



ORDINARY MEETING OF COUNCIL
AGENDA

28 NOVEMBER 2023

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CITY OF GREATER GERALDTON
ORDINARY MEETING OF COUNCIL
TO BE HELD ON TUESDAY, 28 NOVEMBER 2023 AT 5.00PM
CHAMBERS, CATHEDRAL AVENUE

A G E N D A

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:

4 DISCLOSURE OF INTERESTS

Nil.

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 J Critch	5 January 2024	21 January 2024	26/09/2023
Cr J Critch	26 January 2024	1 February 2024	26/09/2023
Cr M Librizzi	15 March 2024	1 April 2024	31/10/2023

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

**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 S Keemink for the period 26 December 2023 to 23 January 2024; and
 - b. Cr P Fiorenza for the period 12 January to 22 January 2024.

8 PETITIONS, DEPUTATIONS

Nil.

9 CONFIRMATION OF MINUTES

RECOMMENDED that the minutes of the Ordinary Meeting of Council held on 31 October 2023, 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
1 November 2023	Photo for Media Release - WALGA Tesla Vehicle	Mayor Jerry Clune
1 November 2023	Filming for Council Update Videos - Outcomes of Council Meetings 2023	Mayor Jerry Clune
1 November 2023	Geraldton Crime Prevention Expo	Mayor Jerry Clune
2 November 2023	Meeting with Port of Rotterdam and Mid West Ports Authority (MWPA)	Mayor Jerry Clune
2 November 2023	Photo for Media Release - Successful application to Government Resilience Fund (\$500,000)	Mayor Jerry Clune
3 November 2023	Triple M Interview - Outcomes of Council Meeting 2023	Mayor Jerry Clune
3 November 2023	Meeting with Resident – Dust Issues in Spalding	Mayor Jerry Clune
3 November 2023	Midwest Early Years Network Achievement Awards	Cr Jenna Denton
4 November 2023	Festival of Lights – Midwest Multicultural Association	Mayor Jerry Clune
7 November 2023	Concept Forum	Mayor Jerry Clune
8 November 2023	Passport to Education (P2E) 2023 Program – Meet the Mayor	Mayor Jerry Clune
10 November 2023	Australian Citizenship Ceremony	Mayor Jerry Clune
11 November 2023	Remembrance Day Service	Mayor Jerry Clune
11 November 2023	Multicultural Concert for Seniors Week 2023	Mayor Jerry Clune
11 November 2023	The Geraldton Health Professionals' Ball	Deputy Mayor Cr Natasha Colliver
13 November 2023	Mayor / CEO Regular Meeting	Mayor Jerry Clune
13 November 2023	Marketing and Media Regular Meeting	Mayor Jerry Clune
13 November 2023	Mayors Discretionary Fund – Process Review	Mayor Jerry Clune
13 November 2023	Meeting with Batavia Longboat Vice President – Request for Assistance with Haul	Mayor Jerry Clune
13 November 2023	Geraldton and Champion Bay Clontarf Academy – End of Year Awards 2023	Mayor Jerry Clune
14 November 2023	Additional Concept Forum	Mayor Jerry Clune
15 November 2023	Interim Year End Audit Statement	Mayor Jerry Clune
15 November 2023	Follow the Dream End of Year Celebration - 2023 Champion Bay End of Year Awards	Mayor Jerry Clune
15 November 2023	Mid West Chamber of Commerce and Industry (MWCCI) – Local Matters	Mayor Jerry Clune
16 November 2023	Triple M Interview - HMAS Sydney II 82nd Commemoration	Mayor Jerry Clune
16 November 2023	MWCCI Business Excellence Awards 2023 Finalist Event	Mayor Jerry Clune
17 November 2023	Mayor's Mystery Bus Tour 2023	Mayor Jerry Clune
17 November 2023	Mid West Sports Federation Awards - 51st Anniversary	Mayor Jerry Clune
18 November 2023	Midwest Indian Cultural Society (MICS) - Diwali Celebration	
19 November 2023	First Joint Commemoration of both Crews SYDNEY II / KORMORAN in Kiel/Laboe, Germany and Geraldton, Western Australia Afternoon Tea	Mayor Jerry Clune

19 November 2023	HMAS Sydney II - 82nd Commemorative Service	Mayor Jerry Clune
20 November 2023	Mayor / CEO Regular Meeting	Mayor Jerry Clune
20 November 2023	Marketing and Media Regular Meeting	Mayor Jerry Clune
20 November 2023	Regular Meeting - City of Greater Geraldton with Lara Dalton MLA, Member for Geraldton	Mayor Jerry Clune
20 November 2023	ABC Radio Interview - E-scooter trial and community survey	Mayor Jerry Clune
20 November 2023	Introduction - Mayor Jerry Clune and the Hon Steven Martin MLC, Member for the Agricultural Regions	Mayor Jerry Clune
21 November 2023	Regional Capitals Australia (RCA) – Board Meeting and Annual General Meeting	Mayor Jerry Clune
21 November 2023	Agenda Forum	Mayor Jerry Clune
22 November 2023	Invisible Boys - Meeting with the Film's Production Team	Mayor Jerry Clune
22 November 2023	All Ability Day Event	Mayor Jerry Clune
23 November 2023	Meeting with Local Business Owner - Introduction	Mayor Jerry Clune
23 November 2023	Development Assessment Panel (DAP) Member Training – via electronic means	Mayor Jerry Clune
24 November 2023	Mullewa Councillor Catch Up – Regular Meeting	Mayor Jerry Clune
25 November 2023	MWCCI Mid West Business Excellence Awards	Deputy Mayor Cr Natasha Colliver
27 November 2023	Northern Country Zone of WALGA Meeting - Coorow	Mayor Jerry Clune
27 November 2023	Mayor / CEO Regular Meeting	Mayor Jerry Clune
27 November 2023	Marketing and Media Regular Meeting	Mayor Jerry Clune
27 November 2023	Australian Vanadium Limited (AVL)- Meet and Greet Mayor and Project Update	Mayor Jerry Clune
28 November 2023	Ordinary Meeting of Council	Mayor Jerry Clune

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 SERVICES

Nil.

