



ORDINARY MEETING OF COUNCIL  
MINUTES

23 OCTOBER 2018

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**CITY OF GREATER GERALDTON****ORDINARY MEETING OF COUNCIL  
HELD ON TUESDAY, 23 OCTOBER 2018 AT 5.00PM  
CHAMBERS, CATHEDRAL AVENUE****MINUTES****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**

The Presiding Member declared the meeting open at 5pm.

**2 ACKNOWLEDGEMENT OF COUNTRY**

I would like to respectfully acknowledge the Yamatji 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 Yamatji people.

**3 ATTENDANCE****Present:**

Mayor S Van Styn  
Cr G Bylund  
Cr D J Caudwell  
Cr J Clune  
Cr N Colliver  
Cr J Critch  
Cr S Douglas  
Cr S Elphick  
Cr L Freer  
Cr R D Hall\*  
Cr S Keemink  
Cr M Reymond  
Cr N McIlwaine  
Cr V Tanti  
Cr T Thomas

Officers:

R McKim, Chief Executive Officer  
P Melling, Director of Development & Community Services  
B Davis, Director of Corporate and Commercial Services  
C Lee, Director of Infrastructure Services  
S Moulds, PA to the Chief Executive Officer  
L Taylor, Administration Officer, Corporate Services  
P Radalj, Manager Treasury & Finance  
T Palmonari, Manager Economic Development  
P Kindgon, Coordinator Communications  
M Adam, Coordinator Governance  
J Kopplhuber, Communications Officer – Engagement  
E Enright, Personal Assistant to Director of Infrastructure Services

Others:

Members of Public: 3  
Members of Press: 2

Apologies:

Nil.

Leave of Absence:

*Cr R Hall\**

#### **4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

There are no questions from previous meetings.

#### **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.*

*Public question time commenced at 5pm.*

**Dr Barry Thompson, PO Box 90, Geraldton WA6531**

#### ***Flores Road/Place Road Intersection***

Questions

What was the contracted cost for which this project was awarded? (date and company)

What was the source break-down of the declared and planned funding for this project?

The indicated planned contribution by City of Greater Geraldton Council was how much?

Response

In providing this response I make reference to the following documents which you have access to:

- Special Electors meeting of 11 September 2012;
- Council report CI009 'Place and Flores Road Intersection Upgrade' - provided to the December 2011 Ordinary Council meeting and available on the city website;
- Council report CI044 'Flores/Place Road intersection appropriation of funds and contract variations' – provided to the May 2013 Ordinary Council meeting and available on the city website;
- the CEO's letter to you dated 25 June 2018;
- your email of 10 August 2018 regarding this project; and
- your additional email of 12 October 2018 regarding this project.

With respect to your request for additional information on the Flores Road Upgrade project, at this time, I must respectfully decline your request for the following reasons:

- the project was physically completed a considerable time ago – approaching six years;
- the answers to your questions are already available to you via City reports on the website;
- the City has previously provided you with additional information on this project; and
- the City has spent a great deal of time and resources in recent months responding to a large number of information requests from yourself regarding a wide variety of issues and I cannot justify spending further ratepayer funds and City resources on this request at this time.

**Sharon Blundell, 9 Erla Place, Woorree WA6530**

Question

What exact information is provided to Landgate when building a property in Geraldton?

Response

The approved building floor plans are submitted to Landgate.

Question

Are building conditions provided to Landgate?

Response

Unless subsequently requested by Landgate, no further information, apart from the approved floor plan, is provided.

Question

Are there safe guards to overcharging or undercharging on rates ie if a property is charged significantly more/less than others in the area is that flagged?

Response

Officers review new valuations to ensure that there is no obvious anomaly and or variance. New property owners have 60 days from issue of interim notice to object to their new valuation.

*The Mayor allowed a supplementary question from Ms Blundell referring to the second response provided.*

Supplementary question

Unless Landgate ask for something further, the City doesn't provide any further information to them. For example, there is information a condition on building condition that may affect your GRV, Landgate don't know to ask for that information, is that correct?

Response

Ms Blundell was advised that this is correct, unless the information is requested from Landgate, this is not provided by the City. The issues of valuations is a matter between the property and Landgate on behalf of the Valuer General.

Valuation is not a matter for Council.

Supplementary question

If there is information that the Council have put in building conditions that can affect the value of the property and Landgate are not given that information and the property owner does not know that that information has not been given to Landgate, there is no safeguard there. Unless the land owners are particularly savvy and know exactly what other owners in their suburb are being charged – they may not know if they are being overcharged or undercharged.

Response

Ms Blundell was advised that the onus is on the property owner to make enquiries to Landgate within the 60 day period, Landgate can then request additional information from the City. Valuations need to be reviewed when they are received.

*Public question time concluded at 5.07pm.*

## 6 APPLICATIONS FOR LEAVE OF ABSENCE

### Existing Approved Leave

Councillor	From	To (inclusive)	Date Approved
Cr R Hall*	17 August 2018	23 October 2018	24/4/2018
Cr R Hall	24 October 2018	31 October 2018	25/9/2018
Cr G Bylund	2 November 2018	12 November 2018	24/7/2018
Cr M Reymond	15 November 2018	26 November 2018	25/9/2018
Cr N Mcllwaine	16 November 2018	30 November 2018	23/1/2018
Cr V Tanti	19 January 2019	25 January 2019	25/9/2018
Cr N Mcllwaine	22 March 2019	12 April 2019	28/8/2018

*\*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 R Hall was noted on Leave of Absence, but attended this meeting.*

### COUNCIL DECISION

#### MOVED CR HALL, SECONDED CR CAUDWELL

**Cr T Thomas requests leave of absence for the period 29 October 2018 to 1 November 2018.**

**Cr T Thomas requests leave of absence for the 14 December 2018 to 22 December 2018.**

**Cr M Reymond requests leave of absence for the period 6 January 2019 to 21 January 2019.**

**Cr M Reymond requests leave of absence for the period 22 March 2019 to 26 March 2019.**

### CARRIED 15/0

*In accordance with Section 9.3 (2) of the City of Greater Geraldton's Meeting Procedures Local Law 2011, the motion was passed unopposed.*

## 7 PETITIONS, DEPUTATIONS OR PRESENTATIONS

Nil.

## 8 DECLARATIONS OF CONFLICTS OF INTEREST

Cr N Mcllwaine declared a Financial Indirect interest in IS182 Construction of Cell 5 and Associated Civil Works at Meru Landfill as he is a salaried employee of the Company supplying rates to various tenderers.

Cr M Reymond declared a Proximity and Impartiality Interest in DCS387 Proposed Dedication of Land as Road Reserves – Henry Street and George Road, Beresford as he has property in George Rd (Lot 1).



Cr M Reymond declared an Impartiality Interest in NM05 The Houtman 400 Year Anniversary Event as he is a member of the organisation/ association (BCMHA).

Cr N Colliver declared a Proximity Interest in DCS387 Proposed Dedication of Land as Road Reserves – Henry Street and George Road, Beresford as she is the owner of a vacant block at 252 George Rd.

Cr R Hall declared an impartiality interest in Item IS181, RFT 04 1819 Greenough Oval & Alexander Park Sports Tower Lighting Renewal, as his grandsons play football at the reserve.

**9 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING – as circulated**

RECOMMENDED that the minutes of the Ordinary Meeting of Council held on 25 September 2018, as previously circulated, be adopted as a true and correct record of proceedings.

**COUNCIL DECISION**

**MOVED CR REYMOND, SECONDED CR CRITCH**

**RECOMMENDED that the minutes of the Ordinary Meeting of Council held on 25 September 2018, as previously circulated, be adopted as a true and correct record of proceedings.**

**CARRIED 15/0**

*In accordance with Section 9.3 (2) of the City of Greater Geraldton's Meeting Procedures Local Law 2011, the motion was passed unopposed.*

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

<b>DATE</b>	<b>FUNCTION</b>	<b>REPRESENTATIVE</b>
26 September 2018	Virgin Australia – On Time Performance	Mayor Shane Van Styn
26 September 2018	ABC Radio Interview - Oakajee	Mayor Shane Van Styn
26 September 2018	Council Video – Introduction	Mayor Shane Van Styn
26 September 2018	Spirit Radio – Outcomes of Council Meeting	Mayor Shane Van Styn
28 September 2018	ABC Radio Interview - Moresby School	Mayor Shane Van Styn
28 September 2018	Mid West Development Commission (MWDC) Business Plan Workshop	Mayor Shane Van Styn
28 September 2018	Mid West Ports – introduction of new CEO Rochelle Macdonald	Mayor Shane Van Styn
28 September 2018	Regional Development Australia (RDA) - Introduction	Mayor Shane Van Styn
30 September 2018	Sunshine Festival 60 <sup>th</sup> Anniversary – Official Opening	Mayor Shane Van Styn
30 September 2018	Freedom of Entry to the City of Greater Geraldton – Practice with Cadets	Mayor Shane Van Styn
30 September 2018	Freedom of Entry to the City of Greater Geraldton, 25 <sup>th</sup> Anniversary – Ceremony with 711 Squadron Australian Air Force Cadets	Mayor Shane Van Styn
1 October 2018	Regular Catch up – Marketing & Media	Mayor Shane Van Styn
1 October 2018	Investment Policy - BBB - Risk Appetite	Mayor Shane Van Styn
1 October 2018	Citizenship Ceremony	Mayor Shane Van Styn
2 October 2018	Concept Forum	Mayor Shane Van Styn
3 October 2018	Geraldton Guardian Interview - China	Mayor Shane Van Styn
4 October 2018	Avivo Amazing Race - Opening	Deputy Mayor Neil McIlwaine
5 October 2018	Kids Story Time – Reading	Mayor Shane Van Styn
5 October 2018	Tin Heads Museum – Tourism in Geraldton	Mayor Shane Van Styn
5 October 2018	Young Women Empowered Ltd – Program Proposal for Disadvantaged Youth	Mayor Shane Van Styn
5 October 2018	Greenough Museum & Gardens – Media Launch of Defibrillator	Mayor Shane Van Styn
7 October 2018	Geraldton Yacht Club Open Day	Mayor Shane Van Styn
7 October 2018	Suicide Prevention Event for World Suicide Day – Tree Bench Launch	Mayor Shane Van Styn
7 October 2018	Australian Army – Visit by new Chief of Army Lieutenant General Rick Burr	Mayor Shane Van Styn
8 October 2018	Regular Catch up – Mayor & CEO	Mayor Shane Van Styn
8 October 2018	Regular Catch up – Marketing & Media	Mayor Shane Van Styn
9 October 2018	Jobactive - Employment Services	Mayor Shane Van Styn
9 October 2018	RSL WA Board – Welcome and Wreath Laying at HMAS II Memorial	Mayor Shane Van Styn

9 October 2018	Concept Forum	Mayor Shane Van Styn
10 October 2018	RSL WA Board - Farewell	Mayor Shane Van Styn
12 October 2018	Mid West Chamber of Commerce and Industry (MWCCI) Law Lunch	Mayor Shane Van Styn
12 October 2018	Geraldton Regional Art Gallery (GRAG) Exhibition Opening - New works from Susannah Castledon, Bevan Honey, Nicole & Bruce Slatter	Deputy Mayor Neil McIlwaine
15 October 2018	Regular Catch up – Mayor & CEO	Mayor Shane Van Styn
15 October 2018	Regular Catch up – Marketing & Media	Mayor Shane Van Styn
15 October 2018	Progress Midwest Monthly Meeting	Mayor Shane Van Styn
15 October 2018	Membership to Cooperative of Local Businesses	Mayor Shane Van Styn
16 October 2018	Geraldton Golden Mile	Mayor Shane Van Styn
16 October 2018	Breast Cancer Peer Support Group – Morning Tea	Mayor Shane Van Styn
16 October 2018	Institute of Instrumentation, Control and Automation - Technology Expo Presentation	Mayor Shane Van Styn
16 October 2018	Naming Request for Bill Perry	Mayor Shane Van Styn
16 October 2018	Rotary Visit by Noel Trevaskis	Mayor Shane Van Styn
16 October 2018	Agenda Forum	Mayor Shane Van Styn
17 October 2018	Rates Enquiry for Victoria Medical Centre – Dr Kim Pedlow	Mayor Shane Van Styn
22 October 2018	Northern Country Zone – Local Government Act Facilitated Forums	Mayor Shane Van Styn
22 October 2018	GWN7 Interview – Abrolhos Islands	Mayor Shane Van Styn
22 October 2018	Regular Catch up – Mayor & CEO	Mayor Shane Van Styn
22 October 2018	Regular Catch up – Marketing & Media	Mayor Shane Van Styn
22 October 2018	Regular Meeting with Local Member – Hon. Laurie Graham MLC, Member for the Agricultural Region	Mayor Shane Van Styn
23 October 2018	Regional Capitals Australia (RCA) Videoconference – Annual General Meeting	Mayor Shane Van Styn
23 October 2018	Regional Capitals Australia (RCA) Videoconference – Board Meeting	Mayor Shane Van Styn
23 October 2018	Mid West Development Commission (MWDC) - Mid West Strategic Infrastructure Group (MWSIG)	Mayor Shane Van Styn
23 October 2018	Chapman River Regional Park – Trail Adoption Agreement Signing and Photo for Media Release	Mayor Shane Van Styn
23 October 2018	Audit Committee Meeting	Mayor Shane Van Styn
23 October 2018	Geraldton Surf Lifesaving – Introduction of New President	Mayor Shane Van Styn
23 October 2018	Seven West Media - Everlasting Partnership Agreement Signing and Photo for Media Release	Mayor Shane Van Styn
23 October 2018	Ordinary Meeting of Council	Mayor Shane Van Styn

## 11 REPORTS OF DEVELOPMENT AND COMMUNITY SERVICES

DCS385 REPEAL OF TOWN PLANNING SCHEME NO. 1A
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<b>AGENDA REFERENCE:</b>	<b>D-18-075468</b>
<b>AUTHOR:</b>	<b>M Connell, Manager Urban and Regional Development</b>
<b>EXECUTIVE:</b>	<b>P Melling, Director Development and Community Services</b>
<b>DATE OF REPORT:</b>	<b>3 October 2018</b>
<b>FILE REFERENCE:</b>	<b>LP/9/0099</b>
<b>ATTACHMENTS:</b>	<b>Yes (x1) Repeal of Scheme Report</b>

### EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval to repeal Town Planning Scheme No. 1A which covers the majority of the Cape Burney area.

### EXECUTIVE RECOMMENDATION:

That Council by Simple Majority pursuant to Part 5, section 74(b) of the *Planning and Development Act 2005*, RESOLVES to:

1. REPEAL the Shire of Greenough Town Planning Scheme No. 1A. (Greenough River Resort).

### PROPONENT:

The proponent is the City of Greater Geraldton.

### BACKGROUND:

Currently the City operates under two separate local planning schemes:

- The Shire of Greenough Town Planning Scheme No. 1A (Greenough River Resort) which was gazetted on 30 May 1986; and
- The City of Greater Geraldton Local Planning Scheme No. 1 which was gazetted on 11 December 2015.

Originally, it was intended that Local Planning Scheme No. 1 would cover the entire municipal area of the City, however at the time an amendment to Town Planning Scheme No. 1A (Amendment No. 4) was the subject of an Environmental Review which had yet to be determined.

As a result, the area of land contained within Amendment No. 4 was excluded from the scheme area for Local Planning Scheme No. 1 and has remained under the control of Town Planning Scheme No. 1A.

On 19 June 2018 the Minister for Planning refused Amendment No. 4 and it is now opportune to include the land into Local Planning Scheme No. 1, and in the process bring the area under the control of the contemporary planning requirements contained in the *Planning and Development (Local Planning Schemes) Regulations 2015*.

As part of this repeal process it is also proposed to concurrently amend Local Planning Scheme No. 1 by essentially 'transferring' the land and its current zoning over to Local Planning Scheme No. 1. This is the subject of a separate report to Council.

The Repeal of Scheme Report is included as Attachment No. DCS385.

## **COMMUNITY, ENVIRONMENT, ECONOMY AND GOVERNANCE ISSUES:**

### **Community:**

There are no adverse community impacts.

### **Environment:**

There are no adverse environmental impacts.

### **Economy:**

There are no adverse economic impacts.

### **Governance:**

There are no adverse governance impacts.

#### *Disclosure of Interest:*

No Officer involved in the preparation of this report has a declarable interest in this matter.

## **RELEVANT PRECEDENTS:**

Council at its meeting held on 15 April 2009 resolved to repeal the Shire of Greenough Town Planning Scheme No. 3 (Waggrakine Development Scheme) and the Minister for Planning approved the repeal on 14 July 2011.

## **COMMUNITY/COUNCILLOR CONSULTATION:**

There is currently another amendment to Town Planning Scheme No. 1A (Amendment No. 3) over Lot 1945 Brand Highway. This amendment was initiated in 2002 and in 2003 the Environmental Protection Authority requested further information to determine if the amendment should be assessed. To date no further information has been provided.

With the repeal of Town Planning Scheme No. 1A, Amendment No. 3 will no longer be valid and should the proponent wish to proceed, they will be able to lodge a new amendment under Local Planning Scheme No. 1.

City Officers have discussed the repeal process with the proponent of Amendment No. 3 and they have indicated that they will undertake the necessary vegetation assessments and lodge a new amendment in due course.

City Officers have also discussed the repeal with Officers from the Department of Planning, Lands and Heritage and the Department of Water and Environmental Regulation.

Councillors were briefed on the matter at the Concept Forum meeting held on 2 October 2018.

**LEGISLATIVE/POLICY IMPLICATIONS:**

Part 5, section 74(b) of the *Planning and Development Act 2005* provides for the repeal of a local planning scheme as follows:

**74. Local Planning scheme may be repealed**

*A local planning scheme may be repealed by –*

- (a) a subsequent local planning scheme; or*
- (b) an instrument of repeal prepared by the local government, approved by the Minister and published in the Gazette.*

An 'instrument of repeal' has been prepared as Town Planning Scheme No. 1A is not proposed to be replaced by a subsequent local planning scheme. Instead, it will be replaced by an amendment to the existing Local Planning Scheme No. 1.

**FINANCIAL AND RESOURCE IMPLICATIONS:**

There are no financial or resource implications.

**INTEGRATED PLANNING LINKS:**

<b>Title: Governance</b>	<b>4.2 Planning and Policy</b>
Strategy 4.2.2	Responding to community aspirations by providing planning and zoning for future development.

**REGIONAL OUTCOMES:**

The need for, and importance of consolidating into a single local planning scheme which covers the entire municipality has been widely recognised and acknowledged in many planning documents including the City's Residential Development Strategy, Commercial Activity Centres Strategy and Local Planning Strategy.

**RISK MANAGEMENT:**

By not approving the repeal the City will continue to operate under two local planning schemes (one of which is over 30 years old) which is not conducive to the orderly and proper planning of the municipality.

**ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:**

As a legacy of local government amalgamations, the City has previously administered four local planning schemes. In order to simplify the statutory planning system, give greater certainty and apply consistent/contemporary planning across the City a single local planning scheme covering the entire municipality has been widely recognised and acknowledged in many planning documents.

With a final determination having now been made on Amendment No. 4 it is now opportune to repeal Town Planning Scheme No. 1A and concurrently amend Local Planning Scheme No. 1 by essentially 'transferring' the land and its current zoning over to Local Planning Scheme No. 1.

Given the above 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.

### **COUNCIL DECISION**

#### **MOVED CR FREER, SECONDED CR HALL**

**That Council by Simple Majority pursuant to Part 5, section 74(b) of the *Planning and Development Act 2005*, RESOLVES to:**

- 1. REPEAL the Shire of Greenough Town Planning Scheme No. 1A. (Greenough River Resort).**

#### **CARRIED 15/0**

Time: 5:18 PM

Not Voted: 0

No Votes: 0

Yes Votes: 15

<b>Name</b>	<b>Vote</b>
<b>Cr. Douglas</b>	<b>YES</b>
<b>Cr. Bylund</b>	<b>YES</b>
<b>Cr. Caudwell</b>	<b>YES</b>
<b>Cr. Colliver</b>	<b>YES</b>
<b>Cr. Clune</b>	<b>YES</b>
<b>Cr. Critch</b>	<b>YES</b>
<b>Cr. Freer</b>	<b>YES</b>
<b>Cr. Elphick</b>	<b>YES</b>
<b>Cr. Hall</b>	<b>YES</b>
<b>Cr. Keemink</b>	<b>YES</b>
<b>Cr. Mcllwaine</b>	<b>YES</b>
<b>Cr. Reymond</b>	<b>YES</b>
<b>Cr. Tanti</b>	<b>YES</b>
<b>Cr. Thomas</b>	<b>YES</b>
<b>Mayor Van Styn</b>	<b>YES</b>

DCS386 PROPOSED LOCAL PLANNING SCHEME AMENDMENT – INCLUSION OF TOWN PLANNING SCHEME NO. 1A SCHEME AREA, CAPE BURNEY
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<b>AGENDA REFERENCE:</b>	<b>D-18-075498</b>
<b>AUTHOR:</b>	<b>M Connell, Manager Urban and Regional Development</b>
<b>EXECUTIVE:</b>	<b>P Melling, Director Development and Community Services</b>
<b>DATE OF REPORT:</b>	<b>3 October 2018</b>
<b>FILE REFERENCE:</b>	<b>LP/14/0009</b>
<b>ATTACHMENTS:</b>	<b>Yes (x1) Scheme Amendment Report – No. 1A Scheme Area, Cape Burney</b>

**EXECUTIVE SUMMARY:**

The purpose of this report is to seek Council approval to initiate a Local Planning Scheme Amendment ('amendment') to essentially 'transfer' the land that was included in Town Planning Scheme No. 1A and its zoning over to Local Planning Scheme No. 1 and to determine that the rezoning is a 'basic' amendment.

