



NOTICE OF MEETING

ORDINARY COUNCIL

Members are advised that a meeting of the Council will be held in Council Chambers, Civic Building, 83 Mandurah Terrace, Mandurah on:

**Tuesday 27 March 2018
at 5.30pm**

MARK R NEWMAN
Chief Executive Officer
20 March 2018

AGENDA:

1. OPENING OF MEETING AND ANNOUNCEMENT OF VISITORS

2. ACKNOWLEDGEMENT OF COUNTRY

3. ATTENDANCE AND APOLOGIES

Councillors Schumacher and Darcy (on Leave of Absence).

4. IMPORTANT NOTE:

Members of the public are advised that any decisions made at the meeting tonight, can be revoked, pursuant to the *Local Government Act 1995*. Therefore, members of the public should not rely on any decisions until formal notification in writing by Council has been received.

5. ANSWERS TO QUESTIONS TAKEN ON NOTICE

Please refer to Attachment 5.1

6. PUBLIC QUESTION TIME

Public Question time provides an opportunity for members of the public to ask a question of Council. For more information regarding Public Question Time, please telephone 9550 3706 or visit the City's website www.mandurah.wa.gov.au.

7. PUBLIC STATEMENT TIME

Any person or group wishing to make a 2-minute Public Statement to Council regarding a matter concerning local government must first complete an application form. For more information about Public Statement Time, or to obtain an application form, please telephone 9550 3706 or visit the City's website www.mandurah.wa.gov.au.

8. LEAVE OF ABSENCE REQUESTS**9. PETITIONS**

- 9.1 Petition requesting works to be undertaken on Lot 144 Sartorial Place, Greenfields: Councillor Wortley.

10. PRESENTATIONS**11. DEPUTATIONS**

Any person or group wishing to make a 5-minute Deputation to Council regarding a matter listed on this agenda for consideration must first complete an application form. For more information about making a deputation, or to obtain an application form, please telephone 9550 3706 or visit the City's website www.mandurah.wa.gov.au.

NB: Persons who have made a deputation at the preceding Committee of Council, will not be permitted to make a further deputation on the same matter to this Council meeting, unless it is demonstrated there is new, relevant material which may impact upon the Council's understanding of the facts of the matter.

12. CONFIRMATION OF MINUTES:

- 12.1 Ordinary Council Meeting: Tuesday 27 February 2018 (attached).

13. ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)**14. DECLARATIONS OF FINANCIAL, PROXIMITY AND IMPARTIALITY INTERESTS**

15. QUESTIONS FROM ELECTED MEMBERS (WITHOUT DISCUSSION)

- 15.1 Questions of which due notice has been given – Hon Councillor Riebeling
- 15.2 Questions of which notice has not been given

16. BUSINESS LEFT OVER FROM PREVIOUS MEETING**17. RECOMMENDATIONS OF COMMITTEES**

- 17.1 Adoption of Recommendations of Audit and Risk Committee Meeting: Monday 12 March 2018 (Blue pages)

<i>Item</i>		<i>Page No</i>	<i>Interests Declared / Additional Information</i>
AR.4/3/18	Corporate Risks Management Progress and Risk Action Plans	3	
AR.5/3/18	Review of Financial Systems	4	
AR.6/3/18	Related Party Disclosures Policy	5	
AR.7/3/18	Compliance Audit Return 2017	5	Additional information on this item is contained in the agenda.

- 17.2 Adoption of Recommendations of Committee of Council Meeting: Tuesday 13 March 2018 (Green pages)

<i>Item</i>		<i>Page No</i>	<i>Interests Declared / Additional Information</i>
CC.4/3/18	2018/19 Community Sport and Recreation Facility Fund (CSRFF) Small Grants – Winter Round	5	
CC.5/3/18	Facility Improvements to Accommodate the Growth of Women's Sport	6	
CC.6/3/18	Winter Wonderland 2018: Expression of Interest	7	
CC.7/3/18	Smart Street Precinct Working Group: Progress Update	9	
CC.8/3/18	Mandurah Ocean Marina Structure Plan Modifications	10	Mayor Williams has an impartiality interest in this item and wishes to leave the Chamber.
CC.9/3/18	Central Mandurah Activity Centre Plan: Adopt for Advertising	13	Cr Tahlia Jones and Cr Peter Rogers have a financial and proximity interest in this item.

CC.10/3/18	Mandurah Performing Arts Centre Water Feature: Future Options	14	Mayor Williams has a perceived impartiality interest in this item
CC.11/3/18	Waste Avoidance and Resource Recovery Strategy Consultation Paper: City of Mandurah Response	15	
CC.12/3/18	Point Repose Foreshore Reserve: Proposed Picnic Tables and Shade Shelter	16	
CC.13/3/18	Tender 26-2017 Mandurah Performing Arts Centre Lift Installation	17	Mayor Williams has a perceived impartiality interest in this item.
CC.14/3/18	Tender 31-2017: Architectural Consultancy Services for Lakelands Shared Sports Facility	18	
CC.15/3/18	Tender 33-2017: Groundwater Bore Construction	18	
CC.16/3/18	Jetties, Waterways and Marina Amendment Local Law 2018	19	
CC.17/3/18	Proposed Cemeteries Amendment Local Law 2018	19	
CC.18/3/18	Rates Exemption: 21 and 43 Oakmont Avenue, Meadow Springs	20	Cr Knight has an interest in this item and wishes to leave the Chamber.
CC.19/3/18	Rostering Software Purchase	21	
CC.20/3/18	CONFIDENTIAL ITEM: Recycling Processing Costs	21	
CC.21/3/18	CONFIDENTIAL ITEM: Rivers Regional Council – Amendments to Waste Services Agreement	22	
CC.22/3/18	CONFIDENTIAL ITEM: Update Building Compliance Issue	22	

18. REPORT (Yellow Pages):

<i>Item</i>	<i>Page No</i>
1 Finance Report: February 2018	1 - 20

19. ADOPTION OF RECOMMENDATIONS NOT WITHDRAWN FOR FURTHER DISCUSSION**20. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN**

20.1 Mandurah Aquatic and Recreation Centre: Hon Councillor Riebeling

21. NOTICE OF MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING**22. LATE AND URGENT BUSINESS ITEMS****23. CONFIDENTIAL ITEMS**

23.1 Assignment of Lease

24. CLOSE OF MEETING

RESPONSE TO QUESTIONS TAKEN ON NOTICE AT THE COUNCIL MEETING HELD ON TUESDAY 27 FEBRUARY 2018
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G.4/2/18 MR W REYNOLDS: SURFING COMPETITIONS AT AVALON BEACH

Mr Reynolds asked the following questions:

- 1 What approvals has the Council granted to the Mandurah Long Boarders Competitive Club?
- 2 Is this group incorporated?
- 3 Do you require them to carry public liability insurance?
- 4 Have you placed an environmental repair levy on this group in respect to their use of public infrastructures and fragile dune areas?
- 5 Has Council discussed water and wave access with this group, with consideration to the current recreational beach users freely enjoyed amenity? (Please note – their spokesperson has claimed they will enjoy priority of the waves and if necessary, make claims for 'exclusive use').

Response:

- 1 *City Officers have to date approved one public open space booking for the club. This was for the club's first open/registration day.*
- 2 *The City actively encourages the formation and development of recreational and community groups and have supported the club in formally establishing itself, developing a constitution and becoming incorporated.*
- 3 *Regular hirer's of City facilities are required to carry their own public liability insurance.*
- 4 *Currently, the City does not charge a levy on any existing community recreation club/group. The City does have the capacity to charge a security bond to ensure no damage is caused and the area is left clean and tidy. This is the case with all sport and recreation groups who utilise public space for their activities and events.*
- 5 *As with all public open space, no one person or group has exclusivity over the space. However, like with other recreational activities that occur within the City, clubs/groups with an event booking are provided with the advice and tools to communicate to the general public that the event is occurring and that there will be increased activity in an area. In the case of a major event, access to a space may be limited or restricted.*

G.5/2/18 MR W REYNOLDS: REVIEW OF STRUCTURE PLAN – INCREASE OF TOURISM ZONING IN THE PORT BOUVARD AREA AND ISLAND

With reference to a previous response provided to him that indicated a review of a Structure Plan was due later in 2018, Mr Reynolds asked is there any intent to increase areas of Tourism Zoning in the Port Bouvard area and Island?

Response:

The draft Local Planning Scheme 12, which is likely to be advertised towards the latter half of 2018, has the Wannanup (Port Bouvard) area predominantly zoned Residential which is consistent with the current Outline Development Plans that apply to this area.

RESPONSE TO QUESTIONS TAKEN ON NOTICE AT THE COUNCIL MEETING HELD ON TUESDAY 27 FEBRUARY 2018

G.6/2/18 MR SNELL: PENSIONER AND SENIOR STATE GOVERNMENT REVIEW

Under the Rates and Charges Act 1992, a letter from Council states that the City is required to undertake a review. As such, Mr Snell asked:

- 1 Which section of this Act sets out the requirement for Council to undertake the review?
- 2 How often does the Act require that a review be undertaken?
- 3 What is the cost of this review to Council and ratepayers?
- 4 Why is this information required, when applications are mostly made through the Water Corporation and the Council already has the information provided by this Authority?
- 5 Did the State Government give specific instructions to the Council to conduct this review?
- 6 When was the last review undertaken?
- 7 Will the Water Corporation also be required to undertake a similar review as per the reference to the administrative authority as defined in the Act?
- 8 Is the Council operating in accordance with the Act when it refuses to apply the rebate until the end of the rating year in which it was applied for, and what part of the Act does the Council use in making this determination?
- 9 Does the Act specify the type and nature of the review to be undertaken?
- 10 The letter received infers if not reviewed, it will affect entitlements. What are the consequences?

Response:

- 1 *Section 36 of the Act requires an administrative authority to carry out a review not less than once in a three year period. The City of Mandurah is defined as an administrative authority.*
- 2 *As stated, not less than once in a three year period.*
- 3 *The direct cost of the review which is primarily postage and distribution is relatively modest at approximately \$4,000. However, given the City has approximately 10,500 pensioners, the time taken by staff to conduct the review is substantial. At the moment the review is in progress so an estimate of the hours cannot yet be provided.*
- 4 *The Office of State Revenue (OSR) have stated that the Act requires each administrative authority to conduct a review. This means that both local governments and the Water Corporation must conduct separate reviews.*
- 5 *The OSR did not provide a specific instruction to the City. It has, however, referred local governments to the Procedural Manual issued under Section 9 of the Act. The Manual represents the Minister's instructions and directions to be followed by administrative authorities. The Manual states that "Administrative authorities are required to review the status of registered pensioners at intervals not exceeding three years." The OSR has confirmed that all administrative authorities must conduct a review.*
- 6 *Like many other local governments, the City has had a practice of conducting partial reviews every three years in an effort to manage the workload of reviewing a large number of pensioners. The last partial review took place in 2015.*
- 7 *It is assumed that this is the case but this question is better directed to WaterCorp.*

RESPONSE TO QUESTIONS TAKEN ON NOTICE AT THE COUNCIL MEETING HELD ON TUESDAY 27 FEBRUARY 2018
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- 8 Yes, this decision complies with Section 32 of the Act. In addition the Procedural Manual referred to above states:

"In addition to an applicant being an eligible person during the charged period or rating year, to be able to receive rates concessions in respect of the current charged period or rating year the applicant must:

- have land which belongs to him or her at the commencement of the charged period or rating year.*
- occupy that land which belongs to him or her as the "ordinary place of residence" at the commencement of the charged period or rating year; and*
- register their entitlement with the administrative authority.*

Note: A person moving from rental accommodation into a newly built property during a rating year would not qualify until the next "rating year".

- 9 No. The Procedural Manual states that *"It is suggested that the reviews take the form of a questionnaire...."*. Representatives of local government worked with the OSR to develop a form which would provide the necessary information. The Declaration was approved by the Department of Human Services (Centrelink) and the content of the form was approved by the OSR.

- 10 Yes. The Procedural Manual states:

"It is not unreasonable or unfairly onerous to expect a person receiving a concession to produce evidence of continuing qualification at the time of receipt of that concession, or for the administrative authority to monitor that continuing qualification. Pensioners and seniors should have the responsibility of declaring, and being conscious of the fact that they are declaring, that their qualification still exists."

On that basis, it is also reasonable to assume that, if a person does not demonstrate their qualification continues to exist, then the eligibility for a rebate lapses.

COMPLIANCE AUDIT RETURN 2017

At the meeting of the Audit and Risk Committee held on 12 March 2018, the Committee made the following recommendation:

“That the 2017 Compliance Audit Return under the heading “Finance” be amended at question 1 to also include the previous establishment and appointment of members to the Audit and Risk Committee.”

The comments field has since been updated to include reference to the Special Council Meeting of 27 October 2015.



MINUTES OF COUNCIL MEETING

HELD ON

TUESDAY 27 FEBRUARY 2018

AT 5.30PM

**IN COUNCIL CHAMBERS
CIVIC CENTRE
MANDURAH TERRACE MANDURAH**

PRESENT:

MAYOR	R WILLIAMS	
COUNCILLOR	C KNIGHT [DEPUTY MAYOR]	NORTH WARD
COUNCILLOR	R WORTLEY	NORTH WARD
COUNCILLOR	P JACKSON	NORTH WARD
COUNCILLOR	D LEE	EAST WARD
COUNCILLOR	L RODGERS	EAST WARD
COUNCILLOR	S JONES	EAST WARD
HON COUNCILLOR	F RIEBELING	COASTAL WARD
COUNCILLOR	M DARCY	COASTAL WARD
COUNCILLOR	P ROGERS	TOWN WARD
COUNCILLOR	M ROGERS	TOWN WARD

MR	M NEWMAN	CHIEF EXECUTIVE OFFICER
MR	A CLAYDON	DIRECTOR WORKS & SERVICES
MR	T FREE	DIRECTOR SUSTAINABLE DEVELOPMENT
MS	L WILKINSON	DIRECTOR PEOPLE & COMMUNITIES
MR	G DAVIES	EXECUTIVE MANAGER STRATEGY & BUSINESS PERFORMANCE
MR	D PRATTENT	ACTING EXECUTIVE MANAGER FINANCE & GOVERNANCE
MR	C JOHNSON	MANAGER RECREATION CENTRES & SERVICES
MRS	L GREENE	COORDINATOR ELECTED MEMBER SUPPORT

OPENING OF MEETING AND ANNOUNCEMENT OF VISITORS [AGENDA ITEM 1]

The Mayor declared the meeting open at 5.30 pm.

ACKNOWLEDGEMENT OF COUNTRY [AGENDA ITEM 2]

Mayor Williams acknowledged that the meeting was being held on the traditional land of the Bindjareb people, and paid his respects to their Elders past and present.

APOLOGIES [AGENDA ITEM 3]

An apology for the meeting had been received from Councillor Tahlia Jones. Mayor Williams reported that Councillor Schumacher had advised that he would be late in attending this meeting, given that he was judging at the Lions Youth of the Year Awards.

DISCLAIMER [AGENDA ITEM 4]

The Mayor advised 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 Consolidated Local Laws (Section 4.86) 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 Mandurah 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.

ANSWERS TO QUESTIONS TAKEN ON NOTICE [AGENDA ITEM 5]

Officers provided responses to questions taken on notice at the Council meeting held on Tuesday 30 January 2018, at the Committee of Council meeting held on 13 February 2018 and at the Public Art Committee meeting held on 20 February 2018.

G.1/2/18 MR W REYNOLDS: PROPOSED CHANGE OF USE AND REZONING OF THE PIAZZA IN PORT QUAYS, WANNANUP (MINUTE G.2/1/18 REFERS)

Having raised questions at the Annual General Meeting of Electors held on 29 January, Mr Reynolds sought clarification regarding whether the proposed change of use of the piazza in Port Quays, Wannanup also changed the zoning. He had heard that the zoning defines the property usage, therefore assumed that to change the use, the zoning also needed to be changed. He asked:

- 1 If his understanding was correct?
- 2 If the zoning was changed, which part of the property was impacted – all of it or just the floor of the application?
- 3 Did Council require State authorisation to create the change of use?

Response:

Within the planning system, an area is zoned into various categories such as commercial, residential, rural and the like, with the zoning applied through the local government's local planning scheme which requires the State's planning authority and the Minister for Planning to approve or amend.

Within each zone, there are land uses assigned that are permitted, that can be considered with approval or not permitted within these zones. If a land use is permitted, no approval is required for it to operate; If a land use is not permitted, approval cannot be granted; Otherwise a development approval is required which is the responsibility of the local government or a Development Assessment Panel for developments that meet cost thresholds.

In addressing the specific questions:

- 1. For the subject property, the zoning has not changed. The zoning is currently guided by the Bouvard Village Local Structure Plan.*
- 2. As outlined, the zoning has not changed, but development approval was granted for the tenancy in question (Strata Lot 5) approving its use as a tavern, with conditions.*
- 3. A development approval for the use of land is an approval granted by the local government.*

**G.2/2/18 NAMING – YABURGURT KAALEEPGA RESERVE (WINJAN'S CAMP) (BD)
(REPORT 5) (MINUTE CC.10/2/18 REFERS)**

Councillor Peter Rogers requested clarification as to the conditions by which reserves and parks are classified within the title of 'Other' as contained within the Reconciliation Action Plan. The Manager Planning and Land Services requested to take this question on notice and to provide the information for the Council meeting of 27 February 2018.

Response:

The 'Other' category of named reserves is in reference to three reserves within the Mandurah Junction development area which, in conjunction with street names, have been named based on a theme of trees and birds in the location.

**G.3/2/18 SELECTION CRITERIA AND WEIGHTINGS FOR STAGE TWO OF THE
MANDURAH BRIDGE PUBLIC ARTWORK PROCUREMENT PROCESS
(MINUTE PA.3/02/18 REFERS)**

Councillor Knight requested clarification as to the role of the Committee in the tender evaluation process. The Acting Executive Manager Finance and Governance provided an overview and requested to take the question on notice.

Response:

A previous report outlined the reasons as to why Elected Members could not participate directly in the evaluation of a tender as a member of an Evaluation Panel.

Although there are detailed terms of reference for the Public Art Committee, its role is the selection process can be summarised as being:

- *Approving the shortlisting of candidates from the Expression of Interest to proceed to the first stage of the tender process.*
- *Participating in the setting of, and determining, the qualitative evaluation criteria which the Evaluation Panel will use to select the preferred tenderer(s) to go forward to the final tender stage.*
- *Participating in the setting of, and determining, the quantitative evaluation criteria which the Evaluation Panel will use to select the preferred tenderer for the award of a contract.*

In order to ensure that the Committee, is fully informed, officers will organise a briefing where the visual representations submitted by the preferred artists can be viewed. The briefing will be open to all Elected Members. The pieces will be introduced by a member of the Evaluation Panel who will then leave the briefing to ensure that probity is maintained. Elected Members will be free to discuss among themselves the pieces submitted. This process should ensure a better understanding of the results from the Evaluation Panel when they are presented at a subsequent meeting.

PUBLIC QUESTION TIME [AGENDA ITEM 6] [Opened at 5.31 pm and closed at 5.37 pm]

G.4/2/18 MR W REYNOLDS: SURFING COMPETITIONS AT AVALON BEACH

Mr Reynolds asked the following questions:

- 1 What approvals has the Council granted to the Mandurah Long Boarders Competitive Club?
- 2 Is this group incorporated?
- 3 Do you require them to carry public liability insurance?
- 4 Have you placed an environmental repair levy on this group in respect to their use of public infrastructures and fragile dune areas?
- 5 Has Council discussed water and wave access with this group, with consideration to the current recreational beach users freely enjoyed amenity? (Please note – their spokesperson has claimed they will enjoy priority of the waves and if necessary, make claims for 'exclusive use').

The Manager Recreation Centres and Services advised that he was unsure of particular approvals granted to this new Club, which the City had assisted in becoming incorporated. At the suggestion of Mr Reynolds, the questions were taken on notice, with responses being provided at the next ordinary Council meeting on 27 March 2018.

G.5/2/18 MR W REYNOLDS: REVIEW OF STRUCTURE PLAN – INCREASE OF TOURISM ZONING IN THE PORT BOUVARD AREA AND ISLAND

With reference to a previous response provided to him that indicated a review of a Structure Plan was due later in 2018, Mr Reynolds asked is there any intent to increase areas of Tourism Zoning in the Port Bouvard area and Island?

This question was taken on notice, with a response to be provided at the next ordinary Council meeting on 27 March 2018.

G.6/2/18**MR SNELL: PENSIONER AND SENIOR STATE GOVERNMENT REVIEW**

Under the Rates and Charges Act 1992, a letter from Council states that the City is required to undertake a review. As such, Mr Snell asked:

- 1 Which section of this Act sets out the requirement for Council to undertake the review?
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- 5 Did the State Government give specific instructions to the Council to conduct this review?
- 6 When was the last review undertaken?
- 7 Will the Water Corporation also be required to undertake a similar review as per the reference to the administrative authority as defined in the Act?
- 8 Is the Council operating in accordance with the Act when it refuses to apply the rebate until the end of the rating year in which it was applied for, and what part of the Act does the Council use in making this determination?
- 9 Does the Act specify the type and nature of the review to be undertaken?
- 10 The letter received infers if not reviewed, it will affect entitlements. What are the consequences?

The Acting Executive Manager Finance and Governance responded that the City had been instructed by the Office of State Revenue to conduct a review of all pensioner entitlements. In terms of consequences, advice had been received that with regard to people that did not respond, the Office of State Revenue would withhold reimbursement of rate rebate. With the agreement of Mr Snell, the questions were taken on notice, with responses being provided at the next ordinary Council meeting on 27 March 2018.

PUBLIC STATEMENT TIME [AGENDA ITEM 7]

Nil.

LEAVE OF ABSENCE REQUESTS [AGENDA ITEM 8]

Mayor Williams advised that he had been notified by Councillor Schumacher of his wish to request a leave of absence. However, as Councillor Schumacher had yet to arrive in the Chamber, he suggested that consideration of this item be deferred to later in the meeting.

