



ORDINARY MEETING OF COUNCIL

AGENDA

17 OCTOBER 2017

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CITY OF GREATER GERALDTON
ORDINARY MEETING OF COUNCIL
TO BE HELD ON TUESDAY, 17 OCTOBER 2017 AT 5.00PM
CHAMBERS, CATHEDRAL AVENUE

A G E N D A

DISCLAIMER:

The Chairman advises that the purpose of this Council Meeting is to discuss and, where possible, make resolutions about items appearing on the agenda. Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting. Persons should be aware that the provisions of the Local Government Act 1995 (Section 5.25(e)) and Council's Meeting Procedures Local Laws establish procedures for revocation or rescission of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person. The City of Greater Geraldton expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by a Member or Officer, or the content of any discussion occurring, during the course of the Council meeting.

1 DECLARATION OF OPENING

2 ACKNOWLEDGEMENT OF COUNTRY

I would like to respectfully acknowledge the Yamaji people who are the Traditional Owners and First People of the land on which we meet/stand. I would like to pay my respects to the Elders past, present and future for they hold the memories, the traditions, the culture and hopes of Yamaji people.

3 ATTENDANCE

Present:

Officers:

Others:

Members of Public:

Members of Press:

Apologies:

Leave of Absence:

Cr V Tanti

Cr R Hall

4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE
Nil.

5 PUBLIC QUESTION TIME

Questions provided in writing prior to the meeting or at the meeting will receive a formal response. Please note that you cannot make statements in Public Question Time and such statements will not be recorded in the Minutes.

Our Local Laws and the Local Government Act require questions to be put to the presiding member and answered by the Council. No questions can be put to individual Councillors.

6 APPLICATIONS FOR LEAVE OF ABSENCE

Existing Approved Leave

Councillor	From	To (inclusive)	Date Approved
Cr V Tanti	8 September 2017	19 October 2017	27/06/2017
Cr R Hall	14 October 2017	1 December 2017	27/06/2017

**Note: If Elected Members' application for leave of absence is for the meeting that the request is submitted, they will be noted as an apology until Council consider the request. The granting of the leave, or refusal to grant the leave and reasons for that refusal, will be recorded in the minutes of the meeting*

Cr J Critch request leave of absence for the period 15 December 2017 to 1 January 2018 be approved.

Cr D Caudwell request leave of absence for the period 6 November 2017 to 18 December 2017 be approved.

7 PETITIONS, DEPUTATIONS OR PRESENTATIONS
Nil.

8 DECLARATIONS OF CONFLICTS OF INTEREST

Cr S Douglas declared an impartiality interest in Confidential Item DCS350 as his wife is a member of the entity of which the item relates.

9 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING – as circulated

RECOMMENDED that the minutes of the Ordinary Meeting of Council held on 26 September 2017, as previously circulated, be adopted as a true and correct record of proceedings.

10 ANNOUNCEMENTS BY THE CHAIR*Events attended by the Mayor or his representative*

DATE	FUNCTION	REPRESENTATIVE
29 September 2017	Police Remembrance Day	Cr Bob Hall
29 September 2017	Citizenship Ceremony	Mayor Shane Van Styn
29 September 2017	Promotion of Parvo Virus Vaccination Day	Mayor Shane Van Styn
29 September 2017	Geraldton Yacht Club – Discussion prior to Concept Forum	Mayor Shane Van Styn
1 October 2017	Sunshine Festival - Official Opening Ceremony	Mayor Shane Van Styn
2 October 2017	Audit Committee Meeting	Mayor Shane Van Styn
2 October 2017	Local Election Candidate Meet & Greet with Public	Mayor Shane Van Styn
3 October 2017	Elected Member Site Visit – Pass St and Davies Rd	Mayor Shane Van Styn
3 October 2017	Concept Forum	Mayor Shane Van Styn
4 October 2017	Parvo Virus Vaccination Day at TAFE	Mayor Shane Van Styn
6 October 2017	Batavia Coast Maritime Heritage Association	Mayor Shane Van Styn
6 October 2017	ABC Interview – Extended Trading Hours	Mayor Shane Van Styn
6 October 2017	Community Afternoon Tea with Premier Mark McGowan	Mayor Shane Van Styn
6 October 2017	Premier Mark McGowan – Matters Relating to the Region	Mayor Shane Van Styn
6 October 2017	Panaceum Seacrest Grand Opening	Mayor Shane Van Styn
6 October 2017	Geraldton Yacht Club – Members and Sponsors 'Welcome to the Season'	Mayor Shane Van Styn
6 October 2017	ACDC Hard Pressed Exhibition	Cr Michael Reymond
8 October 2017	Geraldton Yacht Club – 2017-18 Season Opening Day	Mayor Shane Van Styn
8 October 2017	Radio Mama – Council Matters	Mayor Shane Van Styn
9 October 2017	Regular Catch up – Mayor & CEO	Mayor Shane Van Styn
9 October 2017	Regular Catch up – Marketing & Media	Mayor Shane Van Styn
9 October 2017	Progress Midwest – Team Huddle	Mayor Shane Van Styn
9 October 2017	RSM Meet the Executive	Mayor Shane Van Styn
10 October 2017	Meeting Mount Tarcoola resident regarding tree issues.	Mayor Shane Van Styn
10 October 2017	Institute of Instrumentation Control and Automation Expo	Mayor Shane Van Styn
10 October 2017	Luncheon with Warren Mundine and Real Futures	Mayor Shane Van Styn
10 October 2017	Meeting with Cr Caudwell & CEO regarding Drummond Cove	Mayor Shane Van Styn
10 October 2017	Agenda Forum	Mayor Shane Van Styn
11 October 2017	Australian Country Cricket Championships Breakfast & Media Announcement	Deputy Mayor Neil McIlwaine
11 October 2017	Australian Country Cricket Championships Media Launch	Deputy Mayor Neil McIlwaine
12 October 2017	Development Assessment Panels Department of Planning, Lands and Heritage	Mayor Shane Van Styn
14 October 2017	Coastal Planning Workshop – Cape Burney Town Beach and The Marina to Drummond Cove	Mayor Shane Van Styn

14 October 2017	Master Builders Association – Midwest Awards	Mayor Shane Van Styn
16 October 2017	Regular Catch up – Mayor & CEO	Mayor Shane Van Styn
16 October 2017	Regular Catch up – Marketing & Media	Mayor Shane Van Styn
17 October 2017	Breast Cancer Peer Support Morning Tea	Mayor Shane Van Styn
17 October 2017	Ordinary Meeting of Council	

11 REPORTS OF DEVELOPMENT & COMMUNITY SERVICES

DCS347 ST GEORGES CLOSE CLOSURE, BLUFF POINT

AGENDA REFERENCE:	D-17-75160
AUTHOR:	M Connell, Manager Urban & Regional Development
EXECUTIVE:	R McKim, Chief Executive Officer and P Melling, Director Development & Community Services
DATE OF REPORT:	2 October 2017
FILE REFERENCE:	A20080, R45519 & GO/6/0012-05
ATTACHMENTS:	Yes (x5)
	A. Plan of petitioners residences
	B. Photos of the site
	C. Example photos of other sites
	D. Visually permeable public open space fencing, Flour Mill Estate
	E. Communication from Settlers Close Resident

EXECUTIVE SUMMARY:

A petition was received requesting that the City close access at the cul-de-sac end of St Georges Close, Bluff Point.

This report recommends Council not approve the closure because of the flow on effects to residents in Settlers Close and Lands Edge Close and pedestrian movements in the local area.

EXECUTIVE RECOMMENDATION:

That Council by Simple Majority pursuant to Section 5.20 of the Local Government Act 1995 RESOLVES to:

1. NOT APPROVE the closure of the cul-de-sac end of St Georges Close, Bluff Point; and
2. ADVISE the petitioners of Council's decision and that it may be willing to consider other options including the installation of a visibly permeable fence and pedestrian access gate(s).

PROPONENT:

The proponent is Mr David Brown as the contact person for the petition.

BACKGROUND:**The Petition:**

A petition with 76 signatures was presented to the Mayor on 31 July 2017 regarding the access from the top of St Georges Close, Bluff Point. Petitioners, being the residents of St Georges Close and the Bluff Point Estate, requested the City close off the access way at the top of St Georges Close in the interest of the security and safety of all residents living in the area and that swift action

be taken to return the fence line to a completely closed status. The petition provided the following reasons for the request:

- *The access way had previously been closed off and the effect on house break-ins, vehicle break-ins, suspicious night time activity, cars coming and going at all hours, foot traffic, scooters, motorbikes and the lesser need for Police patrols had been remarkable.*
- *However with the re-opening of the access way, residents and again concerned about possible house break-ins, vehicle break-ins, anti-social behaviour and the ease of access for motorbikes and scooters which will become a safety hazard to the numerous children that live in the area – not to mention the noise factor of motorbikes travelling up the street at all hours of the day and night.*
- *In recent weeks there have again been a number of break ins and intruders in back yards along with people banging on household doors at all hours of the night.*
- *Police patrols have also increased markedly.*
- *It is our understanding that the access way is not a gazetted public thoroughfare and in saying this we would request that swift action be taken to return the fence line to a completely closed status.*

A plan showing the places of residence for those who signed the petition is included as Attachment No. DCS347A.

Council at its meeting held on 22 August 2017 resolved to receive the petition and request the CEO present a report to Council within 60 days.

The Land:

The land in question is the common boundary between the St Georges Close road reserve and the adjacent Reserve 45519, with a length of 28m. Photos of the site are included in Attachment No. DCS347B.

The site is part of the area known as the 'Bluff Point Estate'. St Georges Close, along with 26 residential lots and the public open space reserve (Reserve 45519) were created as part of stage 4 of the Estate in 1998. The intention for the reserve at that time was for it to be developed as a vehicle set-down/pick-up area for the Bluff Point School. The Reserve is vested with the City for the purpose of 'Public Recreation' and was a requirement for the Estate's 10% public open space contribution.

The original subdivision constructed a fence that extends the 28m length of the boundary with St Georges Close with a single concealed opening in the fence to allow pedestrian access. Upon receiving a complaint from a resident, depot officers sealed the opening in the fence. This action resulted in resident requests to re-open the gate which occurred around mid-May this year. The City then received the petition to close the entrance.

ECONOMIC, SOCIAL, ENVIRONMENTAL & CULTURAL ISSUES:**Economic:**

There are no economic issues.

Social:

The principle reason cited by the petitioners for requesting the full closure of the access is the issue of crime and anti-social behaviour. From a City perspective, these issues are dealt with via 'crime prevention through environmental design' (CPTED) principles which aim to deter criminal behaviour through environmental design. In Western Australia, the CPTED principles are embodied in the WA Planning Commission's 'Designing Out Crime Planning Guidelines'. These guidelines promote the planning and design of places and spaces that can assist in reducing crime by increasing the surveillance of the area from adjacent buildings.

Some specific designing out crime objectives and design elements include:

- Encouraging surveillance of spaces from surrounding buildings and land uses;
- Fencing design that maximises natural surveillance from buildings to the street and from the street to the buildings;
- Maximising surveillance of entry and exit points for cul-de-sacs; and
- Using clear sightlines to enhance opportunities for surveillance which increases the risk of offenders being seen.

From the photos included in Attachment No. DCS347B, it can be seen that the existing fencing does not actively promote any form of increased surveillance.

By way of comparison, included in Attachment No. DCS347C are photos taken of other cul-de-sac roads that terminate with adjoining public open space areas. Whilst it is acknowledged that the parks have some degree of amenity and landscaping, the principle of maximising surveillance still applies.

Indeed, by adhering to the CEPTED principles there could be a legitimate case mounted for actually removing the solid fencing and replacing it with more visually permeable fencing that would significantly increase the surveillance of the area. An example of this is at the Flour Mill Estate where the park fronts onto Chapman Road and a photo is included in Attachment No. DCS347D.

It is important to note that crime cannot be completely designed out of an environment nor can all crime be addressed through environmental design. Crime and nuisance are very specific activities and are part of a wider dynamic of activities that take place in the environment. Design cannot address issues of irrational behaviour and negative socio-economic dynamics.

By closing this access, pedestrians wishing to travel from Kempton Street through to Harrison Street and beyond will now either use Settlers/Lands Edge Close or travel through Bluff Point Primary School. Officers are concerned that

closing the pedestrian access will simply move the issues over to Settlers/Lands Edge Close.

Environmental:

There are no environmental issues.

Cultural:

There are no cultural issues.

RELEVANT PRECEDENTS:

The author is not aware of any relevant precedents.

COMMUNITY/COUNCILLOR CONSULTATION:

There has been no community/Councillor consultation to date on this matter. Residents from Settlers/Lands Edge Close have not been contacted by City officers for their opinion, but a copy of a complaint from a Settlers Close resident is included as Attachment No. DCS347E. Bluff Point Primary School has also not been contacted with respect to this matter. The police have been contacted for their advice on the matter.

LEGISLATIVE/POLICY IMPLICATIONS:

Liveable Neighbourhoods:

'Liveable Neighbourhoods' is an operational policy from the WA Planning Commission. It must be followed in the design and approval of urban (mainly residential) development and has the following relevant principle aims:

- To provide for access generally by way of an interconnected network of streets which facilitate safe, efficient and pleasant walking, cycling and driving.
- To ensure active street-land use interfaces, with building frontages to streets to improve personal safety through increased surveillance and activity.
- To facilitate development which supports the efficiency of public transport and provides direct access to the system for residents.

Liveable Neighbourhoods has a specific reference to cul-de-sac and states that they should be laid out, so that pedestrians and cyclists can have through access, and where possible for longer-term through access for cars. Cul-de-sac should be located so that they do not impede the overall interconnectivity of the pedestrian and vehicle movement system.

