



## ORDINARY MEETING OF COUNCIL

### AGENDA

27 AUGUST 2019

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**CITY OF GREATER GERALDTON**  
**ORDINARY MEETING OF COUNCIL**  
**TO BE HELD ON TUESDAY, 27 AUGUST 2019 AT 5.00PM**  
**CHAMBERS, CATHEDRAL AVENUE**

**A G E N D A**

**DISCLAIMER:**

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

**1 DECLARATION OF OPENING**

**2 ACKNOWLEDGEMENT OF COUNTRY**

I would like to respectfully acknowledge the 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 RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE**

Present:

Officers:

Others:

Members of Public:

Members of Press:

Apologies:

Cr S Keemink\*

Leave of Absence:

Cr V Tanti

#### 4 DISCLOSURE OF INTERESTS

Ms H Williamson declared an Impartiality Interest in DCS419 Vibe Nightclub Carpark Events as she is a former flatmate of the Manager of the Vibe Nightclub and has social contact with him at various events.

Mayor S Van Styn declared a Financial Direct interest in DCS418 RFT 17 1819 Provision of General Security Services (Including Cash Transits) as he has submitted a tender.

#### 5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

There are no questions from previous meetings.

#### 6 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.*

#### 7 APPLICATIONS FOR LEAVE OF ABSENCE

##### Existing Approved Leave

Councillor	From	To (inclusive)	Date Approved
Cr V Tanti	11 August 2019	29 August 2019	23/07/2019

*\*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*

*If an Elected Member on Approved Leave subsequently attends the meeting, this will be noted in the Minutes.*

Cr S Keemink requests for leave of absence for the period 27 August 2019 to 27 August 2019 be approved.

Cr R Hall requests for leave of absence for the period 30 August 2019 to 6 September 2019 be approved.

Cr S Elphick requests for leave of absence for the period 6 October 2019 to 13 October 2019 be approved.

#### 8 PETITIONS, DEPUTATIONS

**9 CONFIRMATION OF MINUTES**

RECOMMENDED that the minutes of the Ordinary Meeting of Council held on 23 July 2019, as previously circulated, be adopted as a true and correct record of proceedings.

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

<b>DATE</b>	<b>FUNCTION</b>	<b>REPRESENTATIVE</b>
24 July 2019	Spirit Radio Interview - Outcomes of Council Meeting	Mayor Shane Van Styn
24 July 2019	Youth Disability Advocacy Network (YDAN) – Discuss Access and Inclusion of People and Young People with Disabilities	Mayor Shane Van Styn
24 July 2019	Community Sporting and Recreation Facilities Fund (CSRFF) - Grant Funding Sporting Facilities Group Photo for Media Release	Mayor Shane Van Styn
24 July 2019	S-Bend Caravan Park – Follow Up Meeting	Mayor Shane Van Styn
24 July 2019	ABC Interview – Abrolhos Islands Interview	Mayor Shane Van Styn
25 July 2019	Premiers Announcement of the creation of the Houtman Abrolhos Islands National Park	Mayor Shane Van Styn
26 July 2019	Hon Alannah MacTiernan MLC Minister for Regional Development; Agriculture and Food; Ports; Minister for Assisting the Minister for State Development, Jobs and Trade – Matters in Common	Mayor Shane Van Styn
26 July 2019	Geraldton Regional Art Gallery (GRAG) Exhibition Opening: National Photography Portrait Prize 2019 & Deep Revolt	Mayor Shane Van Styn
27 July 2019	Rotary Lifting the Lid Opening	Cr Steve Douglas
27 July 2019	Opening of the new Geraldton Greenough State Emergency Service (SES)	Cr Robert Hall
27 July 2019	Brigade Captain's Dinner & Presentation Night 2019	Cr Jerry Clune
27 July 2019	Balayi - Open Your Eye! Houtman 400 Festival – Opening Night	Cr Natasha Colliver
28 July 2019	Balayi - Open Your Eye! Houtman 400 Festival – Commemorative Event	Cr Natasha Colliver
29 & 30 July 2019	Regional Capitals Australia (RCA) – Planning Day and Various Meetings - Canberra	Mayor Shane Van Styn
1 August 2019	Regional Capitals Alliance Western Australia (RCAWA) Meeting - Perth	Mayor Shane Van Styn
2 August 2019	QEII Knitters & Crochet Group - 12th birthday	Mayor Shane Van Styn
2 August 2019	ATCO Geraldton Depot Opening	Mayor Shane Van Styn
5 August 2019	Citizenship Ceremony	Mayor Shane Van Styn
5 August 2019	Concept Forum	Mayor Shane Van Styn
6 – 9 August 2019	Western Australia Local Government Association (WALGA) Convention - Perth	Mayor Shane Van Styn
9 August 2019	China Connect website launch & delegation from Linfen City	Cr Natasha Colliver
11 August 2019	Radio Mama Interview	Mayor Shane Van Styn

12 August 2019	ABC Radio Interview - China Connect	Mayor Shane Van Styn
13 August 2019	Geraldton Yacht Club - Geraldton Marina and Liquor Licence Issues	Mayor Shane Van Styn
13 August 2019	Tin Heads & Firebreaks on Government Land	Mayor Shane Van Styn
13 August 2019	Passport to Employment - National Disability Coordinator Officers - Local Government and Council's Role within the Community	Mayor Shane Van Styn
13 August 2019	Soldier On – Request for Financial Assistance	Mayor Shane Van Styn
14 August 2019	Mid-West Wheatbelt Joint Development Assessment Panels	Mayor Shane Van Styn
15 August 2019	Batavia Local Emergency Management Committee Meeting	Mayor Shane Van Styn
15 August 2019	Geraldton Guardian – Phone Interview	Mayor Shane Van Styn
15 August 2019	Wayfinding Project - Acknowledgement of Federal Funding	Mayor Shane Van Styn
16 August 2019	GeroSoup19 - Fundraising for Our Community	Mayor Shane Van Styn
19 August 2019	Regular Catch up – Mayor & CEO	Mayor Shane Van Styn
19 August 2019	Regular Catch up – Marketing & Media	Mayor Shane Van Styn
19 August 2019	Yanget – Update on Project and New Opportunities	Mayor Shane Van Styn
19 August 2019	Geraldton Police Rangers	Mayor Shane Van Styn
20 August 2019	ABC Interview – QANTAS Flights	Mayor Shane Van Styn
20 August 2019	Conferral of Honorary Freeman Upon Mr Clem Keeffe	Mayor Shane Van Styn
20 August 2019	Agenda Forum, Mullewa	Mayor Shane Van Styn
21 August 2019	Australia's Coral Coast Coverage – Abrolhos Adventures Tour & Breakfast with Journalist Michael Sean Walters	Mayor Shane Van Styn
22 August 2019	Geraldton Guardian Phone Interview	Mayor Shane Van Styn
22 August 2019	New Walkaway Fire Truck – Photo for Media Release	Mayor Shane Van Styn
22 August 2019	Blue Recycling Bin Walkaway – Photo for Media Release	Mayor Shane Van Styn
23 August 2019	Mid West Development Commission – Board Meeting	Mayor Shane Van Styn
23 August 2019	Variety Bash Cocktail Function	Cr Robert Hall
24 August 2019	Variety Bash Start Line	Mayor Shane Van Styn
24 August 2019	Sun and Sea Travels - China Group Tour	Mayor Shane Van Styn
24 August 2019	Fortitude Launch	Mayor Shane Van Styn
25 August 2019	Wildflower Tour – Midwest Adventure Tours	Mayor Shane Van Styn
26 August 2019	Regular Catch up – Mayor & CEO	Mayor Shane Van Styn
26 August 2019	Regular Catch up – Marketing & Media	Mayor Shane Van Styn

26 August 2019	Regular Meeting with Local Member - Hon Laurie Graham MLC, Member for the Agricultural Region and City of Greater Geraldton	Mayor Shane Van Styn
26 August 2019	Mid West Chamber of Commerce & Industry (MWCCI) August Business After Hours	Mayor Shane Van Styn
27 August 2019	Rock's Laneway Tour	Mayor Shane Van Styn
27 August 2019	Ordinary Meeting of Council 2019	Mayor Shane Van Styn



**11 UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS**

## 12 REPORTS OF COMMITTEES AND OFFICERS

### 12.1 REPORTS OF DEVELOPMENT AND COMMUNITY SERVICES

DCS417 SPALDING PRECINCT PLAN – DRAFT LOCAL PLANNING POLICY
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<b>AGENDA REFERENCE:</b>	<b>D-19-054787</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>7 August 2019</b>
<b>FILE REFERENCE:</b>	<b>LP/9/0094</b>
<b>ATTACHMENTS:</b>	<b>Yes (x1) Draft Spalding Precinct Plan</b>

#### **EXECUTIVE SUMMARY:**

The purpose of this report is to seek Council approval to adopt the draft Precinct Plan for Spalding as a local planning policy for the purpose of public advertising.