12.2 REPORTS OF COMMUNITY AND CULTURE

Nil.

12.3 REPORTS OF CORPORATE SERVICES

CS076	PETITION – FUNDING FOR PRELIMINARY STUDY OF JETTY FOR GERALDTON PROJECT
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AGENDA REFERENCE:	D-23-151268
AUTHOR:	K Wheeler, Governance Advisor
EXECUTIVE:	P Radalj, Director Corporate Services
DATE OF REPORT:	25 October 2023
FILE REFERENCE:	GO/6/0003
ATTACHMENTS:	Yes (x5)
	A. Petition – Jetty for Geraldton Project
	B. Geraldton Jetty Power Point Presentation
	C. HW & Associates - cost estimate email
	D. HW & Associates - Geraldton Jetty Opinion of Probable Cost 1
	E. HW & Associates - Geraldton Jetty Opinion of Probable Cost 2

EXECUTIVE SUMMARY:

The purpose of this report is to advise Council a petition was received by the City of Greater Geraldton (the City) on 24 October 2023, petitioning the City to commit \$200,000 towards a preliminary study to construct a jetty at Midalia Beach, Geraldton.

EXECUTIVE RECOMMENDATION:

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

1. RECEIVE the petition requesting the City commit funding for a preliminary study into construction of a jetty at Midalia Beach, Geraldton; and
2. REQUIRE the Chief Executive Officer to provide Council with a report on the subject of the petition.

PROPONENT:

The proponent is Mark O'Brien as the promoter of the petition.

BACKGROUND:

A petition has been presented to the Mayor of the City of Greater Geraldton, on 24 October 2023, requesting the Council consider committing funding of \$200,000 for preliminary studies into the construction of a jetty at Midalia Beach, Geraldton.

Petitioners request the Council consider:

We, the Jetty for Geraldton Community Group believes in the beauty of our region and the amazing experiences our coastline offers. Many of us love swimming, fishing, boating and enjoying water activities all year round.

We demonstrated our communities support for a jetty when we presented our concept to the City of Greater Geraldton at their Ordinary Meeting of Council Minutes, in February 2022. The Council, at this meeting, did not commit the \$200,000 required for the necessary preliminary studies, however it was decided that our funding request was to be reassessed this year.

The purpose of this petition is to highlight the communities desire once again for the jetty project and to urge councillors to commit to the \$200,000 in their new budget.

The Jetty for Geraldton Community Group, with over 7,400 followers, foresees this jetty as a way to boost local businesses, serve both visitors and residents and become a local tourist attraction.

The proposed location for the jetty, Midalia Beach, is in an already developed area with public parking, toilets, and a playground. This makes it accessible and convenient for everyone.

The reasons for the request are:

- *To establish a jetty which will boost local businesses, serve both visitors and residents, and become a popular tourist attraction.*

COMMUNITY, ECONOMY, ENVIRONMENT AND LEADERSHIP ISSUES:

Community:

The receipt of a compliant petition by the Council provides an opportunity for the Council to consider the views and the request of community members in relation to a matter of importance to members of the community.

Economy:

The economic benefit and cost of actions relating to the petition request will be incorporated into a report to Council where consideration will be given to funding for the preliminary studies of construction for a jetty at Midalia Beach, Geraldton.

Environment:

Any environmental impacts will be considered if the project advances.

Leadership:

The petition is compliant with the provisions of clause 5.10 of the *City of Greater Geraldton Meeting Procedures Local Law 2011*.

Disclosure of Interest:

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

RELEVANT PRECEDENTS:

The Jetty for Geraldton Community Group presented at the Council Concept Forum on 1 February 2022.

Council has previously received petitions, most recently on 27 June 2023 – Item No. CS044 Petition – To Construct a Footpath along Maley Way, Beachlands.

COMMUNITY/COUNCILLOR CONSULTATION:

The petition was signed by 711 community members.

LEGISLATIVE/POLICY IMPLICATIONS:

The provisions for the receipt of compliant petitions are contained in clause 5.10 of the *City of Greater Geraldton Meeting Procedures Local Law 2011*.

5.10 Petitions

(1) *A petition is to—*

- (a) *be addressed to the Mayor or CEO;*
- (b) *be made by at least 50 electors of the district;*
- (c) *state the request on each page of the petition;*
- (d) *contain the name, address and signature of each elector making the request, and the date each elector signed;*
- (e) *contain a summary of the reasons for the request; and*
- (f) *state the name of the person to whom, and an address at which, notice to the petitioners can be given.*

(1A) *Subject to subclause (1), the CEO may establish processes and procedures for the format, generation and lodging of petitions with the local government including by electronic or online means.*

(2) *Upon receiving a petition, the Local Government is to submit the petition to the relevant officer to be included in his or her deliberations and report on the matter that is the subject of the petition, subject to subclause (3).*

(3) *At any meeting, the Council is not to vote on any matter that is the subject of a petition presented to that meeting, unless—*

- (a) *the matter is the subject of a report included in the agenda; and*
- (b) *the Council has considered the issues raised in the petition.*

FINANCIAL AND RESOURCE IMPLICATIONS:

There are no financial implications of the receipt of the petition. The financial and resource implications of any action on the subject matter of the petition will be dealt with in a report to consider preliminary studies for construction of a jetty at Midalia Beach, Geraldton.

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 4.1	Meaningful customer experiences created for the people we serve.
Outcome 4.2	Decision making is ethical, informed and inclusive.

REGIONAL OUTCOMES:

There are no impacts to regional outcomes.

RISK MANAGEMENT:

Risk is minimised if the City follows the process outlined in the *City of Greater Geraldton Meeting Procedures Local Law 2011*.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

No alternative options were considered by City Officers, this petition meets the criteria as stipulated in the *City of Greater Geraldton Meeting Procedures Local Law 2011*.