**EXECUTIVE RECOMMENDATION:****Part A:**

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

1. AMEND the Scheme Area by including all the land formerly contained within the Shire of Greenough Town Planning Scheme No. 1A – Greenough River Resort; and
2. AMEND the Scheme Map by zoning the following:
  - a. Lot 12196 as 'Foreshore' local reserve;
  - b. Lot 5843 as 'Foreshore' local reserve and 'Rural' zone;
  - c. Lot 1945 as 'Rural' zone;
  - d. Lot 2453 as 'Environmental Conservation' local reserve;
  - e. Lot 1268 as 'Rural' zone and 'Environmental Conservation' local reserve;
  - f. Lot 1 as 'Rural' and 'Urban Development' zones and 'Public Open Space' local reserve;
  - g. Lot 11358 as 'Public Purposes' local reserve;
  - h. Lot 1925 as 'Rural' zone and 'Environmental Conservation' and 'Public Open Space' local reserves;
  - i. Lot 11939 as 'Environmental Conservation' and 'Foreshore' local reserves;
  - j. Lot 4201 as 'Environmental Conservation' and 'Public Open Space' local reserves and 'Urban Development' and 'Residential R20' zones;
  - k. Lot 9001 as 'Urban Development' zone and 'Public Open Space' local reserve;



- l. Lot 708 as 'Residential R20' and 'Commercial' zones;
- m. Lot 3 as 'Commercial' zone;
- n. Lot 4200 as 'Commercial' zone;
- o. Lot 12332 as 'Public Open Space' local reserve; and
- p. Lot 2466 as 'Urban Development' zone and 'Public Open Space' local reserve.

**Part B:**

That Council by Simple Majority, pursuant to Part 5, Division 1, Regulation 35 of the *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES to:

- 1. DETERMINE that the rezoning is a 'basic' amendment; and
- 2. MAKE the determination on the following grounds:
  - a. The amendment is so that it is consistent with the model provisions in Schedule 1.

**PROPONENT:**

The proponent is the City of Greater Geraldton.

**BACKGROUND:**

Local Planning Scheme No. 1 was gazetted on 11 December 2015 and involved the revoking of the following schemes:

- (a) Shire of Greenough Town Planning Scheme No. 1A (a portion of this Scheme only) – Gazetted 30 May 1986;
- (b) City of Greater Geraldton Local Planning Scheme No. 2 (Mullewa) – Gazetted 22 June 2012;
- (c) City of Geraldton Town Planning Scheme No. 3 – Gazetted 17 April 1998; and
- (d) City of Geraldton-Greenough Local Planning Scheme No. 5 District Scheme (Greenough) – Gazetted 14 April 2010.

Originally, it was intended that Local Planning Scheme No. 1 would cover the entire municipal area of the City, however at the time an amendment to Town Planning Scheme No. 1A (Amendment No. 4) was the subject of an Environmental Review which had yet to be determined. As a result, the area of land contained within Amendment No. 4 was excluded from the scheme area for Local Planning Scheme No. 1 and has remained under the control of Town Planning Scheme No. 1A.

On 19 June 2018 the Minister for Planning refused Amendment No. 4 and it is now opportune to include the land into Local Planning Scheme No. 1, and in the process bring the area under the control of the contemporary planning requirements contained in the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The purpose of this amendment is to include the Town Planning Scheme No. 1A scheme area land into the City's Local Planning Scheme No. 1 and

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essentially 'transfer' the land and its current zoning over to Local Planning Scheme No. 1.

As part of this amendment process it is also proposed to concurrently repeal Town Planning Scheme No. 1A. This is the subject of a separate report to Council.

The Scheme Amendment Report is included as Attachment No. DCS386.

### **COMMUNITY, ENVIRONMENT, ECONOMY AND GOVERNANCE ISSUES:**

#### **Community:**

There are no adverse community impacts.

#### **Environment:**

As part of the amendment process the Environmental Protection Authority is required to assess the amendment under Part IV of the *Environmental Protection Act 1986*.

#### **Economy:**

There are no adverse economic impacts.

#### **Governance:**

There are no adverse governance impacts.

#### *Disclosure of Interest:*

No Officer involved in the preparation of this report has a declarable interest in this matter.

### **RELEVANT PRECEDENTS:**

The author is not aware of any relevant precedents.

### **COMMUNITY/COUNCILLOR CONSULTATION:**

There will be no formal community consultation as a 'basic' amendment is not formally advertised unless the Minister directs the local government to advertise the amendment under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Councillors were briefed on the matter at the Concept Forum meeting held on 2 October 2018.

Relevant landowners have been consulted prior to this report's preparation. The landowners will consider their own scheme amendment for the landholdings at an appropriate time in the future.

### **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.

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Land Development (Local Planning Schemes) Regulations 2015:

Part 5, Division 1, Regulation 35 of the *Planning and Development (Local Planning Schemes) Regulations 2015* requires that the local government resolution must specify whether, in the opinion of the local government the amendment is a basic, standard or complex amendment.

In essence a 'basic' amendment is one that corrects an administrative error in the scheme or rectifies a zoning anomaly.

A 'standard' amendment is one that is consistent with a local planning strategy, would have minimal impact on land in the area and does not result in any significant impacts on the land.

A 'complex' amendment is one that is not consistent with a local planning strategy and is of a scale that will have an impact that is significant relative to the development in the locality.

This amendment is considered to be a 'basic' amendment under the above criteria as there are no changes to the zoning of the land.

Local Planning Scheme No. 1:

The amendment will involve slight naming changes to some of the current Town Planning Scheme No. 1A local reserves and zones to conform to the provisions of Local Planning Scheme No. 1.

**FINANCIAL AND RESOURCE IMPLICATIONS:**

There are no financial or resource implications.

**INTEGRATED PLANNING LINKS:**

<b>Title: Governance</b>	<b>4.2 Planning and Policy</b>
Strategy 4.2.2	Responding to community aspirations by providing planning and zoning for future development.

**REGIONAL OUTCOMES:**

The need for, and importance of consolidating into a single local planning scheme which covers the entire municipality has been widely recognised and acknowledged in many planning documents including the City's Residential Development Strategy, Commercial Activity Centres Strategy and Local Planning Strategy.

**RISK MANAGEMENT:**

By not approving the amendment, the City will continue to operate under two local planning schemes (one of which is over 30 years old) which is not conducive to the orderly and proper planning of the municipality.

**ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:**

As a legacy of local government amalgamations, the City has previously administered four local planning schemes. In order to simplify the statutory planning system, give greater certainty and apply consistent/contemporary planning across the City a single local planning scheme covering the entire municipality has been widely recognised and acknowledged in many planning documents.

With a final determination having now been made on Amendment No. 4 it is now opportune to repeal Town Planning Scheme No. 1A and concurrently amend Local Planning Scheme No. 1 by essentially 'transferring' the land and its current zoning over to Local Planning Scheme No. 1.

Given the above 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.

**COUNCIL DECISION****MOVED CR FREER, SECONDED CR DOUGLAS****Part A:**

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

- 1. AMEND the Scheme Area by including all the land formerly contained within the Shire of Greenough Town Planning Scheme No. 1A – Greenough River Resort; and**
- 2. AMEND the Scheme Map by zoning the following:**
  - a. Lot 12196 as 'Foreshore' local reserve;**
  - b. Lot 5843 as 'Foreshore' local reserve and 'Rural' zone;**
  - c. Lot 1945 as 'Rural' zone;**
  - d. Lot 2453 as 'Environmental Conservation' local reserve;**
  - e. Lot 1268 as 'Rural' zone and 'Environmental Conservation' local reserve;**
  - f. Lot 1 as 'Rural' and 'Urban Development' zones and 'Public Open Space' local reserve;**
  - g. Lot 11358 as 'Public Purposes' local reserve;**
  - h. Lot 1925 as 'Rural' zone and 'Environmental Conservation' and 'Public Open Space' local reserves;**
  - i. Lot 11939 as 'Environmental Conservation' and 'Foreshore' local reserves;**
  - j. Lot 4201 as 'Environmental Conservation' and 'Public Open Space' local reserves and 'Urban Development' and 'Residential R20' zones;**
  - k. Lot 9001 as 'Urban Development' zone and 'Public Open Space' local reserve;**
  - l. Lot 708 as 'Residential R20' and 'Commercial' zones;**
  - m. Lot 3 as 'Commercial' zone;**
  - n. Lot 4200 as 'Commercial' zone;**
  - o. Lot 12332 as 'Public Open Space' local reserve; and**

- p. Lot 2466 as 'Urban Development' zone and 'Public Open Space' local reserve.

**Part B:**

That Council by Simple Majority, pursuant to Part 5, Division 1, Regulation 35 of the *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES to:

1. DETERMINE that the rezoning is a 'basic' amendment; and
2. MAKE the determination on the following grounds:
  - a. The amendment is so that it is consistent with the model provisions in Schedule 1.

**CARRIED 15/0**

Time: 5:20 PM

Not Voted: 0

No Votes: 0

Yes Votes: 15

<b>Name</b>	<b>Vote</b>
Cr. Douglas	YES
Cr. Bylund	YES
Cr. Caudwell	YES
Cr. Colliver	YES
Cr. Clune	YES
Cr. Critch	YES
Cr. Freer	YES
Cr. Elphick	YES
Cr. Hall	YES
Cr. Keemink	YES
Cr. McIlwaine	YES
Cr. Reymond	YES
Cr. Tanti	YES
Cr. Thomas	YES
Mayor Van Styn	YES

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<b>DCS387 PROPOSED DEDICATION OF LAND AS ROAD RESERVES – HENRY STREET AND GEORGE ROAD, BERESFORD</b>
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<b>AGENDA REFERENCE:</b>	<b>D-18-075556</b>
<b>AUTHOR:</b>	<b>C Krummenacher, Planning Officer</b>
<b>EXECUTIVE:</b>	<b>P Melling, Director Development and Community Services</b>
<b>DATE OF REPORT:</b>	<b>3 October 2018</b>
<b>FILE REFERENCE:</b>	<b>RO/11/0017</b>
<b>ATTACHMENTS:</b>	<b>Yes (x1) Proposed Road Dedication Plans</b>

**EXECUTIVE SUMMARY:**

The purpose of this report is to seek Council approval to formally dedicate various lots along both Henry Street and George Road, Beresford as public road reserve.

**EXECUTIVE RECOMMENDATION:**

That Council by Simple Majority, pursuant to the Section 56 of the *Land Administration Act 1997*, RESOLVES to:

1. REQUEST the Minister for Lands to dedicate the following land parcels as public roads:
  - a. Lots 52 to 59 (inclusive), 80, 102 and 103 George Road, Beresford; and
  - b. Lot 104 Henry Street, Beresford; and
2. INDEMNIFY the Minister against any claim for compensation.

**PROPONENT:**

The proponents are the Roman Catholic Bishop of Geraldton for Lot 102 George Road and the City of Greater Geraldton for the remaining lots.

**BACKGROUND:**

A request was received from the Roman Catholic Bishop of Geraldton to formally dedicate Lot 102 George Road as road reserve, to reflect its historical use as part of George Road.

As a result of this formal request the City identified a number of other small lots in the Beresford locality that were owned by the City but for all intents and purposes are part of the Henry Street and George Road reserves.

How these lots became freehold lots is unknown but it is assumed that they were previously acquired as road widenings as part of conditions for subdivision or development and the tenure never formally transferred over to a public road. The dedications will essentially correct an anomaly and have the tenure of the land reflect its historical actual use for a public road.

Plans showing the road dedications are included as Attachment No. DCS387.

**COMMUNITY, ENVIRONMENT, ECONOMY AND GOVERNANCE ISSUES:****Community:**

There are no adverse community impacts.

**Environment:**

There are no adverse environmental impacts.

**Economy:**

There are no adverse economic impacts.

**Governance:**

There are no adverse governance impacts.

*Disclosure of Interest:*

No Officer involved in the preparation of this report has a declarable interest in this matter.

**RELEVANT PRECEDENTS:**

The author is not aware of any relevant precedents.

**COMMUNITY/COUNCILLOR CONSULTATION:**

The proposed closure and disposal was publicly advertised in accordance with the provisions of the *Land Administration Act 1997*.

The advertising period was for 30 days (commencing on Friday 1 June 2018 and concluding on Monday 2 July 2018) and involved the following:

1. A notice appeared in the Geraldton Guardian on 1 June 2018;
2. The closure was publicly displayed at the Civic Centre;
3. The closure was publicly advertised on the City's website;
4. The closure was referred to the following:
  - Australia Post;
  - ATCO Gas Australia;
  - Department of Health;
  - Department of Communities;
  - Department of Water & Environmental Regulation;
  - Western Power;
  - Telstra;
  - Water Corporation;
  - Department of Planning, Lands & Heritage; and
  - All landowners adjoining the proposed lots to be dedicated.

**Submissions:**

As a result of advertising a total of 6 submissions were received (five from servicing authorities and government agencies with no objections).

One submission was received from a private landowner (abutting Lot 104 Henry Street) who objected to unnecessary changes of ownership and ratepayer funds being spent for no apparent reason.

The reasons for the road dedication are obvious in that the land is currently (and has been historically for a number of years) used as a public road and contains essential services and infrastructure. There are no costs incurred to the City as part of the dedication process other than City Officer time.

Copies of the actual submissions are available to Council upon request.

There has been no Councillor consultation.

**LEGISLATIVE/POLICY IMPLICATIONS:**

Section 56 of the *Land Administration Act 1997* provides for the dedication of public roads. Where land is acquired for use by the public under the care, control and management of a local government, the local government may request the Minister to dedicate that land as a road.

**FINANCIAL AND RESOURCE IMPLICATIONS:**

There are no financial or resource implications.

**INTEGRATED PLANNING LINKS:**

<b>Title: Environment</b>	<b>2.3 Built Environment</b>
Strategy 2.3.1	Promoting a built environment that is well planned and meets the current and future needs of the community
Strategy 2.3.3	Providing a fit for purpose, safe and efficient infrastructure network

**REGIONAL OUTCOMES:**

There are no regional outcomes.

**RISK MANAGEMENT:**

The dedications would formalise the use of the lots as public roads and formally protect public utilities (such as power, water, sewer and telecommunications).

**ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:**

The lots are currently (and have been historically for a number of years) used as a public road and contain essential services and infrastructure.

The option to refuse is not supported as the dedications will essentially correct an anomaly and have the tenure of the land reflect its historical actual use for a public road.

The option to defer is not supported as there is considered sufficient information for Council to determine the matter.

*Cr M Reymond declared a Proximity and Impartiality Interest in DCS387 Proposed Dedication of Land as Road Reserves – Henry Street and George Road, Beresford as he has property in George Rd (Lot 1) and remained in Chambers.*



*Cr N Colliver declared a Proximity Interest in DCS387 Proposed Dedication of Land as Road Reserves – Henry Street and George Road, Beresford as she is the owner of a vacant block at 252 George Rd and remained in Chambers.*

### **COUNCIL DECISION**

#### **MOVED CR DOUGLAS, SECONDED CR CRITCH**

**That Council by Simple Majority, pursuant to the Section 56 of the *Land Administration Act 1997*, RESOLVES to:**

1. **REQUEST** the Minister for Lands to dedicate the following land parcels as public roads:
  - a. Lots 52 to 59 (inclusive), 80, 102 and 103 George Road, Beresford;
  - b. Lot 104 Henry Street, Beresford; and
2. **INDEMNIFY** the Minister against any claim for compensation.

#### **CARRIED 15/0**

Time: 5:22 PM

Not Voted: 0

No Votes: 0

Yes Votes: 15

<b>Name</b>	<b>Vote</b>
<b>Cr. Douglas</b>	<b>YES</b>
<b>Cr. Bylund</b>	<b>YES</b>
<b>Cr. Caudwell</b>	<b>YES</b>
<b>Cr. Colliver</b>	<b>YES</b>
<b>Cr. Clune</b>	<b>YES</b>
<b>Cr. Critch</b>	<b>YES</b>
<b>Cr. Freer</b>	<b>YES</b>
<b>Cr. Elphick</b>	<b>YES</b>
<b>Cr. Hall</b>	<b>YES</b>
<b>Cr. Keemink</b>	<b>YES</b>
<b>Cr. Mcllwaine</b>	<b>YES</b>
<b>Cr. Reymond</b>	<b>YES</b>
<b>Cr. Tanti</b>	<b>YES</b>
<b>Cr. Thomas</b>	<b>YES</b>
<b>Mayor Van Styn</b>	<b>YES</b>

## 12 REPORTS OF CORPORATE & COMMERCIAL SERVICES

CCS364 COUNCIL POLICY CP 2.1 INVESTMENT
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<b>AGENDA REFERENCE:</b>	<b>D-18-069573</b>
<b>AUTHOR:</b>	<b>P Radalj, Manager Treasury and Finance</b>
<b>EXECUTIVE:</b>	<b>B Davis, Director Corporate and Commercial Services</b>
<b>DATE OF REPORT:</b>	<b>5 September 2018</b>
<b>FILE REFERENCE:</b>	<b>GO/19/0008</b>
<b>ATTACHMENTS:</b>	<b>Yes (x2)</b>
	<b>A. Updated Council Policy CP 2.1 Investment</b>
	<b>B. Comparison Table CP 2.1</b>

### EXECUTIVE SUMMARY:

The purpose of this report is to seek Council endorsement of an update to Council Policy CP 2.1 Investment.

### EXECUTIVE RECOMMENDATION:

That Council by Simple Majority pursuant to Section 2.7 of the Local Government Act 1995 RESOLVES to:

1. APPROVE Council Policy CP 2.1 Investment.

### PROPONENT:

The proponent is the City of Greater Geraldton.

### BACKGROUND:

Officers have undertaken a review of the existing Council Policy CP 2.1 Investment. The purpose and policy details on investments has remained relatively unchanged with minor amendments based on industry wide review and external investment advice.

The changes proposed relate to the following:

- Change to Financial Management Regulation 19 (effective 17 May 2017) relaxing the duration of deposits from 1 year to a maximum of 3 years.
- Expansion to risk criteria to clarify all risk elements.
- Changes to portfolio categories to extend investment range.
- Addition of a new section that gives further guidelines related to the time horizon of investments.

### COMMUNITY, ENVIRONMENT, ECONOMY AND GOVERNANCE ISSUES:

#### Community:

There are no adverse environmental impacts.

#### Environment:

There are no adverse environmental impacts.

**Economy:**

There are no adverse economic impacts.

**Governance:**

The Local Government Act requires that Councils establish good governance and control principles through the introduction of policies and guidelines.

*Disclosure of Interest:*

No Officer involved in the preparation of this report has a declarable interest in this matter.

**RELEVANT PRECEDENTS:**

Council review or amend Council Policies per designated review dates.

**COMMUNITY/COUNCILLOR CONSULTATION:**

At the Concept Forum held on 11 September 2018, Councillors were provided with a final draft of the new and updated policy.

**LEGISLATIVE/POLICY IMPLICATIONS:**

Pursuant to section 2.7 of the Local Government Act 1995 the role of Council includes determination of Council Policies:

**2.7. Role of council**

(1) *The council —*

(a) *governs the local government's affairs; and*

(b) *is responsible for the performance of the local government's functions.*

(2) *Without limiting subsection (1), the council is to —*

(a) *oversee the allocation of the local government's finances and resources;*  
*and*

(b) *determine the local government's policies.*

**FINANCIAL AND RESOURCE IMPLICATIONS:**

No financial impact to the 2018-19 adopted budget.

**INTEGRATED PLANNING LINKS:**

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

**REGIONAL OUTCOMES:**

There are no regional outcomes.

**RISK MANAGEMENT:**

Ensuring that the Council Policy Register is current and comprehensive. Providing guidelines to prudently and effectively manage the investment of surplus funds.

**ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:**

No alternative options were considered by City Officers.

**COUNCIL DECISION**

**MOVED CR REYMOND, SECONDED CR CAUDWELL**

**That Council by Simple Majority pursuant to Section 2.7 of the Local Government Act 1995 RESOLVES to:**

- 1. APPROVE Council Policy CP 2.1 Investment.**

**CARRIED 15/0**

*In accordance with Section 9.3 (2) of the City of Greater Geraldton's Meeting Procedures Local Law 2011, the motion was passed unopposed.*

**CCS365 PROCUREMENT POLICY FRAMEWORK**

<b>AGENDA REFERENCE:</b>	<b>D-18-069619</b>
<b>AUTHOR:</b>	<b>J Graham, Manager Corporate Services</b>
<b>EXECUTIVE:</b>	<b>B Davis, Director Corporate and Commercial Services</b>
<b>DATE OF REPORT:</b>	<b>7 September 2018</b>
<b>FILE REFERENCE:</b>	<b>FM/16/0005</b>
<b>ATTACHMENTS:</b>	<b>Yes (x6)</b>
	<b>A. Council Policy CP 4.9 Procurement of Goods and Services</b>
	<b>B. Comparison Table CP 4.9</b>
	<b>C. Council Policy CP 4.10 Procurement via Panel of Prequalified Suppliers</b>
	<b>D. Comparison Table CP 4.10</b>
	<b>E. Council Policy CP 4.11 Regional Price Preference</b>
	<b>F. Comparison Table CP 4.11</b>

**EXECUTIVE SUMMARY:**

The purpose of this report is to seek Council approval for amendments to the Procurement Policy Framework which consists of:

- Council Policy CP 4.9 Procurement of Goods & Services version 2;
- Council Policy CP 4.10 Procurement via Panels of Prequalified Suppliers version 2; and
- Council Policy CP 4.11 Regional Price Preference version 2.

