



ORDINARY MEETING OF COUNCIL

AGENDA

27 AUGUST 2024

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CITY OF GREATER GERALDTON
ORDINARY MEETING OF COUNCIL
TO BE HELD ON TUESDAY, 27 AUGUST 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:

Leave of Absence:

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
Mayor J Clune	31 August 2024	9 September 2024	30/7/2024
Cr J Denton	1 September 2024	6 September 2024	30/7/2024
Cr J Critch	5 September 2024	16 September 2024	28/5/2024
Cr K Parker	23 September 2024	30 September 2024	30/7/2024
Cr M Librizzi	1 October 2024	18 October 2024	26/6/2024
Cr N Colliver	12 November 2024	29 November 2024	30/7/2024

**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 P Fiorenza for the period 30 September to 5 October 2024; and
 - b. Cr M Librizzi for the period 29 October to 1 November 2024.

8 PETITIONS, DEPUTATIONS

There is none.

9 CONFIRMATION OF MINUTES

RECOMMENDED that the minutes of the Ordinary Meeting of Council held on 30 July 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
31 July 2024	Triple M Interview – Outcomes of Council Meeting	Mayor Jerry Clune
31 July 2024	Mid West Development Commission (MWDC) Audit Committee Meeting	Mayor Jerry Clune
31 July 2024	ABC Radio Interview – Outcomes of Council Meeting	Mayor Jerry Clune
31 July 2024	Geraldton Ending Homelessness Leadership Group Meeting	Mayor Jerry Clune
31 July 2024	Meeting with the Office of The Hon David Littleproud MP - Community Consultations - Prevention of Family Violence	Mayor Jerry Clune
1 August 2024	Meeting with Shane Love MLA, Kirrilee Warr Nationals Candidate, Rob Horstman, Nationals Candidate for the Legislative Council - Local Matters of Interest	Mayor Jerry Clune
2 August 2024	Western Australian Local Government Association (WALGA) Mayors and Presidents Forum - Perth	Mayor Jerry Clune
2 August 2024	WALGA Local Government Awards 2024 - Perth	Mayor Jerry Clune
3 August 2024	Geraldton Volunteer Fire and Rescue Service - Brigade Captain's Dinner and Presentation Night 2024	Mayor Jerry Clune
5 August 2024	Mayor/Deputy Mayor/CEO Regular Catch up	Mayor Jerry Clune
5 August 2024	Marketing & Media Regular Catch Up	Mayor Jerry Clune
5 August 2024	Triple M Interview – Roads	Mayor Jerry Clune
6 August 2024	Photo for Media Release - QEII Centre goes from strength to strength	Mayor Jerry Clune
6 August 2024	Ch 7 Interview – Crime Rate and 27% Increase in Regions	Mayor Jerry Clune
6 August 2024	Concept Forum	Mayor Jerry Clune
7 August 2024	Photo for Media Release - Announcement of New Pitch for Funding for Eadon Clarke Oval	Mayor Jerry Clune
7 August 2024	ABC Midwest Interview – Condition of the Geraldton-Mount Magnet Road through Mullewa Townsite	Mayor Jerry Clune
7 August 2024	Pre-Meeting to the Mayors Prayer Breakfast	Mayor Jerry Clune
8 August 2024	Pre-Meeting with City of Greater Geraldton (City) Officers for Regional Development Assessments Panels (RDAP) - Lot 4, 5 and 6 Darlot Road, Mullewa - Renewable Energy Facility	Mayor Jerry Clune
8 August 2024	Batavia Coast Marina 2 (BCM2) Steering Group Quarterly Meeting	Mayor Jerry Clune
8 August 2024	MWDC – Rural Economic Development (RED) Application	Mayor Jerry Clune
9 August 2024	Photo for Media Release – Late Night Basketball	Deputy Mayor Cr Natasha Colliver
9 August 2024	2024 Backroads Gravel Ride & Run - Social Hub – Event Opening	Mayor Jerry Clune
12 August 2024	Mayor/Deputy Mayor/CEO Regular Catch up	Mayor Jerry Clune
12 August 2024	Regional Drought Resilience Planning (RDRP) Implementation Meeting	Mayor Jerry Clune
12 August 2024	Champion Bay Branch of the Country Womens Association (WA) of WA – Presentations and Afternoon Tea	Deputy Mayor Cr Natasha Colliver
13 August 2024	Marketing & Media Regular Catch Up	Mayor Jerry Clune
13 August 2024	Interview with Mayor and Alex Ducas	Mayor Jerry Clune
13 August 2024	RDAP - Lot 4, 5 and 6 Darlot Road, Mullewa - Renewable Energy Facility	Mayor Jerry Clune
14 August 2024	Meeting with City Officers - Mitchell Street and Spalding Park Tennis Club	Mayor Jerry Clune
14 August 2024	Photo with HMAS Sydney II Memorial Warden and Deputy Warden 2024-2026	Mayor Jerry Clune

14 August 2024	Sana Living – Geraldton SDA Villa Opening – Official Opening	Cr Jenna Denton
16 August 2024	Visit to The Pilbara Regiment - Karratha	Mayor Jerry Clune
17 August 2024	The Pilbara Regiment 2024 Ball - Karratha	Mayor Jerry Clune
18 August 2024	Australian Veterans Day Service	Cr Simon Keemink
18 August 2024	Mid West Development Commission (MWDC) – Dinner with Germany Innovation Commissioner for Green Hydrogen Cr Michael Librizzi	Cr Michael Librizzi
20 August 2024	Council Member Tour of Mullewa	Mayor Jerry Clune
20 August 2024	Agenda Forum - Mullewa	Mayor Jerry Clune
22 August 2024	Introductory Meeting - Mayoral Discretionary Fund Expression of Interest - Ukulele Dreamers Incorporated	Mayor Jerry Clune
22 August 2024	Introductory Meeting - Mayoral Discretionary Fund Expression of Interest - Geraldton Districts Senior Citizens Action Group (Inc.)	Mayor Jerry Clune
22 August 2024	Meeting with City Officers - Industrial Land Project Update	Mayor Jerry Clune
22 August 2024	Introductory Meeting - Mayoral Discretionary Fund Expression of Interest - Geraldton Open Studios & Surrounds (GOSS)	Mayor Jerry Clune
22 August 2024	Outback Bloom - Mullewa's Wildflower Festival	Mayor Jerry Clune
22 August 2024	Batavia Local Emergency Management Committee Meeting	Mayor Jerry Clune
22 August 2024	Randolph Stow Young Writers Award - Presentation Night	Mayor Jerry Clune
23 August 2024	Austin Healey Club of WA (Inc)	Mayor Jerry Clune
23 August 2024	RoadWise Council - Presentation of Plaque to Mayor	Mayor Jerry Clune
24 August 2024	Mullewa District Agricultural Show	Mayor Jerry Clune
26 August 2024	Mayor/Deputy Mayor/ CEO Regular Catch up	Mayor Jerry Clune
26 August 2024	Marketing & Media Regular Catch Up	Mayor Jerry Clune
26 August 2024	Australian Citizenship Ceremony	Mayor Jerry Clune
26 August 2024	Northern Country Zone Meeting - Morawa	Cr Jennifer Critch
26 August 2024	Indoor Bowls Tournament - Seniors Action Group	Mayor Jerry Clune
27 August 2024	Ukulele Dreamers Rehearsal	Mayor Jerry Clune
27 August 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

DS045	LOCAL PLANNING POLICY REVIEW
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AGENDA REFERENCE:	D-24-098303
AUTHOR:	H Martin, Manager City Growth
EXECUTIVE:	R Hall, Director Development Services
DATE OF REPORT:	31 July 2024
FILE REFERENCE:	GO/6/0029
ATTACHMENTS:	Yes (x5)
	A. List of Current Local Planning Policies
	B. Local Planning Policy Review Overview
	C. Geraldton – From a Local to Global Regional City
	D. International Charter for Walking
	E. Towards Sustainable Residential Development

EXECUTIVE SUMMARY:

The purpose of this report is for Council to consider revoking three (3) Local Planning Policies that have been identified as duplicating other documents within the planning framework.

The City of Greater Geraldton has 52 local planning policies that provide information that assists in the assessment of development applications. The policy suite is being reviewed to ensure that it remains current.

EXECUTIVE RECOMMENDATION:

That Council by Simple Majority pursuant to *Planning and Development (Local Planning Schemes) Regulations 2015*, Schedule 2, Part 3 cl. 6, RESOLVES to:

1. NOTE the commencement of the Local Planning Policy Review;
2. REVOKE the following City of Greater Geraldton Local Planning Policies:
 - a. Geraldton – From a Local to Global Regional City;
 - b. International Charter for Walking; and
 - c. Towards Sustainable Residential Development.

PROPONENT:

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

BACKGROUND:

The *Planning and Development (Local Planning Schemes) Regulations 2015* provides Council the ability to prepare a Local Planning Policy (LPP) to provide guidance on matters relevant to the assessment of development applications.

The City currently has 52 Local Planning Policies (LPPs). A full list of the LPPs is included as Attachment No. DS045A. Most of those policies (42) were prepared between 2007 and 2014 and the balance were prepared between 2016 and 2019. Most of the policies are therefore 10 to 15 years old and have not been reviewed in that time.