CS077	LAND LEASE – PORTION OF GERALDTON AIRPORT - MARINE RESCUE GERALDTON INCORPORATED
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AGENDA REFERENCE:	D-23-151135
AUTHOR:	A Gartner, Airport Administration Supervisor
EXECUTIVE:	P Radalj, Director Corporate Services
DATE OF REPORT:	25 October 2023
FILE REFERENCE:	PM/6/0006-004
ATTACHMENTS:	No

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval to enter into a 20 year land lease agreement with Marine Rescue Geraldton Incorporated for portion of the State Emergency Service (SES) precinct at Geraldton Airport.

EXECUTIVE RECOMMENDATION:

That Council by Simple Majority pursuant to Section 3.58 of the *Local Government Act 1995* RESOLVES to:

1. ENTER into a 20 year land lease agreement for approximately 297.59m² with Marine Rescue Geraldton Incorporated;
2. SET the conditions as follows;
 - a. Enter into a 20 year lease agreement commencing 1 December 2023;
 - b. Commence the lease fee at \$1.00 per annum including GST;
3. MAKE the determination subject to an advertising notice period of not less than 14 days inviting public submissions;
4. ADVISE the lessee that they are responsible for separately paying:
 - a. All maintenance to the building;
 - b. All relevant insurances;
 - c. All applicable rates, taxes and other utilities; and
 - d. All expenses associated with the preparation, execution, and registration of the lease.

PROPONENT:

The proponent is Marine Rescue Geraldton Incorporated.

BACKGROUND:

Marine Rescue Geraldton Incorporated is affiliated with Marine Rescue WA and is formally approved under the Department of Fire and Emergency Services Act. At the Council meeting held 30 August 2022 a report (Item No. IS264 Geraldton Volunteer Marine Rescue Building) was presented informing Council of the current impact that storm surges have had on the Geraldton coastline especially at the Point Moore beach where the Geraldton Marine Rescue building is located above the City's public ablution block. The report stated:

"This situation now threatens the immediate future of the building and associated infrastructure, placing it at extreme risk from both erosion and inundation.

The purpose of this report is to seek Council approval to initiate managed retreat measures and to commence planning as required for relocation, and the ongoing provision of volunteer marine rescue services, should the current building become too hazardous to occupy.”

City Officers convened with Marine Rescue representatives at the Geraldton Multipurpose Centre to inspect and deliberate on the suitability of the boardroom for short-term use.

At the Ordinary Meeting of Council held 31 January 2023 (Item No. DS009 Lease – Marine Rescue Geraldton Incorporated) Council resolved to enter into a short term lease agreement for portion of the Geraldton Multipurpose Centre.

It has since been determined that the proposed site at Geraldton Airport State Emergency Service (SES) precinct was an ideal location for the development of a dedicated storage facility to accommodate Marine Rescue’s truck, rescue vessel and associated equipment.

The below image shows the proposed lease area at the Geraldton Airport SES precinct. Highlighted in yellow is the proposed shed site and in red is reserved for concrete slabs (combined area 297.59m²).



COMMUNITY, ECONOMY, ENVIRONMENT AND LEADERSHIP ISSUES:

Community:

Marine Rescue Geraldton are a not-for-profit organisation that has been supporting the local community since 1988. They maintain a 24/7 marine radio listening watch to provide rapid assistance to those in need and assist the Western Australia Police (WAPOL) to search for missing people or vessels.

Economy:

There are no adverse economic impacts associated with this proposal. Marine Rescue Geraldton have obtained Capital Grant funding from the Department of Fire and Emergency Services for the construction of the shed.

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's existing practice of leasing land at Geraldton Airport to the Bureau of Meteorology and Airservices Australia at a peppercorn rent establishes a precedent for supporting essential services. Extending this arrangement to include Marine Services Geraldton reflects the City's commitment to fostering crucial services in the region.

COMMUNITY/COUNCILLOR CONSULTATION:

Item No. IS264 - Geraldton Volunteer Marine Rescue Building was presented to Council on 30 August 2022 identifying the current erosion situation impacting the Marine Rescue Geraldton building and the City's public ablution block at Point Moore.

Council approved in Item No. DS009 – 31 January 2023, Marine Rescue's request to surrender their current lease on part of Reserve 2562 near Bob Davies Park, Marine Terrace, Point Moore, and enter into a short term lease over portion of the Geraldton Multipurpose Centre (GMC) on Reserve 50100.

LEGISLATIVE/POLICY IMPLICATIONS:

Section 3.58 of the *Local Government Act 1995* details the process for "disposing" (in this case leasing) of property.

Regulation 30 of the *Local Government (Functions and General) Regulations 1996* describes dispositions of property excluded from Section 3.58 of the *Local Government Act 1995* for recreational, sporting, and other like nature organisations and this would apply in this case.

FINANCIAL AND RESOURCE IMPLICATIONS:

A lease fee of \$1.00 per annum also known as a "peppercorn lease" has been proposed. Peppercorn leases are often used for not-for-profit organisations that are providing a valuable community service. It allows these organisations to operate with minimal financial burden.

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.
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Outcome 1.2	We are a community accountable for our actions.
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 3.2	Regional leader in adapting to climate change.
Outcome 3.5	An integrated emergency and land management approach

REGIONAL OUTCOMES:

Providing a facility for Marine Rescue Geraldton ensures the continuation of this vital service to the community.

RISK MANAGEMENT:

There are no risks identified with this proposal.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

There were no alternative options considered by City Officers.

CS078	STATEMENT OF FINANCIAL ACTIVITY AND STATEMENT OF FINANCIAL POSITION FOR THE PERIOD ENDED 31 OCTOBER 2023
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AGENDA REFERENCE:	D-23-152655
AUTHOR:	J McLean, Senior Management Accountant/Analyst
EXECUTIVE:	P Radalj, Director Corporate Services
DATE OF REPORT:	10 November 2023
FILE REFERENCE:	FM/17/0013
ATTACHMENTS:	Yes (x1) Monthly Management Report for period ended 31 October 2023

EXECUTIVE SUMMARY:

The purpose of this report is to provide Council with a comprehensive report on the City's finances to 31 October 2023.

