



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 22 May 2018
at 5.30pm

MARK R NEWMAN
Chief Executive Officer
15 May 2018

AGENDA:

1. OPENING OF MEETING AND ANNOUNCEMENT OF VISITORS

2. ACKNOWLEDGEMENT OF COUNTRY

3. ATTENDANCE AND APOLOGIES

Councillors Lee and Lynn Rodgers (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

Nil

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

8.1 Mayor Williams – 19 to 29 June 2018 (inclusive).

8.2 Hon Councillor Riebeling – 6 June to 16 June 2018 (inclusive).

9. PETITIONS**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 24 April 2018 (attached).

12.2 Special Council Meeting: Tuesday 15 May 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

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 Committee of Council Meeting: Tuesday 8 May 2018 (Green pages)

| <i>Item</i> | | <i>Page No</i> | <i>Interests Declared / Additional Information</i> |
|-------------|-----------------------------------------------------------------------------------------------------------------------------|----------------|----------------------------------------------------|
| CC.3/5/18 | Falcon Reserve Activation Plan | 3 | |
| CC.4/5/18 | Program Update – Sport and Recreation Event Support Program | 4 | |
| CC.5/5/18 | Mandurah Traffic Bridge – Use of Feature Lighting Policy | 5 | |
| CC.6/5/18 | 2020 Australian Association of Environmental Education National Conference Bid | 6 | |
| CC.7/5/18 | Representation on the Peel Harvey Biosecurity Group | 6 | |
| CC.8/5/18 | Sub-Lease Peel Thunder Football Club | 7 | |
| CC.9/5/18 | Tender 03-2018: Mandurah Marina Footbridge | 8 | |
| CC.10/5/18 | CONFIDENTIAL ITEM: Rivers Regional Council Further Amendments to Waste Services Agreement – Receipt and Processing of Waste | 9 | |

17.2 Adoption of Recommendations of Audit and Risk Committee Meeting: Monday 14 May 2018 (Blue pages)

| <i>Item</i> | <i>Page No</i> | <i>Interests Declared / Additional Information</i> |
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| AR.3/5/18 Risk Management System Presentation | 3 | |
| AR.4/5/18 Authority to Execute Documents | 3 | |
| AR.5/5/18 Annual Review – Delegations of Authority | 4 | |

17.3 Adoption of Recommendations of Strategy Committee Meeting: Tuesday 15 May 2018 (Buff pages)

| <i>Item</i> | <i>Page No</i> | <i>Interests Declared / Additional Information</i> |
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| S.5/5/18 Infrastructure Asset Management Strategy and Plan | 4 | |

18. **REPORTS** (Yellow Pages):

| <i>Item</i> | <i>Page No</i> |
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| 1 Finance Report: April 2018 | 1 - 21 |
| 2 Peel Bright Minds – Request for Funding | 22 - 26 |
| 3 Peel Harvey Catchment Council - Mandurah Water Towers Project – Request for Funding Commitment | 27 - 35 |
| 4 Peel Regional Leaders Forum – Budget and Future Directions | 36 - 53 |
| 5 Strategy Committee – Amendment to Terms of Reference | 54 - 56 |
| 6 Cooperative Research Centre Bid with Mandurah Wildlife Rescue and Murdoch University | 57 - 60 |

19. **ADOPTION OF RECOMMENDATIONS NOT WITHDRAWN FOR FURTHER DISCUSSION**

20. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

- 20.1 Installation of Observation Shelter at Melros Beach Foreshore Reserve:
Councillors Darcy, Tahlia Jones and Hon Councillor Riebeling.

21. NOTICE OF MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING

22. LATE AND URGENT BUSINESS ITEMS

23. CONFIDENTIAL ITEMS

24. CLOSE OF MEETING



MINUTES OF COUNCIL MEETING

HELD ON

TUESDAY 24 APRIL 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 | L RODGERS | EAST WARD |
| COUNCILLOR | D LEE | EAST WARD |
| COUNCILLOR | S JONES | EAST WARD |
| HON COUNCILLOR | F RIEBELING | COASTAL WARD |
| COUNCILLOR | T JONES | 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 | EXECUTIVE MANAGER FINANCE & GOVERNANCE |
| MRS | L GREENE | COORDINATOR ELECTED MEMBER SUPPORT |

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

The Mayor declared the meeting open at 5.34 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 respect to their Elders past and present.

APOLOGIES [AGENDA ITEM 3]

Councillors Schumacher (Leave of Absence).

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 27 March 2018.

G.1/4/18 COUNCILLOR LYNN RODGERS: EXPRESSION OF INTEREST PROCESS – TUART AVENUE SHOWER SERVICE MODEL (MINUTE G.12/3/18)

With reference to the preparation and implementation of an Expression of Interest process for the Tuart Avenue Shower Service Model, Councillor Lynn Rodgers asked when this would occur, given the approach of winter.

Response:

The City has started the process for the Tuart Avenue Shower Service with an Expression of Interest going out on the 18 April to organisations who have shown an interest in the project. Advertising for the service will also be in both local papers in the week beginning the 23rd April for any other agency or service that may be interested. The closing date for expressions of interest is Tuesday 15th May 2018.

Following this a report will come to Council with a recommended approach.

PUBLIC QUESTION TIME [AGENDA ITEM 6] [Opened at 5.35 pm and closed at 5.41 pm]

Councillor Peter Rogers left the Chamber at 5.38 pm, returning at 5.39 pm.

G.2/4/18 MR C BUTLER: COMMERCIAL VEHICLE PARKING - 16 BREAKER CLOSE, SILVER SANDS

Mr Butler asked:

- 1 Will the City share the engineers report with this forum so Elected Members can be enlightened as to the special requirements that have been placed on an unusually constructed mass brick retaining wall that was never built to the approved plans or support loading?

The Manager Planning and Land Services commenced a response regarding the commercial vehicle parking at 11 Maritime Road, Silver Sands. However, Mr Butler interjected, seeking clarification, as he thought the subject site was 16 Breaker Close, Silver Sands. He asked if the application was now in respect of 11 Maritime Road, Silver Sands.

The Manager Planning and Land Services responded that the one application covered both lots and recommendation proposed the parking of the vehicle be restricted to the 11 Maritime Road frontage of the lot.

- 2 Why does the report fail to advise the Committee about safety conditions and restrictions with the retaining wall given the truck was required to access this area for the proposed parking location?

The Manager Planning and Land Services advised that by restricting the parking location to 11 Maritime Road, the location of the retaining wall had become largely irrelevant in terms of the recommendation.

- 3 Regarding the changed location from 16 Breaker Close to 11 Maritime Drive, which are two separate lots, did the City evaluate the retaining wall?

The Manager Planning and Land Services advised that that the one application covered both lots and matters relating to the retaining wall were being addressed by the City's Development Compliance team.

- 4 How does Council intend to manage compliance, given that requirements within the report have already been breached?

The Manager Planning and Land Services referred to clause 1(a) of the Committee of Council recommendation which stipulated that the commercial vehicle was restricted to being parked along the Maritime Road frontage of the lot. However, if Council opted to adopt an alternative Motion, this would be re-evaluated but addressed via a separate forum.

- 5 How can the Department of Transport be responsible for assessing the road worthiness and emissions from the bobcat, given it is unregistered and does not need to comply with emission controls from the Department of Transport and is allowed to operate adjacent to our habitable area?

The Manager Planning and Land Services advised the vehicle subject to the application for commercial vehicle parking is licenced as far as he was aware.

PUBLIC STATEMENT TIME [AGENDA ITEM 7]**G.3/4/18 MR R GENT: RECONSTRUCTION WORK UNDERTAKEN IN MERRIVALE STREET, WANNANUP**

Mr Gent advised Council that in 2011, he and Councillors Vergone, Knight, Shane Jones and Hon Councillor Riebeling had measured down into the hydrant at 20-21 Merrivale Street, Wannanup. Subsequently, Hon Councillor Riebeling had set out his findings in a letter dated 19 December 2011 to the Chief Executive Officer.

During a meeting held on site, Mr Gent had shown the Director Works and Services the extra brick packing in the hydrant located at 20 – 21 Merrivale Street (this can be vouched for by the Mayor). However, to the best of Mr Gent's knowledge, the Director Works and Services did not disclose his findings to the surveyor or anyone. The City's ex-Corporate Lawyer had referred to the hydrant as a 'smoking gun'.

Long term neighbours in Merrivale Street had signed a photograph / petition vouching that the road height in 1996 was as shown in the photograph. It has been confirmed by the WA Water Corporation that the height of the hydrant at 20-21 Merrivale Street has never been altered and Mr Gent had supplied the Chief Executive Officer with a Statutory Declaration.

The section of Merrivale Street in 2001 and prior was a level road from east to west, with a centre crown of .5%. It is impossible for survey PEG 1515043 to be legitimate, as it does not marry up with the level of the hydrant prior to the road works carried out in 2002.

He advised that he had only initialled the plans of 2 May 2016 by the Manager Technical Services to verify that it would be these plans that would be given to me to have the details checked by an independent engineer. The plans needed to be signed off by the City of Mandurah before this could happen. This did not happen (ref F19282/WP/TJ).

The people of Mandurah were told the section of Merrivale Street, Wannanup was going to return to the level prior to the 2002 road works, which did not happen – can the City of Mandurah please comply.

LEAVE OF ABSENCE REQUESTS [AGENDA ITEM 8]**G.4/4/18 LEAVE OF ABSENCE: COUNCILLOR LEE – 28 APRIL TO 31 MAY 2018 (INCLUSIVE)**

MOTION: C Knight / Matt Rogers

That leave of absence be granted to Councillor Lee from 28 April to 31 May 2018 (inclusive).

CARRIED UNANIMOUSLY: 12/0

G.5/4/18 LEAVE OF ABSENCE: COUNCILLOR LYNN RODGERS – 12 MAY TO 30 MAY 2018 (INCLUSIVE)

MOTION: C Knight / Matt Rogers

That leave of absence be granted to Councillor Lynn Rodgers from 12 May to 30 May 2018 (inclusive).

CARRIED UNANIMOUSLY: 12/0

PETITIONS [AGENDA ITEM 9]**G.6/4/18 COUNCILLOR TAHLIA JONES: REGULATION OF LOCATION, SIZE AND MANAGEMENT OF SHORT STAY HOLIDAY HOMES IN MANDURAH**

Councillor Tahlia Jones presented a petition containing the signatures of 65 Wannanup residents, requesting that Council consider regulating the location, size and management of short stay holiday homes in Mandurah.

MOTION: Tahlia Jones / P Jackson

That the petition be received and referred to officers for investigation and inclusion in the reporting process.

CARRIED UNANIMOUSLY: 12/0

At this juncture of the meeting, and with the consensus of the meeting, Mayor Williams suggested that the order of the agenda be changed, and Announcements by the Presiding Member be considered next.

G.7/4/18 ANNOUNCEMENTS BY THE PRESIDING MEMBER [AGENDA ITEM 13]

At the invitation of Mayor Williams:

- Councillor Tahlia Jones advised of a community meeting she had organised to discuss the impacts of Airbnb and short stay holiday homes on residents in Wannanup. She thanked the residents that had attended the meeting, and also those that had signed the petition she had presented earlier in this meeting that called for greater controls to protect the community. In light of the petition, a report on this matter would now be presented to Council, and she invited residents to attend that Council meeting in order to put forward their views.

Councillor Tahlia Jones left the Chamber at 5.50 pm returning at 5.51 pm.