In 2023 the City undertook the Voice of the Customer survey that included customers of its planning services. The survey identified application processing times as the main source of customer dissatisfaction. Workshops with City Officers identified that the number and duplicated content caused confusion in providing information to customers and resulted in additional assessment time of development applications. It was therefore a key finding that to improve the customer experience and streamline development application processing time, there needed to be fewer policies that were up-to-date and relevant, ensuring any duplication is removed. It is acknowledged that Strategies and documents prepared in the past can still serve a purpose as guiding information outside of a local planning policy.

A review of the policies has commenced, with the aim to:

1. Reduce the number of LPPs so that they are manageable to maintain;
2. Ensure the content is current, clear and provides certainty;
3. Ensure consistency with best practice; and
4. Reflect the City of Greater Geraldton's values and strategic direction.

The first step in the review was for the City's planning officers to undertake a preliminary look at each policy focusing on their purpose, relevance and the ability to rationalise and simplify the policy suite. The results of that preliminary review are included as Attachment No.DS045B and summarised below:

Recommendation	No. LPPs Affected
Retain & Update (keep the policy and update it)	17
Revoke (remove the policy from the policy suite)	15
Consolidate (bring two or more policies together into one)	13
Substitute with an alternative mechanism (retain the information within the policy but provide it in a different way)	7
Consider a new policy (add a policy to the policy suite)	1
Total	53

The preliminary review identified that WALGA has prepared a model LPP on tree retention. This was a matter that may be relevant to the City of Greater Geraldton and consideration should therefore be given to adding a tree retention policy to the existing policy suite.

As noted above, one aim of the Local Planning Policy Review is to reduce the number of policies so that they are manageable to maintain. The preliminary review identified that it may be possible to reduce the number of policies to approximately 23. A review of a small sample (10) of regional and Perth metro Councils identified a broad range of policy numbers from 4 (City of Mandurah) to 58 (Shire of Albany) with the average being 30.

The preliminary review was a very quick analysis based on officer's experience with using the policy suite. A more thorough analysis is required to achieve all four aims of the review. Consultants Element Advisory have therefore been engaged to look at each policy in more detail over the next 10 months. They will consider a small batch of four or five policies each month in consultation with City planning officers. Their analysis will consider a number of factors, including:

1. Officer experience in applying the policy;
2. Current alignment with the rest of the planning framework;
3. Use of terminology and language to aid comprehension; and
4. Potential for gaining efficiencies in the planning process.

Every three (3) months the policies that have been reviewed will be brought to Council for consideration, with a recommendation that Council:

1. Retain the policy without change;
2. Retain the policy with modifications; or
3. Revoke the policy.

The *Planning and Development (Local Planning Schemes) Regulations 2015* identifies the steps that must be taken to implement those decision options.

The following policies make up the first batch to be reviewed:

Geraldton – From a local to global regional City (Attachment No. DS045C)
This is a high-level strategic document prepared by the Curtin University Sustainability Policy (CUSP) Institute in 2012 for the state government. It imagines what Geraldton could be in 50 years.

The document is now over 10 years old and has been overtaken by other strategic documents, including the *Greater Geraldton 2031 Strategic Community Plan* and *City of Greater Geraldton Local Planning Strategy*. The Strategic Community Plan is scheduled for a major review in 2025.

It is therefore recommended that this LPP be revoked.

International Charter for Walking (Attachment No. DS045D)

The charter was signed by the Mayor of the former City of Geraldton – Greenough on 25 November 2009 as a symbol of the Council’s commitment to reducing the physical, social and institutional barriers that limit walking activity. It was subsequently incorporated into a LPP to inform the assessment of development applications.

The *City of Greater Geraldton Local Planning Scheme No.1* and *Western Australian Planning Commission Operational Policy – Liveable Neighbourhoods* are two of several documents within the planning framework that guide decision making to encourage walking. Amongst other things, the framework is facilitating the provision of footpaths by developers and through subdivision. This is evidenced by the requirement for the construction of 200 metres of footpath along Durlacher Street as a condition of the recently approved development of 238 Durlacher Street.

The LPP duplicates these other documents. It is therefore recommended that this LPP be revoked.

Towards sustainable residential development (Attachment No. DS045E)

This LPP provides guidance on the delivery of environmentally sustainable residential development. There are several documents within the planning framework that guide sustainable residential development, including *City of Greater Geraldton Local Planning Scheme No.1*, *State Planning Policy 7.0 Design of The Built Environment* and the *R-Codes*. The new *National Construction Code* sets energy efficient standards for new development and requires sustainable residential development outcomes.

The LPP duplicates these other documents. It is recommended that this LPP be revoked.

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

There are no adverse community impacts. The LPP review will deliver a manageable suite of policies that reflect the City’s current values and strategic direction while offering clarity and certainty to both applicants and the community.

Economy:

There are no adverse economic impacts. A manageable suite of policies that reflect current strategic direction will make a positive contribution to reducing the complexity of the planning framework, aid in reducing the time to prepare and assess development applications and by extension, the cost of doing development.

Environment:

There are no adverse environmental impacts. The LPP review will ensure that the City’s current position on environmental matters is appropriately reflected in development related decisions.

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:

There has been no community consultation undertaken in the preparation of this report. The results of the Voice of the Customer Survey have contributed to the City's understanding of the need to review the LPPs.

Councillors received a briefing note on 25 March 2024 outlining the proposed review process and the outcomes of the preliminary review. This was followed by a briefing at the Concept Forum on 2 April 2024.

LEGISLATIVE/POLICY IMPLICATIONS:

The *Planning and Development (Local Planning Schemes) Regulations 2015* provides Council the ability to revoke a Local Planning Policy (LPP).

FINANCIAL AND RESOURCE IMPLICATIONS:

An allocation of \$100,000 has been included within the 2024/25 budget to undertake the review. The contract with consultants Element Advisory will deliver the review within that allocation.

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.
Outcome 1.8	Active living and recreation is encouraged.
Strategic Direction: Economy	Aspiration: A healthy thriving and resilient economy that provides opportunities for all whilst protecting the environment and enhancing our social and cultural fabric.
Outcome 2.4	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.
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:

Local planning policies guide decision making in relation to development matters. The risk associated with revoking a policy is that the guidance they provide is no longer available. As noted in this report, the guidance provided by the three (3) policies as subject of this report duplicate other documents within the planning framework. Revocation of these policies will therefore not result in a lack of guidance.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

Retaining the policies was considered as an alternative however, given the findings of the review in terms of their duplication of other documents within the planning framework, retention is not recommended.

12.2 REPORTS OF COMMUNITY AND CULTURE

CC020	COUNCIL POLICY - 1.4 DISABILITY ACCESS AND INCLUSION
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AGENDA REFERENCE:	D-24-097745
AUTHOR:	P Treharne, Manager Community and Cultural Development
EXECUTIVE:	F Norling, Director Community and Culture
DATE OF REPORT:	27 August 2024
FILE REFERENCE:	GO/6/0029
ATTACHMENTS:	Yes (x1) Draft Council Policy 1.4 Access and Inclusion (v5)

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval of the update to Council Policy 1.4 Disability Access and Inclusion (CP1.4). The proposed updated policy includes amendment to the title, responsible Director and Officer, it does not affect other aspects of the policy.

EXECUTIVE RECOMMENDATION:

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

1. APPROVE Council Policy 1.4 Access and Inclusion, version 5.

PROPONENT:

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

BACKGROUND:

This policy frames the Access and Inclusion Plan 2024-2029 (the plan) and aims to ensure that universal access is available across all aspects of the community. In line with the recent adoption of the City's Plan, there is the requirement to update the title within CP1.4. This change reflects a broader shift observed across various local governments aimed at emphasising a more inclusive approach.

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

This policy, along with the Access and Inclusion Plan 2024-2029, will continue to guide Council's direction, programs and resource allocation required to integrate and respond to community needs and initiatives.

Economy:

The economic benefit is through enhanced accessible tourism opportunities.

Environment:

There are no adverse environmental impacts.

Leadership:

The policy demonstrates sound leadership in regard to Council's role in support of an accessible and inclusive community.

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. CP1.4 was reviewed and approved by Council on 31 May 2022 (Item No. DCS525).

COMMUNITY/COUNCILLOR CONSULTATION:

There has been no community/councillor consultation.

LEGISLATIVE/POLICY IMPLICATIONS:

In accordance with the WA Disability Services Act 2004, all local government authorities are required to develop and implement an Access and Inclusion Plan.

FINANCIAL AND RESOURCE IMPLICATIONS:

The policy frames the Access and Inclusion Plan 2024-2029, which informs annual budget consideration for operational programs, renewals and capital works relevant to access and inclusion.

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 1.10	A place where people have access to, engage in and celebrate arts, culture, education and heritage.

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 determine not to support the Officer recommendation or to adopt an amended position.