#### **EXECUTIVE RECOMMENDATION:**

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

1. ADOPT the 'Spalding Precinct Plan' local planning policy as a draft for the purpose of public advertising;
2. ADOPT the local planning policy for final approval should no objections be received during the advertising period; and
3. REQUIRE a further report to Council should there be any objections received during the advertising period.

#### **PROPONENT:**

The proponent is Taylor Burrell Barnett on behalf of the Department of Communities.

#### **BACKGROUND:**

Future settlement patterns will require greater emphasis to be placed on the role of activity centres as local and district hubs for commercial and social interaction within the community. The challenge in the City of Greater Geraldton is to identify the existing and future activity centres that can contribute to Geraldton becoming a network of interconnected activity centres, and how currently under-performing activity centres and their surrounding catchments can be enhanced, with input and support from local communities to become important components of a more sustainable and liveable city.

The Spalding precinct is one such area that is able to play an important role in the growth of Greater Geraldton. It is also an area that needs planning and urban design input to identify and guide the improvements required for it to

attract urban renewal investment and secure its future, and the precinct planning process is the first step in identifying what and where those improvements within the precinct might be.

The draft Spalding Precinct Plan is included as Attachment No. DCS417.

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

### **Community, Environment and Economy:**

The aims of the Precinct Plan encompass community, environmental and economic issues and are as follows:

- a) Provide the Spalding community and the City of Greater Geraldton with a future direction towards the growth and development of the Spalding suburb;
- b) Facilitate the more sustainable development of a local community activity centre;
- c) Improve the connectivity and safety of streets and encourage alternative modes of transportation;
- d) Facilitate housing choice, diversity and affordability that can meet current and future needs of the community at varying stages of life; and
- e) Guide improvements to the public realm, street network and community facilities by establishing priorities.

### **Governance:**

The City, Mid West Development Commission and the (then) Housing Authority entered into a Memorandum of Understanding (MOU) in June 2017. This MOU established a working relationship between the parties to investigate urban renewal opportunities to support change and realise positive outcomes for the current and future community.

#### *Disclosure of Interest:*

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

## **RELEVANT PRECEDENTS:**

Council at its meetings held on 27 August 2013 and 28 October 2014 adopted the Rangeway Utakarra Karloo and Sunset Beach precinct plans respectively.

The author is not aware of any other relevant precedents.

## **COMMUNITY/COUNCILLOR CONSULTATION:**

To achieve a precinct plan that would have support of residents and the local community, it was recognised by the City of Greater Geraldton ('City') and the Department of Communities ('Department') that a significant level of community and stakeholder engagement was required. This was led by the Department of Communities in two phases – community engagement; and preparation of the Precinct Plan.

The first phase required lead-time to allow the Department and its project team to undertake site visits and gain an appreciation of the suburban character and structure. The phase included preliminary engagement with stakeholders, service providers, government agencies and community members. This included inception meetings by the project team in February 2018. Meetings with City ward Councillors were also held.

In November 2018, the project team initiated a soft launch in Spalding to develop a sense of continuity and commitment. Meetings were held with stakeholders and community members. Flyers and social media were used to raise the awareness of the project and to invite the Spalding community to the drop-in sessions.

In early December 2018, a drop-in session was held at the Mitchell Street Community Centre. Approximately 40 adults attended, along with a number of children. This was facilitated by the Department and the project team, and was supported by staff from the City. The purpose of the session was to receive feedback from the community and information on what the community think about the future of the suburb for their families and community. Maps were used to allow attendees to mark down information, and handouts were completed during the session.

Following this drop-in session and once feedback had been compiled, the information was used to inform the preparation of draft concept plans.

In February 2019, the Department held a meeting with Councillors and, separately, held a drop-in session at the Mitchell Street Community Centre to present the draft concept plans for community feedback. Approximately 80 people attended. The Department and its project team facilitated discussions with attendees in relation to the overall Concept Plan and two supplementary plans for the central area of the suburb. Feedback forms and an online survey were available, and approximately 52 responses were received.

Face-to-face meetings with various landowners and the Bluff Point primary school were held during February – April 2019.

Following these engagement activities, the draft Precinct Plan was prepared having regard to feedback received.

To close out the consultation phase, the Department held a drop-in session on 6 August 2019 to present the draft Precinct Plan. The Department also presented the draft Precinct Plan to Councillors at the Concept Forum meeting held on 5 August 2019.

Local planning policies (including amendments to them) are required to be advertised for a period of 21 days with a notice in a newspaper.

**LEGISLATIVE/POLICY IMPLICATIONS:**

The *Planning and Development (Local Planning Schemes) Regulations 2015* sets out the requirements and procedure for preparing and amending a local planning policy.

The local government may prepare a local planning policy in respect of any matter related to the planning and development of the municipality. A local planning policy must be based on sound town planning principles and may address either strategic or operational considerations in relation to the matters to which the policy applies. In making a determination under the Local Planning Scheme the local government must have regard to each relevant local planning policy to the extent that the policy is consistent with the Scheme.

**FINANCIAL AND RESOURCE IMPLICATIONS:**

The City has \$452,950 public open space funds held in Trust for the Spalding locality. An objective for public open space areas in the Precinct Plan is to *'improve the useability and amenity of existing parks reflective of community needs, ensuring sufficient landscaping and infrastructure is provided and adequately maintained'*. These funds can be used to achieve this objective.

The Precinct Plan will also be used to assist in setting priorities for expenditure of future funds as they become available.

**INTEGRATED PLANNING LINKS:**

<b>Title: Community</b>	<b>1.3 Community Health and Safety</b>
Strategy 1.3.1	Encouraging the improvement of health services and facilities for the community.
<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: Economy</b>	<b>3.1 Growth</b>
Strategy 3.1.2	Fostering a community where local business is supported.
<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:****Local Planning Strategy:**

This Strategy represents the land use planning response to the City's strategic community vision. It guides long-term land use planning and provides the rationale for land use and development controls.

The Strategy contains the following relevant strategies that the Precinct Plan will assist in achieving:

- 4.1.2 *Consolidate housing activity by encouraging development in existing (or identified) residential areas.*
- 4.4.2 *Ensure that existing and planned community facilities and services are easily accessible and meet the needs of the community.*

**Commercial Activity Centres Strategy:**

This Strategy provides a strategic planning framework for managing future growth in commercial activity by providing performance-based criteria for commercial centres. The Strategy informs the City and proponents of the potential scale for future retail and commercial development in existing and planned activity centres.

The Strategy identifies a 'local centre' for Spalding located around the existing Mitchell Street Community Centre.

**RISK MANAGEMENT:**

The precinct planning process was undertaken with a significant level of stakeholder and community engagement. To refuse the formal adoption of the Precinct Plan could further jeopardise other future community planning exercises.

**ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:**

The purpose of the Precinct Plan is to create a vision for the Spalding precinct and define the urban framework that will generate future growth potential. The fact that the precinct planning was undertaken with significant community input should provide the City with the confidence that it has an appropriate level of community support for the planning direction identified through the precinct planning process.