- Councillor Peter Rogers reported on his participation at the launch and awards ceremony for the Masterpieces 2K18 Youth Art Competition and Exhibition on 22 April; the Junior Council Elections held on 12 April; and City Centre Waterfront Walkshop of the Eastern and Western Foreshore sites held on 18 April.
- Councillor Darcy commended all involved with the staging of the West Coast Futsal Open, which had been held at the Mandurah Aquatic and Recreation Centre on 2 April 2018.
- Councillor Lynn Rodgers outlined her attendance at the community picnic, which had been undertaken as part of the Mandurah Bridge opening celebrations on 8 April 2018.
- Councillor Wortley congratulated all involved in the Mandurah Portrait and Landscape Prize that had been held at the Mandurah Performing Arts Centre on 21 April 2018.

In addition, Mayor Williams thanked library staff for their organisation of the Intergenerational Easter Event held at Caterpillar Park on 29 March; advised of his attendance at the Port Bouvard Surf Life Saving Club Awards Night on 7 April; commended the Year 3 students from Lakelands Primary School that had taken part in the Civics and Citizenship talk on 11 April; and presented Be Westbrook with the Local Legends Award for April, in recognition of her achievements and contribution to the Mandurah community.

PRESENTATIONS [AGENDA ITEM 10]**G.8/4/18 PRESENTATION: MANDURAH DOLPHIN RESEARCH PROJECT - 2017 ANNUAL REPORT**

At the invitation of Council, Ms Krista Nicholson (PhD Candidate Murdoch University Cetacean Research Unit) and Professor Neil Loneragan gave a visual presentation highlighting the findings of the Mandurah Dolphin Research Project, including:

- The 2016-2017 population assessment;
- Mandurah's dolphin hotspots;
- Mandurah's stranding sites and response procedure; and
- Operation recommendations, which included the instalment of additional fishing line disposal bins, dedicated trailer for stranding response and dedicated space for storage of stranding equipment.

Following the presentation, Elected Members asked questions arising from the information presented, and congratulated the research project team on its work.

Councillor Tahlia Jones left the Chamber at 6.06 pm, returning at 6.07 pm.

G.9/4/18 PRESENTATION: PERTH AND PEEL @ 3.5 MILLION – SOUTH METROPOLITAN PEEL SUB-REGIONAL PLANNING FRAMEWORK

At the invitation of Council, the Manager Planning and Land Services gave a visual presentation on the Perth and Peel 3.5 Million South Metropolitan Peel Sub- Regional Planning Framework, including urban land sites and population forecasts.

DEPUTATIONS [AGENDA ITEM 11]**G.10/4/18 MRS K BUTLER: COMMERCIAL VEHICLE PARKING 16 BREAKER CLOSE, SILVER SANDS**

Mrs Butler spoke in opposition of the Committee of Council recommendation, for reasons that included:

- The boat located at 16 Breaker Close is not used daily or even monthly.
- The truck can be used daily if required, and evidence was available showing the truck's movements to be more regular than once a month.
- The impacts to Mrs Butler's residence would not cease while the truck was continually operated adjacent to her habitable areas, and the ongoing usage at Breaker Close continued to risk the health and safety of those residing in the adjoining property. The only course of action to avoid this was to remove all operations from the Breaker Close driveway.
- The southern side of her adjoining property was the main hub of life, housing bedrooms, a common bathroom, power room and a laundry which were used daily and were impacted by the emissions from the truck and bobcat usage. Usage of the side access area and development of a children's playground in the front yard has been refrained from in light of safety concerns arising from the retaining wall.
- The application for a commercial vehicle parking permit should not be treated in the same manner as a development application, and therefore a new application should be submitted for Council's evaluation with new documentation to reflect this. 16 Breaker Close and 11 Maritime

Road were two separate lots, with two separate titles registered with the Department of Land Administration (Landgate).

CONFIRMATION OF MINUTES [AGENDA ITEM 12]

G.11/4/18 CONFIRMATION OF COUNCIL MINUTES: TUESDAY 27 MARCH 2018

MOTION: F Riebeling / D Lee

That the Minutes of Council Meeting held on Tuesday 27 March 2018 be confirmed.

CARRIED UNANIMOUSLY: 12/0

DECLARATION OF INTERESTS [AGENDA ITEM 14]

Nil.

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 recommendation of the Committee of Council meeting of Tuesday 10 April 2018 with the exception of Items G.13/4/18, G.14/4/18 and G.15/4/18 which were dealt with separately.

G.12/4/18 COMMERCIAL SPONSORSHIP: MERLIN STREET PAVILION (CJ / WM) (REPORT 1) (CC.8/4/18)

The City of Mandurah's "Promotions and Advertising Policy" (POL-CMR 04) is designed to manage the use of the City's sport and recreation facilities for advertising purposes with all applications for external corporate signage and venue naming rights to be referred to Council for consideration.

The Halls Head Football Club is a long term seasonal hirer of the Merlin Street Reserve and Pavilion in Falcon. In 2013, the Club approached the City with a proposal to extend the existing facility and construct a function / social space at their cost. Since the completion of the project, the Club has

attracted a couple of significant corporate sponsors including Hardcourts Mandurah and Elite Air-Conditioning.

This year the Club has used an innovative method to replace the naming rights sponsor for the venue. The club has sold 56 raffle tickets at \$250, totalling \$14,000. Each ticket entitled the business an entry into the draw to become the naming rights sponsor for 12 months.

Hot Klobba were the winners of the raffle and earned the right to become the Club's naming rights partner in 2018.

Whilst the City is supportive of the Club's ability to attract valuable sponsorship dollars, formal approval is required. The City has received the Club's formal application and is now seeking approval from Council. Provisional approval has been granted to the Club in order to service their sponsor from the commencement of the 2018 season (commencing on 7 April).

Council is requested to provide approval for the Halls Head Football Club to enter into a corporate sponsorship arrangement with Hot Klobba for the Merlin Street Pavilion; approve the Club to advertise the reserve and pavilion as "Hot Klobba Stadium" for promotional purposes and note the additional conditions that will associated with this approval.

MOTION: R Wortley / Peter Rogers

That Council:

- 1 Approve the Halls Head Football Club to enter into a corporate sponsorship arrangement with Hot Klobba for the Merlin Street Pavilion.**
- 2 Approve the Halls Head Football Club to advertise the reserve and pavilion as "Hot Klobba Stadium" for promotional purposes.**
- 3 Note the additional conditions that will associated with this approval:**
 - 3.1 Only one (1) external facing sign on the northern side of the pavilion and internal facing signage will be permitted.**
 - 3.2 The Halls Head Football Club will be permitted to advertise the reserve and pavilion as "Hot Klobba Stadium" for Club promotional purposes only. The City will continue to refer to the facility as the Merlin Street Pavilion / Reserve and will book and hire the facilities under this title.**
 - 3.3 The seasonal hirer of the Merlin Street Pavilion will be given priority access to signage space. If a commercial sponsorship or naming rights proposal is received by another regular hirer (i.e. Peel Diamond Sports), the Halls Head Football Club will only be permitted to erect the approved signage for the duration of their sports season (1 April – 1 October each year).**
 - 3.4 The Halls Head Football Club is to inform the City of Mandurah in February each year of any changes to the Sponsorship agreement, including changes to sponsor details and signage.**

CARRIED UNANIMOUSLY: 12/0
(*This item was adopted en bloc*)

**G.13/4/18 MANDURAH FAMILY AND COMMUNITY CENTRE: ANCHOR TENANT LICENCE
(NB / MN / TH) (REPORT 2) (CC.9/4/18)**

The upgrade to Mandurah Family and Community Centre (MFCC) is currently under construction and due to be completed in July 2018. Once complete the MFCC will provide a 'co-location model' for non-profit service providers who provide support, learning and counselling for vulnerable families. This vision was endorsed by Council (who allocated \$480,000 capital), and attracted Lotterywest to commit funding to the project with a grant contribution of \$337,000.

To help achieve the facility's vision and purpose, the MFCC has been divided into three distinct areas:

- NFP Area 1 - space for an 'anchor' tenant large not for profit service provider
- NFP Area 2 - space for one or more smaller not for profit tenants
- Common Area - shared space for community education and training

Following formal advertising and a detailed process of assessments, discussions and planning with several potential tenants, a preferred 'anchor' tenant, Anglicare WA (Anglicare), has been identified. An anchor tenant has the ability to pay full or nearly full commercial rental rates and the capacity to manage the facility. Anglicare meets these and its key strengths identified in the assessment process are:

- Services alignment
- Management capability
- Financial capacity
- Prompt occupancy

Since the commencement of the assessment process, facility development in Mandurah (Peel Youth Medical Service Health Hub) has changed (reduced) demand for an 'anchor' type tenant in Mandurah that aligns with the MFCC purpose. Due to this, officers believe that the 2015 process is still appropriate to assign the anchor tenant. There are a number of potential organisations suitable for NFP Area 2 which will be subject to an expression of interest and assessment process later in the year.

Council is requested to approve a licence to Anglicare to occupy a portion of the MFCC (NFP Area 1). This is for a term of five years with a five year option of renewal (5+5 years), for an annual rent of \$30,060 with annual CPI increases and market rent review at expiry. The licence to commence once the MFCC is complete, guaranteeing that the facility is occupied and activated at the earliest opportunity.

Council is requested to note that a further report will be presented identifying potential tenants for NFP Area 2 of the MFCC.

At the Committee of Council meeting on 10 April, consideration of this item had been deferred to allow officers the opportunity to provide clarification on whether the process undertaken in 2015 regarding the assignment of the anchor tenant was still valid. As such, additional information was contained in the Council agenda.

Councillor Knight moved the recommendation set out in the Committee of Council report, which was seconded by Councillor Peter Rogers. In moving the recommendation, Councillor Knight thanked officers for the additional information provided regarding the process.

MOTION: C Knight / Peter Rogers

That Council:

- 1 Approves a licence to AnglicareWA to occupy a portion (Not For Profit Area 1) of Mandurah Family and Community Centre, located at 331 Pinjarra Road, Mandurah, for a term of five years with a five year option of renewal (5+5 years).**
- 2 Acknowledges Anglicare's annual rent will be \$30,060 + CPI and pay licence preparation fees in accordance with Council approved Schedule of Fees and Charges.**
- 3 Acknowledges a further report will be presented identifying potential tenant(s) and proposed licences for Not For Profit Area 2 portion of Mandurah Family and Community Centre.**

CARRIED UNANIMOUSLY: 12/0

**G.14/4/18 WEARABLE ART MANDURAH STRATEGIC PLAN 2019-2021 (LW / JH)
(REPORT 3) (CC.10/4/18)**

Wearable Art Mandurah is the premier wearable event in Australia and is becoming well known internationally with entries from India, China, Italy, Switzerland, Romania as well as the Eastern States and New Zealand. The event has quickly moved to two shows with the new Sunday afternoon show proving very popular in 2017. Workshops have grown around the shows and the growth in TAFE participation across Western Australia has meant that we have also been able to feature more quality garments on display outside the shows.

Moving forward there is great potential to make this into a week-long Wearable Art Festival in Mandurah attracting more competitors and their families to visit and also providing an opportunity for a wider variety of visitors to visit Mandurah. It is easy to forget that for most international visitors to Western Australia the warm sunny days in June are still a very attractive proposition. The vision for the event is a week-long Festival will allow more people to stay in Mandurah, filling hotel rooms, eating in restaurants and enjoying the wider Peel region as well as experiencing world class wearable art.

Visitors will be able to explore everything the Peel Region has to offer as well as participate in workshops, attend panel discussions, visit exhibitions and take advantage of offers provided by local businesses e.g. Mandurah cruises, Mandjoogoordap Dreaming.

Quality tourism events in Western Australia are growing and Wearable Art Mandurah provides the city with an opportunity to showcase Mandurah to the world. Mandurah needs to grow its tourism product to make the city a more attractive place to visit and in Wearable Art we have a high quality event that will grow into a Festival that will effectively showcase our city

This report provides Council with a Strategic Plan for Wearable Art 2019-2021. The report outlines the progress the City has made establishing Wearable Art Mandurah as the premier Wearable Art experience in Australia and creating a competition that showcases Mandurah to a state, national and international audience. This is in the context of the expansion of wearable art shows across Australia within the growth of the larger fashion and textile industry.