There are a number of objectives of Liveable Neighbourhoods that are relevant to this proposal:

- To establish a movement network which provides convenient linkages to activity centres and local facilities either in or adjoining the development.

- To provide a safe, convenient and legible movement network for pedestrians, principally along the street network; to provide excellent accessibility between residences and safe and efficient access to points of attraction in and beyond the development.
- To design street networks to optimise the walkable access to centres, schools, public transit stops and other destinations.

The access provides an important linkage to and from, not only the Estate but also the wider residential area, which provides convenient pedestrian connection to a number of local facilities including churches, primary schools, the Bluff Point shopping centre and the beach.

This linkage is highlighted by the fact that a pedestrian, from the end of St Georges Close, would only need to walk approximately 50m to the Bluff Point Primary School. If the access was closed alternative routes would be in the order of 750m – 800m.

Public Open Space Strategy:

The Strategy seeks to develop and manage the City's extensive public open space network in an efficient and equitable manner so that all residents may enjoy its many benefits, whilst not placing an unsustainable burden on the City's public resources. The Strategy aims to provide a clear direction on the level of open space provision currently experienced in the urban areas of the City and also to provide minimum standards for the development of public open space.

The Reserve is classified as a 'Local Open Space' in the Strategy. It is currently used as an informal pick-up/set-down area for the school and there are no current plans for any upgrades to the Reserve.

FINANCIAL AND RESOURCE IMPLICATIONS:

There are no financial or resource implications, however the cost of on-going maintenance of, or any changes to, the fencing is a responsibility of Council.

INTEGRATED PLANNING LINKS:

Title: Environment	2.3: Built Environment
Strategy 2.3.1	Promoting a built environment that is well planned and meets the current and future needs of the community
Strategy 2.3.2	Providing accessible community spaces, parks, sport and recreational facilities that equitably service the whole community

REGIONAL OUTCOMES:

There are no regional outcomes.

RISK MANAGEMENT:

By closing pedestrian access through St Georges Close, pedestrians would need to travel either via Land Edge Close or through the Bluff Point Primary

School. These pedestrians may raise subsequent concerns with the City related to the longer travel path.

By closing pedestrian access through St Georges Close, the residents' concern with respect to security/break-ins may migrate to other streets such as Land Edge Close who in turn may raise issues with the City.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

Whilst the anti-social issues are acknowledged, it is important to note that crime cannot be completely designed out of an environment through environmental design and fully closing the access will restrict the pedestrian connectivity to and from the estate, to a number of local facilities.

An alternative option is to defer this matter and undertake broader consultation on the issue with the school and residents of Land Edge Close so that the Council has additional information prior to making their decision. This option was not put forward because of the timeframes associated with managing petitions.

An alternative option is to close off both the St George's Close pedestrian access and the Settlers/Lands Edge Close pedestrian access. This would result in no pedestrian access being available through the estate and hence is not supported.

A further alternative is to leave the St Georges Close pedestrian access in place but to implement CPTED principles and remove the current timber fence and replace it with a more transparent fence with a gate.

A further alternative is to leave the St Georges Close pedestrian access in place but construct a gate that can be opened and locked by the local residents (or security company) with the fence being open during day light hours and closed at night.

A further alternative is to remove the St Georges Close pedestrian access and undertake a review in twelve months' time to gauge the impact of the closure on St George's Close, Settlers Close and Lands Edge Close, the school and pedestrians.

DCS348 PROPOSED DEMOLITION OF HERITAGE LISTED DWELLING – CHAPMAN ROAD, BERESFORD

AGENDA REFERENCE:	D-17-75269
AUTHOR:	T Maurici, Planning Officer and M Connell, Manager Urban & Regional Development
EXECUTIVE:	P Melling, Director Development & Community Services
DATE OF REPORT:	22 September 2017
FILE REFERENCE:	TP17/201 & A6019
ATTACHMENTS:	Yes (x2) A. Application and Photos B. Municipal Inventory Place Record

EXECUTIVE SUMMARY:

An application has been received to demolish a single residential dwelling and associated outbuilding on Lot 72 (No. 206) Chapman Road, Beresford which is listed on the City's Municipal Inventory of Heritage Places. Should the demolition be approved, the applicant is planning to build a new single residential dwelling on the site.

The application was received on 31 August 2017 and hence can be deemed refused on 30 October 2017.

This report recommends conditional approval of the application.

EXECUTIVE RECOMMENDATION:

That Council by Simple Majority pursuant to Schedule 2, Part 9, clause 68 of the *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES to:

1. GRANT development approval for the demolition of the existing single residential dwelling and ancillary outbuilding on Lot 72 (No. 206) Chapman Road, Beresford;
2. MAKES the determination subject to the following conditions:
 - a. The demolition shall be in accordance with the attached approved plan(s) and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government;
 - b. The proponent is required at its own cost to prepare an Archival Record to the approval of the local government prior to the granting of a building permit;
 - c. Prior to demolition tanks, leach drains or soakwells that are connected to premises are to be pumped out by an approved operator. Septic tanks are to be removed or collapsed and back filled and compacted with clean sand; and
 - d. Any significant built fabric from the heritage building (such as the original weatherboard wall cladding, timber floorboards and skirting, windows and doors) should be recycled where feasible.

PROPONENT:

The proponent is Plunkett Homes on behalf of the landowners CR & JL King.

BACKGROUND:

The site is located on the corner of Chapman Road and Mark Street in Beresford. The dwelling is a timber-framed building, clad with weatherboards. The hipped tiled roof extends to cover the front verandah, which features a separate small gable to the main entrance. There are two tall rendered masonry chimneys on the north façade. There is also an outbuilding with a lean-to. Whilst the dwelling is structurally sound, it is in poor condition and the shed is in a dilapidated condition.

The owners wish to demolish and build a new dwelling for the following reasons:

- Owners wish to retire to Geraldton and the existing layout and state of the current dwelling does not suit the needs of the elderly.
- Bathroom, laundry and toilet located outside of the main dwelling.
- Shower is co-located with a bath and therefore difficult to get in and out of.
- Limited space and storage area in the kitchen.
- Shed is dilapidated and cannot be used for vehicle parking.

A copy of the application and photos of the place are included as Attachment No. DCS348A.

As part of the application, the applicant has submitted a condition report authored by Mr. Paul Connolly, which draws the following conclusions:

- The primary structural members of the main dwelling being the timber framed weatherboard cladding, gable roof, and timber picket fence appear to be reasonable condition but require maintenance.
- The detached lean-to (laundry and toilet) is of poor standard with no internal linings, cracked concrete floors, and gaps in the laundry walls but useable.
- The two chimney structures have evidence of cracking through their rendered finishes and are considered unsafe due to historical chimney construction not being reinforced to today's structural standards.
- With the age of the building and tiled roof, some secondary structural members such as the ceiling linings and external wall cladding appear to be weathered and possibly affected by water ingress.
- The outbuilding with lean-to and enclosure of the rear verandah (timber lattice) are dilapidated and require removal.

ECONOMIC, SOCIAL, ENVIRONMENTAL & CULTURAL ISSUES:**Economic:**

There are no economic issues.

Social:

There are no social issues.

Environmental:

There are no environmental issues.

Cultural:

The site is listed (place No. 60) on Municipal Inventory as follows:

Management Category: 3X

Level of Significance: Moderate Significance – Important to the heritage of the locality.

Management Recommendation: Conservation of the place is recommended. Any proposed change to the place should not unduly impact on the heritage values of the place and should retain significant fabric wherever feasible.

The listing also contains the following statement of significance:

This house has considerable streetscape appeal given its simple style, small scale and relatively high integrity. The aesthetic charm of the house is enhanced by the twin tall chimneys, the small entry gable and the use of weatherboard cladding.

A copy of the Municipal Inventory Place Record is included as Attachment No. DCS348B.

The application was forwarded to the City's Regional Heritage Advisor who, in this instance, has supported (reluctantly) the demolition based on the following:

The place is NOT located within a Heritage Area or Special Control Area as defined under the Local Planning Scheme. As such there are no precinct issues which need to be taken into consideration in assessing this application. Similarly, the residence is not part of a consistent character streetscape wherein its loss will impact on the aesthetic value of a wider area. Given the residence is of mid-range heritage value having been assigned a management category of 3X, that it is not located within a heritage area or a recognised character streetscape, the removal of the building is reluctantly supported.

RELEVANT PRECEDENTS:

Council adopted the Geraldton component of the City's Municipal Inventory of Heritage Places at its meeting on 28 June 2011.

There have been a number of applications for demolition of heritage listed places. More recent Council approvals include:

- Council approved the demolition of Lot 14 (No.18) Lewis Street, Geraldton (with a Management Category 3X) at its meeting on 27 March 2012.
- Council approved the demolition of Lot 28 (No. 17) Shenton Street, Geraldton (with a Management Category 4X) at its meeting on 26 February 2013.

COMMUNITY/COUNCILLOR CONSULTATION:

There has been no community/Councillor consultation.

LEGISLATIVE/POLICY IMPLICATIONS:

Heritage Conservation and Development local planning policy:

Relevant objectives of the policy are:

- a. *To conserve and protect places of cultural heritage significance.*
- b. *To ensure development does not adversely affect the significance of heritage places.*
- c. *To ensure that sufficient information is provided to enable the local government to make informed decisions.*
- d. *To ensure that heritage significance is given due weight in local planning decision making.*

The existing streetscape of this section of Chapman Road comprises a mixed style and combination of older and contemporary residential buildings, with no consistent streetscape character. As such, it is considered that the loss of this heritage building will not adversely affect the overall character of the street.

It is considered that the poor condition of the place, the design needs of the landowner and the advice received from the Regional Heritage Advisor outweigh the level of significance of the place, and therefore the application is supported and can be considered consistent with the objectives of the policy.

A local planning policy does not bind the local government in respect of any application for development approval but the local government is to have due regard to the provisions of the policy and the objectives which the policy is designed to achieve before making its determination.

FINANCIAL AND RESOURCE IMPLICATIONS:

There are no financial or resource implications, however should Council refuse the application and the proponent seeks a review of the decision, a further cost is likely to be imposed on the City through its involvement in the State Administrative Tribunal process.

INTEGRATED PLANNING LINKS:

Title: Community	1.1 Our Heritage and the Arts
Strategy 1.1.1	Recording, recognising and preserving our social, environmental and built heritage.

REGIONAL OUTCOMES:

There are no regional outcomes.

RISK MANAGEMENT:

There are no inherent risks with the proposed demolition.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

Whilst it is noted that the Management Category afforded to the place states that 'conservation of the place is recommended', and there is an underlying intention to retain heritage buildings, it is considered that the particulars of this application warrant a departure in this instance.

The residence is of mid-range heritage value (Category 3X) and not part of a consistent character streetscape wherein its loss will impact on the aesthetic value of a wider area. It is considered that the poor condition of the place, the design needs of the landowner and the advice received from the Regional Heritage Advisor outweigh the level of significance of the place, and therefore the option to refuse is not supported.

The option to defer is not supported as there is considered sufficient information for Council to determine the matter. In any event a deferral may trigger a review right under Schedule 2, Part 9, clause 75 of the *Planning and Development (Local Planning Schemes) Regulations 2015* which states that the local government is to be taken to have refused to grant the development approval if it has not made a determination within 60 days of receipt of the application (being 30 October 2017).

**DCS349 APPROVAL OF LOCAL PLANNING SCHEME AMENDMENT –
RESIDENTIAL REZONING, SUNSET BEACH**

AGENDA REFERENCE:	D-17-75281
AUTHOR:	K Elder, Coordinator Strategic Planning
EXECUTIVE:	P Melling, Director Development & community Services
DATE OF REPORT:	20 September 2017
FILE REFERENCE:	LP/14/0004
ATTACHMENTS:	Yes (x1) A. Scheme Amendment Report

EXECUTIVE SUMMARY:

The advertising period has concluded for a Local Planning Scheme Amendment ('amendment') to rezone numerous lots created in accordance with the previously endorsed Sunset Beach Structure Plan. These constructed lots are proposed to be rezoned from 'Urban Development' to 'Residential R20' and 'Public Open Space'.

This report recommends support for the amendment and that it be forwarded to the Minister of Planning for approval.

EXECUTIVE RECOMMENDATION:

That Council by Simple Majority pursuant to Part 5, Section 75 of the *Planning and Development Act 2005* RESOLVES to:

1. SUPPORT Local Planning Scheme Amendment No. 4 to Local Planning Scheme No. 1 without modifications; and
2. SEEK approval of the amendment from the Minister for Planning.

PROPONENT:

The proponent is the City of Greater Geraldton.

BACKGROUND:

The area subject to this amendment is located in Sunset Beach, approximately 7km north of the Geraldton city centre and covers an area of approximately 7.5ha. The area comprises of 83 existing residential lots with two public open space reserves. The subject area is bordered by existing 'Residential R20' development to the south and east and the dedicated foreshore reserve to the west.

The development has occurred in accordance with the previously endorsed Sunset Beach Structure Plan which has now been revoked.

As part of the *Planning and Development Act (Local Planning Schemes) Regulations 2015* for structure plans to have the statutory force and effectiveness of a scheme, the approved structure plan is to be incorporated or 'normalised' into a scheme.

This simply involves rezoning the developed lots to reflect what they were shown as in the structure plan. In this case the structure plan showed these lots as being residential and public open space and the rezoning will simply reflect that on the scheme maps.

Prior to normalising a structure plan, the decision-maker is to consider and apply the requirements of the structure plan when assessing applications within the structure plan area.

However, with the Sunset Beach Structure Plan now being revoked there will be no statutory planning framework to guide decisions on the subdivision and development of the existing residential lots. It is therefore imperative that the lots be rezoned to demonstrate and enforce their original intent.