MOTION: D Lee / Lynn Rodgers

That consideration of this item be deferred to later in the meeting.

CARRIED UNANIMOUSLY: 11/0

PETITIONS [AGENDA ITEM 9]

Nil.

PRESENTATIONS [AGENDA ITEM 10]

Nil.

DEPUTATIONS [AGENDA ITEM 11]

Nil.

CONFIRMATION OF MINUTES [AGENDA ITEM 12]**G.7/2/18 CONFIRMATION OF COUNCIL MINUTES: TUESDAY 30 JANUARY 2018**

MOTION: F Riebeling / Shane Jones

That the Minutes of Council Meeting held on Tuesday 30 January 2018 be confirmed.

CARRIED UNANIMOUSLY: 11/0

**G.8/2/18 CONFIRMATION OF ANNUAL ELECTORS MEETING MINUTES:
MONDAY 29 JANUARY 2018**

MOTION: Peter Rogers / Shane Jones

That the Minutes of the Annual Electors Meeting held on Monday 29 January 2018 be confirmed.

CARRIED UNANIMOUSLY: 11/0

ANNOUNCEMENTS BY THE PRESIDING MEMBER [AGENDA ITEM 13]**G.9/2/18 ANNOUNCEMENTS**

At the invitation of Mayor Williams:

- The Manager Recreation Centres and Services reported on the recent announcement by the Department of Sport and Recreation that the City had been awarded a \$1.3m grant to assist in developing three ovals with floodlighting at Lakelands District Open Space.
- Deputy Mayor Councillor Knight highlighted her attendance at the inaugural ATAR Civic Reception held on 9 February, which would become an annual event that recognised Mandurah's secondary school high academic achievers.
- The Chief Executive Officer advised that on 25 February, he had attended the sell out West Coast Fever vs Queensland Firebirds event held at the Mandurah Aquatic and Recreation Centre. He congratulated Netball WA and all involved in the staging of this event, which had showcased the excellent facilities available at the venue.
- Councillor Lynn Rodgers outlined activities undertaken on 8 February to mark the opening of the Joseph and Dulcie Nannup Trail, located along the Serpentine River.
- Deputy Mayor Councillor Knight reported that on 23 February, she had attended the QANTAS Australian Tourism Awards Presentation Dinner, for which Crab Fest 2017 had been nominated, after winning Gold at the state level.

- Deputy Mayor Councillor Knight advised of the stakeholder launch of Peel Bright Minds that had place on 8 February.

Mayor Williams:

- Outlined the Governor Visit to the Peel Region that had taken place on 20 February.
- Reported on the Port Mandurah Christmas Lights Public Forum staged on 26 February, the purpose of which had been to examine ideas and concepts surrounding how Mandurah was defined as a Christmas tourism destination, and how this could be further developed.
- Highlighted visits he had been conducting to nursing and retirement homes around the City to engage with those residents, and visits made to emergency service organisations.
- Presented Carole Dhu with the inaugural Local Legends Award, in recognition of her achievements and contribution to the Mandurah community. He advised that this would become a monthly feature at Council meetings, and provided details of how nominations from the community could be put forward.
- Acknowledgement that the Chief Executive Officer would shortly be celebrating his 25th anniversary of working at City. On behalf of Council, he congratulated Mr Newman on his many achievements, and presented him with a token of Council's appreciation.

DECLARATION OF INTERESTS [AGENDA ITEM 14]

- Councillor Lynn Rodgers declared an impartiality interest in Minute G.13/2/18 Tuart Avenue Shower Service Model because of her association and employment within the area of crisis management and support services.
- Councillor Darcy declared an impartiality interest in Minute G.13/2/18 Tuart Avenue Shower Service Model because he is a member of the Finucare Board, which shares the building with Anglicare.
- Mayor Williams declared a proximity interest in Minute G.16/2/18 Requested Closure of Pedestrian Access Easement – Lot 1289 Village Mews, Wannanup as he resides in an adjoining street.

QUESTIONS FROM ELECTED MEMBERS [AGENDA ITEM 15]

Questions of which due notice has been given

Nil.

Questions of which notice has not been given

Nil.

BUSINESS LEFT OVER FROM PREVIOUS MEETING [AGENDA ITEM 16]

Nil.

RECOMMENDATIONS OF COMMITTEES [AGENDA ITEM 17]

NOTE: Council adopted en bloc (moved by Councillor Wortley and seconded by Councillor Peter Rogers), the recommendations of the Committee of Council meeting of Tuesday 13 February 2018 with the exception of Items CC.7/2/18, CC.9/2/18, CC.12/2/18, CC.14/2/18 and CC.16/2/18, which were dealt with separately.

G.10/2/18 BUDGET REVIEW 2017/18 (DP / PB) (REPORT 1) (CC.6/2/18)

MOTION: R Wortley / Peter Rogers

That Council*:

- 1 Adopts revenues and expenditure as outlined in Attachments 1 and 3 of the report as amendments to the 2017/18 Budget.**
- 2 Approved amendments to Capital expenditure budgets set out in Attachments 2 of the report.**

CARRIED WITH ABSOLUTE MAJORITY: 11/0

(This item was adopted en bloc)

G.11/2/18 LOCAL GOVERNMENT ACT REVIEW (DP/NP) (REPORT 2) (CC.7/2/18)

The State Government has initiated a review of the *Local Government Act 1995*.

The review is being conducted in two stages, the first phase aims to modernise local governments and better position them to deliver services for the community. The City has previously provided comments to the Western Australian Local Government Association on the review. However local governments are now invited to provide individual submissions to the Department of Local Government, Sport and Cultural Industries.

Participating in the review process presents an opportunity for local governments to enact change and propose significant amendments to the legislation that guides us. Council was requested to approve the prepared submission.

Recommendation set out in Committee report

That Council:

- 1. Approves the submission at Attachment 1*
- 2. Notes a forum to discuss the submission will be held Monday, 26 February 2018.*

At the Committee of Council meeting on 13 February, consideration of this item had been deferred to full Council. Additional information was contained in the Council agenda, which set out an alternative recommendation.

Hon Councillor Riebeling moved the recommendation set out in the alternative information in the Council agenda, which was seconded by Councillor Shane Jones.

MOTION: F Riebeling / Shane Jones

That Council approves the submission set out in Attachment 1 of the additional information.

CARRIED UNANIMOUSLY: 11/0

G.12/2/18 TENDER 28-2017: CCTV OPTICAL FIBRE AND CAMERA INSTALLATION (TH/NP) (REPORT 3) (CC.8/2/18)

The City of Mandurah invited tenders for the Close-Circuit Television Optical Fibre and Camera Installation in November 2017.

The works to be completed underneath this contract comprises of the installation of new Closed Circuit Television (CCTV) cameras and a new Optic Fibre Network across the Mandurah City Centre. The project is jointly funded through a grant from the Peel Development Commission and the City budget.

For this tender the Qualitative Criteria and price schedules were divided into Separable Portions, being clearly identifiable and unique elements of the services to be provided under the tender. The portions were:

- *Separable Portion One - Close-Circuit Television Optical Fibre*
- *Separable Portion Two - Camera Installation*

Council approval is sought to select Spyker Technologies Pty Ltd as the preferred tenderer for Separable Portion One - Close-Circuit Television Optical Fibre and Separable Portion Two - Camera Installation.

MOTION: R Wortley / Peter Rogers

That Council accepts Spyker Technologies Pty Ltd as the preferred tenderer for Separable Portion One - Close-Circuit Television Optical Fibre and Separable Portion Two - Camera Installation for Tender T28-2017 Close-Circuit Television Optical Fibre and Camera Installation Project.

CARRIED UNANIMOUSLY: 11/0
(*This item was adopted en bloc*)

Having disclosed interests in the following item, Councillors Lynn Rodgers and Darcy left the Chamber at 6.00 pm.

G.13/2/18 TUART AVENUE SHOWER SERVICE MODEL (TH) (REPORT 4) (CC.9/2/18)

The Tuart Avenue Shower Facility aims to address a gap in service provision for street present and homeless people. A suitable service model is required to ensure the facility is value for money, safe and accessible.

Previously, in November 2015 Council requested for showers to be considered as part of the Mandurah Family and Community Centre refurbishment. This request led to an officer investigation which included engaging local services providers via an interagency meeting held in May 2016 and Elected Members via an Elected Member Briefing Session and Weekly Updates.

In December 2017 a report to council detailed a Shower Service Model with costings with Anglicare as the coordinating agency. In order to deliver the model, Anglicare requested a one off City contribution of \$2,500 per month until Anglicare's tenancy commences at (subject to approval) Mandurah Family and Community Centre later in 2018. The financial contribution was estimated at a maximum of \$25,000 (to be allocated from within the City's Community Development section's budget) for 2018 period and an annual rent waiver of \$13,401 from 2019 onwards.

Council resolved to defer considering the report recommendations to allow for the examination of an alternative model, including volunteer models. This report provides a comparison of a Basic Volunteer Model against the Anglicare Model. The comparison includes outlining the financial impact to the City, as well as safety and risk considerations. Council is requested to consider the information provided and approve a service model for the shower service at Tuart Avenue.

MOTION: F Riebeling / C Knight

That Council:

- 1 Acknowledges the City's financial and risk implications of the outlined shower facility service models.**
- 2 Approves the Basic Volunteer Model as the service model for the shower facility at Tuart Avenue.**
- 3 Approves the preparation and implementation of an Expression of Interest process to seek a local organisation to deliver and meet the requirements of the Basic Volunteer Model.**
- 4 Acknowledges negotiation between the City and Anglicare will be required regarding the existing lease over the common use area of the Tuart Avenue Facility.**

CARRIED UNANIMOUSLY: 9/0

Councillors Lynn Rodgers and Darcy returned to the Chamber at 6.01 pm.

**G.14/2/18 NAMING: YABURGURT KAALEEPGA RESERVE (WINJAN'S CAMP) (BD)
(REPORT 5) (CC.10/2/18)**

One of the actions identified under the City's Reconciliation Action Plan (RAP) as a way to recognise and celebrate local Aboriginal culture and history, is the dual naming of parks and reserves throughout the City. To facilitate this, a group of representatives from various City business units as well as Aboriginal cultural consultants, was formed to identify appropriate locations and names to be applied.

The first site which has been identified for naming approval is Winjan's Camp, which is located within Reserve 45814 at McLarty Road Halls Head. This site is widely recognised throughout the local community as being the birthplace and home (camp) of the significant Elder Yaburgurt (George) Winjan, who was commemorated by the City in 2015 as part of the Yaburgurt 100 Year Commemoration & Public Artwork Project.

As there is already an officially approved Winjan Reserve and Winjan Place in Mandurah, the reserve is unable to be officially named as Winjan's Camp. However, an alternative name of Yaburgurt Kaaleepga Reserve, meaning Yaburgurt's Home in the Noongar language, has been identified as a suitable name for the Reserve.

The name Winjan's Camp will be added to the approval as a commonly known name.

Council is requested to approve the naming of Reserve 45814 as Yaburgurt Kaaleepga Reserve, and for an application to be made to the Geographic Naming Committee at Landgate.

MOTION: R Wortley / Peter Rogers

That Council:

- 1 Approves the name 'Yaburgurt Kaaleepga Reserve' for Reserve 45814 McLarty Road, Halls Head;**
- 2 Approves a formal submission to the Geographic Naming Committee (Landgate) requesting support for the naming.**

CARRIED UNANIMOUSLY: 11/0
(*This item was adopted en bloc*)

G.15/2/18 REQUESTED CLOSURE OF PEDESTRIAN ACCESS EASEMENT LOT 190 (NO. 19) SAN MARCO QUAYS HALLS HEAD (BD) (REPORT 6) (CC.11/2/18)

In September 2017, Council approved public consultation in relation to the use of a public access easement contained within the property boundary of Lot 190 (19) San Marco Quay Halls Head. The rationale for the public consultation was the result of a request from the strata company for the closure of the easement due to anti-social behaviour.

Following the consultation process, nine written submissions were received, together with 128 online surveys being completed. Overwhelmingly submissions favoured Option 3, which would result in the easement being modified to the point that allows access only to external parties who require access to the seabed/jetty area contained within Reserve 46013 (northern portion), thus closing the foreshore and groyne land access to the public.

Officers have given further consideration to the request and in consultation with the City's Solicitors consider an amendment to the current easement to suspend public access to the easement area until further notice, which can be rescinded by the City, should public access be required into the future. This will result in any party requiring access to the seabed, jetty, seawalls or unallocated crown land having access via a City approved lock being fitted to the gated easement.

The above recommendation addresses the concerns raised through the strata company, while ensuring that access is maintained to all parties entitled to access. It also secures the City's options ensuring the rights of reinstatement of public access if the need is identified into the future. The amendment is best achieved through surrendering the current easement and granting a new easement stating the variations.

Council is therefore requested to approve the surrender of the current easement, subject to a new easement with varied conditions as detailed in this report.

MOTION: R Wortley / Peter Rogers

That subject to the agreement of the Grantor of the Public Easement - The owners of The Quays Mandurah (The Grantor) located on Lot 190 (19) San Marco Quay Halls Head, in accordance with The Land Administration Act 1997:

- 1 Council supports the surrender of the current easement, conditional upon grant of a new easement on the same conditions as the existing easement with the following variations;**
 - 1.1 Public access is suspended to the easement area until further notice;**
 - 1.2 The Grantee (City of Mandurah) having rights to revoke the public access suspension, and reinstate public access after first giving 90 days written notice;**
 - 1.3 Grants City officers or its agents unfettered access for the purposes of maintenance and repairs to all relevant crown land including seawalls, groynes, and foreshore area;**
 - 1.4 Any lock installed on gates must be a City's lock, with the key to gates being provided to any party having a right of access through the easement, including without limitation any person holding a jetty licence in the adjoining crown reserves;**
 - 1.5 All other conditions of the current easement will remain in place;**
 - 1.6 The costs of the surrender and replacement easement being borne by the Owners of The Quays Mandurah.**
- 2 The current easement will remain in place, until such time as the new easement is registered at Landgate.**

CARRIED UNANIMOUSLY: 11/0
(*This item was adopted en bloc*)

Having declared a proximity interest in the following item, Mayor Williams left the Chamber at 6.01 pm. Deputy Mayor Councillor Knight assumed the Chair.

G.16/2/18 REQUESTED CLOSURE OF PEDESTRIAN ACCESS EASEMENT: LOT 1289 VILLAGE MEWS, WANNANUP (BD) (REPORT 7) (CC.12/2/18)

Council is requested to consider the closure of a pedestrian access easement ("the easement") located within Lot 1289 Village Mews, Wannanup. The easement is within the Common Property on Strata Plan 41658 and provides access along the waterfront of the existing development between the 'retail node' and Village Mews, which provides linkage to Westview Parade.

The Watersedge Strata Company ("the Applicant") has made this request arising from the approval of a tavern at Lot 1301 (No 4) Port Quays. The request seeks the closure of the easement to the public and seeks the installation of lockable gates to allow residents of the strata complex unrestricted access. The operator of the tavern has yet to commence operation, and at this stage is unlikely to do so on the basis of a recent liquor licence refusal. Regardless, the applicant seeks the closure of the easement as a result of anti-social issues which have occurred in the past (i.e. vandalism, trespass and theft).

The easement is in place to provide for access along the water's edge between the beach and the commercial node given the relative density that was proposed at the time of development. The prevailing pedestrian network and small scale of the non-residential activity in the area would suggest that the area in question is not a high priority for retention.

Based on the request, it is recommended that consideration be given to modifying the easement to remove public access for the foreseeable future and that this modification be subject to community consultation. Should no objections be received during the advertising period, modifications to the easement can be progressed as a matter of course.

MOTION: F Riebeling / P Jackson

That subject to the agreement of the Grantor of the Public Easement - The owners of Lot 1289 Village Mews, Wannanup (on Strata Plan 41658) (The Grantor) in accordance with The Land Administration Act 1997:

- 1 Council supports the surrender of the current easement, conditional upon grant of a new easement on the same conditions as the existing easement with the following variations:**
 - 1.1 Public access is suspended to the easement area until further notice;**
 - 1.2 The Grantee (City of Mandurah) having rights to revoke the public access suspension, and reinstate public access after first giving 90 days written notice;**
 - 1.3 Any lock installed on gates must be a City's lock, with the key to gates being provided to any party having a right of access through the easement, including without limitation any person holding a jetty licence in the adjoining crown reserves;**
 - 1.4 All other conditions of the current easement will remain in place;**
 - 1.5 The costs of the surrender and replacement easement being borne by the Owners of Lot 1289 Village Mews.**
- 2 That the support to surrender the current easement and replace with a new easement with the conditions listed above be subject to public consultation; and that should no objections be received during the advertising period, procedures required to implement the new easement provisions are implemented.**
- 3 The current easement will remain in place, until such time as the new easement is registered at Landgate.**

CARRIED UNANIMOUSLY: 10/0

Mayor Williams returned to the Chamber at 6.04 pm, resuming in the Chair.

**G.17/2/18 THIRD PARTY APPEAL RIGHTS IN PLANNING (BD) (REPORT 8)
(CC.13/2/18)**

Following feedback received from member local governments regarding a discussion paper on third party appeals in planning, the Western Australian Local Government Association (WALGA) State Council resolved to undertake further consultation with members to discuss the various concerns and suggestions raised in response to the discussion paper.

Further consultation was undertaken in the form of a series of workshops to discuss four potential models for third party appeals which broadly captured the range of responses previously provided in support of third party appeals. The workshops were attended by both local government officers and elected members from 25 local government areas and were used to discuss the possible scope and form that any third party appeal rights should take in order to determine a preferred model.

Based on the outcomes of the workshop, WALGA is requesting members consider the its preferred model for that support the introduction of Third Party Appeal Rights by local government for decisions made by Development Assessment Panels.

Council has previously resolved to advise WALGA that it is prepared to support further consideration of third party appeals upon the release of a discussion paper by the Department of Planning/WAPC regarding the matter.

Since this time, the Minister for Planning announced a wide ranging review of the planning system to address community concerns around how planning decisions are made, whilst ruling out the introduction of third party appeal rights in WA.

It is therefore recommended that Council reiterate its previous recommendation providing support for the further consideration of third party appeal rights and support the model proposed, however in addition, strongly encourage WALGA to pursue its involvement in the planning review process as a preferred means of addressing concerns with the current decision making framework.

MOTION: R Wortley / Peter Rogers

That Council:

- 1 Reiterates its previous advice to the Western Australian Local Government Association that it is prepared to support further consideration of third party appeals in Western Australia for development applications, structure plans and planning scheme amendments upon a discussion paper being released by the Department of Planning/Western Australian Planning commission citing options and examples of third party appeals.**
- 2 Encourages the Western Australian Local Government Association to pursue its involvement in the planning review process, to address member concerns with the current planning framework, in recognition of the State Governments current position on third party appeals.**

CARRIED UNANIMOUSLY: 11/0
(*This item was adopted en bloc*)

G.18/2/18 TRADING PERMITS GUIDELINES ADOPTION (BD) (REPORT 9) (CC.14/2/18)

Following the adoption of the *City of Mandurah Local Government Property and Public Places Local Law 2016* and a review of the current policy and procedures relating to activities being undertaken on public land, new trading guidelines have been prepared and, if approved, will replace the City of Mandurah's Trading in Public Places Policy (POL-ECD02) and the Commercial Recreation Hire Sites Policy (POL-RCS01).

The proposed Guidelines deal with both Commercial and Aquatic Operators and Mobile Traders, specifying differing application and assessment provisions in an attempt to create an application process which is more streamlined and easier to administer. Processes currently undertaken by various different sections will be consolidated into one application, referral and assessment process. This will provide greater clarity for operators.

Consistent with Council's endorsement of its position on Trading Permits in April 2017, the Guidelines include plans to indicate where activities may be appropriate. In the event that

significant interest in generated, an annual 'Expression of Interest' process has been introduced to consider all proposals collectively and annually.

Nine trading zones have been designated (for Mobile Traders) to encourage outdoor, high quality food vending activities in a manner that improves the access, usage, quality and image of the City's public realm.

Council is now requested to adopt the Trading Permit Guidelines and revoke the existing Trading in Public Places Policy (POL-ECD02) and the Commercial Recreation Hire Sites Policy (POL-RCS01).

MOTION: R Wortley / Peter Rogers

That Council:

- 1 Adopts the Trading Permits Guidelines for the assessment and determination of Trading Permits.**
- 2 Revokes the existing Trading in Public Places (POL-ECD 02) and Commercial Recreation Hire Site Policies (POL-RCS01).as these policies are now considered redundant with the introduction of the new Guidelines on Trading Permits.**
- 3 Continues to seek approval from the Department of Transport to include commercial and aquatic operations within the existing jetty licences located within and surrounding Mandjar Bay in order to allow for Trading Permits to be issued for activities that utilise jetties rather than a non-exclusive jetty licence.**
- 4 Continues to request that the Western Australian Planning Commission exempt the need for development approval for the use of reserved land under the Peel Region Scheme where a permit has been issued under a Local Government Local Law.**
- 5 Notes that the current Street Activity Policy, which covers Busking/Street Performance, Raffles, Street Appeals, Street Markets and associated procedures will continue to operate without modification.**
- 6 Requests a review of Trading Permit Guidelines be undertaken after 12 months with a report submitted to Council.**

CARRIED UNANIMOUSLY: 11/0

G.19/2/18 'GIVIT' DONATION MANAGEMENT MEMORANDUM OF UNDERSTANDING (TF) (REPORT 10) (CC.15/2/18)

The City continues to play a key role in local emergency planning, proactively preparing for worst case scenarios, in order to minimize impact on the community, Council and environment.

During large scale disasters communities will react and want to help, to donate money, goods and services. GIVIT is an award winning, not for profit organisation, with an online donation management system. GIVIT supports charitable organisations, helping them manage the distribution of 'pledged' physical donations, discouraging the impulsive drop off and mass stockpiling of unwanted goods.