EXECUTIVE RECOMMENDATION:

That Council by Simple Majority pursuant to Regulation 34 and 35 of the *Local Government (Financial Management) Regulations 1996* RESOLVES to:

1. RECEIVE the monthly statement of financial activity for the period ending 31 October 2023, as attached; and
2. RECEIVE the monthly statement of financial position as at 31 October 2023, as attached.

PROPONENT:

The proponent is the City of Greater Geraldton.

BACKGROUND:

The financial performance and position at the end of October 2023 is detailed in the attached report and summarised as follows, the variances between Year-to-Date (YTD) budgeted forecasts and actuals:

Operating Income	\$	1,155,887	1.7%	over YTD Budget	<input checked="" type="checkbox"/>
Operating Expenditure	\$	943,947	3.2%	over YTD Budget	<input checked="" type="checkbox"/>
Net Operating	\$	211,940	0.5%	over YTD Budget	<input checked="" type="checkbox"/>
Capital Expenditure	\$	709,791	5.4%	under YTD Budget	<input checked="" type="checkbox"/>
Capital Revenue	\$	740,617	20.7%	under YTD Budget	<input checked="" type="checkbox"/>

Cash at Bank – Municipal	\$	8,183,417
Cash at Bank – Reserve	\$	2,002,901

Total Funds Invested	\$	71,752,927
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Current Rates Collected to October 2023	74.29%
Current Rates Collected to October 2022	73.95%

Rates Arrears Collected to October 2023	26.94%
Rates Arrears Collected to October 2022	24.83%

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 performance presented in the October financials show a YTD positive variance of \$211,940 in the net operating surplus/(deficit) result.

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 now require presentation each month of a Statement of Financial Activity and Statement of Financial Position 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, reporting on the revenue and expenditure as set out in the adopted annual budget.

Regulation 35 of the *Local Government (Financial Management) Regulations 1996* now also requires the local government to prepare a statement of financial position as at the last day of the previous month.

A statement of financial activity, statement of financial position 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 statements relate.

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:

The 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.

Refer to section '16. Meeting Closed to Public' for additional Items:

*CS082 RFT 2324 01 Network Redesign; and
CS083 RFT 2324 09 Tree Pruning And Tree Removal Services*

12.4 REPORTS OF INFRASTRUCTURE SERVICES

Nil.

12.5 REPORTS OF OFFICE THE CEO**CEO110 RE-ESTABLISHMENT OF COUNCIL ADVISORY COMMITTEES – 2023-2025**

AGENDA REFERENCE:	D-23-149328
AUTHOR:	R McKim, Chief Executive Officer
EXECUTIVE:	R McKim, Chief Executive Officer
DATE OF REPORT:	6 November 2023
FILE REFERENCE:	GO/6/0009
ATTACHMENTS:	Yes (x2)
	A. Extract of DRAFT Committee Book 2023-2025
	B. Nominations to Committees 2023

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval to re-establish representation to Council Advisory Committees until they expire at the next ordinary Election Day being 18 October 2025.

The Behaviour Complaints Committee has Delegated Authority, as per Council Policy 4.32 Behaviour Complaints Committee Terms of Reference.

EXECUTIVE RECOMMENDATION:Part A

That the Council by Absolute Majority under Section 5.8 of the Local Government Act 1995 RESOLVES to:

1. RE-ESTABLISH the following listed Council Committees:
 - a. CEO Performance Review Committee;
 - b. City of Greater Geraldton Audit Committee;
 - c. Greenough Bushfire Advisory Committee;
 - d. Mullewa Bushfire Advisory Committee;
 - e. Greater Geraldton Crime Prevention Committee;
 - f. Greater Geraldton Community Grants Committee;
 - g. Geraldton Regional Art Advisory Committee;
 - h. Queen Elizabeth II Seniors and Community Centre Advisory Committee;
 - i. Heritage Advisory Committee; and
 - j. Behaviour Complaints Committee [Delegated Authority].

Part B

That the Council by Absolute Majority under Section 5.8 of the Local Government Act 1995 RESOLVES to:

1. REQUIRE each internal Council Committee at their first meeting held following this resolution to:
 - a. APPOINT by Committee resolution, a Council Member as Chairperson, and Council Member as a proxy Chairperson for the Committee; and

- b. REVIEW the terms of reference of the Committee and report to Council any required changes in relation to named membership of the Committee.

Part C

That the Council by Absolute Majority under Section 5.10, 5.11A and 7.1A of the Local Government Act 1995 RESOLVES to:

1. APPOINT the following Council members to the following Council Committees:
 - a. CEO Performance Review Committee (five members):
 - i. **Mayor J Clune**
 - ii. Council Member 2
 - iii. Council Member 3
 - iv. Council Member 4
 - v. Council Member 5
 - b. City of Greater Geraldton Audit Committee (four members one deputy committee member):
 - i. **Mayor J Clune**
 - ii. Council Member 2
 - iii. Council Member 3
 - iv. Council Member 4
 - v. Deputy Committee Member 1
 - c. Greenough Bushfire Advisory Committee (three members):
 - i. **Mayor J Clune**
 - ii. Council Member 2
 - iii. Council Member 3
 - d. Mullewa Bushfire Advisory Committee (four members):
 - i. **Mayor J Clune**
 - ii. Council Member 2
 - iii. Council Member 3
 - iv. Council Member 4
 - e. Greater Geraldton Crime Prevention Committee (three members one deputy committee member):
 - i. Council Member 1
 - ii. Council Member 2
 - iii. Council Member 3
 - iv. Deputy Committee Member 1
 - f. Greater Geraldton Community Grants Committee (five members):
 - i. Council Member 1
 - ii. Council Member 2
 - iii. Council Member 3
 - iv. Council Member 4
 - v. Council Member 5
 - g. Geraldton Regional Art Advisory Committee (four members):
 - i. Council Member 1
 - ii. Council Member 2
 - iii. Council Member 3
 - iv. Council Member 4