Further assisting the opportunities for Wearable Art Mandurah is the growth of arts tourism and the State Government's new emphasis on tourism as a strategic priority for Western Australia. The report shows three alternative direction for Wearable Art Mandurah:

- Downsize to a community event
- Maintain event at current level

- Grow the event to a national and international level

Mandurah has already seen the value of one signature event Crab Fest and the report recommends that the City continue the development of Wearable Art Mandurah as a second signature event for the City.

Recommendation set out in the report:

That Council:

- 1 Approves the direction set in the Wearable Art Mandurah Strategic Plan 2019-2021 and supports the event for the duration of the plan.
- 2 Recognises the value of arts tourism and the position of Wearable Art Mandurah as a signature event delivered by the City, in partnership with the community.

Subject to the inclusion of the following amendments, Councillor Tahlia Jones moved the Committee recommendation, which was seconded by Councillor Peter Rogers:

- Under clause 2.3, the inclusion of an additional item to read '(e) Identification of sponsorship opportunities'.
- An additional clause to read '7 Requests that the budget allocation remains at the 2017/18 level in the 2018/19 budget'.

During the debate that ensued, the Director People and Communities advised that she would amend the proposed 2018/19 budget to ensure that the monies allocated for the event remained at the same level as contained in the 2017/18 budget, and provided clarification that to date, there had not been an evaluation to measure outcomes of the event.

MOTION: Tahlia Jones / Peter Rogers

That Council:

- 1 **Receives the Officers report and Wearable Art Mandurah Strategic Plan 2019 – 2021.**
- 2 **Defers the item pending:**
 - 2.1 **Council's consideration of the City of Mandurah event strategy.**
 - 2.2 **An independent evaluation of Wearable Art Mandurah 2018 being conducted, specifically relating to the project's social and economic impacts.**
 - 2.3 **A business case being prepared, utilising the findings of the 2018 Wearable Art Mandurah evaluation, to establish :**
 - a. **Social and economic impacts**
 - b. **Budget and financial implications**
 - c. **An evaluation methodology for future events**
 - d. **Include explore options for future delivery models**
 - e. **Identification of sponsorship opportunities.**
- 3 **Requests a workshop be convened with Elected Members and Executive Officers to give guidance to the scope of the evaluation and the requirements of the business case.**
- 4 **Notes our appreciation to staff for their establishment of the event to its current standard.**

5 Requests that the budget allocation remains at the 2017/18 level in the 2018/19 budget.

CARRIED UNANIMOUSLY: 12/0

G.15/4/18 COMMERCIAL VEHICLE PARKING: NO 16 BREAKER CLOSE, SILVER SANDS (KB / AL / BD) (REPORT 4) (CC.11/4/18)

Council is requested to consider a development application for Commercial Vehicle Parking at a residential zoned property at No. 16 Breaker Close, Silver Sands. The lot is zoned 'Residential' under Town Planning Scheme No. 3 and has a total lot area of 1170 square metres, made up of two lots being 16 Breaker Close and 11 Maritime Road, Silver Sands.

As part of the assessment process, the City has consulted with affected landowners and received three submissions with one in support and two objecting. The location of the vehicle is setback 19 metres from Breaker Close front boundary and is proposed to be setback 3.5 metres from the neighbouring boundary to the north.

It is acknowledged there are alternate locations on the site, including the Maritime Road frontage for the storage of the vehicle. This location is considered to be a better location as it is not in close proximity to neighbouring habitable space and are considered to have a lesser impact on surrounding landowners. It is however acknowledged the Maritime Road frontage does additional impacts by virtue of its increased visibility from a connector street given the applicant's preferred location is at the end of a culs-de-sac.

Notwithstanding, it is recommended that approval is granted in the alternative location fronting Maritime Road.

Hon Councillor Riebeling moved the Committee of Council recommendation, which was seconded by Councillor Knight. During the debate, and at the request of Councillor Jackson, the Manager Planning and Land Services provided clarification regarding the number of lots, implications arising from more than one lot being involved, and standards required for the retaining wall.

MOTION: F Riebeling / C Knight

1 That in accordance with Clause 68(2) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015 (Deemed Provisions for Local Planning Schemes)*, that Council grant development approval for proposed Commercial Vehicle parking at 11 Maritime Road, Silver Sands (DA8986) subject to the following conditions:

- (a) The commercial vehicle being restricted to being parked along the Maritime Road frontage of the lot;**
- (b) The commercial vehicle is only permitted to be operated between the hours of 7am and 7pm Monday to Saturday, including the idling and warming up of the engine. The vehicle may not be operated on Sunday or Public Holidays.**
- (c) No major mechanical work or vehicle servicing is permitted on the subject site without the prior written consent from the City of Mandurah.**
- (d) In accordance with Clause 5.17.3 of the City of Mandurah's Town Planning Scheme No. 3, this approval;**
 - (i) is granted to the Simon & Debby Bradley, to whom it is issued**
 - (ii) relates to the 1995 Freightliner Truck (License plate '1ASI214')**

- (iii) is not transferable to any other persons and does not run with the land in respect of which it is granted.

- 2 Council notes, that under the provisions of Clause 5.17.1 of Town Planning Scheme No 3, that should the commercial vehicle be parked in the garage accessed from Breaker Close, development approval is not required.

CARRIED UNANIMOUSLY: 12/0

G.16/4/18 SIGNIFICANT TREE REGISTER: ADOPTION OF NOMINATED TREES (BB / SG) (REPORT 5) (CC.12/4/18)

Council is requested to endorse two nominations onto the Significant Tree Register.

The intent of the register is to protect significant trees throughout the City of Mandurah in accordance with the provisions set in the City's Town Planning Scheme No 3.

It is recommended that Council adopts these nominated trees onto the City's Significant Tree Register.

MOTION: R Wortley / Peter Rogers

That Council:

- 1 **Endorses the following trees for inclusion onto the City of Mandurah's Significant Tree Register:**
 - 1.1 **STR 16/0152, a River Sheoak (*Casuarina equisetifolia*) at 13 Sholl Street, Mandurah.**
 - 1.2 **STR 16/0153, a Tuart (*Eucalyptus gomphocephala*) at Pinehurst Loop, Meadow Springs.**
- 2 **Acknowledges that the River Sheoak (STR16/0152) is located on a significant site, owned in freehold by the City, which may in the future be subject to a development that may impact the Significance Tree. At that time, the sound and economic merits of the development may need to be considered along with the significance of the tree.**

CARRIED UNANIMOUSLY: 12/0
(*This item was adopted en bloc*)

G.17/4/18 DISSOLUTION OF MANDURAH COASTCARE CO-ORDINATING ADVISORY GROUP (BB / BBR) (REPORT 6) (CC.13/4/18)

The Mandurah Coastcare Coordinating Advisory Group (MCCAG) was formed in 1996 with the intention to advise Council on general coastal management issues. However, the need for a formal advisory group to Council has been very minimal in recent years as depicted by a lack of items relevant for referral to MCCAG by officers.

Conversely, there is a growing need to provide a less formal forum to better support the City's wider environmental volunteer base. Such a forum would be more inclusive of the City's environmental volunteers and cater for those volunteer groups and individuals that don't sit on a formal environmental advisory group. With a less structured process this forum would also become a more appealing way for environmental volunteers to engage with the City and, more importantly, each other.

Currently, there are two advisory groups relating to environmental issues: Mandurah Coastcare Coordinating Advisory Group and Mandurah Environmental Advisory Group (MEAG). Officers are recommending that one formal advisory group to Council for environmental matters is sufficient. Also that a less formal and more inclusive forum would better serve the City to engage and support more positively and constructively with environmental volunteers.

MOTION: R Wortley / Peter Rogers

That Council:

- 1 Support the dissolution of the Mandurah Coastcare Coordinating Advisory Group (MCCAG).**
- 2 Support and facilitate bi-monthly Volunteer Capacity Building Forums.**
- 3 Renew coastal management plans to guide volunteer action through Mandurah CoastCare groups**

CARRIED UNANIMOUSLY: 12/0
(*This item was adopted en bloc*)

G.18/4/18 MANDURAH TRAFFIC BRIDGE: PROPOSED BOARDWALK, STAIRWAY AND REVETMENT WORKS (AC) (REPORT 7) (CC.14/4/18)

The City has recently been involved in the procurement and delivery of the Mandurah Bridge. To ensure a successful project could be delivered within the project budget, a number of bridge enhancement options were deleted from the original project.

As the bridge project is nearing completion, there is an opportunity to revisit a key option and implement the works. This option is to link the waterside boardwalk directly to the bridge via a stairway. At present, pedestrians have to access the city centre via Mandurah Terrace.

Funding for this additional work may be available from the interest earned on the project funding.

Council is requested to approve the proposed pedestrian stairway connection to the Mandurah Bridge and ancillary works associated with the shoreline revetment works, noting that the use of available funds is subject to formal approval from the Department of Primary Industries and Regional Development (DPRD) and Peel Development Commission (PDC).

MOTION: R Wortley / Peter Rogers

That Council:

- 1 Subject to the necessary approvals from the Peel Development Commission and Department of Primary Industries and Regional Development, approves unbudgeted expenditure* of up to \$254,190 for the purpose of constructing a boardwalk extension stairway linking the boardwalk to the bridge pedestrian pathway, and for revetment works to protect the infrastructure from water based erosion, subject to the funding condition below.**
- 2 Approves the allocation of \$254,190 for the Mandurah Bridge project from the Western Australian Treasury Corporation deposit account, noting that the formal approval of the Peel Development Commission is required in order to release these funds.**

CARRIED WITH ABSOLUTE MAJORITY: 12/0
(*This item was adopted en bloc*)

G.19/4/18 ROAD PROJECTS FUNDING: PROPOSED REALLOCATION OF FUNDS (TB / AC) (REPORT 8) (CC.15/4/18)

The City's Operations Services, Cityworks team has requested a reallocation of road funding to ensure continuity of works for its nine man road crew through to 30 June 2018.

To ensure continuity of work the following proposals have been considered:

1. Reallocate funding from Smokebush Retreat (\$165,000)
2. Reallocate road reseal program savings (\$185,000)

Smokebush Retreat roadworks are the subject of a Deed of Variation with the landowner which required roadworks to be completed by 30 June 2018. Discussions with the landowner have resulted in this timeframe not being able to be met thus necessitating an amendment to the Deed of Agreement. This amendment will be reported as a separate issue at a future Council meeting.

Council is requested to approve the reallocation of current Smokebush Retreat funds to ensure continuity of work and to endorse the proposal to accelerate the staged roadworks planned for Glencoe Parade.

MOTION: R Wortley / Peter Rogers

That Council:

- 1 **Endorse the proposal to reconstruct Glencoe Parade in 2017/2018 utilising reallocated funds in conjunction with the approved 2017/2018 funding allocation.**
- 2 **Approve the reallocation of the Smokebush Retreat project funds of \$165,000 to Glencoe Parade in the 2017/2018 budget.**
- 3 **Approve the 2017/2018 resealing programme savings of \$185,000 being reallocated to Glencoe Parade in the 2017/2018 budget.**
- 4 **Re-budget Smokebush Retreat road extension in the 2018/2019 budget of works.**

CARRIED WITH ABSOLUTE MAJORITY: 12/0

(This item was adopted en bloc)

G.20/4/18 CONFIDENTIAL ITEM: RENT ARREARS (CC.16/4/18)

MOTION: R Wortley / Peter Rogers

- 1 **Council approves Littlede Pty Ltd remaining in a holding over until 31 October 2018, with all the current terms and conditions of the lease to remain in place.**
- 2 **Council approves a breach of lease for non-payment of rent and outgoings be issued to Littlede Pty Ltd with the breach to be rectified by 31 October 2018.**
- 3 **Subject to rectification of the breach by 31 October 2018, Council approves the two year renewal option available under the current lease.**
- 4 **Council approves the termination of the lease with Littlede Pty Ltd, if the breach of lease is not rectified on or before 31 October 2018.**
- 5 **All costs associated with the preparation of documentation is to be borne by the lessee.**

6 Council keeps this report and clause 1 confidential, with clauses 2,3,4,5, and 6 being made public.

CARRIED UNANIMOUSLY: 12/0
(*This item was adopted en bloc*)

NOTE: Council adopted en bloc (moved by Councillor Wortley and seconded by Councillor Peter Rogers), the recommendations of the Strategy Committee meeting of Tuesday 17 April 2018 with the exception of Confidential Item G.31/4/18, which was dealt with separately behind closed doors.