The revitalisation process is a long-term process and significant changes can't be expected in the short-term. The important thing is to have a plan with patience and a commitment from as many stakeholders as possible to bring the plan to fruition, and therefore the option to refuse the Precinct Plan is not supported.

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

**DCS419 VIBE NIGHTCLUB CARPARK EVENTS**

<b>AGENDA REFERENCE:</b>	<b>D-19-054839</b>
<b>AUTHOR:</b>	<b>H Williamson, Coordinator Environmental Health and Waste</b>
<b>EXECUTIVE:</b>	<b>P Melling, Director Development and Community Services</b>
<b>DATE OF REPORT:</b>	<b>12 August 2019</b>
<b>FILE REFERENCE:</b>	<b>A11587</b>
<b>ATTACHMENTS:</b>	<b>Yes (x1) (Confidential) Community Survey</b>

**EXECUTIVE SUMMARY:**

The purpose of this report is to seek Council approval for the Vibe Nightclub to continue a trial of events within the nightclub's carpark area over a six (6) month period. A total of eight (8) events are proposed with two (2) of those events to be granted noise exemptions.

**EXECUTIVE RECOMMENDATION:**

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

1. AGREE to trial another eight (8) events within a six (6) month period at the Vibe Nightclub carpark area on Lot 20 (No. 38) Fitzgerald Street, Geraldton, with two (2) of those events granted a noise exemption to exceed the assigned noise levels;
2. AUTHORISE the CEO to issue the noise exemption approval for two (2) non-conforming events to the applicant with specific conditions to reduce the impact on surrounding community;
3. MAKE the determination subject to the following conditions:
  - a. Event start time 7:00pm and event finish time is 12:00am;
  - b. Noise exempt events must not run on concurrent days or weekends and must be a minimum of 3 weeks apart;
  - c. A 95dB limit is set at the mixing desk of the venue;
  - d. An Environmental Health Officer must attend any event that will be over 60dB to undertake noise monitoring with the costs to be paid by the applicant;
  - e. All events must comply with the Health (Public Building) Regulations 1992 and the Guidelines for concerts, events and organised gatherings;
  - f. The proponent, at its own expense, is to undertake a thorough street clean-up removing all rubbish within a 200m radius of the carpark at the conclusion of each event; and
  - g. The proponent, at their own expense, is to notify by letterbox drop, all residents within a 200m radius of the carpark of noise exempt events at least 24 hours prior to the event.

**PROPONENT:**

The proponent is the Vibe Nightclub.

**BACKGROUND:**

Council at its meeting held on 28 August 2018 (DCS380 Vibe Night Club – Car Park Events) approved a twelve (12) month trial for six (6) events in total to take place in the Vibe Nightclub carpark subject to the following conditions:

- a. *Event start time 7pm and event finish time of 12:00am;*
- b. *Events must not run on concurrent days or weekends and must be at a minimum 3 weeks apart;*
- c. *A 100dB limit at the sound stage (mixing desk) of the venue;*
- d. *As the event will be over 60dB an Environmental Health Officer will attend the event to undertake noise monitoring with the fee to be paid by the applicant;*
- e. *All events must comply with the Health (Public Building) Regulations 1992 and Guidelines for concerts events and organised gatherings; and*
- f. *require the nightclub, at its expense to undertake a thorough street clean-up removing all rubbish within a 200m radius at the conclusion of each event and require the nightclub, at its expense to notify residents within a 200m radius of noise exceeding events by letterbox drop at least 24 hours prior to the event;*

Two events were granted noise exemptions on 22 December 2018 and 20 April 2019. Both events did not exceed the 100dB noise limit stipulated in the above condition c. From City staff observations both events appeared to be well managed and ran smoothly on the night. The City did not receive any complaints from the surrounding residents regarding the noise levels for either of the two events that were granted noise exemptions. However, it should be noted that the noise levels recorded during the events in locations within 150m to 200m of the carpark area breached the assigned 60dB noise level as set by Regulation 7 of the *Environmental (Noise) Regulations 1997*. If an exemption was not provided the event would have breached the Regulations.

Fitzgerald Flats, directly across from the carpark venue, were significantly impacted by the noise from the carpark events. Average noise levels were recorded between the 63 to 67dB range. Residents further towards Cathedral Avenue and Augustus Street were potentially impacted by the noise with recorded levels ranging from 40 to 70dB during the event in these surrounding locations.

The proponent is now requesting a further six (6) month trial period, with a total of eight (8) events and two (2) of those events to be granted noise exemptions.

The conditions imposed on the original trial period (as per the Council resolution of 28 August 2018) are also proposed to be applied to this additional trial period with the following exceptions:

1. Condition b. It is proposed that only the events that are granted noise exemptions must not run on concurrent days or weekends and be a minimum of 3 weeks apart.



2. Condition c. It is proposed that the limit be reduced by 5dB from 100 to 95dB which reflects the maximum noise level recorded at the peak of the night during the previous noise exempt events.
3. Condition f. It is proposed to split this condition into 2 separate conditions.

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

### **Community:**

The City did not receive any noise complaints regarding the last two noise exempt events over the previous twelve (12) month trial period.

### **Environment:**

A condition of the approval will require the proponent, at its expense, to undertake a thorough street clean up removing all rubbish within a 200m radius.

Event must comply with the *Health (Public Building) Regulations 1992* and the Department of Health 'Guidelines for concerts, events and organised gatherings'.

### **Economy:**

The events have the potential to attract visitors to Geraldton which in turn may assist revitalising the CBD.

### **Governance:**

There are no adverse governance impacts.

#### *Disclosure of Interest:*

In accordance with the requirements of section 34C of the *Local Government (Administration) Regulations 1996*, the author of this item has declared an Impartiality Interest as she is a former flatmate of the Manager of the Vibe Nightclub and has social contact with him at various events.

## **RELEVANT PRECEDENTS:**

Council at its meeting held on 28 August 2018 approved a twelve (12) month trial for six (6) events in total to take place in the Vibe Nightclub carpark.

## **COMMUNITY/COUNCILLOR CONSULTATION:**

The proponent undertook a community survey post the two noise exempt events held on 22 December 2018 and 20 April 2019. The survey went to all residents within 200m and two responses were received. A copy of the responses is included as Confidential Attachment DCS419.

One of the submissions stated that the location of the carpark is not ideal for these types of events due to the noise impact at their property which is located within 150m of the Vibe Nightclub carpark area. City Officers contacted the submitter to discuss the matter and they did not want to make a formal complaint regarding the noise.

**LEGISLATIVE/POLICY IMPLICATIONS:**

Regulation 7 of the *Environmental Protection (Noise) Regulations 1997* assigns a 60dB noise level which applies to the events and the timeframes of the events proposed by the Vibe Nightclub.

Under Regulation 18 there is a provision for entertainment events that do not comply with the Regulation 7 assigned noise levels to be exempt from the assigned noise levels, but must meet other conditions to reduce the noise impact to the surrounding community as set by the local government.

**FINANCIAL AND RESOURCE IMPLICATIONS:**

There is a financial and resource implication to the City by requiring City environmental health officers attend each event over 60dB, however the proponent pays for this service on a cost recovery basis.

**INTEGRATED PLANNING LINKS:**

<b>Title: Community</b>	<b>1.1 Our Heritage and the Art</b>
Strategy 1.1.4	Fostering and facilitating community and cultural events.
<b>Title: Economy</b>	<b>3.1 Growth</b>
Strategy 3.1.2	Fostering a community where local business is supported.
<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:**

The proposal has the potential to attract additional visitors to the Geraldton region for the larger scale, more 'popular' events.

**RISK MANAGEMENT:**

A resident can undertake civil action against the City for approving an event that has caused 'unreasonable' noise. By placing conditions that limit the number, frequency and duration of the events and limit the noise levels, this effectively ensures that the noise is not considered to impact on the community in an 'unreasonable' manner.

**ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:**

The advantage of continuing a trial period is to provide a better understanding of how the surrounding community may be impacted with more frequent events. The trial also provides the proponent more time to undertake further community engagement and noise assessment should they wish to pursue a more permanent approval in the future. The option to refuse is therefore not supported.

The option to defer is not supported as the proponent is eager to obtain approval so that they can plan for the events which includes securing artists.

**DCS420 COUNCIL POLICY 1.9 COMMEMORATIVE PLAQUES**

<b>AGENDA REFERENCE:</b>	<b>D-19-053878</b>
<b>AUTHOR:</b>	<b>T Cornish, Manager Libraries, Heritage and Gallery</b>
<b>EXECUTIVE:</b>	<b>P Melling, Director Development and Community Services</b>
<b>DATE OF REPORT:</b>	<b>31 July 2019</b>
<b>FILE REFERENCE:</b>	<b>GO/6/0012-06</b>
<b>ATTACHMENTS:</b>	<b>Yes (x2)</b> <b>A. Draft Review of Council Policy 1.9 Commemorative Plaques</b> <b>B. Comparison Table for Review of Council Policy CP 1.9 Commemorative Plaques</b>

**EXECUTIVE SUMMARY:**

The purpose of this report is to seek Council endorsement of Council Policy 1.9 Commemorative Plaques version 2, as amended. The draft Policy is attached as Attachment No. DCS420A.

**EXECUTIVE RECOMMENDATION:**

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

1. APPROVE the updated Council Policy 1.9 Commemorative Plaques Version 2.

**PROPONENT:**

The proponent is the City of Greater Geraldton.

**BACKGROUND:**

Council Policy 1.9 Commemorative Plaques was first approved by Council on 24 January 2017. Within the biennial review process for the Council Policy Manual the policy is due for review prior to 2019.

The policy has been amended. Amendments primarily include the correction of minor typo, wording and formatting issues, also the updating of position, department and advisory committee titles. Key term definitions have been added. Workplace Information has been updated to include reference to the HMAS *Sydney* II Memorial Geraldton Conservation Framework adopted by Council on 27 August 2013, along with reference to the Military Memorials of National Significance Act 2008, which underpins the Conservation Framework document.

Following circulation to Elected Members for review, Cr. Reymond provided the following feedback on the 23 May, stating:

*'Since the original preparation of the Revision/Draft CP1.9, the Council has approved In Principle Support for the construction of Smiths Sculptures Concept Design 3A for a Visitor Guide Facility and a Wall of Attributes. The Wall of*

*Attributes is intended to collectively display appropriate commemorative plaques for the Memorial. I believe the future use of the Wall of Attributes needs to be acknowledged/incorporated into the revised policy'.*

The text in 1.1.2. Plaque Design has been reworded noting that in the event of the future construction of the Wall of Attributes, the Wall will supersede the area adjacent to the Commemorative Space as the location where commemorative plaques must be installed. The Comparison Table of the changes to the draft Policy is attached as Attachment No. DCS420B.

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

### **Community:**

Plaques and memorials provide recognition and are important in celebrating significant historical events and persons or organisations closely associated with the leadership, cultural and social development of the City.

### **Environment:**

Any decision regarding the installation of a plaque needs to consider the balance between the desire to commemorate events or individuals, respectful use of the intended site and the ongoing enjoyment of uncluttered public space.

### **Economy:**

Plaques and memorials have the ability to create a connection between the person viewing them and the place in which they are located. Increasingly, Cities use them in innovative ways to enrich the experience of visitors.

### **Governance:**

The Local Government Act requires that Council's 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 reviews Council Policies from time to time as required. Council Policy 1.9 Commemorative Plaques was last approved by Council on 24 January 2017 as part of the biennial review process for Council Policy Manual (refer to Item CCS231).

## **COMMUNITY/COUNCILLOR CONSULTATION:**

A draft version of this Policy was tabled at the HMAS *Sydney II* Memorial Advisory Committee Meeting, held on 11 February 2019, with no further comments or suggestions received. Council were consulted via briefing note on 22 May 2019. The Executive Management Team reviewed the draft policy on 26 June 2019.

**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:**

Commemorative plaques can potentially be costly when factoring in considerations such as community engagement, assessment, design, construction, maintenance and potential removal. Whilst Council Policy 1.9 Commemorative Plaques states that any costs associated with the installation of a plaque are to be covered by the individual or association making the request, there may be future maintenance or removal costs that could fall to the responsibility of the City.

**INTEGRATED PLANNING LINKS:**

<b>Title: Community</b>	<b>1.1 Our Heritage and the Art</b>
Strategy 1.1.1	Recording, recognising and preserving our social, environmental and built heritage.

**REGIONAL OUTCOMES:**

Regional outcomes apply to Policy Details, Item 1, HMAS Sydney II Memorial Site only. The HMAS Sydney II Memorial was declared a Military Memorial of National Significance on the 21 May 2009 and was the second memorial outside Canberra to be recognised as such. It therefore has importance on a regional, state and national level. Council Policy 1.9 Commemorative Plaques aims to provide strict criteria which protects and conserves the integrity of this site.

The HMAS Sydney II Memorial was declared a Military Memorial of National Significance on the 21 May 2009 and was the second memorial outside Canberra to be recognised as such. It therefore has importance on a regional, state and national level. Council Policy 1.9 Commemorative Plaques aims to provide strict criteria which protects and conserves the integrity of this site.

**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.

**12.2 REPORTS OF CORPORATE AND COMMERCIAL SERVICES****CCS432 ADOPTION OF THE CITY OF GREATER GERALDTON STRATEGIC WORKFORCE PLAN 2019 - 2022**

<b>AGENDA REFERENCE:</b>	<b>D-19-054092</b>
<b>AUTHOR:</b>	<b>N Hope, Manager Corporate Services</b>
<b>EXECUTIVE:</b>	<b>P Radalj, Director Corporate and Commercial Services</b>
<b>DATE OF REPORT:</b>	<b>2 August 2019</b>
<b>FILE REFERENCE:</b>	<b>SM/12/0001</b>
<b>ATTACHMENTS:</b>	<b>Yes (x1) City of Greater Geraldton Strategic Workforce Plan 2019-2022</b>

**EXECUTIVE SUMMARY:**

The purpose of this report is to seek Council's endorsement of the City of Greater Geraldton Strategic Workforce Plan 2019 – 2022.

**EXECUTIVE RECOMMENDATION:**

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

1. ENDORSE the City of Greater Geraldton Strategic Workforce Plan 2019–2022.

**PROPONENT:**

The proponent is the City of Greater Geraldton.

**BACKGROUND:**

The Workforce Plan is one of the informing strategies that form part of the Department of Local Government's Integrated Strategic Planning and Reporting Framework.

Under the framework guidelines, the City is required to develop a workforce plan that:

- Identifies adequate workforce resources to implement the Corporate Business Plan;
- Conducts a thorough analysis of workforce data and identifies current trends;
- Implements strategies to address and overcome the identified negative workforce trends; and
- Monitors and reviews the implemented strategies to ensure they address the identified negative workforce trends.

The Strategic Workforce Plan is compliant with the guidelines set by the Department of Local Government.

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

The City continues to work in consultation with the community in order to keep pace with evolving ratepayer expectations. Changes to current levels of service in different areas may affect the way in which the City structures its workforce in the future.

**Environment:**

There are a number of environmental factors that impact the Strategic Workforce Plan; population, technology, community expectations, ageing workforce, diversity and regional challenges.

**Economy:**

Attraction and retention of valued staff will enhance the delivery of services to 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 City of Greater Geraldton Workforce Plan 2013-17 was adopted by Council on 25 June 2013 (OP0049).

**COMMUNITY/COUNCILLOR CONSULTATION:**

There has been no community/councillor consultation.

**LEGISLATIVE/POLICY IMPLICATIONS:**

All local governments are required to plan for the future of their district under Section 5.56 (1) of the Local Government Act 1995.