- h. Queen Elizabeth II Seniors and Community Centre Advisory Committee (four members):
 - i. Council Member 1
 - ii. Council Member 2
 - iii. Council Member 3
 - iv. Council Member 4
- i. Heritage Advisory Committee (five members):
 - i. Mayor J Clune**
 - ii. Council Member 2
 - iii. Council Member 3
 - iv. Council Member 4
 - v. Council Member 5
- j. Behaviour Complaints Committee (five members two deputy committee members):
 - i. Mayor J Clune**
 - ii. Council Member 2
 - iii. Council Member 3
 - iv. Council Member 4
 - v. Council Member 5
 - vi. Deputy Committee Member 1
 - vii. Deputy Committee Member 2

Part D

That the Council by Absolute Majority under Section 5.8 of the Local Government Act 1995 RESOLVES to:

1. APPOINT the Chief Executive Officer or his delegate as Executive Support and Coordinator of each Internal Council Committee; and
2. AMEND the Committee book accordingly.

PROPONENT:

The proponent is the City of Greater Geraldton (the City).

BACKGROUND:

Council Committees dissolve at the time of a Local Government Election, which occur every two years and therefore cannot meet until re-established by a Council decision. The Local Government Elections were held on 21 October 2023.

The City of Greater Geraldton is required to re-establish the Committees and delegates after the Council election.

Section 5.8 of the Local Government Act 1995 allows Council to establish, by Absolute Majority, Committees of three or more persons to assist Council and to exercise the powers and discharge the duties of the local government that can be delegated to Committees.

The following Committees are being addressed in this report:

- a. CEO Performance Review Committee;
- b. City of Greater Geraldton Audit Committee;

- c. Greenough Bushfire Advisory Committee;
- d. Mullewa Bushfire Advisory Committee;
- e. Greater Geraldton Crime Prevention Committee;
- f. Greater Geraldton Community Grants Committee;
- g. Geraldton Regional Art Advisory Committee;
- h. Queen Elizabeth II Seniors and Community Centre Advisory Committee;
- i. Heritage Advisory Committee; and
- j. Behaviour Complaints Committee [Delegated Authority].

As per Local Government Act – section 5.10(4) – the Local Government is to appoint the Mayor to be a member of a committee of which he has expressed a wish to be a member of. Where there are more nominations than vacancies, a ballot will be conducted.

As the above are Committees of Council, Council Members are to be elected as Chairs at their first meeting ensuring that the members follow Council Policy 4.4 Operation of Advisory Committees and Meeting Procedures Local Law 2011.

Council can determine to increase or decrease the membership and reflect the changes in the Term of Reference (TOR) where required. The Membership of the Behaviour Complaints Committee is set by Council Policy 4.32, as noted in Attachment No. CEO110A.

Council members that are appointed to a committee are voting delegates. Without a quorum no decisions can be made at the meeting. Membership numbers do have a bearing on quorums of meetings. Meeting dates/times can be determined by the Committee to ensure a quorum is achieved for each meeting.

Section 5.19 of the Local Government Act 1995

The quorum for a meeting of a council or committee is at least 50% of the number of offices (whether vacant or not) of member of the council or the committee.

Committee Membership and tenure continues, as per Section 5.11 of the Local Government Act 1995, until a person no longer holds the office by virtue of which the person became a member, the person resigns from membership, the committee is disbanded or at the next ordinary elections day, whichever is first.

COMMUNITY, ECONOMY, ENVIRONMENT AND LEADERSHIP ISSUES:

Community:

Council Committees cover various community interests, including heritage, arts & culture, crime prevention, seniors and governance matters. These committees are established to inform and advise the Council, make recommendations and are conduits for the community and other stakeholders.

Economy:

Whilst there are no economic impacts, the City will ensure that growing our economy continues to be a commitment of Council.

Environment:

Whilst there are no adverse environmental impacts, Council will ensure that their goal to protect the environment is considered in any decisions made.

Leadership:

Council takes a leadership role in matters that relate to the region and be a voice for the community.

Disclosure of Interest:

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

RELEVANT PRECEDENTS:

Council at their meeting of 23 November 2021 endorsed CEO085 Re-establishment of Council Committees. The tenure of the Council Committees for the period 2021-2023 expired 21 October 2023 due to the 2023 Local Government Elections.

COMMUNITY/COUNCILLOR CONSULTATION:

The Chief Executive Officer sent an e-mail to Council Members on 6 November 2023 seeking their interest for the various internal and external committees/groups. Membership was discussed at the Concept Forum held on 14 November 2023.

LEGISLATIVE/POLICY IMPLICATIONS:

Section 5.8 of the Local Government Act 1995 allows Council to establish Committees to assist it in discharging its duties under the Act, with a minimum number of three (3) or more persons.

5.8 A local government may establish committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.*

** Absolute majority required.*

Council Policy 4.4 details the Operation of Advisory Committees.

FINANCIAL AND RESOURCE IMPLICATIONS:

Committees established by Council all require allocation of Officer resources, for secretariat support and Committee coordination and in relation to the business of a Committee as provided in its terms of reference.

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 4.7	Council understands its roles and responsibilities and leads by example.
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REGIONAL OUTCOMES:

The establishment of Committees provides for regional issues relevant to the purposes of a particular Committee to be addressed in a consultative manner.

RISK MANAGEMENT:

Section 5.8 of the *Local Government Act 1995* provides that Council Committees may be established to assist the Council and to exercise the powers and discharge duties that may be delegated to Committees.

Some Committees, such as the Audit Committee, must be established under statutory or regulatory provisions, and their role is prescribed. Current terms of reference of the Audit Committee comply with the regulated prescriptions. Other Committees may be established at the discretion of the Council but must have their terms of reference and any delegated authority formally determined by Council resolution.

Council Committees have an important role in assisting Council to undertake its duties efficiently and effectively. In the absence of Council Committees established to address matters not necessarily requiring resolution by Council as a whole, or established to create conduits for community and other stakeholder input, or established to inform and advise the Council in particular fields, additional pressure may be placed on Council ordinary meetings and support processes, with inherent risks associated with workload pressures on the full Council.