Sunset Beach Structure Plan (Revoked):

The Sunset Beach Structure Plan was endorsed by the Western Australian Planning Commission (WAPC) on 02 November 2007. At that time the coastal setback proposed by the Structure Plan complied with the (then current) WAPC State Planning Policy No. 2.6 State Coastal Planning Policy (SPP 2.6) which was published in 2003.

Since this time the structure plan has been implemented in a staged approach and approximately 50% is developed to date. The coastal setback area was also ceded to the Crown as a Foreshore Reserve.

The original subdivision approval has since expired and a new subdivision application was lodged in December 2015 to subdivide the undeveloped northern portion of the structure plan area. SPP 2.6 was updated in 2013 and the new subdivision application was assessed in accordance with its revised requirements. The revised SPP 2.6 increased the necessary coastal setback and the subdivision was therefore found to be inconsistent. Given this, the City advised that it did not support the subdivision without a new coastal setback analysis being conducted to demonstrate compliance with the policy. This subdivision application is now under review by the State Administrative Tribunal.

As the lots have been created SPP 2.6 cannot be retrospectively applied. It is envisaged that through the CHRMAP process (currently underway) the City will address risk management issues for those existing lots within the coastal setback area.

Under the *Planning and Development (Local Planning Schemes) Regulations 2015* the WA Planning Commission is able to revoke its approval of a structure plan if it,

Considers that the structure plan cannot be effectively implemented because of a legislative change or a change in a State planning policy.

As a result of this, on 09 May 2017 the WAPC resolved to revoke the Sunset Beach Structure Plan.

A copy of the scheme amendment report is included as Attachment No. DCS349.

ECONOMIC, SOCIAL, ENVIRONMENTAL & CULTURAL ISSUES:

Economic:

There are no economic issues.

Social:

There are no social issues.

Environmental:

The Environmental Protection Authority advised that the amendment should not be assessed by them under Part IV of the *Environmental Protection Act 1986* and that it is not necessary to provide any advice or recommendations.

Cultural:

There are no cultural issues.

RELEVANT PRECEDENTS:

Council at its meeting held on 27 June 2017 resolved to initiate the amendment.

The author is not aware of any relevant precedents.

COMMUNITY/COUNCILLOR CONSULTATION:

The amendment was publicly advertised in accordance with the provisions of the *Planning and Development Act 2005*.

The advertising period was for 42 days (commencing on 01 August 2017 and concluding on 11 September 2017) and involved the following:

1. All affected landowners were written to and advised of the amendment;
2. A public notice appeared in the Geraldton Guardian on 01 August 2017;
3. The amendment details were made available on the City's website; and
4. The amendment details were made available at the City's offices at Cathedral Avenue.

Submissions:

At the conclusion of advertising no submissions were received.

LEGISLATIVE/POLICY IMPLICATIONS:

Planning and Development Act 2005:

Part 5, Section 75 of the Planning and Development Act 2005 provides for a local government to amend a local planning scheme.

Planning and Development (Local Planning Schemes) Regulations 2015:**Normalising a Structure Plan:**

Under the *Planning and Development (Local Planning Schemes) Regulations 2015* an approved structure plan is a document to which planning decision-makers are to give due regard to when making decisions on the subdivision and development of land within the structure plan area.

Although structure plans do not have the statutory force and effect of a scheme, the decision-maker is to consider and apply the requirements of the structure plan when assessing applications within the structure plan area.

In order to have the statutory force and effect of a scheme, an approved structure plan is to be incorporated or 'normalised' into a scheme, via a scheme amendment or as part of a scheme review.

Essentially incorporating (or 'normalising') a structure plan into a planning scheme simply involves rezoning the lots created to reflect what they were shown as in the structure plan. In this case the structure plan showed residential lots and public open space and the rezoning will simply reflect that on the scheme maps.

Given the above, the *Planning and Development (Local Planning Schemes) Regulations 2015* clearly outlines a general administrative requirement for structure plans to be normalised into a local planning scheme following development. The amendment is therefore consistent with these requirements.

City of Greater Geraldton Local Planning Scheme No. 1:

The subject area is currently zoned 'Urban Development' under Local Planning Scheme No. 1 which has the following the objectives;

- “(a) identify areas that require comprehensive planning in order to provide for the coordination of subdivision, land use and development.*
- “(b) provide a basis for more detailed structure planning in accordance with the provisions of this Scheme.”*

Rezoning the two reserves to 'Public Open Space' local scheme reserve is consistent with the following objective of the Scheme:

“To set aside areas for public open space and provide for a range of active and passive recreational uses.”

Rezoning the 83 lots to the 'Residential' zone is consistent with the following objectives of the Scheme:

- “(b) provide for a range of housing and a choice of residential densities within the Geraldton urban area to meet the needs of the community.*
- (c) facilitate and encourage high quality design, built form and streetscapes throughout residential areas.”*

With the revoking of the Sunset Beach Structure Plan the subject area will remain zoned as ‘Urban Development’ and there will be no statutory planning framework to guide decisions on the subdivision and development of the existing residential lots. In the absence of an endorsed structure plan, formalising the zones, reserves and residential density code of the subject area on the scheme maps is necessary to allow for a formal statutory planning framework to enable decision to be made on subdivision and development.

A residential density code of ‘R20’ has been selected given that the surrounding and adjacent areas of Sunset Beach are also zoned ‘R20’. This includes areas previously developed in accordance with the Sunset Beach Structure Plan.

The undeveloped parts of the structure plan (being Lots 518, 9508 and 9509) will retain their current ‘Urban Development’ zone and therefore require a new structure plan to be prepared and endorsed prior to the City considering recommending further subdivision or development.

FINANCIAL AND RESOURCE IMPLICATIONS:

There are no financial or resource implications.

INTEGRATED PLANNING LINKS:

Title: Governance	4.2 Planning and Policy
Strategy: 4.2.2	Responding to community aspirations by providing creative yet effective planning and zoning for future development.

REGIONAL OUTCOMES:

City of Greater Geraldton Local Planning Strategy 2015:

The Strategy represents the land use planning response to the City’s strategic community vision. The Strategy takes a long-term view based on an aspirational population of 100,000 with the expectation that it would be subject to periodical review and update.

As the City continues to move forward, the Strategy will set out the framework and direction the City will take to achieve the best possible regional outcomes, while creating a lifestyle which will make Greater Geraldton the natural choice to live, work and play. The Strategy will guide long-term land use planning and provide the rationale for land use and development controls.

The subject site has been identified as ‘Urban’ within the Strategy.

The strategy identifies a number of strategies and actions for coastal areas, with a specific action being to:

Ensure land use decision making is based on the best available science regarding coastal processes and the need for adequate setbacks.

Given this specific action, the City did not support the proposed subdivision application.

RISK MANAGEMENT:

By not supporting this amendment the subject area will remain zoned as 'Urban Development' and there will be no statutory planning framework to guide decisions on the subdivision and development of the existing residential lots.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

It is considered that the proposed amendment is consistent with the local planning framework. The amendment will ensure that the scheme maps reflect what the lots were originally developed for and provide the necessary statutory planning framework that is needed as a result of the revoking of the Sunset Beach Structure Plan. The option to refuse is therefore not supported.

The option to defer is not supported as there is considered sufficient information for Council to determine the matter. In any event, the *Planning and Development (Local Planning Schemes) Regulations 2015* states that the local government must pass a resolution on the scheme amendment and provide it to the WA Planning Commission no later than 60 days after the advertising period (being 9 November 2017).

12 REPORTS OF CORPORATE & COMMERCIAL SERVICES

CCS285 REVOKE DELEGATION – CEO PERFORMANCE REVIEW COMMITTEE
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AGENDA REFERENCE:	D-17-66966
AUTHOR:	M Adam, Coordinator Governance
EXECUTIVE:	B Davis, Director Corporate and Commercial Services
DATE OF REPORT:	20 September 2017
FILE REFERENCE:	GO/19/0014
ATTACHMENTS:	No

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval to revoke the delegation made to the CEO Performance Review Committee as it is no longer required.

EXECUTIVE RECOMMENDATION:

That Council by Absolute Majority pursuant to Section 5.17 of the Local Government Act 1995 RESOLVES to:

1. REVOKE the following delegation to the CEO Performance Review Committee: Delegated authority to:
 - a. *develop and undertake the recruitment process for a new CEO*
 - b. *make a recommendation to Council on the permanent appointment of a new CEO; and*
 - c. *ensure Elected Members are to be provided the opportunity for input into the selection criteria and attributes of the new CEO.*

PROPONENT:

The proponent is the City of Greater Geraldton.

BACKGROUND:

On 26 April 2017 (CEO046) Council resolved to delegate authority to the CEO Performance Review Committee to:

- a. *develop and undertake the recruitment process for a new CEO*
- b. *make a recommendation to Council on the permanent appointment of a new CEO; and*
- c. *ensure Elected Members are to be provided the opportunity for input into the selection criteria and attributes of the new CEO.*

Subsequently at the Ordinary Meeting of Council on 22 August 2017 Council resolved to:

APPOINT the preferred candidate, as per the Confidential Report and Minutes of the CEO Performance Review Committee 15 August 2017, as Chief Executive Officer of the City of Greater Geraldton with effect from 28 August 2017.

The CEO Performance Review Committee therefore no longer requires the delegation previously endorsed on 26 April 2017.

Under the provisions of the Local Government Act 1995 section 5.23 meetings of Council Committees to which a local government power has been delegated are to be open to the public, and a local public notice must be published with the date, time and location of the meeting listed- *Local Government (Administration) Regulations 1996* r.12(1). Minutes and meeting papers are to be made publicly available, r.13 and r.14.

5.23. Meetings generally open to public

- (1) *Subject to subsection (2), the following are to be open to members of the public —*
- (a) *all council meetings; and*
 - (b) *all meetings of any committee to which a local government power or duty has been delegated*

The committee may close the meeting or part of the meeting to the public if the meeting, or part of the meeting deals with the matters included in the provisions of s.5.23(2).

Although the Performance review committee is due to be dissolved in October 2017, following the Ordinary Election of Council on 21 October 2017, a resolution to dissolve a committee under s.5.8 does not amend or remove a delegation determined under s.5.16. They are separate decisions under the Act requiring Council to demonstrate its specific decisions in accordance with relevant sections of the Act.

ECONOMIC, SOCIAL, ENVIRONMENTAL & CULTURAL ISSUES:

Economic:

There are no economic impacts.

Social:

There are no social impacts.

Environmental:

There are no environmental impacts.

Cultural & Heritage:

There are no cultural or heritage impacts.

RELEVANT PRECEDENTS:

There are no relevant precedents.

COMMUNITY/COUNCILLOR CONSULTATION:

There was no Community/ Councillor consultation.

LEGISLATIVE/POLICY IMPLICATIONS:

Local Government Act 1995

Section 5.16 *Delegation of some powers and duties to certain committees.*

Section 5.17 *Limits on delegation of powers and duties to certain committees.*

Local Government (Administration) Regulations 1996

Regulation 12 *Meetings, public notice of (Act s.5.25 (1)(g))*

Regulation 13 *Unconfirmed minutes, public inspection of (Act s.5.25 (1)(i))*

Regulation 14 *Notice papers, agenda et.,public inspection of (Act s.5.25(1)(j))*

FINANCIAL AND RESOURCE IMPLICATIONS:

There are no financial or resource implications.

INTEGRATED PLANNING LINKS:

Title: Governance	4.5 Good Governance and Leadership
Strategy: 4.5.2	Ensuring finance and governance policies, procedures and activities align with legislative requirements and best practice.

REGIONAL OUTCOMES:

There are no impacts to regional outcomes.

RISK MANAGEMENT:

There are no identifiable risks to the City.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS

There were no alternative options considered by City Officers.

CCS286 RFT 09 1718 GERALDTON AIRPORT SECURITY SCREENING EQUIPMENT UPGRADE

AGENDA REFERENCE:	D-17-75583
AUTHOR:	L Richards, Airport Coordinator
EXECUTIVE:	B Davis, Director Corporate and Commercial Services
DATE OF REPORT:	29 September 2017
FILE REFERENCE:	FM/16/0004
ATTACHMENTS:	Yes- (x1) Confidential – Corporate and Commercial Services

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval to award RFT 09 1718 Geraldton Airport Security Screening Equipment Upgrade to the preferred tenderer.

EXECUTIVE RECOMMENDATION:

That Council by Simple Majority pursuant to Section 5.20 of the Local Government Act RESOLVES to:

1. AWARD the contract for RFT 09 1718 – Geraldton Airport Security Screening Equipment Upgrade to the preferred tenderer; and
2. RECORD the tender amount for RFT 09 1718 – Geraldton Airport Security Screening Equipment Upgrade.

PROPONENT:

The proponent is the City of Greater Geraldton.

BACKGROUND:

The current security screening equipment at Geraldton Airport was purchased during 2010.

The introduction of security screening at Geraldton Airport commenced during 2011 with the Department of Infrastructure and Regional Development detailing specific equipment requirements through the Aviation Screening Notice (ASN). At that time, the Department included grandfathering provisions in the ASN which allowed equipment purchased before 2011, but which did not meet the new requirements, to be used until a date to be specified.

Further notification from the Department during June 2016 advised the specific date for ending the grandfathering provision as 1 July 2018.

A successful grant application through the Regional Airports Development Scheme (RADS) provided a 50% contribution to the upgrade of the existing security screening equipment to meet the grandfathering requirements and maintain the infrastructure asset.

ECONOMIC, SOCIAL, ENVIRONMENTAL & CULTURAL ISSUES:**Economic:**

There are no economic impacts.

Social:

There are no social impacts.

Environmental:

There are no environmental impacts.

Cultural & Heritage:

There are no cultural or heritage impacts.

RELEVANT PRECEDENTS:

There are no relevant precedents.

COMMUNITY/COUNCILLOR CONSULTATION:

There has been no community or Councillor consultation.