CC021	CSRFF 2024-25 JULY SMALL GRANTS ROUND – CITY OF GREATER GERALDTON MULLEWA RECREATION GROUND FENCING
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AGENDA REFERENCE:	D-24-099688
AUTHOR:	M Adams, Manager Sport and Leisure
EXECUTIVE:	F Norling, Director Community and Culture
DATE OF REPORT:	27 August 2024
FILE REFERENCE:	GO/6/0029
ATTACHMENTS:	Yes (x3) Confidential
	A. Confidential – CSRFF Small Grant Application Form City of Greater Geraldton
	B. Confidential – Letters of Support
	C. Confidential – Quotes and Warranty

EXECUTIVE SUMMARY:

The purpose of this item is to seek Council approval for the City of Greater Geraldton (the City) Community Sporting and Recreation Facilities Fund (CSRFF) Small Grant application to install sports ground fencing at the Mullewa Recreation Ground.

The maximum grant offered for CSRFF Small Grant applications is 50% of the project cost, capped at \$200,000. The total cost for supply and installation of sports fencing at the Mullewa Recreation Ground is \$59,170 (excl. GST). The City is seeking a grant of \$29,585 (excl. GST).

The City of Greater Geraldton (the City) received one (1) external application and one (1) internal application on behalf of the Mullewa Football Club for this round of CSRFF Small Grants.

EXECUTIVE RECOMMENDATION:

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

1. SUPPORT the City of Greater Geraldton Community Sporting and Recreation Facilities Fund Small Grant application for \$29,585 (excl. GST);
2. ALLOCATE from the 2024-25 Annual Budget for emergent sporting facility renewals of \$100,000 an amount of \$59,170 (excl. GST) for this project, subject to a successful State Government funding outcome of this application; and
3. MAKE provision in the 2024-25 Budget for grant funding of \$29,585 (excl. GST).

PROPONENT:

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

BACKGROUND:

The State Government, through the Department of Local Government, Sport and Cultural Industries (DLGSC), administers multiple funding programs. These programs provide financial assistance to community groups and Local Government to develop basic, sustainable infrastructure for sport and recreation. The aim is to increase physical activity participation in sport and recreation and ensure the rational development of quality, well-designed and well-utilised facilities.

CSRFF Small Grants are offered based on a one-quarter (1/4) funding contribution from the applicant sporting body, one-half (1/2) funded by the Western Australian Government (CSRFF) (capped at \$200,000) and one-quarter (1/4) funded by Local Government. The CSRFF Small Grants are opened twice yearly in February and July and close on the last day in March and August respectively.

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

The outcomes for this grant round are expected to be announced in November/December 2024. A requirement of this grant is that works are to be completed and acquitted by 15 June 2025.

The Mullewa Football Club have not been requested to contribute towards this project as sports ground fencing is a City asset and responsibility. This is consistent with all other football ovals where the City are responsible for the ground fencing however the club is responsible for the perimeter fencing (as stated within their lease).

The Mullewa Recreation Ground is the main sporting oval in Mullewa and is owned by the City. It is the home of the Mullewa Football Club which competes in leagues for men, women and juniors. There is also a cricket pitch at the venue which is used by the local community.

Adjacent to the oval is the Mullewa Sports Club that provides changerooms and a function area for the Mullewa Football Club for training and game days. The Mullewa Recreation Ground also has an indoor sports court that is utilised by the Mullewa community for basketball and badminton. The oval hosts the annual Mullewa Muster and Rodeo and the Mullewa Agricultural Show. These two (2) events attract approximately 5000 attendees and are a great opportunity for community engagement and connection as well as providing an economic boost to the town.

The oval currently has no fence surrounding it, leaving it at risk of vehicles being driven onto the oval at any time. This unfortunately occurred recently, with a vehicle causing malicious damage to the oval and playing surface, resulting in several football games having to be relocated from Mullewa due to player safety risks.

This had a significant impact on the Mullewa Football Club with lost revenue due to not being able to host home fixtures whilst also having a major impact on the Mullewa community as the football club is the social hub of the Mullewa community and their only major sporting club.

These incidents highlighted the safety concern related to there being no physical barrier between cars, spectators, volunteers, players and umpires when football matches occur. A fence surrounding the playing surface would address this risk. All other City major football ovals have fencing around them.

The project works will include:

- Installation of new galvanised post and rail sport ground fencing with chainmesh to current AFL Community Facilities Guidelines.

The total project expenditure quoted is \$59,170 (excl. GST), with the City requesting a one-half (1/2) contribution of \$29,585 (excl. GST). City officers will oversee and project manage the installation of the sports fencing in conjunction with its approved contractor for the supply of sports fencing if funding is received.

COMMUNITY, ECONOMY, ENVIRONMENT AND LEADERSHIP ISSUES:

Community:

Since its inception in 1963, the Mullewa Football Club has a proud history with over 1000 players representing the Mullewa community. The Club has won nine (9) League Premierships and been represented at the AFL level by Brad Tunbridge, Dwayne Simpson, Josh Simpson and numerous players at the WAFL competition including the 2015 Sandover Medal Winner Aidan Tropiano.

The Mullewa Football Club consists of a strong volunteer base, the majority of whom are players, parents, past players and community members. The current Mullewa Football Club was formed as a result of an amalgamation of three (3) local clubs. The Club is a hub for the community as the major sporting club within Mullewa and has significant representation from within the aboriginal community. The Club currently has 60 junior and 122 senior members, with membership having increased recently due to the successful Under 16's side as well as being the reigning premiers in the Colts division.

The Mullewa Recreation Ground annually hosts large events including the Mullewa Agricultural Show and Mullewa Muster. Celebrating its 10th event in 2024, the Mullewa Muster and Rodeo attracts 3,500 people to the Midwest and has become a staple on the West Australian calendar.

The Mullewa Muster and Rodeo attracts attendees from all over Australia and the community have begun to see an international following with attendees flying in from the United Kingdom at the last event. Post Covid, the Muster has focused on the promotion of West Australian artists and businesses to assist those industries recover. The Committee pride themselves on inclusivity and encouraged Indigenous engagement and opportunities wherever possible. For 10 years the event has been opened by a local Indigenous artist and plans are

for this to continue. Dedicated volunteer base and community support, this event has grown from 1,000 to 3,500 attendees and ever increasing.

Expensive large infrastructure and equipment is temporarily installed for these events, with the installation of a boundary fence considered as delivering a significantly reduced risk of theft and damage, as well as providing a clear barrier to aid in security and licensing requirements. A perimeter fence would also provide peace of mind for investors and the community that the event will not be impacted by acts of theft or vandalism. The boundary fence will also enable event organisers to better promote sponsors and investors, giving them greater opportunity to attract investment.

Economy:

The installation of new sports ground fencing will provide a financial opportunity for the club to generate revenue and for local business and suppliers to install signage around the grounds to showcase their businesses, attract new investment and families to live in Mullewa. This type of facility improvement has a flow on effect to substantial sports-based tourism revenue opportunities.

The sports ground fencing will also provide a physical barrier to the grounds which will reduce the risk of damage by vehicles and reduce the costs associated with repairs to the oval. It will also ensure the Mullewa Football Club is able to continue to play home fixtures which has a financial benefit to them.

Environment:

The sports ground fencing provides a physical barrier to access the oval which will limit the potential of further instances of vehicles accessing the grounds and causing damage to the surface.

Leadership:

Commitment to delivery of this project demonstrates the City's leadership by supporting the small community of Mullewa.

Disclosure of Interest:

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

Assessment and Prioritisation

The assessment and prioritisation of applications by Local Government is an essential element of the CSRFF Small Grant Application process. Following endorsement by Council, this application will be forwarded to the DLGSC for formal assessment. The outcome of CSRFF Small Grants Applications is expected to be announced in December 2024.

Two (2) applications have been received for the CSRFF Small Grant Round as detailed in this report and prioritised in the following table below.

The applications were assessed by a minimum of two (2) City Officers and a member of the Mid-West Sports Federation with relevant experience in projects, finance and sport.

Priority Ranking Table

Ranking	Applicant	Project	Rating	City Contribution	Total Project Cost
1	City of Greater Geraldton	New sports fencing – Mullewa Recreation Ground	A	\$29,585 (excl. GST)	\$59,170 (excl. GST)
2	Geraldton Hotrod and Country Club Inc (Geraldton City Speedway)	Upgrade of track control lights	A	\$22,259 (excl. GST)	\$89,039 (excl. GST)

SCORING DETAILS

FORM TYPE	AVERAGE SCORE
Application Evaluation Form	87.5
Selection Criteria	80.5
TOTAL	168

OVERALL PROJECT RATING

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

RELEVANT PRECEDENTS:

The City is actively focused on renewals, preventative maintenance and asset management with an emphasis on safety and compliance.

Council has previously supported other local sporting clubs with funding applications for similar projects as follows:

- 28 March 2023 - Item No. CC002 – CSRFF Small Grant – Geraldton Little Athletics Club Inc - \$18,590 (excl. GST) – Install new runway;
- 23 March 2023 - Item No. CC001 – CSRFF Small Grant – Wonthella Bowling Club Inc - \$79,523 (excl. GST) – Synthetic Turf Replacement; and
- 29 August 2023 - Item No. CC006 – CNLP Forward Planning Grant Application – City of Greater Geraldton - \$191,180 (excl. GST) – Recreation Ground Sports Lighting Renewal.