Good risk management practice is for Committee workloads to be fairly shared across the elected members of Council. This ensures that individual Councillors do not suffer inequitable workload pressures. It also helps ensure that decision-making influence remains equitable across all Councillors.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

Committees are required to support the business of Council. This report addresses re-establishment of Committees that previously existed and have an ongoing requirement to support Council business.

CEO111 APPOINTMENT OF DELEGATES TO EXTERNAL BOARDS, COMMITTEES AND GROUPS
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AGENDA REFERENCE:	D-23-149743
AUTHOR:	R McKim, Chief Executive Officer
EXECUTIVE:	R McKim, Chief Executive Officer
DATE OF REPORT:	6 November 2023
FILE REFERENCE:	GO/6/0009
ATTACHMENTS:	Yes (x2)
	A. Extract of DRAFT Committee Book 2023-2025
	B. Nominations for External Membership 2023

EXECUTIVE SUMMARY:

The purpose of this report is to appoint City of Greater Geraldton Council representatives to external Boards, Committees and Groups until their representation expires at the next Ordinary Election day being 18 October 2025 or as directed by the governing body.

EXECUTIVE RECOMMENDATION:Part A:

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

1. RE-ESTABLISH representation on the following listed External Boards, Committees and Groups:
 - a. Regional Capitals Alliance Western Australia (RCAWA);
 - b. Batavia Regional Emergency Management Committee;
 - c. Mid West Regional Road Group;
 - d. Regional Capitals Australia (RCA);
 - e. Mullewa Trust Committee; and
 - f. WALGA – Municipal Waste Advisory Council.

Part B:

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

1. APPOINT the following Council Members to the respective listed External Boards, Committees and Groups:
 - a. Regional Capitals Alliance Western Australia (RCAWA):
 - i. **Mayor J Clune**
 - b. Batavia Regional Emergency Management Committee:
 - i. **Mayor J Clune**
 - ii. Council Member proxy
 - c. Mid West Regional Road Group:
 - i. Council Member
 - ii. Council Member proxy
 - d. Regional Capitals Australia (RCA):
 - i. **Mayor J Clune**

- e. Mullewa Trust Committee:
 - i. Council Member
 - ii. Council Member proxy; and
- f. WALGA Municipal Waste Advisory Council:
 - i. Council Member
 - ii. Council Member proxy

Part C:

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

1. APPOINT the Chief Executive Officer or his delegate as Executive Support and Coordinator of each external Board, Committee and Group where required;
2. ADVISE the external Board, Committee and Group of Council's Representatives; and
3. AMEND the Committee book accordingly.

PROPONENT:

The proponent is the City of Greater Geraldton (the City).

BACKGROUND:

The following external Boards, Committees and Groups are being addressed in this report:

- a. Regional Capitals Alliance Western Australia (RCAWA);
- b. Batavia Regional Emergency Management Committee;
- c. Mid West Regional Road Group;
- d. Regional Capitals Australia (RCA);
- e. Mullewa Trust Committee; and
- f. WALGA – Municipal Waste Advisory Council.

The Mayor is a member of a committee of which he has expressed a wish to be a member of, as per Local Government Act – section 5.10(4). Where there are more nominations than vacancies, a ballot will be conducted.

In order to ensure that Council's position on different aspects of its business is understood, Council appoints delegates to external groups. These delegates are to represent Council's views on relevant topics and to report back to Council on the outcomes of meetings held. When making decisions on behalf of Council at these meetings, members are to give regard to Council's Strategic Community Plan, Long Term Financial Plan, Corporate Business Plan and policies.

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

Council will advocate for the community to achieve long term mutual benefits for the region, while working collaboratively and in partnership with external Boards, Committees and Groups.

Economy:

Whilst there are no economic impacts, the City will ensure that growing our economy continues to be a commitment of Council.

Environment:

Whilst there are no adverse environmental impacts, Council will ensure that their goal to protect the environment is considered in any decisions made.

Leadership:

The City's strategic plans and policies are considered by Council when making decisions, therefore continuing to achieve long terms goals set by these plans.

Disclosure of Interest:

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

RELEVANT PRECEDENTS:

Council at their meeting of 23 November 2021 endorsed Item No. CEO086 Appointment of Delegates to External Boards, Committees and Groups.

Council at the following meetings endorsed Council delegates for the following external groups:

- 31 October 2023 - DS021 Regional Joint Development Assessment Panel;
- 31 October 2023 - CEO109 WALGA Northern Country Zone; and
- 26 July 2022 - CEO098 Endorsement of Nominations for Mid West Development Commission Board.

COMMUNITY/COUNCILLOR CONSULTATION:

The Chief Executive Officer sent an e-mail to Council Members on 6 November 2023 seeking their interest for the various internal and external committees/groups. Membership was discussed at the Concept Forum held on 14 November 2023.

LEGISLATIVE/POLICY IMPLICATIONS:

Whilst there are no legislative requirements on representation to external Boards, Committees and Groups, Council Policy 4.4. Operation of Advisory Committees Section 9 references the role of Council when appointed to External Bodies. Section 11.2 states that current sitting Council Members may remain on external committees, but new appointments require a Council Resolution:

11.2. Representation on External Committees may remain unless there is a change in Elected Member. New appointments will require a Council Resolution.

FINANCIAL AND RESOURCE IMPLICATIONS:

Representation by Council on external Boards and Committees may require allocation of Officer resources, for secretariat support, coordination and for preparation of necessary reports. There are minor travel cost implications in the appointment of delegates to external Boards, Committees and Groups.

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 2.3	The voice of the community is heard at regional, state and national forums.
Strategic Direction: Leadership	Aspiration: A strong local democracy with an engaged community, effective partnerships, visionary leadership and well informed decision-making.
Outcome 4.9	Collaboration and strategic alliances with Local Government partners delivers results for common aspirations.