LEGISLATIVE/POLICY IMPLICATIONS:

Failure to comply with the Aviation Transport Security Regulations 2005 as amended in October 2016.

FINANCIAL AND RESOURCE IMPLICATIONS:

The 2017/18 budget allocation is \$588,100 as detailed below –

RADS Grant Funding	\$294,050
Council Contribution	<u>\$294,050</u>
Total Project Cost	\$588,100

INTEGRATED PLANNING LINKS:

Environment	2.3 Built Environment
Strategy 2.3.3	Providing a fit for purpose, safe and efficient infrastructure network
Environment	2.4 Asset Management
Strategy 2.4.2	Maintaining integrated asset management systems that effectively maintain and replace community assets
Economy	3.1 Growth
Strategy 3.1.3	Developing and maintaining infrastructure that increases the potential for business and investment
Governance	4. Good Governance and Leadership
Strategy 4.5.2	Ensuring finance and governance policies, procedures and activities align with legislative requirements and best practice

REGIONAL OUTCOMES:

There are no impacts to regional outcomes.

RISK MANAGEMENT:

Geraldton Airport cannot operate regular public transport (RPT) air services if the security screening equipment does not comply with the Aviation Transport Security Regulations 2005 as amended in October 2016.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

There is no alternative option for consideration. The attached confidential evaluation report details support for the executive recommendation.

CCS287 AUDIT COMMITTEE ANNUAL REPORT TO COUNCIL

AGENDA REFERENCE:	D-17-73118
AUTHOR:	L Taylor, Administration Officer, Corporate Services
EXECUTIVE:	B Davis, Director Corporate and Commercial Services
DATE OF REPORT:	20 September 2017
FILE REFERENCE:	GO/11/0020
ATTACHMENTS:	No

EXECUTIVE SUMMARY:

The purpose of this report is for Council to review a summary of Audit Committee activities for the period 1 July 2016 to 30 June 2017.

EXECUTIVE RECOMMENDATION:

That Council by Simple Majority pursuant to Section 5.20 of the Local Government Act 1995 RESOLVES to

1. RECEIVE the summary of Audit Committee activities for the period 1 July 2016 to 30 June 2017.

PROPONENT:

The proponent is the City of Greater Geraldton

BACKGROUND:

In accordance with the *Local Government Act 1995* section 7.1A (1):

"A local government is to establish an audit committee of 3 or more persons to exercise the powers and discharge the duties conferred on it".

The City of Greater Geraldton Audit Committee Charter incorporates the following reporting requirements:

5.2 The Committee shall report annually to the Council summarising its activities during the previous financial year.

Below is a summary of the activities of the Audit Committee for the period 1 July 2016 to 30 June 2017 for the purposes of providing the above mentioned report to Council:

Audit Committee Meeting – 3 October 2016

- i. Adopt the Audit Report for the financial period ending 30 June 2016 and endorse actions taken by staff to resolve identified items in the reports;
- ii. Note the summary of the Current Operational Risk Management review and the status of the City Business Continuity Management(BCM) Planning;
- iii. Note the report on the management actions from the AMD Financial Systems Audit 2016; and

- iv. Receive the annual report of Audit Committee activities for the period July 2015 to June 2016 and recommend the report for acceptance by Council.

Audit Committee Meeting – 21 February 2017

- i. Endorse the 2016 Compliance Audit Return and report the results to Council;
- ii. Note the summary of the City of Greater Geraldton's Current Procurement contracts;
- iii. Endorse the acceptance of the quote for Extension of external audit services for the financial year 2017-18;
- iv. Note the results of the review of compliance – Local Government Operational Guidelines 09 – Audit in Local Government;
- v. Endorse the implementation of the Strategic Internal Audit Plan 2017-2021; and
- vi. Endorse amendment to Audit Committee Charter and recommend the proposed amendments to Council.

ECONOMIC, SOCIAL, ENVIRONMENTAL & CULTURAL ISSUES:

Economic:

There are no economic impacts.

Social:

There are no social impacts.

Environmental:

There are no environmental impacts.

Cultural & Heritage:

There are no cultural or heritage impacts.

RELEVANT PRECEDENTS:

The Audit Committee Charter requires the committee to report annually to Council summarising the activities of the previous financial year. The Audit Committee Annual Report was last reviewed by the Committee 3 October 2016, Item number AC046. The Audit Committee Annual Report was last reviewed by the Committee 3 October 2016, Item number AC046.

COMMUNITY/COUNCILLOR CONSULTATION:

The Audit Committee at the Meeting on 2 October 2017 received the summary of the activities for the period July 2016 to June 2017, and recommended that Council endorse the summary.

LEGISLATIVE/POLICY IMPLICATIONS:

There are no legislative or policy implications.

FINANCIAL AND RESOURCE IMPLICATIONS:

There are no financial or resource implications.

INTEGRATED PLANNING LINKS:

Title: Governance	4.5 Good Governance & Leadership
Strategy 4.5.2	Ensuring finance and governance policies, procedures and activities align with legislative requirements and best practice

REGIONAL OUTCOMES:

There are no impacts to regional outcomes.

RISK MANAGEMENT:

The provision of an annual report to Council on the activities of the Audit Committee ensures that the committee meets compliance requirements of the *Audit Committee Charter* s.5.2 and reporting recommendations of the Department of Local Government and Communities *Audit in Local Government Operational Guideline number 09-2013*.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS

No alternatives have been considered.

CCS288 MEETING SCHEDULE – JANUARY 2018 – DECEMBER 2018

AGENDA REFERENCE:	D-17-73110
AUTHOR:	L Taylor, Administration Officer, Corporate Services
EXECUTIVE:	B Davis, Director Corporate and Commercial Services
DATE OF REPORT:	20 September 2017
FILE REFERENCE:	GO/6/0012-05
ATTACHMENTS:	No

EXECUTIVE SUMMARY:

The purpose of this report is to adopt the schedule of Ordinary Meetings of Council, Agenda Forums and Concept Forums, for the period January 2018 to December 2018.

EXECUTIVE RECOMMENDATION:

That Council by Simple Majority pursuant to Section 5.20 of the Local Government Act 1995 RESOLVES to:

1. ADOPT the schedule of Ordinary Meetings, Agenda Forums and Concept Forums for 2018 as follows:

	Concept Forum 1 st Tuesday Commencing 5pm	Agenda Forum 3 rd Tuesday Commencing 5pm <i>Chambers, Cathedral Avenue.</i>	Ordinary Meeting 4 th Tuesday Commencing 5pm <i>Chambers, Cathedral Avenue - unless otherwise specified **</i>
January 2018	9 January 2018	16 January 2018	23 January 2018
February 2018	6 February 2018	20 February 2018	27 February 2018
March 2018	6 March 2018	20 March 2018	27 March 2018 ** MULLEWA District Office 1.30pm**
April 2018	3 April 2018	17 April 2018	24 April 2018
May 2018	1 May 2018	15 May 2018	22 May 2018
June 2018	5 June 2018	19 June 2018	26 June 2018
July 2018	3 July 2018	17 July 2018	24 July 2018
August 2018	7 August 2018	21 August 2018 ** MULLEWA District Office 1.30pm**	28 August 2018
September 2018	4 September 2018	18 September 2018	25 September 2018
October 2018	2 October 2018	16 October 2018	23 October 2018
November 2018	7 November 2018 * Wednesday *	20 November 2018	27 November 2018
December 2018	4 December 2018	11 December 2018	18 December 2018

PROPONENT:

The proponent is the City of Greater Geraldton.

BACKGROUND:

Section 5.3 of the *Local Government Act 1995* allows Council to hold ordinary and special meetings. It further requires ordinary meetings to be held not more than 3 months apart.

Regulation 12 of the *Local Government (Administration) Regulations 1996* requires Council to give local public notice of the dates, times and location of its ordinary and committee meetings to be held in the next 12 months. Public notice is also required for any changes to these elements.

12. Meetings, public notice of (Act s. 5.25(1)(g))

- (1) *At least once each year a local government is to give local public notice of the dates on which and the time and place at which —*
 - (a) *the ordinary council meetings; and*
 - (b) *the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next 12 months.*
- (2) *A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).*

It is proposed that the following ordinary meetings be held over the next 12 months.

- Concept Forum (Closed to Public) to be held on the first Tuesday of the month commencing at 5.00pm in the Civic Centre Function Room, Cathedral Avenue.
- Agenda Forum to be held on the third Tuesday of the month commencing at 5.00pm in the Council Chambers at Cathedral Avenue.
- Ordinary Meeting to be held on the fourth Tuesday of the month commencing at 5.00pm in the Council Chambers at Cathedral Avenue.
- March Ordinary Meeting to be held in Mullewa, commencing at 1.30pm.
- The date of the November Concept Forum will be changed to Wednesday 7 November 2018 as Tuesday 6 November 2018 is Melbourne Cup day.
- The dates of the December meetings are to be brought forward as follows: Agenda Forum to be held on the second Tuesday of the month and Ordinary meeting on the third Tuesday of the month due to the Christmas holiday period.

ECONOMIC, SOCIAL, ENVIRONMENTAL & CULTURAL ISSUES:**Economic:**

There are no economic impacts.

Social:

There are no social impacts.

Environmental:

There are no environmental impacts.

Cultural & Heritage:

There are no cultural or heritage impacts.

RELEVANT PRECEDENTS:

It is an annual requirement of Council, under regulation 12 *Local Government (Administration) Regulations 1996* to give local public notice of the dates, times and place of the ordinary council meetings. The Meeting Schedule for 2017 was last reviewed by Council at the Ordinary Meeting of Council held 25 October 2016, item number CCS209.

COMMUNITY/COUNCILLOR CONSULTATION:

There has been no community/councillor consultation.

LEGISLATIVE/POLICY IMPLICATIONS:

Regulation 12 of the *Local Government (Administration) Regulations 1996* requires Council to advertise its ordinary and committee meeting schedule for the ensuing 12 months.

FINANCIAL AND RESOURCE IMPLICATIONS:

The cost of advertising the schedule of meetings is contained within the 2017-18 budget.

INTEGRATED PLANNING LINKS:

Title: Governance	4.1 Community Engagement
Strategy 4.1.1	Continuing to engage broadly and proactively with the community
Title: Governance	4.5 Good Governance & Leadership
Strategy 4.5.2	Ensuring finance and governance policies, procedures and activities align with legislative requirements and best practice

REGIONAL OUTCOMES:

There are no impacts to regional outcomes.

RISK MANAGEMENT:

Council is required under regulation 12 of the *Local Government (Administration) Regulations 1996* to give local public notice of its schedule of ordinary meeting for the next 12 months.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

No alternative options were considered by City Officers.

CCS289 REVIEW OF RECREATIONAL VEHICLE FRIENDLY STRATEGY

AGENDA REFERENCE:	D-17-75207
AUTHOR:	B Davis, Director Corporate and Commercial Services
EXECUTIVE:	R McKim, Chief Executive Officer
DATE OF REPORT:	3 October 2017
FILE REFERENCE:	ED/3/0005
ATTACHMENTS:	Yes (x2) A. RV Camping in the City of Greater Geraldton Visitor Centre Report B. Schedule of submissions

EXECUTIVE SUMMARY:

The purpose of this report is to review the “Making Geraldton Recreational Vehicle (RV) Friendly” Strategy, and the trial of free overnight parking for RV and campervan vehicles.

EXECUTIVE RECOMMENDATION:

That Council by Simple Majority pursuant to Section 6.47 of the Local Government Act 1995 RESOLVES to:

1. REAFFIRM its commitment to Geraldton as an RV Friendly destination for visitors;
2. NOTE the submissions received as part of the review of the trial period for free 24 hour RV friendly parking in Geraldton;
3. REAFFIRM that only RV's are to park overnight in Francis Street area.
4. REAFFIRM Day Use only in Francis Street for Caravan and non self-contained vehicles; and
5. ADOPT the Recommendations as set out in Table 2 of this report.

PROPONENT:

The proponent is the City of Greater Geraldton.

BACKGROUND:

The City adopted the “Making Geraldton Recreational Vehicle (RV) Friendly” Strategy on 26 August 2014 (Council SC169) with the recommendation that the draft report be advertised for a period of 42 days and that a further report be submitted to Council following the advertising period.

A report was subsequently submitted to Council on 5 March 2015 (SC210). Council adopted the recommendation that the RV strategy be adopted and that it be reviewed in 12 months (from implementation) to assess the impact of implementation.

The RV-Friendly facilities, with a dump point, and restricted number of parking bays designated for free overnight parking, in the parking area of the boating facility at the southern end of the Geraldton Foreshore, was officially opened on 11 August 2016. The City obtained ‘RV Friendly Status’ in November 2016.

Key recommendations from the RV strategy are set out in Table 1 below, with notes indicating implementation progress:

Table 1: RV Friendly Strategy & Progress

RV-Friendly Strategy	Progress
Obtain 'RV Friendly' accreditation for Geraldton	Completed November 2016
Signage: Develop vibrant and visually interesting statements at key entry points into the City. These signs should indicate that Geraldton is RV Friendly. Improve signage that addresses illegal camping at popular locations Identification and erection of signage at other official "Road side rest areas" The provision of signage throughout the City for RV vehicles	RV Friendly signage installed. Other signage in progress – city entry statements being reviewed. In progress In Progress Completed
RV Parking facilities: Provision of free 24 hour RV Camping areas for self-contained RV's	24 Hour camping facility completed and operational for 12 months. Review and recommendations below.
Improve Marketing: Marketing strategy and material to be developed for appropriate industry publications Development of a resource guide for RV travellers.	Ongoing Ongoing
Dumping Facilities: Provision of Free dumping point in the City	Dumping facility completed and operational for 12 months. Review and recommendations below.
Nature Camping: Develop an operational plan for the Ellendale Pool to ensure that it is managed in accordance with the relevant legislation, and that the dump point confirms with Health and Safety regulations.	In Progress
Free public Wi-Fi:	Completed

Benefits to the City

The RV strategy was developed with the purpose of attracting self-contained RV travellers to Geraldton which otherwise bypass the City due to no free overnight facility being available, and to encourage longer stays or return visits. A self-contained RV is defined as:

“Recreation Vehicles that can contain within the vehicle fixed shower and toilet, sullage (grey) and black water waste (sewerage) storage and have capacity for carrying multiple days’ worth of drinking water”

These travellers make use of free Council-provided facilities which are readily available elsewhere (e.g. Dongara), as they have all facilities offered by a caravan park, such as ablutions and kitchens, on board their own vehicles.