COMMUNITY/COUNCILLOR CONSULTATION:

Mullewa Football Club delegates met and discussed this project with Officers and the DLGSC Midwest Regional Manager. The West Australian Football Commission (State Sporting Association) was also consulted.

Officers consulted with representatives from the Mullewa Agricultural Show and Mullewa Muster, who were both supportive of this grant application.

LEGISLATIVE/POLICY IMPLICATIONS:

Officers can confirm that the application meets the CSRFF guidelines.

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

6. *CSRFF Funding: The City will accept applications as part of the CSRFF program and process applications in line with the Department of Local Government, Sport and Cultural Industries guidelines. Each eligible application will be assessed by the City administration. Recommendations and priority listings will be presented to Council for consideration.*

FINANCIAL AND RESOURCE IMPLICATIONS:

Whilst the City makes available \$100,000 in the budget for CSRFF Small Grants/Club Night Lights Program applications annually, provision is also made for capital emergent sporting facility renewals with a budget allocation of \$100,000 in the 2024-25 budget. As this project is within the boundary of a City owned and managed asset, it is recommended that an emergent sporting facility renewal allocation be utilised to support this project should the application be successful. The cost of \$59,170 would be offset by potential grant funding of \$29,585. With the budget amendment proposed, remaining funds of \$70,415 would be available for other emergent renewal works during the year.

The below CSRFF/CNLP projects have been approved in the previous 2023-24 funding rounds:

Applicant	Project	City Contribution
Geraldton Little Athletics Club Inc	Install new runway	\$18,590 (excl. GST)
Wonthella Bowling Club Inc	Replacement of a third existing turf green with synthetic grass	\$79,523 (excl. GST)
City of Greater Geraldton	Recreation Ground Sports Lighting Renewal.	\$190,180 (excl. GST)
Rover Football Club Inc.	Changeroom / kiosk facility upgrade.	\$243,588 (excl. GST)
Total		\$531,881 (excl. GST)

The below projects have been submitted for the 2024-25 funding rounds:

Applicant	Project	City Contribution
Geraldton City Speedway Inc	Upgrade of Track Control Lights	\$22,259 (excl. GST)
City of Greater Geraldton	New sports fencing – Mullewa Recreation Ground	\$29,585 (excl. GST)
Total		\$51,844 (excl. GST)

INTEGRATED PLANNING LINKS:

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

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

The installation of sports ground fencing will provide the Mullewa Recreation Ground with a barrier between vehicles, spectators, players and officials during games whilst also meeting the current AFL Community Facilities Guidelines.

RISK MANAGEMENT:

The installation of a new sport ground fencing minimises the hazards highlighted by recent incidents that have occurred at the ground and would increase overall safety for spectators, players and officials.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

The following options were considered by Officers:

- NOT SUPPORT the City of Greater Geraldton CSRFF Small Grant application for \$29,585 (excl. GST). Officers do not support this option as the City would then be required to contribute 100% of the total project.

- NOT SUPPORT the City of Greater Geraldton CSRFF Small Grant application to deliver this project and alternatively utilise the existing approved budget for emergent sporting facility renewals for this purpose. Whilst this provides an effective option to deliver the project, Officers considered a grant application to be an appropriate approach to potentially attract external funding to offset the project cost and retain budget for other sporting facility renewal needs that may emerge throughout the year.
- SUPPORT the City of Greater Geraldton CSRFF Small Grant application in principle, with financial contribution from the Mullewa Football Club. Officers do not support this option as the Club would not be in a financial position to deliver this project.

CC022	CSRFF 2024-25 JULY SMALL GRANTS ROUND – GERALDTON HOTROD AND COUNTRY CLUB INC. (GERALDTON CITY SPEEDWAY)
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AGENDA REFERENCE:	D-24-100387
AUTHOR:	M Adams, Manager Sport and Leisure
EXECUTIVE:	F Norling, Director Community and Culture
DATE OF REPORT:	27 August 2024
FILE REFERENCE:	GO/6/0029
ATTACHMENTS:	Yes (x3) Confidential
	A. Confidential – CSRFF Small Grant Application Form Geraldton Hotrod and Country Club Inc.
	B. Confidential – Letters of Support
	C. Confidential – Quotes

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval for the Community Sporting and Recreation Facilities Fund (CSRFF) Small Grant application from the Geraldton Hotrod and Country Club Inc (Geraldton City Speedway) (The Club).

The Club is seeking \$22,259 (excl. GST) to remove and dispose of the existing race control lighting system and associated timing controllers and install a new LED race lighting control system and lap timing controllers to exceed minimum standards for all forms of speedway vehicles. The total project cost is \$89,039 (excl. GST).

The City of Greater Geraldton (the City) received one (1) external application and one (1) internal application on behalf of the Mullewa Football Club for this round of CSRFF Small Grants.

EXECUTIVE RECOMMENDATION:

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

1. SUPPORT the Geraldton Hotrod and Country Club Inc. (Geraldton City Speedway) Community Sporting and Recreation Facilities Fund Small Grant application for \$22,259 (excl. GST);
2. SUPPORT on the proviso that any significant project amendments are approved in writing by the City of Greater Geraldton;
3. ALLOCATE from the 2024-25 Annual Budget provision of \$100,000 an amount of \$22,259 (excl. GST) for this project subject to a successful State Government funding outcome of this application; and
4. ADVISE the Geraldton Hotrod and Country Club Inc (Geraldton City Speedway) that any shortfall for the project is the Club's responsibility to fund.

PROPONENT:

The proponent is the Geraldton Hotrod and Country Club Inc (Geraldton City Speedway).

BACKGROUND:

The State Government, through the Department of Local Government, Sport and Cultural Industries (DLGSC), administers multiple funding programs. These programs provide financial assistance to community groups and Local Government to develop basic, sustainable infrastructure for sport and recreation. The aim is to increase physical activity participation in sport and recreation and ensure the rational development of quality, well-designed and well-utilised facilities.

CSRFF small round grants are offered based on a one-quarter (1/4) funding contribution from the applicant sporting body, one-half (1/2) funded by the Western Australian Government (CSRFF) (capped at \$200,000) and one-quarter (1/4) funded by Local Government. The CSRFF Small Grants are opened twice yearly in February and July and close on the last day in March and August respectively.

The outcomes for this grant round are expected to be announced in November/December 2024. A requirement of this grant is that works are to be completed and acquitted prior to 15 June 2025.

The Geraldton Hotrod Club Inc. (Geraldton City Speedway) was officially formed on 20 September 1964. It was the first country speedway track outside of Perth. The first President was Jack Whitehouse, who formed the Geraldton Hotrod Club Inc. On 11 April 1965, Geraldton Hotrod Club Inc. held their first official speedway meeting. The following year the club relocated to its current location in Moonyoonooka and the track was officially opened on the 6 November 1966.

The Clubs application requests funding for the removal and disposal of the current race control lighting system and associated timing controllers, as well as for the installation of a new LED race lighting control system and lap timing controllers. The current race control lighting system was identified as part of an annual Speedway Australia audit conducted in January 2024 where the lights were identified as unsafe and pose a risk to competitors due to the location inside the safety catch fencing. The works will include:

- Removal and disposal of existing race lighting poles and controller system and lap timing controllers;
- Installation of new race lighting poles LED race lighting panels, associated controller system and lap timing controller;
- Excavation and installation of new race timing cables; and
- Installation of race control software and wireless remote controls.

The total project expenditure quoted is \$89,039 (excl. GST). This includes \$18,399 (excl. GST) for the race controls, \$56,400 (excl. GST) for the electrical works, \$10,000 (excl. GST) for volunteer labour costs and a cost escalation of \$4239.95 (excl. GST).

This will incorporate the Geraldton Hotrod and Country Club Inc. (Geraldton City Speedway) requesting a one-quarter (1/4) contribution of \$22,259 (excl. GST), from the City. The Clubs committee will oversee and project manage the installation of the LED race lighting, control system and lap timing controllers if funding is received.

The installation of the new LED track control lights and timing system will reduce risk of injury, encouraging competitors and volunteers to participate as they feel safer and more confident on the track whilst decreasing the workload on volunteer lap scorers and race control officials. There will be significant savings as the LED lighting system and lap timing controller have improved energy efficiency and reduce delays during formation laps.

The enhanced facilities from the proposed project will enable the Club to host major events, including state and national division titles, as well as the state and national touring division series. These events are live-streamed and watched both in Australia and internationally. Some of these multi-day events draw a significant number of competitors and visitors internationally.

COMMUNITY, ECONOMY, ENVIRONMENT AND LEADERSHIP ISSUES:

Community:

The Club consists of a strong volunteer community, the majority of whom are competitors, parents of current competitors, past competitors and loyal race fans. The Club is a hub for its members to actively participate as valued members of the community. The Club currently has 98 members, with membership expected to increase with improved facilities and track rating.

Economy:

The removal and disposal of the existing race control lighting system and associated timing controllers and installation of a new LED race lighting control system and lap timing controllers will provide a high-quality race lighting system that puts the Club in a position to be eligible for state and national competitions. This type of facility improvement has a flow on effect to substantial sports-based tourism revenue opportunities.