**EXECUTIVE RECOMMENDATION:**

That Council by Simple Majority pursuant to Section 2.7 of the Local Government Act 1995 RESOLVES to:

1. ENDORSE Council Policy CP 4.9 Procurement of Goods & Services;
2. ENDORSE Council Policy CP 4.10 Procurement via Panels of Prequalified Suppliers; and
3. ENDORSE Council Policy CP 4.11 Regional Price Preference.

**PROPONENT:**

The proponent is the City of Greater Geraldton.

**BACKGROUND:**

In accordance with the *Local Government (Functions & General) Regulations 1996* (Regulations) the City is required to maintain procurement policies that direct City procurement. The following summarises the recommended amendments to the procurement policies.

**Council Policy CP 4.9 Procurement of Goods & Services (CP4.9)**

CP4.9 has been a long standing procurement policy that is based on the WALGA procurement handbook policy model.

The overarching principles defined in the policy remain unchanged; the proposed amendments to the policy will clarify the process as follows:

- Link to the newly developed Code of Business Ethics (PSC, DLGC and WALGA recommended procurement document).
- Align policy to current delegations and authorisations e.g. enable Managers to approve minor issues which previously required Director or CEO involvement.
- Clarify exceptional circumstance procurement, which would generally be utilised for one of two scenarios:
  - 1) ad hoc low value and reactive repairs; and
  - 2) one off purchase of nonstandard goods or services that do not align easily to the use of eQuotes.
- Clarify the requirements for using established panels or contracts.
- Clarify throughout the policy the application of eQuotes.
- Update the purchasing value requirements i.e. clarify wording, and increase the lowest value range from \$0 - \$1,000 to \$0 - \$2,500.
- Add a clause clarifying the requirements for requests for quotes.

#### Council Policy CP 4.10 Procurement via Panels of Prequalified Suppliers

CP4.10 is based on the initial WALGA procurement handbook policy model (i.e. first draft following Regulation changes in 2016 which enabled Local Governments to establish local panels). In the last few years the City has had time to review the Regulations and the proposed policy has been aligned to the Regulations and City process.

The amendments to CP4.10 will clarify wording associated with:

- How the City, in accordance with the Regulations, will distribute works utilising eQuotes to all panellists.
- How contracts may be established through a panel.

#### Council Policy CP 4.11 Regional Price Preference (CP4.11)

The current version of CP4.11 was developed through consultation with local businesses and the Midwest Chamber of Commerce, who proposed the City align to the State Government regional pricing preference model. The State Government approach split the preference with half the pricing preference for goods and services sourced locally and the remaining pricing preference only accessible for businesses that have a local place of business.

This approach in local government context has been found to have no measurable effect on local tenderers as under the Regulations the pricing preference is capped at \$50,000, whereas the state government is capped at \$250,000. The current requirement to review and allocate two levels of pricing preference in the tender process has added an additional step to the evaluation without any measurable effect on the evaluation outcome.

In addition, the Regulations simply state goods or services sourced locally and make no distinction for how the local goods and services are sourced or housed. With this in mind, the City has brought CP4.11 back into alignment

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with the Regulations and the approach utilised by Local Governments across the state.

As per recent tenders the City now utilise the qualitative criteria “Local Economic and Social Benefit” to identify and support local tenderers. This approach is aligned to WALGA recommended procurement process as it provides a more effective mechanism for recognising and supporting local tenderers.

## **COMMUNITY, ENVIRONMENT, ECONOMY AND GOVERNANCE ISSUES:**

### **Community:**

There are no adverse community impacts.

### **Environment:**

There are no adverse environmental impacts.

### **Economy:**

There are no adverse economic impacts.

### **Governance:**

Amendments to CP4.09, CP4.10 and CP4.11 will ensure that the City’s procurement framework is wholly aligned with *Local Government (Functions & General) Regulations 1996*. In addition the amendments have addressed process issues identified in the last 2 years which will improve efficiency across City operations.

### *Disclosure of Interest:*

No Officer involved in the preparation of this report has a declarable interest in this matter.

## **RELEVANT PRECEDENTS:**

Council Policy CP4.9 Procurement of Goods & Services version 1;  
Council Policy CP4.10 Procurement via Panels of Prequalified Suppliers version 1; and  
Council Policy CP4.11 Regional Pricing Preference version 1 were adopted by Council on 24 January 2017 - CCS231.

## **COMMUNITY/COUNCILLOR CONSULTATION:**

There has been no community consultation. The policies were issued to Councillors on 17 July 2018 with all feedback included in the attached policy comparison table. In addition, the policy was presented at Concept Forum on 11 September 2018.

## **LEGISLATIVE/POLICY IMPLICATIONS:**

Pursuant to section 2.7 (1) and (2) of the *Local Government Act 1995* the role of Council includes determination of Council Policies:

In addition to the above these policies are required by *Local Government (Functions & General) Regulations 1996* which mandates Council establish procurement policies.

**FINANCIAL AND RESOURCE IMPLICATIONS:**

There are no financial or resource implications.

**INTEGRATED PLANNING LINKS:**

<b>Title: Governance</b>	<b>4.2 Planning and Policy</b>
Strategy 4.2.1	Supporting local procurement.
Strategy 4.2.2	Responding to community aspirations by providing planning and zoning for future development.
<b>Title: Governance</b>	<b>4.4 Financial Sustainability and Performance</b>
Strategy 4.4.3	Delivering and ensuring business systems and services support cost effective Council operations and service delivery.
<b>Title: Governance</b>	<b>4.5 Good Governance &amp; Leadership</b>
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 procurement policy framework is designed to ensure the City maintains its procurement compliance and probity responsibilities. As such, these policies and their supporting processes are linked to procurement risk mitigation strategies.

**ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS**

The following options were considered by City Officers:

Maintaining the policies in the current form. This however was ultimately rejected as a suitable option as there were operational and compliance issues requiring management.

Following internal consultation, initial consideration was given to increasing the lowest or no quote threshold detailed in CP4.9 to \$5,000. This option however was not selected as upwards of 90% of City procurement transactions are below or near \$5,000.

The \$2,500 figure was selected as it was found during a procurement profile review that the majority of procurement transactions up to this value were either from established City Contracts, WALGA Preferred Supplier Panels (tender exempt) or ad-hoc one off goods or services.



**COUNCIL DECISION****MOVED CR FREER, SECONDED CR THOMAS**

That Council by Simple Majority pursuant to Section 2.7 of the Local Government Act 1995 RESOLVES to:

1. ENDORSE Council Policy CP 4.9 Procurement of Goods & Services;
2. ENDORSE Council Policy CP 4.10 Procurement via Panels of Prequalified Suppliers; and
3. ENDORSE Council Policy CP 4.11 Regional Price Preference.

**CARRIED 13/2**

Time: 5:36 PM

Not Voted: 0

No Votes: 2

Yes Votes: 13

<b>Name</b>	<b>Vote</b>
<b>Cr. Douglas</b>	<b>YES</b>
<b>Cr. Bylund</b>	<b>NO</b>
<b>Cr. Caudwell</b>	<b>YES</b>
<b>Cr. Colliver</b>	<b>YES</b>
<b>Cr. Clune</b>	<b>NO</b>
<b>Cr. Critch</b>	<b>YES</b>
<b>Cr. Freer</b>	<b>YES</b>
<b>Cr. Elphick</b>	<b>YES</b>
<b>Cr. Hall</b>	<b>YES</b>
<b>Cr. Keemink</b>	<b>YES</b>
<b>Cr. McIlwaine</b>	<b>YES</b>
<b>Cr. Reymond</b>	<b>YES</b>
<b>Cr. Tanti</b>	<b>YES</b>
<b>Cr. Thomas</b>	<b>YES</b>
<b>Mayor Van Styn</b>	<b>YES</b>

**CCS366 MEETING SCHEDULE – JANUARY 2019 – DECEMBER 2019**

<b>AGENDA REFERENCE:</b>	<b>D-18-075770</b>
<b>AUTHOR:</b>	<b>L Taylor, Administration Officer, Corporate Services</b>
<b>EXECUTIVE:</b>	<b>B Davis, Director Corporate and Commercial Services</b>
<b>DATE OF REPORT:</b>	<b>19 September 2018</b>
<b>FILE REFERENCE:</b>	<b>GO/6/0012-05</b>
<b>ATTACHMENTS:</b>	<b>Yes (x1) Meeting Schedule Dates 2019</b>

**EXECUTIVE SUMMARY:**

The purpose of this report is to seek Council approval of the proposed schedule of Ordinary Meetings of Council, Agenda Forums and Concept Forums, for the period January 2019 to December 2019.

**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 2019 as per Attachment CCS366.

**PROPONENT:**

The proponent 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.

Each year the City is required to give local public notice of ordinary meeting of councils with the dates; time and locations of the meetings *as per Local Government (Administration) regulations 1996 s12.(1)(a)*. 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).*

If a special meeting or electors meeting is to be called then the date/time, place and purpose of the meeting is to be advertised as per *Local Government (Administration) regulations 1996 s12.(3)*. These meetings are

typically about one item for consideration and it is a requirement that the 'purpose' of that meeting be publically advertised.

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

*(3) Subject to subregulation (4), if a special meeting of a council is to be open to members of the public then the local government is to give local public notice of the date, time, place and purpose of the special meeting.*

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 of Council to be held on the fourth Tuesday of the month commencing at 5.00pm in the Council Chambers at Cathedral Avenue.
- March Agenda Forum to be held in Mullewa, commencing at 1.30pm.
- July Agenda Forum to be held in Walkaway, commencing at 5.00pm.
- August Agenda Forum to be held in Mullewa, commencing at 1.30pm.
- The dates for the October meetings are to be brought forward as follows:
  - Agenda Forum to be held on the second Tuesday of the month and the Ordinary Meeting of Council on the third Tuesday of the month due to the Council Elections being held 19 October 2019.
- The date of the November Concept Forum will be changed to Wednesday 6 November 2019 as Tuesday 5 November 2019 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 of Council on the third Tuesday of the month due to the Christmas holiday period.

Full list of dates, times and locations are scheduled in Attachment CCS366.

## **COMMUNITY, ENVIRONMENT, ECONOMY AND GOVERNANCE ISSUES:**

### **Community:**

The City is committed to engaging with its community and recognises that providing opportunities for the community to attend council meetings will result in more informed and engaged residents.

### **Environment:**

There are no adverse environmental impacts.

### **Economy:**

There are no adverse economic impacts.

**Governance:**

It is an annual requirement of Council, to give local public notice of the dates, times and place of the ordinary council meetings.

*Disclosure of Interest:*

No Officer involved in the preparation of this report has a declarable interest in this matter.

**RELEVANT PRECEDENTS:**

The Meeting Schedule for 2018 was last reviewed by Council at the Ordinary Meeting of Council held 17 October 2017, item number CCS288.

**COMMUNITY/COUNCILLOR CONSULTATION:**

There has been no community/councillor consultation.

**LEGISLATIVE/POLICY IMPLICATIONS:**

Regulation 12 of the *Local Government (Administration) Regulations 1996*.

**FINANCIAL AND RESOURCE IMPLICATIONS:**

The cost of advertising the schedule of meetings is contained within the 2018-19 budget.

**INTEGRATED PLANNING LINKS:**

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

**REGIONAL OUTCOMES:**

There are no regional outcomes.

**RISK MANAGEMENT:**

It is a legislative requirement that Council give local public notice of the dates on which and the time and place at which ordinary meetings are to be held for the next 12 months.

**ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:**

No alternative options were considered by City Officers.

**COUNCIL DECISION****MOVED CR THOMAS, SECONDED CR COLLIVER**

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 2019 as per Attachment CCS366.

**CARRIED 15/0**

Time: 5:43 PM

Not Voted: 0

No Votes: 0

Yes Votes: 15

<b>Name</b>	<b>Vote</b>
<b>Cr. Douglas</b>	<b>YES</b>
<b>Cr. Bylund</b>	<b>YES</b>
<b>Cr. Caudwell</b>	<b>YES</b>
<b>Cr. Colliver</b>	<b>YES</b>
<b>Cr. Clune</b>	<b>YES</b>
<b>Cr. Critch</b>	<b>YES</b>
<b>Cr. Freer</b>	<b>YES</b>
<b>Cr. Elphick</b>	<b>YES</b>
<b>Cr. Hall</b>	<b>YES</b>
<b>Cr. Keemink</b>	<b>YES</b>
<b>Cr. Mcllwaine</b>	<b>YES</b>
<b>Cr. Reymond</b>	<b>YES</b>
<b>Cr. Tanti</b>	<b>YES</b>
<b>Cr. Thomas</b>	<b>YES</b>
<b>Mayor Van Styn</b>	<b>YES</b>

<b>CCS367 COUNCIL POLICY CP 4.19 CORPORATE PARTNERSHIPS REVIEW</b>
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<b>AGENDA REFERENCE:</b>	<b>D-18-075960</b>
<b>AUTHOR:</b>	<b>J Kopplhuber, Communications Officer - Engagement</b>
<b>EXECUTIVE:</b>	<b>B Davis, Director Corporate and Commercial Services</b>
<b>DATE OF REPORT:</b>	<b>3 October 2018</b>
<b>FILE REFERENCE:</b>	<b>GO/19/0008</b>
<b>ATTACHMENTS:</b>	<b>Yes (x3)</b> <b>A. Draft Council Policy CP 4.19 Corporate Partnerships</b> <b>B. Comparison Table CP 4.19</b> <b>C. Recognition and Benefits Table</b>

**EXECUTIVE SUMMARY:**

The purpose of this report is to seek Council adoption of the revised Council Policy CP 4.19 Corporate Partnerships, which offers a structured, transparent and equitable approach to identifying, attracting and managing corporate sponsorships.

**EXECUTIVE RECOMMENDATION:**

That Council by Simple Majority pursuant to Section 2.7 of the Local Government Act 1995 RESOLVES to:

1. ADOPT Council Policy CP 4.19 Corporate Partnerships.

**PROPONENT:**

The proponent is the City of Greater Geraldton

**BACKGROUND:**

On 16 December 2014, the Corporate Partnerships Policy (previously CP062) was adopted by Council including the Everlasting Partnership Program Prospectus and an Initiatives Bank booklet. The aims of the program are:

- To form effective partnerships with the corporate sector that generate increased revenue to deliver initiatives that benefit the community, the City and corporate partners.
- To streamline the City's Corporate Partnerships process by making it more relevant and attractive in the current corporate environment.
- To establish a framework for managing partnerships that is clear, equitable and transparent.
- To ensure projects and initiatives considered for Corporate Partnerships are prioritised according to the Corporate Business Plan, the Long Term Financial Plan and have been through the rigours of the Project Management Framework where applicable.
- To ensure an equitable and consistent approach to seeking and recognising corporate partners.

Since adoption, the implementation of the program has shown there to be a number of inconsistencies with the Policy, Prospectus and Initiatives Bank booklet, which include:

- Policy and Prospectus list a number of ambiguous benefits and/or recognition.
- Initiatives Bank is outdated as it features a number of programs, projects and events that are completed or the City no longer provides.
- Policy structured to attract major corporate sponsors yet the City has broadened its partnering initiatives to include not-for-profit organisations and community groups.
- The current economic climate has resulted in most partnership agreements being struck for smaller sums ranging from \$500 to \$10,000.

As a result, the documents utilised to attract potential partners now require revisions and updating to ensure the benefits and recognition in agreements can be met by the City. The policy has therefore undergone the following revisions:

- The inclusion of not-for-profit organisations and community groups in the objectives of the policy.
- Lowering the dollar value of the partnership levels to enable the City to offer a wider range of bronze level recognition and benefits.
- Removal of the recognition and benefits list from the policy to ensure reviews and adjustments of these conditions can be made regularly.
- Replacing the word 'Sponsor' on all Everlasting Partnership documentation with the 'Partner'. Sponsorship arrangements will be worded so within the agreement.
- Removing the Diamond and Platinum levels of partnership to simplify the program and the negotiation process.

## **COMMUNITY, ENVIRONMENT, ECONOMY AND GOVERNANCE ISSUES:**

### **Community:**

The various social projects, programs and services the City can offer as partnership opportunities have positive social outcomes for the community.

### **Environment:**

The various environmental projects, programs and services the City can offer as partnership opportunities have positive environmental outcomes for the community.

### **Economy:**

There are no adverse economic impacts.

### **Governance:**

The amended policy will provide direction and clarity to staff on the value of the various levels of partnership during the negotiation of potential partnerships.

*Disclosure of Interest:*

No Officer involved in the preparation of this report has a declarable interest in this matter.

**RELEVANT PRECEDENTS:**

Council initially adopted the Corporate Partnerships Policy (previously CP062) in December 2014.

**COMMUNITY/COUNCILLOR CONSULTATION:**

Councillors were provided with a three-week feedback period on the revised policy and the Policy was also discussed at the 2 October 2018 Concept Forum.

**LEGISLATIVE/POLICY IMPLICATIONS:**

Should Council adopt the Revised Policy CP 4.19 will become the formal policy position for Council on Corporate Partnerships.

**FINANCIAL AND RESOURCE IMPLICATIONS:**

A policy principle for CP 4.19 is that the Everlasting program will reduce the cost of facilities, programs and services to ratepayers and residents, therefore all initiatives currently being considered for this program are included in the 2018-19 budget. The securing of and Partnership funding would reduce the City's contribution without compromising on the delivery of the initiative.

**INTEGRATED PLANNING LINKS:**

<b>Title: Governance</b>	<b>4.4 Financial Sustainability and Performance</b>
Strategy 4.4.3	Delivering and ensuring business systems and services support cost effective Council operations and service delivery.
<b>Title: Governance</b>	<b>4.5 Good Governance &amp; Leadership</b>
Strategy 4.5.2	Ensuring finance and governance policies, procedures and activities align with legislative requirements and best practice.
Strategy 4.5.4	Ensuring Human Resource planning, policies and procedures support effective and safe Council service delivery.

**REGIONAL OUTCOMES:**

There are no impacts to regional outcomes.

**RISK MANAGEMENT**

The Everlasting Partnership Program provides a structured approach to partnering with the corporate sector, not-for-profit organisations and community groups, thus reducing the risk of a potential for the perception of lack of transparency and inequity.

**ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS**

An alternative option would be to continue to provide the Everlasting Partnership Program in its current form utilising the existing dollar values levels, Prospectus and Initiatives Booklet.



*Cr Critch left Chambers at 5.43pm, before the motion was moved.  
Cr Critch returned to Chambers at 5.44pm, during the debate.*

### **COUNCIL DECISION**

#### **MOVED CR COLLIVER, SECONDED CR CLUNE**

**That Council by Simple Majority pursuant to Section 2.7 of the Local Government Act 1995 RESOLVES to:**

- 1. ADOPT Council Policy CP 4.19 Corporate Partnerships.**

#### **CARRIED 15/0**

Time: 5:46 PM

Not Voted: 0

No Votes: 0

Yes Votes: 15

<b>Name</b>	<b>Vote</b>
<b>Cr. Douglas</b>	<b>YES</b>
<b>Cr. Bylund</b>	<b>YES</b>
<b>Cr. Caudwell</b>	<b>YES</b>
<b>Cr. Colliver</b>	<b>YES</b>
<b>Cr. Clune</b>	<b>YES</b>
<b>Cr. Critch</b>	<b>YES</b>
<b>Cr. Freer</b>	<b>YES</b>
<b>Cr. Elphick</b>	<b>YES</b>
<b>Cr. Hall</b>	<b>YES</b>
<b>Cr. Keemink</b>	<b>YES</b>
<b>Cr. McIlwaine</b>	<b>YES</b>
<b>Cr. Reymond</b>	<b>YES</b>
<b>Cr. Tanti</b>	<b>YES</b>
<b>Cr. Thomas</b>	<b>YES</b>
<b>Mayor Van Styn</b>	<b>YES</b>

CCS368 NON-SELF-CONTAINED MOTORISED CAMPER VEHICLE STRATEGY
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<b>AGENDA REFERENCE:</b>	<b>D-18-075991</b>
<b>AUTHOR:</b>	<b>P Vorster, Coordinator Economic Development</b>
<b>EXECUTIVE:</b>	<b>B Davis, Director Corporate and Commercial services</b>
<b>DATE OF REPORT:</b>	<b>3 October 2018</b>
<b>FILE REFERENCE:</b>	<b>ED/3/0005-02</b>
<b>ATTACHMENTS:</b>	<b>Yes (x1) City of Greater Geraldton Non-Self-Contained Motorised Camper Vehicle Strategy</b>

**EXECUTIVE SUMMARY:**

This report seeks Council approval for the proposed Non-Self-Contained Motorised Camper Vehicle Strategy.

**EXECUTIVE RECOMMENDATION:**

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

1. ADOPT the Non-Self-Contained Motorised Camper Vehicle Strategy.

**PROPONENT:**

The proponent is the City of Greater Geraldton.

**BACKGROUND:**

A Travellers Support Policy was adopted by Council on 27 February 2018 (CCS310). The aim of the Policy was to guide the review of parking strategies for the different classifications of Recreational Vehicles (RV's) visiting and overnighting in Geraldton.