During September 2016 the Geraldton Visitor Centre undertook a research project at the RV facility to get an understanding of whether the overnight RV facility influenced travellers choices about staying overnight in Geraldton. The same survey was repeated in 2017. The survey results are included in Visitor Centre’s report provided at [Attachment A](#).

The average results for the 2 years show that:

- 96.7% of the respondents indicated that the facility prompted them to stay for the night. (Question 6);
- If the facility was not available 38.7% of the respondents *would not have stopped in Geraldton*. (Question 7);
- 71% of respondents have considered staying in Geraldton longer, in another facility, now that they see what Geraldton has to offer (Question 8);
- 100% of respondents indicated that the overnight experience will influence future decisions to visit the region or Geraldton and will make them recommend Geraldton to other visitors. (Question 9) and
- The average expenditure per person per day was \$223 (2016) and \$165 (2017). (Question 10)

Monitoring of the RV facility by the Geraldton Visitor centre shows that all of the nine (9) overnight parking bays are generally occupied in season (August to October) but there is on average a 50% occupation outside of season, in the hotter months. The overnight occupation rates for the past year are as follows:

- August to October: Peak season: 9 RV parking bays occupied on average per night – Full occupation: 828 Overnight vehicles
 - November to February: Low season: 3 RV parking bays occupied on average per night: 360 overnight vehicles
 - March to July: Shoulder season: 5 RV parking bays occupied on average per night: 765 overnight vehicles.
 - Total overnight vehicles annually: 1953
-

- There are on average 2 people per vehicle so the visitor nights equal 3906

Average RV overnight visitor spend was \$223 per day in 2016 and this went down to \$165 in 2017 (See Attachment A). The amount spent in Geraldton, during a year, from RV travellers therefore potentially equals \$757,764 annually. (Visitor nights: 3906 x Median spending per night of \$194, which is the average over the 2 years)

Impact of the Free 24 hour RV Parking Areas on Existing Caravan Parks

The Geraldton Visitor Centre contacted the Caravan Parks in Geraldton and Greenough by telephone to ascertain how the opening of the RV overnight facilities impacted on their respective businesses. The results of this survey (included in Attachment A), indicates:

- A decline in occupancy at caravan parks across the trial period;
- A majority but not all (67%) Caravan parks owners feel that the availability of free overnight facilities has negatively impacted their businesses;
- Concerns from the Caravan park owners that the facility allows all types of RV's (as opposed to only self-contained vehicles) as well as cars and tents to park overnight;
- Concerns that the RV facility is not sufficiently monitored, which results in travellers staying overnight for more than one night ; and
- Concerns that the RV facility may not comply with particular legislation.

A number of caravan park operators also made written submissions. These are summarised in the schedule of submissions at Attachment B.

The City does not accept that there is a direct and exclusive causal relationship between availability of RV friendly facilities, and the apparent trend in caravan park occupancy rates in Geraldton across the trial period. Some caravan park operators assert the view that the apparent decline in their caravan park occupancy rates across the period was due solely to the availability of the RV overnight facility. The City believes that wider factors were at play in 2016-17, as demonstrated by statistical data released by Tourism WA.

Recently released statistics from Tourism WA (See: http://www.tourism.wa.gov.au/ResearchReports/Latest_Visitor_Facts_and_Figures/Pages/Visitor-Statistics.aspx) indicate that domestic visitor numbers to WA have decreased, both for interstate and intrastate visitors.

Domestic Visitation across WA -Year ending June 2017:

- Interstate visitors numbers to WA decreased by over 12%;
- Interstate visitor nights decreased by 5.4%;
- In terms of the purpose of visitation, the figures are down for Holiday makers (-7.4%), Visiting friends and relatives (-9.6%) and Business travellers (-16.6%);

- Intrastate spend has decreased by 5.8%, visitation numbers decreased by 4%, and intrastate visitor nights have decreased by 9%.

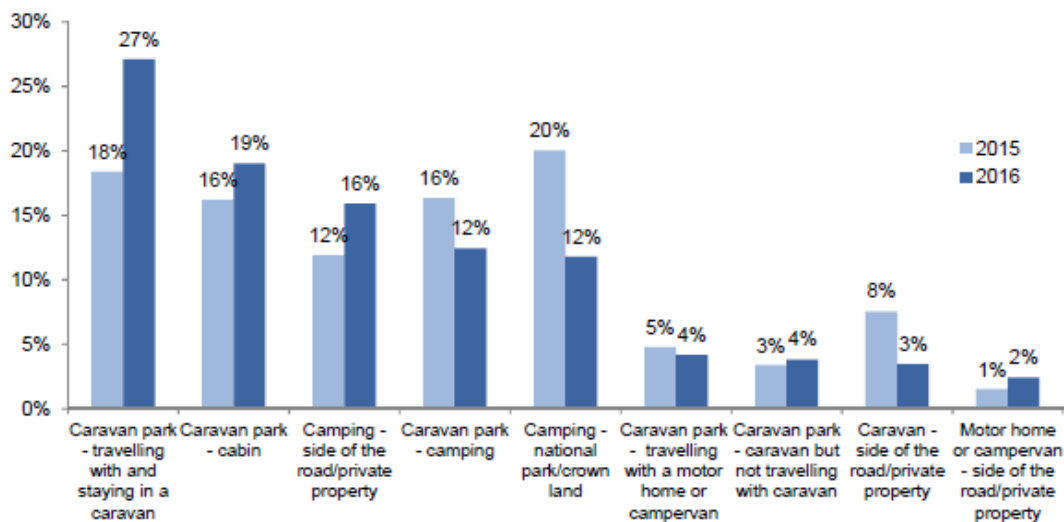
On the particular matter of Caravanning and Camping, Tourism WA had earlier released this information, comparing the 2015 and 2016 calendar years, in its *Caravan and Camping Snapshot 2016*:

Tourism WA - Domestic caravan and camping visitors:

- In 2016, caravan and camping visitors accounted for 16% of total domestic visitors and 15% of total domestic visitor nights in WA.
- In 2016, 1.54 million domestic visitors spent 6.75 million nights in caravan or camping accommodation in WA. This represents a decrease of 2.9% in domestic visitors and a 7.5% decrease in domestic visitor nights spent in caravan or camping accommodation in WA compared to 2015.
- Consequently, the average length of stay in caravan and camping accommodation has dropped from 4.6 nights in 2015 to 4.4 nights in 2016.

Two in three (66%) total domestic caravan and camping visitor nights in 2016 were spent in caravan parks.

Figure 1: Type of accommodation by proportion of caravan and camping nights– Domestic



The trends already emerging across 2015 and 2016 for caravanning and camping are consistent with the wider continuing trends of declining interstate and intrastate tourism across WA in the 2016-17 period.

On the basis of the statistics released by Tourism WA it is reasonable for the City to assume that the overwhelming majority of any decline in caravan park occupancy rates in Geraldton across 2016-17 most likely reflects the tightened economic circumstances confronting WA, and the consequent decline in tourist and holiday maker activity levels that have impacted the whole State. Provision of 9 RV bays and 14 campervan bays for free overnight parking, is unlikely to have been the primary cause of the drop away in patronage of caravan parks. However – use of adjacent facilities by vehicles and caravans, beyond the number of designated bays, has been noted.

Addressing Issues to Improve RV Friendly Facilities and Operations

Written submissions from stakeholders identified a number of matters warranting City action to improve the operation of the free RV parking area. A number of issues are also identified in the report prepared by the Visitor Centre, at [Attachment A](#).

Table 2 below lists related issues and contains *recommendations* to overcome certain problems and make the RV overnight facility operate more effectively.

Table 2: Management and Monitoring Issues and Recommendations:

Issue	Recommendation
1. More self-contained RV's are staying overnight than the designated ten (10) current RV bays can accommodate.	1.1. Revise signage to indicate location of alternative legal parking areas, including available Caravan Parks which offer dump points. 1.2. Investigate revised parking and signage layout to consider the design and operational implications of increasing the number of overnight bays for self-contained RV vehicles with a report back to the January 2018 Council meeting.
2. There is no parking for self-contained RV's and caravans who just want to spend a few hours in Geraldton, and not overnight at the RV facility.	2.1. Investigate revised parking layout and signage to provide short term daytime parking for self-contained RV's and caravans with a report back to the January 2018 Council meeting.
3. Non self-contained RV's and other vehicles are staying overnight, and sometimes for multiple nights, at the RV facility. This includes caravans, camper trailers, rooftop campers, and people sleeping in ordinary vehicles.	3.1. Investigate alternative locations for overnight parking of non self-contained RV's with a report back to the January 2018 Council meeting. 3.2. Revise signage to indicate location of alternative legal parking areas, including available Caravan Parks which offer dump points.
4. CCTV Live streaming	4.1. Investigate the provision of CCTV live streaming technology to enhance security and customer service with a report back to the January 2018 Council meeting.
5. Definition: Self-contained RV	5.1. For the purposes of 24 hour free parking at the Geraldton Foreshore area, self-contained means that the vehicle must have an interior toilet and built in holding tanks for waste water. You must have interior cooking facilities and be able to supply your own power and water.

5. Further Review	6.1. Provide a further report back to Council twelve months after the completion of the implementation of the amendments to the RV Strategy.
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ECONOMIC, SOCIAL, ENVIRONMENTAL & CULTURAL ISSUES:

Economic:

There are no significant adverse economic impacts from the RV Friendly strategy. Ranger patrols and other measures such as signage should act to prevent abuse and overuse of the RV facility, guiding excess numbers of users to legal camping grounds and local Caravan parks. The number of free overnight bays provided for self-contained RVs is regarded as too low to create any significant adverse effects on the economy associated (for example) with diversion of revenue from local caravan parks, and in terms of the local economy is offset by new revenue from overnight stay spending by visitors.

Provision of 24-hour free parking and a dump point for self-contained RVs demonstrably attracts visitors into central Geraldton, for an overnight stay, who would otherwise bypass the City and spend no money in the local economy. These RV travellers, with self-contained vehicles, do not require caravan park facilities for single overnight stays. Surveys have revealed a proportion of RV travellers utilising the free 24-hour facility and dump point subsequently choose to stay for additional nights in Geraldton, at one of the caravan parks.

Social:

Utilisation of the public ablutions adjacent to the RV Friendly area, by travellers with non-self-contained campervans or cars, has partially displaced convenient usage by residents and other visitors to the area.

More significantly, closure of the public ablution facilities overnight (which is standard City practice to discourage other undesirable behaviour in the area), has led to unacceptable behaviour by some travellers with non-self-contained campervans or cars staying overnight, relieving themselves in the adjacent landscaped areas, creating a public health risk.

Closure of the 14 bays for non-self-contained campervan vehicles is recommended accordingly in Table 2.

Environmental:

There are no significant environmental impacts.

Cultural & Heritage:

There are no significant cultural or heritage impacts.

RELEVANT PRECEDENTS:

There are no relevant precedents. This report addresses the first trial of free overnight parking for RV vehicles.

COMMUNITY/COUNCILLOR CONSULTATION:

Extensive community participation was engaged in during the development of the RV strategy. This review report also considers issues raised by users of the

facility, operators of caravan parks in the near region, and surrounding land owners.

LEGISLATIVE/POLICY IMPLICATIONS:

There are no legislative or policy implications.

FINANCIAL AND RESOURCE IMPLICATIONS:

There are no financial or resource implications.

INTEGRATED PLANNING LINKS:

Title: Economy	3.2 Lifestyle and Vibrancy
Strategy 3.2.3	Revitalising the CBD through economic, social and cultural vibrancy

REGIONAL OUTCOMES:

There are no adverse impacts on Regional outcomes. Boosting tourism is consistent with the Mid West Regional Blueprint.

RISK MANAGEMENT:

Recommendations in Table 2 for changes to current arrangements will mitigate the notable risks associated with facilities provided for the purposes of the trial period.

In particular, most issues identified in the review relate to the 14 parking bays provided for free overnight use for non-self-contained campervans, and related inappropriate behaviour in the area. Removal of the free overnight use by campervans is recommended accordingly.

It is recognised that such action may result in increased illegal camping in other areas of the City. Ranger patrols will mitigate that risk.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

The option of cessation of free overnight parking in nine (9) bays for self-contained RV vehicles is not supported by officers, having regard to the benefits to the local economy of capturing RV traffic that would have otherwise bypassed Geraldton.

The option of continuing provision of fourteen (14) parking bays, for non-self-contained campervans, is not supported by officers, noting the prevalence of unacceptable behaviour, and the downside risks of implementing requirements to mitigate that behaviour, from leaving adjacent public ablution facilities open all night, attracting undesirable and/or criminal behaviour from other parties, and increasing costs to the City.

Closure of the 14 bays for free overnight campervan use, as recommended in Table 2, will remove the current potential public health risk from parties relieving themselves in landscaped areas, and avoid the inevitable costs and risks to the City of providing unsecured public ablution facilities overnight.

Non-availability of the campervan bays for overnight parking, and Ranger patrols to address illegal camping in other areas, will require those travellers without self-contained RV vehicles to use legal camping grounds or to patronise caravan parks.

