



ORDINARY MEETING OF COUNCIL
AGENDA

24 SEPTEMBER 2024

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CITY OF GREATER GERALDTON
ORDINARY MEETING OF COUNCIL
TO BE HELD ON TUESDAY, 24 SEPTEMBER 2024 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.

Livestreaming of meetings.

This meeting will be livestreamed with a recording available after the meeting on the City's website.

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:

C Lee, Director Infrastructure Services

Leave of Absence:

Cr K Parker

4 DISCLOSURE OF INTERESTS

There is none.

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 K Parker | 23 September 2024 | 30 September 2024 | 30/7/2024 |
| Cr P Fiorenza | 30 September 2024 | 5 October 2024 | 27/8/2024 |
| Cr M Librizzi | 1 October 2024 | 18 October 2024 | 26/6/2024 |
| Cr M Librizzi | 29 October 2024 | 1 November 2024 | 27/8/2024 |
| Cr N Colliver | 12 November 2024 | 29 November 2024 | 30/7/2024 |

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 1 October to 1 October 2024.

8 PETITIONS, DEPUTATIONS

There is none.

9 CONFIRMATION OF MINUTES

RECOMMENDED that the minutes of the Ordinary Meeting of Council held on 27 August 2024, 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 designated representative*

| DATE | FUNCTION | REPRESENTATIVE |
|------------------|---|-------------------------------------|
| 29 August 2024 | Mayors Prayer Breakfast | Mayor Jerry Clune |
| 29 August 2024 | GFG Alliance - Midwest Green Iron Project | Mayor Jerry Clune |
| 29 August 2024 | Royalties for Regions Underspend - Beresford Foreshore Project with the Hon Don Punch MLA Minister for Regional Development | Mayor Jerry Clune |
| 29 August 2024 | City of Greater Geraldton Appreciation Morning Tea for the Ex-Victoria District Hospital Staff Association | Mayor Jerry Clune |
| 29 August 2024 | Introductory Meeting with Royal Flying Doctor Services (RFDS) Chief Executive Officer Judith Barker | Mayor Jerry Clune |
| 29 August 2024 | Triple M Interview - Outcomes of Council | Mayor Jerry Clune |
| 29 August 2024 | RFDS Community Conversation | Mayor Jerry Clune |
| 30 August 2024 | 7News Interview - RFDS Expansion | Mayor Jerry Clune |
| | Triple M Interview – Airport Microgrid | |
| 31 August 2024 | Geraldton-Greenough State Emergency Service Unit - 40 Year Anniversary | Cr Aaron Horsman |
| 31 August 2024 | WA Aids Council – Wear It Purple Geraldton Pride Week Opening | Deputy Mayor Cr Natasha Colliver |
| 1 September 2024 | Moonyoonooka Horse & Pony Club One Day Event | Deputy Mayor Cr Natasha Colliver |
| 2 September 2024 | Marketing & Media Regular Catch up | Deputy Mayor Cr Natasha Colliver |
| 2 September 2024 | Deputy Mayor/CEO Regular Catch up | Deputy Mayor Cr Natasha Colliver |
| 2 September 2024 | Triple M Interview - Outcomes of Council Meeting | Deputy Mayor Cr Natasha Colliver |
| 2 September 2024 | Triple M Interview - Coral Princess Cancellation Due to Surge Forecast | Deputy Mayor Cr Natasha Colliver |
| 2 September 2024 | ABC Midwest Interview - Disaster Relief | Deputy Mayor Cr Natasha Colliver |
| 3 September 2024 | Geraldton Children's Storybook Launch to Celebrate National Child Protection Week | Deputy Mayor Cr Natasha Colliver |
| 3 September 2024 | Concept Forum 2024 | Deputy Mayor Cr Natasha Colliver |
| 4 September 2024 | Greenough Museum Renovation and Refresh Thankyou Event | Deputy Mayor Cr Natasha Colliver |
| 4 September 2024 | 2024 Yamatji on Country Community Dinner | Deputy Mayor Cr Natasha Colliver |
| 5 September 2024 | 2024 Yamatji on Country Community Breakfast and Public Day | Deputy Mayor Cr Natasha Colliver |
| 6 September 2024 | Geraldton Guardian Interview - Beam Scooters | Deputy Mayor Cr Natasha Colliver |
| 6 September 2024 | Club Wonthella - Wonthella Bowling Club 60th Birthday/Anniversary | Cr Simon Keemink |
| 9 September 2024 | Regional Drought Resilience Planning (RDRP) Advisory Group - Nabawa | Mayor Jerry Clune |
| 9 September 2024 | Mayor/Deputy Mayor/CEO Regular Catch up | Mayor Jerry Clune |
| 9 September 2024 | Marketing & Media Regular Catch up | Mayor Jerry Clune |

| | | |
|----------------------|---|----------------------------------|
| 10 September 2024 | Geraldton and Districts Seniors Action Group Presentation and Lunch | Mayor Jerry Clune |
| 10 September 2024 | JJ Clune Medal Count & Presentation Night | Mayor Jerry Clune |
| 10 September 2024 | Geraldton Netball Association Reserves Grand Final Coin Toss, Game and Presentations | Deputy Mayor Cr Natasha Colliver |
| 11 September 2024 | Photo for Media Release - Osprey Nest in Drummond Cove | Mayor Jerry Clune |
| 11 September 2024 | Introductory Meeting with New Returned Services League (RSL) President | Mayor Jerry Clune |
| 11 September 2024 | ABC Radio Interview – Bringo Truck Rollover | Mayor Jerry Clune |
| 11 September 2024 | Meeting with Champion Bay Surf Life Saving Club President | Mayor Jerry Clune |
| 11 September 2024 | Channel 7 Interview – Airport Microgrid | Mayor Jerry Clune |
| 12-13 September 2024 | Mid West Development Commission (MWDC) Board Visit - Carnamah | Mayor Jerry Clune |
| 13 September 2024 | Geraldton Regional Art Gallery (GRAG) Members Exhibition 2024 and INTERCO – Codes in Parallel Exhibition Opening Night | Cr Steve Cooper |
| 14 September 2024 | Celebration of the Centenary of the Laying of the Foundation Stone of the Church of Our Lady Mount Carmel and Saints Peter & Paul | Mayor Jerry Clune |
| 15 September 2024 | Geraldton Clay Target Club - Crayfish Carnival Awards | Mayor Jerry Clune |
| 16 September 2024 | Mayor/Deputy Mayor/CEO Regular Catch up | Mayor Jerry Clune |
| 16 September 2024 | Marketing & Media Regular Catch Up | Mayor Jerry Clune |
| 16 September 2024 | Geraldton Tree Canopy Advocates Discussion - Verge Tree Waitlist | Mayor Jerry Clune |
| 16 September 2024 | Pre-Meeting with City of Greater Geraldton Officers - for Regional Development Assessments Panels (RDAP) - Lot 2965 (194) North West Coastal Highway & Lot 2968 (207) Place Road, Webberton | Mayor Jerry Clune |
| 16 September 2024 | Department of Transport – Local Supply Chain Issues and Opportunities | Mayor Jerry Clune |
| 17 September 2024 | Australian Citizenship Ceremony | Mayor Jerry Clune |
| 17 September 2024 | ABC South Coast Interview - Sister City Relations | Mayor Jerry Clune |
| 17 September 2024 | 7News Interview – Geraldton – One of the Most Affordable Local Government Area's in Regional Australia | Mayor Jerry Clune |
| 17 September 2024 | Photo for Media Release – Community Sporting and Recreation Facilities Fund (CSRFF) Grant Support - Mullewa Recreation Ground and Geraldton Speedway | Mayor Jerry Clune |
| 17 September 2024 | Agenda Forum | Mayor Jerry Clune |
| 18 September 2024 | Landowner Information Session Day - Industrial Land Study | Mayor Jerry Clune |
| 18 September 2024 | Small Business Development Corporation (SBDC) - Sundowner with the Board Members | Deputy Mayor Cr Natasha Colliver |
| 18 September 2024 | TrHyHub (Trilateral Hydrogen Hub) Study Launch Event with the Department of Jobs, Tourism, Science and Innovation - Perth | Cr Michael Librizzi |
| 19 September 2024 | SMDC Annual Regional Board Visit | Mayor Jerry Clune |
| 19 September 2024 | Mullewa Bush Fire Advisory Committee (BFAC) Meeting - Mullewa | Mayor Jerry Clune |
| 20 September 2024 | Meeting with the Hon. Rita Saffioti MLA BBus, Deputy Premier; Treasure; Minister for Transport: Tourism – Mullewa – Regional Matters | Mayor Jerry Clune |
| 20 September 2024 | Greenough BFAC Meeting | Mayor Jerry Clune |
| 24 September 2024 | Mayor/Deputy Mayor/CEO Regular Catch up | Mayor Jerry Clune |

| | | |
|-------------------|---|-------------------|
| 24 September 2024 | Marketing & Media Regular Catch Up | Mayor Jerry Clune |
| 24 September 2024 | Regional Capitals Australia Board Meeting | Mayor Jerry Clune |
| 24 September 2024 | Ordinary Meeting of Council 2024 | 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

There is none.

12 REPORTS OF COMMITTEES AND OFFICERS

12.1 REPORTS OF DEVELOPMENT SERVICES

| | |
|-------|---|
| DS046 | COMMERCIAL (RETAIL) SUBLEASE – GERALDTON SURF LIFESAVING CLUB |
|-------|---|

| | |
|--------------------------|--|
| AGENDA REFERENCE: | D-24-114530 |
| AUTHOR: | S Pratt-King, Coordinator Land and Leasing |
| EXECUTIVE: | R Hall, Director Development Services |
| DATE OF REPORT: | 4 September 2024 |
| FILE REFERENCE: | GO/6/0029 |
| ATTACHMENTS: | Yes (x4) 1 x Confidential |
| | A. Proposed Sublease Plan |
| | B. Geraldton Surf Lifesaving Club Business Proposal |
| | C. Cafe Proposal |
| | D. Confidential - Market Rent Appraisal |

EXECUTIVE SUMMARY:

The purpose of this report is for Council to consider a proposed commercial retail sublease agreement between Geraldton Surf Lifesaving Club and Renee Doyle for an approximately 82m² portion of Reserve 30063 as provided in Attachment No. DS046A.

