



ORDINARY MEETING OF COUNCIL

AGENDA

27 SEPTEMBER 2022

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CITY OF GREATER GERALDTON
ORDINARY MEETING OF COUNCIL
TO BE HELD ON TUESDAY, 27 SEPTEMBER 2022 AT 5.00PM
CHAMBERS, CATHEDRAL AVENUE

A G E N D A

The State of Emergency and Public Health Emergency declared by the State Government on 16 March 2020, remains in force. Please refer to the information on the current restrictions [COVID-19 coronavirus: What you can and can't do](https://www.wa.gov.au/government/what-you-can-and-cant-do) (www.wa.gov.au)

DISCLAIMER:

The Presiding Member 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:

Leave of Absence:

Cr RD Hall

Cr K Parker

4 DISCLOSURE OF INTERESTS

Mayor S Van Styn declared a Financial Direct interest in Item No. CCS728 RFT 2223 12 Security Services as his company tendered.

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 RD Hall | 23 September 2022 | 29 September 2022 | 30/8/2022 |
| Cr K Parker | 23 September 2022 | 10 October 2022 | 26/07/2022 |
| Cr RD Hall | 12 October 2022 | 26 October 2022 | 31/05/2022 |
| Cr J Critch | 17 October 2022 | 23 October 2022 | 30/8/2022 |
| Cr J Critch | 30 October 2022 | 7 November 2022 | 30/8/2022 |

**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 at 'Record of Attendance'.

EXECUTIVE RECOMMENDATION:

That Council by Simple Majority pursuant to Section 2.25 of the Local Government Act 1995 RESOLVES to:

1. APPROVE Leave of Absence for:
 - a. Cr N Colliver for the period 31 October to 7 November 2022; and
 - b. Cr N Colliver for the period 14 December to 28 December 2022.

8 PETITIONS, DEPUTATIONS**9 CONFIRMATION OF MINUTES**

RECOMMENDED that the minutes of the Ordinary Meeting of Council held on 30 August 2022, 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*

| DATE | FUNCTION | REPRESENTATIVE |
|-------------------|--|-----------------------|
| 31 August 2022 | Triple M Interview - Outcomes of Council Meeting | Mayor Shane Van Styn |
| 31 August 2022 | Triple M Interview - Geraldton Volunteer Marine Rescue, Chapman Road Activation Trial and E-scooters | Mayor Shane Van Styn |
| 31 August 2022 | Mid West Chamber of Commerce and Industry (MWCCI) Business After Hours | Mayor Shane Van Styn |
| 1 September 2022 | Bowerbird One Year Anniversary | Mayor Shane Van Styn |
| 2 September 2022 | Beam Launch Photo for Media Release | Mayor Shane Van Styn |
| 5 September 2022 | Mayor / CEO Regular Catch up | Mayor Shane Van Styn |
| 5 September 2022 | Marketing & Media Regular Catch up | Mayor Shane Van Styn |
| 5 September 2022 | Official Opening - Short Term Accommodation for Youth (STAY) | Mayor Shane Van Styn |
| 6 September 2022 | Channel 7 Interview – Call for Qantas Flight Stability | Mayor Shane Van Styn |
| 6 September 2022 | Triple M Interview – Call for Qantas Flight Stability | Mayor Shane Van Styn |
| 6 September 2022 | ABC Interview – Call for Qantas Flight Stability | Mayor Shane Van Styn |
| 6 September 2022 | Concept Forum | Mayor Shane Van Styn |
| 8 September 2022 | Geraldton Guardian Interview – Qantas Flight Reschedules | Mayor Shane Van Styn |
| 8 September 2022 | Visit Geraldton Christian College - Morning Tea and Tour | Mayor Shane Van Styn |
| 8 September 2022 | National Aborigines and Islanders Day Observance Committee (NAIDOC) Lunch | Mayor Shane Van Styn |
| 9 September 2022 | Channel 7 Interview – Passing of Queen Elizabeth II | Mayor Shane Van Styn |
| 9 September 2022 | Presentation to School Students at the Queens Park Theatre (QPT) - Cicada by Shaun Tan | Mayor Shane Van Styn |
| 9 September 2022 | Annual Presentation Ceremony for Geraldton Residential College | Mayor Shane Van Styn |
| 9 September 2022 | Latitude Jewellers Young Jewellers Awards | Mayor Shane Van Styn |
| 14 September 2022 | Mountain Bike Trail Ride – Josh Phillips | Mayor Shane Van Styn |
| 15 September 2022 | Central Regional TAFE - 2022 Scholarship Morning Tea | Mayor Shane Van Styn |
| 16 September 2022 | Australian Citizenship Day - Citizenship Ceremony | Mayor Shane Van Styn |
| 16 September 2022 | SHINE Sponsors Event | Mayor Shane Van Styn |
| 16 September 2022 | Central Regional TAFE Social Club Spick's & Speck's Quiz Night - Listo Mania Contestant | Mayor Shane Van Styn |
| 19 September 2022 | Mayor / CEO Regular Catch up | Mayor Shane Van Styn |
| 19 September 2022 | Marketing & Media Regular Catch up | Mayor Shane Van Styn |
| 19 September 2022 | Regular Meeting - Lara Dalton MLA, Member for Geraldton – Local Matters | Mayor Shane Van Styn |
| 20 September 2022 | Meeting with Historical Author Geoff Walker | Mayor Shane Van Styn |
| 20 September 2022 | Agenda Forum | Mayor Shane Van Styn |
| 22 September 2022 | Channel 7 Interview – Greenough River Resort, Beam and Queen Elizabeth II | Mayor Shane Van Styn |

| | | |
|-------------------|------------------------------------|----------------------|
| 27 September 2022 | Filming for Cruise Welcome Video | Mayor Shane Van Styn |
| 27 September 2022 | Mayor / CEO Regular Catch up | Mayor Shane Van Styn |
| 27 September 2022 | Marketing & Media Regular Catch up | Mayor Shane Van Styn |
| 27 September 2022 | Ordinary Meeting of Council | Mayor Shane Van Styn |

Note: Whilst it is noted that Council Members may have also been in attendance at the above events, this is a record of attendance by the Mayor, or where a Council Member has been asked to represent the Mayor.

11 UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS

Nil.