G.21/4/18 STRATEGY COMMITTEE PRIORITIES (MN / GD / DP) (REPORT 1) (S.4/4/18)

At the Strategy Committee Meeting held in November 2017, a list of priorities had been identified in order to form the framework for this Committee going forward.

MOTION: R Wortley / Peter Rogers

That Council endorse the Strategy Committee Priorities as identified in the report.

CARRIED UNANIMOUSLY: 12/0
(*This item was adopted en bloc*)

G.22/4/18 ENVIRONMENTAL PLANNING STRATEGY – CLEARING PERMITS AND OFFSETS AND PROPOSED POLICY – CLEARING OF NATIVE VEGETATION (BB/EJ) (REPORT 2) (S.5/4/18)

Council is requested to consider its approach to the management of clearing native vegetation with regard to obtaining clearing approvals and the preparation and delivery of environmental offsets.

With the requirement for the City to be undertaking bushfire risk mitigation works and a commitment to future infrastructure projects, there is a likelihood that additional clearing permits and environmental offsets will be required.

MOTION: R Wortley / Peter Rogers

That Council:

- 1 Supports the adoption of the Environmental Planning Strategy – Clearing Permits and Environmental Offsets.**
- 2 Supports the adoption of the associated Policy - Clearing of Native Vegetation.**

CARRIED UNANIMOUSLY: 12/0
(*This item was adopted en bloc*)

G.23/4/18 DISTRICT COOLING FEASIBILITY STUDY (BB/KW) (REPORT 3) (S.6/4/18)

Council is faced with need to replace the HVAC (heating, ventilation and air-conditioning) systems in several large buildings (Administration, Cinema & MPAC) due to their age and the national

phasing out of the R22 refrigerant in 2020. Initial studies have assessed the capital works required for a like-for-like replacement to be \$3.5 to 5 million.

Due to the close proximity of these buildings to each other as well as three more large buildings in the same vicinity (Seniors Centre, Works & Services & Civic Building) that will also require HVAC replacement in the medium term (5-10 years), the City is faced with a unique opportunity where a district cooling system may be feasible.

MOTION: R Wortley / Peter Rogers

That Council endorse the inclusion of \$125,000 in the 2018/19 draft budget for the purpose of conducting a feasibility study and associated business case for a centralised heating and cooling system to services buildings in the Civic and Cultural Precinct.

CARRIED UNANIMOUSLY: 12/0
(*This item was adopted en bloc*)

**G.24/4/18 UPDATE ON IMPLEMENTATION OF DIGITAL STRATEGY (SC/SH/CG)
(REPORT 4) (S.7/4/18)**

In 2016 the City developed a Digital Strategy to ensure the City delivered high quality e-services and improvements in productivity by leveraging the use of technology and maximising the opportunities provided by the digital economy. The strategy was accepted by the Council in September 2016 for ongoing implementation.

A range of initiatives are progressively being implemented across the organisation which are delivering both improved service outcomes and also efficiency of the City's operations. This report provides an update on the implementation of the City of Mandurah Digital Strategy 2016 – 2020. Council is requested to note the progress being made in the implementation of the City's Digital Strategy.

MOTION: R Wortley / Peter Rogers

That Council notes the progress being made in implementing the City's Digital Strategy.

CARRIED UNANIMOUSLY: 12/0
(*This item was adopted en bloc*)

**G.25/4/18 INFRASTRUCTURE ASSET MANAGEMENT STRATEGY AND PLANS:
ADOPTION OF ASSET MANAGEMENT STRATEGY AND UPDATED PLANS
(PL/AC/DP) (REPORT 5) (S.8/4/18)**

The City manages assets which have a current gross replacement value of approximately \$1.13 billion. These assets, such as roads, bridges, parks and reserves, drainage and buildings, not only provide the foundation on which the community can build and grow but also are an essential element in achieving the objectives of environmental protection, the growth of commerce and employment, and making Mandurah a good place to live and work. It follows, therefore, that the maintenance of assets in the best possible condition at a cost accepted by the community, and the provision of new assets at levels accepted by the community, represent a priority for local governments.

Since the adoption of an asset management policy in 2009, significant progress has been made in the City's management of infrastructure assets through the development of operational, financial and

data management business processes. An Asset Management Strategy (AMS) had been developed as a high level summary of current assets.

Recommendation set out in the report

That Council

1. *Endorses the Asset Management Strategy as a working document to guide to current asset performance and future actions required.*
2. *Notes the further work required to develop better asset management and improvements in financial management.*

MOTION: R Wortley / Peter Rogers

That consideration of this item be deferred to the next meeting of the Strategy Committee being held on 15 May 2018.

CARRIED UNANIMOUSLY: 12/0
(This item was adopted en bloc)

G.26/4/18 MANDURAH PROPERTY STRATEGY AND ASSOCIATED POLICY ADOPTION FOR APPROVAL (TF) (REPORT 6) (S.9/4/18)

Council is requested to consider the adoption of the City of Mandurah Property Strategy as the guiding document for the use, development and/or disposal of the City's freehold land. Council is also requested to adopt a Land Assets policy which includes the creation of five categories under which the City's freehold land is to be classified, being:

1. City Growth
2. Investment Property
3. Social and Community Facilities
4. Public Open Space
5. Bushland

Council is also requested to place the key City land parcels into the appropriate category and to endorse the actions associated with the Property Strategy for 2017-2027.

The Strategy will be the document which will guide the City's considerations with respect to the use of its freehold land with proposed actions over the next five years outlined in the proposed action plan.

The Director Sustainable Development provided a visual presentation on this item and answered questions from committee members.

MOTION: R Wortley / Peter Rogers

That Council:

- 1 **Adopts the City of Mandurah Property Strategy as the guiding document for the use, development, sale and transfer of the City's freehold land and key State Government landholdings in Mandurah.**
- 2 **Adopts the Land Assets Policy as a Council policy.**

- 3 Agrees with the classification of the City's freehold land into one of the following categories:
 - Property used for City Growth purposes;
 - Property used for Investment Property purposes;
 - Property used for Social and Community Facilities purposes;
 - Property used for Public Open Space purposes; and
 - Property used for Bushland purposes.
- 4 Endorses that the actions associated with the Property Strategy for 2017-2022 as outlined in Attachment 1.
- 5 Agrees that each of the identified City freehold land parcels be classified into the five categories, as shown in *Attachment 3*.

CARRIED UNANIMOUSLY: 12/0
 (This item was adopted en bloc)

G.27/4/18 CONFIDENTIAL ITEM PROPERTY STRATEGY – FUTURE LAND PURCHASES (TF) (REPORT 1) (S.10/4/18)

This item was withdrawn by Council for discussion and considered behind closed doors in accordance with the Local Government Act. Please refer to Minute G.31/4/18 below for further details.

REPORTS [AGENDA ITEM 18]

G.28/4/18 FINANCIAL REPORT: MARCH 2018 (DP / GM) (REPORT 1)

MOTION: F Riebeling / Shane Jones

That Council:

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

| | |
|----------------------|-------------------------|
| Total Municipal Fund | \$ 10,633,335.45 |
| Total Trust Fund | <u>\$ 13,342.30</u> |
| | <u>\$ 10,646,677.75</u> |
- 3 Approves unbudgeted expenditure* of up to \$62,000 for Peel Parade Ablution refurbishment noting that funding is available from the following underspent projects:

| | |
|-----------------------------------------|-----------|
| Madora Bay North Ablution refurbishment | \$ 32,000 |
| Silver Sands Ablution refurbishment | \$ 30,000 |
4. Approves unbudgeted expenditure* of \$4,893 for Shade Sails – Various Playgrounds with funding to be provided from the following projects:
 - Lord Hobart Drive POS Shade \$4,893

CARRIED WITH ABSOLUTE MAJORITY: 12/0

**G.29/4/18 IMPROVING CITIZEN ENGAGEMENT AND EXPERIENCE CONFERENCE
26 - 27 JUNE 2018 (MN) (REPORT 2)**

Council is asked to consider the attendance of Elected Members at the Improving Citizen Engagement and Experience Conference to be held in Melbourne 26-27 June 2018.

Mayor Williams called for nominations from Councillors interested in joining him in attending the Improving Citizen Engagement and Experience Conference. One nomination was received, that being from Councillor Lee.

MOTION: Lynn Rodgers / Tahlia Jones

That Council approves the attendance of Mayor Rhys Williams and Councillor Darren Lee at the Improving Citizen Engagement and Experience Conference to be held in Melbourne 26 - 27 June 2018.

CARRIED UNANIMOUSLY: 12/0

MOTIONS OF WHICH NOTICE HAS BEEN GIVEN [AGENDA ITEM 20]**G.30/4/18 COUNCILLOR TAHLIA JONES: EMBRACE YOUR SPACE PROGRAM**

Councillor Tahlia Jones moved the Notice of Motion regarding the Embrace Your Space Program contained in the agenda, which was seconded by Councillor Knight.

During the debate that ensued, Elected Members congratulated Councillor Tahlia Jones on her initiative.

MOTION: Tahlia Jones / C Knight

That the City of Mandurah considers an *Embrace Your Space Program* to enable the community to adopt a space in Mandurah. The *Embrace Your Space Program* will encourage community members to adopt their favourite open space including their local park, bush, beach or road reserve to achieve cleaner, greener parks and increase community pride.

CARRIED UNANIMOUSLY: 12/0

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

Nil.

LATE AND URGENT BUSINESS ITEMS [AGENDA ITEM 22]

Nil.

CONFIDENTIAL ITEMS [AGENDA ITEM 23]

RESOLVED: D Lee / Shane Jones

That the meeting proceeds with closed doors at 7.07 pm in accordance with Section 5.23(2)(e) of the Local Government Act 1995, allow for the confidential discussion of an item containing commercially sensitive information.

CARRIED UNANIMOUSLY: 12/0

Members of the media, non-senior employees and persons in the gallery left the meeting at this point. The Manager Planning and Land Services and Coordinator Elected Member Services remained with Senior Officers.

THE MEETING PROCEEDED WITH CLOSED DOORS AT 7.07 PM

G.31/4/18 CONFIDENTIAL ITEM: PROPERTY STRATEGY – FUTURE LAND PURCHASES (TF) (REPORT 1) (S.10/4/18)

Confidential discussion ensued regarding this issue.