Environment:

LED lighting is the most energy-efficient and environmentally friendly lighting technology available. By converting to LED lighting there will be a reduction in energy use and reducing the Club's carbon footprint.

Leadership:

The assessment and prioritisation of applications by Local Government is an essential element of the CSRFF Small Grant application process. Following endorsement by Council, this application will be forwarded to the DLGSC for formal assessment. The outcome of CSRFF Small Grants applications is expected to be announced in December 2024.

Disclosure of Interest:

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

Assessment and Prioritisation

Two (2) applications have been received for the CSRFF Small Grant Round as detailed in this report and prioritised in the following table below.

The applications were assessed by a minimum of two (2) Officers and a member of the Mid-West Sports Federation with relevant experience in projects, finance and sport.

Priority Ranking Table

Ranking	Applicant	Project	Rating	City Contribution	Total Project Cost
1	City of Greater Geraldton	New sports fencing – Mullewa Recreation Ground	A	\$29,585 (excl. GST)	\$59,170 (excl. GST)
2	Geraldton Hotrod and Country Club Inc.(Geraldton City Speedway)	Upgrade of track control lights	A	\$22,259 (excl. GST)	\$89,039 (excl. GST) (Comprising quotes for materials and labour as well as volunteer contribution)

SCORING DETAILS

FORM TYPE	AVERAGE SCORE
Application Evaluation Form	81.875
Selection Criteria	72.5
TOTAL	154.375

OVERALL PROJECT RATING

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

RELEVANT PRECEDENTS:

The City is actively focused on renewals, preventative maintenance and asset management with an emphasis on safety and compliance.

Council has previously supported other local sporting clubs with funding applications for similar projects as follows:

- 28 March 2023 - Item No. CC002 – CSRFF Small Grant – Geraldton Little Athletics Club Inc - \$18,590 (excl GST) – Install new runway;
- 23 March 2023 Item No. CC001 - CSRFF Small Grant – Wonthella Bowling Club Inc - \$79,523 (excl GST) – Synthetic Turf Replacement; and
- 29 August 2023 - Item No. CC006 - CNLP Forward Planning Grant Application – City of Greater Geraldton - \$191,180 (excl GST) – Recreation Ground Sports Lighting Renewal.

COMMUNITY/COUNCILLOR CONSULTATION:

Club delegates have met and discussed their project with Officers and the DLGSC Midwest Regional Manager. The State Sporting Association has also been consulted.

LEGISLATIVE/POLICY IMPLICATIONS:

The land on which the speedway is currently located is privately owned. The private land ownership is contrary to the CSRFF Grant funding eligibility criteria which states the land on which the facility is to be developed must be one (1) of the following:

- Crown reserve;
- Land owned by a public authority;
- Municipal property; or
- Land held for public purposes by trustees under a valid lease, title or trust deed that adequately protects the interests of the public.

Officers sought and received written confirmation from the DLGSC Senior Project Manager that previous applications on private land have been approved where the project meets the following criteria:

- is endorsed by the relevant Local Government;
- supports unmet demand in the community;
- is consistent with the zoning requirements of its location; and
- is a priority for the CSRFF program.

As this project meets these criteria, Officers have proceeded with the Club's application for Council consideration of endorsement.

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

6. *CSRFF Funding: The City will accept applications as part of the CSRFF program and process applications in line with the Department of Local Government, Sport and Cultural Industries guidelines. Each eligible application will be assessed by the City administration. Recommendations and priority listings will be presented to Council for consideration.*

FINANCIAL AND RESOURCE IMPLICATIONS:

The City makes available \$100,000 in the annual budget for CSRFF Small Grants/Club Night Lights Program applications annually. There are currently no projects approved for the 2024-25 funding round. Should this application be successful, there would be a remaining available balance of \$77,741 for further CSRFF 2024-25 applications.

The below projects have been approved in the previous 2023-24 funding rounds:

Applicant	Project	City Contribution
Geraldton Little Athletics Club Inc	Install new runway	\$18,590 (excl. GST)
Wonthella Bowling Club Inc	Replacement of a third existing turf green with synthetic grass	\$79,523 (excl. GST)
City of Greater Geraldton	Recreation Ground Sports Lighting Renewal.	\$190,180 (excl. GST)
Rover Football Club Inc.	Changeroom / kiosk facility upgrade	\$243,588 (excl. GST)
Total		\$531,881 (excl. GST)

The below projects have been submitted for the 2024-25 funding rounds:

Applicant	Project	City Contribution
Geraldton Hotrod and Country Club Inc. (Geraldton City Speedway)	Upgrade of Track Control Lights	\$22,259 (excl. GST)
City of Greater Geraldton	New sports fencing – Mullewa Recreation Ground	\$29,585 (excl. GST)
Total		\$51,844 (excl. GST)

INTEGRATED PLANNING LINKS:

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

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:

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

The installation of a new LED race lighting control system and lap timing controllers will provide a high-quality race lighting system that puts the Club in a position to be eligible for State and National competitions.

RISK MANAGEMENT:

The installation of a new LED race lighting control system and lap timing controllers will provide a high-quality race lighting system that removes the hazard identified in the audit by Speedway Australia and increase the Club's safety rating.

The Club has provided financial records that indicate adequate funds are being set aside each year for ongoing maintenance of the lighting system and replacement plan.

The Club will form a subcommittee who will be responsible for the delivery of this project.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

The following options were considered by City Officers:

- NOT SUPPORT the Geraldton Hotrod and Country Club Inc. (Geraldton City Speedway) CSRFF Small Grant application for \$22,259 (excl. GST).
- SUPPORT the Geraldton Hotrod and Country Club Inc (Geraldton City Speedway) CSRFF Small Grant application in principle, with no financial contribution from the City. This would require the Club to pay half (1/2) of the total project (\$44,520 excl. GST), with the DLGSC contributing one-half (1/2) (\$44,519 excl. GST).

12.3 REPORTS OF CORPORATE SERVICES

CS144	COUNCIL POLICY 4.13 RECORDKEEPING
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AGENDA REFERENCE:	D-24-099783
AUTHOR:	S Bishop, A/ Manager ICT Services
EXECUTIVE:	P Radalj, Director Corporate Services
DATE OF REPORT:	26 July 2024
FILE REFERENCE:	GO/6/0029
ATTACHMENTS:	Yes (x1) Draft Council Policy 4.13 Recordkeeping (v5)

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval of Council Policy 4.13 Recordkeeping, version 5.

EXECUTIVE RECOMMENDATION:

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

1. APPROVE Council Policy 4.13 Recordkeeping, version 5.

PROPONENT:

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

BACKGROUND:

This policy is required for compliance with *State Records Commission SRC Standard 2 Record Keeping Plans*, Principle 2 - Policies and Procedures, which states that '*Government organizations ensure that record keeping programs are supported by policy and procedures*'.

Council Policy 4.13 Recordkeeping was last reviewed by Council on 26 July 2022 – Item No. CCS707. Within the biennial review process for the Council Policy Manual, the policy is due for review.

The only change made to this policy was the General Disposal Authority reference which has a new version:

- Reference *General Disposal Authority for Local Government - DA 2015-001/1* is amended to *General Retention and Disposal Authority for Local Government Information - DA 2023-005*.

COMMUNITY, ECONOMY, ENVIRONMENT AND LEADERSHIP ISSUES:

Community:

Good recordkeeping preserves the City's corporate memory, which allows for better decision making. It also supports transparency of City business activities and helps protect the rights and entitlements of its citizens.

Economy:

There are no adverse economic impacts.

Environment:

There are no adverse environmental impacts.

Leadership:

The *Local Government Act 1995* requires that Councils establish good leadership 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 4.13 Recordkeeping was last approved by Council on 26 July 2022 – Item No. CCS707.

COMMUNITY/COUNCILLOR CONSULTATION:

There has been no community/councillor consultation.

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

REGIONAL OUTCOMES:

There are no impacts to regional outcomes.

RISK MANAGEMENT:

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.

The *State Records Act 2000* stipulates that local government organisations must have a Recordkeeping Plan approved by the State Records Commission. Not more than five years is to elapse between approval of a Recordkeeping Plan and a review of it, or between one review and another. The Plan was last reviewed in 2022, thus the next review will occur in 2027 unless there are any legislative changes that would require an earlier review.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

No alternative options were considered by City Officers.

CS145 BUDGET AMENDMENTS 2024-25

AGENDA REFERENCE:	D-24-105316
AUTHOR:	J McLean, Senior Management Accountant/Analyst
EXECUTIVE:	P Radalj, Director Corporate Services
DATE OF REPORT:	4 August 2024
FILE REFERENCE:	FM/6/0030
ATTACHMENTS:	No

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval of proposed amendments to the 2024-25 Budget.

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

Final year-end accounting information for 2023-24 was not available at the time of formulation and adoption of the 2024-25 Budget, hence the requirement (as is the case every financial year) to integrate brought forward funds and expenditure items into the Budget as early as is practicable after adoption of the budget and commencement of the financial year.