12 REPORTS OF COMMITTEES AND OFFICERS

12.1 REPORTS OF DEVELOPMENT AND COMMUNITY SERVICES

Nil.

12.2 REPORTS OF CORPORATE AND COMMERCIAL SERVICES**CCS724 POSSESSION OF LAND FOR UNPAID RATES & CHARGES IN EXCESS OF 3 YEARS**

| | |
|--------------------------|---|
| AGENDA REFERENCE: | D-22-113310 |
| AUTHOR: | S Russell, Rates Coordinator |
| EXECUTIVE: | P Radalj, Director Corporate and Commercial Services |
| DATE OF REPORT: | 16 August 2022 |
| FILE REFERENCE: | RV/4/0027 |
| ATTACHMENTS: | Yes (x2) |
| | A. Aerial Map – Troy Street |
| | B. Photographs - Lot 16 and 17 Troy Street |

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval to take possession of Lots 16 and 17 Troy Street, Tardun. Both of these properties have in excess of three (3) years rates and charges outstanding. The recommendation is to apply to the Minister of Local Government to have this land revested in the Crown.

EXECUTIVE RECOMMENDATION:

That Council by Simple Majority pursuant to Section 6.64, 6.68, 6.74 and 6.12(1)(c) of the *Local Government Act 1995* RESOLVES to:

1. APPROVE taking possession of Lots 16 and 17 Troy Street, Tardun for unpaid rates and charges in excess of three (3) years pursuant to Section 6.64 of the *Local Government Act 1995*;
2. APPROVE taking possession of the land without the initiation of the process to recover money due on the land as there is reasonable belief that the cost of the proceedings will exceed the value of the land, pursuant to Section 6.68 of the *Local Government Act 1995*;
3. MAKE an application to the Minister, upon taking possession of the land, to have the land revested in the Crown, pursuant to Section 6.74 of the *Local Government Act 1995*; and
4. APPROVE to write-off the total of the rates and charges (including penalty interest) for Lots 16 and 17 Troy Street, Tardun prior to the transfer to the Crown.

PROPONENT:

The proponent is the City of Greater Geraldton.

BACKGROUND:

The owner purchased the two (2) vacant lots in the Tardun Townsite in June 1931, and may have been paying rates up to his death in 1969, however there is no evidence of the exact date, due to a loss of rate books from the ex-Shire of Mullewa. It is believed this loss was from water damage when a basement flooded in the late 1950's or early 1960's, destroying archives.

At some point in history prior to computer records, the ownership of the land was transferred to the State of WA and made exempt from rates in error. In 2016, it was discovered that these land parcels were in fact still privately owned and the City amended the rate record and began rating them again in the 2017-2018 rating year. Rate notices were sent to the last known address, however all have been returned undelivered. There is now in excess of three (3) full years' rates and charges outstanding therefore, the process of this action can commence.

City Officers have conducted an extensive search in an attempt to locate descendants of the owner and his wife who are both now deceased, however have been unsuccessful. Cemetery records state the owner died in 1969, followed by his wife in 1978.

A recent site visit by Officers confirm the lots were never developed and they are currently covered in native vegetation.

COMMUNITY, ECONOMY, ENVIRONMENT AND LEADERSHIP ISSUES:

Community:

There are no known current inhabitants within the Tardun Townsite, with the only structures being the remains of the old Tardun Store, which appears to be vacant, and a shed owned by the City. The old Tardun Hall has been demolished with just the stumps remaining. The majority of Lots within the town site and surrounding land are owned by the State of WA.

Economy:

There are no adverse economic impacts.

Environment:

There are no adverse environmental impacts.

Leadership:

There are no adverse leadership impacts.

Disclosure of Interest:

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

RELEVANT PRECEDENTS:

The City has previously successfully applied for reversion of land to the Crown located in the rural remote Townsites of Mullewa, Pindar and Tardun and obtained Ministerial approval to have them transferred to the Crown.

The process of the last application of four (4) Lots in Tardun Townsite began in 2018 with the transfer completed in 2022. Council approved Item No. CCS376, Possession of Land for Unpaid Rates and Charges in Excess of 3 Years – Tardun, at the Ordinary Meeting of Council on 27 November 2018. Other previous approvals were Item No. CCS098 at the Ordinary Meeting of Council on 24 February 2015, and Item No. CCS180 at the Ordinary Meeting of Council on 24 May 2016.

COMMUNITY/COUNCILLOR CONSULTATION:

There has been no community/councillor consultation.

LEGISLATIVE/POLICY IMPLICATIONS:

Section 6.64 of the *Local Government Act 1995* states:

- (1) *If any rates or service charges which are due to a local government in respect of any rateable land have been unpaid for at least 3 years the local government may, in accordance with the appropriate provisions of this Subdivision take possession of the land and hold the land as against a person having an estate or interest in the land and —*
 - (a) *from time to time lease the land; or*
 - (b) *sell the land; or*
 - (c) *cause the land to be transferred to the Crown; or*
 - (d) *cause the land to be transferred to itself.*
- (2) *On taking possession of any land under this section, the local government is to give to the owner of the land such notification as is prescribed and then to affix on a conspicuous part of the land a notice, in the form or substantially in the form prescribed.*

Section 6.68 of the *Local Government Act 1995* states:

- (2) *A local government is not required to attempt under section 6.56 to recover money due to it before exercising the power of sale where the local government —*
 - (a) *has a reasonable belief that the cost of the proceedings under that section will equal or exceed the value of the land; or*
 - (b) *having made reasonable efforts to locate the owner of the property is unable to do so.*

Section 6.12 of the *Local Government Act 1995* states:

- (1) *Subject to subsection (2) and any other written law, a local government may —*
 - (a) *when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or*
 - (b) *waive or grant concessions in relation to any amount of money; or*
 - (c) *write off any amount of money,**which is owed to the local government.*

Section 6.74 of the *Local Government Act 1995* states:

- (1) *If land is —*
 - (a) *rateable land; and*
 - (b) *vacant land; and*
 - (c) *land in respect of which any rates or service charges have been unpaid for a period of at least 3 years,**the local government in whose district the land is situated may apply in the form and manner prescribed to the Minister to have the land revested in the Crown in right of the State.*
- (2) *The Minister is to consider the application and the circumstances surrounding the application and may grant or refuse the application.*
- (3) *If the application is granted the Minister is to execute a transfer or conveyance of the land to the Crown and is to deliver the transfer or conveyance to the Registrar of Titles or the Registrar of Deeds and Transfers, as the case requires, for registration.*
- (4) *Upon the delivery of the transfer or conveyance Schedule 6.3 clause 8 has effect in relation to the exercise of the power referred to in subsection (1).*

FINANCIAL AND RESOURCE IMPLICATIONS:

Currently the outstanding rates and charges on the two (2) properties total \$15,514. Both properties have an annual charge of the current minimum rate and minimum ESL of \$1,120.