REGIONAL OUTCOMES:

Appointees to these Boards, Committees and Groups provide a regional voice to issues affecting the region and the State.

RISK MANAGEMENT:

Not appointing representatives will alienate Council having an input on issues of importance affecting the region and the State.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

No alternative options were considered.

12.6 REPORTS TO BE RECEIVED**RR52 REPORTS TO BE RECEIVED - OCTOBER**

AGENDA REFERENCE:	D-23-155456
AUTHOR:	R McKim, Chief Executive Officer
EXECUTIVE:	R McKim, Chief Executive Officer
DATE OF REPORT:	17 November 2023
FILE REFERENCE:	GO/6/0029
ATTACHMENTS:	Yes (x5)
	A. DSDD013 - Delegated Determinations and Subdivision Applications for Planning Approval
	B. CS079 - 2023-24 Corporate Business Plan - First Quarter Report
	C. CEO112 - WALGA State Council Agenda – 6 December 2023
	D. CS080 – List of Accounts Paid Under Delegation - October 2023
	E. CS081 - List of Payments by Employees via Purchasing Cards - October 2023

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 Services:
 - i. DSDD013 - Delegated Determinations and Subdivision Applications for Planning Approval;
 - b. Reports – Corporate Services:
 - i. CS079 - 2023-24 Corporate Business Plan - First Quarter Report; and
 - c. Reports – Office of the CEO:
 - i. CEO112 - WALGA State Council Agenda – 6 December 2023.

PART B

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

1. RECEIVE the following appended reports:
 - a. Reports – Corporate Services:

- i. CS080 – List of Accounts Paid Under Delegation - October 2023;
and
- ii. CS081 - List of Payments by Employees via Purchasing Cards -
October 2023.

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 Leadership	Direction:	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

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 of the Meeting Procedures Local Law 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.

CS082	RFT 2324 01 NETWORK REDESIGN
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AGENDA REFERENCE:	D-23-151229
AUTHOR:	D Duff, Manager ICT Services
EXECUTIVE:	P Radalj, Director Corporate Services
DATE OF REPORT:	November 2023
FILE REFERENCE:	FM/25/0285
ATTACHMENTS:	Yes (x1) Confidential Confidential - RFT 2324 01 Evaluation Report

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval to award RFT 2324 01 Network Redesign to the preferred tenderer. This tender encompasses Phases 2 and 3 to complete the redesign. Phase 1 was the discovery and design RFQ prior to going out to tender.

The current 2023-24 Annual Budget contains a sufficient allocation to undertake and complete Phase 2 in this financial year. A further financial provision would be required in 2024-25 to complete Phase 3.

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 2324 01 Network Redesign to the preferred tenderer;
2. MAKE provision in the 2024-25 Annual Budget in the amount of \$210,000 to undertake Phase 3 of the Network Redesign; and
3. RECORD the estimated five year contract value in the minutes.

PROPONENT:

The proponent is the City of Greater Geraldton (the City).

BACKGROUND:

The Network Redesign tender is the culmination of multi-year planned and projected asset renewal projects rolled into one overarching project which also includes adding network resiliency to satellite sites and changes to the logical network topology to improve security.

The asset renewals include:

- Network Switches
- Corporate Wi-Fi
- Firewalls

Improvements to network resiliency include a software defined wide area network (SDWAN) creating a secure, meshed network with multiple redundant paths, where a power or internet outage at the Civic Centre does not impact other sites.

An improved logical network topology entails the segmentation of the network to restrict access to critical systems. For example, if an adversary were to gain access to the network, their attempts to pivot to critical assets or sensitive information would be made significantly harder.

Other benefits of a combined asset renewal and holistic redesign include single pane of glass visibility across the network, and centralised management of network devices and the network itself.

This project was initiated to deliver actions in the ICT Digital Strategy 2023-2027:

- Investigate SDWAN, MPLS or network redesign for connectivity and redundancy.
- Implement network monitoring across all environments.
- Redesign and implement modern business continuity (and Disaster Recovery) capability.

These strategic actions are incorporated into the Corporate Business Plan 2023-2024:

- Review and Improve ICT Business Continuity and Disaster Recovery Capability.
- Replace ICT Assets as per asset renewal program.
- Review, design and implement a revised network topology.

The RFT was advertised in The West Australian on 19 August 2023. The RFT was also advertised on the City's TenderLink e-Tendering Portal with the closing date of 13 October 2023.

Thirty-one suppliers registered to receive the tender, and four submissions were received.

The tender assessment was undertaken by a panel of four Officers, consisting of three with voting rights and the mandatory Compliance Officer representation.

One of the four tenderers qualified as a Local Supplier and Council Policy 4.11 Regional Price Preference was applied to their submission.

All four submissions were deemed compliant and progressed for assessment against the following qualitative and price criteria:

- (a) Price (50%)
- (b) Tenderer's Experience (10%)
- (c) Key Resources (10%)
- (d) Functional, Non-Functional, and Design Requirements (20%)
- (e) Project Methodology (10%)

The above selection criteria were adopted to select the most advantageous tenderer.

COMMUNITY, ECONOMY, ENVIRONMENT AND LEADERSHIP ISSUES:

Community:

Providing a visible, resilient, and secure network reduces the impact an adverse event would have on City operations. With a reliance on the internet and technology to conduct business, the City's data network is the backbone to productivity and a well-designed, secure, and maintained network enables the City to deliver programs and services to the community.

Economy:

There are no adverse economic impacts.

Environment:

Where feasible, retired assets will be disposed of that ensures they are re-used or recycled.

Leadership:

Council approval of the Executive Recommendation will ensure that works align with the objectives and vision set out in the ICT Digital Plan 2023-2027.

Disclosure of Interest:

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

RELEVANT PRECEDENTS:

The City has tendered and procured technology investments in the past as per Council Policy 4.9 Procurement of Goods and Services.

COMMUNITY/COUNCILLOR CONSULTATION:

Asset renewals contained within this RFT are included in the City's adopted budget for 2023-24. Councillors were consulted as part of the process for the approval of the adopted 2023-24 Budget.