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

EXECUTIVE RECOMMENDATION:

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

1. APPROVE the proposed budget amendments and AUTHORISE any unauthorised expenditure and revenue details in Tables 1, 2, 3 and 5 of this Council Item;
2. APPROVE and AUTHORISE the following additional Reserves transfer from Reserve 280 – Unexpended Capital Works & Restricted Grants - \$1,801,435;
3. APPROVE and AUTHORISE the following additional Reserves transfer from Reserve 120 – Asset Renewal - \$110,000; and
4. APPROVE and AUTHORISE the following additional Reserves transfer to Reserve 270 – Major Initiatives - \$1,168,954.

PROPONENT:

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

BACKGROUND:

The following tables separately list new (Table 1) and renewal (Table 2) capital projects that were not completed and/or invoiced in 2023-24 and the unspent portion and/or the required budgeted expenditure allocation has been carried over into 2024-25. Table 3 lists the associated non-operating grants not recognised in 2023-24 required to be carried over into 2024-25. Table 4 summarises the Capital Revenue and Expenditure to be carried over to 2024-25 and the required transfer from Reserves as a result.

Table1

Project Title – New Capital	Project Description	Budget carried over to 2024-25
Art Gallery Park	Costs to remove stone drainage and replace with mulch to deter vandalism	\$6,400
CCTV Aquarena	CCTV installation	\$40,000
Airport Technology Park	Subdivision costs	\$30,000
Spalding Park Redevelopment	Pathway artwork	\$80,000
Dwelling – 7 Padbury St, Mullewa	Sundries – security, landscaping	\$30,000
Old Mullewa Daycare Building	Demolition and landscaping	\$90,000
African Reef Path	Path widening and realignment	\$40,000
Thames Drive, Cape Burney	Closeout of new path	\$145,500
Cobia Park	Landscaping	\$15,000
Mullewa Recreation Ground	New irrigation tank, pump and pipeline	\$54,700
Mullewa Doc Docherty Pool	Additional costs for changeroom upgrade	\$20,540
Mullewa Southern Drive Circuit	Safety modifications	\$5,300
Sunset Beach GSC Groyne	Final close-out costs	\$7,500
Lester Avenue Carpark	Develop carparking and landscaping on two adjacent lots to provide CBD parking facilities	\$58,000
Civic Centre Precinct Development	Completion of concept design	\$63,000
CBD Revitalisation	Design development	\$12,000
QPT Building	Access and inclusion improvements – stage 1	\$139,000

Project Title – New Capital	Project Description	Budget carried over to 2024-25
Mullewa Doc Docherty Pool	Swimming pool bin surrounds – project deferred to accommodate increased cost of changeroom upgrade	(\$20,000)
Fleet	Cost adjustment to New Parks Team Truck carried over in 2024-25 Capital Program Report	(\$22,732)
Water Tank Level Indicators	Project included in 2024-25 Capital Program Report as a carryover, however completion occurred late in 2023-24	(\$44,000)
Ranger Vehicles	Infection Control Upgrades. Project completed late in 2023-24	(\$5,000)
Geraldton Airport Traffic Circulation Upgrades – Stage 2	Deferred to 2025-26 to align with completion of Main Terminal Review / Airport Master Planning	(\$59,000)
Total New Capital Carryover		\$686,208

Note: 32% of New Capital Carryovers listed above have now been completed.

Table 2

Project Title – Renewal Capital	Project Description	Budget carried over to 2024-25
Fleet Key Lock Box	Replace electronic key lock box for automated fleet management	\$29,700
Geraldton Airport CCTV	Replace network switches	\$13,800
Stow Gardens (Foreshore) Masterplan	Complete concept masterplan	\$82,000
Aquarena Outdoor Pool	Final checks, tests & inspections, completion of Aquarena Asset Management Plan.	\$97,000
CCTV Infrastructure	Replacement of in-ground assets	\$100,000
CCTV Infrastructure	Camera replacement	\$20,000
CCTV Infrastructure	Replace vandalised cameras	\$67,300
Mingenew-Mullewa Road	Road widening project	\$264,723
Durlacher St and Sandford Road Intersection	Asphalt works completed 2023-24. Linemarking and traffic loops to carryover	\$11,200
Chapman Valley Road	Replace gully grate, concrete surround and kerbing	\$11,500
Vincent Street	Sump pump	\$30,000
Durlacher Street	Replace side-entry pit, concrete surround and kerbing	\$7,500

Project Title – Renewal Capital	Project Description	Budget carried over to 2024-25
Shenton Street	Replace gully grate and concrete surround	\$5,000
Durlacher Street	Replace manhole cover and concrete surround	\$5,800
Stock Street	Replace manhole cover and concrete surround	\$3,000
Wittenoom Street	Pit renewal	\$1,900
Cream Street	Renew existing pits	\$9,150
Moses Street	Renew pits, pipes & interface with George Road drains	\$15,000
Carnarvon-Mullewa Road	Renew major culvert	\$20,000
Mingenew-Mullewa Road	Renew minor culverts	\$80,000
Carnarvon-Mullewa Road	Renew cattle grids	\$121,000
Chapman Valley Road	Renew minor culvert	\$13,000
Foreshore Drive	Renew concrete path in front of Dome	\$11,100
Fitzgerald Street	Reline patch existing pipe system	\$50,000
Urch Street	Reline pipe	\$5,000
Weir Road	Culvert replacement	\$15,000
Separation Point	Rail crossing light pole renewal	\$21,000
Geraldton Multipurpose Centre	Replace carpark lights	\$44,800
Waldeck Street Path	Design works	\$19,000
Spalding Park Redevelopment Carparks	Disabled parking bays – Robinson Street and Mitchell Street	\$37,000
Spalding Park	BBQ replacement	\$8,000
Wonthella Tennis Club	Water tank replacement - plumbing and electrics	\$8,000
Apex Park	Water tank replacement - plumbing and electrics	\$5,000
Allanooka Springs Road	Standpipe controller replacement	\$3,000
McCartney Road	Standpipe frame replacement	\$7,000
Eadon Clarke	Cricket pitch – portion funded by WA Cricket Board Association Ltd	\$25,234
Nubberoo Road	Major culvert replacement delayed due to flooding (LRCIP Phase 4 funded)	\$439,168
Mullewa Ground Recreation	Water tank replacement	\$10,000

Project Title – Renewal Capital	Project Description	Budget carried over to 2024-25
QPT Furniture & Equipment	Lighting desk replacement	\$15,550
Aquarena Building	Airconditioning renewal	\$38,800
Greenough Museum Building	Outbuildings render renewal and limewash (Maley's Bequest funding contribution)	\$133,000
Dwelling – 35 Mills Street, Mullewa	Additional costs to replace Doctor's house	\$100,000
Francis Street Boat Ramp	Costs to complete renewal of boat ramp	\$54,000
Mullewa Heritage Trails	Costs to complete mapping and signage	\$3,900
Spalding Park Redevelopment	Costs to complete AMC Park	\$6,650
Ground Water Bore Renewals (Meru)	Environment compliance requirement	110,000
Fleet	Net cost adjustments and removal of vehicles expected to carryover to 2024-25 which were delivered late in 2023-24.	(\$281,146)
Greenough Terminal Security Improvements	Deferred to 2025-26 to align with completion of Main Terminal Review/Airport Master Planning	(\$50,000)
Fraser-Gregory Park Bores	Removal of project originally expected to carry over to 2024-25 (Completed 2023-24)	(\$25,000)
Total Renewal Capital Carryover		\$1,822,629

Note: 14% of Renewal Capital Carryovers listed above have now been completed.

Table 3

Capital Revenue - Non-Operating Grants, Subsidies & Contributions	Carried over/Adjusted to 2024-25
WA Cricket Board Association Ltd – Contribution towards Eadon Clarke Cricket Pitch Upgrade	\$25,234
Main Roads WA – Additional Black Spot funding approved for Siding (Abattoir) Road	\$148,599
Local Roads Community Infrastructure (LRCI) Phase 4 Funding – Nubberoo Road Culvert Replacement	\$439,168
Maley Bequest – Contribution towards Greenough Museum outbuildings renewal and limewash painting	\$133,000

Department of Infrastructure, Transport, Regional Development, Communications and the Arts (DITRDCA) – Roads to Recovery Program – Increase to annual allocation 2024-29	\$1,020,355
Lotterywest – Geraldton Youth Centre Upgrade – Additional grant income approved	\$323,663
Total Non-Operating Income to Carryover/Adjust:	\$2,090,019

All the expenditure items detailed in Tables 1 and 2 are supported by cash backed reserve funds held by the City as at 30 June 2024 and secured grant funding. The following details the reserve transfers that fund and match the total carryover amounts for new and renewal capital in Table 4:

Table 4 – Reserve Transfer Amendments

Carryovers New	\$ 686,208
Carryovers Renewal	<u>\$1,822,629</u>
Total Capital Project Carryover Amount	\$2,508,837
<i>Less Non-Operating Grants Associated with Carryovers</i>	<u>(\$ 597,402)</u>
Transfer from Reserve 280 – Unexpended Capital	\$1,801,435
Transfer from Reserve 120 - Asset Renewal	\$ 110,000
Additional Non-Operating Grants Approved Post Budget Adoption*	\$1,492,617
Less Additional Costs Associated with Funded Projects	<u>(\$ 323,663)</u>
Transfer to Reserve 270 – Major Initiatives	\$1,168,954