INTEGRATED PLANNING LINKS:

| | |
|--|--|
| Strategic Direction: Leadership | Aspiration: A strong local democracy with an engaged community, effective partnerships, visionary leadership and well informed decision-making. |
| Outcome 4.2 | Decision making is ethical, informed and inclusive. |

REGIONAL OUTCOMES:

There are no impacts to regional outcomes.

RISK MANAGEMENT:

The Minister may refuse the City's application to have these vacant land parcels reverted in the Crown. If the application is refused the City would then need to attempt to sell the land parcels by way of a public auction, and if unsuccessful transfer the land to itself. The cost of this action would exceed the value of the land parcels.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

The following options were considered by City Officers:

Alternative Option 1:

Upon taking possession of the land, sell the land, pursuant to section 6.64(1)(c) of the *Local Government Act 1995*.

This option was not recommended due to the cost involved in going to auction and the growing trend of ratepayers wishing to dispose of land in rural remote town sites with no interested buyers. The remoteness of these small town site lots and the fact that they cannot be group rated makes them nigh on impossible to sell. Any potential buyer would be paying the minimum annual rates and charges. For the current financial year, these charges are \$1,120 for each Lot.

Alternative Option 2:

Upon taking possession of the land, cause the land to be transferred to itself, pursuant to section 6.64(1)(d) of the *Local Government Act 1995*.

This option was not recommended due to the cost to maintain vacant land taking into account the remoteness of the Tardun Townsite and having no recognised strategic or future worth to the City.

CCS725 STATEMENT OF FINANCIAL ACTIVITY TO 31 AUGUST 2022

| | |
|--------------------------|---|
| AGENDA REFERENCE: | D-22-113550 |
| AUTHOR: | C Cabugas, A/Senior Management Accountant / Analyst |
| EXECUTIVE: | P Radalj, Director Corporate and Commercial Services |
| DATE OF REPORT: | 6 September 2022 |
| FILE REFERENCE: | FM/17/0009 |
| ATTACHMENTS: | Yes (x1) Monthly Management Report for period ended 31 August 2022 |

EXECUTIVE SUMMARY:

The purpose of this report is to provide Council with a comprehensive report on the City's finances to 31 August 2022.

The statements in this report include no matters of variance considered to be of concern for the current budgeted end of year position.

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 statement of activity for the period 1 July 2022 to 31 August 2022, as attached.

PROPONENT:

The proponent is the City of Greater Geraldton.

BACKGROUND:

The financial position at the end of August 2022 is detailed in the attached report and summarised as follows, the variances between Year-to-Date (YTD) budgeted forecasts and actuals (including commitments):

| | | | | | |
|--------------------------|----|------------|-------|------------------|---|
| Operating Income | \$ | 30,390 | 0.0% | over YTD Budget | ☑ |
| Operating Expenditure | \$ | 153,338 | 0.8% | under YTD Budget | ☑ |
| Net Operating | \$ | 183,729 | 0.4% | over YTD Budget | ☑ |
| Capital Expenditure | \$ | 43,739 | 0.8% | under YTD Budget | ☑ |
| Capital Revenue | \$ | 279,820 | 99.4% | over YTD Budget | ☑ |
| Cash at Bank – Municipal | \$ | 41,568,589 | | | |
| Cash at Bank – Reserve | \$ | 39,279,435 | | | |
| Total Funds Invested | \$ | 79,942,491 | | | |

| | |
|--|--------|
| Current Rates Collected to August 2022 | 59.65% |
| Current Rates Collected to August 2021 | 60.51% |
| | |
| Rates Arrears Collected to August 2022 | 14.17% |
| Rates Arrears Collected to August 2021 | 14.82% |

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 budget. The financial position presented in the August financials show a YTD positive variance of \$183,729 in the net operating surplus/(deficit) result (this takes into account commitments).

COMMUNITY, ECONOMY, ENVIRONMENT AND LEADERSHIP ISSUES:

Community:

There are no adverse community impacts.

Economy:

There are no adverse economic impacts.

Environment:

There are no adverse environmental impacts.

Leadership:

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 the local government to prepare a statement of financial activity each month, reporting on the source and application of funds as set out in the adopted annual budget.

A statement of financial activity and any accompanying documents are to be presented at an Ordinary Meeting of the Council within two months after the end of the month to which the statement relates.

FINANCIAL AND RESOURCE IMPLICATIONS:

As disclosed in the attached report.

INTEGRATED PLANNING LINKS:

| | |
|--|--|
| Strategic Direction: Leadership | Aspiration: A strong local democracy with an engaged community, effective partnerships, visionary leadership and well informed decision-making. |
| Outcome 4.2 | Decision making is ethical, informed and inclusive |
| Outcome 4.3 | Accountable leadership supported by a skilled and professional workforce |
| Outcome 4.4 | Healthy financial sustainability that provides capacity to respond to change in economic conditions and community priorities |

REGIONAL OUTCOMES:

There are no impacts to regional outcomes.

RISK MANAGEMENT:

Provision of monthly financial reports to Council fulfils relevant statutory requirements and is consistent with good financial governance.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

There are no alternative options to consider.

12.3 REPORTS OF INFRASTRUCTURE SERVICES

| | |
|-------|---|
| IS266 | CSRFF FORWARD PLANNING GRANT APPLICATION & SELF-SUPPORTING LOAN– ROVER FOOTBALL CLUB (INC). |
|-------|---|

| | |
|--------------------------|---|
| AGENDA REFERENCE: | D-22-110919 |
| AUTHOR: | M Adams, Manager Sport & Leisure |
| EXECUTIVE: | C Lee, Director Infrastructure Services |
| DATE OF REPORT: | 27 September 2022 |
| FILE REFERENCE: | GO/6/0012-008 |
| ATTACHMENTS: | Yes (x4) 3 x Confidential A. CSRFF Forward Planning Application B. Confidential – CSRFF Grant Application Supporting Document C. Confidential – Self-Supporting Loan Application D. Confidential – 10 Year LTFP Support Document |

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council consideration for the Rover Football Club Inc. Community Sporting and Recreation Facilities Fund (CSRFF) Forward Planning Grant application.