MOTION: C Knight / Lynn Rodgers

That Council:

- 1 Acknowledges that the Environmental Significant Land Acquisitions will be funded from the Bushland and Environment Protection Reserve.**
- 2 Agrees that the Bushland and Environment Protection Reserve will be capped at \$3.0 million.**
- 3 Resolves that the City annually transfer \$500,000 to the Bushland and Environmental Protection Reserve or \$250,000 to the Sustainability Reserve.**
- 4 Acknowledges that City Centre landholdings have the potential to become important into the future if Council is to secure significant State Government funds to assist in the regeneration of the City Centre.**
- 5 Notes the transfer of \$3.0 million to the City Centre Land Acquisition Reserve from the Property Acquisition Reserve as part of the 2018/19 budget.**
- 6 Notes the purposes of the following reserves will be included in the 2018/19 draft budget:**
 - a. *Bushland & Environmental Protection Reserve*
For the purchase and protection of bushland and environmentally sensitive sites within the City.**
 - b. *City Centre Land Acquisition Reserve*
For future property purchases within the City Centre area.**
 - c. *Property Acquisition Reserve*
For future property purchases within the City and including the City Centre area.**

- 7 Agrees that the funds within the City Centre Land Acquisition Reserve Fund be capped at \$3.0 million.**
- 8 Endorses the approach that the City waits for the land being advertised publicly for sale or when the landowner contacts the City expressing an interest in selling the land.**
- 9 Authorises the Chief Executive Officer to initiate discussions with the owners of the properties identified as a priority for purchase by Council, subject to these properties being for public sales or the landowner having contacted the City, noting that the decision to proceed with the purchase resolution of Council, detailing the terms and conditions of the purchase.**
- 10 Acknowledges that the report will remain confidential as will Clauses 1 and 9, with the remaining Clauses being made public.**

CARRIED UNANIMOUSLY: 12/0

MOTION: Shane Jones / R Wortley

That the meeting proceeds with open doors.

CARRIED UNANIMOUSLY: 12/0

THE MEETING PROCEEDED WITH OPEN DOORS AT 7.15 PM

MOTION: Shane Jones / Matt Rogers

That Council endorses the resolutions taken with closed doors.

CARRIED UNANIMOUSLY: 12/0

CLOSE OF MEETING [AGENDA ITEM 24]

There being no further business, the Mayor declared the meeting closed at 7.15 pm.

CONFIRMED (MAYOR)



MINUTES OF SPECIAL COUNCIL MEETING

HELD ON

Tuesday 15 May 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 | S JONES | EAST WARD |
| HON COUNCILLOR | F RIEBELING | COASTAL WARD |
| COUNCILLOR | T JONES | 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 | EXECUTIVE MANAGER FINANCE & GOVERNANCE |
| MRS | L GREENE | COORDINATOR ELECTED MEMBER SUPPORT |

OPENING OF MEETING [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 respect to their Elders past and present.

APOLOGIES [AGENDA ITEM 2]

Councillor Lynn Rodgers (on Leave of Absence) and Councillor Schumacher.

DISCLAIMER [AGENDA ITEM 4]

The Mayor advised that the purpose of this Special 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.

PUBLIC QUESTION TIME [AGENDA ITEM 5]

Nil.

DEPUTATIONS [AGENDA ITEM 6]

Nil.

DECLARATION OF INTERESTS [AGENDA ITEM 7]

Nil.

REPORTS [AGENDA ITEM 8]

SP.1/5/18 ADOPTION OF 2018/19 RATES FOR ADVERTISING (DP / PB) (REPORT 1)

The City has prepared its draft budget for 2018/19. The budget has been framed to take into account the following priorities:

Economic development and jobs growth

Although the principal impetus for economic and jobs growth will come from Federal and State policies, and a more universal growth in the global economy, the City has role to play both in advocating to governments, and providing a framework which can make it attractive for businesses to come to Mandurah and also help existing businesses take advantage of such things as increased visitor activity. To this end, a focus is being placed on stimulating the Centre business development and activity, and the preparation of an economic and jobs growth plan which includes the identification of specific projects which assist in the achievement of these objectives.

Management and protection of the environment

The City has a consistent record of investing in the management and protection of its environment. In addition to its existing activities, a focus is also being placed on investigating, and, if feasible, investing in, technologies which provide the City with long-term solutions to its needs in a way which avoids, or significantly mitigates, damage to the environment.

Investment in technology

Underpinning the City's actions in the economic and environmental sectors is the recognition of the role of technology. This is particularly relevant in the area of information technology where the rapid advance of developments provide significant opportunities for the City to investigate and implement solutions which address a range of issues including community engagement, environmental management and organisational effectiveness.

The City is required to advertise its proposed rates in the dollar and minimum rates, together with its objects and reasons for the rates, for the forthcoming year, and request public submissions. Following briefings to Elected Members, Council is requested to approve for advertising the rates outlined in this report, noting the proposed increase of 2% for the year.

RESOLVED: Tahlia Jones / F Riebeling

That Council approves the following rates in the dollar and minimum rates, equivalent to a 2% increase, and Objects and Reasons for 2018/19 for the purpose of advertising for public submissions:

Introduction

This statement is provided:

- to inform electors and ratepayers of the City of the objects and reasons for the differential rates being proposed for the 2018/19 financial year;
- to invite submissions from ratepayers on the proposed differential rates and minimum payments;
- in accordance with the *Local Government Act 1995 Section 6.36*.

Submissions must be in writing and ratepayers wishing to do so are invited to lodge their comments by no later than close of business 5.00 pm on Wednesday 20 June 2018.

Written submissions can be:

- Made on www.haveyoursaymandurah.com.au
- Mailed to the Chief Executive Officer, City of Mandurah, PO Box 210, Mandurah WA 6210.
- Lodged in person at the City's Administration Centre, 3 Peel Street, Mandurah.

Please note that all submissions are provided to Council as public documents and will be disclosed in a Council report.

In order to help with the understanding of how the City manages its rates, this document provides an overview of the rating system in Western Australia as well as explaining the reasons as to why the City sets particular rates.

An overview of rating

Legislation

Please note that all references are to the Local Government Act 1995.

Basis of Rates (S. 6.28)

The key element of rating is the establishment of land values. To achieve this, the Minister for Local Government must determine whether the predominant use of land is for rural or non-rural purposes. The categories of land values are:

- Use for rural purposes - valuation is on the basis of the unimproved value (UV) of the land.
- Use for non-rural purposes – the gross rental value (GRV) of the land.

The Minister has previously determined that land use in the City of Mandurah is predominantly for non-rural purposes and all properties are valued on a GRV basis¹.

Rates and Service Charges (S. 6.32)

When it adopts its budget the City must seek funding by imposing a general rate on all properties. This is expressed as a rate in the dollar (RID) which, when multiplied by the GRV's for properties determines the amount of money raised. This RID can be applied:

- Uniformly, through the application of a single rate in the dollar for all types of property.
- Differentially, by applying different rates to certain types of property.

Differential General Rates (S. 6.33)

Differential rates can be imposed on land which has one, or a combination of, the following characteristics:

- The purpose for which a land is zoned (e.g. residential, commercial).
- A purpose for which land is held or used as determined by the local government.
- Whether or not the land is vacant land.

A local government cannot impose a differential rate which is more than twice the lowest rate without the approval of the Minister for Local Government.

Minimum Payment (S. 6.35)

A local government can impose a minimum rate. If, for an individual property, the GRV multiplied by the rate in the dollar is less than the minimum rate, the minimum rate is payable.

¹ The Gross Rental Value of a property is the amount of annual rental which the Valuer General determines the property would earn if it were offered on an open rental market.

A local government cannot impose a minimum rate on more than 50% of properties in each category. The exception to this is vacant land where, with Ministerial permission, this can be exceeded.

Giving notice of rates to be imposed (S. 6.36)

Before a local government can impose differential rates for the year it must firstly advertise:

- Details of each RID and minimum payment to be imposed.
- An invitation for a submission to be made by an elector or ratepayer in respect of this and any related matters within 21 days.
- Where and how this document may be viewed.

All submissions received must be considered by Council prior to the rates being imposed.

Objects and reasons for the City's 2018/19 proposed differential rates

The City proposes to impose differential general rates to all gross rental values in its district according to one or a combination of:

- The purpose for which land is zoned.
- Whether or not the land is vacant land.

The following rate categories have been assigned to properties:

| Improved land | Vacant land |
|-------------------------------------------|------------------------------------------------------------|
| Residential improved Business improved | Residential vacant Business vacant Urban development |

The City also imposes a minimum payment to recognise that properties must contribute a minimum amount for the provision of services and infrastructure which benefit all the community.

Increase in rates for 2018/19

The City proposes to levy a 2% increase in the Rate in the Dollar for all categories.

Rates by Category

Residential Improved Land – rate in the dollar \$0.0825

This rate is regarded as the base rate as it represents the most number of properties in the City. This rate aims to ensure that the proportion of rates raised from this category is between 70% and 75% of total rates.

Residential Vacant - rate in the dollar \$ 0.1438

This rate is set at a higher level as the City wishes to promote the development of all properties to their full potential. This will act to stimulate economic growth and development in the community.

Business Improved - rate in the dollar \$ 0.0879

This rate is set at a higher level to recognise that certain expenditures in the budget are specifically directed towards the economic development of the City. Examples of this are:

- The Economic Development function which is largely directed towards the encouragement of business to locate in the City and to support business organisations.
- The promotion of tourism.
- Costs related to the general improvement of to the road streetscapes of the entry roads to Mandurah, including landscaping, tree plantings and the provision of pedestrian and cycle paths.

Business Vacant - rate in the dollar \$ 0.1438

This rate is set at a higher level as the City wishes to promote the development of all properties to their full potential. This will act to stimulate economic growth and development in the community.

Urban Development - rate in the dollar \$ 0.1039

This rate relates to land held for future development. As with other vacant land rates, this rate is set at a higher level as the City wishes to promote the development of all properties to their full potential.

Minimum rates

The minimum rates for 2018/19 are set at:

- | | |
|------------------------|------------|
| • Residential improved | \$1,081.00 |
| • Residential vacant | \$ 895.00 |
| • Business improved | \$1,081.00 |
| • Business vacant | \$1,081.00 |
| • Urban Development | \$1,081.00 |

Mark R Newman
Chief Executive Officer

CARRIED UNANIMOUSLY: 11/0

CLOSE OF MEETING [AGENDA ITEM 9]

There being no further business the Mayor declared the meeting closed at 5.35 pm.

CONFIRMED (MAYOR)



MINUTES OF
COMMITTEE OF COUNCIL MEETING
HELD ON
Tuesday 8 May 2018
AT 5.30 PM
IN COUNCIL CHAMBERS - 83 MANDURAH TERRACE
MANDURAH

PRESENT:

| | | |
|------------|-----------------------------|--------------|
| COUNCILLOR | D LEE [CHAIRMAN] | EAST WARD |
| MAYOR | R WILLIAMS | |
| COUNCILLOR | R WORTLEY | NORTH WARD |
| COUNCILLOR | P JACKSON | NORTH WARD |
| COUNCILLOR | L RODGERS | EAST WARD |
| COUNCILLOR | T JONES | COASTAL WARD |
| COUNCILLOR | M DARCY | COASTAL WARD |
| COUNCILLOR | D SCHUMACHER [FROM 5.35 PM] | TOWN 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 | 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 Chairman declared the meeting open at 5.33 pm.

APOLOGIES / LEAVE OF ABSENCE [AGENDA ITEM 2]

Hon Councillor Riebeling and Councillors Shane Jones and Knight.

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]

Nil.

PUBLIC QUESTION TIME [AGENDA ITEM 5]

Nil.

Councillor Schumacher entered the Chamber at 5.35 pm.

PRESENTATIONS AND ANNOUNCEMENTS BY CHAIRMAN [AGENDA ITEM 6]

**CC.1/5/18 PRESENTATION: MANDURAH AND PEEL TOURISM ORGANISATION
(MAPTO)**

At the invitation of Council, the Chief Executive Officer of Mandurah and Peel Tourism Organisation (MAPTO) gave a visual presentation highlighting MAPTO's achievements to date and key future activities, following which Elected Members asked questions arising from the information presented.

The Committee congratulated Ms Priest and her team for the progress made by MAPTO, and placed on record its appreciation for the significant and invaluable work being undertaken to highlight the region as a destination for visitors.

DEPUTATIONS [AGENDA ITEM 7]

Nil.