The following amendments to the 2024-25 Budget are also proposed in Table 5:

Table 5 – Other Budget Amendments

Project Description	New Budget Allocation
<i>Operating Revenue:</i>	
Operating Grant – DFES Disaster Mitigation Activity Funding (Unsuccessful application)	(\$ 100,000)
Operating Grant – Increase in Main Roads Direct Grant Funding	\$ 118,130
Youth Diversionary Program – Breaking Cycles (Application Pending)	\$ 12,500
WA Police – Youth Engagement Program Funding for Late Night Basketball	\$ 50,000
Point Moore Lease Income – Triennial Review Increase	\$ 61,872
<i>Total Operating Revenue</i>	\$ 142,502
<i>Operating Expenditure:</i>	
CSRFF Grant Payment – Rover Football Club balance	\$ 100,000
Disaster Mitigation Activity – Unsuccessful DFES application	(\$ 100,000)
Employment Costs – Reclassification of Midwest Arts Membership Program Expenditure (Funded by DLGSC)	\$ 46,000
Contractor Expenses – Reclassification of Midwest Arts Membership Program Expenditure	(\$ 46,000)
Youth Diversionary Program (Application pending for two years)	
Dept of Justice Confiscated Proceeds of Crime Funding)	\$ 12,500
Late Night Basketball – WA Police Youth Engagement Program	\$ 24,000

Total Operating Expenditure	\$ 36,500
NET OPERATING ADJUSTMENT (Decrease to deficit)	\$ 106,002
Profit on Asset Disposals (Non-Cash):	
Profit on Disposal of Fleet Vehicles	\$ 17,153
Capital Revenue:	
Proceeds on Disposal (Adjustment for Carryover of Fleet Disposals)	\$ 52,000
Capital Expenditure:	
Geraldton Youth Centre - Additional Costs Estimated (Equivalent to Additional Grant Funding)	\$ 323,663

The net operating change to Council is \$106,002 bringing the budgeted operating deficit to \$1,176,591.

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:

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

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

Last financial year Council considered the following budget amendments:

- Item No. CS060 Budget Amendments 2023-24 – 29 August 2023

COMMUNITY/COUNCILLOR CONSULTATION:

There has been no community/councillor consultation.

LEGISLATIVE/POLICY IMPLICATIONS:

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

FINANCIAL AND RESOURCE IMPLICATIONS:

The budgeted operating deficit will decrease by \$106,002 to \$1,176,591.

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 4.4	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:

Undertaking regular assessments of budgets and approving budget amendments addresses the risk of unauthorised transactions. Adjustments and actions can be formulated in response, reducing the risk to the City's financial sustainability.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

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

1. APPROVE the proposed budget amendments detailed in Tables 1, 2, 3 and 5 of this Council Item and AUTHORISE any unauthorised expenditure and revenue but with the following changes:
 - a. To be determined by Council;
2. APPROVE and AUTHORISE the following additional transfers from Reserve but with the following changes:
 - a. To be determined by Council; and
3. MAKE the determination based on the following reason/s:
 - a. To be determined by Council.

CS146 STATEMENT OF FINANCIAL ACTIVITY AND STATEMENT OF FINANCIAL POSITION FOR THE PERIOD ENDED 31 JULY 2024

AGENDA REFERENCE:	D-24-103835
AUTHOR:	J McLean, Senior Management Accountant, Analyst
EXECUTIVE:	P Radalj, Director Corporate Services
DATE OF REPORT:	8 July 2024
FILE REFERENCE:	FM/17/0015
ATTACHMENTS:	Yes (x1) Monthly Management Report for period ended 31 July 2024

EXECUTIVE SUMMARY:

The purpose of this report is to provide Council with a comprehensive report on the City’s finances to 31 July 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 July 2024, as attached; and
2. RECEIVE the monthly Statement of Financial Position as at 31 July 2024, as attached.

PROPONENT:

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

BACKGROUND:

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

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

Operating Income	\$	126,649	0.2%	over YTD Budget	<input checked="" type="checkbox"/>
Operating Expenditure	\$	105,931	1.5%	under YTD Budget	<input checked="" type="checkbox"/>
Net Operating	\$	232,580	0.4%	under YTD Budget	<input checked="" type="checkbox"/>
Capital Expenditure	\$	319,123	72.7%	over YTD Budget	<input checked="" type="checkbox"/>
Capital Revenue	\$	500	1.1%	over YTD Budget	<input checked="" type="checkbox"/>

Cash at Bank – Municipal	\$14,856,173
Cash at Bank – Reserve	\$ 22,754
Current Investments	\$51,244,645

Current Rates Collected to July 2024	17.91%
Current Rates Collected to July 2023	12.41%

Rates Arrears Collected to July 2024	7.16%
Rates Arrears Collected to July 2023	5.45%

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 July financials show a YTD positive variance of \$232,580 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 - Nil

There are none.

12.5 REPORTS OF OFFICE THE CEO - Nil

There are none.

12.6 REPORTS TO BE RECEIVED**RR62 REPORTS TO BE RECEIVED - AUGUST**

AGENDA REFERENCE:	D-24-106625
AUTHOR:	R McKim, Chief Executive Officer
EXECUTIVE:	R McKim, Chief Executive Officer
DATE OF REPORT:	16 August 2024
FILE REFERENCE:	GO/6/0029
ATTACHMENTS:	Yes (x5)
	A. DSDD022 - Delegated Determinations and Subdivision Applications for Planning Approval
	B. CEO126 - WALGA State Council Agenda of 4 September 2024
	C. CS147 - Report - 2023-24 Corporate Business Plan - Fourth Quarter Report
	D. CS148 - Report - List of Accounts Paid Under Delegation - July 2024
	E. CS149 - Report - List of Payments by Employees via Purchasing Cards - July 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. DSDD22 - Delegated Determinations and Subdivision Applications for Planning Approval;
 - b. Reports – Corporate Services:
 - i. CS147 - Report - 2023-24 Corporate Business Plan - Fourth Quarter Report; and
 - c. Reports – Office of the CEO:
 - i. CEO126 - WALGA State Council Agenda of 4 September 2024.

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. CS148 - Report - List of Accounts Paid Under Delegation - July 2024; and

- ii. CS149 - Report - List of Payments by Employees via Purchasing Cards - July 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:

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

REGIONAL OUTCOMES:

There are no impacts to regional outcomes.

RISK MANAGEMENT:

There are no risks to be considered.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

No alternative options were considered by City Officers.

13 MOTIONS BY MEMBERS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

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.

CS150	RFT 2425 05 LAND MANAGEMENT SERVICES
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AGENDA REFERENCE:	D-24-102879
AUTHOR:	C Bryant, Coordinator Procurement, B Pearce, Manager Corporate Compliance and Safety
EXECUTIVE:	P Radalj, Director Corporate Services
DATE OF REPORT:	29 July 2024
FILE REFERENCE:	FM/25/0318
ATTACHMENTS:	Yes (x1) Confidential Confidential – RFT 2425 05 Evaluation Report

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval to award tender RFT 2425 05 Land Management Services (RFT) separable portions to the recommended tenderers.

The works in this RFT are for the delivery of natural and urban land management services including site preparation, plant installation, watering, seed collection, pest control, and rehabilitation works within the boundaries of the City of Greater Geraldton, including remnant bushland, coastal areas, parks, reserves and public open spaces. Some of the main sites for works include the Chapman River Regional Park, Greenough River Nature Trail, coastal reserves and various parks.

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

The initial contracts will be in place from 10 October 2024 to 9 October 2026 with the option for a one-year extension exercisable at the discretion of the Principal (the City).

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 05 Land 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 05 Land Management Services was advertised in The West Australian on 8 June 2024, in The Geraldton Guardian on 7 June 2024, and the City's TenderLink e-Tendering Portal. The RFT closed on 5 July 2024.

Fourteen interested parties registered to receive copies of the tender and five tender submissions were received. Four tender submissions progressed through to full evaluation. 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 10 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 Natural Areas Rehabilitation Services RFT 2122 11 which included some of the scopes of works in this RFT 2425 05 Land Management Services. There have been multiple short term minor contracts via Request for Quote (RFQ) in place for the other scopes of works in this RFT.

COMMUNITY, ECONOMY, ENVIRONMENT AND LEADERSHIP ISSUES:

Community:

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

Economy:

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

Environment:

All proposed land management services will be undertaken with care for the environment in mind. Environmental controls are implemented as part of the individual maintenance programs. Tenderers were asked to provide evidence of environmentally sustainable practices in their tender submission.

Leadership:

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

Disclosure of Interest:

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

RELEVANT PRECEDENTS:

Council awarded a two-year supply contract RFT 2122 11 Natural Areas Rehabilitation Services which included some of the scopes of works in this RFT on 27 September 2022, Item No. CCS727. The initial contract was in place from 10 October 2022 to 9 October 2024.

COMMUNITY/COUNCILLOR CONSULTATION:

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

LEGISLATIVE/POLICY IMPLICATIONS:

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

FINANCIAL AND RESOURCE IMPLICATIONS:

The approximate expenditure on Land Management Services for all six separable portions is \$292,360.20 (excluding GST) per annum (no traffic management required for this contract). Assuming all extension periods are exercised, the estimated total contract value over three years is \$877,080.60 (excluding GST). These funds are sourced primarily from Climate, Environment and Waste, and Maintenance Operations budgets 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:

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 3.6	The natural environment is valued, protected and celebrated.