EXECUTIVE RECOMMENDATION:

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

1. APPROVE a commercial retail sublease agreement between Geraldton Surf Lifesaving Club and Renee Doyle for a 82m² portion of Crown Reserve 30063, Lot 300 (260) Willcock Drive, Mahomets Flats;
2. SET the proposed conditions as:
 - a. Term of one (1) year, commencing on the date of execution;
 - b. Two further term options of two (2) years each;
 - c. Set the commencing lease fee at \$12,000 (excluding GST) per annum, payable to Geraldton Surf Lifesaving Club;
 - d. Adjust the lease fee annually based on Perth Consumer Price Index (CPI);
 - e. Adjust the lease fee at the start of each further term option based on a market rent assessment;
3. MAKE the determination subject to:
 - a. An advertising notice period of fourteen (14) days, inviting public submissions;
 - b. Consent from the Minister for Land;
 - c. All development and regulatory approvals being obtained; and
4. ADVISE Geraldton Surf Lifesaving Club they are responsible for separately paying:
 - a. All legal expenses associated with the preparation, execution and registration of the lease; and

- b. All advertising, valuation, survey and lease administration charges.
5. REFER the matter back to Council for final consideration should any objecting submissions be received.

PROponent:

The proponents are the Geraldton Surf Lifesaving Club (the Club) and Renee Doyle (the Proponent).

BACKGROUND:

The Geraldton Surf Lifesaving Club (the Club) is located on Crown Reserve 30063, Lot 300 (260) Willcock Drive, Mahomets Flats. The City of Greater Geraldton (the City) manages the reserve under management order J316066 for the purpose of surf lifesaving clubhouse with the power to lease, subject to consent from the Minister for Lands.



Lot 300 (260) Willcock Drive, Mahomets Flats

The Club's lease, approved by Council on 25 October 2022 (Item No. DCS536), is set to expire on 31 October 2043. The leased premises include the original clubhouse, storage shed and new clubhouse with a function room and gym. The lease agreement permits subleasing, with the approval of the City and the Minister for Lands.

On 17 June 2024, the Club submitted a proposal to the City to activate the unused canteen in the original clubhouse through a sublease arrangement to operate a small-scale café. This initiative aims to enhance the sense of place, improve the precinct's quality, usability and visual appeal, while providing the community south of town with better access to amenities. The proposal aligns with the Club's Strategic Plan 2023-2027 by supporting its overarching objective to enhance the member experience.

In August 2024, the Club initiated a call for expressions of interest to identify a suitable café operator. The Club supported in principle the proposal submitted by the Proponent detailed in Attachment No. DS046C, pending Council's consideration of the sublease. The Proponent has demonstrated experience in operating similar businesses in Geraldton and possesses the resources necessary to deliver the proposed services successfully.

Under the proposed sublease, the Club would be responsible for the cost of upgrading the old canteen and the exterior premises. The Proponent would be responsible for fitting out the premises to support their operations. The rental income from the sublease is proposed to be paid to the Club, with all profits reinvested into the Club to fund capital improvements to the premises and enhance the delivery of surf lifesaving services to the community.

The Club enlisted a local real estate agent to assess the market rent as provided in Attachment No. DS046D. The Club and Proponent agreed to the lower end of the appraisal which is reflected in the executive recommendation. Due to the Club's initial capital investment and the administrative fees involved in setting up the sublease, any profit from the sublease revenue is expected to be achieved in the third year.

The Club has consulted the City's Environmental Health and City Growth teams to understand the applicable development and regulatory approvals required should the proposal be supported. In accordance with the Local Planning Scheme No. 1, the Club is aware that they will require development approval for the proposed use.

City Officers don't anticipate any concerns with aligning the purpose of the management order with the proposed use of the property. If the proposed sublease is approved by Council, confirmation will be obtained from the Department of Planning, Lands, and Heritage.

COMMUNITY, ECONOMY, ENVIRONMENT AND LEADERSHIP ISSUES:

Community:

If approved, the proposed sublease will not only enhance the Geraldton Back Beach experience for visitors and the community but also provide a gathering place for people to visit the area and form connections, fostering a sense of community and social interaction.

Economy:

Supporting local small businesses improves the economy by increasing consumer activity and enhancing the economic vitality of the community.

Environment:

The City conducts routine inspections to ensure that food businesses comply with the *Food Act 2008* and *Food Regulations 2009*.

Leadership:

Active management of leases is essential for demonstrating good governance and reinforces accountable leadership which is crucial for supporting local business and economic growth.

Disclosure of Interest:

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

RELEVANT PRECEDENTS:

Council resolved on 26 February 2019 (Item No. DCS402) to dispose of a 1,380m² portion of Crown Reserve 21146 by sublease to the Wonthella Bowling Club Incorporated and the Geraldton Junior Soccer Association Incorporated.

COMMUNITY/COUNCILLOR CONSULTATION:

Should Council approve the proposed sublease, a public notice will be advertised for fourteen (14) days, inviting public submissions under section 3.58 of the *Local Government Act 1995*.

LEGISLATIVE/POLICY IMPLICATIONS:

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

Section 18 of the *Land Administration Act 1997* details the requirement to seek consent from the Minister for Lands for all Crown land transactions.

The *Commercial Tenancy (Retail Shops) Agreements Act 1985* outlines the requirements for commercial tenancy agreements relating to retail businesses.

FINANCIAL AND RESOURCE IMPLICATIONS:

All lease administration costs will be recovered from the Club, ensuring no financial burden on the City, and keeping the City's budget cost neutral.

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 1.3 | Pride in place and a sense of belonging is commonplace. |
| Outcome 1.6 | Community capacity, innovation and leadership 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. |

REGIONAL OUTCOMES:

There are no adverse impacts on regional outcomes.

RISK MANAGEMENT:

Prior to executing the proposed sublease agreement, the Proponent must provide evidence of appropriate insurances and be a registered food business with the City of Greater Geraldton.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

The following alternative options were considered by City Officers:

1. Not proceed with the proposed sublease. City Officers do not recommend this option as it does not support small businesses, activation of community spaces, or promote innovation within sporting clubs.
2. Charge an annual sublease fee to the Club. It is acknowledged that sports clubs have experienced a significant rise in operating expenses; these rising costs have placed considerable financial pressure on community sports clubs, making it increasingly difficult for them to sustain their operations and services. The Club's proposal presents an innovative approach to addressing these financial challenges. For this reason, City Officers do not recommend supporting this option.

| | |
|-------|---|
| DS047 | PROPOSED ROAD CLOSURES – VARIOUS ROADS ASSOCIATED WITH LOT 13035, NO. 4448 MULLEWA-WUBIN ROAD, TARDUN |
|-------|---|

| | |
|--------------------------|--|
| AGENDA REFERENCE: | D-24-112669 |
| AUTHOR: | H Martin, Manager City Growth |
| EXECUTIVE: | R Hall, Director Development Services |
| DATE OF REPORT: | 29 August 2024 |
| FILE REFERENCE: | RO/11/0026 |
| ATTACHMENTS: | Yes (x1) Location Plan |

EXECUTIVE SUMMARY:

The purpose of this report is for Council to consider the closure of various unconstructed road reserves associated with seven (7) adjoining lots forming 4448 Mullewa-Wubin Road, Tardun.

EXECUTIVE RECOMMENDATION:

That Council by Simple Majority pursuant to Section 58 of the *Local Administration Act 1997* and Regulation 9 of the *Land Administration Regulations 1998* RESOLVES to:

1. REQUEST the Minister for Land approve the closures of:
 - a. Lot 10439 on Deposited Plan No. 164061, Lot 13035 on Deposited Plan No. 405247, Lot 1303 on Deposited Plan No. 231654 and Lot 3036 on Deposited Plan No. 118664 – all unconstructed road reserves running through the land;
 - b. Lot 3038 on Deposited Plan No. 118664 - unconstructed road reserve running along eastern boundary of the land;
 - c. Lot 3036 on Deposited Plan No. 118662 - unconstructed road reserve running along the southern boundary of the land;
 - d. Lot 3037 on Deposited Plan No. 118663 - unconstructed road reserve running along the western boundary of the land;
2. MAKE the determination subject to an advertising notice period of 35 days, inviting public submissions; and
3. REFER the matter back to Council for final consideration should any objecting submissions be received.

PROPONENT:

The proponent is Urawah Pty Ltd.

BACKGROUND:

The City of Greater Geraldton (the City) has received an application to permanently close several unconstructed road reserves associated with seven (7) adjoining lots forming 4448 Mullewa-Wubin Road, Tardun. The property has a total area of approximately 400 hectares and is used for agricultural purposes.

The proposed use of the land, should the roads be closed, is for agricultural and rural purposes in accordance with the Rural zoning of the land under the City's Local Planning Scheme No. 1 and consistent with the current use of the balance of the property and surrounding land.

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

There are no adverse community impacts. All roads proposed to be closed are unconstructed, and all lots abutting the roads proposed to be closed have alternative road access. The subject roads are within a rural area, significantly removed from any existing or future urban land. The roads are therefore unlikely to be needed to service more intensive development of the land in the future.

Economy:

There are no adverse economic impacts.

Environment:

There are no adverse environmental impacts. The subject roads have no known environmental values.

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:

There are no relevant precedents.

COMMUNITY/COUNCILLOR CONSULTATION:

Adjoining land owners and the relevant government agencies listed below, were given informal notice of the application to close the road reserves and asked to advise if they had any objection to the closure:

- Western Power;
- ATCO Gas;
- Mid-West Department of Planning, Lands and Heritage;
- Water Corporation; and
- Telstra.

This informal consultation was done to determine whether there were any significant barriers to proceeding with the application. No objections were received.

Before referring the road closure application to the Minister for Lands for approval, the City must give affected land owners formal notification of the application and 35 days to consider the proposal and make a submission. Any submissions received must then be considered by Council.

A notice advertising the proposed road closure will be sent to affected land owners and will appear in the Geraldton Guardian, on the City's website and be displayed publicly at the Civic Centre and Mullewa District Office. This is in accordance with the provisions of the *Land Administration Act 1997* and *Land Administration Regulations 1998*.