The Rover Football Club Inc. (RFC) is seeking a financial contribution of \$243,588 (excluding GST) to upgrade the current change rooms and canteen at Greenough Oval. The total cost of the project is \$730,763 (excluding GST).

The City of Greater Geraldton received one (1) application for this round of CSRFF Annual and Forward Planning Grants.

In addition, the RFC is seeking a *\$136,364 (excluding GST) Self-Supporting Loan (SSL) from the City to be paid over seven years to partially fund their one-third contribution.

**Note: The loan amount is \$150,000, this is to cater for GST as RFC is not registered for GST.*

EXECUTIVE RECOMMENDATION:**PART A**

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

1. SUPPORT the Rover Football Club Inc. Community Sporting and Recreation Facilities Fund (CSRFF) Forward Planning Grant application for \$243,588 (excluding GST);
2. MAKE PROVISION in the FY2023-24 Annual Budget for this project subject to a successful State Government funding outcome of this application; and

3. ADVISE the Rover Football Club Inc. that any shortfall for the project is the Club's responsibility to fund.

PART B

That Council by Absolute Majority pursuant to Section 6.8(1) and Section 6.20(1)-(2) of the *Local Government Act 1995* RESOLVES to:

1. SUPPORT provision to Rover Football Club Inc. of a Self-Supporting Loan for *\$136,364 (excluding GST) to be repaid over seven years subject to a successful State Government funding outcome of this application; and
2. DIRECT the CEO to include provision of the Self-Supporting Loan in the 2023-24 budget.

PROPOSER:

The proposer is the Rover Football Club Inc.

BACKGROUND:

Community Sporting and Recreation Facilities Fund (CSRFF)

The Department of Local Government Sport and Cultural Industries (DLGSC), on behalf of the State Government, offers CSRFF funding to maintain or increase participation in sport and recreation with an emphasis on physical activity, through rational development of good quality, well designed and well utilised facilities. Forward Planning Grants must have a total project cost of over \$500,000.

CSRFF grants are usually offered based on one-third funding contribution from the applicant sporting body, one-third CSRFF and one-third Local Government. The CSRFF Annual Grants are opened annually in June and close 30 September with funds available from 1 July the following year.

The DLGSC does not guarantee applicants will receive the full amount of financial assistance requested. The level of financial assistance offered will be based on the overall significance of the proposed project, including the benefits provided to the community.

It should be noted that DLGSC notionally allocates \$1,000,000 of the \$12.5 million available to projects that improve the usability of facilities for female participants. Projects that address this issue, such as the upgrade of change rooms to cater for females including lockable, individual showers and more toilet cubicles in lieu of urinals, will be a priority.

There is no obligation on the Local Government to make a contribution to a community group project however, a contribution from all stakeholders (Local Government and community club/group) in a project that meets local needs will be viewed more favourably.

Application Summary

This project will entail significant upgrades to the current change room and kiosk building, which were built in 1975, and has since had minimal changes and upgrades. The present building is outdated and does not cater for the ever-growing and expanding football community. The new upgrades will include additional and improved change rooms to cater for the recent increase in women's football and diverse needs. A new treatment room and trainers' room allow for any overlap in change room usage requirements, and the redevelopment will incorporate an umpire's shower/change room catering to both genders.

RFC is seeking financial support for contribution for the following:

- Demolition of some internal walls of existing building
- Redevelopment of existing building to include:
 - Change rooms x 2
 - Change and treatment room
 - Shower rooms
 - Shower room 1: 3 x WC, 2 x hand basin, 6 x shower
 - Shower room 2: 2 x WC, 1 x hand basin, 3 x shower
 - Umpires shower/change room
 - 1 x WC, 1 x hand basin, 1 x shower
- Construction of change room addition – 9.680m x 13.310m
- Construction of store and trainers room addition: 2.850m x 9.680m
- Upgrade of canteen/kitchen facilities to comply with contemporary standards
- Installation of solar panels

The need for these upgrades is because the current change rooms do not adequately cater for all genders, junior players and cultural beliefs. The upgrades will encourage increased participation for female and junior players, as well as being culturally sensitive to all.

Rover Football Club Inc. (RFC)

The Rover Football Club Inc. is 127 years old with their first recorded game on April 7 1895. In 1976 they moved to its current home at Greenough Oval. The Club has a successful history with many premierships and also representation at the AFL level including Liam Ryan, Paddy Ryder and Chris Mainwaring.

The Club currently has nine junior teams (including one girls' team) and four senior teams, including a women's team. The Club proudly boasts a membership demographic of nearly 50% Indigenous players, with the Club benefitting from a mix of many cultures with a membership of over 500 Members.

The Rover Football Club Inc. is located at Greenough Oval at 11 Davies Road, Utakarra. This land is owned by the City of Greater Geraldton and the clubrooms are leased to RFC on a 21 year term. The current lease expires on 5 July 2036. Should the Club be successful in their application, the City will seek a Council resolution to gift the current buildings to the Club and amend the lease to amalgamate this portion of land in their lease agreement.

Geraldton Women's Football

Women's football has been very popular in Geraldton in recent years following the 2018 inaugural season and is increasing with participants and interest every year. In 2018 there were four teams with 140 registered players. The 2022 season had seven teams and 365 registered players.

There is also a youth girls junior football competition in Geraldton that started in 2020. In 2022 there were five teams with 106 players registered.

There are currently two women from the GNFL currently playing in the AFLW competition and at least twelve others playing in the WAFLW competition.

Inclusive Sporting Community

The need for being culturally sensitive and aware of people's needs is pivotal to an inclusive sporting community. RFC is a proud, culturally inclusive Club with Indigenous people making up approximately 50% of the membership, player and supporters group. There is also a growing group of Muslim players with cultural requirements. Having access to safe, hygienic and private facilities would address shortcomings of the building and encourage greater participation in sporting activities.