REGIONAL OUTCOMES:

Awarding this tender will facilitate well maintained natural areas and public open spaces throughout the City of Greater Geraldton which enhances the comfort and safety of the community.

RISK MANAGEMENT:

The works carried out under this contract will allow the natural areas and public open spaces throughout the City to be maintained at their optimal standard, reducing accidents and risk of injury to members of the public and property. In addition, the successful tenderers shall have documented management plans in place to ensure the safety and protection of workers and the community in relation to this service.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

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

1. Call for individual quotations and tenders for specific land 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.

CS151	RFT 2324 24 GERALDTON AIRPORT MICROGRID (DESIGN, CONSTRUCTION, OPERATION AND MAINTENANCE) AND ONGOING OPERATION AND MAINTENANCE OF EXISTING COUNCIL PHOTO-VOLTAIC SYSTEMS
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AGENDA REFERENCE:	D-24-104041
AUTHOR:	P Radalj, Director Corporate Services
EXECUTIVE:	P Radalj, Director Corporate Services
DATE OF REPORT:	9 August 2024
FILE REFERENCE:	FM/25/0314
ATTACHMENTS:	Yes (x1) Confidential Confidential – RFT 2324 24 Evaluation Report

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval to award tender RFT 2324 24 separable portions per the following and the Evaluation Report (Confidential Attachment No. CS151):

- Separable Portion 1 – Geraldton Airport Provision of Microgrid (Design and Construct). Estimated duration of contact no greater than 13 months from commencement date;
- Separable Portion 2 – Geraldton Airport Operation and Maintenance of Microgrid. Initial five-year term commencing on the commissioning of Microgrid with a further five-year term extension at the Principal's discretion; and
- Separable Portion 3 - City of Greater Geraldton Operation and Maintenance of PV Systems. Commencement date expected September 2024 for an initial five-year term with a further five-year term extension at the Principal's discretion.

EXECUTIVE RECOMMENDATION:

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

1. AWARD the contract RFT 2324 24 Geraldton Airport Microgrid (Design, Construction, Operation and Maintenance) and ongoing Operation and Maintenance of existing Council Photo-Voltaic Systems separable portions to the recommended tenderers; and
2. RECORD the estimated annual contract values in the minutes.

PROONENT:

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

BACKGROUND:

RFT 2324 24 Geraldton Airport Microgrid (Design, Construction, Operation and Maintenance) and ongoing Operation and Maintenance of existing Council Photo-Voltaic Systems (RFT) was advertised in The Geraldton Guardian on 15 March 2024, in The West Australian on 16 March 2024, and the City's TenderLink e-Tendering Portal. The RFT closed on 14 May 2024.

Thirty-Four (34) interested parties registered to receive copies of the tender and eight (8) tender submissions were received. For Separable Portions 1 & 2 and after seeking technical clarifications post original submissions, two (2) tenders progressed through to full evaluation. For Separable Portion 3, three (3) tenders progressed through to full evaluation.

Separable Portions 1 & 2 are interconnected therefore, the tenderer that is awarded portion 1 is automatically awarded portion 2. These portions of the tender were separated as they are to be managed by two separate contracts. Separable Portion 3 is independent of the other portions as it relates to the monitoring and management of seven (7) existing Solar PV systems with the capacity to include any new system rolled-out during the term of the contract. Separable Portion 3 also includes a one-off expenditure in Year 1 to undertake a Dilapidation Report that will provide an update on the current condition of each Solar PV system and if there are any existing performance issues.

The immediate and future benefits of the proposed Microgrid are as follows:

- Remove dependency on main grid.
- Significant operational cost savings.
- Proposed system is a green and innovative solution to build resilience and reduce the likelihood of Uninterruptible Power Supply (UPS) disruption. The Microgrid solution contains an Uninterruptible Power Supply functionality to strengthen resilience and ensure the Airport Precinct can continue to operate and function effectively as the major Mid West region hub for local, state and national Emergency Services responses.
- The project aligns with the City's Climate Change Policy and actions contained within our Climate Mitigation Plan.
- During the initial useful life of the Microgrid, it is forecast to reduce the City's CO₂ emissions by 10M kg. The system is forecast to provide 92% of the annual precinct energy requirement, the remaining 8% will be green energy purchased from the grid.
- The Airport precinct including CGG works depot currently make up 30% of the City's overall power consumption from the main grid.
- It will have the capacity and infrastructure in place to support the transition of the City's fleet to green energy through using renewable energy as the source of EV charging stations. In the future and once the fleet transition to green energy is completed, this has the potential to save up to \$1M in fossil fuel costs by replacing with a low-cost renewable energy source. This outcome would considerably improve the current forecast Return on Investment (ROI) and viability for future expansion if required.
- Supports low-cost green energy supplied to business and community stakeholders including Emergency Services operating within the Airport Precinct. In the future, businesses within the precinct would be able to continue to operate in the event the main power grid was unavailable.
- The system will also be able to support any future EV Aviation network with clean energy.

- The opportunity to repurpose existing generating equipment to provide lower cost UPS solutions for other City facilities.

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

The Airport Microgrid supports Council's objective to enhance the Airport including the Emergency Services Response sub-precinct as a resilient hub for local, state, and national Emergency Services responses to future natural disasters, such as cyclones, bushfires or floods. It also, supports community aspirations to invest more in green energy solutions.

Economy:

Airport precinct business stakeholders and emergency response sector are supported by low-cost green energy reducing operational spend in utilities costs.

Environment:

Aligns with the City's Climate Change Policy and Climate Mitigation Plan to reduce our carbon footprint including contributing towards agreed national reduction targets and also, working with State and Commonwealth Governments to plan and implement appropriate strategies.

Leadership:

Successful tenderers are required for both the Microgrid and Solar PV Systems portions of the contract to provide comprehensive monthly monitoring and evaluation reports plus a Safety Management Plan with works monitored by the City through Key Performance Indicator (KPI) checklists.

Disclosure of Interest:

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

RELEVANT PRECEDENTS:

While the City regularly awards contracts through the RFT process, this project is unique in its nature and thus there are no related precedents.

COMMUNITY/COUNCILLOR CONSULTATION:

Councillor consultation initially occurred when the concept was originally formed and recently via a Concept Forum project and procurement update.

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 these contracts.

FINANCIAL AND RESOURCE IMPLICATIONS:

Separable Portion 1:

The existing capital works program budget 2024-25 has an allocation of \$5,732,867. Costs not included in the tender are Western Power approvals and independent project supervision that are estimated to be around a further \$250,000. Financial risk associated with this portion for the imported capital equipment components is that the costs are conditional to exchange rates and a +/- 1% from the base of A\$1.00 = 0.65USD. The purchase price will be adjusted accordingly if the movement is above or below the 1%. \$1M of the overall capital cost is estimated to be subject to this exchange rate movement.

On an estimated useful life of 25 years for the Microgrid system, the Payback Period Initial Investment is currently projected at 13 years, but with a possibility of additional external funding opportunities via the Federal Government RAP Program has the potential to be reduced to nine (9) years.

Separable Portion 2:

The proposed operating cost of this service is estimated over a five-year term to be in total around \$263,000 that includes both CPI annual movements and agreed discount. As this will not take effect until the 2025-26 financial year there is no current provision in the 2024-25 Annual Budget. This new operating expenditure will be included when the Long-Term Financial Plan (LTFP) is updated.

Separable Portion 3:

Excluding one-off expenditure in Year 1 to undertake a Dilapidation Report, the proposed operating cost of this service is estimated over a five-year term to be in total around \$134,000 that includes both CPI annual movements and agreed discount. This operating expenditure will be incorporated and funded from Building Operations annual budget allocations. Part of this annual cost is offset by the ‘cashing in’ our Large-Scale Generation Certificates (LGC’s) from our existing generation.

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 3.2	Regional leader is adapting to climate change
Outcome 3.5	An integrated emergency and land management approach
Outcome 3.6	The natural environment is valued, protected and celebrated.

REGIONAL OUTCOMES:

The Airport Precinct operates and functions as a hub for local, state, and national Emergency Services responses for the Mid West region.

RISK MANAGEMENT:

The proposed Airport Microgrid project is a green and innovative solution to build resilience and reduce the likelihood of UPS disruption.

Engagement of a specialist engineer to both develop the specifications framework for the design component and to provide project supervision, mitigates risks and ensures the system will be robust in design, extremely low risk in relation to system failure and will deliver the required outputs.

In addition, the successful tenderers shall have documented management plans in place to ensure the safety and protection of workers and the community in relation to this service.

ALTERNATIVE OPTIONS CONSIDERED BY CITY OFFICERS:

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

1. Call for individual quotation or tender for Separable Portion 3 – City of Greater Geraldton Operation and Maintenance of PV Systems. This option was not supported on the basis that lower pricing and/or some form of discounts could be achieved on a package offer as all portions were same sector related.
2. Not award any portions of the tender based on the following reason(s):
 - a. To be determined by Council.

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/>