The GIVIT virtual warehouse runs year round, before, during and after an emergency event, promoting recycling and reuse of quality items, supporting the needs of community organisations.

In emergencies donations of cash through designated appeals such as the Lord Mayors Appeal remain the most effective way to support victims. This will remain the Council's key message. GIVIT, however, provides a coordinated, controlled response to one of emergency management's greatest concerns, physical donation management which are a reality in the communities' desire to assist those in need.

Council is requested to enter into a Memorandum of Understanding with GIVIT to manage pledges of physical donations in an emergency and to adopt the reviewed Local Recovery Plan 2018 to reflect this approach.

MOTION: R Wortley / Peter Rogers

That Council:

- 1 Agrees to enter into a Memorandum of Understanding with GIVIT Listed Ltd to manage the donation of goods in times of emergency.**
- 2 Adopts the updated Mandurah Local Recovery Plan 2018.**

CARRIED UNANIMOUSLY: 11/0
(*This item was adopted en bloc*)

**G.20/2/18 WESTERN POWER COMMUNITY POWER BATTERY BANK PROPOSAL (BB)
(REPORT 11) (CC.16/2/18)**

Western Power is seeking support from the City of Mandurah to run a trial of a 'Community Power Bank' (Power Bank) in Meadow Springs. The 'Meadow Springs Community Power Bank' will provide local customers who have solar panels the ability to store excess power which they can access later. The project offers benefits to multiple stakeholders including individual consumers, the electricity consumer group as a whole, the network operator (Western Power) and the energy retailer (Synergy).

By supporting the project, the City of Mandurah will be part of advancing the technologies required for a more sustainable energy future, whilst addressing network capacity issues in the area. High level findings generated by the trial regarding consumer behaviour and attitudes will also be shared with the City.

Deputy Mayor Councillor Knight moved the Committee recommendation, which was seconded by Hon Councillor Riebeling. In moving the Motion, Deputy Mayor Councillor Knight reported that the following comments had been received from Council's Environmental Advisory Group (MEAG):

- *MEAG supports the City of Mandurah in its endeavours with this project and congratulates them on their initiative.*
- *MEAG requests that any further findings and results are provided to MEAG as they become available.*

Mayor Williams requested that Council's appreciation for the comments on this item, and the work undertaken by the Mandurah Environmental Advisory Group, be placed on record.

MOTION: C Knight / F Riebeling

That Council:

- 1 Authorises the Chief Executive Officer to sign Memorandum of Understanding between the City of Mandurah and Western Power for the purpose of the Community Power Battery Bank Trial.**
- 2 Authorises the use of the City of Mandurah logo for the purpose of co-branding the Community Power Battery Bank.**
- 3 Authorises City officers to request and easement or excision for Reserve 48824 Glenbrook Lane, Meadow Springs upon completion of the trial in favour of Western Power.**

CARRIED UNANIMOUSLY: 11/0

**G.21/2/18 FOOD SAFETY FUNCTIONS ANNUAL REPORT 2016/17 (BI/KF) (REPORT 12)
(CC.17/2/18)**

The City of Mandurah has a vibrant and diverse food environment which is enjoyed by the community in various ways such as completing their routine grocery shop at the local supermarket, eating from a temporary food stall at a local event or dining out at one of the many restaurants and bars across the City.

It is critical food business operators have a thorough understanding of the necessary processes and procedures that must be implemented to ensure they are producing food that is safe for the community whilst also achieving compliance with the relevant legislation.

The City undertakes a range of food safety activities to ensure food businesses are complying with their obligations under the provisions of the *Food Act 2008* (the Act) and subsidiary legislation. It is also acknowledged that in addition to the City's enforcement and compliance role it is vital that an educational approach is also incorporated into its core businesses to ensure food businesses are receiving a high level customer service and support from the City to support them in preparing safe food.

Section 121 of the Act requires all local governments to provide a report to the Department of Health (DoH) on their performance of their statutory functions. The report is required to be submitted annually to coincide with the DoH's financial year reporting legal obligations.

On 29 August 2017, City Officers prepared and submitted the report via the DoH's online reporting survey portal to ensure the City meets its reporting obligations under the Act.

The purpose of this report is to provide elected members an overview of the City's role and functions that were included in the abovementioned mandatory report in addition to other key functions.

MOTION: R Wortley / Peter Rogers

That Council acknowledges the information provided within this report and information contained within the City's *Food Act 2008* submission provided in Attachment 2.

CARRIED UNANIMOUSLY: 11/0

(This item was adopted en bloc)

**G.22/2/18 TENDER 24-2017 MANDURAH FORESHORE BOARDWALK REMEDIATION
STAGE 2 (SH/NP) (REPORT 13) (CC.18/2/18)**

The City of Mandurah invited tenders for the Mandurah Foreshore Boardwalk Remediation – Stage 2 on 18 November 2017.

The request for tender is a lump sum contract to carry out the renovation works to the second stage of the Mandurah Foreshore Boardwalk. The tender includes the removal of the old decking and joists, the abrasive blasting and coating of the steel substructure, installation of new hardwood timber joists and a merbau deck to match stage one.

Council approval is sought to select Mandurah Jetty Construction as the preferred tenderer for Mandurah Foreshore Boardwalk Remediation – Stage 2.

MOTION: R Wortley / Peter Rogers

That Council accepts Mandurah Jetty Construction as the preferred tenderer for Tender T24-2017 for the Mandurah Foreshore Boardwalk Remediation Stage 2.

CARRIED UNANIMOUSLY: 11/0
(*This item was adopted en bloc*)

**G.23/2/18 TENDER 25-2017: STREET TREE INVENTORY (MH/NP) (REPORT 14)
(CC.19/2/18)**

The City of Mandurah invited tenders to undertake a Street Tree Inventory which required a suitably qualified and experienced arboricultural consultant to undertake an inventory of 20,000-30,000 street trees, inclusive of a spatial survey and collection of tree attribute data.

Ongoing maintenance of our street tree assets in terms of annual street tree planting, formulation of street tree masterplans and day to day maintenance can be much better informed through collection of accurate street tree data including information on the health and condition of various tree species. Street tree data will be used internally to aid in proactive maintenance of the City's trees, for reporting, and planning and design of future street tree plantings.

Council approval is sought to select The Trustee for Ben and Rachael Kenyon Family Trust T/as Homewood Consulting Pty Ltd as the preferred tenderer for the Street Tree Inventory project.

MOTION: R Wortley / Peter Rogers

That Council accepts The Trustee for Ben and Rachael Kenyon Family Trust T/as Homewood Consulting Pty Ltd as the preferred tenderer for Tender T25-2017 Street Tree Inventory.

CARRIED UNANIMOUSLY: 11/0
(*This item was adopted en bloc*)

G.24/2/18 TENDER 27-2017: INSTALLATION OF SPORTS GROUND LIGHTING AT BORTOLO RESERVE (SH/NP) (REPORT 15) (CC.20/2/18)

The City of Mandurah invited tenders for the Installation of Sports Ground Lighting at Bortolo Reserve on 29 November 2017.

The works consist of the installation of four 25 metre tall galvanised light towers each with four 150watt lamps that will achieve a lighting standard of 100Lux over the oval. In addition to the installation of the towers and luminaires on the northern oval, a new Halytech controller system will also be installed to control the new lights and will also be connected to, and control the existing seven lights. The project is wholly grant funded by the Peel Development Commission.

Council approval is sought to select Citylight Holdings Pty Ltd t/as Auriemma Electrical Services as the preferred tenderer for Installation of Sports Ground Lighting at Bortolo Reserve.

MOTION: R Wortley / Peter Rogers

That Council accepts Citylight Holdings Pty Ltd t/as Auriemma Electrical Services as the preferred tenderer for Tender T27-2017 for the Installation of Sport Ground Lighting at Bortolo Reserve.

CARRIED UNANIMOUSLY: 11/0
(This item was adopted en bloc)

G.25/2/18 TENDER 29-2017 – ELECTRICAL CONSULTANCY SERVICES (SH/NP) (REPORT 16) (CC.21/2/18)

Tenders for an Electrical Consultancy Services contract which provides for the provision of design advice to the City, and aid in delivery of capital, maintenance and compliance works, were invited early December 2017.

Council approval is sought to select Powerlyt Group Pty Ltd as the preferred tenderer for Electrical Consultancy Services.

MOTION: R Wortley / Peter Rogers

That Council accepts Powerlyt Group Pty Ltd as the preferred tenderer for Tender T29-2017 Electrical Consultancy Services.

CARRIED UNANIMOUSLY: 11/0
(This item was adopted en bloc)

G.26/2/18 TENDER 30-2017 ARCHITECTURAL CONSULTANCY SERVICES (SH/NP) (REPORT 17) (CC.22/2/18)

Tenders for the Architectural Consultancy Services contract provides for the provision of architectural design and construction contract administration services were invited early December 2017. The contract will aid in the delivery of the capital and maintenance budgets.

Council approval is sought to select Cox Architecture Pty Ltd as the preferred tenderer for architectural consultancy services.

MOTION: R Wortley / Peter Rogers

That Council accepts Cox Architecture Pty Ltd as the preferred tenderer for Tender T30-2017 Architectural Consultancy Services.

CARRIED UNANIMOUSLY: 11/0
(*This item was adopted en bloc*)

G.27/2/18 CONFIDENTIAL ITEM: RELINQUISH LEASE (REPORT 1) (BD) (F0000126789) (CC.23/2/18)

MOTION: R Wortley / Peter Rogers

That Council:

- 1 Approves the termination of the ground lease with the Mandurah Marina Dive Centre over an approximate 145 square metre portion of Reserve 46854, Fathom Turn Mandurah effective as at 31 December 2017;**
- 2 Acknowledges that the lessee (Mandurah Marina Dive Centre) will pay all outstanding rental monies for the period 1 September 2017 to 31 December 2017, to be paid in full by 31 July 2018;**
- 3 Requests that the relinquished lease area be re-advertised for expressions of interest to use the site for commercial purposes;**
- 4 Keeps this report confidential and makes the recommendation public.**

CARRIED UNANIMOUSLY: 11/0
(*This item was adopted en bloc*)

NOTE: Council adopted en bloc (moved by Deputy Mayor Councillor Knight and seconded by Councillor Jackson), the recommendation of the Public Art Committee meeting of Tuesday 20 February 2018.

G.28/2/18 CONFIDENTIAL ITEM: SELECTION CRITERIA AND WEIGHTINGS FOR STAGE TWO OF THE MANDURAH BRIDGE PUBLIC ARTWORK PROCUREMENT PROCESS (NP) (REPORT 1) (PA.3/2/18)

MOTION: C Knight / P Jackson

That Council:

- 1 Approves the proposed Probity and Evaluation Plan, which includes the Selection Criteria for Stage 2 for the Bridge Artwork.**
- 2 Keeps the report and its attachments confidential until the City proceeds to the issue of tender documents.**

CARRIED UNANIMOUSLY: 11/0
(*This item was adopted en bloc*)

REPORTS [AGENDA ITEM 18]**G.29/2/18 FINANCE REPORT JANUARY 2018 (DP / PB) (REPORT 1)**

MOTION: F Riebeling / Shane Jones

That Council:

- 1 Receives the Financial Report for January 2018.**
- 2 Receives the Schedule of Accounts for January 2018 for the following amounts:**

Total Municipal Fund	\$ 6,097,045.95
Total Trust Fund	\$ 23,435.38
	<u>\$ 6,120,481.33</u>

- 3 Approves unbudgeted expenditure of \$50,000 for Madora Bay Platform & Boardwalk (funded from Madora Bay Community Association contribution \$50,000*).**
- 4 Approves unbudgeted expenditure of \$145,000 for Pinjarra Road Landscaping:**
 - **Funded from Mandurah Rd Median Landscaping Kirkpatrick to Bridge project (\$45,000)**
 - **Contribution from Vicinity (\$100,000)***

CARRIED WITH ABSOLUTE MAJORITY: 11/0

G.30/2/18 TENDER 32-2017: DUAL MOVING FLOOR WASTE MANAGEMENT (DP/PB) (REPORT 2)

The City's Waste Management Centre (WMC) is located at 80 Corsican Place, Parklands and receives approximately 42,000 tonnes of general waste per annum from a combination of municipal operations, commercial operators and residents.

The main tipping shed at the WMC consists of a separate unloading floor for commercial and residential vehicles which join to a common push pit. The concrete floor within the push pit is in need of repair and upgrade.

City officers examined other viable options as part of these upgrade works and identified that the installation of a moving floor system into the common push pit and into the residential floor in the main tipping shed was considered to be the most viable option as it will:

- improve resource recovery of residential waste,
- minimise current fall from height issues,
- reduce damage to and allow improved integration with the existing compactor infrastructure;
- negate the need to repair the push pit floor;
- future proof the facility to handle additional waste volumes as Mandurah grows; as well as
- improve the efficiency in waste handling generally.

As a result, the City of Mandurah invited tenders for a Dual Moving Floor System for the Waste Management Centre in early December 2017. The scope of works for the RFT includes the design, fabrication, supply, delivery, installation, commissioning and maintenance of two moving floor systems at the WMC, including supporting services.

Council approval is sought to select Wastech Engineering Pty Ltd as the preferred tenderer for the Dual Moving Floor System for the Waste Management Centre and authorise additional expenditure of \$93,360 to be transferred from the Sanitation Reserve.

Councillor Wortley moved the recommendation set out in the report, which was seconded by Councillor Shane Jones. During the debate that ensued, and at the request of Councillors, the Director Works and Services provided clarification regarding the cost tendered and the delivery timeframes identified in the report.

MOTION: R Wortley / Shane Jones

That Council:

- 1 Accepts Wastech Engineering Pty Ltd as the preferred tenderer for Tender 32-2017 Dual Moving Floor System for Waste Management Centre.**
- 2 Authorises additional expenditure of \$93,360 to be transferred from the Sanitation Reserve.**

CARRIED UNANIMOUSLY: 11/0

G.31/2/18 TENDER 23-2017: PORT BOUVARD SURF LIFE SAVING CLUB SECOND STOREY (DP / PB) (REPORT 3)

The City of Mandurah invited tenders for the Port Bouvard Surf Life Saving Club Second Storey in November 2017. The tender required proponents to submit an offer in the form of a guaranteed maximum price lump sum as a design and construct contract. There was only one compliant tender evaluated where the result identified that it was not advantageous for the City to enter into a contract with that proponent. Council approval is sought to decline all tenders and note that the City will retender in the near future with an amended scope and/or specification.

MOTION: D Lee / F Riebeling

That Council:

- 1 Declines the tender for Tender 23-2017 Port Bouvard Surf Life Saving Club Second Storey.**
- 2 Notes that the City will review the process, scope and specifications and re-tender for the works in the near future.**

CARRIED UNANIMOUSLY: 11/0

MOTIONS OF WHICH NOTICE HAS BEEN GIVEN [AGENDA ITEM 20]

G.32/2/18 MAYOR WILLIAMS: MEDICAL SERVICES IN MANDURAH AND THE PEEL REGION

Mayor Williams moved the following Notice of Motion, which was seconded by Hon Councillor Riebeling. In moving the Motion, Mayor Williams informed the meeting that he had written to the Minister requesting an urgent meeting, which would be taking place on Thursday 1 March.

During the debate that ensued, Councillors expressed their support for the Motion.

MOTION: R Williams / F Riebeling

That Council advise the State Minister for Health of its concerns over the current level of planning for the future needs of the Mandurah and Peel Region, particularly in relation to the short term (five year) operating lease of the Peel Health Campus.

CARRIED UNANIMOUSLY: 11/0

NOTICE OF MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING [AGENDA ITEM 21]

Nil.

LATE AND URGENT BUSINESS ITEMS [AGENDA ITEM 22]

Mayor Williams advised that one urgent item of general business had been received, relating to the Mandurah Bridge Opening Celebration.

MOTION: Peter Rogers / C Knight

That Council accepts the items of urgent business.

CARRIED UNANIMOUSLY: 11/0

G.33/2/18 ITEM OF LATE AND URGENT BUSINESS - MANDURAH BRIDGE OPENING CELEBRATION (LW)

The construction of the new Mandurah Traffic Bridge is nearing completion and a community celebration to mark this occasion is recommended to be held on Sunday 8 April 2018. The report recommends that the celebration would take the form of a community picnic on the eastern foreshore beginning at 4.30pm with the lights on the bridge switched on for the first time by the Hon Rita Saffioti MLA Minister for Transport, Mayor Rhys Williams and the local member, David Templeman MLA. Following the celebration event a book to celebrate the construction of the bridge with photographs from community members will be produced. The celebration will cost \$33,000 and the report supports officers continuing to negotiate with the state government for assistance with this cost.

MOTION: D Lee / Lynn Rodgers

That Council:

- 1 Supports the holding of a Bridge Opening Celebration on Sunday 8 April 2018 to include a community picnic and a ceremony to turn on the new lights on the bridge. A photographic competition will also be held with the publication of a book later in the year.**
- 2 Approves the cost for the celebration of \$33,000*.**

3 Supports officers continuing to negotiate with state government to contribute to the costs of the opening celebration.

CARRIED WITH ABSOLUTE MAJORITY: 11/0

LEAVE OF ABSENCE REQUESTS [AGENDA ITEM 8]

G.34/2/18 LEAVE OF ABSENCE: COUNCILLOR SCHUMACHER – 1 MARCH TO 1 MAY 2018 (INCLUSIVE)

At the request of Mayor Williams, the Chief Executive Officer clarified that as Councillor Schumacher had provided to him written notice of his Leave of Absence request, Council was able to determine the matter in Councillor Schumacher's absence.

MOTION: Lynn Rodgers / Shane Jones

That leave of absence be granted to Councillor Schumacher from 1 March to 1 May 2018 (inclusive).

CARRIED UNANIMOUSLY: 11/0

At this juncture of the meeting, the Chief Executive Officer advised Council of the impending review of Mandurah and Peel Tourism Organisation's Constitution, emphasising the importance of full representation during this process. Given that Councillor Schumacher was Council's representative on the MAPTO Board, and had been granted Leave of Absence during the period when the review would be initiated, it was the consensus of the meeting that Councillor Peter Jackson deputise for Councillor Schumacher in the event of Councillor Schumacher being unable to attend MAPTO meetings during the next 2-months.

G.35/2/18 LEAVE OF ABSENCE: HON COUNCILLOR RIEBELING – 9 MARCH TO 17 MARCH 2018 (INCLUSIVE)

MOTION: Shane Jones / M Darcy

That leave of absence be granted to Hon Councillor Riebeling from 9 March to 17 March 2018 (inclusive).

CARRIED UNANIMOUSLY: 11/0

G.36/2/18 LEAVE OF ABSENCE: DEPUTY MAYOR COUNCILLOR KNIGHT – 20 MARCH TO 25 MARCH 2018 (INCLUSIVE)

MOTION: Peter Rogers / Matt Rogers

That leave of absence be granted to Deputy Mayor Councillor Knight from 20 March to 25 March 2018 (inclusive).

CARRIED UNANIMOUSLY: 11/0

G.37/2/18 LEAVE OF ABSENCE: COUNCILLOR DARCY – 20 MARCH TO 31 MARCH 2018 (INCLUSIVE)

MOTION: Lynn Rodgers / Shane Jones

That leave of absence be granted to Councillor Darcy from 20 March to 31 March 2018 (inclusive).

CARRIED UNANIMOUSLY: 11/0

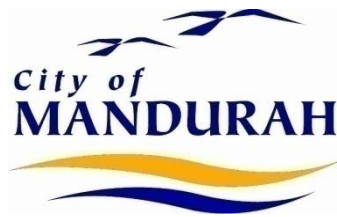
CONFIDENTIAL ITEMS [AGENDA ITEM 23]

Nil.

CLOSE OF MEETING [AGENDA ITEM 24]

There being no further business, the Mayor declared the meeting closed at 6.34 pm.

CONFIRMED (MAYOR)



MINUTES OF

AUDIT AND RISK COMMITTEE MEETING

HELD ON

**Monday 12 March 2018
5.30 pm**

IN COUNCIL CHAMBERS - 83 MANDURAH TERRACE MANDURAH

PRESENT:

MAYOR	R WILLIAMS	
COUNCILLOR	T JONES	COASTAL WARD
COUNCILLOR	R WORTLEY	NORTH WARD
COUNCILLOR	P ROGERS [5.43PM]	TOWN WARD
COUNCILLOR	P JACKSON	NORTH WARD
MR	I ILSLEY	EXTERNAL REPRESENTATIVE

OFFICERS IN ATTENDANCE:

MR	M NEWMAN	CHIEF EXECUTIVE OFFICER
MR	G DAVIES	EXECUTIVE MANAGER STRATEGY & BUSINESS PERFORMANCE
MR	D PRATTENT	ACTING EXECUTIVE MANAGER FINANCE & GOVERNANCE
MR	R KING	MANAGER HUMAN RESOURCES AND ORGANISATIONAL DEVELOPMENT
MR	J FIORI	COORDINATOR RISK MANAGEMENT
MRS	J NIE	EXECUTIVE ASSISTANT

OPENING OF MEETING AND NOMINATION OF ACTING CHAIRPERSON [AGENDA ITEM 1]

In the absence of the Chairperson (Hon Councillor Riebeling), the Chief Executive Officer declared the meeting open at 5.30 pm, and invited nominations for Acting Chairperson. One nomination was received, that being for Councillor Wortley to take the Chair.

AR.1/3/18 APPOINTMENT OF ACTING CHAIRPERSON

RESOLVED: T Jones / P Jackson

That in the absence of the Chairperson (Hon Councillor Riebeling), Councillor Wortley be appointed Chairperson for this meeting.

CARRIED UNANIMOUSLY: 6/0

Councillor Wortley assumed the Chair.

ATTENDANCE AND APOLOGIES [AGENDA ITEM 2]

Hon Cr Riebeling (Committee Member) on Leave of Absence. Cr Lee is an apology.

Cr Jackson is deputising for Hon Cr Riebeling.

Cr Schumacher (non-committee member) on Leave of Absence.

RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE [AGENDA ITEM 3]

Nil.