LEGISLATIVE/POLICY IMPLICATIONS:

Section 58 of the *Land Administration Act 1997* provides the ability to request the closure of public roads. Regulation 9 of the *Land Administration Regulations 1998* outlines the information that must be provided with such a closure request.

FINANCIAL AND RESOURCE IMPLICATIONS:

There are no financial or resource implications.

INTEGRATED PLANNING LINKS:

| | |
|---|--|
| 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. |
| Outcome 3.4 | A desirable and sustainable built and natural environment responsive to community aspirations. |

REGIONAL OUTCOMES:

There are no impacts to regional outcomes.

RISK MANAGEMENT:

The only risks associated with the proposed road closures is the potential impact on adjoining landowners. Informal consultation has resulted in no objections being raised by adjoining landowners. These impacts will be further explored through the proposed formal consultation and any submissions will be considered by Council before a final decision is made.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

The alternative option considered was to refuse the road closure application. Given that informal consultation with affected landowners raised no objections to the application, refusal is not recommended.

12.2 REPORTS OF COMMUNITY AND CULTURE**CC023 COUNCIL POLICY 1.10 QUEENS PARK THEATRE FEATURE LIGHTING**

| | |
|--------------------------|---|
| AGENDA REFERENCE: | D-24-115594 |
| AUTHOR: | P Treharne, Manager Community and Cultural Development |
| EXECUTIVE: | F Norling, Director Community and Culture |
| DATE OF REPORT: | 24 September 2024 |
| FILE REFERENCE: | GO/6/0029 |
| ATTACHMENTS: | Yes (x1) Draft Council Policy 1.10 Queens Park Theatre Feature Lighting (v2) |

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval of Council Policy 1.10 Queens Park Theatre Feature Lighting, version 2. The policy has undergone the biennial review, with no significant changes made.

EXECUTIVE RECOMMENDATION:

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

1. APPROVE Council Policy 1.10 Queens Park Theatre Feature Lighting, version 2.

PROPONENT:

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

BACKGROUND:

As a result of a lighting upgrade project delivered at Queens Park Theatre (QPT) in 2021-2022, the façade of the building now allows for enhanced coloured feature lighting that can be programmed to show several colours. There are significant commemorative and celebrative dates throughout the year that request feature lighting of QPT to signify the occasion.

A calendar is included as an appendix of Council Policy 1.10 that lists the lighting requests to ensure they are approved and programmed on the correct days. This calendar is made up 17 community requests and 13 City requests.

There are no significant amendments recommended for this review, as the objective and the City's responsibilities have not changed.

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

This policy supports the community to acknowledge and celebrate commemorative dates throughout the year as well as dates of key causes in particular relating to health and wellbeing.

Economy:

There are no adverse economic impacts as the cost of implementing this Policy are minimal and incorporated in existing operational budgets.

Environment:

There are no adverse environmental impacts.

Leadership:

The *Local Government Act 1995* requires that Councils establish good governance principles through the introduction of policies and guidelines.

Disclosure of Interest:

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

RELEVANT PRECEDENTS:

Council policies are reviewed and endorsed by Council on a regular basis. Council Policy 1.10 was reviewed and approved by Council on 30 August 2022 (Item No. DCS533).

COMMUNITY/COUNCILLOR CONSULTATION:

Councillor Consultation for council policy reviews is not required prior to the Agenda Forum or Ordinary Meetings of Council unless there are significant changes to the policy. There are no significant changes proposed to the draft policy, therefore Council consideration is sought via this item.

LEGISLATIVE/POLICY IMPLICATIONS:

Pursuant to Section 2.7 of the *Local Government Act 1995* the role of Council includes the determination of council policies:

2.7. Role of council

- (1) *The council —*
 - (a) *governs the local government's affairs; and*
 - (b) *is responsible for the performance of the local government's functions.*
- (2) *Without limiting subsection (1), the council is to —*
 - (a) *oversee the allocation of the local government's finances and resources; and*
 - (b) *determine the local government's policies.*

FINANCIAL AND RESOURCE IMPLICATIONS:

Events and Venues Technical Officers based in the QPT have responsibility for programming of the lighting, which has been effectively managed to date within workload and existing resources.

The cost associated with lighting QPT is incorporated into operational budgets and would apply regardless of any community requests due to the promotional and security benefits of regularly lighting the QPT façade.

INTEGRATED PLANNING LINKS:

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|--|---|
| 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 1.3 | Pride in place and a sense of belonging is commonplace. |
| 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 2.4 | A desirable place to live, work, play, study, invest and visit |
| 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. |

REGIONAL OUTCOMES:

There are no impacts to regional outcomes.

RISK MANAGEMENT:

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

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

The Council may choose to consider alternative amendments to the policy, this is a matter for the Council.

12.3 REPORTS OF CORPORATE SERVICES

| | |
|-------|---|
| CS152 | COUNCIL POLICY 2.3 ABROLHOS ISLANDS TOURISM |
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| | |
|--------------------------|--|
| AGENDA REFERENCE: | D-24-115394 |
| AUTHOR: | H J Davis, Tourism Development Officer |
| EXECUTIVE: | P Radalj, Director Corporate Services |
| DATE OF REPORT: | 30 August 2024 |
| FILE REFERENCE: | GO/19/0008 |
| ATTACHMENTS: | Yes (x1) Draft Council Policy 2.3 Abrolhos Islands Tourism (v4) |

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval of Council Policy 2.3 Abrolhos Islands Tourism, version 4. The policy has undergone its biennial review with no significant changes recommended as the objective and the City of Greater Geraldton's responsibilities have not changed.

EXECUTIVE RECOMMENDATION:

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

1. APPROVE Council Policy 2.3 Abrolhos Islands Tourism, version 4.

PROPONENT:

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

BACKGROUND:

The Western Australian Government recently announced it will invest a further \$8.1M to implement of tourism development at the Houtman Abrolhos Islands. This new allocation will support construction of new visitor infrastructure.

The package, funded through the 2024-25 State Budget, includes:

- A new public access multi-purpose jetty on Rat Island linked to the existing airstrip, unlocking new tourism opportunities in the Easter and Pelsaert Island groups;
- Refurbishment of a fishing camp adjacent to the jetty, providing visitor infrastructure and a rest area for tourists and tour operators; and
- Ten new public moorings supported by a booking system to protect the globally important biodiversity and heritage sites.

The Abrolhos Islands fall under the City of Greater Geraldton's local government district boundaries meaning the City has a building control and public health regulatory role for the management of the Islands. As such, the City developed an Abrolhos Islands Tourism Policy adopted by Council on 22 August 2017 (Notice of Motion). The objective of this policy is to grow and diversify the local economy through the development of ecologically sustainable tourism on the Abrolhos Islands including the development of tourist access control and management regimes, utility infrastructure,

permanent resort and other accommodation and related facilities and amenities for tourists.

In July 2019, the Houtman Abrolhos Islands National Park was created. The State Government announced the Houtman Abrolhos Islands Strategic Direction 2020–24, indicating that the City of Greater Geraldton has important statutory responsibilities and deliver services that support management of the Islands.

The City of Greater Geraldton submitted comments to the following management plans, based on the majority of Council Member responses:

- Houtman Abrolhos Islands National Park Draft Management Plan 2021.
- Houtman Abrolhos Islands Reserve Draft Management Plan 2022.
- Houtman Abrolhos Islands Fish Habitat Protection Area - Draft Management Plan 2022 (Part 1) and Draft Marine Zoning Scheme 2022 (Part 2).

Following the City's input, the Minister for Environment released the Houtman Abrolhos Islands National Park Management Plan 2022. The Department of Primary Industries and Regional Development published the Houtman Abrolhos Islands Reserve Management Plan 2022–2032 and the Houtman Abrolhos Islands Fish Habitat Protection Area Management Plan 2022–2032.

The policy has been updated to remove references to the Geraldton Jobs and Growth Plan 2020-2023, as it is now outdated. Additionally, references to major State Government plans concerning the Houtman Abrolhos Islands in the Workplace Information section have been updated.

COMMUNITY, ECONOMY, ENVIRONMENT AND LEADERSHIP ISSUES:

Community:

There has been strong community support for the development of the Abrolhos Islands for sustainable tourism. Affordable accessibility for locals has long been an issue. The proposed development of the Abrolhos Islands for sustainable tourism together with private sector investment has the potential to expand opportunities for the community to experience the jewel in their own backyard.

Economy:

The development of tourism in the Abrolhos Islands presents a significant opportunity for economic growth in Geraldton. By attracting more visitors, creating jobs, and stimulating investment, the City stands to benefit greatly. The proposed infrastructure developments will support growth in agritourism and new aquaculture products, as well as leveraging established events like Pearl to Plate and the Shore Leave Festival.

Environment:

This policy is designed to ensure that the necessary enforcements are undertaken on the Abrolhos Islands to support sustainable development and that this asset is protected and well managed.

Leadership:

The *Local Government Act 1995* requires that Councils establish good governance principles through the introduction of policies and guidelines. This policy highlights the responsibilities of the City, but also illustrates the authorities responsible for other aspects of development.

Disclosure of Interest:

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

RELEVANT PRECEDENTS:

Council policies are reviewed and endorsed by Council on a regular basis. Council Policy 2.3 Abrolhos Islands Tourism was last approved by Council on 26 July 2022 with no significant amendment (Item No. CCS703).

COMMUNITY/COUNCILLOR CONSULTATION:

Councillor Consultation for council policy reviews is not required prior to the Agenda Forum or Ordinary Meetings of Council unless there are significant changes to the policy. There are no significant changes proposed to the draft policy, therefore Council consideration is sought via this item.

LEGISLATIVE/POLICY IMPLICATIONS:

Pursuant to Section 2.7 of the *Local Government Act 1995* the role of Council includes the determination of council policies:

2.7. Role of council

- (1) *The council —*
 - (a) *governs the local government's affairs; and*
 - (b) *is responsible for the performance of the local government's functions.*
- (2) *Without limiting subsection (1), the council is to —*
 - (a) *oversee the allocation of the local government's finances and resources; and*
 - (b) *determine the local government's policies.*

FINANCIAL AND RESOURCE IMPLICATIONS:

There are no financial or resource implications.