Officers note that the option of increasing the number of bays for self-contained RVs has been raised by other parties. That remains a matter for Council deliberation. It is suggested that Council should seek a separate report on design and operational implications, prior to formal consideration of that option. Table 2 includes that recommendation.

The approach adopted by staff recognises the following:

- The original focus of the RV Friendly strategy was on self-contained RV vehicles;
- Self-contained RV vehicle travellers do not require public ablutions facilities so will not be disadvantaged by non-availability of public ablution facilities throughout the night;
- Ranger patrol of other areas to control illegal camping will continue to be required;
- Travellers with self-contained RVs remain will continue to be confined to single 24-hour overnight use of the free parking facility and must use either free legal camping areas or caravan parks for longer stays; and
- Travellers with non-self-contained campervans will be required to use either free legal camping areas or caravan parks.

CCS290 2016-17 ANNUAL REPORT FOR THE CITY OF GREATER GERALDTON
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AGENDA REFERENCE:	D-17-75449
AUTHOR:	P Radalj, Manager of Treasury & Finance
EXECUTIVE:	B Davis, Director Corporate & Commercial Services
DATE OF REPORT:	28 September 2017
FILE REFERENCE:	GO/3/0002
APPLICANT / PROPONENT:	City of Greater Geraldton
ATTACHMENTS:	Yes (x1) 2016-17 Annual Report for City of Greater Geraldton

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council's adoption of the 2016-17 Annual Report for the City of Greater Geraldton.

EXECUTIVE RECOMMENDATION;

That Council by Absolute Majority pursuant to Section 5.54 of the Local Government Act 1995 RESOLVES to:

1. ADOPT the City of Greater Geraldton Annual Report (including Audited Annual General Purpose Financial Statements and Auditors Report) for the financial year ending 30 June 2017; and
2. REQUIRE the CEO to make the Annual Report publicly available and to give public notice of an Annual Electors Meeting to be held on 5 December 2017 pursuant to section 5.27(2) of the Act.

PROPONENT:

The proponent is the City of Greater Geraldton.

BACKGROUND:

The 2016-17 Annual Report (attached) has been prepared in accordance with Section 5.53 of the Local Government Act 1995 and includes the Audited Annual General Purpose Financial Statements.

The Annual Report highlights the City of Greater Geraldton's achievements in 2016-17 in relation to the major goal areas contained within the City's Strategic Community Plan.

Efficiency and cost savings initiatives relating to organisational structure, staffing and service levels implemented by Council over the last three years are now starting to give rise to significant improvement to the financial health and sustainability of the City. The Department of Local Government Financial Health Indicator is the current benchmark measurement of a Council's overall financial health. The FHI calculates a weighted average of the seven financial ratios that local governments are required to report annually to establish a score on a scale from 0-100. Council's score progressed from 53 in 2015-16 to 87 in

2016-17. An FHI of 70 and above indicates that a Council is in sound financial health.

ECONOMIC, SOCIAL, ENVIRONMENTAL & CULTURAL ISSUES:

Economic:

There are no economic impacts.

Social:

There are no social impacts.

Environmental:

There are no environmental impacts.

Cultural & Heritage:

There are no cultural or heritage impacts.

RELEVANT PRECEDENTS:

The acceptance of the Annual Report is a standard statutory requirement.

COMMUNITY/COUNCILLOR CONSULTATION:

Audit Committee has reviewed and recommended the adoption of the Audited Annual General Purpose Financial Statements at its meeting held on 2 October 2017. On adoption of the Annual Report by Council, the CEO will give local public notice of its availability to the public and will call an annual electors meeting.

LEGISLATIVE/POLICY IMPLICATIONS:

Section 5.53 of the Local Government requires the preparation of an Annual Report and details what has to be contained within.

Section 5.54 requires that the Annual Report for a financial year be accepted no later than 31 December after that financial year or within 2 months of receiving the auditor's report. Council is required to hold an Annual Electors Meeting within 56 days of acceptance of the Annual Report. Pending adoption of the Annual Report, the Annual Electors Meeting will be scheduled for 5th December 2017.

FINANCIAL AND RESOURCE IMPLICATIONS:

There are no financial or resource implications.

INTEGRATED PLANNING LINKS:

Title: Governance	4.5 Good Governance & Leadership
Strategy 4.5.2	Ensuring finance and governance policies, procedures and activities align with legislative requirements and best practice.

REGIONAL OUTCOMES:

There are no impacts to regional outcomes.

RISK MANAGEMENT:

The related risk is associated with complying with the timelines identified within Section 5.54 of the Local Government Act 1995.

ALTERNATIVE OPTIONS CONSIDERED:

Options are limited, as the Annual Report is required by legislation to be adopted by Council by 31 December 2017.

CCS291 RATES EXEMPTIONS – COMMUNITY HOUSING LIMITED.

AGENDA REFERENCE:	D-17-75867
AUTHOR:	S Russell, Rates Coordinator
EXECUTIVE:	B Davis, Director Corporate & Commercial Services
DATE OF REPORT:	28 September 2017
FILE REFERENCE:	RV/4/0003
ATTACHMENTS:	Yes (x6)
	A. List Properties & Rates Levied
	B. Statement of CHL's Operations
	C. Community Housing Agreement
	D. Endorsement for Charity Tax Concessions
	E. Constitution
	F. Community Housing Paper on LG Rates

EXECUTIVE SUMMARY:

Community Housing Ltd have submitted 12 applications for rates exemption to Council for the properties listed on the attached list to be deemed as 'non-rateable' land by reason of section 6.26(2)(g) of the *Local Government Act 1995* ("LGA") (being land used exclusively for charitable purposes) and therefore exempt from paying rates.

EXECUTIVE RECOMMENDATION:

That Council by Simple Majority pursuant to Section 6.26(2)(g) of the Local Government Act 1995 RESOLVES to:

1. APPROVE a rates exemption for Community Housing Limited on the following properties on the basis that the properties are being used exclusively for a charitable purpose:
 - a. A11015 – 176 Gregory Street, Beachlands;
 - b. A11024 – 3 Cutler Street, Beachlands;
 - c. A14015 – 167E George Road, Beresford;
 - d. A17455 – 102 Brand Highway, Tarcoola Beach;
 - e. A18167 – 76 McAleer Drive, Mahomets Flats;
 - f. A18945 – Unit 1/7 William Street, Geraldton;
 - g. A18946 – Unit 2/7 William Street, Geraldton;
 - h. A19979 – Unit 3/230 Willcock Drive, Mahomets Flats;
 - i. A20049 – 12 Quarry Street, Geraldton;
 - j. A20434 – Unit 10/194 Brede Street, Geraldton;
 - k. A20442 – Unit 7/111 Gertrude Street, Geraldton; and
 - l. A20464 – Unit 7/70 Gertrude Street, Geraldton.

PROPONENT:

The proponent is Community Housing Limited.

BACKGROUND:

The City has received 12 applications for rates exemption under Section 6.26(2)(g) of the Local Government Act 1995 being land used exclusively for charitable purposes.

Community Housing Ltd is a not for profit organisation which provides affordable housing for people on low to middle incomes. Originating in Australia in 1993, Community Housing is a registered charity and Public Benevolent company. All financial surpluses remain in the company to be reinvested in quality affordable housing for people in need.

All 12 properties are currently being used to provide housing for people with disabilities referred either, by the Disability Services Commission or the Mental Health Commission Independent Living Program since March 2017.

On the basis of this it has been evaluated that all of these properties have met the requirements of Section 6.26(2)(g) of the Local Government Act 1995 as land used exclusively for a charitable purpose. It is considered that disability housing is a charitable purpose and is a purpose beneficial to the public.

ECONOMIC, SOCIAL, ENVIRONMENTAL & CULTURAL ISSUES:

Economic:

There are no economic impacts.

Social:

There are no social impacts.

Environmental:

There are no environmental impacts.

Cultural & Heritage:

There are no cultural or heritage impacts.

RELEVANT PRECEDENTS:

This Council and its predecessor Councils have previously approved rate exemptions for property utilised exclusively for charitable purposes, consistent with section 6.26(2)(g) of the Local Government Act 1995.

This Council granted a rates exemption to Community Housing Limited at the ordinary meeting of council on 22 November 2016 on 11 of their properties based on their current use, which is crisis accommodation, disability housing and accommodation for the aged.

The definition of a charitable purpose is largely based on the preamble to the Statute of Elizabeth enacted by the English Parliament in 1601 and the judgment of Lord Macnaghten in *Commissioners for Special Purposes of Income Tax v Pemsel*. Lord Macnaghten classified the categories of charitable as trusts for one of the following:-

- *the relief of poverty;*
- *the advancement of education;*
- *the advancement of religion; and*
- *other purposes beneficial to the community;*

The High Court of Australia incorporated the Statute of Elizabeth into Australian law, finding that in order for an institution to be charitable, it must be –

- (a) within the spirit and intendment of the Preamble to the Statute Elizabeth; and
- (b) for the public benefit.

The Western Australian case law (arising from both the Courts and the State Administrative Tribunal) summarise that for a purpose to be charitable –

- (a) it must fall within the purposes set out in the Statute of Elizabeth, or by Lord Macnaghten (above); and
- (b) there must be a public benefit, being a benefit directed to the general community, or to a sufficient section of the community to amount to the public.

COMMUNITY/COUNCILLOR CONSULTATION:

There has been no Community/Councillor consultation.

LEGISLATIVE/POLICY IMPLICATIONS:

Section 6.26 of the Local Government Act 1995 provides broad definitions for rateable and non-rateable land. Section 6.26(2)(g) states that land is not rateable if it is “used exclusively for charitable purposes”.

FINANCIAL AND RESOURCE IMPLICATIONS:

The annual value of the exemption based on the 2017-18 rates billing is estimated to be \$17,936.46

INTEGRATED PLANNING LINKS:

Title: Community	1.5 Recognise, value and support everyone
Strategy 1.5.1	Supporting and strengthening community groups, organisations and volunteer services.

REGIONAL OUTCOMES:

There are no impacts to regional outcomes.

RISK MANAGEMENT:

No risks identified.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

Council may decline the application for rate exemption on the basis that it considers Community Housing Limited is not providing a charitable purpose to the community or that such charitable use relating to the property is not considered an exclusive use.

CCS292 STATEMENT OF FINANCIAL ACTIVITY TO 30 SEPTEMBER 2017

AGENDA REFERENCE:	D-17-76970
AUTHOR:	R Doughty, Treasury Officer
EXECUTIVE:	B Davis, Director Corporate and Commercial Services
DATE OF REPORT:	4 October 2017
FILE REFERENCE:	GO/6/0012-05
ATTACHMENTS:	Yes (x1) Monthly Management Report for period to 30 September 2017

EXECUTIVE SUMMARY:

The attached financial reports provide a comprehensive report on the City's finances to 30 September 2017. The statements in this report include no matters of variance considered to be of concern.

EXECUTIVE RECOMMENDATION;

That Council by Simple Majority pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996 RESOLVES to:

1. RECEIVE the 30 September 2017 monthly financial activity statements as attached.

PROPONENT:

The proponent is the City of Greater Geraldton.

BACKGROUND:

The financial position at the end of September is detailed in the attached report and summarised as follows relative to year-to-date budget expectations:

Operating Income	\$101,585	0.2%	Over YTD Budget
Operating Expenditure	\$ 574,918	2.5%	Under YTD Budget
Net Operating	\$676,503	2.0%	Positive variance
Capital Expenditure	\$2,562,410	19.8%	Under YTD Budget
Capital Revenue	\$12,885	3.8%	Over YTD Budget
Cash at Bank – Municipal	\$35,330,100		
Cash at Bank – Reserve	\$22,318,463		
Total Funds Invested	\$55,670,451		
Net Rates Collected	62.39%		
Net Rates Collected in September 2016	63.87%		

The attached report provides explanatory notes for items greater than 10% or \$50,000. This commentary provides Council with an overall understanding of how the finances are progressing in relation to the revised budget.

The financial position represented in the September financials shows a variance of \$676,503 in the net operating result (this takes into account commitments).

ECONOMIC, SOCIAL, ENVIRONMENTAL & CULTURAL ISSUES:

Economic:

There are no economic impacts.

Social:

There are no social impacts.

Environmental:

There are no environmental impacts.

Cultural & Heritage:

There are no cultural or heritage impacts.

RELEVANT PRECEDENTS:

Council is provided with financial reports each month.

COMMUNITY/COUNCILLOR CONSULTATION:

There has been no community/councillor consultation.

LEGISLATIVE/POLICY IMPLICATIONS:

Section 6.4 of the Local Government Act 1995 and Regulation 34 of the Local Government (Financial Management) Regulations 1996 require that as a minimum Council is to receive a Statement of Financial Activity.

FINANCIAL AND RESOURCE IMPLICATIONS:

Any issues in relation to expenditure and revenue allocations or variance trends are identified and addressed each month.

INTEGRATED PLANNING LINKS:

Title: Governance	4.4 Financial Sustainability and Performance
Strategy 4.4.1	Preparing and implementing short to long term financial plans
Strategy 4.4.3	Delivering and ensuring business systems and services support cost effective Council operations and service delivery
Title: Governance	4.5 Good Governance and Leadership
Strategy 4.5.2	Ensuring finance and governance policies, procedures and activities align with legislative requirements and best practice.

REGIONAL OUTCOMES:

There are no impacts to regional outcomes.

RISK MANAGEMENT:

There are no risks to be considered.

ALTERNATIVE OPTIONS CONSIDERED:

There are no alternative options to consider.