PRESENTATIONS AND ANNOUNCEMENTS BY CHAIRPERSON [AGENDA ITEM 4]

Nil.

CONFIRMATION OF MINUTES [AGENDA ITEM 5]

AR.2/3/18 CONFIRMATION OF MINUTES

RESOLVED: T Jones / I Ilsley

That the Minutes of the Audit and Risk Committee meeting of Monday 11 December 2017 be confirmed.

CARRIED UNANIMOUSLY: 6/0

**DECLARATIONS OF FINANCIAL, PROXIMITY AND IMPARTIALITY INTERESTS
[AGENDA ITEM 6]**

Nil.

BUSINESS LEFT OVER FROM PREVIOUS MEETING [AGENDA ITEM 7]

Nil.

SUSPENSION OF STANDING ORDERS [AGENDA ITEM 8]

AR.3/3/18 SUSPENSION OF CITY'S STANDING ORDERS 8.5.1 AND 8.6.1

RESOLVED: I Ilsley / T Jones

That the City's Standing Orders 8.5.1 and 8.6.1 be suspended at 5.33pm in order to facilitate debate.

CARRIED UNANIMOUSLY: 6/0

REPORTS FROM OFFICERS [AGENDA ITEM 9]

**AR.4/3/18 CORPORATE RISKS MANAGEMENT PROGRESS AND RISK ACTION PLANS
(JF/RK/GD) REPORT 1**

This report presents the review undertaken by the City of the 22 Corporate Risks presented to Audit and Risk Committee Meeting in May 2015. The review considered the currency and relevance of each risk and the progress that the City has made in managing the identified risks through the implementation of Risk Action Plans.

To date, eleven Risk Action Plans have been finalised.

Council is requested to note the progress of Risk Management implementation across the City's operations and to endorse this updated risk management report.

Councillor Peter Rogers entered the chamber at 5.43pm.

The Manager Human Resources & Organisational Development & Coordinator Risk Management provided a visual presentation on this item.

Mark Newman exited the chamber at 5.46pm and re-entered at 5.47pm.

Mayor Williams queried how Council will be kept informed to stay engaged with the progress of the Corporate Risks and what the mechanism is for identifying further risks which can be added to the existing list. The Manager Human Resources & Organisational Development, Richard King advised that ProMapp is now being utilised and the reporting capability of this system is an improvement. The Executive Manager Strategy & Business Performance, Graeme Davies advised that the Corporate Business Plan describes how the Corporate Risks of the organisation will be managed and identifies some of the City's key strategic risks. He also added that there are currently approximately 160 operational risks. It is up to each Manager to assess these risks on a regular basis and in some cases these risks are escalated to the Corporate Risk level, particularly if the risk is identified multiple times.

Discussion was held by the Committee regarding the need for an annual review of the City's Corporate Risk profile and for regular reporting to the Audit and Risk Committee on the implementation of Risk Action Plans. The Executive Manager Strategy & Business Performance, Graeme Davies responded to the questions on these two issues and the Committee amended the recommendations as a result.

Councillor Jones queried how a status of catastrophic is reached for a particular risk. The Coordinator Risk Management, Joe Fiori advised how this status was arrived at.

RESOLVED TO RECOMMEND: R Williams / T Jones

Report Recommendations

That Council:

- **Endorses the progress made with implementing the Risk Action Plans for eleven of the City's 22 Corporate Risks;**
- **Will receive a further report on the remaining Risk Action Plans.**

Committee Recommendations

That Council:

- **Endorses the progress made with implementing the Risk Action Plans for eleven of the City's 22 Corporate Risks;**
- **Will receive a further report on the remaining Risk Action Plans;**
- **Receives an update on the annual review of the City's Corporate Risk profile;**
- **Receives regular reporting on the implementation of risk action plans.**

CARRIED UNANIMOUSLY: 6/0

Richard King and Joe Fiori exited the chamber at 5.55pm.

AR.5/3/18 REVIEW OF FINANCIAL SYSTEMS (DP) REPORT 2

Regulations require that the City undertake a regular review of the effectiveness and appropriateness of financial management systems.

Council is asked to receive the review for 2017/18.

The Acting Executive Manager Finance & Governance, David Prattent provided a summary of the review performed on the City's financial management systems. The Executive Manager Strategy & Business Performance, Graeme Davies advised that a business case is currently being drafted to replace the City's Enterprise Resource Planning (ERP) System, Authority, as the current system has limited capability for customers to perform electronic transactions. Councillor Rogers queried the rough cost of this replacement. The Executive Manager Strategy & Business Performance, Graeme Davies advised that the new system will (over 10 years) be of a similar cost to what we are currently paying.

The issue of corporate credit cards and purchasing cards to staff was also discussed. The Acting Executive Manager Finance & Governance, David Prattent explained the two types of cards and the reporting measures in place for each card. The monthly reports generated are reviewed for any discrepancies by the Finance department.

RESOLVED TO RECOMMEND: R Williams / P Rogers

That Council receives the report on the effectiveness and appropriateness of financial management systems.

CARRIED UNANIMOUSLY: 6/0

AR.6/3/18 RELATED PARTY DISCLOSURES POLICY (DP) REPORT 3

For some years, private sector companies which are reporting entities have been required to disclose the value of transactions, financial and non-financial, between themselves and those members of management (including the Board of Directors) who are responsible for the planning and direction of the company. This has been carried out under the requirements of Accounting Standard AASB 124 – Related Party Disclosures.

From the 2016/17 financial year, this disclosure requirement was extended to the not-for-profit sector including state and local governments. The City made the appropriate disclosures in its financial statements for that year.

The Department of Local Government, Sports and Cultural Industries (DLGSCI) have issued advice that local governments should consider adopting a policy for the management of this disclosure requirement as there are certain definitions and decisions which must be made when considering what disclosures are relevant and necessary. This advice was reinforced by the City's auditor during his recent report on the City's 2016/17 financial statements.

Questions were raised by members of the Committee on the policy to which the Acting Executive Manager Finance & Governance, David Prattent responded.

RESOLVED TO RECOMMEND: P Rogers / P Jackson

That Council adopt the attached Policy POL-FCM 07.

CARRIED UNANIMOUSLY: 6/0

AR.7/3/18 COMPLIANCE AUDIT RETURN 2017 (SL/NP) REPORT 4

Each local government is required to complete a Compliance Audit Return (CAR) for the period 1 January to 31 December each year. The compliance audit has been conducted for 2017 which resulted in the City achieving full compliance.

There is a statutory requirement to have the compliance audit reviewed by the Audit and Risk Committee and then adopted by council. Once adopted, it will be certified by the Mayor and Chief Executive Officer and then forwarded to the DLGSCI prior to the 31 March 2018 deadline.

Minor amendments were agreed to the comments for Finance Question 1.

RESOLVED TO RECOMMEND: T Jones / P Rogers

That Council adopts the City of Mandurah 2017 Compliance Audit Return.

CARRIED UNANIMOUSLY: 6/0

REPORTS FROM AUDITORS [AGENDA ITEM 10]

Nil.

LATE AND URGENT BUSINESS ITEMS [AGENDA ITEM 11]

Nil.

QUESTIONS AND ISSUES FROM COMMITTEE MEMBERS [AGENDA ITEM 12]

13.1 Questions of which due notice has been given

Nil

13.2 Questions of which notice has not been given

Nil

CLOSE OF MEETING [AGENDA ITEM 13]

There being no further business, the Acting Chairperson declared the meeting closed at 6.25pm.

CONFIRMED:[CHAIRPERSON]



MINUTES OF
COMMITTEE OF COUNCIL MEETING
HELD ON
Tuesday 13 March 2018
AT 5.30 PM
IN COUNCIL CHAMBERS - 83 MANDURAH TERRACE
MANDURAH

PRESENT:

COUNCILLOR	D LEE [CHAIRMAN]	EAST WARD
MAYOR	R WILLIAMS	
COUNCILLOR	C KNIGHT	NORTH WARD
COUNCILLOR	R WORTLEY	NORTH WARD
COUNCILLOR	P JACKSON	NORTH WARD
COUNCILLOR	L RODGERS	EAST WARD
COUNCILLOR	S JONES	EAST WARD
COUNCILLOR	T JONES	COASTAL WARD
COUNCILLOR	M DARCY	COASTAL WARD
COUNCILLOR	P ROGERS	TOWN WARD
COUNCILLOR	M ROGERS	TOWN WARD

OFFICERS IN ATTENDANCE:

MR	M NEWMAN	CHIEF EXECUTIVE OFFICER
MR	A CLAYDON	DIRECTOR WORKS & SERVICES
MR	T FREE	DIRECTOR SUSTAINABLE DEVELOPMENT
MS	L WILKINSON	DIRECTOR PEOPLE & COMMUNITIES
MR	G DAVIES	EXECUTIVE MANAGER STRATEGY & BUSINESS PERFORMANCE
MR	D PRATTENT	A/EXECUTIVE MANAGER FINANCE & GOVERNANCE
MR	B DRECKOW	MANAGER PLANNING AND LAND SERVICES
MR	B INGLE	MANAGER STATUTORY SERVICES
MR	N CARROLL	MANAGER MARINA AND WATERWAYS
MR	C JOHNSON	MANAGER RECREATION CENTRES AND SERVICES
MRS	L SLAYFORD	RELIEF MINUTE OFFICER

OPENING OF MEETING AND ANNOUNCEMENT OF VISITORS [AGENDA ITEM 1]

The Chairman declared the meeting open at 5.32 pm, welcoming Amanda Willmott from Mandurah Environmental Advisory Group (MEAG) to the meeting.

APOLOGIES / LEAVE OF ABSENCE [AGENDA ITEM 2]

Councillor Schumacher (on Leave of Absence) and Hon Councillor Riebeling.

DISCLAIMER [AGENDA ITEM 3]

The purpose of this Committee Meeting is to discuss and make recommendations to Council about items appearing on the agenda and other matters for which the Committee is responsible. The Committee has no power to make any decisions which are binding on the Council or the City of Mandurah unless specific delegation of authority has been granted by Council.

No person should rely on or act on the basis of any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting. The City of Mandurah 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 advice or information provided by a Member or Officer, or the content of any discussion occurring, during the course of the Committee meeting.

RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE [AGENDA ITEM 4]

Officers provided answers to questions taken on notice at the Committee of Council meeting of Tuesday 13 February 2018.

**CC.1/3/18 NAMING YABURGURT KAALEEPGA RESERVE (WINJAN'S CAMP)
(MINUTE CC.10/2/18 REFERS)**

Councillor Peter Rogers requested clarification as to the conditions by which reserves and parks are classified within the title of "Other" as contained within the Reconciliation Action Plan.

Response:

The 'Other' category of named reserves is in reference to three reserves within the Mandurah Junction development area which, in conjunction with street names, have been named based on a theme of trees and birds in the location.

(This information was presented at the Council meeting held on Tuesday 27 February 2018).

PUBLIC QUESTION TIME [AGENDA ITEM 5]

Nil.

PRESENTATIONS AND ANNOUNCEMENTS BY CHAIRMAN [AGENDA ITEM 6]

Nil.

DEPUTATIONS [AGENDA ITEM 7]

CC.2/3/18 MR J HALDEN, REPRESENTING STRZELECKI GROUP

Mr Halden gave a combined verbal deputation in relation to Report 5, Mandurah Ocean Marina Structure Plan Modifications Local Government Report to WAPC and Report 6 Central Mandurah Activity Centre Plan – Adopt for Advertising. Mr Halden's deputation spoke against the recommendations for both items.

Mr Halden spoke regarding developments and improvements to the Mandurah Ocean Marina outlining further enhancements which may assist in growing tourism numbers. Information relating to outcomes from public meetings and working groups was verbally presented to the Committee along with tourism comparisons to other local governments.

On behalf of Strzelecki Group Mr Halden voiced concerns as to the achievement of desired outcomes if the report recommendations are adopted.

CONFIRMATION OF MINUTES [AGENDA ITEM 8]

CC.3/3/18 CONFIRMATION OF MINUTES

RESOLVED: T Jones / C Knight

That the Minutes of the Committee of Council meeting of Tuesday 13 February 2018 be confirmed.

CARRIED UNANIMOUSLY: 11/0

DECLARATION OF INTERESTS [AGENDA ITEM 9]

- Mayor Williams declared an impartiality interest in Minute CC.8/3/18 - Mandurah Ocean Marina Structure Plan Modifications Local Government Report to WAPC, because of a Mayoral campaign donation received from the applicant. As there could be a perception that his impartiality on this matter may be affected, he advised of his wish to leave the Chamber during the deliberation of this matter.

- Mayor Williams declared a perceived impartiality interest in Minute CC.13/3/18 - Tender 26-2017 – Mandurah Performing Arts Centre Lift Installation, because of his role as Chairman of the Mandurah Performing Arts. As there could be a perception that his impartiality on this matter may be affected, he declared he would remain in the Chamber, consider this matter on its merits and vote accordingly.
- Mayor Williams declared a perceived impartiality interest in Minute CC.10/3/18 - Mandurah Performing Arts Centre Water Feature – Future Options, because of his role as Chairman of the Mandurah Performing Arts. As there could be a perception that his impartiality on this matter may be affected, he declared he would remain in the Chamber, consider this matter on its merits and vote accordingly.
- Deputy Mayor Councillor Knight declared an impartiality interest in Minute CC.18/3/18- Rates Exemption – 21 & 43 Oakmont Avenue, Meadow Springs as her mother currently resides at the property under consideration for rates exemption. As there could be a perception that her impartiality on this matter may be affected, she advised of her wish to leave the Chamber during the deliberation of this matter.
- Councillor Tahlia Jones declared a financial and proximity interest in Minute CC.9/3/18 - Central Mandurah Activity Centre Plan – Adopt for Advertising as she was the owner of property in the vicinity. In accordance with section 5.68 of the *Local Government Act 1995*, it was the consensus of the Committee that Councillor Tahlia Jones be allowed to remain in the Chamber and participate in discussions and the decision making procedure relating to this matter, given that she had disclosed the extent of her interest, and it was decided that the interest was common to a significant number of electors and/or ratepayers.
- Councillor Peter Rogers declared a financial and proximity interest in Minute CC.9/3/18 - Central Mandurah Activity Centre Plan – Adopt for Advertising as he was the owner of property in the vicinity. In accordance with section 5.68 of the *Local Government Act 1995*, it was the consensus of the Committee that Councillor Peter Rogers be allowed to remain in the Chamber and participate in discussions and the decision making procedure relating to this matter, given that he had disclosed the extent of his interest, and it was decided that the interest was common to a significant number of electors and/or ratepayers.

QUESTIONS FROM ELECTED MEMBERS WITHOUT DISCUSSION [AGENDA ITEM 10]

Questions of which due notice has been given

Nil.

Questions of which notice has not been given

Nil.

BUSINESS LEFT OVER FROM PREVIOUS MEETING [AGENDA ITEM 11]

Nil.

REPORTS [AGENDA ITEM 12]

**CC.4/3/18 2018/19 COMMUNITY SPORT AND RECREATION FACILITY FUND (CSRFF)
SMALL GRANTS – WINTER ROUND (CJ / NG) (REPORT 1)**

The Community Sport and Recreation Facilities Fund (CSRFF) is a Department of Local Government, Sport and Cultural Industries - Sport and Recreation program that provides financial assistance to community groups and local government authorities to develop basic infrastructure for sport and recreation.

The small grants aim to increase participation in sport and recreation, with an emphasis on physical activity through rational development of sustainable, good quality, well designed and well utilise facilities where the total cost does not exceed \$200,000. The application process for submissions involve Local Governments undertaking an initial assessment to ensure proposed projects are well planned, prioritised and of positive benefit to the community.

The City has received three (3) applications from clubs/associations as part of the Community Sport and Recreation Facility Fund (CSRFF) Small Grants – Winter Round. Details of these applications are:

- South Mandurah Football Club
Construction of Change Room Facilities
- Dudley Park Bowling Club
Resurface of Bowling Green B
- South Mandurah Tennis Club
Resurfacing of Courts 1-2 and 7-10

The South Mandurah Football Club previously submitted applications for the construction of new change room facilities in the March and July rounds in 2017 that were endorsed by Council. Unfortunately this project did not receive funding from the Department of Local Government, Sport and Cultural Industries and the Club is now resubmitting an application in the March 2018 round.

Council is requested to support the ratings and priorities of the three (3) 2018/19 Community Sport and Recreation Facility Fund (CSRFF) Small Grants – Winter Round applications submitted and note that funds for the City's contributions towards each project will be listed for consideration in the 2018/19 draft budget, subject to the projects being approved by the Department of Local Government, Sport and Cultural Industries - Sport and Recreation.

RESOLVED TO RECOMMEND: T Jones / R Wortley

That Council:

- 1 Supports the rankings and ratings for the Community Sport & Recreation Facility Fund Small Grant applications from the following clubs:**
 - **South Mandurah Football Club**
Project - Construction of Changeroom Facilities
Ranking – One
Rating – Medium/High

- **Dudley Park Bowling Club**
Project – Resurface of bowling green
Ranking – Two
Rating - Medium/High
 - **South Mandurah Tennis Club**
Project - Resurfacing of courts 1-2 and 7-10
Ranking – Three
Rating – Medium/High
- 2 Notes that if any of the following applications are successful, the City will list these amounts for consideration as part of the 2018/19 capital budget process:**
- **South Mandurah Football Club**
Project - Construction of Changeroom Facilities - \$60,454.55
 - **Dudley Park Bowling Club**
Project – Resurface of Bowling Green B - \$42,342.00
 - **South Mandurah Tennis Club**
Project - Resurfacing of courts 1-2 and 7-10 - \$15,550.50

CARRIED UNANIMOUSLY: 11/0

**CC.5/3/18 FACILITY IMPROVEMENTS TO ACCOMMODATE THE GROWTH OF
WOMEN'S SPORT (CJ / DC) (REPORT 2)**

In recent years, there has been significant growth throughout Australia in the participation rates for women's sport. This has been largely driven by the success of Australia's National Women's teams (Matilda's – Soccer, Southern Stars – Cricket) and the formation of new national elite competitions (AFLW – Football, WBBL – Cricket).

This growth is now starting to be felt here in Mandurah with a number of women's competitions already in place and many State Sporting Association's planning to launch new formats as early as 2018/19.

As the primary provider of infrastructure for local community sport, this presents a challenge for the City of Mandurah with a number of our change room facilities having been originally designed to solely meet the needs of male participants. The City has undertaken a desktop review of its change room facilities to identify gaps in the provision of existing amenities. The audit highlighted that some of the City's existing change rooms do not adequately accommodate women's sport with the issues primarily related to the need to replace open shower areas with shower cubicles and urinals with toilet cubicles.

It is recommended that the City look to implement a staged refurbishment of its change room areas over the coming years that would initially prioritise the upgrade of the City's older existing amenities to facilitate female participants, with the long term objective being for all change room facilities to be unisex in their design and function.

Council is requested to note the current growth in women's sport and the need for a staged refurbishment of existing change room facilities to accommodate female participation.

RESOLVED TO RECOMMEND: C Knight / L Rodgers

That Council:

- 1 Notes the current trends in the growth of Women's sport participation across Australia and in Mandurah.**
- 2 Notes the need to undertake refurbishment works annually on its existing change room facilities to accommodate the growth in female participation.**

CARRIED UNANIMOUSLY: 11/0

CC.6/3/18 WINTER WONDERLAND 2018: EXPRESSIONS OF INTEREST (TF) (REPORT 3)

Council is requested to agree to the terms prepared for an expression of interest process to be advertised for the Winter Wonderland 2018 event and activities.

In December 2017, Council resolved to outsource the management of the event in 2018. To facilitate that process, Council is requested to agree to the following terms for the expression of interest:

- The objective of the event/activities is to attract additional visitors to the city centre to support local businesses during the winter months.
- The events/activities are to run following the July school holidays for a minimum of 16 days
- Council will contribute to the events/activities up to the value of \$140,000
- Paid events/activities are permitted to be incorporated
- A revenue/profit share model and recognition of local/regional businesses have been incorporated into the assessment criteria for the event manager.

Council is requested to agree to the assessment criteria which will be used by Officers to select the event manager, and to acknowledge that the \$140,000 will need to be considered as part of the 2018/19 budget process.

Subject to the inclusion of the following additional clause, Council Matt Rogers moved the recommendation set out in the report, which was seconded by Councillor Shane Jones:

- 5. Receives a report from officers following the event advising of the social and economic impact achieved by conducting the 2018 Winter Wonderland.*

Committee members discussed the exciting opportunity to expand the event calendar through the winter period and assist local businesses.

RESOLVED TO RECOMMEND: M Rogers / S Jones

That Council:

- 1 Agrees to the City obtaining expressions of interest from suitable, qualified event managers to run the 2018 Mandurah Winter Wonderland program, with the following parameters:**

- (a) The objective of the events/activities is to attract additional visitors to the City Centre to support local businesses during the winter months.
- (b) The events/activities are to be located towards the southern end of the Eastern Foreshore, Smart Street/Mewburn Gardens or another suitable location within this general area.
- (c) The events/activities are to commence during the last weekend of the July school holidays (first day not before Saturday 14 July) and are to continue over a period of between 16 to 23 days (as a minimum).
- (d) The City will establish a business reference group which the event manager will need to liaise with to ensure business involvement in the events/activities.
- (e) The City will contribute to the event/activities up to the value of \$140,000
- (f) Paid events/activities can be part of the program
- (g) Profit share models involving the City and the event manager will be incorporated into the assessment criteria.

2 Approves the following as the assessment criteria for the expressions of interest:

Criterion	Weighting	Rationale
Skills & experience of key personnel	30%	Important to have event staged by experienced operators.
Methodology	25%	Ensures that operational aspects of event have been thought through including such things as traffic management, security, OSH etc.
Relationship management	20%	Demonstrated capacity to partner with the City to achieve common outcomes.
Revenue/profit share model	15%	Although not the ultimate driver for evaluation, this recognises that account needs to be taken of the City's need to achieve some payback on its investment.
Location of business/employees	10%	Provides a weighting to recognise local/regional businesses which can demonstrate how local content will be provided during project delivery. This will require development of a separate scoring matrix.