INTEGRATED PLANNING LINKS:

| | |
|---|---|
| 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. |
| 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 2.4 | A desirable place to live, work, play, study, invest and visit |

REGIONAL OUTCOMES:

The establishment of the Abrolhos Islands as an excellent tourist destination would provide long-term economic and social benefits to the Mid West region and the State. Economic modelling indicates that within ten years, there is potential to deliver \$7.3M per annum directly into Abrolhos Islands based businesses and 50 direct jobs into the local tourism industry.

RISK MANAGEMENT:

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

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

The Council may choose to consider alternative amendments to the policy, this is a matter for the Council.

CS153 COUNCIL POLICY 2.4 TRAVELLERS SUPPORT

| | |
|--------------------------|--|
| AGENDA REFERENCE: | D-24-115417 |
| AUTHOR: | H J Davis, Tourism Development Officer |
| EXECUTIVE: | P Radalj, Director Corporate Services |
| DATE OF REPORT: | 30 August 2024 |
| FILE REFERENCE: | GO/19/0008 |
| ATTACHMENTS: | Yes (x1) Draft Council Policy 2.4 Travellers Support (v4) |

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval of Council Policy 2.4 Travellers Support, version 4. The policy has undergone its biennial review with no significant changes recommended as the objective and the City of Greater Geraldton's responsibilities have not changed.

EXECUTIVE RECOMMENDATION:

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

1. APPROVE Council Policy 2.4 Travellers Support, version 4.

PROPONENT:

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

BACKGROUND:

Council Policy 2.4 Travellers Support was developed to identify the support that the City will provide to travellers to the region.

A number of minor amendments were made to the policy during last review in 2022, based on feedback from City Officers involved in the different aspects included in the policy.

The policy has been updated to include reference to EV Charging Stations, remove references to the Geraldton Jobs and Growth Plan 2020-2023 in clause 3.3 and the Workplace Information section, as it is now outdated.

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

Tourism attractions and infrastructure were identified as game changers to support or future economic growth. There are no adverse community impacts.

Economy:

This policy identifies the support that the City may provide to travellers, to support travellers and the tourism industry, which is an important and growing sector.

Environment:

There are no adverse environmental impacts.

Leadership:

The *Local Government Act 1995* requires that Councils establish good governance principles through the introduction of policies and guidelines.

Disclosure of Interest:

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

RELEVANT PRECEDENTS:

Council policies are reviewed and endorsed by Council on a regular basis. Council Policy 2.4 Travellers Support Policy was last approved by Council on 26 July 2022 (Item No. CCS704).

COMMUNITY/COUNCILLOR CONSULTATION:

Councillor consultation for council policy reviews is not required prior to the Agenda Forum or Ordinary Meetings of Council unless there are significant changes to the policy. There are no significant changes proposed to the draft policy, therefore Council consideration is sought via this item.

LEGISLATIVE/POLICY IMPLICATIONS:

Pursuant to Section 2.7 of the *Local Government Act 1995* the role of Council includes the determination of council policies:

2.7. Role of council

(1) *The council —*

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

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

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

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

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

FINANCIAL AND RESOURCE IMPLICATIONS:

A range of initiatives that support this policy form part of recurrent expenditure budgetary allocations.

INTEGRATED PLANNING LINKS:

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|---|---|
| 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. |
| Outcome 2.2 | Efficient and accessible intrastate and interstate connectivity. |
| Outcome 2.4 | A desirable place to live, work, play, study, invest and visit. |
| Outcome 2.5 | Our competitive advantages are built upon and our business success is celebrated. |
| Outcome 2.6 | A diverse and globally recognised regional capital. |

REGIONAL OUTCOMES:

Implementation of this policy can have far-reaching positive outcomes, driving economic growth, improving infrastructure, and enhancing the overall visitor experience. The policy can also lead to greater community engagement, sustainable tourism practices, and long-term regional development, making the Mid West an even more attractive destination for travellers.

RISK MANAGEMENT:

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

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

The Council may choose to consider alternative amendments to the policy, this is a matter for the Council.

CS154 COUNCIL POLICY 4.3 CIVIC CEREMONIES

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|--------------------------|---|
| AGENDA REFERENCE: | D-24-107955 |
| AUTHOR: | P Bennett, Personal Assistant to Director Corporate Services |
| EXECUTIVE: | P Radalj, Director Corporate Services |
| DATE OF REPORT: | 19 August 2024 |
| FILE REFERENCE: | GO/19/0008 |
| ATTACHMENTS: | Yes (x2) A. Draft Council Policy 4.3 Civic Ceremonies (v5) B. Comparison Table Council Policy 4.3 Civic Ceremonies |

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval of Council Policy 4.3 Civic Ceremonies, version 5. The policy has undergone its biennial review with changes proposed to section 4, Community Citizen of the Year Awards Selection, as detailed in the attached comparison table (Attachment No. CS154B).

EXECUTIVE RECOMMENDATION:

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

1. APPROVE Council Policy 4.3 Civic Ceremonies, version 5.

PROPONENT:

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

BACKGROUND:

Council Policy 4.3 Civic Ceremonies was last reviewed by the Council on 30 August 2022 - Item No. CCS716. The purpose of this policy is to provide a process, which governs ceremonial functions, by which Council can formally recognise outstanding contributions, achievements and meritorious service to the community of the City of Greater Geraldton.

No changes to the intent of the policy are proposed. The proposed changes include administrative updates, and amendments to section 4 to align with current City process, and a recent update from Auspire – Australia Day Council of Western Australia including selection and eligibility criteria.

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

The recognition of outstanding contributions from individuals and/or organisations within the community through ceremonial functions both acknowledges the significant effort of community members and encourages City ideals.

Economy:

There are no adverse economic impacts.

Environment:

There are no adverse environmental impacts.

Leadership:

The *Local Government Act 1995* requires that Council establish good governance principles through the introduction of policies and guidelines.

Disclosure of Interest:

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

RELEVANT PRECEDENTS:

Council policies are reviewed and endorsed by Council on a regular basis. Council Policy 4.3 Civic Ceremonies was last approved by Council on 30 August 2022 (Item No. CCS716).

COMMUNITY/COUNCILLOR CONSULTATION:

Councillor consultation for council policy reviews is not required prior to the Agenda Forum or Ordinary Meetings of Council unless there are significant changes to a policy. There are no changes to the intent of the policy proposed, amendments are administrative in nature and to align with Auspire guidelines recently received, therefore Council consideration is sought via this item.

LEGISLATIVE/POLICY IMPLICATIONS:

Pursuant to section 2.7 of the *Local Government Act 1995*, the role of Council includes determination of council policies:

2.7. Role of council

- (1) *The council —*
 - (a) *governs the local government's affairs; and*
 - (b) *is responsible for the performance of the local government's functions.*
- (2) *Without limiting subsection (1), the council is to —*
 - (a) *oversee the allocation of the local government's finances and resources; and*
 - (b) *determine the local government's policies.*

FINANCIAL AND RESOURCE IMPLICATIONS:

There are no financial or resource implications.

INTEGRATED PLANNING LINKS:

| | |
|---|---|
| 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 1.3 | Pride in place and a sense of belonging is commonplace. |
| Outcome 1.6 | Community capacity, innovation and leadership is encouraged. |

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| 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:

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

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

The Council may choose to consider alternative amendments to the policy, this is a matter for the Council.

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| CS155 | COUNCIL POLICY 4.6 INFORMATION SECURITY MANAGEMENT SYSTEM |
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|--------------------------|--|
| AGENDA REFERENCE: | D-24-110126 |
| AUTHOR: | A Maple, Senior Cybersecurity Engineer |
| EXECUTIVE: | P Radalj, Director Corporate Services |
| DATE OF REPORT: | 12 August 2024 |
| FILE REFERENCE: | GO/19/0008 |
| ATTACHMENTS: | Yes (x1) Draft Council Policy 4.6 Information Security Management System (v2) |

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval of Council Policy 4.6 Information Security Management System, version 2. The policy has undergone its biennial review with no significant changes recommended.

EXECUTIVE RECOMMENDATION:

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

1. APPROVE Council Policy 4.6 Information Security Management System, version 2.

PROPONENT:

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

BACKGROUND:

Council Policy 4.6 Information Security Management System (ISMS), version 1, was approved by Council on 26 July 2022 (Item No. CCS705). The objectives and strategic directives defined within the draft policy provided to Council are still relevant.

No changes to the intent of the policy are suggested, only administrative updates to recognise the ISMS will continue to be implemented, also amending Manager ICT Services to Manager ERP and Cybersecurity and the title of the Australian Standard due to a new standard being published.

This policy for information security is the overarching governance artefact needed for the ongoing design and operation of the City Information Security Management Systems.

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

This policy provides assurance to the community of the City's commitment to information security and the information entrusted to it.

Economy:

This policy supports the sharing of experience and expertise of information security with the wider community to support, educate and create a greater awareness of information security risks and better practices to develop cyber resilience.

Environment:

There are no adverse environmental impacts.

Leadership:

The *Local Government Act 1995* requires that Councils establish good governance principles through the introduction of policies and guidelines. This policy supports the collaboration with government agencies, academia and private enterprise to share information and information security practices to ensure the City is always on the forefront of emerging information security risks, standards, frameworks and programs.

Disclosure of Interest:

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

RELEVANT PRECEDENTS:

Council policies are reviewed and endorsed by Council on a regular basis. Council Policy 4.6 Information Management Security System, version 1, was approved by Council on 26 July 2022 (Item No. CCS705).

COMMUNITY/COUNCILLOR CONSULTATION:

Councillor consultation for council policy reviews is not required prior to the Agenda Forum or Ordinary Meeting of Council unless there are significant changes to a policy. There are no significant changes proposed to the draft policy, therefore Council consideration is sought via this item.

LEGISLATIVE/POLICY IMPLICATIONS:

Pursuant to section 2.7 of the *Local Government Act 1995*, the role of Council includes determination of council policies:

2.7. Role of council

- (1) *The council —*
 - (a) *governs the local government's affairs; and*
 - (b) *is responsible for the performance of the local government's functions.*
- (2) *Without limiting subsection (1), the council is to —*
 - (a) *oversee the allocation of the local government's finances and resources; and*
 - (b) *determine the local government's policies.*

The absence of a council policy and framework to manage information security risk was a finding in the 2021 Office of the Auditor General (OAG) Cybersecurity Audit. This policy and the management system it specifies satisfies this audit finding and aids in the reduction of risk to acceptable levels.