COMMUNITY, ECONOMY, ENVIRONMENT AND LEADERSHIP ISSUES:

Community:

The benefits to the community would be new change rooms that provided appropriate facilities equal to both male and female players, providing a safe and inclusive environment for all players using the facility.

Economy:

There are no adverse economic impacts.

Environment:

The upgraded plumbing and water-wise solutions would have a positive environmental impact.

Leadership:

These change rooms demonstrate significant improvements in gender and cultural equality and inclusiveness. This project will encourage other clubs to ensure their facilities offer the same opportunity to all participating players.

SCORING DETAILS

| FORM TYPE | AVERAGE SCORE |
|-----------------------------|---------------|
| Application Evaluation Form | 88.5 |
| Selection Criteria | 85 |
| TOTAL | 173.5 |

OVERALL PROJECT RATING

| | | |
|---|---|---|
| A | Supported – Well planned and needed by the municipality Proceed to council | <input checked="" type="checkbox"/> 200 – 150 |
| B | Project has merit – More planning or justification required Progress with City Officers | <input type="checkbox"/> 149 – 100 |
| C | Not Recommended – Project is not eligible Recommend further work before being considered in the next round | <input type="checkbox"/> 100 & Below |

Disclosure of Interest:

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

RELEVANT PRECEDENTS:

The City have supported the following successful CSRFF Annual/Forward Planning Grants:

- 2010 Geraldton Hockey Association – Construction of clubroom, office space and kitchen - \$230,000 (excluding GST)
- 2014 Wonthella Oval – Flood Lighting - \$500,000 (excluding GST)
- 2014 Upgrade of Wonthella Skate Park - \$600,000 (excluding GST)
- 2020 Geraldton Hockey Association – renewal of pitch surfaces - \$840,000 (excluding GST)

Council has previously supported community and sporting organisations through the provision of a self-supporting loan facility.

- Geraldton Clay Target Club – Item No. IS260.
Approved – 31 May 2022 - \$100,000 over 10 years.
- Geraldton Amateur Basketball Association - Item No. IS227.
Approved – 23 February 2021 - \$550,000 over 10 years.
- Geraldton Hockey Association - Item No IS228.
Approved – 23 February 2021 - \$600,000 over 10 years.
- Wonthella Bowling Club - Item No. CCS551.
Approved – 24 November 2020 – \$200,000 over 5 years.
- Geraldton Yacht Club - Item No. CCS296.
Approved – 28 November 2017 - \$250,000 over 10 years.

COMMUNITY/COUNCILLOR CONSULTATION:

Club delegates have met and discussed their project with Officers from the City and the DLGSC Midwest Regional Manager.

On review of the Self-Supporting Loan Application (Attachment No. IS266C Confidential), errors were identified in the financial total budget table. RFC were contacted and the relevant amendments were made to the SSL application via written correspondence.

On review of the estimated expenditure financials for the total expenditure of the project in RFC's CSRFF Forward Planning Application (Attachment No. IS266A) and CSRFF Grant Application Supporting Document (Attachment No. IS266B Confidential) they are consistent with the SSL amended financials although they are listed in those documents as GST inclusive.

LEGISLATIVE/POLICY IMPLICATIONS:

City Officers can confirm that the Club application meets the CSRFF guidelines.

Council Policy 1.8 – Community Funding Programs provides the following guidelines (extract 6):

- *CSRFF Funding: The City will accept applications as part of the CSRFF program and process applications in line with the Department of Local Government, Sport and Cultural Industries guidelines. Each eligible application will be assessed by the City administration. Recommendations and priority listings will be presented to Council for consideration.*
- *Council will consider providing self-supporting loans to incorporated clubs or organisations based in the City who undertake to meet the capital, interest and loan guarantee payments, for the purpose of capital improvements to land or buildings.*

The term will be limited to a maximum of 10 years, and organisations may have only one active self-supporting loan at any given time.

The application will be required to demonstrate capacity to fund the replacement or renewal of the improvements through a reserve or sinking fund, whilst servicing the loan. Approval will only be considered where this can be adequately demonstrated through a forward financial plan.

Applications will be assessed by the City administration, with recommendations presented to Council for their endorsement.

The Club's applications meet the requirements of both the current policies.

FINANCIAL AND RESOURCE IMPLICATIONS:

The City's finance team have reviewed the financial statements provided by RFC and confirmed it is in a stable financial position and will be able to proceed with the project should their CSRFF and SSL applications be successful. However, should the *\$136,364 (excluding GST) SSL not be approved as part of this application, RFC does not have the required cash to contribute one-third (\$243,588 excluding GST) to the project.

The total project cost of the facility upgrade is \$730,763 (excluding GST), RFC are seeking \$243,588 (excluding GST) from the City in the form of a cash contribution as per the CSRFF Forward Planning grant guidelines amounting to a third of the total project cost, \$243,588 (excluding GST) from DLGSC and *\$136,364 (excluding GST) in the form of a self-supporting loan from the City to supplement their cash contribution and in-kind /donations. Should their application be successful the CSRFF grant payment and the City's contribution would be payable in the 2023-24 financial year.

Each year as part of the budget process, Council allocates funds based on the amounts negotiated during the CSRFF application process and subsequent acknowledgement by the DLGSC of the successful applicants. As this would impact the next financial year's budget, \$243,588 (excluding GST) would need to be added to operating expenditure as part of the next budget process. Currently, Council has approved \$68,200 for the Wonthella Bowling Club as a CSRFF contribution in the 2023-24 annual budget. At this point Officers are unable to comment on what operating result the City will be budgeting in 2023-24 or what the potential impacts of an additional \$243,588 (excluding GST) to operating expenditure would have \$243,588 (excluding GST) as a percentage of the current financial year rates levied is 0.48%.

The CSRFF guidelines require a sinking fund to be established by setting aside revenue over a period to meet future capital expenses. The annual amount to be set aside is determined by the expected life of the asset. RFC has considered and provided a breakdown of the whole life of cost of the asset which is included in the attached confidential supporting documents.

As part of the RFC's one-third contribution of \$243,588 (excluding GST) they are providing \$44,814 cash, \$62,409 in-kind/donations and are seeking a self-supporting loan from the City for *\$136,364 with a seven-year term. As per the City's Council Policy 1.8 Community Funding Program:

- Self-Supporting Loans are for community and sporting groups for the purposes of capital improvements to land or buildings.

The RFC have no current self-supporting loans outstanding with the City.