- 3 Endorses the selection of the successful Event Manager by the Chief Executive Officer (Director Sustainable Development) exercising delegated authority.**
- 4 Acknowledges that the \$140,000 will need to be included in the 2018/19 draft Budget for Council's consideration.**
- 5 Receives a report from officers following the event advising of the social and economic impact achieved by conducting the 2018 Winter Wonderland.**

CARRIED UNANIMOUSLY: 11/0

**CC.7/3/18 SMART STREET PRECINCT WORKING GROUP – PROGRESS UPDATE (TF)
(REPORT 4)**

Council is requested to acknowledge the formation of the Smart Street Precinct Working Group which has been established and has made progress on the following items which Council is requested to acknowledge/approve:

- Introduction of security patrols
- Removal of the wall separating Smart Street and the Woolworths carpark
- Modifications to timed parking restrictions in nearby car parks
- Proposed modification to existing local laws to prohibit smoking in Smart Street, which will be subject to a future report to Council
- Identification of improvement opportunities for Crime Prevention through Environmental Design (CPTED)
- Commenced development of a conceptual design for the future of Smart Street

The Working Group was formed following a community information session held on 18 October 2017, and consists of a range of stakeholders including landowners, business operators and residents who have an interest in the precinct.

The Working Group has further work to undertake and further reports will be presented to Council.

Following the distribution of additional information on this item, Mayor Williams moved the report recommendation with alteration to point 4.1 which was seconded by Councillor Lynn Rodgers

Report Recommendation:

- 4.1 *Parking Station No. 7 on the corner of Sholl and Tuckey Street have timed parking restrictions altered to 3 hours between the hours of 9am - 6pm Monday - Friday and 9am - 5pm Saturday unless otherwise signed. Within the car park 10 bays are to be separately signed to provide 30 minute parking at all times in accordance with Attachment 1;*

Alternate Recommendation:

- 4.1 Parking Station No. 7 on the corner of Sholl and Tuckey Street have 10 bays within the car park separately signed to provide 30 minute parking at all times in accordance with Attachment 1.

Discussion ensued regarding processes for policing of anti-social behaviour and smoking within the Smart Street Mall. All concerns and questions were responded to by the Manager Statutory Services.

RESOLVED TO RECOMMEND: R Williams / L Rodgers

That Council:

- 1 Acknowledge that a Smart Street Precinct Working Group has been established;**
- 2 Endorses the engagement of security patrols in the city centre on random days during the week;**
- 3 Supports the removal of the wall between Smart Street and the Woolworths carpark, and the removal of the planter boxes to improve the link and sight lines from Smart Street to Woolworths;**
- 4 Approves the following modifications to the car parking time limits in the City Centre:**

- 4.1 Parking Station No. 7 on the corner of Sholl and Tuckey Street have 10 bays within the car park separately signed to provide 30 minute parking at all times in accordance with Attachment 1;
 - 4.2 Parking Station No. 1 adjacent to the Mewburn Centre and bounded by Sholl Street, Sutton Street and Church Street and noted within Attachment 2 with have timed parking restrictions altered to 4 hour parking unless otherwise signed;
 - 4.3 Parking Station No. 10 adjacent to the Post Office on the corner of Sholl Street and Barracks Lane have timed parking restrictions altered to 3 hours between the hours of 9am - 6pm Monday - Friday and 9am - 5pm Saturday unless otherwise signed. Within the Carpark 5 bays are to be separately signed to provide 30min parking at all times in accordance with Attachment 3.
- 5 Supports the introduction of a Local Law modification to prohibit smoking in Smart Street Mall with a draft local law amendment of the City's *Local Government Property and Public Places Local Law 2016* to be returned to Council for consideration to commence the process as required by the provisions of the Local Government Act 1995.
 - 6 Acknowledges that Smart Street Precinct Working Group will progress the development of a conceptual redesign for Smart Street Mall.

CARRIED UNANIMOUSLY: 11/0

Having declared an impartiality interest in the following item, Mayor Williams left the Chamber at 6.10 pm.

CC.8/3/18 MANDURAH OCEAN MARINA STRUCTURE PLAN MODIFICATIONS LOCAL GOVERNMENT REPORT TO WAPC (BD / AH) (REPORT 5)

Council is requested to consider submissions received in response to the advertising of modifications proposed to the Mandurah Ocean Marina Structure Plan (MOM SP) which included:

- Increasing the minimum car parking requirements for residential dwellings from 1 bay per dwelling to car parking to be in accordance with the requirements of the Residential Design Codes;
- Removing the land use 'Tavern' as permitted land use within the Mandurah Ocean Marina.

The modifications were proposed in response to the recommendations of the Mandurah Ocean Marina Working Group, to address concerns regarding car parking and anti-social behaviour in the Marina.

Four submission were received during the advertising period and Council has received two petitions, containing a total of 1440 signatures, opposing the removal of the land use 'Tavern' as a permitted use.

In addition to the above, as a requirement of a recent subdivision approval being granted by the Western Australian Planning Commission, a Local Development Plan has been prepared for Lot 450 Vivaldi Drive. This plan has also been advertised for comment with 6 submissions being

received. The LDP submitted requires a number of changes to the MOM SP provisions, and it is recommended that all requirements be included within the one plan rather than separated.

Council is requested provide this report to the Western Australian Planning Commission arising from the advertising of the modifications to the Mandurah Ocean Marina Structure Plan recommending that the plan be subject to the following modifications:

- Making Taverns a discretionary use (rather than removing tavern as a permitted use);
- Introducing information and assessment criteria for taverns;
- Incorporating parking provisions for taverns where less than 75% of the patrons are seated;
- Incorporating the provisions for Lot 450 Vivaldi Drive and not progressing with a separate Local Development Plan for this lot.

Committee Members requested clarification of planning terms and processes which was provided by the Manager Planning and Land Services.

RESOLVED TO RECOMMEND: C Knight / P Rogers

That under Clause 20(2) of *Planning and Development (Local Planning Schemes) Regulations 2015*, Council provides this report to the Western Australian Planning Commission for the modifications to the Mandurah Ocean Marina Structure Plan (Plan Dated August 2017) recommending that the proposed modified Structure Plan should be approved subject to the inclusion of the following modifications:

- 1 Including the land use 'Tavern' as a discretionary use (D use) within the 'Commercial' and 'Tourist' precinct of the Land Use Table;
- 2 Including the 'Dining and Entertainment' land uses as a discretionary use (D use) within the 'Tourist' precinct of the Land Use Table;
- 3 Incorporating the following provisions as Clause 1.5.1 of the Activity Centre Plan;

1.5.1 Approval of Taverns

An application for development approval for a Tavern shall be accompanied by the following:

- ***A full set of site and floor plans detailing the proposed use and patron capacity of all areas to be licensed and how the design of the building creates an active street frontage. The plans shall demonstrate the availability of designated seating areas catering for a minimum of 75% of total patron capacity, identify proposed waste storage areas and identify locations of proposed security lighting in and around the site, CCTV and amplification or speaker systems. If applicable, the location of any queuing areas, dance floor areas and areas where live performances may occur shall be detailed.***
- ***A site analysis plan (covering a 500m radius of the proposed venue) to detail the proximity of the venue to residential and other sensitive land uses, other licensed venues (including details regarding the services provided), public transport, taxi ranks and public car parks. Details relating to the capability of patrons to leave the area (ie, the timing and routes of public transport services and the average wait times at taxi ranks during peak periods) shall be provided.***

- *A detailed management plan addressing hours of operation; operating style of the venue; the type of music and/or entertainment to be offered (including frequency and hours); the number and location of security staff required; the ability to provide food up until 1 hour before closing time; complaint and reporting procedures; patron control; sale of alcohol; how the movement and exit of patrons is to be managed, particularly where there is a requirement to close different sections of the venue at different times; and proposed strategies to reduce anti-social behaviour.*
- *An acoustic assessment undertaken by a suitably qualified acoustic consultant identifying all noise sources and proposed methods to be undertaken to control and mitigate noise emissions to achieve compliance with the Environmental Protection (Noise) Regulations 1997.*

The approval of any Tavern shall be subject to the consideration the following:

- *the potential cumulative impact of existing licensed premises within the locality;*
- *existing and potential harm and antisocial behaviour within the locality;*
- *physical design;*
- *trading hours and*
- *other operational characteristics.*

Approval may be subject to conditions relating to the provision of seating, provision of food, operating hours, security and noise management.

4 Incorporating the following provisions into the parking requirements of the Structure Plan:

- | | |
|--------------------------------|--|
| • 75% or greater seated | 1 per 8 seats (unless a specific site states otherwise) |
| • 60 – 75% seated | 1 per 4m² standing / bar area |
| • 60% or less seated | 1 per 2m² standing / bar area |

Where a development cannot provide for car parking bays on site, Council may accept a cash in lieu payment for bays not provided on site.

5 Including Lot 450 Vivaldi Drive into the Residential Sub Precinct 4A and including the following additional provisions into Precinct 4A under the heading, “Lot 450 Vivaldi Drive – Specific Provisions”:

“In addition the provisions of Precinct 4A, the following specific provisions apply:

- 1. Minimum setbacks as depicted on the Lot 450 Vivaldi Drive plan.*
- 2. Side loading garages may be setback 0m from Vivaldi Drive subject to openings and quality materials/colours being provided on the ground floor elevation facing the street.*
- 3. Garages shall have a minimum height of two storeys incorporating floor space above the ground floor capable of use for residential living, as a home office, and/or for short stay use. Major openings shall address the street.*
- 4. Awnings may project 1.5m into the street.*

5. ***Access to lots shall be via shared easements from Vivaldi Drive.***
6. ***Major openings shall address public open space and streets.***
7. ***A uniform wall / fence shall be installed by the developer adjacent to public open space, to a maximum height of 1m. Pedestrian access adjacent to public open space shall be provided."***

CARRIED UNANIMOUSLY: 10/0

Mayor Williams returned to the Chamber at 6.19pm.

In accordance with section 5.65 of the Local Government Act 1995, Councillor Tahlia Jones and Councillor Peter Rogers disclosed financial and proximity interests in the following item. However, with the consensus of the meeting, and in accordance with section 5.68 of the Act, the Committee allowed the disclosing members to remain in the Chamber and participate in discussions and the decision making procedure relating to this matter, given that Councillors Tahlia Jones and Peter Rogers had disclosed the extent of their interests, and it was decided that the interest was common to a significant number of electors and/or ratepayers.

**CC.9/3/18 CENTRAL MANDURAH ACTIVITY CENTRE PLAN: ADOPT FOR ADVERTISING
(BD / AH) (REPORT 6)**

Mandurah is identified as a Strategic Centre with *State Planning Policy 4.2 – Activity Centres for Perth and Peel*, and as part of SPP4.2's implementation, is for a Strategic Centre to be guided by an Activity Centre Plan.

In accordance with SPP4.2 and the provisions of draft Local Planning Scheme 12, an Activity Centre Plan for the central Mandurah area has been prepared for Council's adoption and advertising.

This Activity Centre Plan sets out the planning framework for future land use and built form design outcomes in a manner that:

- Combines, consolidates and integrates the three existing Precinct Plans (City Centre, Mandurah Terrace and Inner Mandurah) and two existing Outline Development Plans (Mandurah Ocean Marina and Mandurah Junction) so that planning requirements are consistent and simplified;
- Provides for an number of areas located outside the existing Precinct Plans to be included for the purposes of having built form requirements outlined rather than through a combination of local planning scheme and policy requirements;
- Replaces the 'strategic plan' for the Strategic Centre that has generally be provided by the 2002 Mandurah Inner Area Strategic Plan;
- Has been prepared to assist the Western Australian Planning Commission progress the endorsement of Local Planning Scheme 12 to the next stages of approval; and
- Has been prepared so that additional areas can be included when detailed considerations of appropriate residential densities adjacent to the area covered by the plan.

In accordance with the requirements of the *Deemed Provisions for Local Planning Schemes*, Council is requested to consider adopting the Central Mandurah Activity Centre Plan for the purposes of advertising, and if required by the Western Australian Planning Commission, integrating elements of the plan into the draft Local Planning Scheme No 12.

Mayor Williams moved the recommendation set out in the report, which was seconded by Councillor Knight. Discussion ensued as to successes and achievements within the Peel Region with regard to promoting tourism.

RESOLVED TO RECOMMEND: R Williams / C Knight

That:

- 1 In accordance with clause 34 of the Deemed Provisions, adopt the Central Mandurah Activity Centre Plan for the purposes of advertising.**
- 2 Council notes that advertising of the Activity Centre Plan will be undertaken in conjunction with the advertising of Local Planning Scheme No 12 and the Local Planning Strategy once endorsed by the Western Australian Planning Commission.**
- 3 Council notes that the land use table for the draft Central Mandurah Activity Centre Plan (as shown in Attachment 5) may required by the Western Australian Planning Commission to be included in Local Planning Scheme 12 in order to be endorsed for advertising purposes.**

CARRIED UNANIMOUSLY: 11/0

Having declared a perceived impartiality interest in the following item, Mayor Williams declared he would remain in the Chamber, consider this matter on its merits and vote accordingly.

CC.10/3/18 MANDURAH PERFORMING ARTS CENTRE WATER FEATURE – FUTURE OPTIONS (AC / JH) (REPORT 7)

The future of Mandurah Performing Arts Centre (MPAC) water feature needs to be considered to address ongoing issues of water quality, water use, visual amenity, recurrent costs and safety.

The 2014 adopted Mandjar Square Redevelopment Master Plan recommended reducing the overall size of the water feature. When this plan was presented to Council, clarification as to the past and ongoing maintenance cost for the water feature at the Mandurah Performing Arts Centre was sought and is the subject of this report.

Three proposed options for the future of the water feature (including capital and recurrent costs) were prepared by the City are the subject of this report and are to be read in conjunction with Drawings LAN0341-1718-C-01, 02 and 03-2017.

The three options are:

1. Retain as is
2. Reduce the size of the water feature
3. Water feature decommissioned and replaced with landscaping and integration with Mandjar Square

Council is requested to endorse Option 3.

Councillor Wortley moved the report recommendation. Councillor Knight seconded the motion requesting a modification to point 2 of the recommendation, shown below. The modified recommendation was endorsed by Councillor Wortley.

Report Recommendation (Point 2)

2. *Endorse option 3 landscape concept noting that further refinement of the plan will be undertaken to ensure integration into the Mandjar Square masterplan.*

Modified Point 2

2. Endorse option 3 landscape concept noting:
 - 2.1 That further refinement of the plan will be undertaken to ensure integration into the Mandjar Square masterplan.
 - 2.2 That it includes the retention of the current art work.

Questions from Committee Members in regard to design elements and the ability to incorporate pop-up commercial spaces were addressed by the Director Works and Services. The Executive Manager Strategy and Business Performance provided clarification in regard to communication strategies for advising the community of changes to the facility.

RESOLVED TO RECOMMEND: R Wortley / C Knight

That Council:

1. **Approve the existing Mandurah Performing Arts Centre water feature being decommissioned and the area landscaped, to address ongoing issues of water quality, water use, visual amenity, recurrent costs and safety.**
2. **Endorse option 3 landscape concept noting:**
 - 2.1. **That further refinement of the plan will be undertaken to ensure integration into the Mandjar Square masterplan.**
 - 2.2. **That it includes the retention of the current art work**

CARRIED UNANIMOUSLY: 11/0

**CC.11/3/18 WASTE AVOIDANCE AND RESOURCE RECOVERY STRATEGY
CONSULTATION PAPER: CITY OF MANDURAH RESPONSE (AC / KB)
(REPORT 8)**

The *Waste Avoidance and Resource Recovery Act 2007* requires a statutory review of the Waste Strategy every five years. The first Waste Strategy was released in 2012 and a review of this Strategy is now due.

The Waste Authority is seeking stakeholder feedback on the Waste Avoidance and Resource Recovery Strategy Consultation Paper to inform its review of the Western Australian Waste Strategy: *Creating the right environment*.

The Consultation Paper suggests a number of key changes to the existing Strategy as follows:

- Renaming the existing objectives as foundations
- Introduce new objectives
- Refine the focus and establish priority areas
- Introduce the circular economy
- Establish the principles which are considered to underpin best practice approaches to waste management.

Submissions on the Consultation Paper closed on 1 March 2018. City officers have prepared a written submission to the Consultation Paper and have submitted this to the Waste Authority in order to meet the submission deadline.

Council is requested to consider the Waste Strategy Consultation Paper and endorse the City's written submission.

Councillor Tahlia Jones moved the recommendation which was seconded by Councillor Shane Jones. Councillor Knight requested officers forward a copy of the report to Mandurah Environmental Advisory Group (MEAG) to ensure they are aware of issues being faced in this regard.

RESOLVED TO RECOMMEND: T Jones / S Jones

That Council:

- 1 Receives and notes the Waste Avoidance and Resource Recovery Strategy Consultation Paper.**
- 2 Endorses the City's written submission to the Waste Authority on the Waste Avoidance and Resource Recovery Strategy Consultation Paper that was submitted on 1 March 2018.**
- 3 Request the Mayor to seek a meeting with the Minister for Environment to support the City's response to the Waste Avoidance and Recovery Strategy Consultation paper.**

CARRIED UNANIMOUSLY: 11/0

**CC.12/3/18 POINT REPOSE FORESHORE RESERVE - PROPOSED PICNIC TABLES
AND SHADE SHELTER (TB / JH) (REPORT 9)**

A petition containing 18 signatures from local residents requesting the installation of permanent seating and shelters along the estuary path in Reserve 44417, Bouvard, was presented to Council in June 2016. Council resolved to receive the petition and refer it to officers for consideration and inclusion in the reporting process.

The shelter and seats are consistent with the reserve purpose as it enhances community recreational use of the reserve and estuary environment and supports the aims of the Draft Point Repose Foreshore Management Plan, 1999. The 2017/2018 budget allocation for the project is \$35,000.

Reserve 44417 is a 5.782 hectare, "C" Class reserve created for the purpose of Public Recreation and Foreshore Management with the responsible authority being the Department of Water and Environmental Regulation (DWER).

Currently in order for the project to proceed, the responsible authority needs to approve of the structure on their land. Indications are this will not be forthcoming from DWER.

As the land is under the care, control and management of the Department of Water and Environmental Regulation, Council is requested to advise the petitioners that as this proposed project is on land controlled by another agency, the project will not proceed.

RESOLVED TO RECOMMEND: R Williams / T Jones

That Council:

- 1 Not proceed with the proposed picnic tables and shade shelter at Point Repose Foreshore Reserve because the reserve is not under the care and control of the City of Mandurah.**
- 2 That the petitioners be advised accordingly.**

CARRIED UNANIMOUSLY: 11/0

Having declared a perceived impartiality interest in the following item, Mayor Williams declared he would remain in the Chamber, consider this matter on its merits and vote accordingly.

**CC.13/3/18 TENDER 26-2017 – MANDURAH PERFORMING ARTS CENTRE LIFT
INSTALLATION (SH / NP) (REPORT 10)**

The Mandurah Performing Arts Centre (MPAC) was constructed in 1997. The design made provision for the future installation of a lift from the foyer lobby to the mezzanine level.

There is a need to provide the option for universal access to the facility and therefore the City invited tenders for the Mandurah Performing Arts Centre Lift Installation in December 2017.

As a result of the evaluation of tendered submissions, Council approval is sought to select Kone Elevators Pty Ltd as the preferred tenderer.

RESOLVED TO RECOMMEND: L Rodgers / R Wortley

That Council accepts Kone Elevators Pty Ltd as the preferred tenderer for Tender 26-2017 for the Mandurah Performing Arts Centre Lift Installation.

CARRIED UNANIMOUSLY: 11/0

**CC.14/3/18 TENDER 31-2017 - ARCHITECTURAL CONSULTANCY SERVICES FOR
LAKELANDS SHARED SPORTS FACILITY (SH / NP) (REPORT 11)**

The Lakelands District Open Space is a proposed shared use school, sport and recreation facility to be constructed in an area bounded by Mandurah Road and Banksiadale Gate in Lakelands.

The City of Mandurah has worked in partnership with the Department of Education to secure land for the development through the consolidation of developer public open space contributions, the co-location of primary and secondary school sites and strategic land acquisitions to form an education and public recreation precinct.

The Project will deliver three senior multi-use active reserves, a district level community clubroom facility, car parking and sports floodlighting across all three reserves. The total project cost is estimated at approximately \$7.9M, with the City successfully securing an election commitment of \$2.5M from the State government towards the delivery of the Community Clubroom Facility.

The City invited tenders for the Architectural Consultancy Services for Lakelands Shared Sports Facility (Community Clubroom Facility). Council approval is sought to select Bollig Design Group Pty Ltd ATF the BDG Trust as the preferred tenderer.

RESOLVED TO RECOMMEND: C Knight / R Wortley

That Council accepts Bollig Design Group Pty Ltd, ATF the BDG Trust as the preferred tenderer for Tender 31-2017 for the Architectural Consultancy Services for Lakelands Shared Sports Facility.

CARRIED UNANIMOUSLY: 11/0

**CC.15/3/18 TENDER 33-2017 – GROUNDWATER BORE CONSTRUCTION (TB / NP)
(REPORT 12)**

The Lakelands District Open Space will be a shared use school, sport and recreation facility to be constructed in an area bounded by Mandurah Road and Banksiadale Gate, Lakelands.

The City uses groundwater from the artesian and superficial aquifers to irrigate sporting reserves and recreational parks and as such a bore is required to reticulate the open space.

The City invited tenders for one Artesian Groundwater Bore Construction during December 2017.

Council approval is sought to select Welltechnics Pty Ltd, trading as Darling Downs Drilling as the preferred tenderer.

RESOLVED TO RECOMMEND: P Rogers / T Jones

That Council accepts Welltechnics Pty Ltd, trading as Darling Downs Drilling as the preferred tenderer for Tender 33-2017 for the Groundwater Bore Construction for the Lakelands District Open Space.