**FINANCIAL AND RESOURCE IMPLICATIONS:**

Information contained in other strategic plans including the Workforce Plan are used to inform the Long Term Financial Plan (LTFP) which forms the basis for preparation of the Annual Budgets.

**INTEGRATED PLANNING LINKS:**

<b>Title: Community</b>	<b>1.5 Recognise, value and support everyone</b>
Strategy 1.5.2	Supporting young people to develop the skills to make valuable contributions to their communities.
Strategy 1.5.4	Supporting initiatives that enhance education and learning opportunities for all community members.

<b>Title: Governance</b>	<b>4.4 Financial Sustainability and Performance</b>
Strategy 4.4.2	Ensuring the City's long term financial planning delivers the community goals and aspirations in a sustainable and affordable manner.
<b>Title: Governance</b>	<b>4.5 Good Governance &amp; Leadership</b>
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 City of Greater Geraldton Strategic Workforce Plan 2019 – 2022 addresses the key risks the organisation faces with strategies that will meet the future workforce needs.

The Strategic Workforce Plan will assist the City to develop a sustainable approach to attracting, retaining and developing an engaged workforce that is committed to demonstrating the organisation's values and principles.

The workforce plan will also assist the City to reinforce strong leadership and continuous improvement resulting in the development of a high performing and cohesive organisation for the future.

**ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:**

The following option was considered by City Officers:

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

1. NOT ENDORSE the City of Greater Geraldton Strategic Workforce Plan 2019 - 2022; and
2. MAKE the determination based on the following reason:
  - a. To be determined by Council.



<b>CCS433 COUNCIL POLICY 4.6 INTEGRATED STRATEGIC PLANNING FRAMEWORK</b>
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<b>AGENDA REFERENCE:</b>	<b>D-19-053591</b>
<b>AUTHOR:</b>	<b>R Doughty, Acting Chief Financial Officer</b>
<b>EXECUTIVE:</b>	<b>P Radalj, Director Corporate and Commercial Services</b>
<b>DATE OF REPORT:</b>	<b>1 August 2019</b>
<b>FILE REFERENCE:</b>	<b>GO/19/0008</b>
<b>ATTACHMENTS:</b>	<b>Yes (x1) Council Policy 4.6 Integrated Strategic Planning Framework</b>

**EXECUTIVE SUMMARY:**

The purpose of this report is to seek Council approval of Council Policy 4.6 Integrated Strategic Planning Framework, version 2.

**EXECUTIVE RECOMMENDATION:**

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

1. APPROVE Council Policy 4.6 Integrated Strategic Planning Framework.

**PROPONENT:**

The proponent is the City of Greater Geraldton.

**BACKGROUND:**

Council Policy 4.6 Integrated Strategic Planning Framework was last reviewed by Council on 24 January 2017 (CCS231 City of Greater Geraldton Council Policy Manual) and is due for biennial review.

There have been no changes made to this policy.

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

This policy and associated framework will enable the City of Greater Geraldton to plan for the future to ensure that community aspirations are linked with the Council's long term strategy.

**Environment:**

There are no adverse environmental impacts.

**Economy:**

There are no adverse economic impacts.

**Governance:**

As per the Integrated Planning and Reporting Framework and Guidelines introduced in 2010 as part of the State Government's Local Government

Reform Program. All local governments are required to plan for the future and as a minimum have:

- A Strategic Community Plan; and
- A Corporate Business Plan.

*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 4.6 Integrated Strategic Planning Framework was last reviewed by Council on 24 January 2017 (CCS231).

**COMMUNITY/COUNCILLOR CONSULTATION:**

Council were consulted via briefing note on 2 July 2019 and no comments suggesting amendments were received. The Executive Management Team reviewed the draft policy on 24 July 2019.

**LEGISLATIVE/POLICY IMPLICATIONS:**

Pursuant to section 5.56 of the Local Government Act 1995 the role of Council includes planning for the future:

***5.56 Planning for the future***

- (1) *A local government is to plan for the future of the district.*
- (2) *A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.*

**FINANCIAL AND RESOURCE IMPLICATIONS:**

There are no financial or resource implications.

**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>4.4 Financial Sustainability and Performance.</b>
Strategy 4.4.2	Ensuring the City's long term financial planning delivers the community goals and aspirations in a sustainable and affordable manner.
<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:**

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

**ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:**

No alternative options were considered by City Officers.

CCS434 COUNCIL POLICY 4.12 USE OF DRONES WITHIN CITY BOUNDARIES
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<b>AGENDA REFERENCE:</b>	<b>D-19-054505</b>
<b>AUTHOR:</b>	<b>D Hill, Manager Geraldton Airport</b>
<b>EXECUTIVE:</b>	<b>P Radalj, Director Corporate and Commercial Services</b>
<b>DATE OF REPORT:</b>	<b>6 August 2019</b>
<b>FILE REFERENCE:</b>	<b>GO/19/0008</b>
<b>ATTACHMENTS:</b>	<b>Yes (x1)</b> <b>Council Policy CP 4.12 Use of Drones within City Boundaries</b>

**EXECUTIVE SUMMARY:**

The purpose of this report is to seek Council approval of the new Council Policy 4.12 Use of Drones within City Boundaries.

**EXECUTIVE RECOMMENDATION:**

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

1. APPROVE Council Policy 4.12 Use of Drones within City Boundaries.

**PROPONENT:**

The proponent is the City of Greater Geraldton.

**BACKGROUND:**

Drone activity for recreational and professional purposes is increasing worldwide. The City of Greater Geraldton does not currently have a drone policy and given the increased popularity of drones, it is timely that a policy be introduced.

The City of Greater Geraldton, as a safety and welfare matter, will emphasise the need for Drone operators to comply with CASA regulations when operating within City of Greater Geraldton boundaries. CASA is the government agency tasked with regulating aviation activities that includes the use of Drones. The Council does not have any legislative authority to control drone operations, but can assist by alerting drone operators and impacted residents to CASA requirements and complaint processes.

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

There are no adverse community impacts. Application of the policy will increase protection of people and property from injury or loss of quality of life due to drone activity.

**Environment:**

There are no adverse environmental impacts.

**Economy:**

There are no adverse economic impacts. This Council Policy encourages responsible drone use and the resulting photographic or video record, often shared through social media, can be seen to promote the City of Greater Geraldton.

**Governance:**

There are no adverse governance impacts. Recreational activity is supported by Council Policy 1.1 Towards Sustainable Decisions, section 2.2 - “create conditions more conducive to our communities to satisfy their recreation and leisure needs, and enhance wellbeing and quality of life.”

*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 as and when required.

**COMMUNITY/COUNCILLOR CONSULTATION:**

There has been no community consultation. Councillors were consulted via briefing note on 9 May 2019. The draft policy was endorsed by the Executive Management Team on 26 July 2019.

**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:**

There are no financial or resource implications.

**INTEGRATED PLANNING LINKS:**

<b>Title: Environment</b>	<b>2.1 Revegetation-Rehabilitation-Preservation</b>
Strategy 2.1.2	Sustainably maintaining public open spaces and recreation areas.
<b>Title: Environment</b>	<b>2.3 Built Environment</b>
Strategy 2.3.2	Providing accessible community spaces, parks, natural areas, sport and recreational facilities that equitably service the whole community.
<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.

**REGIONAL OUTCOMES:**

There are no impacts to regional outcomes.

**RISK MANAGEMENT:**

Ensuring that Council Policies are up to date and reflect current needs of the Local Government support the role of Council in the good government of the City of Greater Geraldton.

**ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:**

No alternative options were considered.