As part of the SSL application, RFC have provided their 10 year long term financial plan, Attachment No. IS266D Confidential – 10 Year LTFFP Support Document. Officers have analysed the detail and based on the forecast assumptions and cash flows there is no evidence to suggest the association would not have the capacity to service and repay the loan from its operations. The current level of exposure (principal outstanding) as of 1 July 2022 the Council has on all SSL amounts to \$891,418:

- Geraldton Hockey Association \$571,737
- Geraldton Yacht Club - \$159,289
- Wonthella Bowling Club - \$160,392

And approved but not yet drawn SSL amounts:

- Geraldton Amateur Basketball Association - \$550,000
- Geraldton Clay Target Club - \$100,000

In summary of the above, if endorsed by Council and the application is successful in receiving CSRFF funding the City would be providing \$243,588 (excluding GST) as a cash contribution and *\$136,364 (excluding GST) in the form of a self-supporting loan which has no net cost to the City in 2023-24.

**Note: The loan amount is \$150,000, this is to cater for GST as RFC is not registered for GST.*

INTEGRATED PLANNING LINKS:

| | |
|---|---|
| Strategic Direction: Community | Aspiration: Our Culture and heritage is recognised and celebrated. We are creative and resilient. We can all reach our full potential. |
| Outcome 1.1 | Enhanced lifestyle through spaces, places, programs and services that foster connection and inclusion. |
| Outcome 1.5 | The opportunity for all to reach their potential exists. |
| Outcome 1.8 | Active living and recreation is encouraged. |
| Outcome 1.9 | A strong sports culture exists through well-planned facilities. |

REGIONAL OUTCOMES:

As the regional capital for the Mid-West region, many of the City's facilities play a role in regional amenities. Strong local facilities allow country residents to participate in sporting events and activities without having to travel outside the region.

RISK MANAGEMENT:

Whilst there is no direct risk to the City for the CSRFF application, a successful project outcome will alleviate the ongoing maintenance costs the City currently faces maintaining an aging facility.

City Officers have undertaken a thorough review of past, current and future projections on the revenue and expenditure trends of the RFC, including cash flow projections and current balance sheet position, to determine the financial capacity of the applicant to service this commitment.

Clauses and/or conditions contained within the self-supporting loan agreement between the City and the approved applicant will provide default powers.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

The following options were considered by City Officers:

- NOT SUPPORT the Rover Football Club's CSRFF Small Grant application for \$243,588 (excluding GST). Officers do not support this option as it would greatly impact the Club's ability to carry out the construction of the project and any future applications extend the time to complete the project and costs increase due to inflation.
- SUPPORT the Rover Football Club's CSRFF Small Grant application with no financial contribution from the City. Officers do not support this option as the Club would not be in a position financially to carry out this project.
- REDUCE the self-supporting loan value to lower the financial risk exposure to City borrowings. Officers do not support this option as the application indicates the loan would have an immaterial impact on the City's Debt Service Ratio or debt capacity going forward. It would also impact the Club's ability to carry out the construction of the project or at the least significantly impact the deliverable outcomes.
- DECLINE the self-supporting loan application. Officers do not support this option as the Club cannot complete the proposed project without the additional loan.

12.4 REPORTS OF OFFICE THE CEO

Nil.

12.5 REPORTS TO BE RECEIVED**RR41 REPORTS TO BE RECEIVED - SEPTEMBER**

| | |
|--------------------------|---|
| AGENDA REFERENCE: | D-22-118156 |
| AUTHOR: | R McKim, Chief Executive Officer |
| EXECUTIVE: | R McKim, Chief Executive Officer |
| DATE OF REPORT: | 16 September 2022 |
| FILE REFERENCE: | GO/6/0012-008 |
| ATTACHMENTS: | Yes (x2) 1 x Confidential |
| | A. Delegated Determinations and Subdivision Applications for Planning Approval |
| | B. Confidential - List of Accounts Paid Under Delegation - August 2022 |

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 5.20 of the Local Government Act 1995 RESOLVES to:

1. RECEIVE the following appended reports:
 - a. Reports – Development and Community Services:
 - i. DCSDD186 - Delegated Determinations and Subdivision Applications for Planning Approval; and

PART B

That Council by Simple Majority, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 RESOLVES to:

1. RECEIVE the following appended reports:
 - a. Reports – Corporate and Commercial Services:
 - i. CCS726 – Confidential Report – List of Accounts Paid Under Delegation - August 2022.

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, ECONOMY, ENVIRONMENT AND LEADERSHIP ISSUES:

Community:

There are no adverse community impacts.

Economy:

There are no adverse economic impacts.

Environment:

There are no adverse environmental impacts.

Leadership:

There are no adverse leadership 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:

| | |
|--|--|
| Strategic Direction: Leadership | Aspiration: A strong local democracy with an engaged community, effective partnerships, visionary leadership and well informed decision-making. |
| Outcome 4.3 | Accountable leadership supported by a skilled and professional workforce |

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

| |
|---|
| NM28 DEMOLITION OF DERELICT COMMERCIAL BUILDINGS |
|---|

| | |
|-------------------------------|---|
| AGENDA REFERENCE: | D-22-111203 |
| AUTHOR: | Mayor S Van Styn |
| EXECUTIVE: | R McKim, Chief Executive Officer |
| DATE OF REPORT: | 1 September 2022 |
| FILE REFERENCE: | GO/6/0008 |
| APPLICANT / PROPONENT: | Council |
| ATTACHMENTS: | No |

COUNCIL MEMBER COMMENT:

It is evident from crime in and around derelict commercial buildings in Geraldton that Council needs to take action in seeing derelict sites secured or demolished before the situation spreads.

These buildings have turned into derelict sites, full of evidence of graffiti, drug use, vandalism and fires. The sites are not secure, open to the public and are being readily accessed by children, vandals, drug users and squatters in an unsafe manner. They are in no way safe for human habitation. One of these sites is the Greenough River Resort.

This site has remained derelict for many years. There is an additional risk here with the possibility of a fire spreading into the dense wattle growth of the Greenough River Reserve causing a major bush fire.

EXECUTIVE COMMENT:

The City has several sites that have been vacant for an extensive period of time, subsequently the buildings have fallen into serious disrepair which in turn has created a number of issues for both the City and the community.