CONFIRMATION OF MINUTES [AGENDA ITEM 8]

CC.2/5/18 CONFIRMATION OF MINUTES

RESOLVED: Tahlia Jones / Peter Rogers

That the Minutes of the Committee of Council meeting of Tuesday 10 April 2018 be confirmed.

CARRIED UNANIMOUSLY: 10/0

DECLARATION OF INTERESTS [AGENDA ITEM 9]

Nil.

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.3/5/18 FALCON RESERVE ACTIVATION PLAN (CJ / JD) (REPORT 1)

The City is currently undertaking planning for Falcon Reserve that considers the provision of appropriate facilities for female sports participation, the provision of netball facilities for the Peel Netball and Football League and a timely upgrade to the Falcon Skate and BMX Park. As a result, the City has taken the opportunity to review the Reserve in its entirety with the intent to revitalise and activate the site.

Due to the size, location and function of Falcon Reserve and the number of buildings and structures already in situ, planning to activate the site is largely focused around creating linkages between current infrastructure, the provision of additional passive recreation opportunities such as playgrounds and shelters, improving traffic management in and around the facilities and implementing strategies that may increase a sense of security in and around the reserve.

The City has carried out some preliminary consultation with resident sports clubs of Falcon Reserve and the regular hirers of the Falcon Pavilion and received positive feedback on the objectives of the plan to date.

Council is requested to note the draft Falcon Reserve Activation Plan and endorse the City to engage the community including residents, youth and local businesses to seek their comments and feedback.

Subject to the inclusion of the following additional clause, Councillor Tahlia Jones moved the recommendation set out in the report, which was seconded by Councillor Darcy:

3 As part of the consultation process, a workshop be held regarding the design of the skate park.

During the debate that ensued, and at the request of Mayor Williams, the Manager Recreation Centres and Services provided clarification regarding the extent of community consultation to be undertaken. In response to Councillor Schumacher's question as to whether steps were being taken to address the potential problem of littering, the Manager Recreation Centers and Services responded that this had not been considered specifically as part of this project, but was a community issue that needed to be addressed holistically.

RESOLVED TO RECOMMEND: Tahlia Jones / M Darcy

That:

- 1 Council notes the Draft Falcon Reserve Activation Plan.**
- 2 Council endorses the City to progress to the next stage of community consultation in line with the City's Community Engagement Strategy to seek comments and feedback on the draft Falcon Reserve Activation Plan.**
- 3 As part of the consultation process, a workshop be held regarding the design of the skate park.**

CARRIED UNANIMOUSLY: 10/0

**CC.4/5/18 PROGRAM UPDATE: SPORT & RECREATION EVENT SUPPORT PROGRAM
(CJ / DC) (REPORT 2)**

In late 2014, the Mandurah and Peel Tourism Organisation (MAPTO) engaged Sports Marketing Australia (SMA) to carry out an assessment of the City's sport and recreation facilities.

Subsequently, the City of Mandurah entered into a partnership with Sports Marketing Australia with the aim of using the City's sports facilities to increase our economic return through sports tourism. On the back of the SMA partnership and an increased focus being easy to do business with, the City has been successful in attracting a number of new events to Mandurah over the last 3 years. This program coincides with the City's long running Community Event Support Grants that provide funding to local sport and recreation club and associations to deliver one off and annual events within Mandurah. Currently there is a combined budget of \$130,000 annually with \$100,000 for the securing of SMA hosted events and \$30,000 in support of local community initiated sporting events.

Under the existing program guidelines, local clubs and state sporting associations only have access to the \$30,000 budget allocation and are ineligible to access funds greater than \$3,000 if the event is not hosted through the SMA partnership arrangement. Following a desktop review of the program and in line with the City's efforts to empower and build capabilities within the community, City officers are recommending that all eligible agencies, not just Sports Marketing Australia, to have

open access to a combined program budget based on the value of the sport and recreation event presented for assessment. Officers are also recommending that the council limit for the Manager Recreation Centres and Services for individual events be increased from \$10,000 to \$20,000 to help stream line the approval process.

Council is requested to acknowledge the outcomes of the City's Sport and Recreation Event Support Grants program over the last three years and approve the proposed changes to the funding and assessment criteria for the program and the approval limit for the Manager Recreation Centres and Services for individual event proposals.

RESOLVED TO RECOMMEND: R Wortley / R Williams

That Council:

- 1 Acknowledges the outcomes of the City's Sport and Recreation Event Support Grants program over the last three years and the positive impact it is having on tourism and the increased number of sporting events being hosted in Mandurah.**
- 2 Approves the proposed changes to the funding and assessment criteria for the City's Sport and Recreation Event Support Grants program enabling all eligible agencies, not just Sports Marketing Australia, to access the program budget for the delivery of sport and recreation events; and**
- 3 Approves changes to the approval limit for the Manager Recreation Centres and Services for individual event proposals from \$10,000 to \$20,000.**

CARRIED UNANIMOUSLY: 10/0

**CC.5/5/18 MANDURAH BRIDGE: USE OF FEATURE LIGHTING POLICY (LW)
(REPORT 3)**

The Mandurah Bridge was officially opened on the 8 April 2018 with the bridge lighting also officially turned on. The lights add a great dimension to Mandurah with the possibilities for the bridge to be lit every night in a variety of different colours and presentation forms.

This report recommends that the Mandurah Bridge – Use of Feature Lighting Policy be accepted with the aim for the bridge to be lit every night with the following objectives:

- 1 Enhance the City's visual appearance and sense of vitality through the lighting of the Mandurah Bridge
- 2 Utilise the lighting to assist approved charitable and non-profit organisations in raising awareness of significant events or appeals
- 3 Utilise the lighting for significant City of Mandurah events.

RESOLVED TO RECOMMEND: Lynn Rodgers / Tahlia Jones

That Council adopts the Mandurah Bridge Use of Feature Lights Policy

CARRIED UNANIMOUSLY: 10/0

**CC.6/5/18 2020 AUSTRALIAN ASSOCIATION OF ENVIRONMENTAL EDUCATION
CONFERENCE BID (BBR / BB) (REPORT 4)**

The Australian Association of Environmental Education (AAEE) is Australia's peak body for environmental educators. The association advocates for environmental education and contributes to skills development to ensure environmental educators across the country and internationally stay at the forefront of their field. It also provides a professional network of cross-sector environmental education professionals across all states and territories.

As part of this work, AAEE has been delivering a national biennial conference dedicated to environmental education since 1998. These conferences typically run over three days, with a fourth day being dedicated to an additional Research Symposium. On average, these conferences attract 250 environmental education professionals from across Australia, New Zealand and overseas. The next conference will be held in October 2018 in Gold Coast, Queensland.

The AAEE Biennial Conference was last held in Western Australia in 2006, when it was hosted by Bunbury. This conference successfully attracted 287 delegates, including over 150 speakers. It is proposed that the City of Mandurah partner with the WA Chapter of the Australian Association for Environmental Education and bid to host and co-organise the 2020 conference. A Mandurah conference will provide an opportunity to highlight local environmental education initiatives and advance the development of environmental education state-wide. It will also provide opportunities for local environmental education practitioners, including the City's environmental volunteers and community groups, to build capacity and develop professional relationships with other environmental educators. This in turn breaks down barriers to the replication of the relevant, proven environmental programs that are showcased at these conferences and enhances knowledge sharing amongst practitioners.

A \$50,000 financial contribution, to be provided in the 2019/20 financial year, is requested from the City of Mandurah, plus in-kind support in the form of staff time to assist in organising the conference. Additional funding will be requested from local environmental organisations and universities, including Murdoch University. Peel Harvey Catchment Council has also indicated an interest in sponsoring this event.

RESOLVED TO RECOMMEND: R Wortley / Tahlia Jones

That:

- 1 Council agrees to submit a joint-bid with the WA Chapter of the Australian Association of Environmental Education to attract a national environmental education conference to Mandurah in 2020.**
- 2 The City of Mandurah provides a total sponsorship of \$50,000 in 2019/20 for a 2020 Australian Association of Environmental Education conference and provides in-kind support from staff to assist with organising the conference.**

CARRIED UNANIMOUSLY: 10/0

**CC.7/5/18 REPRESENTATION ON THE PEEL HARVEY BIOSECURITY GROUP (NN)
(REPORT 5)**

In 2014, a Recognised Biosecurity Group for the Peel region was established, namely the Peel Harvey Biosecurity Group (PHBG). The PHBG was initially formed with community representatives from the five Peel Local Government Areas provided with voting rights to decide upon the business matters of the group. Representatives from the five councils in the Peel region were also invited to provide support.

Since this time however, the City's involvement with the Peel Harvey Biosecurity Group has become less active. Representatives from the Peel Harvey Biosecurity Group have recently approached officers seeking continued support and re-engagement from the City.

Concurrently, the group have proposed a new funding model which includes the creation of a Declared Pest Rate for the Peel region. This will apply to approximately 600 landholders in Mandurah who will be charged a rate of approximately \$30 per annum collected through the Office of State Revenue.

Council is requested to consider appointing an Elected Member to represent the City on the committee of the Peel Harvey Biosecurity Group and also to encourage relevant Mandurah property owners to participate in the upcoming consultation process with regard to the proposed Declared Pest Rate.

Councillor Lee (Chairman) called for nominations from Elected Members interested in being appointed as the City's representative on the Peel Harvey Biosecurity Group. Mayor Williams nominated Deputy Mayor Councillor Knight for this position. No further nominations were received.

RESOLVED TO RECOMMEND: R Williams / D Schumacher

That Council:

- 1 Appoints Councillor Caroline Knight to represent the City on the Peel Harvey Biosecurity Group.**
- 2 Acknowledges the Peel Harvey Biosecurity Group's intention to establish a Declared Pest Rate in the Peel region and encourage relevant property owners to participate in the associated formal consultation process.**

CARRIED UNANIMOUSLY: 10/0

**CC.8/5/18 SUB-LEASE: PEEL THUNDER FOOTBALL CLUB GYMNASIUM (BD / CJ)
(REPORT 6)**

Peel Thunder Football Club (PTFC) have approached the City with a request for support for a new sublease over portion of their lease area known as the Gymnasium contained within the Rushton Park Sports Facility.

In June 2017 Council granted approval for a sublease between PTFC and Bodyworks at the Basement for an initial two year term. Bodyworks hold a second lease in the Smart Street Mall, the intent was to relocate to Rushton Park however their current members were reluctant to move and therefore the tenant made a request to PTFC to relinquish their sub-lease, and remain at their Smart Street address. The proposed new sub-lease is for an initial two year term expiring in May 2020 with the option of two five year renewals with Brad Davis Personal Training (BDPT). The annual rent will commence at \$72,000 per annum together with a monthly payment of \$800 to cover outgoings. These amounts are fixed for two years. The revenue raised through the sublease will remain with the club, and PTFC will continue to be the head lessee and responsible to ensure all terms and conditions of the current lease are met.

Council is requested to approve a sub-lease between Peel Thunder Football Club and Brad Davis Personal Training (BDPT) for an approximate land area of 400 sq. metres for a term of approximately two years with two five year options of renewal (2+5+5 years). The sublease will also be conditional upon approval from the Minister for Lands, with the commencement date determined after ministerial consent has been obtained.