FINANCIAL AND RESOURCE IMPLICATIONS:

At present there are adequate resources to maintain the established information security management system. As strategic initiatives are identified to reduce risk, further resources may be required to implement and maintain them, dependant on identified level of risk and appetite to treat such risks in accordance with the City's risk management framework. These resources could be funded internally, by grant(s), or a mix of both.

INTEGRATED PLANNING LINKS:

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| Strategic Direction: Leadership | Aspiration: A strong local democracy with an engaged community, effective partnerships, visionary leadership and well informed decision-making. |
| Outcome 4.8 | Deliver secured technology that supports sustainability, the environment, service delivery and the community. |
| Outcome 4.9 | Collaboration and strategic alliances with Local Government partners delivers results for common aspirations. |

REGIONAL OUTCOMES:

There are no impacts to regional outcomes.

RISK MANAGEMENT:

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

An information security management system is a holistic, business risk-based approach to establish, implement, monitor, review, maintain and improve cyber and information security.

A strong security culture is an essential element of an organisations security strategy, and this policy provides the organisation with Council's commitment to information security

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

The Council may choose to consider alternative amendments to the policy, this is a matter for the Council.

CS156 COUNCIL POLICY 4.20 JOINT REFORM

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|--------------------------|---|
| AGENDA REFERENCE: | D-24-112937 |
| AUTHOR: | M Adam, Coordinator Governance |
| EXECUTIVE: | P Radalj, Director Corporate Services |
| DATE OF REPORT: | 10 September 2024 |
| FILE REFERENCE: | GO/19/0008 |
| ATTACHMENTS: | Yes (x2) |
| | A. Draft Council Policy 4.20 Joint Reform (v3) |
| | B. Comparison Table Council Policy 4.20 Joint Reform |

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval for Council Policy 4.20 Joint Reform, version 3. The policy has undergone its biennial review with proposed changes detailed in the attached comparison table (Attachment No. CS156B).

EXECUTIVE RECOMMENDATION:

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

1. APPROVE Council Policy 4.20 Joint Reform, version 3.

PROPONENT:

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

BACKGROUND:

Council Policy 4.20 Joint Reform was endorsed by Council on 24 January 2017 and reviewed on 26 May 2020 (Item No. CCS498) and 28 June 2022 (Item No. CCS698).

The current policy is a consolidation of four previous Joint Reform policies which were endorsed upon the amalgamation of the Shire of Mullewa and the City of Geraldton-Greenough and the creation of the City of Greater Geraldton on 1 July 2011.

The objectives of the policy are to protect and maintain the interests and assets of the former Shire of Geraldton-Greenough and Shire of Mullewa. The policy details include:

- Local Assets and Funding
- Local Identity
- Local Workforce
- Road Funding Arrangements

In the thirteen years since the creation of the City of Greater Geraldton, the principles of the policy have been fully implemented through the establishment of a Mullewa District Office and depot, commitment to local employment opportunities, ongoing district consultation and local projects, and incorporation of the road network funding into the City's asset management program. Asset

management overall is incorporated within the City of Greater Geraldton expenditure profile.

Consequently, City Officers have been consulted regarding the content of the policy to ensure that the content reflects the current strategic community and operational objectives of the City and is compliant with legislative requirements relating to local government operations and financial management.

Amendments to the policy content are suggested and have been incorporated into the draft policy and outlined in the comparison table (Attachment No. CS156A and CS156B).

Whilst the Executive Recommendation is to approve version 3 of the policy, Council may also consider retirement of the policy (Alternative Option), and this is a matter for Council.

COMMUNITY, ECONOMY, ENVIRONMENT AND LEADERSHIP ISSUES:

Community:

The objective of the policy is to protect and maintain the interests and assets of the former Shire of Mullewa and City of Geraldton-Greenough. The City of Greater Geraldton was created on 1 July 2011 amalgamating the two local government authorities, therefore their interests and assets are now protected and maintained through the provisions of the City's Integrated Planning Framework, the Strategic Community Plan, Corporate Business Plan and Long-Term Financial Plan.

Economy:

There are no adverse economic impacts.

Environment:

There are no adverse environmental impacts.

Leadership:

The *Local Government Act 1995* requires that Council establish good governance principles through the introduction of policies and guidelines.

The objectives of the Joint Reform policy, endorsed by the Council in the 2017, as a consolidated version of four policies (approved in 2011) have been fully implemented during the thirteen-year period following the creation of the City of Greater Geraldton on 1 July 2011.

Whilst the City of Greater Geraldton Strategic Community Plan 2031 sets out provisions for the district in its entirety, the Corporate Business Plan 2021-2025 contains specific obligations relating to the town of Mullewa including community engagement initiatives, advocacy for local issues, and a youth program specific to the townsite of Mullewa. Council may therefore consider amending the Joint Reform policy, or retirement of the policy.

Disclosure of Interest:

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

RELEVANT PRECEDENTS:

Council policies are reviewed and endorsed by Council on a regular basis. Council Policy 4.20 Joint Reform was last reviewed by Council on 28 June 2022 (Item No. CCS698). In relation to retiring policies - Council Policy 4.27 Entry Conditions Local Government Buildings retired on 23 March 2021 (Item No. CCS581).

COMMUNITY/COUNCILLOR CONSULTATION:

Councillors were consulted via Briefing Note on 20 August 2024. At the close of the consultation period one response was received in support of the changes presented in the draft policy.

LEGISLATIVE/POLICY IMPLICATIONS:

Pursuant to section 2.7 of the *Local Government Act 1995* the role of Council includes determination of council policies:

2.7. Role of council

- (1) *The council —*
- (a) *governs the local government's affairs; and*
 - (b) *is responsible for the performance of the local government's functions.*
- (2) *Without limiting subsection (1), the council is to —*
- (a) *oversee the allocation of the local government's finances and resources; and*
 - (b) *determine the local government's policies.*

FINANCIAL AND RESOURCE IMPLICATIONS:

There are no financial or resource implications.

INTEGRATED PLANNING LINKS:

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|--|--|
| 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 regular review of council policies ensures that policy content is compliant with the provisions of relevant legislative and that the policy objectives align with the aspirations and vision within the City's Strategic Community Plan.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

The following alternative options were considered by City Officers:

1. RETIRE Council Policy 4.20 Joint Reform.

The City of Greater Geraldton was created on 1 July 2011 and the actions and requirements within the Joint Reform policy have been incorporated into the ongoing operations of the City of Greater Geraldton and are provided for in the Strategic Community Plan 2031.

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| CS157 | REQUEST FOR EXTENSION TO SUBMIT ANNUAL FINANCIAL REPORT 2023-24 |
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|--------------------------|---|
| AGENDA REFERENCE: | D-24-112612 |
| AUTHOR: | T Machukera, A/Chief Financial Officer |
| EXECUTIVE: | P Radalj, Director Corporate Services |
| DATE OF REPORT: | 4 September 2024 |
| FILE REFERENCE: | FM/3/0011 |
| ATTACHMENTS: | No |

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval to submit a request for extension of time to submit the Annual Financial Report for 2023-24 to the auditor.

EXECUTIVE RECOMMENDATION:

That Council by Simple Majority pursuant to Section 6.4 of the *Local Government Act 1995* RESOLVES to:

1. APPROVE the submission of an application to the Minister seeking an extension of time to submit the Annual Financial Report for 2023-24 to the auditor by 31 January 2025.

PROPONENT:

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

BACKGROUND:

Local governments who are unable to meet the 30 September deadline to submit the draft Annual Financial Report to the auditor must apply for Ministerial approval for an extension of time. Such a request must be submitted prior to 30 September.

It was recognised that with the phased implementation of IBIS (new Enterprise Resource Planning (ERP) system) some delays would be experienced with processes and reports. Asset revaluations were conducted in 2022-23 and reconciliation of the revaluations and the asset register were completed for the 2022-23 year. Migration of asset data into the new system is based on a combination of revaluation reports for classes that were revalued and legacy system data for classes that were not revalued.

Data migration services are not delivered by the software provider but are the responsibility of the City. Despite several attempts to recruit a data migration specialist we were not able to secure the required skill set. Therefore, a consultant has been engaged to undertake the task. This consultant has experience in data migration both from our legacy systems (SynergySoft and Assetic) and our new ERP (TechnologyOne One Council).

The data migration process requires careful validation and testing to ensure accuracy and functionality. Additional internal resources have been applied to complete the data migration and asset transaction processing.

Preparation of the Annual Financial Statements and supporting work papers are well progressed, however cannot be completed until the asset processing is completed. Therefore, to be able to provide a quality financial report and working papers to support the financial report, we require additional time beyond 30 September. This will ensure that once the audit work commences, the required information is prepared and available for the audit to be completed.

The anticipated impact to timelines is that the Audited Financial Statements 2023-24 at the earliest will be reviewed and endorsed by the Audit Committee in March 2025. Annual Report for adoption by Council and associated Electors Meeting will not occur until April/May 2025.

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 report submitted to audit should be of a high quality with limited, if any, adjustments required. Proactively addressing potential issues can significantly reduce the likelihood of disruptions and strengthen overall data management capabilities, enabling local governments to present reliable financial information.

Disclosure of Interest:

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

RELEVANT PRECEDENTS:

There are no relevant precedents. A request for extension has not been made by the City of Greater Geraldton in the past.

COMMUNITY/COUNCILLOR CONSULTATION:

Council Members were consulted through a Briefing Note and discussion at Council Concept Forum on Tuesday 3 September 2024.

The Office of the Auditor General (OAG), contract auditor (RSM), Department of Local Government, Sport and Cultural Industries (DLGSC) and WALGA have been consulted on the proposed request for extension.

LEGISLATIVE/POLICY IMPLICATIONS:

All local governments are required to prepare their financial statements in accordance with the *Local Government Act 1995*, the *Local Government (Financial Management) Regulations 1996*, Australian Accounting Standards (AASB) and the Australian Accounting Standards Board Interpretations (AASBI).

Section 6.4(3) of the *Local Government Act 1995* requires a local government to complete its Annual Financial Report and submit the report to its auditors by 30 September in each financial year, **or such extended time as the Minister allows.**

Council approval is sought for the City to make an application for extension of time because under section 2.7(1)(b) and (2)(a) the Council is responsible for the performance of the local government and overseeing the allocation of the local government's finances and resources.