CARRIED UNANIMOUSLY: 11/0

CC.16/3/18 JETTIES, WATERWAYS & MARINA AMENDMENT LOCAL LAW 2018 (NP / NC) (REPORT 13)

A review of the Jetties, Waterways and Marina Local Law 2010 has identified the need for some minor amendments to clarify provisions within the local law and bring the local law into line with current drafting practices.

As a legal requirement, all local laws are to have a purpose and effect where the following is proposed for the Waterways and Marina Amendment Local Law 2018:

In accordance with Regulation 3 of the Functions and General Regulations 1996, the Chairperson drew the Committee's attention to the purpose and effect, with the purpose being to amend provisions within the *City of Mandurah Jetties, Waterways and Marina Local Law 2010*, and the effect which was to ensure that the *City of Mandurah Jetties, Waterways and Marina Local Law 2010* was as clear, concise and effective as possible.

Council is requested to adopt the proposed Jetties, Waterways and Marina Amendment Local Law 2018 for advertising.

The report recommendation was moved by Mayor Williams and seconded by Councillor P Rogers. Upon request from members the Manager Marina and Waterways provided a verbal overview of minor amendments proposed.

RESOLVED TO RECOMMEND: R Williams / P Rogers

That Council:

- 1 Adopt the proposed City of Mandurah Jetties, Waterways and Marina Amendment Local Law 2018 for advertising.**
- 2 Note that any public and Ministerial responses will be reported to Council for consideration prior to the making of the local law and publication in the Government Gazette.**

CARRIED UNANIMOUSLY: 11/0
ABSOLUTE MAJORITY REQUIRED

CC.17/3/18 PROPOSED CEMETERIES AMENDMENT LOCAL LAW 2018 (NP / DP) (REPORT 14)

A review of the City's Cemeteries Local Law 2010 has identified the need for some minor amendments to provide clarity to clauses, align with current City administrative practices, and to ensure the safety of the community and City officers whilst visiting or working within City Cemeteries.

As a legal requirement, all local laws are to have a purpose and effect where the following is proposed for the Cemeteries Amendment Local Law 2018:

In accordance with Regulation 3 of the Functions and General Regulations 1996, the Chairperson drew the Committee's attention to the purpose and effect, with the purpose being to amend provisions within the *City of Mandurah Cemeteries Local Law 2010*, and the effect which was to ensure the *City of Mandurah Cemeteries Local Law 2010* is as clear and effective as possible.

Council is requested to adopt the proposed Cemeteries Amendment Local Law 2018 for advertising.

RESOLVED TO RECOMMEND: c Knight / R Wortley

That Council:

- 1 Adopt the proposed City of Mandurah Cemeteries Amendment Local Law 2018 for advertising.**
- 2 Note that any public and Ministerial responses will be reported to Council for consideration prior to the making of the local law and publication in the Government Gazette.**

CARRIED UNANIMOUSLY: 11/0
ABSOLUTE MAJORITY REQUIRED

Councillor Lynn Rodgers left the Chamber at 6.51 pm..

Having declared an impartiality interest in the following item, Deputy Mayor Councillor Knight left the Chamber at 6.51 pm.

CC.18/3/18 RATES EXEMPTION – 21 & 43 OAKMONT AVENUE, MEADOW SPRINGS (PB) (REPORT 15)

The City has received a request from Amana Living for exemptions for a retirement village at 21 Oakmont and vacant land at 43 Oakmont Avenue, Meadow Springs. Until February 2018 this village and land was owned by a commercial operator.

Amana Living meet the requirements for assessing the use of land for charitable purposes for the retirement village located on 21 Oakmont Avenue. The vacant land situated at 43 Oakmont Avenue has been assessed as not for charitable purposes. Council is requested to approve non-rateable status for 21 Oakmont Avenue.

RESOLVED TO RECOMMEND: R Williams / R Wortley

That Council

- 1 Approves non-rateable status form the 1 February 2018 for 21 Oakmont Avenue, Meadow Springs (SL: 1 SP: 382100).**
- 2 Confirms the continued rateable status of vacant land situated at 43 Oakmont Avenue, Meadow Springs (Lot 98 DP: 52205).**

CARRIED UNANIMOUSLY: 9/0

Deputy Mayor Councillor Knight and Councillor Lynn Rodgers returned to the Chamber at 6.55 pm.

CC.19/3/18 ROSTERING SOFTWARE PURCHASE (GD / RK) (REPORT 16)

The City of Mandurah last year commenced the procurement for a Human Resources Management System (HRMS). As part of the evaluation process it was identified that the acquisition of an 'all-inclusive' system posed integration issues with the City's current Enterprise Resource Planning (ERP) system Civica Authority. However the rostering element of the solutions were considered viable.

Given the City could not award just one element of the tender, Council rejected all tenders and noted that work would be undertaken to examine suitable alternative solutions. So far, the City has examined the most suitable solution for rostering.

Council approval is sought for the purchase of the Riteq Workforce Rostering System.

RESOLVED TO RECOMMEND: S Jones / P Rogers

That Council endorses the purchase of the Riteq Workforce Rostering System.

CARRIED UNANIMOUSLY: 11/0

LATE AND URGENT BUSINESS ITEMS [AGENDA ITEM 14]

Nil.

CONFIDENTIAL ITEMS [AGENDA ITEM 15]

RESOLVED: T Jones / S Jones

That the meeting proceeds with closed doors at 6.56pm in accordance with Section 5.23(2)(a) of the Local Government Act 1995, for discussion of confidential items.

CARRIED UNANIMOUSLY: 11/0

Members of the media, non-senior employees and persons in the gallery left the meeting at this point. The relief Minute Officer remained with Senior Officers.

THE MEETING PROCEEDED WITH CLOSED DOORS AT 6.56pm

**CC.20/3/18 CONFIDENTIAL ITEM: RECYCLING PROCESSING COSTS (MN / AC)
(CONFIDENTIAL REPORT 1)**

Confidential discussion ensued regarding this issue.

RESOLVED TO RECOMMEND: R Wortley / C Knight

1 That Council adopts the course of action agreed.

2 That this recommendation remains confidential.

CARRIED UNANIMOUSLY: 11/0

**CC.21/3/18 CONFIDENTIAL ITEM: RIVERS REGIONAL COUNCIL – AMENDMENTS
TO WASTE SERVICES AGREEMENT (AC) (CONFIDENTIAL REPORT 2)**

Confidential discussion ensued regarding this issue.

RESOLVED TO RECOMMEND: L Rodgers / R Wortley

- 1 That Council adopts the course of action agreed.**
- 2 That this recommendation remains confidential.**

CARRIED UNANIMOUSLY: 11/0

CC.22/3/18 CONFIDENTIAL ITEM: BUILDING COMPLIANCE ISSUE (MRN)

Confidential discussion ensued regarding this issue.

RESOLVED TO RECOMMEND: L Rodgers / R Wortley

- 1 That Council adopts the course of action agreed.**
- 2 That this recommendation remains confidential.**

CARRIED UNANIMOUSLY: 11/0

CC.23/3/18

MOTION: S Jones / P Jackson

That the meeting proceeds with open doors.

CARRIED UNANIMOUSLY: 11/0

THE MEETING PROCEEDED WITH OPEN DOORS AT 7.30PM

CC.24/3/18

MOTION: T Jones / P Jackson

That Council endorses the resolutions taken with closed doors.

CARRIED UNANIMOUSLY: 11/0

CLOSE OF MEETING [AGENDA ITEM 16]

There being no further business, the Chairman declared the meeting closed at 7.31pm.

CONFIRMED:[CHAIRMAN]

Report from **Chief Executive Officer**
to **Council Meeting of 27 March 2018**

1 SUBJECT: Financial Report – February 2018
CONTACT OFFICER/S: David Prattent/Paul Bates
AUTHOR: Goodwin Mukondo
FILE NO:

Summary

The Financial Report for February 2018 together with associated commentaries, notes on investments, balance sheet information and the schedule of accounts are presented for Elected Members' consideration.

Disclosure of Interest

Nil

Previous Relevant Documentation

Nil

Comment

Nil

February 2018 Financial Statements

Summary financial statements are attached at **Attachment 1**.

The overall operating position for the City is shown below. For comparison purposes last year's February results have been included alongside the 2016/17 summary.

	2017/2018						2016/2017		
	Year to Date - February			Total			Year to Date - February.		
	Actuals \$'000's	Budget \$'000's	%	Actuals + CMT \$'000's	Budget \$'000's	%	Actuals \$'000's	Budget \$'000's	%
Operating revenues	(101,250)	(100,049)	1%	(101,250)	(107,296)	-6%	(99,483)	(98,849)	1%
Operating expenditure:									
<i>Direct Labour</i>	26,976	28,259	-5%	26,976	43,024	-37%	25,938	27,404	-5%
<i>Employee Costs</i>	4,419	4,296	3%	4,495	6,547	-31%	3,439	4,087	-16%
<i>Allocations of admin expenses</i>	(5,950)	(6,613)	-10%	(5,950)	(9,923)	-40%	(5,971)	(6,626)	-10%
<i>Operating Costs</i>	30,042	34,636	-13%	32,679	51,580	-37%	29,862	35,085	-15%
Total operating expenditure	55,487	60,578	-8%	58,200	91,228	-36%	53,268	59,950	-11%
Operating (surplus)/Deficit before Depreciation	(45,763)	(39,471)	16%	(43,051)	(16,068)	168%	(46,215)	(38,899)	19%
Depreciation	20,881	20,870	0%	20,881	31,317	-33%	19,580	19,568	0%
Operating (surplus)/Deficit	(24,882)	(18,601)	34%	(22,170)	15,249		(26,635)	(19,331)	38%
Capital Expenditure	15,572	25,585	-39%	20,233	38,377	-47%	32,495	38,325	-15%
Capital Revenue	(5,380)	(12,940)	-58%	(5,401)	(19,538)	-72%	(11,327)	(25,419)	-55%

*CMT = Commitment costs – Value of orders raised but not yet paid.

Capital Expenditure

Capital expenditure including committed costs is approximately \$20.2 million compared with a budget for the year of \$38.3 million.

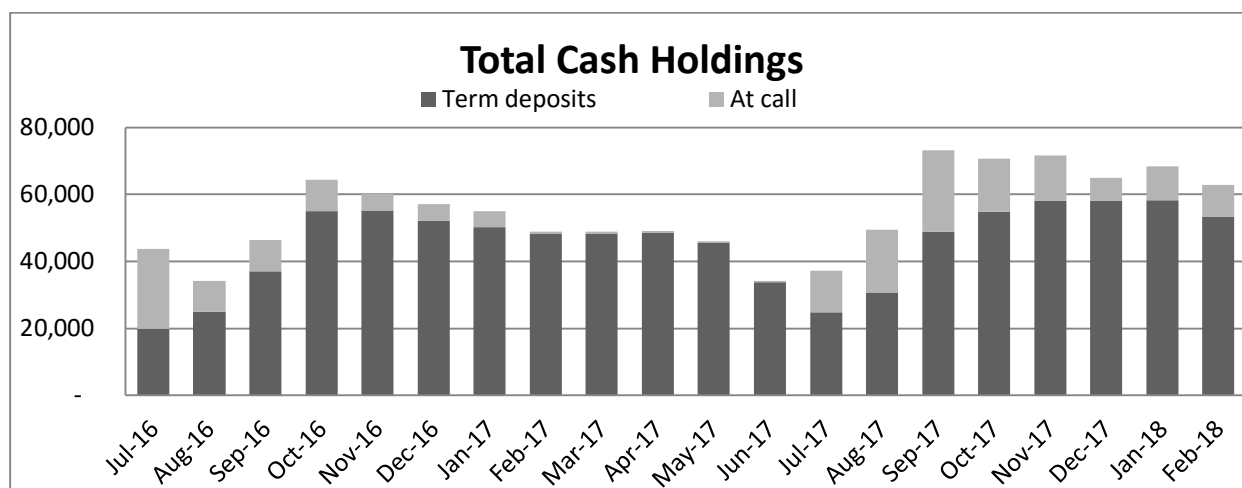
Asset Type	Actuals \$,000's	CMT* \$,000's	Actuals + CMT* \$,000's	Budget \$,000's	Variance %
Buildings	3,093	1,708	4,802	11,675	-59%
Marina	-	140	140	140	0%
Bridges	159	8	166	857	-81%
Parks	1,935	234	2,168	4,078	-47%
Roads	6,976	1,514	8,490	11,475	-26%
Drainage	793	56	849	1,555	-45%
Coastal & Estuary	867	231	1,098	1,820	-40%
Equipment	319	26	345	692	-50%
Machinery	1,195	796	1,991	3,644	-45%
Other Infrastructure	236	(53)	184	2,041	-91%
Total Capital Expenditure	15,572	4,660	20,233	38,377	-47%
*CMT = Commitment costs – Value of orders raised but not yet paid.					

Cash holdings

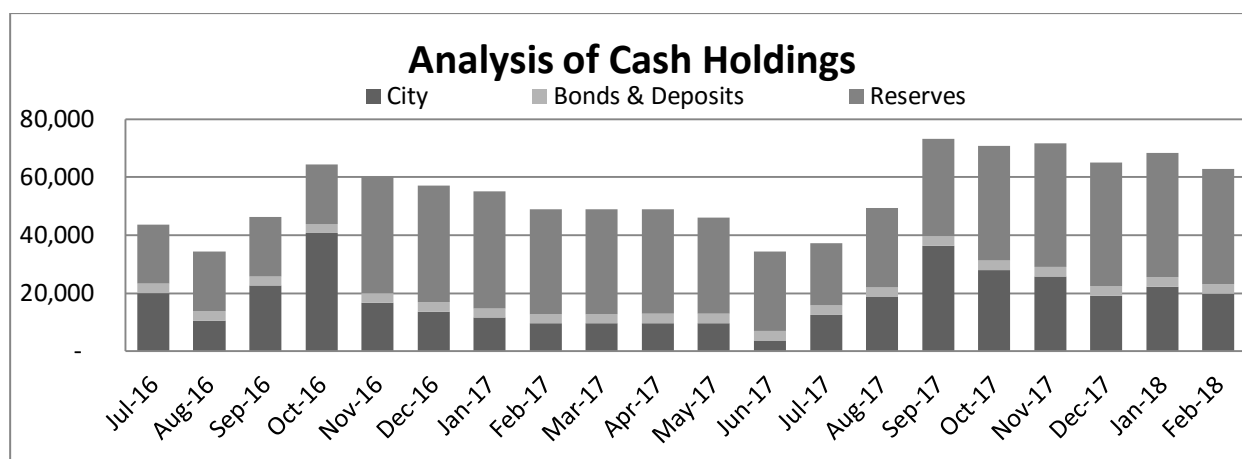
Cash holdings by the City are as follows:

	Rating	Allocation %	Total Fund \$,000	Muni Fund \$,000	Bonds & Deposits \$,000	Reserves \$,000	Monthly Return (annualised rate) %
Cash Type							
Fixed Term:							
Bankwest	AA-	9.96%	6,266	-	83	6,183	2.45%
Bendigo & Adelaide Bank	A-	1.58%	993	-	-	993	2.65%
Westpac	AA-	36.95%	23,247	10,501	3,232	9,513	2.48%
NAB	AA-	36.29%	22,830	-	-	22,830	2.45%
ANZ	AA-	0.05%	28	28	-	-	1.80%
At Call:							
WA Treasury Corporation	AA+	0.40%	254	-	-	254	1.45%
Westpac	AA-	14.77%	9,289	9,287	2	-	1.00%
Total cash		100.00%	62,908	19,817	3,317	39,774	2.25%

The trend of cash holdings is as follows:



An analysis of cash holdings gives the following results:



The City's unrestricted investments are \$19.82 million, bonds and deposits \$3.32 million and reserve fund balances of \$39.77 million at the 28 February 2018. This total of \$62.91 million is higher than the comparable time last year when \$48.84 million was held on investment.

Interest Earned

Interest earned to date together with a comparison of yields with the interest rate benchmark is as follows:

	Earned to 28-Feb-2018	Annual Budget	Forecast to 30-Jun-18
Reserve	458,935	750,000	750,000
Municipal and other funds:			
Municipal cash holdings	150,080	600,000	600,000
Other interest (note 1)	152,995	200,000	200,000
Subtotal – municipal & other funds	303,075	800,000	800,000
Total	762,010	1,550,000	1,550,000

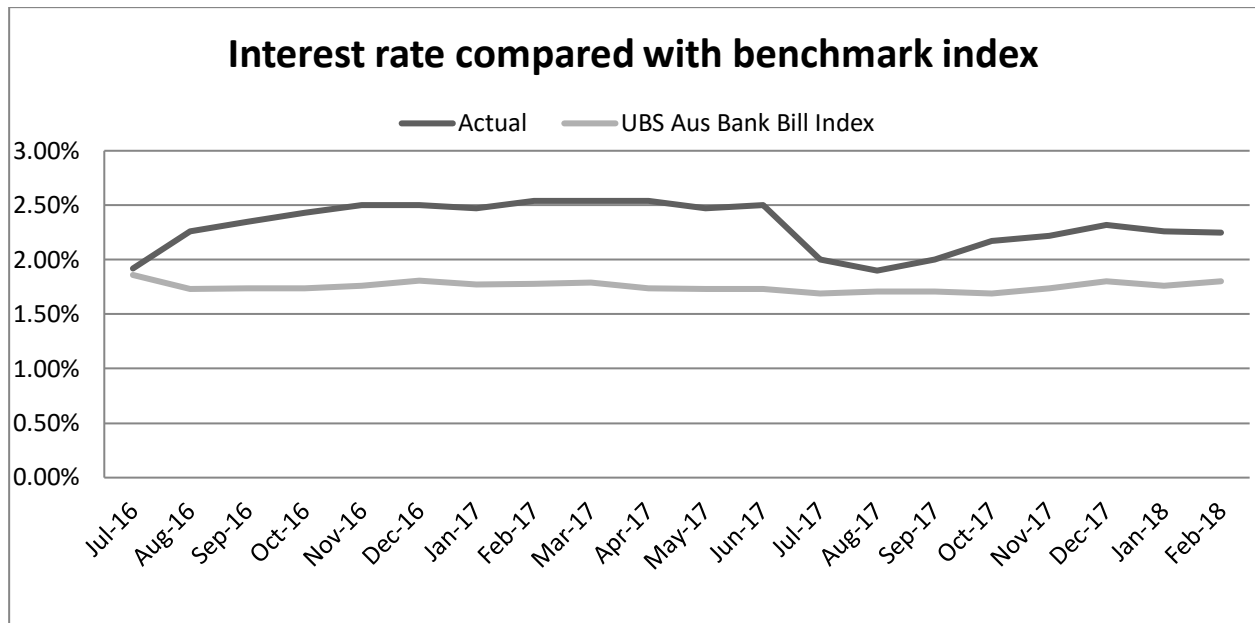
(1) Other interest includes trading bank accounts, bonds & deposits, deferred rates.

Interest earned compared with the benchmark UBS Australian Bank Bill Index is as follows:

Interest Rate Yields per Annum

	Aug	Sept	Oct	Nov	Dec	Jan	Feb
Average earned rate	1.93%	2.00%	2.17%	2.22%	2.32%	2.26%	2.25%
UBS Australian Bank Bill Index	1.71%	1.71%	1.69%	1.74%	1.80%	1.76%	1.80%

The trend of interest rates earned compared with the benchmark index is as follows:



Yields on bank term deposits remain above the benchmark index as the major Australian banks continue to offer rates between 2.2% and 2.6% for terms within a range of 3 to 12 months.

Return on Investment Ratio:

	Target	Actual	Variance	Comment
<u>Interest Revenue</u> Average Investment	1.80%	2.25%	0.45%	Rate achieved by reducing exposure to low interest rate investments.

This ratio indicates the average return on unutilised cash and investment balances. To indicate performance, it can be compared with an appropriate, risk free reference rate applicable to the average term to maturity of the investments.

Balance Sheet information:

	28 Feb 2018	28 Feb 2017
General Debtors		
<i>Debtors</i>	\$ 1,310,121	\$ 930,460
<i>Other Debtors*</i>	\$ 583,227	\$ 736,166
Total	\$ 1,893,348	\$ 1,666,626
*Includes <i>Grants & Contributions, Marina & ATO.</i>		
Rates Debtors – All**	\$ 15,016,380	\$ 12,808,782
Deferred Pensioner Rates	\$ (1,072,801)	\$ (940,742)
Net rates collectible	\$ 13,943,579	\$ 11,868,040

* *Debtor value includes rubbish collection, ESL charges & debt recovery legal costs.*

Creditors* \$ 2,927,804 \$ 407,819

* *Creditor values vary from month to month depending on the timing of weekly invoice payment processes.*

Bank Accounts

<i>City's Current account</i>	\$ 9,012,632	\$ 17,376,065
<i>Bonds & Deposits</i>	\$ 279,400	\$ 376,924
<i>Visitors Centre</i>	\$ 18,785	\$ 27,090
<i>Marina</i>	\$ 2,250	\$ 1,169
Total	\$ 9,313,067	\$ 17,781,248

Key capital projects

Additional information on key capital projects will be provided each month. Key capital projects include:

- All projects with budgeted costs in excess of \$2 million.
- Projects where a risk assessment indicates the risk impact may result in a significant over-spend even if the risk is low.

Projects which fall into this category are:

Project	2017/18 Budget \$'000	2017/18 Actuals +CMT \$'000	Comment
Mandurah Community Centre	1,045.00	449.00	<i>Project status:</i> Refurbishment in progress, currently at lock up stage.
Sutton Street extension	1,315.00	1,325.00	<i>Project status:</i> Work practically complete.
Falcon Bay seawall	810.00	668.00	<i>Project status:</i> Design complete. Sheet pile wall installed. Works to scour mattress and landscaping are in progress.
Waste management Centre walking floor	1,056.00	-	<i>Project status:</i> Tender awarded in February.