13 REPORTS OF INFRASTRUCTURE SERVICES

IS158	HODGSON CROSSING CULVERT REPLACEMENT
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AGENDA REFERENCE:	D-17-75766
AUTHOR:	B Akhtar, Manager Project Design and Delivery
EXECUTIVE:	C Lee, Acting Director of Infrastructure
DATE OF REPORT:	22 September 2017
FILE REFERENCE:	GO/6/0012-05
ATTACHMENTS:	Yes (x1) Approval letter from Federal Government

EXECUTIVE SUMMARY:

The purpose of this item is to seek Council approval to amend the existing Hodgson Crossing Culvert replacement allocation in the current 2017-18 renewal program to reflect the approved Federal Government Bridge Renewal Program grant allocation. Currently, the 2017-18 renewal program provides \$400,000 (\$200,000 City funds, \$200,000 grant funds) for the project. Officers are requesting this budget be amended to reflect the grant allocation of \$527,486 (\$263,743 city funds, \$263,743 grant funds).

The aim of the project is to replace the existing culverts on Yuna Tenindewa Road at Hodgson Crossing.

EXECUTIVE RECOMMENDATION:

That Council by Absolute Majority pursuant to section 6.8 of the Local Government Act 1995 RESOLVES to:

1. APPROVE a budget adjustment to the Hodgson Crossing Culvert replacement project from \$400,000 to \$527,486 (\$263,743 City funds, \$263,743 grant funds); and
2. SOURCE the additional \$63,743 in City funds from savings in the existing renewal program.

PROPONENT:

The proponent is the City of Greater Geraldton.

BACKGROUND:

The Australian Government provides financial assistance via the Bridges Renewal Program (BRP) to road authorities (including Councils) for the upgrade or replacement of infrastructure to enhance vehicle safety and access for local communities. Projects are selected as part of a competitive merit-based process and the Australian Government provides funding assistance of up to 50 per cent of the total project cost.

The infrastructure at Yuna Tenindewa Road / Hodgson Crossing (Circa 1960s) consists of a set of four barrel concrete box culverts. These culverts are getting close to the end of their economic life. A location sketch and a photo of the existing culverts are below:



Photo 1: Location of works (Yuna Tenindewa Road over Hodgson Crossing)



Photo 2: Culverts at Yuna Tenindewa Road over Hodgson Crossing)

City officers lodged a funding application and the City has been successful in receiving a funding offer under the BRP for the total project cost of \$527,486 whereby the City is required to co-contribute 50% of the total project cost. This will require a contribution of \$263,743 from the City to match BRP funding.

The conceptual budget for this project was \$400,000. Since detailed design has now been completed, the project has been costed at \$527,486 which was the amount submitted for BRP approval. The proposed works at this location will include:

- Demolition and removal of the existing culverts;
- Excavation of bearing stratum to a depth of 500mm (including dewatering as required);
- Installation of select fill and concrete base slab works;
- Replacement of the culverts which are designed and constructed in accordance with AS5100 Bridge Design Code;
- Erosion control works at the upstream and downstream sides of the culverts;
- Road works at the approaches.

ECONOMIC, SOCIAL, ENVIRONMENTAL & CULTURAL ISSUES:**Economic:**

Yuna-Tenindewa road is one of the higher order collector roads connecting to Geraldton Mount Magnet Road. The primary economic benefits to the community is that a safe and efficient road network can be maintained to support agricultural activities. An efficient road network is required to ensure that the region can remain competitive in the market for locally produced agricultural products.

Social:

This project provides significant social benefits as, should the culvert not be replaced, Yuna-Tenindewa road will be impassable during winter or after summer rains. This will result in trips that are 6km longer for light vehicles and 55km longer for Restricted Access Vehicles associated with harvest traffic.

Environmental:

There are no known environmental impacts as the new infrastructure will generally be re-constructed in its current environmental footprint.

Cultural & Heritage:

There are no known cultural or heritage impacts.

RELEVANT PRECEDENTS:

Nil

COMMUNITY/COUNCILLOR CONSULTATION:

A budget amount of \$400,000 based upon concept designs was allocated by the Council in its 2017-18 budget based on 50% grant funding and 50% City contribution.

LEGISLATIVE/POLICY IMPLICATIONS:

Section 6.8 of the Local Government Act 1995 requires any expenditure not included in the annual budget to be authorised by Absolute Majority.

FINANCIAL AND RESOURCE IMPLICATIONS:

The concept budget for this project was \$400,000. Since detailed design was completed post City budget the project has been estimated at \$527,486 which was the amount submitted for BRP approval. This would require a contribution of \$263,743 from the City to match BRP funding. The additional funds required (ie \$63,743) can be funded from savings from existing projects in the 2017-18 renewal program. This will have no impact to City's bottom line budget position for 2017-18.

INTEGRATED PLANNING LINKS:

Title: Economy	3.1 Growth
Strategy 3.1.3	This project supports development and maintenance of our infrastructure that increases the potential for business and investment.
Title: Governance	4.4 Good Governance & Leadership
4.4 Financial Sustainability and Performance	This project is funded (50% basis) by the Australian Government and thereby provides a financial opportunity for the Council to deliver a cost effective option at half of the total project cost.

REGIONAL OUTCOMES:

Yuna-Tenindewa road is a higher order sealed road connecting to the Geraldton Mount Magnet Road approximately 20km west of Mullewa. The culvert is required to be replaced to mitigate risks associated with possible failure of the culvert and maintaining road connectivity to the Ambania, Yuna and greater Chapman Valley agricultural regions.

RISK MANAGEMENT:

It is proposed that the City of Greater Geraldton will undertake project management works for all culvert renewal tasks using its in-house design and project delivery team and external contractors as required. The project management team has experience in delivering large, multi-disciplinary projects and is well equipped to deliver this project and to manage the associated construction risks.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

The following options were considered by City Officers:

Leave as is

Due to the age of the infrastructure and associated risks to the motorists, this is not a viable option.

Alternative detours

The culvert is to be replaced is at Hodgson Crossing and spans over Kockatea Gully a tributary of the Greenough River. Should the culvert not be replaced Yuna-Tenindewa road will be impassable during winter or after summer rains. This will result in detour trips that are 6km longer for light vehicles and 55Km longer for long heavy vehicles associated with harvest traffic accessing grain receive points in Mullewa. Hence, this is not a viable option.

IS159	2017-18 LOCAL GOVERNMENT GRANT SCHEME CAPITAL GRANT – SES FACILITY
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AGENDA REFERENCE:	D-17-75778
AUTHOR:	B Wilson, Coordinator Emergency Management
EXECUTIVE:	C Lee, Director Infrastructure Services
DATE OF REPORT:	22 September 2017
FILE REFERENCE:	GO/6/0012-05
ATTACHMENTS:	Yes (x3) A. 2017-18 Local Government Grant Scheme Application Assessment B. Draft Design C. Proposed SES Site

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council's approval to proceed with the construction of a new SES Facility adjacent to the aeromedical building in the Geraldton Airport Precinct. The project is fully funded through the State Government's 2017-18 Local Government Grant Scheme (LGGS) – Capital Grants.

The LGGS is an annual grant allocation provided to all WA Local Governments for the provision of Bush Fire Brigade (BFB) and State Emergency Service (SES) facilities, vehicles and equipment. The LGGS is funded by the Emergency Services Levy (ESL).

EXECUTIVE RECOMMENDATION:

That Council by Simple Majority pursuant to Section 5.20 of the Local Government Act 1995 RESOLVES to:

1. ENDORSE the construction of a new SES Facility in the Geraldton Airport Precinct fully funded through the 2017-18 Local Government Grant Scheme – Capital Grants.

PROPONENT:

The proponent is the City of Greater Geraldton.

BACKGROUND:

In 2016, the Geraldton-Greenough SES made application to the LGGS for a new facility at the Geraldton Airport Precinct. Typically, projects funded through the LGGS have two funding components; a Local Government funded contribution (land, site works, connectivity of services, car parking, fencing etc.), and an ESL funded contribution (actual building, internal fit-out, furnishings etc.). During FY2017-18 CGG budget development, Council determined not to support this new facility for the Geraldton-Greenough SES, as costings at that time determined the City of Greater Geraldton's contribution would be approximately \$475,000. The State was informed of the City's position.

Subsequently, LGGs officers requested that the City apply for the grant on the basis that the project needed to be fully funded by the State as the City was not in a position to fund the project. In August 2017, LGGs officers advised the City that the LGGs Capital Grants Committee had met to consider all capital projects, and that the Geraldton-Greenough SES project was approved, with the ESL funding the entire project amount (i.e. the City would not be required to fund the usual Local Government component).

It is also notable that once the facility is constructed, the ESL will fund the ongoing operation and maintenance of the facility whilst occupied by the Geraldton-Greenough SES. Should the SES relocate out of the facility in the future, the building will revert to local government ownership and control, as well as responsibility for operation and maintenance funding.

The 2017-18 LGGs Capital Grants also include the replacement of one CGG Fire Truck, valued at approximately \$413,000. This vehicle will replace an existing aged vehicle and continue to be funded solely by the Emergency Services Levy.

The proposed SES facility will be co-located with the buildings at the northern boundary of the Airport that were, until recently, utilised by an aero-medical entity but which have since reverted to original designed purpose as an emergency response centre. The Moonyoonooka Fire Brigade now utilises the shed to house its fire vehicles. This will see co-location of the SES, the bushfire brigade, and the emergency response coordination centre. The City will provide the airport land for the SES facility under a peppercorn lease, as its contribution to the project.

Following a light aircraft accident at the airport involving fire and the death of a local pilot, the City determined to locate its bushfire control officers at the airport, with the view to having personnel available at the airport at least some of the time, trained in use of the bushfire appliances equipped with foam firefighting equipment. Stocks of the particular foam chemicals suitable for aircraft fuel fires are held at the airport. Initially the bushfire officers were accommodated in the old Brierley terminal building. The emergency response building was then renovated as necessary, on vacation of the aero-medical entity, and the intent is for the bushfire control officers to be accommodated in that building. Co-location of the SES facility will see emergency-trained officers located at the airport, with potential to provide an additional layer of assistance in the event of an aircraft incident. The SES already participates in the Airport's annual emergency response exercises and, along with Police, Ambulance and the State's professional Firefighters, the SES has specified roles in relation to airport emergency response. Location of the SES at the airport will enhance the value of the SES role to the airport.

The Commonwealth only provides on-airport based Airport Rescue & Fire Fighting Services (ARFFS) at airports with annual passenger movements over a certain threshold. For some years that stood at 350,000 annual passenger movements but the Commonwealth heralded change to 500,000 annual

passenger movements. With under 120,000 RPT passenger movements in 2016-17, Geraldton Airport is a long way short of that threshold. Hence any incident at the airport requires an emergency response from State and City resources. In particular, opening of the State's new fire brigade facility on North West Coastal Highway has significantly improved the response time for the airport, from that service. Co-location of the City's bushfire personnel and SES personnel at the airport, meaning that at least some emergency-response trained personnel are on airport, some of the time, will further enhance the joint ability of the State's bodies and the City to respond to any incident at the airport.

ECONOMIC, SOCIAL, ENVIRONMENTAL & CULTURAL ISSUES:

Economic:

The approval of this grant would inject approximately \$1.66M into the local economy over two years.

Social:

There are approximately 30 volunteers in the Geraldton-Greenough SES. These volunteers provide an important preparation and response service when natural disasters strike such as major flooding, severe storms and tropical cyclones. This service also extends to emergency repairs on buildings, restoration of essential services and ferrying cargo and passengers across flood waters.

Environmental:

There are no foreseen environmental impacts.

Cultural & Heritage:

The proposed site has no known cultural or heritage impacts. It is also noteworthy that the SES in Western Australia has been functional since 1956, and prior to that; was founded from Australia's Civil Defence Service (1936-1966).

RELEVANT PRECEDENTS:

There are no known relevant precedents.

COMMUNITY/COUNCILLOR CONSULTATION:

This project was originally requested by the Geraldton-Greenough SES volunteer members, and supported by the Department of Fire and Emergency Services.

Some initial consultation has been conducted internally with Property Services, Geraldton Airport and Project Delivery teams, to determine the proposed location for the facility, and the capacity to deliver the project.

Extensive community consultation is not proposed, as this project would essentially see the Geraldton-Greenough SES relocate from their current facility at corner Edwards and Davies Road to a new facility proposed for construction at the corner of Geraldton-Mount Magnet Road and Gordon Garratt Drive (Geraldton Airport entrance). This would subsequently free up the current CGG owned facility for alternate use(s).

LEGISLATIVE/POLICY IMPLICATIONS:

There are no legislative or policy implications.

FINANCIAL AND RESOURCE IMPLICATIONS:

Should this item be approved, the City would receive revenue in FY2017-18 of \$830,000 and a further \$830,000 in 2018-19 (totalling the estimated project total of \$1.66M).

Approval of this item would also necessitate the allocation of staff time to manage the delivery of the project, however up to 5% of the project value can be attributed to project management.

Upon a tenderer being appointed, the City would communicate the final (tendered) price to LGGs staff. At this point the project funding would be adjusted (up or down) with impact only to the ESL, not Council funding.

INTEGRATED PLANNING LINKS:

Title: Community	1.4 Emergency Management
Strategy 1.4.1	Building resilience and capacity to manage natural and man-made emergency events.
Strategy 1.4.2	Undertaking a coordinated approach with relevant agencies to minimise the impact of disaster events.

REGIONAL OUTCOMES:

Approval of this item will enable the construction of a modern facility for the Geraldton-Greenough SES. The SES provide their services to all areas of the City of Greater Geraldton. Neighbouring the Geraldton-Greenough SES, is Kalbarri SES to the North, Morawa SES to the East, and the Eneabba SES unit to the South.

RISK MANAGEMENT:

The financial risk associated with this project is minimal as the State will fund the actual amount.

The design will be based on an existing design for an SES facility which should reduce the likelihood of the facility not meeting the needs of the SES unit.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

The alternatives open to Council are to not approve the construction of the facility or to approve the construction of the facility at an alternative location.