FINANCIAL AND RESOURCE IMPLICATIONS:

Provision for data migration activities is incorporated in the IBIS Project budget. The current budget includes allowance for the preparation and audit of the Annual Financial Report. Additional resources have been recruited to assist with completing the asset processes.

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. |
| Outcome 4.7 | Council understands its roles and responsibilities and leads by example. |
| 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:

Submission of the Annual Financial Report to the auditors by 30 September is a requirement of the *Local Government Act 1995*. Section 6.4(3) provides for the Minister to grant an extension to this date. Approving the request to make application for an extension ensures compliance with the timelines outlined in the legislation.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

No alternative options were considered by City Officers.

| | |
|-------|---|
| CS158 | STATEMENT OF FINANCIAL ACTIVITY AND STATEMENT OF FINANCIAL POSITION FOR THE PERIOD ENDED 31 AUGUST 2024 |
|-------|---|

| | |
|--------------------------|---|
| AGENDA REFERENCE: | D-24-116093 |
| AUTHOR: | J McLean, Senior Management Accountant, Analyst |
| EXECUTIVE: | P Radalj, Director Corporate Services |
| DATE OF REPORT: | 4 August 2024 |
| FILE REFERENCE: | FM/17/0015 |
| ATTACHMENTS: | Yes (x1) Monthly Management Report for period ended 31 August 2024 |

EXECUTIVE SUMMARY:

The purpose of this report is to provide Council with a comprehensive report on the City's finances to 31 August 2024.

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 ended 31 August 2024, as attached; and
2. RECEIVE the monthly Statement of Financial Position as at 31 August 2024, as attached.

PROPONENT:

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

BACKGROUND:

The financial performance and position at the end of August 2024 is detailed in the attached report.

Summarised below are the variances between Year-to-Date (YTD) budgets and actuals:

| | | | | | |
|--------------------------|----|--------------|-------|------------------|-------------------------------------|
| Operating Income | \$ | 245,102 | 0.4% | over YTD Budget | <input checked="" type="checkbox"/> |
| Operating Expenditure | \$ | 357,135 | 2.2% | under YTD Budget | <input checked="" type="checkbox"/> |
| Net Operating | \$ | 602,237 | 1.2% | under YTD Budget | <input checked="" type="checkbox"/> |
| Capital Expenditure | \$ | 313,542 | 15.5% | over YTD Budget | <input checked="" type="checkbox"/> |
| Capital Revenue | \$ | 10,718 | 5.9% | under YTD Budget | <input checked="" type="checkbox"/> |
| Cash at Bank – Municipal | | \$14,407,894 | | | |
| Cash at Bank – Reserve | | \$ 22,754 | | | |
| Current Investments | | \$75,803,949 | | | |

| | |
|--|--------|
| Current Rates Collected to August 2024 | 57.46% |
| Current Rates Collected to August 2023 | 58.74% |
| Rates Arrears Collected to August 2024 | 15.64% |
| Rates Arrears Collected to July 2023 | 14.43% |

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 August financials show a YTD positive variance of \$602,237 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 require presentation each month of a statement of financial activity accompanied by other supporting information that is considered relevant and a statement of financial position. In addition to the compliance requirements, the purpose of regularly reporting on the financial activities of the City is to enable Council Members to monitor and review the allocation of financial and other resources against the budget. Reporting on a regular basis evidences the ongoing financial management and 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* 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 the relevant statutory requirements and is consistent with good financial governance.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

There are no alternative options to consider.

12.4 REPORTS OF INFRASTRUCTURE SERVICES

| | |
|-------|-------------------------------------|
| IS308 | COUNCIL POLICY 4.5 ASSET MANAGEMENT |
|-------|-------------------------------------|

| | |
|--------------------------|--|
| AGENDA REFERENCE: | D-24-117234 |
| AUTHOR: | C Edwards, Manager Project Delivery and Engineering |
| EXECUTIVE: | C Lee, Director Infrastructure Services |
| DATE OF REPORT: | 9 September 2024 |
| FILE REFERENCE: | GO/6/0029 |
| ATTACHMENTS: | Yes (x2) |
| | A. Draft Council Policy - 4.5 Asset Management (v3) |
| | B. Council Policy – 4.5 Asset Management – Comparison Table |

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval of Council Policy 4.5 Asset Management, version 3. The policy has undergone its biennial review with proposed changes detailed in the attached comparison table (Attachment No. IS308B).

EXECUTIVE RECOMMENDATION:

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

1. APPROVE Council Policy 4.5 Asset Management, version 3.

PROPONENT:

The proponent is the City of Greater Geraldton.

BACKGROUND:

Council Policy 4.5 Asset Management was last reviewed by Council on 27 April 2021 - Item No. IS233. The objective of the policy is to set out a broad framework to ensure a co-ordinated corporate approach to asset management within the organisation. It provides a clear direction in the provision and management of all City of Greater Geraldton assets that ensures sustainable outcomes and agreed levels of service, for present and future stakeholders.

The objective of the policy is to set out a broad framework to ensure a co-ordinated corporate approach to asset management within the organisation. It provides a clear direction in the provision and management of all City of Greater Geraldton assets that ensures sustainable outcomes and agreed levels of service, for present and future stakeholders.

The City owns and maintains approximately \$1 billion of assets across a broad range of asset classes. A review of the policy has been undertaken and amendments are suggested reflecting the current structure of the organisation, the implementation of the new Enterprise Resource Program (ERP), the current statutory and legal landscape and the current asset management industry approach.

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

The policy informs the development of infrastructure assets including roads, drains, bridges, footpaths, parks, reserves and public buildings that provide the basis for key services provided by councils to their communities and funded by their communities.

Environment:

The policy guides the ongoing development of an asset management focussed environment within the City of Greater Geraldton, required to deliver sustainable outcomes for the provision and renewal of community infrastructure.

Economy:

Timely and strategic provision and renewal of the City's assets will help maintain and drive economic development through the engagement of local suppliers and contractors wherever possible.

Leadership:

The Local Government Act 1995 requires that Council establish good governance principles through the introduction of governance policies. This revised policy defines the City's approach to Asset Management governance.

Disclosure of Interest:

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

RELEVANT PRECEDENTS:

Council policies are reviewed and endorsed by Council on a regular basis. Council Policy 4.5 Asset Management version 2 was approved by Council on 27 April 2021 with minor administrative amendments (Item No. IS233).

COMMUNITY/COUNCILLOR CONSULTATION:

No consultation has been entered into.

LEGISLATIVE/POLICY IMPLICATIONS:

Pursuant to Section 2.7 of the *Local Government Act 1995* the role of Council includes the determination of council policies:

2.7. Role of council

- (1) *The council —*
 - (a) *governs the local government's affairs; and*
 - (b) *is responsible for the performance of the local government's functions.*
 - (2) *Without limiting subsection (1), the council is to —*
 - (a) *oversee the allocation of the local government's finances and resources; and*
 - (b) *determine the local government's policies.*
-

FINANCIAL AND RESOURCE IMPLICATIONS:

There are no direct financial or resource implications associated with the Executive Recommendation.

However, the City recently undertook an Infrastructure Asset Valuation which included a substantial number of physical asset inspections. The City is now focussed on recruitment of a Strategic Asset Manager to lead a review of the City Strategic Asset Management Plan and the subsequent development its asset management plans.

Recent data for the revaluation exercise is critical in the next stage of the City's asset management journey to maturity as the City migrates to the new ERP Technology One, One Council enterprise platform. An Enterprise Asset Management Advisory Group has also been formed to guide the organisation through this process.

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 2.4 | A desirable place to live, work, play, study, invest and visit |
| 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. |
| 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:

Sound asset management is critical to maintaining the look and feel of the City and the quality of life of its residents. A well-maintained City will attract industry, business and tourism to the region and keep our existing residents and businesses invested in it. A thriving City will support regional growth and well-being

RISK MANAGEMENT:

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

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

The Council may choose to consider alternative amendments to the policy, this is a matter for the Council.

IS309 COUNCIL POLICY 2.7 HEAVY HAULAGE COST RECOVERY

| | |
|--------------------------|---|
| AGENDA REFERENCE: | D-24-118281 |
| AUTHOR: | C Edwards, Manager Project Delivery and Engineering |
| EXECUTIVE: | C Lee, Director Infrastructure Services |
| DATE OF REPORT: | 9 September 2024 |
| FILE REFERENCE: | GO/6/0029 |
| ATTACHMENTS: | Yes (x1) Council Policy 2.7 Heavy Haulage Cost Recovery (v2) |

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval of Council Policy 2.7 Heavy Haulage Cost Recovery, version 2. The policy has undergone the biennial review, with no significant changes recommended as the objective and the City of Greater Geraldton's responsibilities have not changed.

EXECUTIVE RECOMMENDATION:

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

1. APPROVE Council Policy 2.7 Heavy Haulage Cost Recovery, version 2.

PROPONENT:

The proponent is the City of Greater Geraldton.

BACKGROUND:

Council approved Policy 2.7 Heavy Haulage Cost Recovery, version 1, on 31 May 2022 – Item No. IS259. The intent of the policy is to provide a mechanism to recover the cost of road maintenance from industry or mining operations that propose a transport task increasing the volume of heavy vehicles well above that which a road was designed and constructed to carry.

The policy incorporates a cost recovery framework for heavy vehicles undertaking a defined task on both sealed and unsealed roads within the City. The framework is based on the use of a Western Australian Local Government Association developed annual asset consumption-based method of costing. City Officers are currently applying the policy to qualifying road users.

No changes to the intent of the policy are suggested, only an administrative update to the title of the responsible manager.

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

The policy will continue to relieve the burden on the ratepayer of the cost of wear and tear on the City's roads caused by an industry or mining operation.

Economy:

The City will continue to recover road maintenance costs from heavy vehicle operators. Costs recovered will be re-invested in the roads that the industry and mining activities use, providing opportunities for local contractors to undertake the maintenance works.

Environment:

There are no adverse environmental impacts arising from this Policy.

Leadership:

This policy is a key component of effective asset management of the City's road infrastructure. Sound leadership is demonstrated by providing a mechanism to mitigate the cost of maintenance of heavily utilised City roads through the recovery of funding from heavy haulage road users.