CCS435 COUNCIL POLICY 4.14 PAYMENTS TO EMPLOYEES IN ADDITION TO CONTRACT OR AWARD
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<b>AGENDA REFERENCE:</b>	<b>D-19-054621</b>
<b>AUTHOR:</b>	<b>R Doughty, Acting Chief Financial Officer</b>
<b>EXECUTIVE:</b>	<b>P Radalj, Director Corporate and Commercial Services</b>
<b>DATE OF REPORT:</b>	<b>1 August 2019</b>
<b>FILE REFERENCE:</b>	<b>GO/19/0008</b>
<b>ATTACHMENTS:</b>	<b>Yes (x1)</b> <b>Council Policy CP 4.14 Payments to Employees in Addition to Contract or Award</b>

**EXECUTIVE SUMMARY:**

The purpose of this report is to seek Council approval of Council Policy 4.14 Payments to Employees in Addition to Contract or Award, version 2.

**EXECUTIVE RECOMMENDATION:**

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

1. APPROVE Council Policy 4.14 Payments to Employees in Addition to Contract or Award.

**PROPONENT:**

The proponent is the City of Greater Geraldton.

**BACKGROUND:**

Council Policy 4.14 Payments to Employees in Addition to Contract or Award was last reviewed by Council on 24 January 2017 (CCS231 City of Greater Geraldton Council Policy Manual) and is due for biennial review. There have been no changes made to this policy.

The policy objective is to establish guidelines for payments to employees in excess of entitlements on resignation or termination.

**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 purpose of this policy is to comply with the requirements of Section 5.50 of the Local Government Act which requires Council to make and publicly advertise a policy that considers the making of payments to employees in addition to their contract or award entitlements.

The payment guidelines within the policy are in line with the City's Enterprise Agreement 2018-2021.

*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 4.14 Payments to Employees in Addition to Contract or Award was last reviewed by Council on 24 January 2017 (CCS231).

**COMMUNITY/COUNCILLOR CONSULTATION:**

Council were consulted via briefing note on 2 July 2019 and no comments suggesting amendments were received.

**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:**

There are no financial or resource implications.

**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 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 City of Greater Geraldton.

**ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:**

No alternative options were considered by City Officers.



CCS436 COUNCIL POLICY 4.23 ELECTION SIGNS
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<b>AGENDA REFERENCE:</b>	<b>D-19-053074</b>
<b>AUTHOR:</b>	<b>M Adam, Coordinator Governance</b>
<b>EXECUTIVE:</b>	<b>P Radalj, Director Corporate and Commercial Services</b>
<b>DATE OF REPORT:</b>	<b>9 August 2019</b>
<b>FILE REFERENCE:</b>	<b>GO/19/0008</b>
<b>ATTACHMENTS:</b>	<b>Yes (x1) Council Policy CP 4.23 Election Signs</b>

**EXECUTIVE SUMMARY:**

The purpose of this report is to seek Council approval of Council Policy 4.23 Election Signs, version 2.

**EXECUTIVE RECOMMENDATION:**

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

1. APPROVE Council Policy 4.23 Election Signs version 2.

**PROPONENT:**

The proponent is the City of Greater Geraldton.

**BACKGROUND:**

Council Policy 4.23 Election Signs was first approved by Council on 27 June 2017 (CCS264 Council Policy CP 4.23 Election Signs) and is due for biennial review by Council. City Officers have reviewed the policy and do not suggest any change as the policy adequately addresses the City's position, that the placement of election signage on the City of Greater Geraldton local government property, (within the meaning given in the *Local Government Act 1995* - below) is prohibited.

*local government property means anything, whether land or not, that belongs to, or is vested in, or under the care, control or management of, the local government;*

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

There are no adverse community impacts.

**Environment:**

The policy provides controls on the placement of election signage to prevent an unacceptable level of visual pollution.

**Economy:**

There are no adverse economic impacts.

**Governance:**

The policy precludes the placement of electoral signs and public electoral material on or in local government property, during federal, state and local government elections, and clarifies the process for removal and return of unapproved signage.

*Disclosure of Interest:*

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

**RELEVANT PRECEDENTS:**

Council Policy 4.23 Election Signs was approved by Council on 27 June 2017 (CCS264).

**COMMUNITY/COUNCILLOR CONSULTATION:**

Councillors were consulted by briefing note on 23 July 2019 and two responses were received which were in support of the policy with no changes requested. The Executive Management Team reviewed the draft policy on 7 August 2019.

**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:**

There are no financial or resource implications.

**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 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.

**CCS437 STATEMENT OF FINANCIAL ACTIVITY TO 31 JULY 2019**

<b>AGENDA REFERENCE:</b>	<b>D-19-055589</b>
<b>AUTHOR:</b>	<b>T Machukera, Senior Treasury Officer</b>
<b>EXECUTIVE:</b>	<b>P Radalj, Director Corporate and Commercial Services</b>
<b>DATE OF REPORT:</b>	<b>08 August 2019</b>
<b>FILE REFERENCE:</b>	<b>FM/17/0001</b>
<b>ATTACHMENTS:</b>	<b>Yes (x1) Monthly Management Report for period ended 31 July 2019</b>

**EXECUTIVE SUMMARY:**

The purpose of this report is to provide Council with a comprehensive report on the City's finances to 31 July 2019.

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 31 July 2019, as attached.

**PROPONENT:**

The proponent is the City of Greater Geraldton.

**BACKGROUND:**

The financial position at the end of July 2019 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	\$ 18,453	0.03%	under YTD Budget
Operating Expenditure	\$ 446,527	4.70%	under YTD Budget
Net Operating	\$ 428,074	0.9%	positive variance
Capital Expenditure	\$ 3,131,415	138.5%	over YTD Budget
Capital Revenue	\$ 0	0.00%	No variance
Cash at Bank – Municipal	\$19,078,133		
Cash at Bank – Reserve	\$11,702,166		
Total Funds Invested	\$30,182,120		
Net Rates Collected	5.65%		
Net Rates Collected in July 2018	11.95%		

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 July financials shows a positive variance of \$428,074 in the net operating result (this takes into account commitments).

Note: Capital expenditure actuals currently being 138.5% over budget is due to 18-19 carryovers (commenced and in-progress projects not completed at year-end) that have yet and still to be added to the 2019-20 Budget.

## **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 Financial Management Regulations require presentation each month of a Statement of Financial Activity accompanied by other supporting information that is considered relevant. In addition to the compliance requirements, the purpose of regularly reporting on the financial activities of the City is to enable Elected Members to monitor and review the allocation of financial and other resources against the budget. Reporting on a regular basis evidences ongoing financial management and the performance of the accounting systems. The monthly report provides a summary of the organisation's liquidity and going concern status.

### *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.

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**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.

**CCS438 BUDGET AMENDMENTS 2019-20**

<b>AGENDA REFERENCE:</b>	<b>D-19-057039</b>
<b>AUTHOR:</b>	<b>R Doughty, Acting Chief Financial Officer</b>
<b>EXECUTIVE:</b>	<b>P Radalj, Director Corporate and Commercial Services</b>
<b>DATE OF REPORT:</b>	<b>10 August 2019</b>
<b>FILE REFERENCE:</b>	<b>FM/7/0001</b>
<b>ATTACHMENTS:</b>	<b>Nil</b>

**EXECUTIVE SUMMARY:**

The purpose of this report is to seek Council approval for proposed amendments to the 2019-20 Budget.

Council around August/September each year review and endorse amendments to the Budget that bring into account any unspent grant funds as at 30th June and funded expenditure items (commenced and in-progress projects not completed at year end) carried over from the previous financial year.

Final year-end accounting information for 2018-19 was not available at the time of formulation and adoption of the 2019-20 Budget, hence the requirement (as is the case every financial year) to integrate brought forward funds and expenditure items into the Budget as early as is practicable after adoption of a budget and commencement of the financial year.

This annual process also enables Council if required to make amendments to its Budget to correct any minor errors or omissions in budget detail discovered after the budget process, any emergent works and adjustments to budget allocations based on information received post budget adoption.

**EXECUTIVE RECOMMENDATION;**

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

1. APPROVE the proposed budget amendments and AUTHORISE any unauthorised expenditure and revenue detailed in Tables 1, 2 and 3 of this Council Item; and
2. APPROVE and AUTHORISE the following additional transfers from Cash Reserves;
  - a. Reserve 280 – Unexpended Capital Works & Restricted Grants - \$6,208,336.
  - b. Reserve 120 – Asset Renewal - \$914,087.