RESOLVED TO RECOMMEND: Lynn Rodgers / Peter Rogers

That Council:

- 1 Approves the sub-lease between Peel Thunder Football Club and Brad Davis Personal Training (BDPT) for the Gymnasium area within the leased facility on Reserve 28164 known as Rushton Park Sports Facility with the following conditions:**
 - 1.1 The sub-lease is for a term of two years with two five year options of renewal.**
 - 1.2 approval from the Minister for Lands.**
 - 1.3 agreement to commence after the Minister for Lands consent.**
 - 1.4 the sub-lease term is not to exceed the tenure granted in the head lease.**
- 2 Acknowledges all costs associated with the preparation of the sub-lease are to be borne by Peel Thunder Football Club.**

CARRIED UNANIMOUSLY: 10/0

**CC.9/5/18 TENDER 03-2018: MANDURAH OCEAN MARINA FOOTBRIDGE
REFURBISHMENT (SH / NP)**

Condition inspections have recently been undertaken on the Mandurah Ocean Marina Footbridge (also known as the Fathom Turn footbridge). The outcomes of the inspections formed the basis for the establishment of a maintenance program for the bridge to ensure longevity and serviceability. This tender deals with the repair and remedial works to the coating and steelwork on the handrail and balustrading for the bridge and its approaches. Also included in this scope of works is the replacement of the mastic sealant between the concrete segments of the superstructure.

As a result of the evaluation of tendered submissions, Council is now requested to accept Enviro Infrastructure Pty Ltd as the preferred tenderer.

RESOLVED TO RECOMMEND: R Wortley / D Schumacher

That Council accepts Enviro Infrastructure Pty Ltd as the preferred tenderer for Tender 03-2018 for the Mandurah Ocean Marina Footbridge Refurbishment.

CARRIED UNANIMOUSLY: 10/0

LATE AND URGENT BUSINESS ITEMS [AGENDA ITEM 14]

Nil.

CONFIDENTIAL ITEMS [AGENDA ITEM 15]

RESOLVED: Tahlia Jones / D Schumacher

That the meeting proceeds with closed doors at 6.14 pm in accordance with Section 5.23(2)(e) of the Local Government Act 1995, to allow for the discussion of a confidential item, containing commercially sensitive information.

CARRIED UNANIMOUSLY: 10/0

Members of the media, non-senior employees and persons in the gallery left the meeting at this point. The Coordinator Elected Member Services remained with Senior Officers.

THE MEETING PROCEEDED WITH CLOSED DOORS AT 6.14 PM

**CC.10/5/18 CONFIDENTIAL ITEM: RIVERS REGIONAL COUNCIL – FURTHER
AMENDMENTS TO WASTE SERVICES AGREEMENT: RECEIPT AND
PROCESSING OF WASTE (CONFIDENTIAL REPORT 1)**

Confidential discussion ensued regarding this issue.

RESOLVED TO RECOMMEND: Lynn Rodgers / D Schumacher

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

CARRIED UNANIMOUSLY: 10/0

CC.11/5/18

MOTION: R Williams / P Rogers

That the meeting proceeds with open doors.

CARRIED UNANIMOUSLY: 10/0

THE MEETING PROCEEDED WITH OPEN DOORS AT 6.16 PM

CC.12/5/18

MOTION: R Wortley / Matt Rogers

That Council endorses the resolutions taken with closed doors.

CARRIED UNANIMOUSLY: 10/0

CLOSE OF MEETING [AGENDA ITEM 16]

There being no further business, the Chairman declared the meeting closed at 6.16 pm.

CONFIRMED:[CHAIRMAN]



MINUTES OF

AUDIT AND RISK COMMITTEE MEETING

HELD ON

**Monday 14 May 2018
5.30 pm**

IN COUNCIL CHAMBERS - 83 MANDURAH TERRACE MANDURAH

PRESENT:

| | | |
|---------------|------------------------|-------------------------|
| MAYOR | R WILLIAMS | |
| HON COUNCILOR | F RIEBELING [CHAIRMAN] | COASTAL WARD |
| COUNCILLOR | T JONES | COASTAL WARD |
| COUNCILLOR | R WORTLEY | NORTH WARD |
| COUNCILLOR | P ROGERS | TOWN 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 |
| MS | N PULFORD | MANAGER GOVERNANCE & TENDERS |
| MR | J FIORI | COORDINATOR RISK MANAGEMENT |
| MRS | J NIE | EXECUTIVE ASSISTANT |

OPENING OF MEETING [AGENDA ITEM 1]

The Chairman declared the meeting open at 5.30 pm.

ATTENDANCE AND APOLOGIES [AGENDA ITEM 2]

Councillor Lee (Leave of Absence) & Councillor Lynn Rodgers (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.1/5/18 CONFIRMATION OF MINUTES

RESOLVED: T Jones / R Williams

That the Minutes of the Audit and Risk Committee meeting of Monday 12 March 2018 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.2/5/18 SUSPENSION OF CITY'S STANDING ORDERS 8.5.1 AND 8.6.1

RESOLVED: I Ilsley / P Rogers

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

ITEMS FROM OFFICERS [AGENDA ITEM 9]

**AR.3/5/18 PRESENTATION ON RISK MANAGEMENT SYSTEM (PROMAPP)
PRESENTATION 1**

The Executive Manager Strategy & Business Performance and Coordinator Risk Management provided a visual presentation on the City's Risk Management System – Promapp.

The Coordinator Risk Management demonstrated the system in order to illustrate how risks are managed.

General discussion was held around the process to identify risks and how these risks are then managed once entered into the Promapp system. The Executive Manager Strategy and Business Performance advised that going forward, the business plan process will include risk identification and that new strategic risks identified or high risk operational or project risks will always be brought back to this committee as part of the ongoing reporting process.

RESOLVED TO RECOMMEND: R Williams / T Jones

That Council notes the information presented.

CARRIED UNANIMOUSLY: 6/0

The Coordinator Risk Management left the Chamber at 6.08pm.

AR.4/5/18 AUTHORITY TO EXECUTE DOCUMENTS (NP) REPORT 1

The City signs ('executes') a number of documents which vary from simple items such as canoe hire agreements and requests to establish supplier accounts, to more complex issues as such as leases, licenses and contracts. Currently only the Chief Executive Officer has delegated authority to execute documents on behalf of the City.

An analysis of the types of documents executed, together with a review which included a risk assessment, a comparison with other local governments, and internal and external consultation, has taken place. As a result it has been identified that the document execution process could be greatly improved through a changed approach.

The Manager Governance & Tenders provided a visual presentation on this item.

The Mayor, Rhys Williams raised the issue of Mayoral absence and what period of time constitutes someone to act in this role. Committee Members requested that a formal process be developed in the instance of Mayoral absence which clearly defines requirements for varying amounts of absence.

Cr Tahlia Jones queried the Mayor's involvement in the execution of Memorandum of Understanding (MOU) documents. It was agreed that further clarification would be provided.

RESOLVED TO RECOMMEND: T Jones / R Williams

That Council:

- 1) Adopts the draft Policy POL-CPM 06 Authority to Execute Documents.**
- 2) Acknowledges the attached supporting procedure PRO-CPM 06 Authority to Execute Documents.**
- 3) Revokes the following eleven (11) delegations of authority:**
DA-GVN 01 Execution of Documents.

| | |
|------------------|----------------------------------------------------------|
| DA-GVN 04 | Execution of Documents not requiring Common Seal. |
| DA-DBC 08 | Illuminated Street Signs. |
| DA-LWE 03 | Caveats – Withdrawal. |
| DA-LUP 02 | Endorsement of Applications. |
| DA-PBH 05 | Gaming – Section 55 Certificates. |
| DA-PBH 06 | Liquor Licensing – Section 39 Certificates. |
| DA-PBH 07 | Liquor Licensing – Section 40 Certificates. |
| DA-PBH 08 | Liquor and Gaming Permits. |
| DA-PKR 02 | Designated Horse Exercise Areas. |
| DA-RDS 01 | Acquisition of Land for Road Purposes. |

CARRIED UNANIMOUSLY: 6/0

AR.5/5/18 ANNUAL REVIEW – DELEGATIONS OF AUTHORITY (NP) REPORT 2

A Council decision to delegate authority to the Chief Executive officer (CEO) and Officers can only occur when resolved by Council. Once delegated, the City must maintain a register of the powers or duties delegated with a review to be conducted at least once every year. One new delegation was adopted in the last review which resulted in a total of 63 delegations in the register.

The review for the 2017/2018 has been completed and Council is requested to adopt amended and new delegations and reaffirm the remaining unaltered delegations.

RESOLVED TO RECOMMEND: P Rogers / R Williams

That Council:

- 1 Adopts the following new Delegations of Authority:**
 - **DA-DBC 11 Smoke Alarms – Alternative Solutions**
 - **DA-DBC 12 Pool Barriers**
- 2 Adopts the following amended Delegations of Authority:**
 - **DA-LWE 02 Directions in Relation to Development Matters**
 - **DA-DBC 03 Building and Demolition Permits**
 - **DA-EMS 01 Prohibited Burning Times**
 - **DA-LWE 07 Authorised Officers**
- 3 Re-affirms all other existing Delegations of Authority remain unaltered.**

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]

Questions of which due notice has been given

Nil

Questions of which notice has not been given

Nil

CLOSE OF MEETING [AGENDA ITEM 13]

There being no further business, the Chairperson declared the meeting closed at 6.36pm.

CONFIRMED:[CHAIRPERSON]



MINUTES OF

STRATEGY COMMITTEE

HELD ON

TUESDAY 15 MAY 2017

AT 6.00 PM

IN COUNCIL CHAMBERS - 83 MANDURAH TERRACE MANDURAH

PRESENT:

| | | |
|----------------|-----------------------|--------------|
| COUNCILLOR | T JONES [CHAIRPERSON] | COASTAL WARD |
| MAYOR | R WILLIAMS | |
| HON COUNCILLOR | F RIEBELING | COASTAL WARD |
| COUNCILLOR | M DARCY | COASTAL WARD |
| COUNCILLOR | P ROGERS | TOWN WARD |
| COUNCILLOR | M ROGERS | TOWN WARD |
| COUNCILLOR | S JONES | EAST WARD |
| COUNCILLOR | R WORTLEY | NORTH WARD |
| COUNCILLOR | C KNIGHT | NORTH WARD |
| COUNCILLOR | P JACKSON | NORTH WARD |
| COUNCILLOR | D LEE | EAST WARD |

ELECTED MEMBERS OBSERVING:

OFFICERS IN ATTENDANCE:

| | | |
|-----|-------------|---------------------------------------------------|
| MR | M NEWMAN | CHIEF EXECUTIVE OFFICER |
| MR | G DAVIES | EXECUTIVE MANAGER STRATEGY & BUSINESS PERFORMANCE |
| MR | D PRATTENT | MANAGER FINANCIAL SERVICES |
| MR | A CLAYDON | DIRECTOR WORKS AND SERVICES |
| MR | T FREE | DIRECTOR SUSTAINABLE DEVELOPMENT |
| MRS | L WILKINSON | DIRECTOR PEOPLE AND COMMUNITIES |
| MR | C JOHNSON | MANAGER RECREATION CENTRES AND SERVICES |
| MRS | L SLAYFORD | A/EXECUTIVE ASSISTANT CHIEF EXECUTIVE'S OFFICE |

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

The Chairman declared the meeting open at 6.03pm

APOLOGIES [AGENDA ITEM 2]

Councillor Lynn Rodgers (on Leave of Absence) and Councillor Schumacher.

DISCLAIMER

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.

RESPONSES TO QUESTIONS TAKEN ON NOTICE [AGENDA ITEM 3]

Nil.

PRESENTATIONS AND ANNOUNCEMENTS BY CHAIRMAN [AGENDA ITEM 4]

Nil.

CONFIRMATION OF MINUTES [AGENDA ITEM 5]

S.1/5/18 CONFIRMATION OF MINUTES

RESOLVED: P Rogers / C Knight

That the Minutes of the Strategy Committee held on Tuesday 17 April 2018 be confirmed.

CARRIED UNANIMOUSLY: 11/0

DECLARATION OF INTERESTS [AGENDA ITEM 6]

Nil.