Disclosure of Interest:

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

RELEVANT PRECEDENTS:

Council policies are reviewed and endorsed by Council on a regular basis. Council Policy 2.7 Heavy Haulage Cost Recovery, version 1, was approved by Council on 31 May 2022 with no significant amendments (Item No. IS259).

COMMUNITY/COUNCILLOR CONSULTATION:

Councillor consultation for Council Policy reviews is not required prior to the Agenda Forum or Ordinary Meetings of Council unless there are significant changes to a policy. There is no notable change proposed to the draft policy, as such the endorsement is sought via this item.

LEGISLATIVE/POLICY IMPLICATIONS:

The Policy 2.7 Heavy Haulage Cost Recovery is based on the following Acts and Policies:

Road Traffic (Administration) Act 2008, section 132 – Road authority may recover expenses of damage caused by heavy traffic. In particular; section 132(2) states:

“Where it appears to the road authority that has functions in relation to the repair of road infrastructure that, having regard to the average expense of repairing road infrastructure in the vicinity, extraordinary expenses have been incurred by the road authority in repairing the road infrastructure because of damage caused by heavy traffic, the road authority may recover the amount of the expenses as may be proved to the satisfaction of the court to have been incurred by the road authority because of damage caused by heavy traffic.”

Also, section 132(4) states:

“A person against whom expenses are or may be recoverable under this section may enter into an agreement with the road authority for payment to it in respect of heavy traffic, and on making the payment as agreed the person is not to be subject to any proceedings under this section.”

The revised State Planning Policy 3.6 – Infrastructure Contributions, developed under the authority of the *Planning and Development Act 2005*, section 26 allows for monetary contributions through a development approval process to address:

*“Where the proposal induces additional traffic movements and/ or benefits from it; and or where development is a significant traffic generator; or
Where existing roads are inadequate to accommodate traffic generated by proposal; and or where development is a significant traffic generator; or*

Upgrading, construction and widening of existing roads and laneways, including intersection treatment where required, to accommodate additional demand generated by a subdivision or development.”

FINANCIAL AND RESOURCE IMPLICATIONS:

There is administrative time required to implement the Heavy Haulage Cost Recovery Policy, however, the costs recovered from the road users offset this cost.

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 2.2 | Efficient and accessible intrastate and interstate connectivity. |
| 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 3.4 | A desirable and sustainable built and natural environment responsive to community aspirations. |
| 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 4.4 | Healthy financial sustainability that provides capacity to respond to change in economic conditions and community priorities. |
| Outcome 4.7 | Council understands its roles and responsibilities and leads by example. |

REGIONAL OUTCOMES:

Well-maintained roads will support mines and other industries located outside the City’s administrative boundary, particularly those that export through the Geraldton Port.

RISK MANAGEMENT:

Ensuring that the Council Policy Register is current and comprehensive, supports the role of Council in the good government of the City of Greater Geraldton. Whilst the Heavy Haulage Cost Recovery Policy excludes grain haulage to protect regional employment and businesses. It funds road maintenance to reduce risks of reputational and property damage.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

The Council may choose to consider alternative amendments to the policy, this is a matter for the Council.

| | |
|-------|---|
| IS310 | PROPOSAL TO REDUCE SPEED ALONG CHAPMAN ROAD (NORTH) |
|-------|---|

| | |
|--------------------------|---|
| AGENDA REFERENCE: | D-24-117811 |
| AUTHOR: | C Edwards, Manager Project Delivery and Engineering |
| EXECUTIVE: | C Lee, Director Infrastructure Services |
| DATE OF REPORT: | 9 September 2024 |
| FILE REFERENCE: | GO/6/0029 |
| ATTACHMENTS: | Yes (x2) 1 x Confidential A. Proposed Speed Zoning Changes – Chapman Road (North) B. Confidential - Email Response from Main Petitioners |

EXECUTIVE SUMMARY:

The purpose of this report is to provide Council with an update regarding the outcome of investigations into the reduction of speed limit along Chapman Road north of Sunset Beach and to endorse the recommendation to accept Main Roads WA's (MRWA) proposal to amend the speed limit.

EXECUTIVE RECOMMENDATION:

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

1. ACCEPT the proposal from Main Roads Western Australia to amend the speed zoning on Chapman Road (North) of Sunset Beach; and
2. DIRECT the CEO to implement the proposed speed zoning changes as a matter of priority.

PROPONENT:

The proponent is the City of Greater Geraldton (the City) and the Main Petitioner.

BACKGROUND:

A petition was presented to the Mayor of the City of Greater Geraldton on 14 March 2024 requesting a reduction of speed along Chapman Road. This initial petition was non-compliant with Section 5.10 of the City's *Meeting Procedures Local Law 2011*. The City provided the proponents with information on how to submit a compliant petition on 19 March 2024. This petition was presented to Main Roads WA at the same time.

A compliant petition was presented to the Mayor of the City of Greater Geraldton on 11 April 2024. The proponents have requested the City's support to reduce the speed from 90km/hr to 70km/hr along Chapman Road from Sail Boulevard, Sunset Beach to Glenfield Beach Road, Glenfield.

At the Ordinary Meeting of Council of 28 May 2024 - Item No. CS124 Petition – Request to Reduce Speed Along Chapman Road (North), Council resolved to:

1. *RECEIVE the petition requesting the City support the reduction of speed along Chapman Road; and*
2. *REQUIRE the Chief Executive Officer to provide Council with a report on the subject of the petition.*

MRWA deployed traffic counters at various locations along Chapman Road north of Sail Boulevard. A review of conditions and the environment along the road were undertaken by both MRWA and the City once the results of the traffic counts were obtained. MRWA subsequently issued a request to the City seeking approval regarding change in speed zoning on Chapman Road as follows:

- a reduction from 90km/hr to 60km/hr between Sail Boulevard and Coralina Quays;
- a reduction from 90km/hr to 80km/hr from Sail Boulevard to Glenfield Beach Drive; and
- an increase from 70km/hr to 80km/hr from Glenfield Beach Drive to North West Coastal Highway.

MRWA also recommended further signage and vegetation clearing as additional safety treatments.

MRWA are the regulatory authority regarding regulatory road signage and road line marking in the State. Any changes to these require their approval.

COMMUNITY, ECONOMY, ENVIRONMENT AND LEADERSHIP ISSUES:

Community:

There is an improvement in safety for the community who use Chapman Road through the reduction in the speed limit from Sail Boulevard to Glenfield Beach Drive and the improvement in safety signage.

The petitioners from the community will be supported by Council in their request to reduce speed along Chapman Road.

Economy:

There are no adverse economic impacts.

Environment:

The proposal will provide a uniform application to the speed zoning and create a safer environment now the new foot/cycle path has been installed.

Leadership:

Leadership has been demonstrated through receiving the petition from the community, undertaking the necessary investigations, meeting and negotiating with MRWA to achieve the desired reduction in the speed limit.

Disclosure of Interest:

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

RELEVANT PRECEDENTS:

At the Ordinary Meeting of Council of 26 September 2023 - Item No. IS292 Drummond Cove Road – Local Area Traffic Management, Council supported the request from petitioners to introduce Local Area Traffic Management devices onto Drummond Cove Road to reduce vehicle speeds along the road.

COMMUNITY/COUNCILLOR CONSULTATION:

Council received the petition on 28 May 2024 - Item No. CS124 Petition – Request to Reduce Speed Along Chapman Road (North).

MRWA, the regulatory authority regarding road signage, has been extensively consulted throughout the process, and are supportive of the recommended changes. WA Police were also consulted during a recent working group meeting regarding the proposed changes; they supported the proposed change but felt that there may be non-compliance from the public.

Mr & Mrs Coutts, the proponents of the petition, were advised in an email on 28 August 2024 of the recommendation from MRWA. They have responded by email on 1 September 2024 that they were thankful that the matter had reached a satisfactory conclusion.

LEGISLATIVE/POLICY IMPLICATIONS:

MRWA are the regulatory authority with regards to road signage. Their approval is required for all changes to speed zoning.

FINANCIAL AND RESOURCE IMPLICATIONS:

The proposed changes are estimated to cost approximately \$15,000. This will be funded from existing emergent budgets in the Capital Works Program and will have no financial impact. The works will be undertaken by a combination of the City's Maintenance Operations Department and annual supply contractors who have capacity to undertake the works.

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 2.4 | A desirable place to live, work, play, study, invest and visit |
| 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. |

| | |
|--|--|
| Strategic Direction: Leadership | Aspiration: A strong local democracy with an engaged community, effective partnerships, visionary leadership and well informed decision-making. |
| Outcome 4.6 | A community that is genuinely engaged and informed in a timely and appropriate manner. |

REGIONAL OUTCOMES:

There are no impacts to regional outcomes.

RISK MANAGEMENT:

Risk to the City has been managed by seeking MRWA approval for the proposed changes. Risk has been further mitigated by seeking support for the proposed changes from WA Police Traffic Division.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

City Officers considered the option of seeking further reduction in speed limits to the 70km/hr that was requested by petitioners. This was rejected as it was not supported by MRWA or WA Police.

12.5 REPORTS OF OFFICE THE CEO - Nil

There are none.

12.6 REPORTS TO BE RECEIVED**RR63 REPORTS TO BE RECEIVED – SEPTEMBER**

| | |
|--------------------------|---|
| AGENDA REFERENCE: | D-24-120488 |
| AUTHOR: | R McKim, Chief Executive Officer |
| EXECUTIVE: | R McKim, Chief Executive Officer |
| DATE OF REPORT: | 13 September 2024 |
| FILE REFERENCE: | GO/6/0029 |
| ATTACHMENTS: | Yes (x3) |
| | A. DSDD023 - Delegated Determinations and Subdivision Applications for Planning Approval |
| | B. CS159 – List of Accounts Paid Under Delegation – August 2024 |
| | C. CS160 - List of Payments by Employees via Purchasing Cards – August 2024 |

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. DSDD023 - Delegated Determinations and Subdivision Applications for Planning Approval.

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. CS159 – List of Accounts Paid Under Delegation – August 2024; and
 - ii. CS160 - List of Payments by Employees via Purchasing Cards – August 2024.

PROPONENT:

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

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:

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| 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

There is none.