**PROPONENT:**

The proponent is the City of Greater Geraldton.

**BACKGROUND:**

The following tables separately list new (Table 1) and renewal (Table 2) capital projects that were not completed and/or invoiced in 2018-19 and the unspent portion and/or the required budgeted expenditure allocation has been carried over into 2019-20.

**Table 1**

<b>Project Description – New Capital</b>	<b>Funds Carried Over to 2019-20</b>
CBD Revitalisation/Rocks	1,300,645
Land Acquisition – Lot 9500 Arthur final payment	51,000
Solar PV System - Aquarena	290,000
Solar PV System - Library	110,000
Animal Management Facility	15,000
Geraldton-Greenough SES Facility	2,000
New Fire Station Eradu - Design	15,000
Automated Weather Stations – Installation of five (5) automated weather stations	25,000
Airport - Main Runway Project	1,978,000
Waste Transfer Upgrade - Design	69,214
Meru Plastics & Cardboard Baler	220,000
New Liquid Waste Pond	145,000
Cell 5 Construction	959,545
Beach View - Turning Circle	72,340
Visitor Centre Bus Parking	2,648
Beresford Foreshore	164,465
Marsden Street Parking Upgrade for Allendale PS	5,875
Spalding Park - Carpark Upgrade	237,681
Place Road & Melaleuca Road, Woorree - Pathway	182,608
Abraham St #1, Utakarra (southern end) - Pathway	154,804
Eakins Crescent, Wandina - Stage 1 - Pathway	7,511
<b>Total New Carryover</b>	<b>6,008,336</b>

**Table 2**

<b>Project Description – Renewal Capital</b>	<b>Funds Carried Over to 2019-20</b>
Maitland Park Ablution Block - replacement	78,871
Spalding Park Ablution Block - replacement	79,307
Public Toilets Evans Road Walkaway - replacement	95,233
Geraldton Depot - Washdown Bay - renewal	40,000
Community Nursery – Upgrade two shade structures	40,000
Greenough RPT Terminal – Replace air conditioning units	72,291
Hangar 110 – Replace hangar door tracks	25,000
Aquarena Main Building – CCTV upgrade	12,000
QPT Renewals – Lighting, electrical and safety upgrades	111,930
Plant & Equipment – Replace Tractor & Skid Steer	123,519
CCTV – Renewal Project – Tender 13 2018-19	170,000

**Table 2 (continued)**

<b>Project Description – Renewal Capital</b>	<b>Funds Carried Over to 2019-20</b>
Furniture & Equipment – Library shelving	2,020
QPT Furniture & Equipment – Foyer furniture & replace lower foyer bar refrigeration	48,175
Furniture & Equipment - Corporate Services - Provision	25,000
Angels Road – Gravel resheet	8,580
Fraser Road – Gravel resheet	11,550
Ramsay Road – Gravel resheet	24,833
Burma Road – Gravel resheet	13,283
Connolly Road – Gravel resheet	10,560
Walter Road – Gravel resheet	30,525
Phelps Road – Gravel resheet	2,475
Wicherina South Road – Gravel resheet	18,500
Hampton Road – Gravel resheet	18,500
Woolanooka Road – Gravel resheet	18,500
Wilroy Kockatea Road – Gravel resheet	42,923
Durlacher Street - Complete road resurfacing project	84,859
Wongoondy-Tardun Road – Gravel pit works	14,800
CBD Heritage Trail Signage Revitalisation	5,420
Tarcoola Park/Tennis – Replace pump shed	5,577
Forrester Park – POS works – Pathway upgrade	16,066
Mullewa Recreation Ground – Replace irrigation tank	29,574
GRAMS Park – POS works – Install shade sails	26,000
Whitehill Road (No. 105) Drainage & Design	10,000
Burgess St Sump – Drainage infrastructure	7,050
Minnenooka Road – Raising and renewal headwalls	38,445
Casuarinas Road – Sub soil infiltration system	47,000
Durlacher Street - Pathway	53,532
Lester Avenue - Pathway	152,360
Runway 08/26 – Grade and reshape runway	35,000
Meru Power Distribution	115,000
<b>Total Renewal Carryover</b>	<b>914,087</b>

All the expenditure items detailed in the two (2) tables are supported by cash back reserve funds held by the City as at 30 June 2019. The following details the reserve transfers that fund and match the total carryover amounts for new and renewal capital:

- Reserve 280 – Unexpended Capital Works & Restricted Grants - \$6,008,336.
- Reserve 120 – Asset Renewal - \$914,087.



The following amendments to the 2019-20 Budget are also proposed:

**Table 3**

<b>Project Description</b>	<b>New Budget Allocation</b>
<b><i>Operating Revenue:</i></b>	
Passenger & Commercial Jetty Business Case – Royalties for Regions Grant Funding	(110,000)
<b><i>Operating Expenditure:</i></b>	
Passenger & Commercial Jetty Business Case	110,000
<b><i>Capital Expenditure:</i></b>	
Waste Diversion Infrastructure (FOGO)	200,000

Royalties for Regions funding has been offered to the City to act as lead agent in the development of a business case for construction of a passenger and commercial craft jetty. The costs to undertake this business case are to be fully funded through the proposed grant and as such, will not change the City's current budgeted net operating surplus position.

The waste diversion infrastructure for Food Organic and Garden Organic (FOGO) implementation is to be funded from a cash provision set aside in 2018-19 requiring no new funds to be set aside for this capital expenditure in the 2019-20 Budget.

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

### **Community:**

Various outputs tied to carryovers and adjustment to the budget will create and improve social amenities in the community.

### **Environment:**

Initiatives such as the FOGO trial and its possible future "roll-out" to all households clearly indicates that Council wishes to take positive steps towards environmentally friendly waste management diversion and recycling.

### **Economy:**

Initiatives included in the carryovers complete projects to revitalise the Central Business District (CBD) and that provide opportunities to expand services aimed at supporting and boosting the local economy.

### **Governance:**

The Local Government Act requires that Councils establish good governance and control principles through established processes.

### ***Disclosure of Interest:***

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

**RELEVANT PRECEDENTS:**

Post financial-year-end adjustments to succeeding year Council budgets are necessary *every financial year*. Annual timing of the Budget process, before the end of each preceding financial year, means that year-end accruals have not been transacted and final end-of-year accounting figures are not available at the time of framing and adopting the next budget, and therefore the determination of any unspent grant monies or project carry-overs cannot be accurately stated in the budget process for the succeeding year. As well, amendments to budget details may be necessary to recognise any recent changes that impact on proposed revenue streams and/or expenditure levels.

Precedent practise is to identify unspent grant funds and funded project carryovers, and any minor budget amendment requirements, as early as is practicable after commencement of the new financial year, to enable Council to integrate them into its adopted Budget.

**COMMUNITY/COUNCILLOR CONSULTATION:**

Briefing notes provided to Councillors on proposed carryovers and FOGO infrastructure requirements and options.

**LEGISLATIVE/POLICY IMPLICATIONS:**

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

**FINANCIAL AND RESOURCE IMPLICATIONS:**

No change to the budgeted operating surplus of \$85,398. The City's overall carried forward surplus position will also remain unchanged.

**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:**

Capital projects continue to deliver benefits for the broader region for example CBD revitalisation works and completion of the Airport Upgrade Project.

**RISK MANAGEMENT**

There are no risks to be considered.

**ALTERNATIVE OPTIONS CONSIDERED**

No alternative option considered.

### **12.3 REPORTS OF INFRASTRUCTURE SERVICES**

Nil.

**12.4 REPORTS OF OFFICE THE CEO**

Nil.