Schedule of accounts

A detailed schedule of accounts paid for the month has been placed in the Councillors' lounge for information and a copy will be entered into the minutes of this meeting. A summary of payments made for the month is:

Total Municipal Fund	\$ 11,183,582.05
Total Trust Fund	\$ 25,155.11
	\$ 11,208,737.16

Included in the Municipal fund total are payments (Inc. GST) made to:

- Vicinity Real Estate Licence Pty Ltd	\$ 2,202,149.99
<i>Rates Refund</i>	
- Cleanaway - Mandurah	\$ 1,162,643.11
<i>Waste Management</i>	
- Australian Taxation Office	\$ 721,222.00
<i>Payroll Deduction</i>	
- W A Super	\$ 300,773.74
<i>Superannuation</i>	
- Mandurah & Peel Tourism (MAPTO)	\$ 200,000.00
<i>Third quarter payment</i>	

Buy Local Report

Category	February, 2018 \$,000`s	Year to Date \$,000`s	%
Utilities	385	2,939	6.05%
Peel	110	739	1.52%
Rockingham	71	515	1.06%
Other WA*	2,033	17,164	35.31%
Interstate	2,870	9,061	18.64%
Mandurah	1,360	9,297	19.13%
Mandurah Based	1,347	8,894	18.30%
Total	8,177	48,609	100.00%

Reserves

The balances held in the City's key cash-backed reserve accounts at 28 February 2018 are:

Reserve	\$'000	Budgeted transfers 2017/18	Estimated balance at 30/6/18
Building	2,481	(1,488)	993
Asset management	3,627	(2,364)	1,263
Property acquisition	5,257	300	5,527
Sanitation (Waste Management)	1,119	(1,000)	119
POS contributions	2,356	(1046)	1,310
Unspent grants	4,041	(1,520)	2,521
Long service leave	4,140		4,140
Bushland acquisition	1,997	500	2,497
Totals	25,018		18,370
As % of total reserves	81%	(6,449)	79%

Land Sales

The 2018/19 Budget has forecast land sales of \$600,000 for 2018/19. There has been six land sales so far totalling \$903,076. There has been three land disposals at the Egret Point subdivision, these disposal have resulted in proceeds of \$409,285. Lot 12 Davey St was disposed to Juniper in

late 2017 for \$345,498. Lot 123 Wedgetail Retreat was also disposed in 2018 for \$148,293. The proceeds from the disposal of the above land will be transferred to the land acquisition reserve (50%) and building reserve (50%) at the end of the financial year.

Unbudgeted Expenditure

The City currently has a \$20,000 grant from the Peel Development Commission (PDC) to install exercise equipment for seniors into Tickner Park adjacent Coolibah Care (Mandurah Retirement Village Inc). Coolibah Care also received \$40,000 from PDC and have \$35,000 of their own funds totalling \$75,000 to install a BBQ, table/seating and shelter near the exercise equipment. Coolibah Care has asked the City to undertake these works on their behalf. Approval is requested to increase the budget for Tickner Park Seniors Exercise Equipment from \$20,000 to \$95,000, to include funds from Coolibah Care, which will allow for the installation of the seniors exercise equipment and also the installation of a BBQ, table/seating and shelter adjacent the Coolibah Care facility.

Statutory Environment

Local Government Act 1995 Section 6.4 Financial Report

Local Government (Financial Management) Regulations 1996 Part 4 Financial Reports

Policy Implications

Nil

Economic Implications

Nil

Strategic Implications

The following strategy from the *City of Mandurah Strategic Community Plan 2013 – 2033* is relevant to this report:

Organisational Excellence:

- Deliver excellent governance and financial management.

NOTE:

- Refer ***Attachment 1 Performance by Business Unit***

RECOMMENDATION

That Council:

- 1 Receives the Financial Report for February 2018.**
- 2 Receives the Schedule of Accounts for February 2018 for the following amounts:**

Total Municipal Fund	\$ 11,183,582.05
Total Trust Fund	\$ <u>25,155.11</u>
	\$ <u>11,208,737.16</u>

- 3 Approves unbudgeted expenditure of \$75,000 for Tickner Park Senior Exercise Equipment**
 - **Funded from Mandurah Retirement Village contribution \$75,000 ***

***ABSOLUTE MAJORITY REQUIRED**

Business Unit Descriptions

Chief Executive Office		
Chief Executives Office		Elected Members, stakeholders, State/Federal government relationships, lobbying, strategy, executive management.
Legal Services		Provision of legal services and advice, Elections, local laws, general governance & compliance.
Elected Members		Mayoral and councillor staff support, fees and allowances, elected member development and training, conferences, donations.
Civic Events & Functions		Citizenship and other official ceremonies and functions, catering and catering officer.
General Purpose Funding		Includes grants received from the WAGC for untied grants, (general purpose funding and local roads funding)
Rates		Revenue for Rating Services includes interest and fees on instalments, interest on arrears and government subsidy for rates deferred by entitled pensioners. Expenditures to include all costs of administration and maintenance of rate records, property services, street numbering, debt recovery, pensioners, exemptions and concessions.
Finance		General accounting, accounts receivable, accounts payable, payroll services, trust accounting, financial reporting (monthly & annual), financial planning and modelling, insurance, budgeting, financial advice, project evaluation, capital planning, chart of accounts, taxation, investments, loan management. Tender process, purchasing compliance, contract management
Economic Development		Planning and development of key aspects of Mandurah's economy including southern City strategy. Evaluation of economic development opportunities and proposals.
City Centre		Management of stakeholder relationships in the City Centre, promotions and events.

Strategy & Business Performance		
Strategy & Business Performance		Executive manager costs, risk management and audit.
Organisational Development		Organisational cultural development, staff relationships and Human Resources function.
Systems & Technology		Business systems management and implementation, organisational IT support, communications systems management, GIS.
General Administration		Research and analysis, policy development
Marketing		Media relations, advertising, corporate marketing, events marketing, corporate branding.
Visitors Centre		Operation of the Visitors' centre including bookings for accommodation and tours.
Customer Services		The costs of the customer services team (front counter and switchboard operations) including call centre costs. Also includes Information Management (records).

Sustainable Development

Business Unit Descriptions

DIR Sustainable Development	Director and executive secretary. Responsible for the areas of planning and projects, Eco services, building, development compliance and land administration.
Planning Services	Statutory and strategic planning and land administration (land management, acquisitions and disposals, leases, general property matters).
Rangers	Management of local laws, off road vehicles, beach patrols, animal control and dog pound, emergency services, emergency management, fire control, parking.
Environmental Health Services	Administration, inspection and operations of programmes concerned with the general health of the community, food sampling, uninhabitable premises, licensing of premises, management of contaminated sites, noise control issues, mosquito control.
7 Eco Services/Climate Change	Climate change monitoring, management of climate risk assessment, environmental projects including bushland and coastal management plans, coastcare, waterways support for environmental research and management.
8 Building Services	Building licence approval and compliance with building regulations of the built environment. Compliance inspections for building sites and developments.

People and Communities

DIR People and Communities	Director and executive secretary. Strategy and planning, management of directorate.
Recreation Services	Assisting and advising local sporting groups. Organises community sport events such as Island Challenge. Designates sportsground usage to clubs for winter and summer season sports. Co-ordinates the hall hire of all halls within the council. Recreation master planning, grant applications, facilities planning.
MARC Operations	Mandurah Aquatic & Recreation Centre. Includes Crèche, health & fitness, kiosk, aquatic, swim school, dry activities.
HHCRC Operations	Halls Head Community Recreation Centre. Shared facility with Department of education. Dry activities only.
Community and Social Development	Community development planning, community projects (e.g. community safety), disability access planning and monitoring.
Youth Services	Administration, support and operation of drop-in centres, programmes for youth at risk. Includes Billy Dower Youth centre.
Seniors	Administration, support and operation of the senior citizens centre. Includes services such as the provision hairdressing, podiatry, entertainment and social activities.
9 Festivals & Events	Organisation and delivery of events such as Crabfest, Christmas pageant, New Years Eve, Little Nippers and Australia Day.
Libraries & Learning	Administration, provision and operation of libraries. Includes books, tapes, records, audio-visual aids, internet and other facilities and services in delivering library services (book mobile).
Museum	Administration and operation of Mandurah Museum, projects (e.g. oral history).
Cultural Development	The administration, provision and operation of cultural activities for creative and performing arts. Includes the Stretch Festival and INQB8.

Works and Services

Business Unit Descriptions

DIR Works & Services	Director & executive Secretary. Responsible for the areas of engineering, infrastructure, operations & marina/waterways.
City build	Maintenance of buildings, ablutions, public halls and pavilions, barbeques and miscellaneous structures.
Waste Management Services	Management of waste disposal contracted operations, public education programmes, Regional Council relationships.
Infrastructure Management	Manager of infrastructure management and project management team (management of construction projects).
Cityfleet	Operating costs of all plant & equipment as well as light vehicles. Fleet management, vehicle purchasing and disposal.
Cityparks	Maintenance of parks and gardens, cemeteries, sportsgrounds, verges and street trees, beaches and bushland
Cityworks	Maintenance of roads, stormwater and drainage, street cleaning, signage, car parks, roundabouts, footpaths as well as private works
Operations Centre	Operation of the Operations Centre workforce of Cityworks and Cityparks. Collection and entering of time sheets, workforce supervising, business support services (finance & purchasing).
Marina	Management and maintenance of the Mandurah Ocean Marina, boat pens, Mary Street lagoon pens, and the Marina Chalets budget accommodation.
Waterways	Includes the maintenance of seawalls, beach renourishment, pontoon maintenance, ocean entrance sand bypassing, administration bay cleaning and boat ramp maintenance.
Technical Services	Manager of Technical Services, landscape services & design, asset management, survey and design

Summary

Total City of Mandurah	2017/2018						2016/2017 Comparison		
	Year to Date - February			Total			Year to Date - February		
	Actuals '000's	Budget '000's	Variance	Actuals + CMT* '000's	Budget '000's	Variance	Actuals '000's	Budget '000's	Variance
Operating revenues	(101,250)	(100,049)	1%	(101,250)	(107,296)	-6%	(99,483)	(98,849)	1%
Operating expenditure									
Direct labour	26,976	28,259	-5%	26,976	43,024	-37%	25,938	27,404	-5%
Employee costs	4,419	4,296	3%	4,495	6,547	-31%	3,439	4,087	-16%
Allocation of administration expenses	(5,950)	(6,613)	-10%	(5,950)	(9,923)	-40%	(5,971)	(6,626)	-10%
Operating costs	30,042	34,636	-13%	32,679	51,580	-37%	29,862	35,085	-15%
Total operating expenditure	55,487	60,578	-8%	58,200	91,228	-36%	53,268	59,950	-11%
Operating (surplus)/deficit before Dpr'n	(45,763)	(39,471)	16%	(43,051)	(16,068)	168%	(46,215)	(38,899)	19%
Depreciation	20,881	20,870	0%	20,881	31,317	-33%	19,580	19,568	0%
Operating (surplus)/deficit	(24,882)	(18,601)	34%	(22,170)	15,249		(26,635)	(19,331)	38%
Capital expenditure	15,572	25,585	-39%	20,233	38,377	-47%	32,495	38,325	-15%
Capital revenue	(5,380)	(12,940)	-58%	(5,401)	(19,538)	-72%	(11,327)	(25,419)	-55%

*CMT = Commitment costs- Value of orders raised but not yet paid.

Capital

Capital Summary 2017/2018	Actuals 000`s	CMT* 000`s	Actuals + CMT* 000`s	Budget 000`s	Variance
Work in Progress					
Buildings	3,093	1,708	4,802	11,675	-59%
Marina	-	140	140	140	0%
Bridges	159	8	166	857	-81%
Parks	1,935	234	2,168	4,078	-47%
Roads	6,976	1,514	8,490	11,475	-26%
Drainage	793	56	849	1,555	-45%
Coastal & Estuary	867	231	1,098	1,820	-40%
Equipment	319	26	345	692	-50%
Machinery	1,195	796	1,991	3,644	-45%
Other Infrastructure	236	(53)	184	2,041	-91%
Total Capital Expenditure	15,572	4,660	20,233	38,377	-47%

*CMT = Commitment costs- Value of orders raised but not yet paid.

See Key Projects and Carryovers for detail on major projects

Key Projects	2017/2018					Comments
	Actuals	CMT*	Actuals + CMT	Budget	Variance on Actuals + CMT	
Buildings						
Port Bouvard Surf Life Saving Club	90,370	-	90,370	1,717,005	-95%	Detail design being done with future tender being for construction work only.
Mandurah Foreshore Boardwalk Renewal	18,560	-	18,560	466,752	-96%	Contact awarded and construction scheduled to commence in early April.
Sub Total	108,930	-	108,930	2,183,757	-95%	
Parks						
Falcon Bay Foreshore development Stage 1	-	-	-	433,667	-100%	Car park works to commence April. Landscaping design still to be finalised.
Novara Foreshore Stage 2	314,273	-	314,273	433,667	-28%	Work scheduled to finish in late March.
Mandjar Square Stage 2	507,265	14,560	521,825	542,083	-4%	Project to complete after installation of bollards.
Sub Total	821,538	14,560	836,098	1,409,417	-41%	
Roads						
Sutton Street Extension	380,409	6,703	387,112	386,000	0%	Completed.
Dower St - Pinjarra Rd Intersection	79,741	378,462	458,203	792,612	-42%	Construction scheduled to commence in July after relocation of utility services.
Gibson St	753,246	1,558	754,804	792,612	-5%	Completed.
Lakes Rd Lighting, verges surface work	425,289	1,591	426,880	554,828	-23%	Final civil works and landscaping still to be scoped.
Mississippi Drive	207,915	9,194	217,109	217,109	0%	Completed.
Extend Smokebush Retreat	8,434	-	8,434	170,681	-95%	Project on hold, waiting for update from the developer.
Sub Total	1,855,034	397,508	2,252,542	2,913,842	-23%	
Equipment						
CCTV Infrastructure	54,863	-	54,863	350,000	-84%	Tender selection process underway.
	54,863	-	54,863	350,000	-84%	
Plant & Machinery						
Replacement Light Commercial Vehicles	528,967	35,731	564,698	888,217	-36%	Six Ford Rangers no longer required. Fourteen vehicles acquired and two still to be ordered.
Construction Vehicles	109,259	10,580	119,839	569,910	-79%	Purchase of grader in progress and backhoe waiting delivery.
Parks and Mowers	63,332	7,400	70,732	420,486	-83%	Two still mowers still to be ordered.
Sub Total	701,559	53,711	755,270	1,878,613	-60%	

*CMT = Commitment costs- Value of orders raised but not yet paid.

Carryover Projects	2017/18					Comments
	Actuals	CMT*	Actuals + CMT	Budget	Variance on Actuals + CMT	
Buildings						
WMC Install Walking Floor Main Shed	-	-	-	1,055,868	-100%	Contract commencement meeting on the 19th of March.
Milgar Street Ablution Refurbishment	129,239	-	129,239	129,239	0%	Completed
Bill Bowler Skate Park Refurbishment	22,535	-	22,535	23,000	-2%	Completed
SL Peelwood Parade Reserve	144,311	28,184	172,495	450,000	-62%	Electricity connected. Switchboards arriving late March.
Mandurah Quay Boardwalk Renewal	16,799	2,545	19,345	64,000	-70%	Completed
Halls Head Ablution Block	325,929	-	325,929	325,000	0%	Completed
Halls Cottage Conservation Stage 3	27,138	-	27,138	65,000	-58%	Completed
WMC Install Public Weighbridge	91,350	-	91,350	95,000	-4%	Completion expected end of March.
Cicerellos-Dome Boardwalk Renewal	308,326	-	308,326	350,000	-12%	Stage 1 completion to be included with later stages due to contractor going into receivership.
Mandurah Family & Community Centre	322,300	118,702	441,002	1,045,000	-58%	Completion planned for end of June.
Northport Beach Ablutions Block	134,897	3,725	138,623	145,000	-4%	Completed.
MPAC RVIF Equipment Upgrade	149,207	12,303	161,510	417,000	-61%	Scope for installing LED lights assessed and install in progress as scheduled.
Ocean Road Reserve - Sports Grnd Lights	255,957	875,658	1,131,615	1,246,770	-9%	Electricity connected. Switchboards arriving late March.
Sub Total	1,927,988	1,041,119	2,969,107	5,410,877	-45%	
Marina						
Marina - Carpark Extension	-	140,000	140,000	140,000	0%	Car parking bay allocation notification and signage currently being installed.
Sub Total	-	140,000	140,000	140,000	0%	-
Bridges						
Old Mandurah Bridge	1,965	-	1,965	500,000	-100%	Site visit for successful applicants on 21st of March followed by shortlist for tender process.
Sub Total	1,965	-	1,965	500,000	-100%	-
Parks						
Bennet Brook Circle Landscaping	-	-	-	-		Construction to scheduled to commence in April.
Chain Gates Stage 2 of 4	2,046	-	2,046	-		Completed
Newport Dr - Heritage Lake Playground	14,723	-	14,723	14,723	0%	Completed
Renew MPAC Forecourt Paving	214,789	-	214,789	220,000	-2%	Completed
Novara Foreshore Stage 1 Master Plan	34,569	-	34,569	34,569	0%	Completed
Sub Total	266,127	-	266,127	269,292	-1%	
Roads						
NEW Madora Bay Fire Brigade Track	-	-	-	-		Completed
NEW Gibson Street	131,868	#VALUE!		131,868		Relocation of utility services continuing.
NEW Dower St - Reconstruct/Widen	92,848	560,109	652,958	749,000	-13%	Completed.
Sutton Street finalise new road link	688,900	245,523	934,423	929,770	1%	Regional Road Group funding \$332,000 received to cover overspend.
Sub Total	913,617	#VALUE!	1,587,381	1,810,638	-12%	
Drainage						
SD Leura	2,083	-	2,083	2,083	0%	Budget removed at Budget review, project not required.
Merlin St Waste Water Reuse Pipeline	415,468	17,766	433,234	475,000	-9%	Completed.
SD City Centre Drainage	50,324	4,545	54,869	48,000	14%	Works continuing to repair rain gardens.
SD Watson Avenue	96,314	0	96,314	96,314	0%	Completed
Sub Total	564,188	22,312	586,500	621,397	-6%	
Coastal & Estuary						
C&E -RBFS Floating Jetty Merchants	143,241	-	143,241	144,000	-1%	Completed
C&E - Falcon Bay Seawall	444,377	222,932	667,309	825,000	-19%	Completion proposed to commence before Easter.
St Ives Boardwalk	51,432	8,343	59,775	60,000	0%	Completed
Estern Foreshore Site Preparation/Fill/Bund	220,172	76,153	144,019	660,000	-78%	Completed
Sub Total	859,221	155,121	1,014,343	1,689,000	-40%	
Other Infrastructure						
Tims Thicket Septage Ponds upgrade	-	-	-	380,946	-100%	Funding suspended due to waiting EPA approval. Will re-budget when approval is granted.
Sub Total	-	-	-	380,946	-100%	
Plant and Machinery						
Replacement Light Passenger Vehicles	54,828		54,828	58,000	-5%	Completed
Heavy Vehicles Plant and Equipment New	121,600			140,000	-100%	Business Case complete awaiting advise.
9	176,427	-	54,828	198,000	-72%	

*CMT = Commitment costs- Value of orders raised but not yet paid.