IS160 RFT 05 1718 – WEED CONTROL SERVICES - PORTION A

AGENDA REFERENCE:	D-17-75782
AUTHOR:	J Crothers, Contract & Procurement Specialist
EXECUTIVE:	C Lee, Director Infrastructure Services
DATE OF REPORT:	22 September 2017
FILE REFERENCE:	GO/6/0012-05
ATTACHMENTS:	Yes (x4) Confidential
	A. Evaluation Report
	B. Evaluation Workbook
	C. Pricing Scenario Portion A
	D. Weed Control Map

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval to award tender RFT 05 1718 Portion A for the provision of weed control services to the preferred tenderer.

EXECUTIVE RECOMMENDATION:

That Council by Simple Majority pursuant to Section 5.20 of the Local Government Act 1995 RESOLVES to:

1. AWARD the contract RFT 05 1718 – Weed Control Services Portion A to the preferred tenderer; and
2. RECORD the tendered rates in the minutes.

PROPONENT:

The proponent is the City of Greater Geraldton

BACKGROUND:

The City will use the successful tenderer to provide weed control services to infrastructure services. The program of works involves weed control to the following areas within the City of Greater Geraldton:

- Public open spaces.
- Sporting Facilities.
- Road Verges.
- Paths and surrounds.
- Kerb lines.
- Median strips.
- Stormwater drainage sumps.
- Nominated reserves (Government owned).
- Private Property – Where Fire Services nominate as a preventative measure.

Thirty two (32) suppliers registered to receive copies of the tender and three (3) submissions were received. The three (3) submissions received were deemed fully compliant. The tender assessment was undertaken by a panel of four (4) officers with three (3) voting and one (1) non-voting. All of the tenderers are local suppliers.

RFT 05 1718 has a two (2) year duration commencing from the date of award, with a one year extension option at the absolute discretion of the principal. The tender process and assessment was completed in accordance with Council's Procurement of Goods and Services Policy (4.9).

The RFT was advertised in the West Australian Newspaper and Tenderlink on 22 July 2017 and Geraldton Guardian Newspaper on 21 July 2017. The tender closed on 21 August 2017.

The tender selection criteria are as follows:

- A. Tenderer's Experience, Community & Economic Benefit (20%).
- B. Key Resources (20%).
- C. Occupational Safety, Environmental & Quality Management (10%).
- D. Proposed Methodology (20%).
- E. Price (30%).

The above selection criteria were adopted to reflect the operational requirements of specific herbicide programmes including knowledge of appropriate chemical use.

The proposed methodology, safety and environmental procedures were given additional weighting in consideration of the use of chemicals within public space, road reserves and areas accessible to the public.

ECONOMIC, SOCIAL, ENVIRONMENTAL & CULTURAL ISSUES:

Economic:

Awarding this tender will result in City funds flowing to the local economy to support employment in the region and for the purchase of goods and services within the local community.

Social:

Well maintained parks, public open spaces, verges, kerb lines paths and other facilities provide amenity to all users and enhances the City's aesthetic appeal.

Environmental:

Environmental controls are implemented in accordance with the, Department of Agriculture, Code of Practice for the use of agricultural and veterinary chemicals in Western Australia.

Cultural & Heritage:

Cultural and Heritage issues are managed as part of individual programmes and projects on a case by case basis.

RELEVANT PRECEDENTS:

The City has previously awarded two separate weed control contracts:

1. RFT 43 1213 Chemical Weed Spray
2. RFT 07 1516 Weed Control – Public Open Space and Parks

COMMUNITY/COUNCILLOR CONSULTATION:

Community and Councillor consultation occurs as part of individual programmes and projects.

LEGISLATIVE/POLICY IMPLICATIONS:

The Local Government Act 1995 and the City's Procurement Policy were observed when preparing and awarding this tender. Safe work methods and environmental management in line with legislative requirements will be managed with the delivery of the contract.

FINANCIAL AND RESOURCE IMPLICATIONS:

Historically, the value of this tender was approximately \$500,000 to \$650,000 per annum. Over a three year period, the value of the tender is approximately \$1.5 million.

Through a competitive tender process and use of technology improvements, including improvements in herbicide applications, expenditure is expected to remain at the lower end of the approximate total tender value.

INTEGRATED PLANNING LINKS:

Title: Environment	2.2 Revegetation-Rehabilitation-Preservation
Strategy 2.1.2	Sustainably maintaining public open spaces and recreation areas.
Title: Economy	3.1 Growth
Strategy 3.1.3	Developing and maintaining infrastructure that increases the potential for business and investment.

REGIONAL OUTCOMES:

To enhance the street appeal, amenity and status of the City's streets, parks and public open spaces.

RISK MANAGEMENT:

Managing weed growth can reduce fire loads and treating invasive weed species helps protect native plant species throughout the region.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

This tender was called to ensure compliance with the legislative procurement requirements of the Local Government Act 1995. Alternatives to calling this tender include:

1. Call individual quotations for specific maintenance projects. This option is not supported due to the volume of administrative effort required and the potential for higher costs through multiple small purchases.

Note: There are no local horticultural or parks specific weed control businesses available through the WALGA Preferred Supplier Panels.

IS161	RFT 05 1718 – WEED CONTROL SERVICES - PORTION B
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AGENDA REFERENCE:	D-17-75787
AUTHOR:	J Crothers, Contract & Procurement Specialist
EXECUTIVE:	C Lee, Director Infrastructure Services
DATE OF REPORT:	22 September 2017
FILE REFERENCE:	GO/6/0012-05
ATTACHMENTS:	Yes (x3) - Confidential
	A. Evaluation Report
	B. Evaluation Workbook
	C. Pricing Scenario Portion B

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval to award tender RFT 05 1718 Portion B for weed control services of rural road verges to the preferred tenderer.

EXECUTIVE RECOMMENDATION:

That Council by Simple Majority pursuant to Section 5.20 of the Local Government Act 1995 RESOLVES to:

1. AWARD the contract RFT 05 1718 – Weed Control Services Portion B to the preferred tenderer; and
2. RECORD the tendered rates in the minutes.

PROPONENT:

The proponent is the City of Greater Geraldton

BACKGROUND:

The City will use the successful tenderer to provide weed control services to infrastructure services. The program of works involves weed control to the following areas within the City of Greater Geraldton:

- Rural area public open space
- Rural road verges
- Rural area paths and surrounds

Thirty two (32) suppliers registered to receive copies of the tender and three (3) submissions were received. The three (3) submissions received were deemed fully compliant. The tender assessment was undertaken by a panel of four (4) officers with three (3) voting and one (1) non-voting. All of the tenderers are local suppliers.

RFT 05 1718 has a two (2) year duration commencing from the date of award, with a one year extension option at the absolute discretion of the principal. The tender process and assessment was completed in accordance with Council's Procurement of Goods and Services Policy (4.9).

The RFT was advertised in the West Australian Newspaper and Tenderlink on 22 July 2017 and Geraldton Guardian Newspaper on 21 July 2017. The tender closed on 21 August 2017.

The tender selection criteria are as follows:

- A. Tenderer's Experience, Community & Economic Benefit (10%)
- B. Key Resources (30%)
- C. Occupational Safety, Environmental & Quality Management (10%)
- D. Proposed Methodology (20%)
- E. Price (30%)

The above selection criteria were adopted to reflect the operational requirements of specific herbicide programmes including knowledge of appropriate chemical use.

The proposed methodology, safety and environmental procedures were given additional weighting in consideration of the use of chemicals within public space, road reserves and areas accessible to the public.

Portion B of this tender has adjusted weightings compared with Portion A due to the different scope of work.

ECONOMIC, SOCIAL, ENVIRONMENTAL & CULTURAL ISSUES:

Economic:

Awarding of this tender will result in City funds flowing to the local economy to support employment in the region and for the purchase of goods and services within the local community.

Social:

Well maintained rural road verges and public open space provide amenity and increased safety to all users and enhances the City's aesthetic appeal.

Environmental:

Environmental controls are implemented in accordance with the, Department of Agriculture, Code of Practice for the use of agricultural and veterinary chemicals in Western Australia.

Cultural & Heritage:

Cultural and Heritage issues are managed as part of individual programmes and projects on a case by case basis.

RELEVANT PRECEDENTS:

The City has previously awarded two separate weed control contracts:

1. RFT 43 1213 Chemical Weed Spray
 2. RFT 07 1516 Weed Control – Public Open Space and Parks
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COMMUNITY/COUNCILLOR CONSULTATION:

Community and Councillor consultation occurs as part of individual programmes and projects.

LEGISLATIVE/POLICY IMPLICATIONS:

The Local Government Act 1995 and the City's Procurement Policy were observed when preparing and awarding this tender. Safe work methods and environmental management in line with legislative requirements will be managed with the delivery of the contract.

FINANCIAL AND RESOURCE IMPLICATIONS:

Historically, the value of this tender was approximately \$150,000 to \$200,000 per annum. Over a three year period, the value of the tender is estimated to be approximately \$420,000, which equates to \$140,000 per annum.

Through a competitive tender process and use of technology improvements, including improvements in herbicide applications, expenditure is expected to remain at the lower end of the approximate total tender value.

INTEGRATED PLANNING LINKS:

Title: Environment	2.2 Revegetation-Rehabilitation-Preservation
Strategy 2.1.2	Sustainably maintaining public open spaces and recreation areas.
Title: Economy	3.1 Growth
Strategy 3.1.3	Developing and maintaining infrastructure that increases the potential for business and investment.

REGIONAL OUTCOMES:

To enhance the safety of rural roads, reduce fire risk hazards and improve general amenity of the region.

RISK MANAGEMENT:

Managing weed growth can reduce fire loads and treating invasive weed species helps protect native plant species throughout the region.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

This tender was called to ensure compliance with the legislative procurement requirements of the Local Government Act 1995. Alternatives to calling this tender include:

1. Call individual quotations for specific maintenance projects. This option is not supported due to the volume of administrative effort required and the potential for higher costs through multiple small purchases.

Note: There are no local horticultural or parks specific weed control suppliers available through the WALGA Preferred Supplier Panel.

14 REPORTS OF OFFICE OF THE CEO

Nil.

15 REPORTS TO BE RECEIVED**OCTOBER - REPORTS TO BE RECEIVED**

AGENDA REFERENCE:	D-17-77196
AUTHOR:	R McKim, Chief Executive Officer
EXECUTIVE:	R McKim, Chief Executive Officer
DATE OF REPORT:	5 October 2017
FILE REFERENCE:	GO/6/0012-04
ATTACHMENTS:	Yes (x3) – Confidential x1
	A. DCSDD127 – Delegated Determinations and Subdivision Applications for Planning Approval
	B. CCS293 – Audit Committee Minutes – 2 October 2017
	C. CCS294 - Confidential Report – List of Accounts Paid Under Delegation – September 2017

EXECUTIVE SUMMARY:

To receive the Reports of the City of Greater Geraldton.

EXECUTIVE RECOMMENDATION:**PART A**

That Council by Simple Majority pursuant to Section 5.22 of the Local Government Act 1995 RESOLVES to

1. RECEIVE the following appended reports:
 - a. Reports – Development & Community Services:
 - i. DCSDD127 – Delegated Determinations and Subdivision Applications for Planning Approval
 - b. Reports – Corporate and Commercial Services:
 - i. CCS293 – Audit Committee Minutes – 2 October 2017

PART B

That Council by Simple Majority, pursuant to Sections 5.13 and 34 of the Local Government (Financial Management) Regulations 1996 RESOLVES to:

1. RECEIVE the following appended reports:
 - a. Reports – Corporate and Commercial Services:
 - i. CCS294 - Confidential Report – List of Accounts Paid Under Delegation – September 2017

PROPONENT:

The proponent is the City of Greater Geraldton

BACKGROUND:

Information and items for noting or receiving (i.e. periodic reports, minutes of other meetings) are to be included in an appendix attached to the Council agenda.

Any reports received under this Agenda are considered received only. Any recommendations or proposals contained within the "Reports (including Minutes) to be Received" are not approved or endorsed by Council in any way. Any outcomes or recommendations requiring Council approval must be presented separately to Council as a Report for consideration at an Ordinary Meeting of Council.

COMMUNITY/COUNCILLOR CONSULTATION:

Not applicable.

LEGISLATIVE/POLICY IMPLICATIONS:

Not applicable.

16 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

17 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

18 URGENT BUSINESS APPROVED BY PRESIDING MEMBER OR BY DECISION OF THE MEETING

19 CONFIDENTIAL MATTERS

Pursuant to Section 5.2 (i) of the Meeting Procedures Local Law February 2011, please note this part of the meeting will be closed to the public, if applicable, where confidential discussion is required.

Livestreaming will be turned off.

EXECUTIVE RECOMMENDATION

That Council by Simple Majority RESOLVES to MOVE behind Closed doors in accordance with section 5.23(2) of the Local Government Act 1995 and section 5.2(i) of Meeting Procedures Local Law, that the following report is confidential as it contains information relating to a contract entered into, or may be entered into by the local government and which relates to a matter to be discussed at the meeting.

DCS350 CONFIDENTIAL ITEM – DEVELOPMENT & COMMUNITY SERVICES
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AGENDA REFERENCE:	D-17-75613
AUTHOR:	B Robartson, Manager Land and Regulatory Services
EXECUTIVE:	P Melling, Director Development and Community Services
DATE OF REPORT:	28 September 2017
FILE REFERENCE:	PM/4/0089
ATTACHMENTS:	Yes (x2) - Confidential
	A. Confidential document provided under separate cover
	B. Confidential document provided under separate cover

This item has been sent to Elected Members under separate cover.

20 CLOSURE

APPENDIX 1 – ATTACHMENTS AND REPORTS TO BE RECEIVED

Attachments and Reports to be Received are available on the City of Greater Geraldton website at: <http://www.cgg.wa.gov.au/council-meetings/>