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. Council Policy 4.11 Regional Price Preference was applied to the submissions from local tenderers.

FINANCIAL AND RESOURCE IMPLICATIONS:

Previously, funding had been set aside and rolled over from previous years into this year’s budget to do “like for like” replacements. Further reviews and including feedback from IT audits identified both the opportunity, benefits and need for a full redesign. Therefore, a further funding provision (including cost escalation factor) will be required in next financial (2024-25) year’s Annual Budget.

While evaluating tender submissions the total cost of ownership (TCO) for a ten-year period was calculated and the preferred tender submission provides the better TCO.

Recurrent software licensing will decrease from \$40,000 (multiple licenses) to \$29,540 per annum (single license).

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 4.5	A culture of safety, innovation and embracing change.
Outcome 4.8	Deliver secured technology that supports sustainability, the environment, service delivery and the community.

REGIONAL OUTCOMES:

There are no impacts to regional outcomes.

RISK MANAGEMENT:

Aging assets and those that have reduced or ending support from the manufacturer are at risk of degrading the performance of the network and contributing to extended outages. Technology obsolescence is a consequence of technology advancing more rapidly than council is able to adapt and this risk is registered as a strategic risk in the City’s risk register (R01334). Actions contained within the ICT Digital Plan along with annual ICT asset renewals are mitigation actions for this risk.

The flatness of the ICT network has been identified in previous security assessments as being a risk to increasing the impact of a network intrusion. An improved network topology that provides for segmentation of critical portions of the network helps reduce the impact of such an event and can delay and hinder an adversary’s attempts to pivot across the network to cause damage and disruption without being discovered.

The hub and spoke topology of the network creates a reliance on power and internet from the Civic Centre for external sites and facilities to access digital resources. An outage of services at the Civic Centre impacts all sites and denies them connectivity to the internet and digital resources. A meshed and secure wide area network (SDWAN) solves this problem by providing secure redundancy to these sites where access to the internet and digital resources are not impacted by events at the Civic Centre.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

The following options were considered by City Officers:

An alternative option was to continue with annual asset renewals of separate components (Switches, Wi-Fi, Firewall) as they arise.

Procurement of network hardware in separate portions over time would dismiss the opportunity to improve the network, remove or reduce technical debt, could delay other strategic technology improvements, and likely increase total cost of ownership of the network. Therefore, a Lump Sum Contract is considered the appropriate option.

CS083 RFT 2324 09 TREE PRUNING AND TREE REMOVAL SERVICES

AGENDA REFERENCE:	D-23-151293
AUTHOR:	C Bryant, Coordinator Procurement and B Pearce, Manager Corporate Compliance and Safety
EXECUTIVE:	P Radalj, Director Corporate Services
DATE OF REPORT:	24 October 2023
FILE REFERENCE:	FM/25/0295
ATTACHMENTS:	Yes (x1) Confidential Confidential – RFT 2324 09 Evaluation Report

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval to award tender RFT 2324 09 Tree Pruning and Tree Removal Services to the preferred tenderer.

The contract is to run for a period of two years for delivery of budgeted tree pruning and tree removal services.

The initial contract will be in place from 16 January 2024 to 15 January 2026 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 2324 09 Tree Pruning and Tree Removal 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 (the City).

BACKGROUND:

Tender RFT 2324 09 Tree Pruning and Tree Removal Services (RFT) was advertised in the West Australian on 30 September 2023, in the Geraldton Guardian on 29 September 2023, and the City's TenderLink e-Tendering Portal. The RFT closed on 16 October 2023.

Five 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 16 January 2024 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 Tree Pruning and Tree Removal Services RFT 2021 11.

COMMUNITY, ECONOMY, ENVIRONMENT AND LEADERSHIP ISSUES:

Community:

Well maintained trees reduce the likelihood of accidents or injury caused to members of the public and property. Trees that are well maintained are healthier, with a longer life span.

Economy:

Awarding this tender will result in City funds flowing into the local economy through the employment of local community members such as labourers, truck drivers, traffic controllers, and supporting local businesses.

A two-year services contract also allows the City to carry out tree pruning and tree removal services from proven suppliers with planned costs.

Environment:

All proposed tree pruning and tree removal services will be undertaken with care for the environment in mind. Environmental controls are implemented as part of the individual maintenance programs. 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:

Council has previously awarded a two-year supply contract RFT 2021 11 Tree Pruning and Tree Removal Services (Item No. CCS557). The initial contract was in place from 16 January 2021 to 15 January 2023, with an extension to contract approved until 15 January 2024.

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.

The City is responsible to maintain trees as directed by Western Power as detailed in the *Energy Operators (Powers) Act 1979*, section 54. Western Power inspects and issues vegetation notices for the City to cut the trees as part of the ongoing Vegetation Program.

FINANCIAL AND RESOURCE IMPLICATIONS:

The approximate expenditure on Tree Pruning and Tree Removal Services is \$839,470 (excluding GST) per annum (including traffic management). Assuming all extension periods are exercised, the estimated total contract value over three years is \$2,518,410 (excluding GST). These funds are sourced from the Maintenance Operations budget.

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 1.4	Community safety, health and well-being is paramount.
Outcome 1.8	Active living and recreation is encouraged.
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 well being.

REGIONAL OUTCOMES:

To facilitate well maintained trees throughout the City of Greater Geraldton which enhances the comfort and safety of the community.

RISK MANAGEMENT:

The works carried out under this contract will allow the tree pruning and tree removal services throughout the City to be maintained at their optimal standard, reducing accidents and risk of injury to members of the public and property. In addition, the successful tenderer as detailed above 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:

The following options were considered by City Officers:

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

1. Call for individual quotations and tenders for specific tree pruning and tree removal 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.
2. Engage via WALGA Preferred Suppliers Panel. Currently there are no local suppliers available on the WALGA Preferred Suppliers Panel. The use of the WALGA Preferred Suppliers Panel would limit opportunities for local suppliers and is not supported.

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/>