Operating Revenue

Directorate Variances	Year to Date - February			Total		
	Actuals	Budget	Variance	Actuals + CMT*	Budget 2017/18	Variance
Chief Executive Office	(78,256,941)	(78,334,639)	0%	(78,256,941)	(80,455,614)	-3%
Strategy & Business Performance	(111,781)	(117,288)	-5%	(111,781)	(176,000)	-36%
Sustainable Development	(2,253,287)	(1,968,312)	14%	(2,253,287)	(2,701,283)	-17%
People and Communities	(4,075,517)	(3,974,227)	3%	(4,075,517)	(6,238,365)	-35%
Works and Services	(16,552,826)	(15,654,128)	6%	(16,552,826)	(17,724,354)	-7%
	(101,250,352)	(100,048,594)	1%	(101,250,352)	(107,295,616)	-6%

*CMT = Commitments are not used for revenue. Therefore 'Actuals' = 'Actuals + CMT'

TOTAL - Detail Business Units	(101,250,352)	(100,048,594)		(101,250,352)	(107,295,616)	-6%
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Chief Executive Office	(78,256,941)	(78,334,639)	0%	(78,256,941)	(80,455,614)	-3%
Chief Executives Office	(102)		-	(102)	(47,000)	-100%
Legal Services	(16,806)	(17,000)	-1%	(16,806)	(25,500)	-34%
1 Elected Members	(444)	(664)	-33%	(444)	(1,000)	-56%
Civic Events & Functions			-			
Economic Development	(149,521)	(13,328)	>100%	(149,521)	(75,200)	99%
2 City Centre		(336)	-100%		(500)	-100%
3 General Purpose Funding	(2,254,369)	(3,500,663)	-36%	(2,254,369)	(5,009,014)	-55%
Rates	(75,832,408)	(74,801,712)	1%	(75,832,408)	(75,296,000)	1%
Finance	(3,291)	(936)	>100%	(3,291)	(1,400)	135%

Strategy & Business Performance	(111,781)	(117,288)	-5%	(111,781)	(176,000)	-36%
Strategy & Business Performance			-			
4 Organisational Development	(5,309)	(25,992)	-80%	(5,309)	(39,000)	-86%
5 Systems & Technology	(2,309)	(3,936)	-41%	(2,309)	(5,900)	-61%
General Administration			-			
Marketing			-			
Visitors Centre	(71,347)	(56,712)	26%	(71,347)	(85,100)	-16%
Customer Services	(32,817)	(30,648)	7%	(32,817)	(46,000)	-29%

Sustainable Development	(2,253,287)	(1,968,312)	14%	(2,253,287)	(2,701,283)	-17%
DIR Sustainable Development			-			
Planning Services	(257,884)	(212,120)		(257,884)	(318,300)	-19%
Rangers	(791,972)	(690,512)	15%	(791,972)	(943,200)	-16%
Environmental Health Services	(288,507)	(294,328)	-2%	(288,507)	(317,000)	-9%
Eco Services/Climate Change	(164,142)	(90,816)	81%	(164,142)	(101,583)	62%
Building Services	(750,781)	(680,536)	10%	(750,781)	(1,021,200)	-26%

People and Communities	(4,075,517)	(3,974,227)	3%	(4,075,517)	(6,238,365)	-35%
DIR People and Communities			-			
6 Recreation Services	(169,088)	(266,336)	-37%	(169,088)	(272,000)	-38%
MARC Operations	(2,857,709)	(2,709,833)	5%	(2,857,709)	(4,218,640)	-32%
7 HHCRC Operations	(296,672)	(355,134)	-16%	(296,672)	(488,050)	-39%
Community and Social Development	(29,354)	(20,600)	42%	(29,354)	(30,900)	-5%
Youth Services	(66,797)	(65,648)	2%	(66,797)	(98,500)	-32%
Seniors	(246,007)	(253,672)	-3%	(246,007)	(354,000)	-31%
Festivals & Events	(207,487)	(178,564)	16%	(207,487)	(451,000)	-54%
Libraries & Learning	(98,867)	(95,624)	3%	(98,867)	(198,500)	-50%
Museum	(3,161)	(1,848)	71%	(3,161)	(2,775)	14%
Cultural Development	(100,376)	(26,968)	>100%	(100,376)	(124,000)	-19%

Works and Services	(16,552,826)	(15,654,128)	6%	(16,552,826)	(17,724,354)	-7%
8 DIR Works & Services	(976)	(1,336)	-27%	(976)	(2,000)	-51%
Citybuild	(933,249)	(749,248)	25%	(933,249)	(1,124,300)	-17%
Waste Management Services	(11,925,933)	(11,757,736)	1%	(11,925,933)	(12,349,800)	-3%
Infrastructure Management	(3,918)	(3,728)	5%	(3,918)	(5,600)	-30%
Cityfleet	(81,228)	(27,992)	>100%	(81,228)	(207,000)	-61%
Cityparks	(665,967)	(532,800)	25%	(665,967)	(799,500)	-17%
Cityworks	(100,409)	(15,008)	>100%	(100,409)	(22,500)	346%
Operations Centre	(748)	(664)	13%	(748)	(1,000)	-25%
Marina	(2,545,075)	(2,296,112)	11%	(2,545,075)	(2,853,300)	-11%
Waterways	(241,631)	(192,528)	26%	(241,631)	(243,854)	-1%
9 Technical Services	(53,691)	(76,976)	-30%	(53,691)	(115,500)	-54%

Key		
	Less than -10%	See notes for commentary on variance
	More than 10%	Variance will be monitored
	Between -10% and 10%	Acceptable variance

Directorate Variances	Year to Date - February			Total		
	Actual	Budget	Variance	Actual + CMT*	Budget 2016/17	Variance
Chief Executive Office	2,342,098	2,375,044	-1%	2,342,098	3,681,884	64%
Strategy & Business Performance	3,298,640	3,466,890	-5%	3,298,640	5,301,011	62%
Sustainable Development	3,741,470	3,830,206	-2%	3,741,470	5,856,483	64%
People and Communities	6,491,385	6,855,778	-5%	6,491,385	10,421,938	62%
Works and Services	11,102,118	11,730,857	-5%	11,102,118	17,762,732	63%
	26,975,711	28,258,775	-5%	26,975,711	43,024,048	63%

*CMT = Commitments are not used for labour. Therefore 'Actuals' = 'Actuals + CMT'

TOTAL - Detail Business Units	26,975,711	28,258,775		26,975,711	43,024,048	63%
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Chief Executive Office	2,342,098	2,375,044	-1%	2,342,098	3,681,884	64%
Chief Executives Office	257,520	272,000	-5%	257,520	415,726	62%
Legal Services	515,710	532,433	-3%	515,710	814,118	63%
10 Elected Members	168,562	145,434	16%	168,562	222,369	76%
Civic Events & Functions	24,383	30,645	-20%	24,383	46,856	52%
Economic Development	286,488	299,473	-4%	286,488	508,419	56%
11 City Centre	5,030	2,879	75%	5,030	4,400	114%
General Purpose Funding			-			
Rates	282,928	306,013	-8%	282,928	467,904	60%
Finance	801,478	786,167	2%	801,478	1,202,092	67%

Strategy & Business Performance	3,298,640	3,466,890	-5%	3,298,640	5,301,011	62%
Strategy & Business Performance	301,737	317,845	-5%	301,737	486,003	62%
Organisational Development	734,896	783,770	-6%	734,896	1,198,401	61%
Systems & Technology	780,552	810,510	-4%	780,552	1,239,289	63%
Marketing	441,856	479,061	-8%	441,856	732,516	60%
Visitors Centre	250,647	253,862	-1%	250,647	388,165	65%
Customer Services	788,953	821,842	-4%	788,953	1,256,637	63%

Sustainable Development	3,741,470	3,830,206	-2%	3,741,470	5,856,483	64%
DIR Sustainable Development	187,082	182,950	2%	187,082	279,741	67%
Planning Services	714,824	749,001	-5%	714,824	1,145,262	62%
Rangers	954,591	951,027		954,591	1,454,078	66%
Environmental Health Services	600,514	610,690	-2%	600,514	933,767	64%
Eco Services/Climate Change	523,775	551,374	-5%	523,775	843,085	62%
Building Services	760,684	785,164	-3%	760,684	1,200,550	63%

People and Communities	6,491,385	6,855,778	-5%	6,491,385	10,421,938	62%
DIR People and Communities	189,170	197,203	-4%	189,170	301,534	63%
Recreation Services	440,328	505,489	-13%	440,328	770,832	57%
MARC Operations	2,591,647	2,727,397	-5%	2,591,647	4,137,976	63%
HHCRC Operations	538,312	624,846	-14%	538,312	939,895	57%
Community and Social Development	546,888	584,790	-6%	546,888	892,220	61%
Youth Services	302,486	340,313	-11%	302,486	517,245	58%
Seniors	242,738	256,444	-5%	242,738	392,100	62%
Festivals & Events	262,187	303,566	-14%	262,187	462,511	57%
Libraries & Learning	1,038,324	1,020,428	2%	1,038,324	1,560,177	67%
Museum	88,101	89,428	-1%	88,101	136,736	64%
12 Cultural Development	251,203	205,874	22%	251,203	310,712	81%

Works and Services	11,102,118	11,730,857	-5%	11,102,118	17,762,732	63%
DIR Works & Services	295,155	295,778	0%	295,155	452,258	65%
Citybuild	1,125,533	1,214,456	-7%	1,125,533	1,833,250	61%
Waste Management Services	134,592	150,867	-11%	134,592	230,496	58%
Infrastructure Management	326,773	335,222	-3%	326,773	512,568	64%
Cityfleet	300,830	329,633	-9%	300,830	504,022	60%
Cityparks	4,518,720	5,054,833	-11%	4,518,720	7,615,026	59%
13 Cityworks	1,862,890	1,717,058	8%	1,862,890	2,594,569	72%
Operations Centre	417,521	452,669	-8%	417,521	692,141	60%
Marina	337,146	400,638	-16%	337,146	607,909	55%
Waterways	168,382	210,852	-20%	168,382	321,655	52%
Technical Services	1,614,575	1,568,851	3%	1,614,575	2,398,838	67%

Key	
	More than 5% See notes for commentary on variance
	Less than -5% Variance will be monitored
	Between -5% and 5% Acceptable variance

Directorate Variances	Year to Date - February			Total		
	Actuals	Budget	Variance	Actuals + CMT*	Budget 2016/17	Variance
Chief Executive Office	404,045	394,078	3%	405,289	608,657	-33%
Strategy & Business Performance	784,279	710,125	10%	789,434	1,078,818	-27%
Sustainable Development	642,212	653,038	-2%	656,352	994,207	-34%
People and Communities	887,675	851,767	4%	893,334	1,297,843	-31%
Works and Services	1,700,957	1,686,846	1%	1,750,839	2,567,476	-32%
	4,419,168	4,295,854	3%	4,495,247	6,547,001	-31%

*CMT = Commitment costs- Value of orders raised but not yet paid.

TOTAL - Detail Business Units	4,419,168	4,295,854		4,495,247	6,547,001	-31%
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Chief Executive Office	404,045	394,078	3%	405,289	608,657	-33%
Chief Executives Office	37,729	42,631	-11%	37,729	64,883	-42%
Legal Services	75,039	78,528	-4%	75,424	119,701	-37%
Elected Members	20,425	20,777	-2%	20,425	31,695	-36%
14 Civic Events & Functions	19,224	16,516	16%	19,224	24,905	-23%
Economic Development	65,229	60,695	7%	65,274	100,712	-35%
15 City Centre	3,281	1,216	>100%	3,281	1,830	79%
General Purpose Funding			-			
Rates	42,614	42,068	1%	43,129	64,303	-33%
Finance	140,504	131,647	7%	140,802	200,628	-30%

Strategy & Business Performance	784,279	710,125	10%	789,434	1,078,818	-27%
Strategy & Business Performance	42,338	45,042	-6%	42,338	68,760	-38%
16 Organisational Development	386,014	311,117	24%	390,369	470,061	-17%
Systems & Technology	140,678	138,583	2%	140,678	211,137	-33%
General Administration	1,046		-	1,046		
Marketing	55,443	60,983	-9%	55,443	93,120	-40%
Visitors Centre	35,089	33,069	6%	35,385	50,438	-30%
Customer Services	123,670	121,331	2%	124,173	185,302	-33%

Sustainable Development	642,212	653,038	-2%	656,352	994,207	-34%
DIR Sustainable Development	33,740	41,208	-18%	33,785	62,673	-46%
Planning Services	120,437	123,851		121,020	188,650	-36%
17 Rangers	151,043	129,420	17%	151,851	197,341	-23%
Environmental Health Services	92,519	94,259	-2%	92,828	143,508	-35%
Eco Services/Climate Change	97,139	102,512	-5%	98,293	155,975	-37%
Building Services	147,334	161,788	-9%	158,574	246,060	-36%

People and Communities	887,675	851,767	4%	893,334	1,297,843	-31%
DIR People and Communities	30,645	29,405	4%	30,645	44,871	-32%
18 Recreation Services	86,356	74,640	16%	86,356	113,530	-24%
MARC Operations	335,725	322,824	4%	337,772	492,092	-31%
19 HHCRC Operations	35,010	12,667	>100%	35,010	19,381	81%
Community and Social Development	94,557	96,573	-2%	95,055	147,113	-35%
20 Youth Services	47,333	42,131	12%	48,094	64,049	-25%
Seniors	40,360	40,768	-1%	40,660	62,127	-35%
Festivals & Events	38,410	40,240	-5%	40,112	61,264	-35%
Libraries & Learning	138,108	164,128	-16%	138,458	250,017	-45%
Museum	13,571	13,417	1%	13,571	20,523	-34%
21 Cultural Development	27,600	14,974	84%	27,600	22,876	21%

Works and Services	1,700,957	1,686,846	1%	1,750,839	2,567,476	-32%
DIR Works & Services	47,741	54,853	-13%	47,741	83,663	-43%
Citybuild	119,952	134,457	-11%	121,516	204,721	-41%
Waste Management Services	22,619	24,227	-7%	22,619	36,898	-39%
Infrastructure Management	60,909	65,155	-7%	61,290	99,139	-38%
Cityfleet	51,956	62,079	-16%	53,396	94,403	-43%
22 Cityparks	630,042	533,080	18%	638,268	812,052	-21%
Cityworks	297,975	317,497	-6%	302,477	483,432	-37%
Operations Centre	86,281	115,640	-25%	119,154	175,471	-32%
Marina	54,003	51,844	4%	54,344	78,844	-31%
Waterways	18,638	35,750	-48%	18,714	54,335	-66%
Technical Services	310,841	292,264	6%	311,321	444,518	-30%

Key		
	More than 10%	See notes for commentary on variance
	Less than -10%	Variance will be monitored
	Between -10% and 10%	Acceptable variance

Other Operating Costs

Directorate Variances	Year to Date - February			Total		
	Actuals	Budget	Variance	Actuals + CMT*	Budget 2017/18	Variance
Chief Executive Office	3,326,167	3,370,292	-1%	3,386,730	4,717,866	-28%
Strategy & Business Performance	2,564,910	2,974,989	-14%	2,938,464	4,035,972	-27%
Sustainable Development	1,436,660	1,324,584	8%	1,553,130	1,987,518	-22%
People and Communities	2,532,532	3,812,724	-34%	3,145,292	6,093,628	-48%
Works and Services	20,182,078	23,153,352	-13%	21,654,979	34,744,577	-38%
	30,042,346	34,635,941	-13%	32,678,596	51,579,561	-37%

*CMT = Commitment costs- Value of orders raised but not yet paid.

TOTAL - Detail Business Units	30,042,346	34,635,941	-13%	32,678,596	51,579,561	-37%
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Chief Executive Office	3,326,167	3,370,292	-1%	3,386,730	4,717,866	-28%
Chief Executives Office	69,120	233,048	-70%	80,564	349,700	-77%
Legal Services	353,619	421,752	-16%	358,694	632,850	-43%
23 Elected Members	642,323	574,980	12%	647,287	647,586	0%
24 Civic Events & Functions	85,957	72,768	18%	86,864	109,200	-20%
Economic Development	989,225	1,056,416	-6%	994,057	1,508,430	-34%
City Centre	70,442	178,528	-61%	70,442	220,450	-68%
25 General Purpose Funding	171,811	133,944	28%	180,091	201,000	-10%
26 Rates	768,435	491,408	56%	793,222	737,400	8%
Finance	175,234	207,448	-16%	175,509	311,250	-44%

Strategy & Business Performance	2,564,910	2,974,989	-14%	2,938,464	4,035,972	-27%
Strategy & Business Performance	31,404	55,520	-43%	47,653	83,300	-43%
Organisational Development	146,747	240,640	-39%	152,637	361,130	-58%
Systems & Technology	2,096,197	2,279,613	-8%	2,335,308	3,018,551	-23%
General Administration			-			
Marketing	136,174	214,624	-37%	146,535	296,000	-50%
Visitors Centre	28,335	30,048	-6%	28,335	45,091	-37%
Customer Services	126,053	154,544	-18%	227,997	231,900	-2%

Sustainable Development	1,436,660	1,324,584	8%	1,553,130	1,987,518	-22%
27 DIR Sustainable Development	35,034	21,320	64%	36,794	31,980	15%
28 Planning Services	142,722	71,248	>100%	156,024	106,900	46%
29 Rangers	533,458	433,128	23%	542,122	649,900	-17%
Environmental Health Services	285,060	269,592	6%	290,754	404,538	-28%
Eco Services/Climate Change	407,415	491,992	-17%	492,570	738,240	-33%
Building Services	32,972	37,304	-12%	34,867	55,960	-38%

People and Communities	2,532,532	3,812,724	-34%	3,145,292	6,093,628	-48%
DIR People and Communities	39,923	121,960	-67%	39,923	183,000	-78%
Recreation Services	326,740	352,744	-7%	339,033	549,720	-38%
MARC Operations	554,856	641,984	-14%	586,323	1,002,490	-42%
HHCRC Operations	107,915	120,538	-10%	115,770	198,500	-42%
Community and Social Development	276,435	309,920	-11%	314,649	465,020	-32%
Youth Services	100,863	138,632	-27%	121,790	208,020	-41%
Seniors	128,826	171,448	-25%	143,115	257,210	-44%
Festivals & Events	364,623	610,618	-40%	690,505	1,211,671	-43%
Libraries & Learning	324,652	759,640	-57%	382,144	1,139,849	-66%
Museum	19,169	41,752	-54%	19,882	62,627	-68%
Cultural Development	288,530	543,488	-47%	392,157	815,521	-52%

Works and Services	20,182,078	23,153,352	-13%	21,654,979	34,744,577	-38%
DIR Works & Services	48,291	49,384	-2%	50,878	74,100	-31%
Citybuild	5,123,056	5,519,704	-7%	5,464,355	8,283,561	-34%
Waste Management Services	7,759,994	8,015,720	-3%	7,799,237	12,028,380	-35%
Infrastructure Management	123,832	160,744	-23%	138,209	241,210	-43%
Cityfleet	999,815	1,224,336	-18%	1,011,680	1,837,217	-45%
Cityparks	3,319,219	3,750,208	-11%	4,037,705	5,627,673	-28%
Cityworks	1,747,122	1,851,832	-6%	1,878,421	2,778,812	-32%
Operations Centre	81,720	106,176	-23%	83,164	159,330	-48%
Marina	597,981	1,008,192	-41%	638,715	1,512,845	-58%
Waterways	135,243	1,010,656	-87%	262,235	1,516,588	-83%
Technical Services	245,805	456,400	-46%	290,379	684,861	-58%

Key		
	More than 10%	See notes for commentary on variance
	Less than -10%	Variance will be monitored
	Between -10% and 10%	Acceptable variance

Financial Report - February 2017/2018

Type	Note	Directorate	Business Unit	Variance		Comment
Operating Revenue	1	Chief Executive Office	Elected Members	\$ 220.36	-33%	Minor variance.
	2		City Centre	\$ 336.00	-100%	Minor variance.
	3		General Purpose Funding	\$ 1,246,293.94	-36%	50% of Financial Assistance Grants received in 2016/17
	4	Strategy & Business Performance	Organisational Development	\$ 20,682.88	-80%	Contributions and donations not yet received.
	5		Systems & Technology	\$ 1,626.82	-41%	Minor variance.
	6	People and Communities	Recreation Services	\$ 97,248.20	-37%	Variance due to Kidsport grant not yet received
	7		HHCRC Operations	\$ 58,462.14	-16%	Variance due to Halls Head fitness memberships being allocated to MARC. Programs and café revenue also fell due to MARC reopening which is offset by lower expenditure.
	8	Works and Services	DIR Works & Services	\$ 359.64	-27%	Minor variance.
	9		Technical Services	\$ 23,285.02	-30%	Variance primarily due to project supervision revenue and will be monitored.
Labour	10	Chief Executive Office	Elected Members	\$ 23,127.98	16%	Variance due to additional support to elected members during election period.
	11		City Centre	\$ 2,151.32	75%	Variance due to Worker's compensation for City Centre budgeted under Economic Development business unit.
	12	People and Communities	Cultural Development	\$ 45,328.82	22%	Variance due to casual labour covered under materials in the Cultural Development projects budget.
	13	Works and Services	Cityworks	\$ 145,832.25	8%	Variance will decrease as capital projects increase and maintenance work decreases as the year progresses.
Other Employee Costs	14	Chief Executive Office	Civic Events & Functions	\$ 2,708.26	16%	Minor variance
	15		City Centre	\$ 2,065.20	>100%	Variance due to Conferences costs budget under Economic Development business unit.
	16	Strategy & Business Performance	Organisational Development	\$ 74,896.62	24%	Variance due to employee benefits in the form of gym memberships and is expected to reduce over time.
	17	Sustainable Development	Rangers	\$ 21,623.05	17%	Variance due to voluntary employee superannuation contributions, conference expenses and protective clothing costs.
	18	People and Communities	Recreation Services	\$ 11,716.47	16%	Variance due to superannuation contribution.
	19		HHCRC Operations	\$ 22,343.47	>100%	Superannuation budgeted under MARC Operations
	20		Youth Services	\$ 5,202.12	12%	Superannuation relating to staff costed against project accounts. Will continue to monitor.
	21		Cultural Development	\$ 12,626.25	84%	Superannuation relating to staff costed against project accounts. Will continue to monitor.
	22	Works and Services	Cityparks	\$ 96,962.01	18%	Variance due to workers comp payment from 2012/13 been realised and an increase in protective clothing due to OSH concerns.
	23	Chief Executive Office	Elected Members	\$ 67,342.67	12%	Variance due to budget phasing and will reduce over time. Expected to fall within annual budget.

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Type	Note	Directorate	Business Unit	Variance		Comment
	24		Civic Events & Functions	\$ 13,189.02	18%	Variance due to budget phasing and should reduce over time.
	25		General Purpose Funding	\$ 37,866.79	28%	Variance due to impact of increase in government guarantee fee on loans being greater than anticipated.
	26		Rates	\$ 277,027.38	56%	Increase in outstanding rates recovery costs which are allocated against the assessments. Also due to rates receipts processing fees and valuation costs which are expected to reduce over time.
	27	Sustainable Development	DIR Sustainable Development	\$ 13,713.55	64%	Variance due to mandatory unforeseen land preparation project work.
	28		Planning Services	\$ 71,474.14	>100%	Variance due to proceeds from sale of land at Egret Point development being lower than valuation.
	29		Rangers	\$ 100,329.56	23%	Variance due to vehicle from DFES and to be covered by grant income yet to be received.

CITY OF MANDURAH

NOTICE OF MOTION

COUNCIL MEETING OF TUESDAY 27 MARCH 2018

HON COUNCILLOR FRED RIEBELING

MANDURAH AQUATIC AND RECREATION CENTRE

I hereby give notice that I intend to move the following Motion at the Council meeting of Tuesday 27 March 2018.

That the Chief Executive Officer be requested to present to Council a report on the following issues:

- 1 The reasons why weekend access to the City's gymnasium at the Mandurah Aquatic and Recreation Centre starts at 7.30 am, but during the week, access is from 5.30 am.**
- 2 The opportunities available for opening the Mandurah Aquatic and Recreation Centre afterhours, with access being via the existing external double doors, allowing staff to commence duties at 8.00 am.**
- 3 Why does the City allow for unhealthy food to be sold at the City's premium health facility – the Mandurah Aquatic and Recreation Centre.**

Reason for the Motion:

The reason for this Motion is in many cases, people have an exercise routine that is followed and the current weekend operating hours, in my view, do not support these routines.

All private gymnasiums have out of hour access arrangements for their patrons.

Seeing that this is a City funded and run facility, it should be setting an example about healthy food choices.



Hon Councillor Fred Riebeling
Coastal Ward

8 March 2018