The Greenough River Resort located on Lot 100 (20) Dover Court, Cape Burney is possibly one such site. The resort has been vacant for over a decade and at times has been left unsecured. The buildings have been heavily vandalised including areas damaged by fire. Of concern is the site's proximity to the Greenough River and its surrounding natural vegetation areas.

When fences are damaged children can enter the site along with other elements that potentially could cause further damage especially if a fire is lit.

There are several avenues the City may follow to bring about this action including Health, Building and Bushfire legislation. The recommendation that the City initiate legal action to have the site potentially demolished could assist in mitigating potential risks to surrounding properties and the natural bushland areas.

INTEGRATED PLANNING LINKS:

| | |
|---|---|
| Strategic Direction: Community | Aspiration: Our Culture and heritage is recognised and celebrated. We are creative and resilient. We can all reach our full potential. |
| Outcome 1.3 | Pride in place and a sense of belonging is commonplace. |
| Outcome 1.4 | Community safety, health and well-being is paramount. |
| Strategic Direction: Environment | Aspiration: Our natural environment has a voice at the table in all our decisions. We are a leader in environmental sustainability. |
| Outcome 3.1 | A City that is planned, managed and maintained to provide for environmental and community well being. |

COUNCIL MEMBER MOTION:

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

1. DIRECT the CEO to initiate legal action for the demolition of buildings on Lot 100 (20) Dover Court, Cape Burney (the former Greenough River Resort).

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 if required.

CCS727 RFT 2122 11 NATURAL AREAS REHABILITATION SERVICES

| | |
|--------------------------|---|
| AGENDA REFERENCE: | D-22-113565 |
| AUTHOR: | C Bryant, Coordinator Procurement, B Pearce, Manager Corporate Compliance and Safety |
| EXECUTIVE: | P Radalj, Director Corporate and Commercial Services |
| DATE OF REPORT: | 11 August 2022 |
| FILE REFERENCE: | FM/25/0250 |
| ATTACHMENTS: | Yes (x1) Confidential Confidential – RFT 2122 11 Evaluation Report |

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval to award tender RFT 2122 11 Natural Areas Rehabilitation Services to the preferred tenderer.

The contract is to run for a period of two years for delivery of budgeted natural areas rehabilitation services.

The initial contract will be in place from 3 October 2022 to 2 October 2024 with the option for a one year extension exercisable at the discretion of the Principal.

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 2122 11 Natural Areas Rehabilitation Services to the preferred tenderer; and
2. RECORD the estimated annual contract value in the minutes.

PROPONENT:

The proponent is the City of Greater Geraldton.

BACKGROUND:

Tender RFT 2122 11 Natural Areas Rehabilitation Services (RFT) was advertised in The West Australian on 9 July 2022, in the Geraldton Guardian on 8 July 2022, and the City's TenderLink e-Tendering Portal. The RFT closed on 1 August 2022.

Thirteen suppliers registered to receive copies of the tender and one submission was received. The tender assessment was undertaken by a panel of five Officers with three voting and two non-voting.

The RFT has a two year duration commencing from the date of award and has a one year extension option at the absolute discretion of the City. The City has adopted a two year supply contract period for a variety of goods and services used in the maintenance programs.

There has previously been multiple short term minor contracts via Request for Quote (RFQ) in place for Natural Areas Rehabilitation Services. The latest being under RFQ VP169152 Natural Areas Rehabilitation Services.

COMMUNITY, ECONOMY, ENVIRONMENT AND LEADERSHIP ISSUES:

Community:

Well maintained natural areas support the community by enabling public open spaces to be enjoyed and reduces the likelihood of accidents or injury caused to members of the public and property.

Economy:

Award of this tender will result in City funds flowing into the local economy through the employment of local community members such as labourers, and supporting local businesses for machinery hire and herbicide supply requirements.

A two year service contract also allows the City to carry out natural areas rehabilitation services from proven suppliers with planned costs.

Environment:

All proposed natural areas rehabilitation services will be undertaken with care for the environment in mind. Tenderers were asked to provide evidence of environmentally sustainable practices in their tender submission.

Leadership:

Successful tenderers are required to provide a comprehensive Safety Management Plan with works monitored by the City through Key Performance Indicator (KPI) checklists and safety management audits.

Disclosure of Interest:

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

RELEVANT PRECEDENTS:

As detailed above, these specific works have not been previously tendered. However, there are City precedents for procurement processes approaching tender threshold to be assessed and issued as public requests for tender. Such an example are the recent RFT 2122 14 Pump Servicing & Maintenance (Item No. CCS686) and RFT 2021 22 Supply of Plumbing Maintenance Services.

COMMUNITY/COUNCILLOR CONSULTATION:

Community and Councillor consultation does not occur with the award of the two year supply contracts for essential services. Consultation relating to these activities takes place when Council confirms the annual budget for such essential services.

LEGISLATIVE/POLICY IMPLICATIONS:

The *Local Government Act 1995* and Council Policy 4.9 Procurement of Goods and Services were observed when preparing and recommending the award of this tender. Safe work methods and environmental management in line with legislative requirements will be observed as part of the delivery of the contract.

FINANCIAL AND RESOURCE IMPLICATIONS:

The approximate expenditure on Natural Areas Rehabilitation Services is \$183,000 (excluding GST) per annum. Assuming all extension periods are exercised, the estimated total contract value over three years is \$549,000 (excluding GST). These funds are sourced from the Engineering Services budget.

INTEGRATED PLANNING LINKS:

| | |
|---|---|
| Strategic Direction: Economy | Aspiration: A healthy thriving and resilient economy that provides opportunities for all whilst protecting the environment and enhancing our social and cultural fabric. |
| Outcome 2.1 | Local business is empowered and supported. |
| Strategic Direction: Environment | Aspiration: Our natural environment has a voice at the table in all our decisions. We are a leader in environmental sustainability. |
| Outcome 3.1 | A City that is planned, managed and maintained to provide for environmental and community wellbeing. |
| Outcome 3.6 | The natural environment is valued, protected and celebrated. |

REGIONAL OUTCOMES:

This contract will ensure well maintained natural areas throughout the City of Greater Geraldton district, which enhances the comfort and safety of the community.