The classifications of Recreational Vehicles are defined for City purposes as follows:

**Recreation Vehicles (RV):** Self-contained *Motorised* camping vehicles that provide internal sleeping accommodation, kitchen and dining facilities including refrigerators and/or freezers, internal water supply, shower and toilet facilities with a holding tank that requires access from time to time to a liquid waste dump point. (*Excludes* all towed caravans or towed camper trailers, whether self-contained or otherwise).

**Camper Vehicles:** *Motorised* camping vehicles of all types other than self-contained Recreation Vehicles as defined in this policy above. (*Includes* vehicles with roof rack-mounted camping facilities). For camping site compliance purposes it also includes trucks, buses, vans, utility vehicles, station wagons and sedans in which people elect to sleep in overnight. (*Excludes* all towed caravans or towed camper trailers).

**Caravans and Camper Trailers:** *Non-motorised vehicles that must be towed behind a motorised vehicle* that provide accommodation facilities that may range from:

- Basic camper trailers with rudimentary cover for sleeping and space for stowing conventional camping gear; through to
- Fully self-contained caravans with internal sleeping accommodation, kitchen and dining facilities including refrigerators and/or freezers, internal water supply, shower and toilet facilities with a holding tank that requires access from time to time to a liquid waste dump point. (These are non-motorised and are expressly *excluded* from the definition of RV as previously mentioned).

This strategy relates to non-self-contained motorised camper vehicles only. The strategies for the other classes of recreational vehicles will be submitted to Council separately.

## **COMMUNITY, ENVIRONMENT, ECONOMY AND GOVERNANCE ISSUES:**

### **Community:**

The proposed strategy addresses and remedies adverse issues and community concerns that arose during the first year of the provision of limited free 24-hour parking for RVs by the City of Greater Geraldton. The issues and concerns were primarily associated with the poor behaviour by users of the nominated parking area that were travelling in non-self-contained camper vehicles.

The Geraldton Volunteer Marine Rescue Group confirmed that tourists have been using the Point Moore carpark for overnight parking. They also mentioned a light pole in the carpark wasn't working and that sufficient lighting of the area was important to the safety of their members.

To increase the overall safety of residents, Marine Rescue volunteers and tourists, the City will investigate the condition of the existing light pole located in the carpark, ensure it is in good working order and that it provides adequate lighting for the area as part of the strategy.

The Drummond Cove Progress Association confirmed camper vans have been parking overnight in the John Batten Community Hall carpark for some time now. They reported these overnight tourists have always kept the carpark tidy and their presence has discouraged night-time anti-social behaviour that occurs at this location. As their experience with these travellers has been very positive they support the recommendation to utilise the carpark for overnight parking for non-self-contained camper vehicles.

### **Environment:**

There are no adverse environmental impacts.

### **Economy:**

In the 2016 Greater Geraldton Tourism Perceptions Report, Geraldton was not considered a stopover for those driving through or past on their way to

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another destination. With a focus on changing that perception, efforts have been made to position Geraldton as a destination in its own right.

Based on the Growing Greater Geraldton Tourism Destination Management Plan (December 2017), the primary target market for Greater Geraldton is the self-drive leisure market. Self-drive intrastate domestic overnight visitors represented 23% of visitors and 72% of spending for the City in the last quarter of 2017. Tourism marketing efforts by RACWA and Australia's Coral Coast continue to target this market. Appropriate strategies are required to ensure that Geraldton gains from an economic perspective by having travellers stopover without adversely impacting the community.

**Governance:**

There are no adverse governance impacts.

*Disclosure of Interest:*

No Officer involved in the preparation of this report has a declarable interest in this matter.

**RELEVANT PRECEDENTS:**

The broader Travellers' Support Policy has been adopted by Council and detailed strategies have been developed for each classification of Recreational Vehicle. To date, a strategy for Self-Contained RV's has been adopted by Council. This strategy makes provision for nine spaces for 24-hour parking for self-contained RV's at no charge at a designated location.

**COMMUNITY/COUNCILLOR CONSULTATION:**

An online survey of Councillors was conducted to ascertain preferences for where caravans and camper vehicles should be allowed free 24-hour parking. The results of that survey were circulated to Councillors, and submissions were called for from Councillors to help inform the process of framing the strategy.

**LEGISLATIVE/POLICY IMPLICATIONS:**

There are no legislative or policy implications.

**FINANCIAL AND RESOURCE IMPLICATIONS:**

There are no financial or resource implications.

**INTEGRATED PLANNING LINKS:**

<b>Title: Economy</b>	<b>3.1 Growth</b>
Strategy 3.1.1	Promoting Greater Geraldton and its potential business opportunities to facilitate targeted economic development.
Strategy 3.1.2	Fostering a community where local business is supported.
Strategy 3.1.3	Developing and maintaining infrastructure that increases the potential for business and investment.

<b>Title: Economy</b>	<b>3.2 Lifestyle and Vibrancy</b>
Strategy 3.2.2	Promoting events and unique tourism experiences that aid in attracting visitors and investment.
Strategy 3.2.3	Revitalising the CBD through economic, social and cultural vibrancy.

**REGIONAL OUTCOMES:**

Caravan and camping plays an important role in increasing visitors to regional areas of Western Australia. In 2017, caravan and camping visitors accounted for 16% of total domestic visitors and 18% of total domestic visitor nights in WA.

**RISK MANAGEMENT**

Current arrangements with City Rangers have proven satisfactory for policing compliance with this strategy, ensuring that travellers with non-self-contained motorised camper vehicles do not abuse the privilege of a free 24-hour parking limit in the nominated areas.

**ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS**

The option of not providing ANY free 24-hour parking for all classifications of RVs throughout the City was considered but discounted as an option.

**COUNCIL DECISION****MOVED CR BYLUND, SECONDED CR REYMOND**

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

- ADOPT the Non-Self-Contained Motorised Camper Vehicle Strategy.**

**CARRIED 15/0**

Time: 5:55 PM

Not Voted: 0

No Votes: 0

Yes Votes: 15

<b>Name</b>	<b>Vote</b>
<b>Cr. Douglas</b>	<b>YES</b>
<b>Cr. Bylund</b>	<b>YES</b>
<b>Cr. Caudwell</b>	<b>YES</b>
<b>Cr. Colliver</b>	<b>YES</b>
<b>Cr. Clune</b>	<b>YES</b>
<b>Cr. Critch</b>	<b>YES</b>
<b>Cr. Freer</b>	<b>YES</b>
<b>Cr. Elphick</b>	<b>YES</b>
<b>Cr. Hall</b>	<b>YES</b>
<b>Cr. Keemink</b>	<b>YES</b>
<b>Cr. McIlwaine</b>	<b>YES</b>

<b>Cr. Reymond</b>	<b>YES</b>
<b>Cr. Tanti</b>	<b>YES</b>
<b>Cr. Thomas</b>	<b>YES</b>
<b>Mayor Van Styn</b>	<b>YES</b>

<b>CCS369 CARAVAN AND CAMPER TRAILER STRATEGY</b>	
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<b>AGENDA REFERENCE:</b>	<b>D-18-075998</b>
<b>AUTHOR:</b>	<b>P Vorster, Coordinator Economic Development</b>
<b>EXECUTIVE:</b>	<b>B Davis, Director Corporate and Commercial services</b>
<b>DATE OF REPORT:</b>	<b>3 October 2018</b>
<b>FILE REFERENCE:</b>	<b>ED/3/0005-02</b>
<b>ATTACHMENTS:</b>	<b>Yes (x1) City of Greater Geraldton Caravan and Camper Trailer Strategy</b>

**EXECUTIVE SUMMARY:**

This report seeks Council approval of the proposed Caravan and Camper Trailer Strategy.

**EXECUTIVE RECOMMENDATION:**

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

1. ADOPT the Caravan and Camper Trailer Strategy.

**PROPONENT:**

The proponent is the City of Greater Geraldton.

**BACKGROUND:**

A Travellers Support Policy was adopted by Council on 27 February 2018 (CCS310). The aim of the Policy was to guide the review of parking strategies for the different classification of Recreational Vehicles (RV's) visiting and overnighting in Geraldton.

The classifications of Recreational Vehicles are defined for City purposes as follows:

**Recreation Vehicles (RV):** Self-contained *Motorised* camping vehicles that provide internal sleeping accommodation, kitchen and dining facilities including refrigerators and/or freezers, internal water supply, shower and toilet facilities with a holding tank that requires access from time to time to a liquid waste dump point. (*Excludes* all towed caravans or towed camper trailers, whether self-contained or otherwise).

**Camper Vehicles:** *Motorised* camping vehicles of all types other than self-contained Recreation Vehicles as defined in this policy above. (*Includes* vehicles with roof rack-mounted camping facilities). For camping site compliance purposes it also includes trucks, buses, vans, utility vehicles, station wagons and sedans in which people elect to sleep in overnight. (*Excludes* all towed caravans or towed camper trailers).

**Caravans and Camper Trailers:** *Non-motorised vehicles that must be towed behind a motorised vehicle* that provide accommodation facilities that may range from:

- Basic camper trailers with rudimentary cover for sleeping and space for stowing conventional camping gear; through to
- Fully self-contained caravans with internal sleeping accommodation, kitchen and dining facilities including refrigerators and/or freezers, internal water supply, shower and toilet facilities with a holding tank that requires access from time to time to a liquid waste dump point. (These are non-motorised and are expressly *excluded* from the definition of RV as previously mentioned).

This Strategy relates to caravans and camper trailers only. The strategies for the other classes of recreational vehicles will be submitted to Council separately.

## **COMMUNITY, ENVIRONMENT, ECONOMY AND GOVERNANCE ISSUES:**

### **Community:**

The proposed strategy addresses and remedies adverse issues and community concerns that arose during the first year of the provision of limited free 24-hour parking for self-contained RVs by the City of Greater Geraldton. The issues and concerns were primarily associated with the poor behaviour by users of the nominated parking area that were travelling in caravans and camper trailers.

### **Environment:**

There are no adverse environmental impacts.

### **Economy:**

In the 2016 Greater Geraldton Perceptions Report, Geraldton was not considered a stopover for those driving through or past the City on their way to another destination. With a focus on changing that perception, efforts have been made to position Geraldton as a destination in its own right.

Based on the Growing Greater Geraldton Tourism Destination Management Plan (December 2017), the primary target market for Greater Geraldton is the self-drive leisure market. Self-drive intrastate domestic overnight visitors represented 23% of visitors and 72% of spending for the City in the last quarter of 2017. Tourism marketing efforts by RACWA and Australia's Coral Coast continue to target this market. Appropriate strategies are required to ensure that Geraldton gains from an economic perspective by having travellers stop over without adversely impacting the community.

### **Governance:**

There are no adverse governance impacts.

#### *Disclosure of Interest:*

No Officer involved in the preparation of this report has a declarable interest in this matter.



**RELEVANT PRECEDENTS:**

The broader Travellers' Support Policy has been adopted by Council and detailed strategies have been developed for each classification of Recreational Vehicle. To date, a strategy for Self-Contained RV's has been adopted by Council. This strategy makes provision for nine spaces for 24-hour parking for self-contained RV's at no charge at a designated location.

**COMMUNITY/COUNCILLOR CONSULTATION:**

An online survey of Councillors was conducted to ascertain preferences for where caravans and camper vehicles should be allowed free 24-hour parking. The results of that survey were circulated to Councillors, and submissions were called for from Councillors to help inform the process of framing the strategy.

**LEGISLATIVE/POLICY IMPLICATIONS:**

There are no legislative or policy implications.

**FINANCIAL AND RESOURCE IMPLICATIONS:**

There are no financial or resource implications.

**INTEGRATED PLANNING LINKS:**

<b>Title: Economy</b>	<b>3.1 Growth</b>
Strategy 3.1.1	Promoting Greater Geraldton and its potential business opportunities to facilitate targeted economic development.
Strategy 3.1.2	Fostering a community where local business is supported.
Strategy 3.1.3	Developing and maintaining infrastructure that increases the potential for business and investment.
<b>Title: Economy</b>	<b>3.2 Lifestyle and Vibrancy</b>
Strategy 3.2.2	Promoting events and unique tourism experiences that aid in attracting visitors and investment.
Strategy 3.2.3	Revitalising the CBD through economic, social and cultural vibrancy.

**REGIONAL OUTCOMES:**

Caravan and camping plays an important role in increasing visitors to regional areas of Western Australia. In 2017, caravan and camping visitors accounted for 16% of total domestic visitors and 18% of total domestic visitor nights in WA.

**RISK MANAGEMENT**

Current arrangements with City Rangers have proven satisfactory for policing compliance with this strategy, ensuring that travellers with caravan and camper trailers do not abuse the privilege of a free 24-hour parking limit in the nominated areas.

**ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS**

The option of not providing ANY free 24-hour parking for all classifications of RVs throughout the City was considered but discounted as an option.

*Cr Douglas moved a motion different from the Executive Recommendation.*

*During the debate the Mayor foreshadowed the Executive Recommendation should the motion be lost.*

**COUNCIL DECISION****MOVED CR DOUGLAS, SECONDED CR CAUDWELL**

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

1. **DIRECT the CEO to rewrite the Caravan and Camper Trailer Strategy such that there is NO free overnight parking for caravans or camper trailers; and**
2. **DIRECT the CEO to update / enhance signage and other communications to raise awareness of free (and some ticketed) daytime parking for caravans and camper trailers (and other traveller vehicles) at a number of lay down areas within the City.**

**LOST 3/12**

Time: 6:23 PM

Not Voted: 0

No Votes: 12

Yes Votes: 3

<b>Name</b>	<b>Vote</b>
<b>Cr. Douglas</b>	<b>YES</b>
<b>Cr. Bylund</b>	<b>NO</b>
<b>Cr. Caudwell</b>	<b>YES</b>
<b>Cr. Colliver</b>	<b>NO</b>
<b>Cr. Clune</b>	<b>NO</b>
<b>Cr. Critch</b>	<b>YES</b>
<b>Cr. Freer</b>	<b>NO</b>
<b>Cr. Elphick</b>	<b>NO</b>
<b>Cr. Hall</b>	<b>NO</b>
<b>Cr. Keemink</b>	<b>NO</b>
<b>Cr. Mcllwaine</b>	<b>NO</b>
<b>Cr. Reymond</b>	<b>NO</b>
<b>Cr. Tanti</b>	<b>NO</b>
<b>Cr. Thomas</b>	<b>NO</b>
<b>Mayor Van Styn</b>	<b>NO</b>

*REASON FOR VARIATION TO THE EXECUTIVE RECOMMENDATION: That caravan and camper trailer owners be made aware of, and encouraged to use free daylight parking, and made more aware of the City's caravan parks.*

*It was noted that the Mayor's vote was incorrectly recorded as 'Yes' and was changed to 'No' during the meeting.*

*The Mayor asked for a mover of the motion, noting that the Mayor foreshadowed the motion.*

*The foreshadowed motion became the substantive motion.*

#### **MOTION**

#### **MOVED CR BYLUND, SECONDED CR KEEMINK**

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

- 1. ADOPT the Caravan and Camper Trailer Strategy.**

#### **PROCEDURAL MOTION**

#### **MOVED CR HALL, SECONDED CR FREER**

**That the motion be put.**

#### **LOST 6/9**

Time: 6:26 PM

Not Voted: 0

No Votes: 9

Yes Votes: 6

<b>Name</b>	<b>Vote</b>
<b>Cr. Douglas</b>	<b>NO</b>
<b>Cr. Bylund</b>	<b>NO</b>
<b>Cr. Caudwell</b>	<b>NO</b>
<b>Cr. Colliver</b>	<b>YES</b>
<b>Cr. Clune</b>	<b>NO</b>
<b>Cr. Critch</b>	<b>YES</b>
<b>Cr. Freer</b>	<b>YES</b>
<b>Cr. Elphick</b>	<b>YES</b>
<b>Cr. Hall</b>	<b>YES</b>
<b>Cr. Keemink</b>	<b>YES</b>
<b>Cr. McIlwaine</b>	<b>NO</b>
<b>Cr. Reymond</b>	<b>NO</b>
<b>Cr. Tanti</b>	<b>NO</b>
<b>Cr. Thomas</b>	<b>NO</b>
<b>Mayor Van Styn</b>	<b>NO</b>

**COUNCIL DECISION****MOVED CR BYLUND, SECONDED CR KEEMINK**

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

1. **ADOPT the Caravan and Camper Trailer Strategy.**

**CARRIED 13/2**

Time: 6:39 PM

Not Voted: 0

No Votes: 2

Yes Votes: 13

<b>Name</b>	<b>Vote</b>
<b>Cr. Douglas</b>	<b>NO</b>
<b>Cr. Bylund</b>	<b>YES</b>
<b>Cr. Caudwell</b>	<b>NO</b>
<b>Cr. Colliver</b>	<b>YES</b>
<b>Cr. Clune</b>	<b>YES</b>
<b>Cr. Critch</b>	<b>YES</b>
<b>Cr. Freer</b>	<b>YES</b>
<b>Cr. Elphick</b>	<b>YES</b>
<b>Cr. Hall</b>	<b>YES</b>
<b>Cr. Keemink</b>	<b>YES</b>
<b>Cr. McIlwaine</b>	<b>YES</b>
<b>Cr. Reymond</b>	<b>YES</b>
<b>Cr. Tanti</b>	<b>YES</b>
<b>Cr. Thomas</b>	<b>YES</b>
<b>Mayor Van Styn</b>	<b>YES</b>

**PROCEDURAL MOTION****MOVED CR MCILWAINE, SECONDED CR THOMAS**

That Council adjourn the meeting for five Minutes.

**CARRIED 15/0**

*In accordance with Section 9.3 (2) of the City of Greater Geraldton's Meeting Procedures Local Law 2011, the motion was passed unopposed.*

*Council resumed the meeting at 6.45pm.*

<b>CCS370 WARDS AND REPRESENTATION REVIEW</b>	
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<b>AGENDA REFERENCE:</b>	<b>D-18-085243</b>
<b>AUTHOR:</b>	<b>C Liversage, Consultant Wards and Representation Review.</b>
<b>EXECUTIVE:</b>	<b>R McKim, Chief Executive Officer</b>
<b>DATE OF REPORT:</b>	<b>11 October 2018</b>
<b>FILE REFERENCE:</b>	<b>GO/4/0001</b>
<b>ATTACHMENTS:</b>	<b>Yes (x2)</b>
	<b>A. Ward Options</b>
	<b>B. Background Documentation</b>

**EXECUTIVE SUMMARY:**

The purpose of this report is to consider submissions received regarding the review of the ward boundaries and elected member representation and to formulate Council's recommendation to the Local Government Advisory Board (LGAB) of its preferred ward structure and elected member representation model.

**PROPONENT:**

The proponent is the City of Greater Geraldton.

**EXECUTIVE RECOMMENDATION:**

Determination of recommendations to the Local Government Advisory Board on the Wards review and governance structure of the Council is the province of the elected members. The following options are provided as guidance only for consideration by the elected members, on each of the relevant matters requiring Council deliberation, and it is recommended that Council consider them in the sequence presented below.

**Motion A: Election of Mayor**

That Council by Absolute Majority pursuant to clauses 9 and 10 of Schedule 2.2 and section 2.18 of the Local Government Act 1995, requests the Local Government Advisory Board to recommend to the Minister for Local Government that an order be made to:

- Option 1 – RETAIN a popularly elected Mayor; **OR**
- Option 2 – ELECTION of the Mayor by the Councillors.

**Motion B: Ward System**

That Council by Absolute Majority pursuant to clauses 9 and 10 of Schedule 2.2 and section 2.18 of the Local Government Act 1995, requests the Local Government Advisory Board to recommend to the Minister for Local Government that an order be made to:

- Option 1 – RETAIN the Ward system of electing Councillors; **OR**
- Option 2 – NOT RETAIN the Ward system and appoint (insert number) Councillors

*[Procedural advice: If Option 2 of Motion B is resolved by absolute majority of Council, then Motions C and D below need not be considered further, but Motion E requires Council deliberation].*

### **Motion C: Ward Structure and Number of Councillors**

That Council by Absolute Majority pursuant to clauses 9 and 10 of Schedule 2.2 and section 2.18 of the Local Government Act 1995, requests the Local Government Advisory Board to recommend to the Minister for Local Government that an order be made to:

Option 1 – ADOPT Map 1 attached to this report as the preferred ward structure comprising, 4 wards with 3 Councillors in each Ward (total number of Councillors: 12); **OR**

Option 2 – ADOPT Map 2 attached to this report as the preferred ward structure comprising, 2 wards with 10 Councillors in one ward and 2 Councillors in the remaining ward (total number of Councillors: 12); **OR**

Option 3 – ADOPT Map 3 attached to this report as the preferred ward structure comprising, 2 wards with 8 Councillors in one ward and 2 Councillors in the remaining ward (total number of Councillors: 10); **OR**

Option 4 – ADOPT another option as selected by Council from the attachments. *(Requires Map number, number of Wards, and number of Councillors to be inserted in the motion)*

### **Motion D: Ward Names**

That Council by Absolute Majority pursuant to clauses 9 and 10 of Schedule 2.2 and section 2.18 of the Local Government Act 1995, requests the Local Government Advisory Board to recommend to the Minister for Local Government that an order be made to:

Option 1 – Name the proposed Wards in a Four (4) Ward model:  
a. Northern Ward, Southern Ward, Eastern Ward and Western Ward; **OR**  
b. Another option for Ward Names as recommended by Councillors.

