and the NAC Advisory Group receive all relevant information to assess its performance.

DISCUSSION

9. Q2 2020/21 achieved overall total visitation numbers of 383,534 visitors to the NAC since opening in November 2014. This equates to an average annual visitation of 62,194 visitors per year.
10. Total visitation for Q2 2020/21 decreased by only 126 visitors compared to the same period in 2019/20.
11. The visitation in Q2 2020/21 from the Great Southern Region totalled 373 people, equating to 3% of Western Australia's overall visitation of 13,434.
12. The total visitation in Q2 2020/21 originated from Western Australia (98%) and interstate (2%).
13. Visitors from other States and Territories consisted of 40% from QLD, 22% from VIC, 18% from NSW, 9% from SA, followed by TAS, ACT and NT all with similar figures between 1-4%.
14. Revenue generated in Q2 2020/21 by the NAC was \$5,610 less compared to the same period in 2019/20. The Forts Store revenue of \$112,719 saw a decrease of \$13,670 compared to the same period in 2019/20.
15. Fort Store revenue for Dec of \$35,592 was a minor decrease of \$1,194 from the previous year.
16. November and December NAC ticket sales are higher compared to the same time in the previous two years 18/19 & 19/20.
17. As at the end of Q2 2020/21, 2,916 households hold memberships to the NAC League of Local Legends program.
18. In Q2 2020/21, further progression was achieved of phase one of the NAC Refresh. The Viewing Hall was completed with interpretation, photographic panels, Convoy table and showcase. Annex room carpentry works were completed and awaiting exhibition content, while the theatre space is now complete and screening the '100 Stories' film.
19. In Q2 2020/21, the National Anzac Centre re-opened 7 days from 26th Dec 2020 following a temporary reduction in opening hours due to the impact of Covid.

GOVERNMENT & PUBLIC CONSULTATION

20. Not Applicable.

STATUTORY IMPLICATIONS

21. Not Applicable.

POLICY IMPLICATIONS

22. Not Applicable.

RISK IDENTIFICATION & MITIGATION

23. Nil.

FINANCIAL IMPLICATIONS

24. Refer to the financial summary below for the National Anzac Centre full year budget and YTD position as at December 31, 2020.

a. Full year operating expenditure budget includes:

- i. \$199,000 of costs from accounts that are “shared” across the AHP. A total of \$774,000 of budgeted costs reported under the AHP have been deemed to be a shared cost, across the four reporting areas under the AHP (NAC, Retail, Forts, and AHP Precinct). For the purpose of presenting a standalone view of the NAC, managers have used their best judgement to notionally allocate the \$774,000 across the four areas. Significant shared expenses attributed to the NAC include shared employee costs (\$77,000 of the \$199,000), marketing, ground maintenance, internal service delivery, security, electricity, and insurance.

National ANZAC Centre	FY20/21 Budget	YTD Budget	YTD Actual	YTD Variance
Operating Income	\$805,500	\$395,500	\$476,640	\$81,140
Operating Expenditure	\$(529,001)	\$(254,167)	\$(171,841)	\$82,326
Net Operating Income/(Expense) before Indirect Costs	\$276,499	\$141,333	\$304,799	\$163,466
Indirect Expenses	\$(199,077)	\$(99,688)	\$(84,096)	\$15,593
Net Operating Income/(Expense)	\$77,422	\$41,645	\$220,703	\$179,059
Capital Expense	\$(492,882)	\$(186,384)	\$(112,822)	\$73,562
Total	\$(415,460)	\$(144,739)	\$107,881	\$252,621

LEGAL IMPLICATIONS

25. Nil.

ENVIRONMENTAL CONSIDERATIONS

26. Nil.

ALTERNATE OPTIONS

27. The Committee can request further development and refinement of the quarterly reporting tool including both content and frequency of reporting.

SUMMARY CONCLUSION

28. Overall Q2 2020/21 has shown a strong hold in numbers visiting the NAC, this is pleasing after the unknown impact COVID may have. Q2 has shown the highest numbers for Nov-Dec since

18/19 same period, yet very similar to previous years. The assumption being visitation from within our state is higher due to state border closures/restrictions.

29. Great Southern visitation to the NAC has increased from what has been a steady 1% of overall WA visitation in the past, to 3% during Oct - Dec period. This increase would anecdotally be due to travel restrictions and Great Southern residents exploring their own backyards.
30. Interest in the Princess Royal Fortress and exhibitions has only increased during Q2 due to volunteer services recommencing late September, with 116 people take part in Princess Royal Fortress Tours during Q2. The opening of the newly renovated Barracks Building and return of the volunteer services has been embraced by visitors favourably since 26th September.
31. Overall Q2 generated high figures of attendance in the NAC and Fort Store sales. Visitation and figures for the full period Oct - Dec remain relatively in-line with all previous years. December visitation alone of 4,974 is the highest December since 2017.

Consulted References	:	Nil.
File Number (Name of Ward)	:	All Wards
Previous Reference	:	Nil.

UNCONFIRMED MINUTES

11. **MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
NIL
12. **MEETING CLOSED TO THE PUBLIC**
N/A
13. **CLOSURE:** The Chair declared the meeting closed at 6.33pm

UNCONFIRMED MINUTES