RISK MANAGEMENT:

The services carried out under this contract will ensure well maintained natural areas, reducing the likelihood of accidents or injury caused to members of the public and property. In addition the successful tenderer shall have documented management plans in place to ensure the safety and protection of workers and the community in relation to this service.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

This RFT was called to ensure compliance with the Legislative procurement requirements of the *Local Government Act 1995*. The following alternative was considered in the procurement planning phase prior to calling this tender:

1. CONTINUE to conduct yearly Requests for Quotation and create short term minor contracts for Natural Areas Rehabilitation Services. This option is not supported due to the volume of administrative effort this would require, and the potential to have higher costs through many smaller purchases.

CCS728 RFT 2223 12 SECURITY SERVICES

| | |
|--------------------------|--|
| AGENDA REFERENCE: | D-22-115140 |
| AUTHOR: | C Bryant, Coordinator Procurement B Pearce, Manager Corporate Compliance and Safety |
| EXECUTIVE: | P Radalj, Director Corporate and Commercial Services |
| DATE OF REPORT: | 7 September 2022 |
| FILE REFERENCE: | FM/25/0273 |
| ATTACHMENTS: | Yes (x1) Confidential Confidential – RFT 2223 12 Evaluation Report |

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval to award tender RFT 2223 12 Security Services separable portions to the preferred tenderers.

The contract is to run for a period of two years for delivery of budgeted security services.

The initial contract will be in place from 1 October 2022 to 30 September 2024 with the option for a one year extension exercisable at the discretion of the Principal.

Mayor S Van Styn declared a Financial Direct interest in Item No. CCS728 RFT 2223 12 Security Services as his company tendered.

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 2223 12 Security Services separable portions to the preferred tenderers; and
2. RECORD the estimated annual contract value in the minutes.

PROPONENT:

The proponent is the City of Greater Geraldton.

BACKGROUND:

Immediately prior to this RFT 2223 12 Security Services being advertised, there was a tender RFT 2223 02 Security Services advertised, which did not progress.

Tender RFT 2223 02 Security Services (RFT) was advertised in The West Australian on 28 May 2022, in the Geraldton Guardian on 27 May 2022, and the City's TenderLink e-Tendering Portal. The RFT closed on 20 June 2022.

Nine suppliers registered to receive copies of the tender and two submissions were received. The tender assessment was undertaken by a panel of five Officers with three voting and two non-voting.

During the evaluation of RFT 2223 02, it became apparent that for the City to achieve best value for money, the tender responses would need to be rejected, and a new tender issued with revised specifications, price schedules, and separable portions. This was done, and the new RFT was advertised.

Tender RFT 2223 12 Security Services (RFT) was advertised in The West Australian on 6 August 2022, in the Geraldton Guardian on 9 August 2022, and the City's TenderLink e-Tendering Portal. The RFT closed on 22 August 2022.

Seven suppliers registered to receive copies of the tender and two submissions were received. The tender assessment was undertaken by a panel of five Officers with three voting and two non-voting. The recommended tenderers have an operation based locally.

The RFT has a two year duration commencing from the date of award and has a one year extension option at the absolute discretion of the City. The City has adopted a two year supply contract period for a variety of goods and services used in the maintenance programs.

There has previously been a two year contract for Security Services RFT 17 1819 Provision of General Security Services (Including Cash Transits).

COMMUNITY, ECONOMY, ENVIRONMENT AND LEADERSHIP ISSUES:

Community:

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

Economy:

Awarding of this tender will result in City funds flowing into the local economy through the employment of local community members such as security staff, supporting local businesses.

A two year supply contract also allows the City to carry out security services from proven suppliers with planned costs.

Environment:

There are no adverse environmental impacts.

Leadership:

Successful tenderers are required to provide a comprehensive Safety Management Plan with works monitored by the City through Key Performance Indicator (KPI) checklists and safety management audits.

Disclosure of Interest:

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

RELEVANT PRECEDENTS:

Council previously awarded a two year supply contract RFT 17 1819 Provision of General Security Services (Including Cash Transits) for three separable portions on 27 August 2019 – Item No. DCS418. The initial contract was in place from 1 October 2019 to 30 September 2021, with an extension to three of the portions contracts approved until 30 September 2022. Portion C (City Organised Events) was terminated at the request of the Contractor on 5 October 2021, and a subsequent request for quote VP271598 was awarded with an expiry of 30 September 2022 to align with the other portions.

COMMUNITY/COUNCILLOR CONSULTATION:

Community and Councillor consultation does not occur with the award of the two year supply contracts for essential services. Consultation relating to these activities takes place when Council confirms the annual budget for such essential services.

LEGISLATIVE/POLICY IMPLICATIONS:

The *Local Government Act 1995* and Council Policy 4.9 Procurement of Goods and Services were observed when preparing and recommending the award of this tender. Safe work methods and environmental management in line with legislative requirements will be observed as part of the delivery of the contract.

FINANCIAL AND RESOURCE IMPLICATIONS:

The approximate expenditure on Security Services is \$207,000 (excluding GST) per annum. Assuming all extension periods are exercised, the estimated total contract value over three years is \$621,000 (excluding GST).

INTEGRATED PLANNING LINKS:

| | |
|---------------------------------------|---|
| Strategic Direction: Community | Aspiration: Our Culture and heritage is recognised and celebrated. We are creative and resilient. We can all reach our full potential. |
| Outcome 1.4 | Community safety, health and well-being is paramount. |
| Strategic Direction: Economy | Aspiration: A healthy thriving and resilient economy that provides opportunities for all whilst protecting the environment and enhancing our social and cultural fabric. |
| Outcome 2.1 | Local business is empowered and supported. |

REGIONAL OUTCOMES:

The presence of security officers at events and City facilities provides a proactive preventative approach towards anti-social behaviour, which enhances the comfort and safety of the community.

RISK MANAGEMENT:

The services carried out under this contract will provide a security presence at events and City facilities, reducing anti-social behaviour. In addition, the successful tenderers shall have documented management plans in place to ensure the safety and protection of workers and the community in relation to this service.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

This RFT was called to ensure compliance with the legislative procurement requirements of the *Local Government Act 1995*. The following alternative was considered in the procurement planning phase prior to calling this tender:

1. CALL for individual quotations and tenders for specific security services. This option is not supported and was discounted due to the volume of administrative effort required, and the potential to have higher costs through multiple small purchases.

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: <https://www.cgg.wa.gov.au/council-meetings/>