Option 2 – Name the proposed Wards in a Two (2) Ward model:  
a. City Ward and Rural Ward; **OR**  
b. Urban Ward and Rural Ward; **OR**  
c. Eastern Ward and Western Ward; **OR**  
d. Another option as recommended by Councillors.

**Motion E: Transition Arrangements**

That Council by Absolute Majority pursuant to clauses 9 and 10 of Schedule 2.2 and section 2.18 of the Local Government Act 1995, requests the Local Government Advisory Board to recommend to the Minister for Local Government that an order be made to:

Option 1 – DECLARE all offices of Councillor vacant at the 2019 election for the purposes of facilitating the above arrangements; **OR**

Option 2 – PHASE in the adopted change using transitional arrangements that allow those Councillors whose terms do not expire until 2021 to serve out their full terms of office, with the details to be determined by Council at their next Ordinary meeting.

**BACKGROUND:**

The City of Greater Geraldton (the City) was created under Governors Orders on 1 July 2011 and designated as a City to be divided into seven wards with two Councillors per ward.

The designated ward boundaries and representation were aligned with the commitments of a Memorandum of Understanding (MOU) between the then Shire of Mullewa and the City of Geraldton-Greenough. The MOU set out a governance arrangement for a period of no less than eight years from the first election of the new entity, with six wards to be retained from the City of Geraldton – Greenough, and one ward created based on the Shire of Mullewa local government area, with two Councillors for each of the seven wards.

The City is required to review ward boundaries and representation prior to the election in October 2019. The election in 2019 will also coincide with the period of no less than eight years from the signing of the MOU.

In terms of the ratio of Councillors to electors current ratios for the City are:

<b>October 2017 WA Electoral Commission figures</b>			
<b>Wards</b>	<b>Electors</b>	<b>Ratio of electors per Councillor</b>	<b>% ratio deviation</b>
Champion Bay	3,246	1,623	14.46%
Chapman	4,599	2,300	-21.19%
Hills	5,137	2,569	-35.37%
Mullewa	394	197	89.62%
Port	3,989	1,995	-5.12%
Tarcoola	5,553	2,777	-46.33%
Willcock	3,646	1,823	3.92%

It can be seen from the above table that there is an imbalance in ward representation. Mullewa and Champion Bay are over represented, Mullewa in particular, and the Chapman, Hills and Tarcoola wards are significantly under represented.

At its meeting held on 24 April 2018, Council resolved to:

1. *INITIATE a review of the City of Greater Geraldton's ward system and representation in accordance with clause 6 of Schedule 2.2 of the Local Government Act 1995;*
2. *GIVE local public notice of the intention to carry out a review of wards and representation and invite submissions as required by clause 7(1) of Schedule 2.2; and*
3. *ENDORSE the Discussion Paper detailed as Attachment CCS326 for the purposes of public consultation.*

The discussion paper used for community consultation provided background to the issue, the criteria under the Act and provided a number of options to assist with community input and discussion.

## **COMMUNITY, ENVIRONMENT, ECONOMY AND GOVERNANCE ISSUES:**

### **Community:**

Community consultation has been undertaken as summarised within this report.

### **Environment:**

There are no adverse environmental impacts.

### **Economy:**

There are no adverse economic impacts.

### **Governance:**

The makeup and composition of the Council as the decision making body of the local government has a significant impact on the governance of the City.

### *Disclosure of Interest:*

No Officer involved in the preparation of this report has a declarable interest in this matter.

## **RELEVANT PRECEDENTS:**

The local Government Act sets out the process and criteria to be followed when reviewing wards and representation.

## **COMMUNITY/COUNCILLOR CONSULTATION:**

A discussion paper was prepared to assist the community in understanding the wards and representation review process. It detailed the current situation providing a broad assessment on characteristics of the City against the factors required to be considered and provided information on a number of potential options to assist with discussion. Six options were included:

- 6 wards, 12 Councillors, 2 Councillors per ward;
- 4 Wards, 8 Councillors, 2 Councillors per ward;
- 4 Wards, 12 Councillors, 3 Councillors per ward;
- 5 Wards, 14 Councillors, variable number of Councillors per ward;
- No wards; and
- 6 wards, with a Mullewa Ward (1 Councillor), a North/Hills Ward (3 Councillors), and four other wards (2 Councillors each).



These options were developed on the basis that:

- Localities (suburbs) are wholly within a particular ward;
- Councillors represent as equal as possible numbers of electors within a deviation of plus or minus 10% of the average as allowed by the Board;
- Possible ward names were assigned on a simple geographic basis and that different names if required can be added later; and
- The same proportion of electors by locality at the 2016 elections will remain – if though there are significant changes in population in individual localities or wards relative to the rest of the City before the next review is required in 2026, the Board may require the City to undertake another review before then.

A public submission period commenced on 27 April 2018 for a period ending on 13 July 2018, with notices in the Geraldton Guardian on 26 April 2018, and the Midwest Times on 2 May 2018.

Notices were also placed on public notice boards at the Geraldton Civic Centre, the Geraldton Library and at the Mullewa District Office and the City's website. Use was also made of social media including Facebook, email advice to the City's mailing list of Community groups, and a media release to the local newspapers.

Public meetings were held on 27 June 2018 at Geraldton Civic Centre, and on 28 June 2018 at the Mullewa Recreation Centre.

The City received 124 hardcopy submissions and 145 online submissions during the eleven-week long public comment period. Of the 269 submissions received:

- 156 or 58% of the number of submissions received were in favour of Option 6: Mullewa Ward (1 Councillor), a North/Hills Ward (3 Councillors) and 4 other wards (2 Councillors each);
- 44 (16%) favoured Option 2: Four Wards and 8 Councillors (2 Councillors per ward); and
- 30 submissions (11%) favoured Option 5: No Wards.

All submissions received were circulated to elected members on 19 July, and a workshop held on 7 August to discuss the results. A further number of options and variations on themes were also developed to assist Councillors in considering the issue.

This information is available on the City website at:

<https://www.cgg.wa.gov.au/your-council/having-your-say/having-your-say/ward-and-councillor-representation-review.aspx>

**LEGISLATIVE/POLICY IMPLICATIONS:**

The *Local Government Act 1995* (the Act) requires a local government with a ward system to undertake a review of:

- a) its ward boundaries; and
- b) the number of offices of Councillor for each ward, at least every eight years.

In particular the provisions of Schedule 2.2 cl. 6 of the *Local Government Act 1995* (the Act) require that a local government with a ward system is to carry out a review of ward boundaries and Councillor representation so that no more than eight years elapse between successive reviews:

**6. Local government with wards to review periodically**

*(1) A local government the district of which is divided into wards is to carry out reviews of —*

- (a) its ward boundaries; and*
- (b) the number of offices of councillor for each ward, from time to time so that not more than 8 years elapse between successive reviews.*

Schedule 2.2 of the Act provides for a district to be divided into wards and sets out the process to review wards and representation. In particular clause 8 of Schedule 2.2 requires a local government to assess options against the following factors:

- a. Community of interest;
- b. Physical and topographical features;
- c. Demographic trends;
- d. Economic factors; and
- e. The ratio of Councillors to electors in the various wards.

As a result of its review, a local government may recommend any of the following proposals to the Local Government Advisory Board (LGAB) for consideration:

- a. Creating new wards in a district already divided into wards;
- b. Changing the boundaries of a ward;
- c. Abolishing any or all of the wards into which a district is divided;
- d. Changing the name of a district or a ward;
- e. Changing the number of offices of Councillor on a Council; and/or
- f. Specifying or changing the number of offices of Councillors for a ward.

After receipt of a review by a local government the LGAB in turn makes a recommendation to the Minister for Local Government who may then accept or reject the board's recommendation.

Proposals must take into account the above criteria, although of these factors the LGAB considers that the ratio of Councillors to electors is particularly significant and it is expected that each local government will have similar ratios of electors to Councillors across its wards. The LGAB will not support deviations of more than plus or minus 10% of the average ratio of electors to Councillors between wards.

The LGAB interprets these factors as:

Community of interest	Physical and topographic features	Demographic trends	Economic factors	Ratio of Councillors to electors
<p>The term community of interest has a number of elements. These include a sense of community identity and belonging, similarities in the characteristics of the residents of a community and similarities in the economic activities.</p> <p>It can also include dependence on the shared facilities in an area as reflected in catchment areas of local schools and sporting teams, or the circulation areas of local newspapers.</p> <p>Neighborhoods, suburbs and towns are important units in the physical, historical and social infrastructure and often generate a feeling of community and belonging.</p>	<p>These may be natural or man-made features that will vary from area to area. Water features such as rivers and catchment boundaries may be relevant considerations.</p> <p>Coastal plain and foothills regions, parks and reserves may be relevant as may other man made features such as railway lines and freeways.</p>	<p>Several measurements of the characteristics of human populations, such as population size, and its distribution by age, sex, occupation and location provide important demographic information. Current and projected population characteristics will be relevant as well as similarities and differences between areas within the local government.</p>	<p>Economic factors can be broadly interpreted to include any factor that reflects the character of economic activities and resources in the area.</p> <p>This may include the industries that occur in a local government area (or the release of land for these) and the distribution of community assets and infrastructure such as road networks.</p>	<p>The Board considers that the ratio of Councillors to electors is particularly significant - it is expected that each local government will have similar ratios of electors to Councillors across its wards.</p> <p>The Board will not support deviations of more than plus or minus 10% of the average ratio of electors to Councillors between wards.</p>

<b>In terms of current wards and representation at the City:</b>				
<b>Community of interest</b>	<b>Physical and topographic features</b>	<b>Demographic trends</b>	<b>Economic factors</b>	<b>Ratio of Councillors to electors</b>
<p>Communities of interest are generally reflected in terms of three broad groupings:</p> <ul style="list-style-type: none"> <li>•Urban (Chapman, Champion Bay, Port, Tarcoola, and Willcock wards);</li> <li>•Hills/hinterland (Hills ward); and</li> <li>•A rural (Mullewa ward).</li> </ul>	<p>Physical and topographical features also tend to be reflected in the Mullewa and Hills wards to a degree.</p> <p>In urban areas physical and topographic features are less prominent.</p> <p>A number of localities are split between wards.</p>	<p>Where population growth is expected, it is likely in Chapman, Champion Bay, Hills to the immediate east of the existing urban area, Port, Tarcoola, and Willcock wards.</p> <p>Little or no growth relative to other areas is expected in the current Mullewa ward area.</p>	<p>Current boundaries tend to reflect economic factors, although there is considerably less distinction between the wards in urban areas.</p>	<p>There are significant deviations between wards at present.</p> <p>This is discussed below.</p>

The process to transition to any new system of wards and representation is also set out in the Act, which requires that as near as is practical half of the number of Councillors of a local government are to retire at each election, and similarly half of the Councillors in each ward (where wards are used). Where there are odd numbers (eg one or three elected members in a ward) then an odd number of vacancies can occur.

The precise effect on existing elected members will depend on the option selected (and if eventually agreed to by the Minister on the LGABs recommendation). Factors include the extent to which proposed wards might differ from current wards, where an elected member might live or own/occupy property in another ward (and hence whether or not Councillors may be representative of that new ward).

To achieve the outcomes required by the Act when phasing in a change, terms of office of 4 years or 2 years may be required. Where multiple vacancies exist, terms of office are decided by the electors with the candidate attracting the highest number of votes getting the longer term of office; if an equal number of nominations are received for vacancies then terms of office are decided by names drawn out of a hat by the returning officer.

Subject to the requirement for half the Council to retire at each election, when deciding transitional arrangements where there are changes to wards or numbers of Councillors the LGAB will usually seek outcomes which will allow elected members whose term do not expire to serve out the remainder of their terms.

**FINANCIAL AND RESOURCE IMPLICATIONS:**

There are no financial or resource implications, although should Council propose to reduce the number of councillors there may be some savings.

**INTEGRATED PLANNING LINKS:**

<b>Title: Governance</b>	<b>4.5 Good Governance &amp; Leadership</b>
Strategy 4.5.1	Strengthening the governance role of Councillors by informing, resourcing, skilling and supporting their role.
Strategy 4.5.3	Providing leadership for the community in sustainability issues and local government reform matters.

**REGIONAL OUTCOMES:**

There are no impacts to regional outcomes.

**RISK MANAGEMENT**

The City is required to comply with the requirements of the Act to periodically review wards and representation.

Failure to make a proposal may result in the LGAB issuing a direction to the City to undertake a review or for the Board to make a recommendation to the Minister of a proposal of its own device that may not best reflect the City's desired outcomes.

'No change' is not considered a realistic or likely outcome.

**CONSIDERATION OF ISSUES AND OPTIONS:**

The process to date has involved development and consideration of a considerable number of potential options and outcomes. From the community consultation undertaken and workshops with elected members it is clear that there are a significant range of opinions but no ideal outcome that suits all stakeholders. In this respect having 'no wards' removes all issues relating to wards and their makeup and obviates the need for future reviews. However given the feedback from the community and the levels of interest from rural areas it is considered appropriate to retain some degree of ward representation.

While the majority of responses received (58%) from the public favoured 'option 6' from the discussion paper used to assist with community consultation (a Mullewa Ward (1 Councillor), a North/Hills Ward (3 Councillors) and 4 other wards (2 Councillors each)), concern was also expressed of the potential workload on a single Councillor for the possible Mullewa ward.

In this regard, a reasonable outcome therefore may be to have either four wards or two wards with either 8, 10 or 12 Councillors in total. This acknowledges the differing characteristics of urban and rural areas within the district whilst not having any fewer than two Councillors per ward. This also

assists with councillor continuity with alternative Councillors falling due for election every two years.

In terms of the criteria in the Act, a potential two or four ward system with a recognition of the urban/rural areas of the district:

*Community of interest*

An urban/rural ward structure reflects similarities in the characteristics of the residents of a community and similarities in economic activities.

*Physical and topographical features*

While there are no physical or topographical features that could be readily applied to assist in deciding how wards might be structured, an urban/ rural ward structure reflects the predominant characteristics of the areas concerned.

*Demographic trends*

Future population growth is likely to occur in the coastal areas of the City which would be mainly in the proposed urban ward(s). Larger wards make it easier to deal with future growth without the need for major changes.

*Economic factors*

An urban/ rural ward structure reflects the predominant economic activities of the two areas.

*The ratio of Councillors to electors in the various wards.*

Using September 2018 WA Electoral Commission elector numbers:

**12 Councillors; 4 wards; 3 Councillors per ward:**

Target ratio of electors per Councillor			2,187	
Ward	Electors	Councillors	Ratio of electors per Councillor	% ratio deviation
North	6,474	3	2,158	-1.31%
West	6,848	3	2,283	4.39%
South	6,197	3	2,066	-5.53%
East	6,721	3	2,240	2.45%
Totals	26,240	12		

This option meets the criteria under the Act.

**12 Councillors (10 urban ward, 2 rural ward)**

Under this option the localities of Cape Burney, Deepdale and Strathalbyn (currently in the Hills ward) are placed in the proposed urban ward. Again, the logic being that these localities are geographically close to the coastal areas of the district and which could be easier for an urban ward councillor to service.

The following results:

Target ratio of electors per councillor			2,187	
Ward	Electors	Councillors	Ratio of electors per Councillor	% ratio deviation
City	21,744	10	2,174	-0.56%
Rural	4,496	2	2,248	2.80%
Totals	26,240	12		

This option meets the criteria under the Act.

**10 Councillors (8 urban ward, 2 rural ward)**

If the localities of Cape Burney and Deepdale (currently in the Hills ward) are located in the proposed urban ward (the logic being that these localities are geographically close to the coastal areas of the district and could be easier for an urban ward councillor to service), the ratios fall within acceptable limits:

Target ratio of electors per Councillor			2,624	
Ward	Electors	Councillors	Ratio of electors per Councillor	% ratio deviation
City	20,883	8	2,610	-0.52%
Rural	5,357	2	2,679	2.08%
Totals	26,240	10		

This option meets the criteria under the Act

**TRANSITIONAL ISSUES:**

Where a review results in a change to the number of Councillors or significant change, s2.35 of the Act provides that:

**2.35. Vacancies on restructure of districts, wards or membership**

*Directions given by order under section 9.62 to give effect to an order under one or more of sections 2.1, 2.2 and 2.18 may direct which offices of members (if any) of a council are to become vacant, and when those offices become vacant.*

(Section 2.18 is the relevant part here; it deals with fixing and changing the number of Councillors).

Section 9.62 is broadly cast:

**9.62. Governor may give directions as consequence of making order**

(1) Where under this Act the Governor makes an order, the Governor may, either then or subsequently, by order, give any directions the Governor thinks necessary to give effect to the order.

(2) Without limiting the operation of subsection (1), directions given under that subsection may modify the operation of this Act.

Should Council determine a full spill of all Councillors occurs then it would be a simple matter of electing the appropriate number of Councillors in 2019.

Should Council determine not to totally spill all Councillors and elect to adopt a transitional arrangement, officers are recommending that a separate paper be prepared to determine these arrangements at the next meeting of Council. The reason for this is the potential complexities involved.

**ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS**

The determination of the governance structure of the Council is the provenance of the elected members. As per the detailed attachments, a considerable number of options and permutations have been developed and considered to provide guidance to the elected members for their consideration. Some of the options that have been developed are included in within this report. The remainder are detailed in the attachments to this report.

**Motion A: Election of Mayor**

**COUNCIL DECISION**

**MOVED CR MCILWAINE, SECONDED CR FREER**

That Council by Absolute Majority pursuant to clauses 9 and 10 of Schedule 2.2 and section 2.18 of the Local Government Act 1995, requests the Local Government Advisory Board to recommend to the Minister for Local Government that an order be made to:

**Option 1 – RETAIN a popularly elected Mayor.**

**CARRIED BY ABSOLUTE MAJORITY 15/0**

Time: 6:50 PM

Not Voted: 0

No Votes: 0

Yes Votes: 15

<b>Name</b>	<b>Vote</b>
<b>Cr. Douglas</b>	<b>YES</b>
<b>Cr. Bylund</b>	<b>YES</b>
<b>Cr. Caudwell</b>	<b>YES</b>
<b>Cr. Colliver</b>	<b>YES</b>
<b>Cr. Clune</b>	<b>YES</b>
<b>Cr. Critch</b>	<b>YES</b>
<b>Cr. Freer</b>	<b>YES</b>



<b>Cr. Elphick</b>	<b>YES</b>
<b>Cr. Hall</b>	<b>YES</b>
<b>Cr. Keemink</b>	<b>YES</b>
<b>Cr. Mcllwaine</b>	<b>YES</b>
<b>Cr. Reymond</b>	<b>YES</b>
<b>Cr. Tanti</b>	<b>YES</b>
<b>Cr. Thomas</b>	<b>YES</b>
<b>Mayor Van Styn</b>	<b>YES</b>

### **Motion B: Ward System**

*During the debate Cr Reymond foreshadowed Option 1 – RETAIN the Ward system of electing Councillors should the Motion be lost with 12 Councillors; and 4 Ward option.*

### **COUNCIL DECISION**

#### **MOVED CR MCILWAINE, SECONDED CR CRITCH**

**That Council by Absolute Majority pursuant to clauses 9 and 10 of Schedule 2.2 and section 2.18 of the Local Government Act 1995, requests the Local Government Advisory Board to recommend to the Minister for Local Government that an order be made to:**

**\*Option 2 – NOT RETAIN the Ward system and appoint 12 Councillors**

#### **CARRIED BY ABSOLUTE MAJORITY 13/2**

Time: 7:35 PM

Not Voted: 0

No Votes: 2

Yes Votes: 13

<b>Name</b>	<b>Vote</b>
<b>Cr. Douglas</b>	<b>YES</b>
<b>Cr. Bylund</b>	<b>YES</b>
<b>Cr. Caudwell</b>	<b>NO</b>
<b>Cr. Colliver</b>	<b>YES</b>
<b>Cr. Clune</b>	<b>YES</b>
<b>Cr. Critch</b>	<b>YES</b>
<b>Cr. Freer</b>	<b>YES</b>
<b>Cr. Elphick</b>	<b>YES</b>
<b>Cr. Hall</b>	<b>YES</b>
<b>Cr. Keemink</b>	<b>YES</b>
<b>Cr. Mcllwaine</b>	<b>YES</b>
<b>Cr. Reymond</b>	<b>NO</b>
<b>Cr. Tanti</b>	<b>YES</b>
<b>Cr. Thomas</b>	<b>YES</b>
<b>Mayor Van Styn</b>	<b>YES</b>

*[Procedural advice: Option 2\* of Motion B was resolved by absolute majority of Council, therefore Motions C and D need not be considered further, but Motion E required Council deliberation].*

### **Motion E: Transition Arrangements**

*During the debate Cr Douglas foreshadowed that there be a partial spill; 7 council members already elected to continue to 2021, with 5 council members up for elections in 2019, should the motion be lost.*

### **COUNCIL DECISION**

#### **MOVED CR MCILWAINE, SECONDED CR REYMOND**

**That Council by Absolute Majority pursuant to clauses 9 and 10 of Schedule 2.2 and section 2.18 of the Local Government Act 1995, requests the Local Government Advisory Board to recommend to the Minister for Local Government that an order be made to:**

**Option 1 – DECLARE all offices of Councillor vacant at the 2019 election for the purposes of facilitating the above arrangements.**

#### **CARRIED BY ABSOLUTE MAJORITY 8/7**

Time: 8:05 PM

Not Voted: 0

No Votes: 7

Yes Votes: 8

<b>Name</b>	<b>Vote</b>
<b>Cr. Douglas</b>	<b>NO</b>
<b>Cr. Bylund</b>	<b>YES</b>
<b>Cr. Caudwell</b>	<b>NO</b>
<b>Cr. Colliver</b>	<b>YES</b>
<b>Cr. Clune</b>	<b>NO</b>
<b>Cr. Critch</b>	<b>NO</b>
<b>Cr. Freer</b>	<b>YES</b>
<b>Cr. Elphick</b>	<b>NO</b>
<b>Cr. Hall</b>	<b>NO</b>
<b>Cr. Keemink</b>	<b>YES</b>
<b>Cr. McIlwaine</b>	<b>YES</b>
<b>Cr. Reymond</b>	<b>YES</b>
<b>Cr. Tanti</b>	<b>YES</b>
<b>Cr. Thomas</b>	<b>NO</b>
<b>Mayor Van Styn</b>	<b>YES</b>

<b>CCS371 GERALDTON-GREENOUGH RIFLE CLUB (INC) – REQUEST FOR DONATION TO COVER RATES</b>
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<b>AGENDA REFERENCE:</b>	<b>D-18-084686</b>
<b>AUTHOR:</b>	<b>P Radalj, Manager Treasury and Finance</b>
<b>EXECUTIVE:</b>	<b>B Davis, Director Corporate and Commercial</b>
<b>DATE OF REPORT:</b>	<b>5 October 2018</b>
<b>FILE REFERENCE:</b>	<b>FM/19/0006</b>
<b>ATTACHMENTS:</b>	<b>Yes (x3)</b>
	<b>A. Letter Requesting Donation</b>
	<b>B. CCS011 – Previous Council Item Request for Donation</b>
	<b>C. Transfer of Ownership</b>

**EXECUTIVE SUMMARY:**

The Geraldton-Greenough Rifle Club (Inc) has approached the City with an updated request that Council continue to reimburse payment of rates for its properties at Lots 500 (previously denoted as Lot 77) & 1106 McCartney Road, Greenough by way of an annual donation (previous resolution expired 2017-18). This report seeks Council to consider this request and/or other options to waive or exempt rates levied on these properties.