**12.5 REPORTS TO BE RECEIVED****RR08 REPORTS TO BE RECEIVED - AUGUST**

<b>AGENDA REFERENCE:</b>	<b>D-19-055997</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>16 August 2019</b>
<b>FILE REFERENCE:</b>	<b>GO/6/0012-06</b>
<b>ATTACHMENTS:</b>	<b>Yes (x3)</b>
	<b>A. DCSDD149 - Delegated Determinations and Subdivision Applications for Planning Approval</b>
	<b>B. CCS439 – 2018-19 Corporate Business Plan Quarter 4 Report</b>
	<b>C. CCS440 – Confidential Report – List of Accounts Paid Under Delegation July 2019</b>

**EXECUTIVE SUMMARY:**

The purpose of this report is 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 and Community Services:
    - i. DCSDD149 - Delegated Determinations and Subdivision Applications for Planning Approval; and
  - b. Reports – Corporate and Commercial Services:
    - i. CCS439 – 2018-19 Corporate Business Plan Quarter 4 Report.

**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. CCS440 – Confidential Report – List of Accounts Paid Under Delegation July 2019.

**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, 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:**

Reports to be received by Council at each Ordinary Meeting of Council

**COMMUNITY/COUNCILLOR CONSULTATION:**

There has been no community/councillor consultation.

**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: 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:**

There are no risks to be considered.

**ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:**

No alternative options were considered by City Officers.

**13 MOTIONS BY MEMBERS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN****14 QUESTIONS FROM MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN****15 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING****16 MEETING CLOSED TO PUBLIC**

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

*Livestreaming will be turned off.*

DCS418 RFT 17 1819 PROVISION OF GENERAL SECURITY SERVICES (INCLUDING CASH TRANSITS)
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<b>AGENDA REFERENCE:</b>	<b>D-19-054838</b>
<b>AUTHOR:</b>	<b>L MacLeod, Coordinator Land and Property Services</b>
<b>EXECUTIVE:</b>	<b>P Melling, Director Development and Community Services</b>
<b>DATE OF REPORT:</b>	<b>22 August 2019</b>
<b>FILE REFERENCE:</b>	<b>FM/25/0167</b>
<b>ATTACHMENTS:</b>	<b>Yes (x3) Confidential</b> <b>A. Portion A – General Security Services</b> <b>B. Portion B – Cash in Transit</b> <b>C. Portion C – City Organised Events</b>

**EXECUTIVE SUMMARY:**

The purpose of this report is to seek Council approval to award RFT 17 1819 Provision of General Security Services (Including Cash Transits) to the preferred tenderer/s.

The City has been engaging various Security companies to provide event security, static guard services, ablution locking/unlocking, cash transits and school holiday patrols on an ad hoc basis.

To seek best value for money for these services, the City has identified the security requirements of the various departments and advertised this Request for Tender (RFT).



**EXECUTIVE RECOMMENDATION:**

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

1. AWARD the separable proportions for the Security contract RFT 17 1819 to the preferred tenderer/s; and
2. RECORD the total estimated contract value in the minutes.

**PROPONENT:**

The proponent is the City of Greater Geraldton.

**BACKGROUND:**

The City of Greater Geraldton has been engaging various Security Contractors to provide a range of services over the last 12 months. To ensure compliance with the City's procurement policy, safe work practices and value for money, a public tender was advertised.

The tender has been divided into three separable portions covering the various elements of the security services required:

- Portion A - General Security Services;
- Portion B - Cash in Transit; and
- Portion C - City Organised Events.

The provision of services in the tender include:

1. General Security Services:  
A physical presence is required periodically at the front foyer of the Administration Offices and surrounding facilities at times such as payment of rates, dog/cat registration and pending court cases.
  2. Locking and Unlocking of Public Toilets:  
Lock and unlock the City's public ablutions at the times and order specified in the tender.  
  
This service may be cancelled or amended due to the proposed automated locking systems.
  3. School Holiday Security Patrols:  
Security patrols are required throughout major school holiday periods at identified City facilities to provide preventative and responsive assistance to City staff and the general public. This service will be on an "as required" basis at the discretion of the City.
  4. Cash in Transit:  
Collect and transport cash from various City facilities and ticket parking machines and deliver to the bank.
  5. City Organised Events:  
Security Officers are required for small and large scale City organised events.
-

These services include static security, bar security, asset security (overnight), and crowd control whilst providing preventative and responsive assistance to City staff and the general public.

The contract will be for a period of two (2) years with an option of a further one (1) year at the City's discretion.

The tender was advertised in the Geraldton Guardian Newspaper on 14 June 2019 and the West Australian Newspaper and TenderLink Tender Portal on 15 June 2019.

The RFT closed at 12:00PM Tuesday 2 July 2019. At the closing thirteen (13) suppliers had registered to receive copies of the tender. Three (3) submissions were received for Portions A and C, and four (4) for Portion B.

The tender criteria followed the W.A. Local Government Association (WALGA) principles 2.3 Value for Money noting that this is the preferred WALGA methodology that places the qualitative assessment process over pure pricing weighting to ensure local governments get overall value for money.

#### Value Considerations

The non-weighted cost method is used where functional considerations such as capacity, quality and adaptability are seen to be crucial to the outcome of the contract. The Evaluation Panel will make a series of value judgements based on the capability of each Tenderer to complete the Requirements and a number of factors will be considered including:

- a) The qualitative ranking of each Tenderer;
- b) The pricing submitted by each Tenderer;
- c) Regional Price Preference; and
- d) The Principals budget.

Once the Tenders have been scored and ranked, the Evaluation Panel will make a value judgement as to the cost affordability, qualitative ranking and risk of each Tender, in order to determine the Tender which is most advantageous to the Principal.

The tendered price will be considered along with related factors affecting the total cost to the Principal (e.g. the lifetime operating costs of goods or the Principal's contract management costs may also be considered in assessing the best value for money outcome).

When price is not weighted, a value for money evaluation must be conducted for all but the simplest of goods purchases where the final qualitative criteria score is weighed up against the price.

This can be a subjective assessment but permits some latitude in the decision making.

The reports for each portion and the outcomes from the tender process are attached as Confidential Attachment Nos. DCS418A; DCS418B; DCS418C.

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

#### **Community:**

The presence of Security Officers at events and City facilities provides a proactive preventative approach towards anti-social behaviour.

#### **Environment:**

There are no adverse environmental impacts.

#### **Economy:**

There are no adverse economic impacts.

#### **Governance:**

The City's Procurement team assessed the tender evaluation phase to assist in the evaluation assessment of individual tenders. The contract will be managed under the General Conditions of Contract for the Provision of Goods and/or Services.

#### *Disclosure of Interest:*

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

### **RELEVANT PRECEDENTS:**

Council awards contracts in the general course of City business for the provision of goods and services.

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

There has been no community/councillor consultation.

### **LEGISLATIVE/POLICY IMPLICATIONS:**

Regulatory compliance pursuant to the Local Government Act 1995, the Local Government (Functions and General) Regulations 1996, and CP4.9 Procurement of Goods and Services Policy were adhered to when preparing and awarding this tender.

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

Applying pre-negotiated set hourly rates assists in predicting costs for future budgeting.

The total estimated budget for this contract was based on previous costings for ad hoc security services. The total estimated budget is \$192,000 per annum (ex GST).

A contracted service for the provisions under this tender will ensure compliance with the City's procurement policy / State Government Regulations whilst provide best value for money.

**INTEGRATED PLANNING LINKS:**

<b>Title: Governance</b>	<b>4.2 Planning and Policy</b>
Strategy 4.2.1	Supporting local procurement.
<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.

**REGIONAL OUTCOMES:**

There are no regional outcomes.

**RISK MANAGEMENT:**

Not awarding a tender, and continuing with ad-hoc arrangements, would place the City of Greater Geraldton in breach of regulatory compliance with State Government Regulations as the combined contractual amount exceeds \$150,000.

**ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:**

Council has the options to choose an alternative tenderer or reject all tenders. These options are not recommended as the preferred tenderer is considered best suited to meet the RFT requirements.

**17 CLOSURE**

**APPENDIX 1 – ATTACHMENTS AND REPORTS TO BE RECEIVED**

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