14 QUESTIONS FROM MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

There is none.

15 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

There is none.

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.

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| CS161 | RFT 2425 08 WEED MANAGEMENT SERVICES |
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| AGENDA REFERENCE: | D-24-116012 |
| AUTHOR: | C Bryant, Coordinator Procurement K Smith, Manager Maintenance Operations |
| EXECUTIVE: | P Radalj, Director Corporate Services |
| DATE OF REPORT: | 16 August 2024 |
| FILE REFERENCE: | FM/25/0322 |
| ATTACHMENTS: | Yes (x1) Confidential Confidential – RFT 2425 08 Evaluation Report |

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval to award tender RFT 2425 08 Weed Management Services separable portions to the recommended tenderers.

The contracts are to run for a period of two years for the delivery of budgeted weed management services.

The initial contract will be in place from 17 October 2024 to 16 October 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 2425 08 Weed Management Services separable portions to the recommended tenderers; and
2. RECORD the estimated annual contract values in the minutes.

PROponent:

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

BACKGROUND:

Tender RFT 2425 08 Weed Management Services (RFT) was advertised in The Geraldton Guardian on 19 July 2024, in The West Australian on 20 July 2024, and the City's TenderLink e-Tendering Portal. The RFT closed on 5 August 2024.

Nine interested parties registered to receive copies of the tender and one tender 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 17 October 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 Weed Control Services RFT 2021 24 (Item No. CCS637).

COMMUNITY, ECONOMY, ENVIRONMENT AND LEADERSHIP ISSUES:

Community:

Effective weed management is an essential service in providing well-maintained carparks, shared pathways, parks and verges and substantially contributes to the amenity and environmental value of community spaces and the use of herbicide is an important, cost effective and efficient control measure.

The City maintains a register of residents who may prefer not to have their verges sprayed. Requests to be included in the register can be lodged by either calling Customer Experience on 08 9956 6600 during business hours or by email to council@cgg.wa.gov.au. The information required by Officers includes the name of the person making the request, the address of the property not to be sprayed and their contact details. This information is then added to the register and provided to the contractor that undertakes the work on the City's behalf.

Economy:

Awarding this tender will result in City funds flowing into the local economy through the employment of local contractors.

Environment:

All proposed weed control services works will be undertaken within a contract specification that includes management requirements for spraying in accordance with weather conditions, using the lowest toxicity, fit for purpose, chemicals available and the use of accredited experienced contractors. Pests and vermin will also be controlled using this contracted service through the engagement of suitably trained professionals that are able to provide advice on the use of appropriate chemicals and implement their use in accordance with required standards. Tenderers are required to provide evidence of environmentally sustainable practices in their tender submission.

Leadership:

Successful tenderers are required to provide a comprehensive Safety and Environmental Management Plan with works to be 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 awarded a two-year supply contract RFT 2021 24 Weed Control Services on 28 September 2021 (Item No. CCS637), that included two (2) separable portions – Portion A (Inner City Area) and Portion B (Rural Road Verges). Both portions were awarded to one tenderer. The initial contract was in place from 17 October 2021 to 16 October 2023, with an extension to contract approved until 16 October 2024.

Council also awarded a two-year supply contract RFT 05 1718 Weed Control Services that included two (2) separable portions – Portion A (Inner City Area) and Portion B (Rural Road Verges). Both portions were awarded to one tenderer (Item No. IS160 and IS161, 17 October 2017).

The initial contract was in place from 17 October 2017 to 16 October 2019, with an extension approved until 16 October 2020, then a further one (1) year extension option approved due to COVID-19 until 16 October 2021.

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 the Weed Management Services for both separable portions is \$604,660 (excluding GST) per annum (including traffic management). Assuming all extension periods are exercised, the estimated total contract value over three years is \$1,813,980 (excluding GST). These funds are sourced primarily from Maintenance Operations budget and any cost movement will be accounted for, and adjustments will be made in both Annual Budgets and the Long-Term Financial Plan (LTFP).

INTEGRATED PLANNING LINKS:

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| 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. |
| 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:

Awarding this tender will facilitate well managed weed control throughout the City of Greater Geraldton to achieve aesthetic values, road safety and fire mitigation programmes which enhances the comfort and safety of the community.

RISK MANAGEMENT:

The successful tenderer shall have documented safety and environmental management plans in place with licenced operators to ensure the safe and effective control of pests and weed growth including low and non-toxic options where possible.

The works carried out under this contract will support fire mitigation programmes and general weed control for road verges, carparks, shared pathways, parks, and rural road verges throughout the City which contributes to the reduction of risk to the community.

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 alternatives were considered in the procurement planning phase prior to calling this tender:

1. Call for individual quotations and tenders for specific weed management 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.

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| IS311 | RFT 2425 07 ALTERATIONS & REFURBISHMENT OF 35 MILLS STREET, MULLEWA |
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| AGENDA REFERENCE: | D-24-115416 |
| AUTHOR: | C Edwards Manager Project Delivery and Engineering |
| EXECUTIVE: | C Lee, Director Infrastructure Services |
| DATE OF REPORT: | 6 September 2024 |
| FILE REFERENCE: | FM/25/0320 |
| ATTACHMENTS: | Yes (x1) Confidential Confidential - RFT 2425 07 Tender Evaluation Report |

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval to award RFT 2425 07 Alterations and Refurbishment of 35 Mills Street, Mullewa to the preferred tenderer.

EXECUTIVE RECOMMENDATION:

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

1. ENDORSE the outcome of RFT 2425 07 35 Mills Street Mullewa Refurbishment;
2. RECORD the name of the preferred tenderer and the tendered sum;
3. DELEGATE to the CEO the authority to enter into negotiations with the preferred tenderer to value manage, to the extent necessary, to reduce the contract value to within the amount of the available funds; and
4. DIRECT the CEO to provide a report back to Council, should negotiations fail to reduce the contract value within the amount of available funds.

PROPONENT:

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

BACKGROUND:

RFT 2425 07 sought tender pricing for the alteration and refurbishment of the existing "Doctors House" in Mullewa.

The existing house, owned by the City, was built in 1968 and was used as the principal residence of the local doctor up until recently when it was deemed to not be of an acceptable standard to retain/attract a medical practitioner and their family.

The scope of work proposed to reconfigure the existing house from a 4.5x1 into a 4x2 and modernise the Kitchen, Bathroom and Water Closet while converting one of the bedrooms to an ensuite.

RFT 2425 07 was advertised in the Geraldton Guardian on 26 July 2024 and The West Australian on 27 July 2024. The RFT was also advertised on the City's TenderLink e-Tendering Portal.

Seven (7) suppliers registered to receive copies of the tender.

A non-mandatory site inspection was held on Monday 5 August 2024 with one (1) supplier attending.

The RFT date was 23 August 2024 but this was extended by request to 27 August 2024. One (1) tender submissions was received and was assessed as a fully compliant tender. As such they are deemed the preferred tenderer.

The Lump Sum price tendered to complete the works was in excess of the approved budget. A post tender clarification asked for a detailed breakdown of some of the larger items in the tendered price. On initial assessment, potential savings were identified that would not materially reduce the amenity of the property and would still deliver the aim of the project which is to provide a house suitable for a medical practitioner and their family.

RFT 2425 07 is offered as a Lump Sum Contract. The date for practical completion is 40 weeks from contract award with an estimated completion date by mid July 2025.

COMMUNITY, ECONOMY, ENVIRONMENT AND LEADERSHIP ISSUES:

Community:

Retaining and attracting medical professionals to live in a regional town is a significant contributor to the health, wellbeing and social fabric of the region's community. Providing a modern, well-appointed home (suitable for a family) commensurate with what a medical professional would rent or purchase in a metropolitan area is a key element in a strategy to retain and attract a suitable medical professional.

Economy:

As the preferred tenderer is a local contractor, it is expected that a significant proportion of the funds may be injected into the local economy through local sub-contractors and suppliers.

Environment:

Whilst it is currently encapsulated, this project would safely remove asbestos that was used in the original construction of the building, removing an environmental risk.

By choosing to upcycle the existing building rather than replace it with a new prefabricated modular building, the embedded energy in the existing structure is saved and a significantly lower greenhouse gas emissions result is achieved for the same goal of reinstating the functionality of a City asset.

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:

At the Ordinary Meeting of Council of 22 June 2021 - Item No. IS236 Aquarena 50m Outdoor Pool Upgrade Construction Project, Council resolved to award the contract the preferred tenderer and delegate authority to the CEO to value manage, to the extent necessary, to reduce the contract value to within the available funds.

COMMUNITY/COUNCILLOR CONSULTATION:

There has been no community/councillor consultation.

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.

FINANCIAL AND RESOURCE IMPLICATIONS:

The available project budget is \$550,000, City Officers believe that sufficient savings will be identified through a Value Engineering exercise in consultation with the preferred tenderer to enable the project to proceed.

INTEGRATED PLANNING LINKS:

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|---|---|
| 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 1.2 | We are a community accountable for our actions. |
| 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 2.4 | A desirable place to live, work, play, study, invest and visit |
| 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 3.4 | A desirable and sustainable built and natural environment responsive to community aspirations. |
| Outcome 3.7 | Moving towards a circular economy. |
| Strategic Direction: Leadership | Aspiration: A strong local democracy with an engaged community, effective partnerships, visionary leadership and well-informed decision-making. |
| Outcome 4.4 | Healthy financial sustainability that provides capacity to respond to change in economic conditions and community priorities. |

REGIONAL OUTCOMES:

Retaining and attracting medical professionals to live in a regional town is a significant contributor to the health outcome of the region and this project is an important element in achieving this.

RISK MANAGEMENT:

The risk that the City is not achieving a value for money outcome is mitigated by negotiating with the preferred tenderer who is well known to the City, having delivered a number of the City's building projects successfully in the past where they have completed works to a high standard and on time

The successful tenderer will be engaged under an AS4000 General Conditions of Contract, providing industry standard mechanisms for managing risk during construction.

By proceeding with the project and tenanting the house, the risk of further vandalism to the property is mitigated.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

City Officers considered the option to reject the tender and seek to either rescope the project and/or seek additional budget from Council before retendering the project. This option was rejected as Officers believe a value for money outcome can be achieved for the City through negotiation with the preferred tenderer.

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/>