**EXECUTIVE RECOMMENDATION:**

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

1. AUTHORISE an annual donation to the Geraldton Greenough Rifle Club (Inc) equivalent to the rates levied on Lot 500 & Lot 1106 McCartney Road, Greenough, subject to the condition that the properties in question are continued to be used for their current purposes; and
2. MAKES the determination to grant this donation for the following period:
  - a. for a further period of five (5) years.

**PROPONENT:**

The proponent is the Geraldton Greenough Rifle Club Inc.

**BACKGROUND:**

Council on the 22 October 2013 resolved the following:

1. *AUTHORISE an annual donation to the Geraldton Greenough Rifle Club equivalent to the rates levied on the properties Lot 77 & Lot 1106 McCartney Road Greenough, subject to the condition that the property in question is used for its current purposes; and*
2. *MAKES the determination to grant this donation for the following period: a. Council felt that the annual donation should continue for the period of five years to recognise the gifting of lots 77 and 1106 McCartney Road by the Geraldton Greenough Rifle Club to the Shire of Greenough who subsequently handed it to the National Trust.*

In 1992, the West Australian Rifle Association purchased the land at Lots 500 & 1106 McCartney Road, Greenough on a trust basis for the Geraldton Greenough Rifle Club (Inc). The Rifle Association subsequently transferred two parcels of land located on the range containing structures of heritage value to the Shire of Greenough. Value of the land transferred to the Council exceeded \$100,000. In exchange for the transfer, the Shire of Greenough originally agreed to waive rates on the land used as the Rifle Range. From 1992 and up to the financial year ending 30 June 2018, Council has basically forgone the collection of rates revenue associated with these properties by various methods. The latest method as per the resolution denoted previously in this report, was via an annual donation.

The title of the Greenough Rifle Range changed its "mix" of ownership from the 11 August 2015. The title changed from an entire West Australian Rifle Association ownership to:

- West Australian Rifle Assn - 1/20<sup>th</sup>
- Geraldton Greenough Rifle Assn – 17/20<sup>ths</sup>
- North West District Rifle Clubs Assn - 2/20<sup>ths</sup>

The new ownership structure reflects the memorandum of understanding made between the associations in 1993 when the West Australian Rifle Association purchased the land under its auspices, as at that time, the local club could not raise a mortgage. Since then, the Geraldton Greenough Rifle Club has paid back the loan.

The majority of sporting and community group are exempt from rates under a Council Decision 27 March 2001, which was effective from 1 July 2001 and states:-

*That Council cease to rate community and sporting clubs occupying Council or DOLA lease land as of the beginning of the 2001-2002 year.*

There are only a handful of other sporting or community groups that are on freehold land i.e. Tenindewa, Tardun, Pindar Progress Associations and Macedonian Society of Geraldton – they have all been granted individual exemptions by past Council resolutions, except for the Geraldton Hot Rod Club which pays rates on their land.

## **COMMUNITY, ENVIRONMENT, ECONOMY AND GOVERNANCE ISSUES:**

### **Community:**

As reported previously in the Council Item (CCS011 – October 2013), the Rifle Club continues to allow use of the range by Federal and State agencies, and makes ongoing provision for use of part of its land by the Archery Club.

### **Environment:**

There are no adverse environmental impacts.

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**Economy:**

There are no adverse economic impacts.

**Governance:**

There are no adverse governance impacts.

*Disclosure of Interest:*

No officer involved in the preparation of this report has a declarable interest in this matter.

**RELEVANT PRECEDENTS:**

This precedent is unique and is only relevant to Council's previous resolution of October 2013.

**COMMUNITY/COUNCILLOR CONSULTATION:**

There has been no community/councillor consultation.

**LEGISLATIVE/POLICY IMPLICATIONS:**

Section 6.26(2) of the Local Government Act 1995 defines land that is not rateable land. The land in question does not satisfy any of the provisions of sections 6.26(2) of the Act, and is therefore rateable land. Council is therefore obliged to impose rates on the land.

Section 6.47 of the Act empowers a Council to waive rates or grant other concessions:

**6.47. Concessions**

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

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:**

There are no financial or resource implications as the existing budget (\$4,741.54) and long term financial plan make provision for this annual donation.

**INTEGRATED PLANNING LINKS:**

<b>Title: Community</b>	<b>1.2 Recreation and Sport</b>
Strategy 1.2.1	Supporting the strong sporting culture that has shaped Greater Geraldton's identity and lifestyle.
<b>Title: Community</b>	<b>1.5 Recognise, value and support everyone</b>
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**

The following options were considered by City Officers:

**Option 1:**

As per Executive Recommendation in this report.

**Option 2:**

That Council by Simple Majority under section 5.20 of the Local Government Act 1995 RESOLVES to:

1. DEFER consideration of the application by the GGRC for reimbursement of their rates on the properties at Lots 500 & 1106 McCartney Road, Greenough; and
2. MAKES the determination based on the following reason:
  - a. To be determined by Council.

**Option 3:**

That Council by Absolute Majority under section 6.47 of the Local Government Act 1995 RESOLVES to:

1. WAIVE rates on the properties at Lots 500 & 1106 McCartney Road Greenough; and
2. MAKES the determination based on the following reasons:
  - a. That the aforementioned land continues to be used as an active rifle range and ownership remains vested Geraldton Greenough Rifle Club (Inc).

*Cr Keemink left Chambers at 8.06pm, after the motion was moved.*

*Cr Colliver left Chambers at 8.06pm, after the motion was moved.*

*Cr Keemink returned to Chambers at 8.07pm, during the debate.*

*Cr Colliver returned to Chambers at 8.08pm, during the debate.*

**COUNCIL DECISION****MOVED CR REYMOND, SECONDED CR CLUNE**

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

1. AUTHORISE an annual donation to the Geraldton Greenough Rifle Club (Inc) equivalent to the rates levied on Lot 500 & Lot 1106 McCartney Road, Greenough, subject to the condition that the properties in question are continued to be used for their current purposes; and
2. MAKES the determination to grant this donation for the following period:
  - a. for a further period of five (5) years.

**CARRIED BY ABSOLUTE MAJORITY 14/1**

Time: 8:09 PM

Not Voted: 0

No Votes: 1

Yes Votes: 14

<b>Name</b>	<b>Vote</b>
<b>Cr. Douglas</b>	<b>YES</b>
<b>Cr. Bylund</b>	<b>YES</b>
<b>Cr. Caudwell</b>	<b>YES</b>
<b>Cr. Colliver</b>	<b>YES</b>
<b>Cr. Clune</b>	<b>YES</b>
<b>Cr. Critch</b>	<b>YES</b>
<b>Cr. Freer</b>	<b>YES</b>
<b>Cr. Elphick</b>	<b>YES</b>
<b>Cr. Hall</b>	<b>YES</b>
<b>Cr. Keemink</b>	<b>YES</b>
<b>Cr. McIlwaine</b>	<b>YES</b>
<b>Cr. Reymond</b>	<b>YES</b>
<b>Cr. Tanti</b>	<b>YES</b>
<b>Cr. Thomas</b>	<b>NO</b>
<b>Mayor Van Styn</b>	<b>YES</b>

CCS372 STATEMENT OF FINANCIAL ACTIVITY TO 30 SEPTEMBER 2018
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<b>AGENDA REFERENCE:</b>	<b>D-18-083933</b>
<b>AUTHOR:</b>	<b>T Machukera, Senior Treasury Officer</b>
<b>EXECUTIVE:</b>	<b>B Davis, Director of Corporate and Commercial Services</b>
<b>DATE OF REPORT:</b>	<b>8 October 2018</b>
<b>FILE REFERENCE:</b>	<b>FM/17/0001</b>
<b>ATTACHMENTS:</b>	<b>Yes (x1) Monthly Management Report for period ended 30 September 2018</b>

**EXECUTIVE SUMMARY:**

The attached financial reports provide a comprehensive report on the City's finances to 30 September 2018.

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 monthly financial statements of activity dated 30 September 2018, 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, are the variances between Year-to-Date (YTD) budgeted forecasts and actuals (including commitments):

Operating Income	\$ 18,766	0.03% over YTD Budget
Operating Expenditure	\$ 1,131,346	4.70% under YTD Budget
Net Operating	\$ 1,150,112	3.40% positive variance
Capital Expenditure	\$ 70,482	0.50% under YTD Budget
Capital Revenue	\$ 31,765	1.80% over YTD Budget
Cash at Bank – Municipal	\$ 34,941,568	
Cash at Bank – Reserve	\$ 16,221,375	
Total Funds Invested	\$ 50,849,431	
Net Rates Collected	63.25%	
Net Rates Collected in August 2017	62.39%	



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 \$1,131,346 in the net operating result (this takes into account commitments).

### **COMMUNITY, ENVIRONMENT, ECONOMY AND GOVERNANCE ISSUES:**

#### **Community:**

There are no adverse community impacts.

#### **Environment:**

There are no adverse environmental impacts.

#### **Economy:**

There are no adverse economic impacts.

#### **Governance:**

There are no adverse governance impacts.

#### *Disclosure of Interest:*

No Officer involved in the preparation of this report has a declarable interest in this matter.

### **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:**

<b>Title: Governance</b>	<b>4.4 Financial Sustainability and Performance</b>
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.
<b>Title: Governance</b>	<b>4.5 Good Governance and Leadership</b>
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 BY CITY OFFICERS:**

There are no alternative options to consider.

**COUNCIL DECISION****MOVED CR COLLIVER, SECONDED CR HALL**

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

- 1. RECEIVE the monthly financial statements of activity dated 30 September 2018, as attached.**

**CARRIED 15/0**

*In accordance with Section 9.3 (2) of the City of Greater Geraldton's Meeting Procedures Local Law 2011, the motion was passed unopposed.*

### 13 REPORTS OF INFRASTRUCTURE SERVICES

**NOTE:** Items IS181 and IS182 were moved to section 17. Confidential Matters.

IS181	RFT 04 1819 GREENOUGH OVAL & ALEXANDER PARK SPORTS TOWER LIGHTING RENEWAL
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<b>AGENDA REFERENCE:</b>	<b>D-18-075617</b>
<b>AUTHOR:</b>	<b>M Butler-Henderson, Project Manager</b>
<b>EXECUTIVE:</b>	<b>C Lee, Director Infrastructure Services</b>
<b>DATE OF REPORT:</b>	<b>1 October 2018</b>
<b>FILE REFERENCE:</b>	<b>PM/4/0094</b>
<b>ATTACHMENTS:</b>	<b>Yes (x2) Confidential</b>
	<b>A. RFT 04 1819 Tender Evaluation Report</b>
	<b>B. RFT 04 1819 Tender Evaluation Worksheet</b>

#### EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval to award RFT 04 1819 for the Greenough Oval and Alexander Park Sports Tower Lighting Renewal 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 04 1819 for the Greenough Oval and Alexander Park Sports Tower Lighting Renewal to the preferred tenderer; and
2. RECORD the Lump Sum contract value in the minutes.

#### PROPONENT:

The proponent is the City of Greater Geraldton.

#### BACKGROUND:

The City engaged Sage Consulting Engineers Pty Ltd to undertake a review and audit of all sporting tower floodlighting. The review identified significant safety and compliance issues at both Greenough Oval and Alexander Park.

##### Greenough Oval

Greenough Oval is serviced by six (6) towers. A preliminary inspection identified one light tower as being structurally unsound and this tower has been removed. The remaining towers have been assessed and require removal and replacement including associated electrical infrastructure works.

##### Alexander Park

All towers located at Alexander Park fail to meet earth loop impedance and are structurally in very poor condition. Two (2) light towers have been removed and the electrical system disconnected. Remaining towers require

removal and replacement including associated electrical infrastructure replacement works.

At the January 2018 Ordinary Meeting of Council, Council resolved for the City to proceed with the tender for the replacement of the Greenough Oval and Alexander Park Sporting towers with a design lux of 100 – 150 and to consider provision of additional funding in the 2018-19 capital works renewal budget to continue the project.

The FY2018-19 budget has allocated an additional \$500,000 in the renewals budget for the replacement of the sporting light towers. This additional funding has provided a total budget of \$1,100,000 for the renewal of the Greenough Oval and Alexander Park Sporting Light Towers.

Engineering Technology Consultants (ETC) were procured as the electrical design consultants to provide detailed design, technical specifications and safety in design reporting for the new towers and luminaries.

RFT 04 1819 sought tender prices for the Greenough Oval and Alexander Park Sports Tower Lighting Renewal. The scope of works comprise removal of existing towers and the provision and installation of Sports Lighting Infrastructure and associated works to Greenough Oval (Horwood Road, Woorree) and Alexander Park (Roberts Road, Utakarra). Both sites will be fitted with the preferred LED option, with works to be completed; including testing and onsite post occupancy training session and handover along with any required reinstatement works prior to 30 March 2019 due to club tournament bookings.

Awarding this tender will allow the City to engage a contractor in accordance with legislative procurement requirements under the Local Government Act.

RFT 04 1819 was advertised in the Geraldton Guardian on 24 August 2018 and The West Australian on 25 August 2018. The RFT was also advertised on the City's TenderLink e-Tendering Portal on 25 August 2018.

RFT 04 1819 closed on 25 September 2018. 23 tenderers downloaded the tender pack and two submissions were received. Both submissions were deemed compliant.

Submissions were then assessed against the following qualitative criteria:

- a) Tenderer's Experience – 15%
- b) Demonstrated Ability – 15%
- c) Price – 70%

RFT 04 1819 is offered as a Lump Sum Contract with the contract period requiring completion of all works; including testing and onsite post occupancy training and handover by 30 March 2019.

**COMMUNITY, ENVIRONMENT, ECONOMY AND GOVERNANCE ISSUES:****Community:**

Renewal of the sport lighting will allow the sporting clubs to train and play their designated sports during the evenings, which social and industry trends indicate is more convenient to the majority of the population. Both clubs will be impacted throughout the renewal works due to the clubrooms being located within a construction site. Access to the clubrooms will be limited to prevent any significant safety risks and alternative accommodation for functions or use throughout the construction period should be considered.

**Environment:**

All proposed renewal activities will be undertaken with care for the environment in mind. Consideration has been given to the impact of the lighting on local residents and the design will have minimal if no impact.

**Economy:**

The provision of sporting facilities enhances the local economy through the attraction of regional and state wide sporting events to the City.

Local economy will also benefit from approximately \$1million excluding GST being expended by the City on the Greenough Oval and Alexander Park Sports Lighting Towers renewal and associated electrical infrastructure works.

**Governance:**

There are no adverse governance impacts.

*Disclosure of Interest:*

No Officer involved in the preparation of this report has a declarable interest in this matter.

**RELEVANT PRECEDENTS:**

At the Ordinary Meeting of Council held on 23 January 2018, Council resolved for the City to proceed to tender for the replacement of the Greenough Oval and Alexander Park Sporting towers with a design lux of 100 – 150 and to consider provision of additional funding in the FY2018-19 capital works renewal budget to continue the project.

**COMMUNITY/COUNCILLOR CONSULTATION:**

Ground Management Committees (GMC's) for both Greenough Oval and Alexander Park have been regularly updated via the City's Sports and Leisure Planner.

A Communication and Engagement Plan has been developed by City Officers for implementation which includes an Information Session with the GMC's proposed for Monday 8 October, community announcements, and Councillor briefing notes to be prepared with regular updates every two months.

**LEGISLATIVE/POLICY IMPLICATIONS:**

The Local Government Act and City's Procurement policy were observed when preparing and recommending the award of this tender.

There is no planning permission required, however a building permit will have to be obtained by the successful contractor.

**FINANCIAL AND RESOURCE IMPLICATIONS:**

The approved budget for this project as endorsed by Council is \$1,100,000, plus GST.

This includes \$600,000 in the FY2017-18 budget carried forward, and an additional \$500,000 in the FY2018-19 renewal budget to continue the project.

**INTEGRATED PLANNING LINKS:**

<b>Title: Community</b>	<b>1.2 Recreation and Sport</b>
Strategy 1.2.1	Supporting the strong sporting culture that has shaped Greater Geraldton's identity and lifestyle.
<b>Title: Environment</b>	<b>2.2 Sustainability</b>
Strategy 2.2.2	Researching, promoting and providing sustainable infrastructure, services and utilities.
<b>Title: Environment</b>	<b>2.3 Built Environment</b>
Strategy 2.3.1	Promoting a built environment that is well planned and meets the current and future needs of the community.

**REGIONAL OUTCOMES:**

There are no impacts to regional outcomes.

**RISK MANAGEMENT**

There are a number of risks identified with this program of works which have been analysed and evaluated via a risk assessment consultation group with treatment and mitigations contained in the City's Promapp Risk Register.

The primary risk to the City with the project is the inability to complete the contracted works within the time specified which will impact on the user groups; specifically the football season commencement at Greenough Oval. This will be managed by working closely with the contractor to confirm they reach critical milestones as per the construction program to ensure the project is delivered as per the agreed schedule.

**ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS**

No alternative options were considered by Officers.

**NOTE:** *The Mayor advised that Item IS181 would be moved to the end of Agenda, to discuss the confidential attachments.*

**NOTE:** *Refer to section 17. Confidential Matters*

IS182	RFT 02 1819 - CONSTRUCTION OF CELL 5 AND ASSOCIATED CIVIL WORKS AT MERU LANDFILL
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<b>AGENDA REFERENCE:</b>	<b>D-18-083696</b>
<b>AUTHOR:</b>	<b>M Fates, Project Manager</b>
<b>EXECUTIVE:</b>	<b>C Lee, Director Infrastructure Services</b>
<b>DATE OF REPORT:</b>	<b>3 October 2018</b>
<b>FILE REFERENCE:</b>	<b>PM/4/0092</b>
<b>ATTACHMENTS:</b>	<b>Yes (x2) Confidential</b>
	<b>A. RFT 02 1819 – Tender Evaluation Report</b>
	<b>B. Tender Evaluation Worksheet</b>

**EXECUTIVE SUMMARY:**

The purpose of this report is to seek Council approval to award RFT 02 1819 for the Construction of Cell 5 and Associated Civil Works at Meru Landfill 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 02 1819 for the Construction of Cell 5 and associated works at Meru Landfill to the preferred tenderer; and
2. RECORD the Lump Sum contract value in the minutes.

**PROONENT:**

The proponent is the City of Greater Geraldton.

**BACKGROUND:**

RFT 02 1819 sought tender prices for the Construction of Cell 5 and Associated Civil Works at Meru Landfill.

The scope of work includes the construction and lining of Cell 5 as the Main Contract. This includes a provisional sum allowance for crushing and screening of 20,000 tonnes of construction and demolition waste materials, proposed to be utilised for the manufacture of recycled concrete road base, for the construction of access roads around the landfill facility. The scope includes Separable Portion 1 for the construction and lining of the Septage Pond at the landfill.

Awarding this tender will allow the City to engage a contractor in accordance with legislative procurement requirements under the Local Government Act. RFT 02 1819 was advertised in The West Australian on Saturday 11 August 2018 and the City's TenderLink e-Tendering Portal. Forty-nine (49) suppliers registered to receive copies of the tender. Four (4) submissions were received.

All four (4) submissions were deemed compliant against the City's compliance criteria and were then assessed against the following qualitative criteria:

- Tenderer's Relevant Experience – 25%
- Key Resources – 10%
- Program and Methodology – 20%
- OSHE Management – 20%
- Price – 25%

RFT 02 1819 is offered as a Lump Sum Contract for a period of nine (9) months from the date of award of contract, with Separable Portion 1 to be completed in five (5) months from the date of award of contract.

### **COMMUNITY, ENVIRONMENT, ECONOMY AND GOVERNANCE ISSUES:**

#### **Community:**

The current waste disposal cells at Meru landfill are predicted to be full by 2020. The construction of the new Cell 5 and Septage Pond will allow the community to continue to dispose of Class 3 Waste (contaminated waste and liquid waste ponds) into the future.

#### **Environment:**

Landfills have been identified as one source of surface and groundwater contamination, thus requiring landfill cells to be lined with an appropriate leachate system. These systems need to be installed in accordance with Department of Water Environment and Regulation requirements so as to reduce the impacts on the surrounding environment. The City's Cell will be lined with clay, geosynthetic, HDPE and geotextile layers, and a leachate pump system will be constructed to remove the leachate liquid into evaporative ponds which aims to stop leachate from impacting surface and ground water at the site. Leachate means liquid released by, or water that has percolated through waste, and which contains some of the waste constituents. At the Meru facility, leachate results from precipitation entering the landfill.

#### **Economy:**

Local economy will benefit from the majority of the construction budget being spent locally by the recommended tenderer on the construction of Cell 5 and associated civil works.

#### **Governance:**

A Consultant was engaged during the tender evaluation phase to assess the technical capabilities for tenderers.

The contract will be managed under AS4000, General Conditions of Contract. Contractor compliance throughout the construction phase will be managed by Bowman & Associates Pty Ltd.

A license approval was issued to the City under the Environmental Protection Act and was issued by the Department of Water Environment and Regulation for the design, construction and use of the new cell.



Once the facility is constructed it will be operated as per the current landfill contract, maintaining compliance with the licensing conditions set by Department of Water Environment and Regulation under the Environmental Protection Act 1986 and the Waste Avoidance and Resource Recovery Act 2007.

*Disclosure of Interest:*

No Officer involved in the preparation of this report has a declarable interest in this matter.

**RELEVANT PRECEDENTS:**

The Council has previously awarded Contract No RFT 29 1213 for the construction of Cell 3 at the Meru Waste Disposal Facility. Cell 3 has similar scope of work as per the Cell 5 tender. Cell 3 scope includes the construction of earthworks, lining works, drainage system, leachate wells and leachate extraction system.

**COMMUNITY/COUNCILLOR CONSULTATION:**

The City of Greater Geraldton Council was consulted on Cell 5 Construction during the Concept Forum held on 5 June 2018.

**LEGISLATIVE/POLICY IMPLICATIONS:**

The Local Government Act and City's Procurement policy were observed when preparing and recommending the award of this tender.

Terms and Conditions of Meru Licence – L9127-2018-1f and all related legislative requirements will be implemented during delivery of the contract in line with the project management systems in relation to environment, safety and quality.

**FINANCIAL AND RESOURCE IMPLICATIONS:**

The approved budget for this construction phase of the project, as endorsed by Council, is \$4,745,000 plus GST.

This is part of the City's total budget of \$7,345,000 for the Meru Landfill Upgrade.

**INTEGRATED PLANNING LINKS:**

<b>Title: Environment</b>	<b>2.2 Sustainability</b>
Strategy 2.2.1	Promoting, researching and implementing practices such as improved and innovative waste management, water reuse and renewable energy production.
<b>Title: Environment</b>	<b>2.3 Built Environment</b>
Strategy 2.3.1	Promoting a built environment that is well planned and meets the current and future needs of the community.
<b>Title: Governance</b>	<b>4.2 Planning and Policy</b>
Strategy 4.2.1	Supporting Local Procurement.

**REGIONAL OUTCOMES:**

The construction of the new Cell 5 at Meru Landfill Facility will allow neighbouring Shires to continue to dispose their general waste and liquid waste into the future with a disposal fee, creating an income for Council's Waste Services section.

**RISK MANAGEMENT**

The primary risks to this project are financial. In order to address these risks the project was designed and scope prepared by Environmental Engineering Consultancy, Bowman & Associates Pty Ltd, who are specialist in providing waste management support to local governments.

This risk is further reduced by appointing Bowman & Associates as the Superintendent's Representative throughout the construction phase of the project.

**ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS**

Alternative options considered by City Officers was to award this contract to an alternative tenderer.

**NOTE:** *The Mayor advised that Item IS182 would be moved to the end of Agenda, to discuss the confidential attachments.*

**NOTE:** *Refer to section 17. Confidential Matters*

## 14 REPORTS OF OFFICE OF THE CEO

CEO054 COUNCIL POLICY CP 4.4 OPERATION OF ADVISORY COMMITTEES
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<b>AGENDA REFERENCE:</b>	<b>D-18-083820</b>
<b>AUTHOR:</b>	<b>R McKim, Chief Executive Officer</b>
<b>EXECUTIVE:</b>	<b>R McKim, Chief Executive Officer</b>
<b>DATE OF REPORT:</b>	<b>8 October 2018</b>
<b>FILE REFERENCE:</b>	<b>GO/6/0009</b>
<b>ATTACHMENTS:</b>	<b>Yes (x2)</b> <b>A. Council Policy - Version 2 – CP 4.4 Operation of Advisory Committees</b> <b>B. Comparison Table – CP 4.4 Operation of Advisory Committees</b>

### EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval for Council Policy 4.4 Operation of Advisory Committees, version 2.

### EXECUTIVE RECOMMENDATION:

That Council by Simple Majority pursuant to Section 5.2 of the Local Government Act 1995 RESOLVES to:

1. ADOPT Council Policy CP4.4 Operation of Advisory Committees version 2.

### PROONENT:

The proponent is the City of Greater Geraldton.

### BACKGROUND:

This Policy was previously adopted by Council on 24 January 2017. Within the biennial review process for the Council Policy Manual the policy is due for review prior to 31 December 2018.

In summary, the proposed update to the Policy which includes a change of title, provides clarity for Committee members attending and presiding at Committee Meetings and for Officers who are calling meetings; preparing agendas; minuting taking; and recording of actions. The Policy also proposes new sections on who can vote; disbanding a Committee; and dissolving of Council Committees, which occurs after the Local Government Elections.

All Committees of Council are Advisory Committees, therefore any recommendations from a Committee requires formal consideration by Council.

Committees formed and operated by organisations external to the City of Greater Geraldton (CGG) are not subject to this policy even if they have as members, elected members or Officers appointed to represent the interests of the City of Greater Geraldton.

The proposed amendments are detailed on the comparison table Attachment No. CEO054B, for Council consideration.

## **COMMUNITY, ENVIRONMENT, ECONOMY AND GOVERNANCE ISSUES:**

### **Community:**

There are no adverse community impacts.

### **Environment:**

There are no adverse environmental impacts.

### **Economy:**

There are no adverse economic impacts.

### **Governance:**

The Local Government Act requires that Councils establish good governance principles through the introduction of policies and guidelines.

#### *Disclosure of Interest:*

No Officer involved in the preparation of this report has a declarable interest in this matter.

## **RELEVANT PRECEDENTS:**

Council review Council Policies from time to time as required. Council Policy CP 4.4 Operation of Advisory Committees was last revised by Council on 24 January 2017, CCS231.

## **COMMUNITY/COUNCILLOR CONSULTATION:**

Council Policy CP 4.4 was presented to Council at their Concept Forum held on 11 September 2018 after request to review the Policy via Briefing Noted dated 29 June 2018.

## **LEGISLATIVE/POLICY IMPLICATIONS:**

Pursuant to section 2.7 of the Local Government Act 1995 the role of Council includes determination of Council Policies:

### ***2.7. Role of council***

#### *(1) The council —*

- (a) governs the local government's affairs; and*
- (b) is responsible for the performance of the local government's functions.*

#### *(2) Without limiting subsection (1), the council is to —*

- (a) oversee the allocation of the local government's finances and resources;*
- and*
- (b) determine the local government's policies.*

Section 5.8 of the Local Government Act 1995 allows Council to establish Committees to assist it in discharging its duties under the Act.

## **FINANCIAL AND RESOURCE IMPLICATIONS:**

There are no financial or resource implications.

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**INTEGRATED PLANNING LINKS:**

<b>Title: Governance</b>	<b>4.5 Good Governance &amp; Leadership</b>
Strategy 4.5.1	Strengthening the governance role of Councillors by informing, resourcing, skilling and supporting their role.
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**

Ensuring that the Council Policy Register is current and comprehensive supports the role of Council in the good government of the Local Government of the City of Greater Geraldton.

**ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS**

No alternative options were considered by City Officers.

**COUNCIL DECISION****MOVED CR REYMOND, SECONDED CR HALL**

That Council by Simple Majority pursuant to Section 5.2 of the Local Government Act 1995 RESOLVES to:

1. **ADOPT Council Policy CP4.4 Operation of Advisory Committees version 2.**

**CARRIED 15/0**

*In accordance with Section 9.3 (2) of the City of Greater Geraldton's Meeting Procedures Local Law 2011, the motion was passed unopposed.*

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

<b>AGENDA REFERENCE:</b>	<b>D-18-083877</b>
<b>AUTHOR:</b>	<b>R McKim, Chief Executive Officer</b>
<b>EXECUTIVE:</b>	<b>R McKim, Chief Executive Officer</b>
<b>DATE OF REPORT:</b>	<b>8 October 2018</b>
<b>FILE REFERENCE:</b>	<b>GO/6/0012-05</b>
<b>ATTACHMENTS:</b>	<b>Yes (x2) 1 x Confidential</b>
	<b>A. Delegated Determinations and Subdivision Applications</b>
	<b>B. Confidential Report – List of Accounts Paid Under Delegation September 2018</b>

**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. DCSDD139 - Report - Delegated Determinations and Subdivision Applications.

**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. CCS373 – Confidential Report – List of Accounts Paid Under Delegation September 2018.

**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.

**COUNCIL DECISION**

**MOVED CR FREER, SECONDED CR THOMAS**

**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. DCSD139 - Report - Delegated Determinations and Subdivision Applications.**

**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. CCS373 – Confidential Report – List of Accounts Paid Under Delegation September 2018.**

**CARRIED 15/0**

*In accordance with Section 9.3 (2) of the City of Greater Geraldton's Meeting Procedures Local Law 2011, the motion was passed unopposed.*

## 16 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

NM05	THE HOUTMAN 400 YEAR ANNIVERSARY EVENT
<b>AGENDA REFERENCE:</b>	<b>D-18-083913</b>
<b>AUTHOR:</b>	<b>Cr N Colliver</b>
<b>DATE OF REPORT:</b>	<b>2 October 2018</b>
<b>FILE REFERENCE:</b>	<b>GO/6/0008</b>
<b>APPLICANT / PROPONENT:</b>	<b>Council</b>
<b>ATTACHMENTS:</b>	<b>Yes (x1)</b> <b>The Batavia Coast Maritime Heritage Association Presentation – Balayi Open Your Eyes!</b>

### Councillor Comment

Four hundred years ago in July 1619 aboard the *Dordrecht*, Commander Frederick de Houtman of the Dutch East India Company (VOC) with VOC Councillor of the Indies Jacob D'Edel aboard the *Amsterdam* discovered the coast line of Southwest Western Australia and the Houtman Abrolhos Islands.

Sea charts were changed and the 'Beach', the fabled great southern land was identified as one uninterrupted mainland coast. This is a significant discovery well before James Cook's discovery of the east coast of Australia in 1770. The aim of this event is to celebrate this history and create a unique point of difference which attracts visitors to Geraldton in the future.

The Houtman 400 year event is inspired by the bravery and tenacity of the men of the VOC who sailed the Brouwer Route on the Southern Indian Ocean. To embark on voyages into uncharted waters in wooden sailing ships is bold and powered by the desire to discover and reap the rewards from foreign lands. We want attract the bold and the brave to Geraldton, capture those seeking something different and authentic.

The Houtman 400 Discovery project aims to:

1. Stimulate International, National and State interest in this significant historical event attracting 3000-5000 new visitors to Geraldton in 2019.
2. Contribute to building a sense of place by the Midwest community and visitors by exploring the history of the Abrolhos Islands and creating a memorable shared experience.
3. Develop the foundation of key attractions that build on the tourism experience offered in Geraldton.
4. Strategically build international relationships with key cultural organisations in the Netherlands and Indonesia.
5. Provide engaging and integrated education on the history of the Abrolhos Islands to local schools and the community.
6. Create the opportunity for regional artists and community members to showcase their vibrant creativity to tell the stories that are unique to this region and this history.
7. Provide a platform for the Yamatji community to share their culture.



As the first sightings of the voyage were made by Aboriginal people, it is proposed to use the event to also celebrate the Yamatji culture.

The State Government is set to announce the Houtman Abrolhos Islands as a National Park. The City of Greater Geraldton wrote to the Premier and relevant Ministers to inform them of this significant anniversary to see whether the announcement could coincide with any events planned.

Batavia Coast Maritime Heritage Association (BCMHA) is seeking financial support from the City of Greater Geraldton. Requesting \$50,000 in 2018-19 and \$100,000 in 2019-2020. Aiming to leverage a further \$300,000 from other sources.

### **Executive Comment**

The Executive agree that this is a significant opportunity that the Council should consider supporting. The City has just been through a difficult budget process that has seen significant savings having already been made to keep the rates increase lower than the original long term financial plan indicated.

With the reductions in Federal and State funding opportunities, a growing number of community based organisations are approaching the City for funds. To provide an equitable opportunity for groups to seek the City's limited available funding, the Council has recently approved its community grant policy and funding levels. The total allocation for community grants is \$200,000. Some of this fund has already been allocated to the air show. Hence, it may be more appropriate to revise the City's service agreement budget at the mid-year review and establish a two year agreement to be reviewed after the first year.

As the event is only two months after the City's WOW festival, the City does not have the capacity to be involved in the actual organisation, management and running of the event. The BCMHA would need to have the capacity to achieve this without significant input from the City.

The BCMHA are also seeking to raise \$450,000 from other sources. It is felt that the City's second payment of \$100,000 in 2019-2020 should be specifically subject to the BMHA securing a majority portion of those additional funds.

### **COUNCILLOR MOTION:**

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

1. CONSIDER an additional allocation of \$50,000 to the Batavia Coast Maritime Heritage Association (BCMHA) in the 2018-19 mid year budget review in the City's Service Agreement Budget for the purpose of arranging Geraldton based celebrations;
2. CONSIDER a further allocation of \$100,000 in the 2019-2020 operational budget to the Batavia Coast Maritime Heritage Association for the purpose of arranging Geraldton based celebrations subject to

- BCMHA having the capacity to run the event without significant City input and BCMHA securing significant funding from other sources;
3. DIRECT the CEO to find the 2018-19 funds from savings so that the end of year budget position is not impacted; and
  4. MAKE the determination on the following grounds:
    - a. this is a significant opportunity to promote Geraldton on the National and International stage.

*Cr M Reymond declared an Impartiality Interest in NM05 The Houtman 400 Year Anniversary Event as he is a member of the organisation/ association (BCMHA) and remained in Chambers.*

#### **MOTION**

#### **MOVED CR COLLIVER, SECONDED CR DOUGLAS**

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

1. **CONSIDER an additional allocation of \$50,000 to the Batavia Coast Maritime Heritage Association (BCMHA) in the 2018-19 mid year budget review in the City's Service Agreement Budget for the purpose of arranging Geraldton based celebrations;**
2. **CONSIDER a further allocation of \$100,000 in the 2019-2020 operational budget to the Batavia Coast Maritime Heritage Association for the purpose of arranging Geraldton based celebrations subject to BCMHA having the capacity to run the event without significant City input and BCMHA securing significant funding from other sources;**
3. **DIRECT the CEO to find the 2018-19 funds from savings so that the end of year budget position is not impacted; and**
4. **MAKE the determination on the following grounds:**
  - a. **this is a significant opportunity to promote Geraldton on the National and International stage.**

**PROCEDURAL MOTION****MOVED CR FREER, SECONDED CR REYMOND**

That Council extend the Council meeting to 9pm in accordance with Section 4.8 of Meeting Procedures Local Law 2011.

**CARRIED 13/2**

Time: 8:21 PM

Not Voted: 0

No Votes: 2

Yes Votes: 13

<b>Name</b>	<b>Vote</b>
<b>Cr. Douglas</b>	<b>YES</b>
<b>Cr. Bylund</b>	<b>YES</b>
<b>Cr. Caudwell</b>	<b>NO</b>
<b>Cr. Colliver</b>	<b>YES</b>
<b>Cr. Clune</b>	<b>YES</b>
<b>Cr. Critch</b>	<b>YES</b>
<b>Cr. Freer</b>	<b>YES</b>
<b>Cr. Elphick</b>	<b>YES</b>
<b>Cr. Hall</b>	<b>YES</b>
<b>Cr. Keemink</b>	<b>YES</b>
<b>Cr. Mcllwaine</b>	<b>YES</b>
<b>Cr. Reymond</b>	<b>YES</b>
<b>Cr. Tanti</b>	<b>YES</b>
<b>Cr. Thomas</b>	<b>NO</b>
<b>Mayor Van Styn</b>	<b>YES</b>

**COUNCIL DECISION****MOVED CR COLLIVER, SECONDED CR DOUGLAS**

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

1. **CONSIDER** an additional allocation of \$50,000 to the Batavia Coast Maritime Heritage Association (BCMHA) in the 2018-19 mid year budget review in the City's Service Agreement Budget for the purpose of arranging Geraldton based celebrations;
2. **CONSIDER** a further allocation of \$100,000 in the 2019-2020 operational budget to the Batavia Coast Maritime Heritage Association for the purpose of arranging Geraldton based celebrations subject to BCMHA having the capacity to run the event without significant City input and BCMHA securing significant funding from other sources;
3. **DIRECT** the CEO to find the 2018-19 funds from savings so that the end of year budget position is not impacted; and
4. **MAKE** the determination on the following grounds:
  - a. this is a significant opportunity to promote Geraldton on the National and International stage.

**CARRIED 11/4**

Time: 8:26 PM

Not Voted: 0

No Votes: 4

Yes Votes: 11

<b>Name</b>	<b>Vote</b>
<b>Cr. Douglas</b>	<b>YES</b>
<b>Cr. Bylund</b>	<b>NO</b>
<b>Cr. Caudwell</b>	<b>YES</b>
<b>Cr. Colliver</b>	<b>YES</b>
<b>Cr. Clune</b>	<b>YES</b>
<b>Cr. Critch</b>	<b>NO</b>
<b>Cr. Freer</b>	<b>YES</b>
<b>Cr. Elphick</b>	<b>YES</b>
<b>Cr. Hall</b>	<b>YES</b>
<b>Cr. Keemink</b>	<b>YES</b>
<b>Cr. McIlwaine</b>	<b>YES</b>
<b>Cr. Reymond</b>	<b>YES</b>
<b>Cr. Tanti</b>	<b>NO</b>
<b>Cr. Thomas</b>	<b>NO</b>
<b>Mayor Van Styn</b>	<b>YES</b>

*Cr Thomas and Cr Critch left Chambers and the meeting at 8.25pm*

NM06	QUEEN'S COMMONWEALTH CANOPY PROJECT
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<b>AGENDA REFERENCE:</b>	<b>D-18-084667</b>
<b>AUTHOR:</b>	<b>Cr Lewis Freer</b>
<b>DATE OF REPORT:</b>	<b>11 October 2018</b>
<b>FILE REFERENCE:</b>	<b>GO/6/0008</b>
<b>APPLICANT / PROPONENT:</b>	<b>Council</b>
<b>ATTACHMENTS:</b>	<b>Yes (x1)</b> <b>Letter from Department of Environment and Energy</b>

**Councillor Comment**

The Queen's Commonwealth Canopy (QCC) would further enhance and refresh the 'Million Trees' project created as a part of the City's 2029 vision. The initiative would continue to count and work towards 1 million trees and beyond, but would join the QCC to raise the profile of the initiative; assist with best practice; and offer an element of tourism factor.

The environment is a very important aspect of the City and the ability to continue to develop and process initiatives like this one will only benefit the City and the region.

Geraldton would be the 3rd place in Australia to have a recognised QCC area.

**Executive Comment**

The City's 'Million Trees' Project encompasses a broad range of initiatives to achieve one-million trees. These include empowering the community to plant trees in their back yard, City coastal and Natural Area plantings, major amenity landscaping such as the Beresford Foreshore, greening the CBD as part of the CBD revitalisation, the Lone Pine memorial and the Coastal Banksia Woodland regeneration work. As such, the one million trees project addresses all five key objectives of the QCC.

Participation in the QCC is free and comes without regulatory obligations for accredited projects. The QCC believes helping to save the earth, should not cost the earth.

A successful application would make it only the fourth Australian QCC project, and the first in Western Australia.

**COUNCILLOR MOTION:**

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

1. DIRECT the CEO to apply for the 'Million Trees' Project to be recognised as a part of the Queen's Commonwealth Canopy Project;
2. CONSIDER a suitable location and plant one tree with accompanying plaque to commemorate to QCC should the City be successful; and

3. DIRECT the CEO to write a letter to His Royal Highness the Duke of Sussex, Youth Ambassador for the Commonwealth, to come to Geraldton on a future visit to Australia.

### **COUNCIL DECISION**

#### **MOVED CR FREER, SECONDED CR COLLIVER**

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

1. DIRECT the CEO to apply for the 'Million Trees' Project to be recognised as a part of the Queen's Commonwealth Canopy Project;
2. CONSIDER a suitable location and plant one tree with accompanying plaque to commemorate to QCC should the City be successful; and
3. DIRECT the CEO to write a letter to His Royal Highness the Duke of Sussex, Youth Ambassador for the Commonwealth, to come to Geraldton on a future visit to Australia.

#### **CARRIED 11/2**

Time: 8:29 PM

Not Voted: 2

No Votes: 2

Yes Votes: 11

<b>Name</b>	<b>Vote</b>
<b>Cr. Douglas</b>	<b>YES</b>
<b>Cr. Bylund</b>	<b>YES</b>
<b>Cr. Caudwell</b>	<b>YES</b>
<b>Cr. Colliver</b>	<b>YES</b>
<b>Cr. Clune</b>	<b>NO</b>
<b>Cr. Critch</b>	<b>NOT PRESENT</b>
<b>Cr. Freer</b>	<b>YES</b>
<b>Cr. Elphick</b>	<b>YES</b>
<b>Cr. Hall</b>	<b>YES</b>
<b>Cr. Keemink</b>	<b>YES</b>
<b>Cr. Mcllwaine</b>	<b>YES</b>
<b>Cr. Reymond</b>	<b>YES</b>
<b>Cr. Tanti</b>	<b>YES</b>
<b>Cr. Thomas</b>	<b>NOT PRESENT</b>
<b>Mayor Van Styn</b>	<b>NO</b>

**17 CONFIDENTIAL MATTERS**

*Pursuant to Section 5.2 (i) of the Meeting Procedures Local Law February 2011, please note this part of the meeting was closed to the public, as a confidential discussion was required.*

**PROCEDURAL MOTION****MOVED CR FREER, SECONDED CR TANTI**

**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(1) of Meeting Procedures Local Law, that the attachments to the following reports are confidential as they contain 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.**

**CARRIED 13/0**

Time: 8:29 PM

Not Voted: 2

No Votes: 0

Yes Votes: 13

<b>Name</b>	<b>Vote</b>
<b>Cr. Douglas</b>	<b>YES</b>
<b>Cr. Bylund</b>	<b>YES</b>
<b>Cr. Caudwell</b>	<b>YES</b>
<b>Cr. Colliver</b>	<b>YES</b>
<b>Cr. Clune</b>	<b>YES</b>
<b>Cr. Critch</b>	<b>NOT PRESENT</b>
<b>Cr. Freer</b>	<b>YES</b>
<b>Cr. Elphick</b>	<b>YES</b>
<b>Cr. Hall</b>	<b>YES</b>
<b>Cr. Keemink</b>	<b>YES</b>
<b>Cr. Mcllwaine</b>	<b>YES</b>
<b>Cr. Reymond</b>	<b>YES</b>
<b>Cr. Tanti</b>	<b>YES</b>
<b>Cr. Thomas</b>	<b>NOT PRESENT</b>
<b>Mayor Van Styn</b>	<b>YES</b>

*The Public left the gallery at 8.29pm.*

*Livestreaming was turned off.*

IS181	RFT 04 1819 GREENOUGH OVAL & ALEXANDER PARK SPORTS TOWER LIGHTING RENEWAL
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<b>AGENDA REFERENCE:</b>	<b>D-18-075617</b>
<b>AUTHOR:</b>	<b>M Butler-Henderson, Project Manager</b>
<b>EXECUTIVE:</b>	<b>C Lee, Director Infrastructure Services</b>
<b>DATE OF REPORT:</b>	<b>1 October 2018</b>
<b>FILE REFERENCE:</b>	<b>PM/4/0094</b>
<b>ATTACHMENTS:</b>	<b>Yes (x2) Confidential</b> <b>C. RFT 04 1819 Tender Evaluation Report</b> <b>D. RFT 04 1819 Tender Evaluation</b> <b>Worksheet</b>

**EXECUTIVE SUMMARY:**

The purpose of this report is to seek Council approval to award RFT 04 1819 for the Greenough Oval and Alexander Park Sports Tower Lighting Renewal 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 04 1819 for the Greenough Oval and Alexander Park Sports Tower Lighting Renewal to the preferred tenderer; and
2. RECORD the Lump Sum contract value in the minutes.

**PROPONENT:**

The proponent is the City of Greater Geraldton.

**BACKGROUND:**

The City engaged Sage Consulting Engineers Pty Ltd to undertake a review and audit of all sporting tower floodlighting. The review identified significant safety and compliance issues at both Greenough Oval and Alexander Park.

Greenough Oval

Greenough Oval is serviced by six (6) towers. A preliminary inspection identified one light tower as being structurally unsound and this tower has been removed. The remaining towers have been assessed and require removal and replacement including associated electrical infrastructure works.

Alexander Park

All towers located at Alexander Park fail to meet earth loop impedance and are structurally in very poor condition. Two (2) light towers have been removed and the electrical system disconnected. Remaining towers require removal and replacement including associated electrical infrastructure replacement works.

At the January 2018 Ordinary Meeting of Council, Council resolved for the City to proceed with the tender for the replacement of the Greenough Oval



and Alexander Park Sporting towers with a design lux of 100 – 150 and to consider provision of additional funding in the 2018-19 capital works renewal budget to continue the project.

The FY2018-19 budget has allocated an additional \$500,000 in the renewals budget for the replacement of the sporting light towers. This additional funding has provided a total budget of \$1,100,000 for the renewal of the Greenough Oval and Alexander Park Sporting Light Towers.

Engineering Technology Consultants (ETC) were procured as the electrical design consultants to provide detailed design, technical specifications and safety in design reporting for the new towers and luminaries.

RFT 04 1819 sought tender prices for the Greenough Oval and Alexander Park Sports Tower Lighting Renewal. The scope of works comprise removal of existing towers and the provision and installation of Sports Lighting Infrastructure and associated works to Greenough Oval (Horwood Road, Woorree) and Alexander Park (Roberts Road, Utakarra). Both sites will be fitted with the preferred LED option, with works to be completed; including testing and onsite post occupancy training session and handover along with any required reinstatement works prior to 30 March 2019 due to club tournament bookings.

Awarding this tender will allow the City to engage a contractor in accordance with legislative procurement requirements under the Local Government Act.

RFT 04 1819 was advertised in the Geraldton Guardian on 24 August 2018 and The West Australian on 25 August 2018. The RFT was also advertised on the City's TenderLink e-Tendering Portal on 25 August 2018.

RFT 04 1819 closed on 25 September 2018. 23 tenderers downloaded the tender pack and two submissions were received. Both submissions were deemed compliant.

Submissions were then assessed against the following qualitative criteria:

- d) Tenderer's Experience – 15%
- e) Demonstrated Ability – 15%
- f) Price – 70%

RFT 04 1819 is offered as a Lump Sum Contract with the contract period requiring completion of all works; including testing and onsite post occupancy training and handover by 30 March 2019.

**COMMUNITY, ENVIRONMENT, ECONOMY AND GOVERNANCE ISSUES:****Community:**

Renewal of the sport lighting will allow the sporting clubs to train and play their designated sports during the evenings, which social and industry trends indicate is more convenient to the majority of the population. Both clubs will be impacted throughout the renewal works due to the clubrooms being located within a construction site. Access to the clubrooms will be limited to prevent any significant safety risks and alternative accommodation for functions or use throughout the construction period should be considered.

**Environment:**

All proposed renewal activities will be undertaken with care for the environment in mind. Consideration has been given to the impact of the lighting on local residents and the design will have minimal if no impact.

**Economy:**

The provision of sporting facilities enhances the local economy through the attraction of regional and state wide sporting events to the City.

Local economy will also benefit from approximately \$1million excluding GST being expended by the City on the Greenough Oval and Alexander Park Sports Lighting Towers renewal and associated electrical infrastructure works.

**Governance:**

There are no adverse governance impacts.

*Disclosure of Interest:*

No Officer involved in the preparation of this report has a declarable interest in this matter.

**RELEVANT PRECEDENTS:**

At the Ordinary Meeting of Council held on 23 January 2018, Council resolved for the City to proceed to tender for the replacement of the Greenough Oval and Alexander Park Sporting towers with a design lux of 100 – 150 and to consider provision of additional funding in the FY2018-19 capital works renewal budget to continue the project.

**COMMUNITY/COUNCILLOR CONSULTATION:**

Ground Management Committees (GMC's) for both Greenough Oval and Alexander Park have been regularly updated via the City's Sports and Leisure Planner.

A Communication and Engagement Plan has been developed by City Officers for implementation which includes an Information Session with the GMC's proposed for Monday 8 October, community announcements, and Councillor briefing notes to be prepared with regular updates every two months.

**LEGISLATIVE/POLICY IMPLICATIONS:**

The Local Government Act and City's Procurement policy were observed when preparing and recommending the award of this tender.

There is no planning permission required, however a building permit will have to be obtained by the successful contractor.

#### **FINANCIAL AND RESOURCE IMPLICATIONS:**

The approved budget for this project as endorsed by Council is \$1,100,000, plus GST.

This includes \$600,000 in the FY2017-18 budget carried forward, and an additional \$500,000 in the FY2018-19 renewal budget to continue the project.

#### **INTEGRATED PLANNING LINKS:**

<b>Title: Community</b>	<b>1.2 Recreation and Sport</b>
Strategy 1.2.1	Supporting the strong sporting culture that has shaped Greater Geraldton's identity and lifestyle.
<b>Title: Environment</b>	<b>2.2 Sustainability</b>
Strategy 2.2.2	Researching, promoting and providing sustainable infrastructure, services and utilities.
<b>Title: Environment</b>	<b>2.3 Built Environment</b>
Strategy 2.3.1	Promoting a built environment that is well planned and meets the current and future needs of the community.

#### **REGIONAL OUTCOMES:**

There are no impacts to regional outcomes.

#### **RISK MANAGEMENT**

There are a number of risks identified with this program of works which have been analysed and evaluated via a risk assessment consultation group with treatment and mitigations contained in the City's Promapp Risk Register.

The primary risk to the City with the project is the inability to complete the contracted works within the time specified which will impact on the user groups; specifically the football season commencement at Greenough Oval. This will be managed by working closely with the contractor to confirm they reach critical milestones as per the construction program to ensure the project is delivered as per the agreed schedule.

#### **ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS**

No alternative options were considered by Officers.

*Cr R Hall declared an impartiality interest in Item IS181, RFT 04 1819 Greenough Oval & Alexander Park Sports Tower Lighting Renewal as his grandsons play football at the reserves.*

*During the debate Cr McIlwaine foreshadowed an alternative motion to award the contract to an alternative tenderer should the motion be lost*

**COUNCIL DECISION****MOVED CR CLUNE, SECONDED CR FREER**

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

1. **AWARD** the contract RFT 04 1819 for the Greenough Oval and Alexander Park Sports Tower Lighting Renewal to the preferred tenderer being Elite Electrical Contracting Pty Ltd; and
2. **RECORD** the Lump Sum contract value in the minutes being \$945,500.00 excluding GST.

**CARRIED 10/3**

Time: 8:49 PM

Not Voted: 2

No Votes: 3

Yes Votes: 10

<b>Name</b>	<b>Vote</b>
<b>Cr. Douglas</b>	<b>NO</b>
<b>Cr. Bylund</b>	<b>NO</b>
<b>Cr. Caudwell</b>	<b>NO</b>
<b>Cr. Colliver</b>	<b>YES</b>
<b>Cr. Clune</b>	<b>YES</b>
<b>Cr. Critch</b>	<b>NOT PRESENT</b>
<b>Cr. Freer</b>	<b>YES</b>
<b>Cr. Elphick</b>	<b>YES</b>
<b>Cr. Hall</b>	<b>YES</b>
<b>Cr. Keemink</b>	<b>YES</b>
<b>Cr. McIlwaine</b>	<b>YES</b>
<b>Cr. Reymond</b>	<b>YES</b>
<b>Cr. Tanti</b>	<b>YES</b>
<b>Cr. Thomas</b>	<b>NOT PRESENT</b>
<b>Mayor Van Styn</b>	<b>YES</b>

IS182	RFT 02 1819 - CONSTRUCTION OF CELL 5 AND ASSOCIATED CIVIL WORKS AT MERU LANDFILL
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<b>AGENDA REFERENCE:</b>	<b>D-18-083696</b>
<b>AUTHOR:</b>	<b>M Fates, Project Manager</b>
<b>EXECUTIVE:</b>	<b>C Lee, Director Infrastructure Services</b>
<b>DATE OF REPORT:</b>	<b>3 October 2018</b>
<b>FILE REFERENCE:</b>	<b>PM/4/0092</b>
<b>ATTACHMENTS:</b>	<b>Yes (x2) Confidential</b>
	<b>C. RFT 02 1819 – Tender Evaluation Report</b>
	<b>D. Tender Evaluation Worksheet</b>

**EXECUTIVE SUMMARY:**

The purpose of this report is to seek Council approval to award RFT 02 1819 for the Construction of Cell 5 and Associated Civil Works at Meru Landfill 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 02 1819 for the Construction of Cell 5 and associated works at Meru Landfill to the preferred tenderer; and
2. RECORD the Lump Sum contract value in the minutes.

**PROONENT:**

The proponent is the City of Greater Geraldton.

**BACKGROUND:**

RFT 02 1819 sought tender prices for the Construction of Cell 5 and Associated Civil Works at Meru Landfill.

The scope of work includes the construction and lining of Cell 5 as the Main Contract. This includes a provisional sum allowance for crushing and screening of 20,000 tonnes of construction and demolition waste materials, proposed to be utilised for the manufacture of recycled concrete road base, for the construction of access roads around the landfill facility. The scope includes Separable Portion 1 for the construction and lining of the Septage Pond at the landfill.

Awarding this tender will allow the City to engage a contractor in accordance with legislative procurement requirements under the Local Government Act. RFT 02 1819 was advertised in The West Australian on Saturday 11 August 2018 and the City's TenderLink e-Tendering Portal. Forty-nine (49) suppliers registered to receive copies of the tender. Four (4) submissions were received.

All four (4) submissions were deemed compliant against the City's compliance criteria and were then assessed against the following qualitative criteria:

- Tenderer's Relevant Experience – 25%
- Key Resources – 10%
- Program and Methodology – 20%
- OSHE Management – 20%
- Price – 25%

RFT 02 1819 is offered as a Lump Sum Contract for a period of nine (9) months from the date of award of contract, with Separable Portion 1 to be completed in five (5) months from the date of award of contract.

## **COMMUNITY, ENVIRONMENT, ECONOMY AND GOVERNANCE ISSUES:**

### **Community:**

The current waste disposal cells at Meru landfill are predicted to be full by 2020. The construction of the new Cell 5 and Septage Pond will allow the community to continue to dispose of Class 3 Waste (contaminated waste and liquid waste ponds) into the future.

### **Environment:**

Landfills have been identified as one source of surface and groundwater contamination, thus requiring landfill cells to be lined with an appropriate leachate system. These systems need to be installed in accordance with Department of Water Environment and Regulation requirements so as to reduce the impacts on the surrounding environment. The City's Cell will be lined with clay, geosynthetic, HDPE and geotextile layers, and a leachate pump system will be constructed to remove the leachate liquid into evaporative ponds which aims to stop leachate from impacting surface and ground water at the site. Leachate means liquid released by, or water that has percolated through waste, and which contains some of the waste constituents. At the Meru facility, leachate results from precipitation entering the landfill.

### **Economy:**

Local economy will benefit from the majority of the construction budget being spent locally by the recommended tenderer on the construction of Cell 5 and associated civil works.

### **Governance:**

A Consultant was engaged during the tender evaluation phase to assess the technical capabilities for tenderers.

The contract will be managed under AS4000, General Conditions of Contract. Contractor compliance throughout the construction phase will be managed by Bowman & Associates Pty Ltd.

A license approval was issued to the City under the Environmental Protection Act and was issued by the Department of Water Environment and Regulation for the design, construction and use of the new cell.

Once the facility is constructed it will be operated as per the current landfill contract, maintaining compliance with the licensing conditions set by Department of Water Environment and Regulation under the Environmental Protection Act 1986 and the Waste Avoidance and Resource Recovery Act 2007.

*Disclosure of Interest:*

No Officer involved in the preparation of this report has a declarable interest in this matter.

**RELEVANT PRECEDENTS:**

The Council has previously awarded Contract No RFT 29 1213 for the construction of Cell 3 at the Meru Waste Disposal Facility. Cell 3 has similar scope of work as per the Cell 5 tender. Cell 3 scope includes the construction of earthworks, lining works, drainage system, leachate wells and leachate extraction system.

**COMMUNITY/COUNCILLOR CONSULTATION:**

The City of Greater Geraldton Council was consulted on Cell 5 Construction during the Concept Forum held on 5 June 2018.

**LEGISLATIVE/POLICY IMPLICATIONS:**

The Local Government Act and City's Procurement policy were observed when preparing and recommending the award of this tender.

Terms and Conditions of Meru Licence – L9127-2018-1f and all related legislative requirements will be implemented during delivery of the contract in line with the project management systems in relation to environment, safety and quality.

**FINANCIAL AND RESOURCE IMPLICATIONS:**

The approved budget for this construction phase of the project, as endorsed by Council, is \$4,745,000 plus GST.

This is part of the City's total budget of \$7,345,000 for the Meru Landfill Upgrade.

**INTEGRATED PLANNING LINKS:**

<b>Title: Environment</b>	<b>2.2 Sustainability</b>
Strategy 2.2.1	Promoting, researching and implementing practices such as improved and innovative waste management, water reuse and renewable energy production.
<b>Title: Environment</b>	<b>2.3 Built Environment</b>
Strategy 2.3.1	Promoting a built environment that is well planned and meets the current and future needs of the community.
<b>Title: Governance</b>	<b>4.2 Planning and Policy</b>
Strategy 4.2.1	Supporting Local Procurement.

**REGIONAL OUTCOMES:**

The construction of the new Cell 5 at Meru Landfill Facility will allow neighbouring Shires to continue to dispose their general waste and liquid waste into the future with a disposal fee, creating an income for Council's Waste Services section.

**RISK MANAGEMENT**

The primary risks to this project are financial. In order to address these risks the project was designed and scope prepared by Environmental Engineering Consultancy, Bowman & Associates Pty Ltd, who are specialist in providing waste management support to local governments.

This risk is further reduced by appointing Bowman & Associates as the Superintendent's Representative throughout the construction phase of the project.

**ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS**

Alternative options considered by City Officers was to award this contract to an alternative tenderer.

*Cr N McIlwaine declared a Financial Indirect interest in IS182 Construction of Cell 5 and Associated Civil Works at Meru Landfill as he is a salaried employee of the Company supplying rates to various tenderers and left Chambers at 8.49pm.*

**MOTION****MOVED CR TANTI, SECONDED CR COLLIVER**

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

- 1. AWARD the contract RFT 02 1819 for the Construction of Cell 5 and associated works at Meru Landfill to the preferred tenderer; and**
- 2. RECORD the Lump Sum contract value in the minutes.**

**PROCEDURAL MOTION****MOVED CR REYMOND, SECONDED CR FREER**

**That the motion be put.**

**CARRIED 12/0**

*In accordance with Section 9.3 (2) of the City of Greater Geraldton's Meeting Procedures Local Law 2011, the motion was passed unopposed.*



**COUNCIL DECISION****MOVED CR TANTI, SECONDED CR COLLIVER**

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

1. **AWARD** the contract RFT 02 1819 for the Construction of Cell 5 and associated works at Meru Landfill to the preferred tenderer being WBHO Infrastructure Pty Ltd; and
2. **RECORD** the Lump Sum contract value in the minutes being \$4,810,649.34 excluding GST.

**CARRIED 9/3**

Time: 8:57 PM

Not Voted: 3

No Votes: 3

Yes Votes: 9

<b>Name</b>	<b>Vote</b>
<b>Cr. Douglas</b>	<b>NO</b>
<b>Cr. Bylund</b>	<b>NO</b>
<b>Cr. Caudwell</b>	<b>NO</b>
<b>Cr. Colliver</b>	<b>YES</b>
<b>Cr. Clune</b>	<b>YES</b>
<b>Cr. Critch</b>	<b>NOT PRESENT</b>
<b>Cr. Freer</b>	<b>YES</b>
<b>Cr. Elphick</b>	<b>YES</b>
<b>Cr. Hall</b>	<b>YES</b>
<b>Cr. Keemink</b>	<b>YES</b>
<b>Cr. McIlwaine</b>	<b>NOT PRESENT</b>
<b>Cr. Reymond</b>	<b>YES</b>
<b>Cr. Tanti</b>	<b>YES</b>
<b>Cr. Thomas</b>	<b>NOT PRESENT</b>
<b>Mayor Van Styn</b>	<b>YES</b>

**COUNCIL DECISION****MOVED CR COLLIVER, SECONDED CR KEEMINK**

That Council by Simple Majority RESOLVES to MOVE from behind closed doors.

**CARRIED 12/0**

*In accordance with Section 9.3 (2) of the City of Greater Geraldton's Meeting Procedures Local Law 2011, the motion was passed unopposed.*

*Cr McIlwaine returned to Chambers at 8.57pm*

*The Public returned to Chambers at 8.57pm*

**18 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

Nil.

**19 URGENT BUSINESS APPROVED BY PRESIDING MEMBER OR BY DECISION OF THE MEETING**

Nil.

**20 CLOSURE**

There being no further business the Presiding Member closed the Council meeting at 8.58pm

**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.cgq.wa.gov.au/your-council/meetings>