SUSPENSION OF STANDING ORDERS [AGENDA ITEM 7]

S.2/5/18 SUSPENSION OF CITY'S STANDING ORDERS 8.5.1 AND 8.6.1

RESOLVED: M Rogers / F Riebeling

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: 11/0

QUESTIONS FROM ELECTED MEMBERS WITHOUT DISCUSSION [AGENDA ITEM 8]

Questions of which due notice has been given

Nil.

Questions of which notice has not been given

Councillor P Rogers asked if the City's workforce strategy plan would be presented to this Committee for consideration.

The Executive Manager Strategy and Business Performance advised the plan was completed and would be presented to the Executive Committee as it related to staff matters. After further discussion it was agreed the workplace plan will be presented to a future Strategy Committee meeting, most likely in July.

REPORTS [AGENDA ITEM 9]

S.3/5/18 WEARABLE ART EVALUATION (Visual presentation)

Consultants Francesca Catalano and Michael Chappell from Culture Counts delivered a visual presentation pertaining to the proposed evaluation workshop for the Wearable Art Mandurah event.

An overview of the evaluation to be undertaken was presented along with how the methodology aligns with the City's community strategies, business plan and overarching policies. Identification of key objectives and impact types i.e. social, economic, cultural and environmental were expanded upon to assist Council with determining the scope for the evaluation.

Hon Councillor F Riebeling left the Chamber at 6.42pm and returned at 6.45pm.

Elected Members engaged in discussion with the consultants to assist in clarifying evaluation expectations, outcomes, scope of evaluation and options for Council following evaluation. It was agreed Elected Members would provide feedback to the Director People and Communities by 30 May as to the weighting they placed on criteria within the evaluation matrix.

**S.4/5/18 REVIEW OF LEASE RESPONSIBILITIES AND CLUB LOAN
ARRANGEMENTS (Visual presentation)**

The City's Manager Recreation Centres and Services provided a visual presentation on this item. Information pertaining to current practices for leases and capital loans and proposed policy amendments was defined in relation to sporting clubs leasing City owned facilities. The proposed process for undertaking a detailed asset management audit of all City facilities occupied by sporting clubs was outlined. It is envisaged the audit will assist with implementing consistent tenure arrangements across the asset base and a report will be presented to Council when this has been finalised.

Mayor Williams left the Chamber at 6.55pm and returned at 6.58pm.

Elected Members discussed various options for use of assets, sporting club loans, financial capacity required to repay loans and Council's decision making options. The Manager Recreation Centres and Services provided information in relation to the discussion points.

S.5/5/18 INFRASTRUCTURE ASSET MANAGEMENT STRATEGY AND PLAN

The City manages assets which have a current gross replacement value of approximately \$1.13 billion. These assets, such as roads, bridges, parks and reserves, drainage and buildings, not only provide the foundation on which the community can build and grow but also are an essential element in achieving the objectives of environmental protection, the growth of commerce and employment, and making Mandurah a good place to live and work. It follows, therefore, that the maintenance of assets in the best possible condition at a cost accepted by the community, and the provision of new assets at levels accepted by the community, represent a priority for local governments.

Since the adoption of an asset management policy in 2009, significant progress has been made in the City's management of infrastructure assets through the development of operational, financial and data management business processes. An Asset Management Strategy (AMS) has been developed as a high level summary of current assets.

Council is requested to endorse the Asset Management Strategy, noting the ongoing improvements required to further develop asset and financial management practices.

With the Committee's consent a visual presentation was delivered by the Acting Executive Manager Finance and Governance. Discussion ensued with responses provided by various executive members.

RESOLVED TO RECOMMEND: F Riebeling / R Williams

That Council:

- 1. Endorses the Asset Management Strategy as a working document to guide current asset performance and future actions required.**
- 2. Notes the further work required to develop better asset management and improvements in financial management.**

CARRIED UNANIMOUSLY: 11/0

LATE AND URGENT BUSINESS ITEMS [AGENDA ITEM 10]

Nil.

CLOSE OF MEETING [AGENDA ITEM 11]

There being no further business, the Chairman declared the meeting closed at 7.34pm.

CONFIRMED:[CHAIRMAN]

Report from **Chief Executive Officer**
To **Council Meeting** of 22 May 2018

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

Summary

The Financial Report for April 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

April 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 April results have been included alongside the 2017/18 summary.

| | 2017/2018 | | | | | | 2016/2017 | | |
|--------------------------------------------------------------------|----------------------|--------------------|-------------|------------------------------|--------------------|-------------|-----------------------|--------------------|-------------|
| | Year to Date - April | | | Total | | | Year to Date - April. | | |
| | Actuals \$'000's | Budget \$'000's | % | Actuals + CMT \$'000's | Budget \$'000's | % | Actuals \$'000's | Budget \$'000's | % |
| Operating revenues | (102,612) | (103,299) | -1% | (102,283) | (107,296) | -5% | (102,231) | (101,877) | 0% |
| Operating expenditure: | | | | | | | | | |
| <i>Direct Labour</i> | 34,031 | 35,030 | -3% | 34,031 | 43,024 | -21% | 32,221 | 33,940 | -5% |
| <i>Employee Costs</i> | 5,480 | 5,323 | 3% | 5,554 | 6,547 | -15% | 5,023 | 5,096 | -1% |
| <i>Allocations of admin expenses</i> | (7,340) | (8,268) | -11% | (7,340) | (9,923) | -26% | (7,567) | (8,285) | -9% |
| <i>Operating Costs</i> | 38,442 | 43,259 | -11% | 40,628 | 51,610 | -21% | 37,702 | 43,977 | -14% |
| Total operating expenditure | 70,613 | 75,343 | -6% | 72,873 | 91,258 | -20% | 67,379 | 74,729 | -10% |
| Operating (surplus)/Deficit before Depreciation | (31,999) | (27,956) | 14% | (29,739) | (16,038) | 85% | (34,852) | (27,149) | 28% |
| Depreciation | 26,100 | 26,094 | 0% | 26,100 | 31,317 | -17% | 24,510 | 24,463 | 0% |
| Operating (surplus)/Deficit | (5,898) | (1,863) | 217% | (3,638) | 15,279 | | (10,342) | (2,685) | 285% |
| Capital Expenditure | 19,431 | 32,320 | -40% | 25,332 | 38,784 | -35% | 37,886 | 48,072 | -21% |
| Capital Revenue | (9,172) | (16,214) | -43% | (9,200) | (19,613) | -53% | (13,687) | (31,957) | -57% |
| *CMT = Commitment costs – Value of orders raised but not yet paid. | | | | | | | | | |

Capital Expenditure

Capital expenditure including committed costs is approximately \$25.3 million compared with a budget for the year of \$38.8 million.

| Asset Type | Actuals \$,000`s | CMT* \$,000`s | Actuals + CMT* \$,000`s | Budget \$,000`s | Variance % |
|----------------------------------|---------------------|------------------|----------------------------|--------------------|---------------|
| Buildings | 4,321 | 2,451 | 6,771 | 11,675 | -42% |
| Marina | 148 | - | 148 | 140 | 5% |
| Bridges | 169 | 17 | 185 | 857 | -78% |
| Parks | 2,348 | 369 | 2,717 | 4,158 | -35% |
| Roads | 8,248 | 1,624 | 9,872 | 11,802 | -16% |
| Drainage | 1,054 | 38 | 1,092 | 1,555 | -30% |
| Coastal & Estuary | 1,034 | 66 | 1,100 | 1,820 | -40% |
| Equipment | 420 | 168 | 588 | 692 | -15% |
| Machinery | 1,389 | 1,219 | 2,608 | 3,644 | -28% |
| Other Infrastructure | 301 | (50) | 251 | 2,041 | -88% |
| Total Capital Expenditure | 19,431 | 5,901 | 25,332 | 38,784 | -35% |

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

Included in the capital expenditure are the following commitment costs:

- Buildings - \$ 805,000 for Waste management Centre walking floor, \$635,000 Ocean Road Reserve Lighting, Mandurah Foreshore Boardwalk Renewal.
- Machinery- \$619,000 for Trucks and Buses, \$292,000 for Construction Vehicles
- Roads- \$560,000 for New Dower Street widening, \$375,000 for Dower Street –Pinjarra Road Intersection, \$244,000 for Sutton Street new road link.

Key variances to note in capital expenditure are:

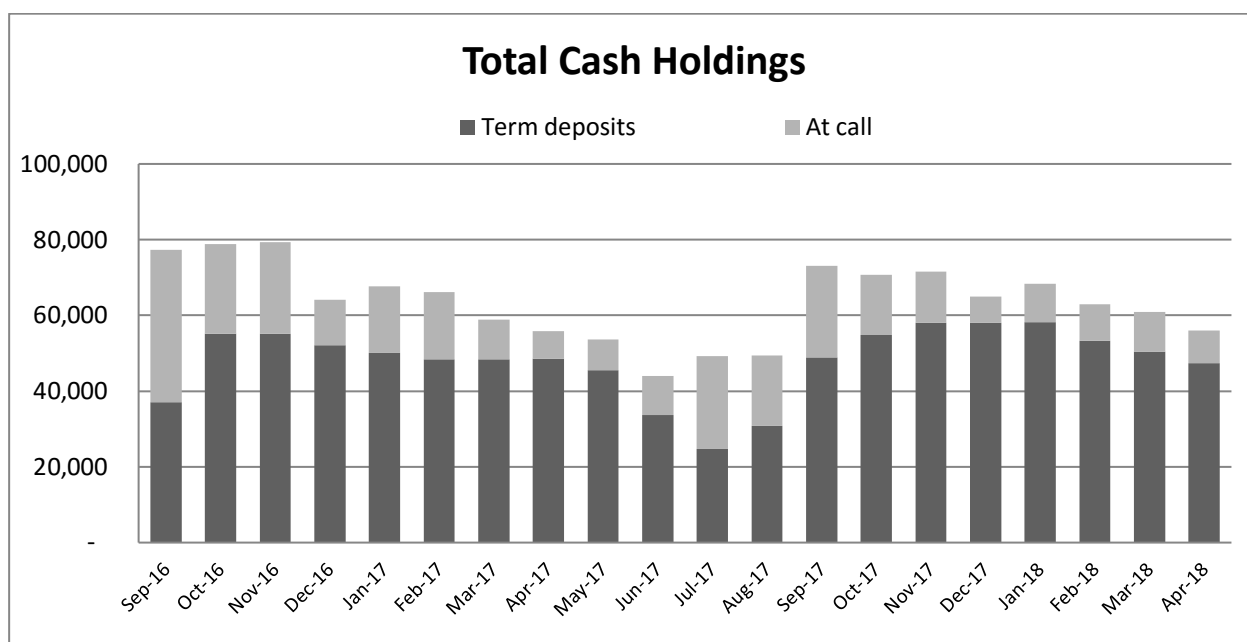
- Buildings - \$ 1.5 million for Port Bouvard Surf Life Saving Club, \$436,000 for Mandurah North Community Centre design, \$ 358,000 for MARC/Waste Transfer Station - Solar Plan Phase 5, \$ 282,000 for Peelwood Parade Reserve and \$ 252,000 for MPAC RVIF Equipment Upgrade, \$ 195,000 for Bortolo Reserve Sports Lighting.
- Parks- \$358,000 for Falcon Bay Foreshore development Stage 1, \$200,000 Bortolo Reserve Lighting, \$124,000 for Old Coast Road Rope Bridge and \$108,000 for Westbury way.
- Roads - \$ 478,000 Glencoe Parade Stage 3, \$ 159,000 for Mandurah Marina Car Park, \$149,000 for Gibson Street, \$121,000 for Lakes Road, \$106,000 for Mandurah Terrace - Stewart to Peel, \$105,000 for MARC Carpark Cemetery Reserve.
- Other Infrastructure- \$829,000 for Lakelands, \$453,000 for Eastern Foreshore and \$381,000 for Tims Thicket Septage Ponds upgrade.

Cash holdings

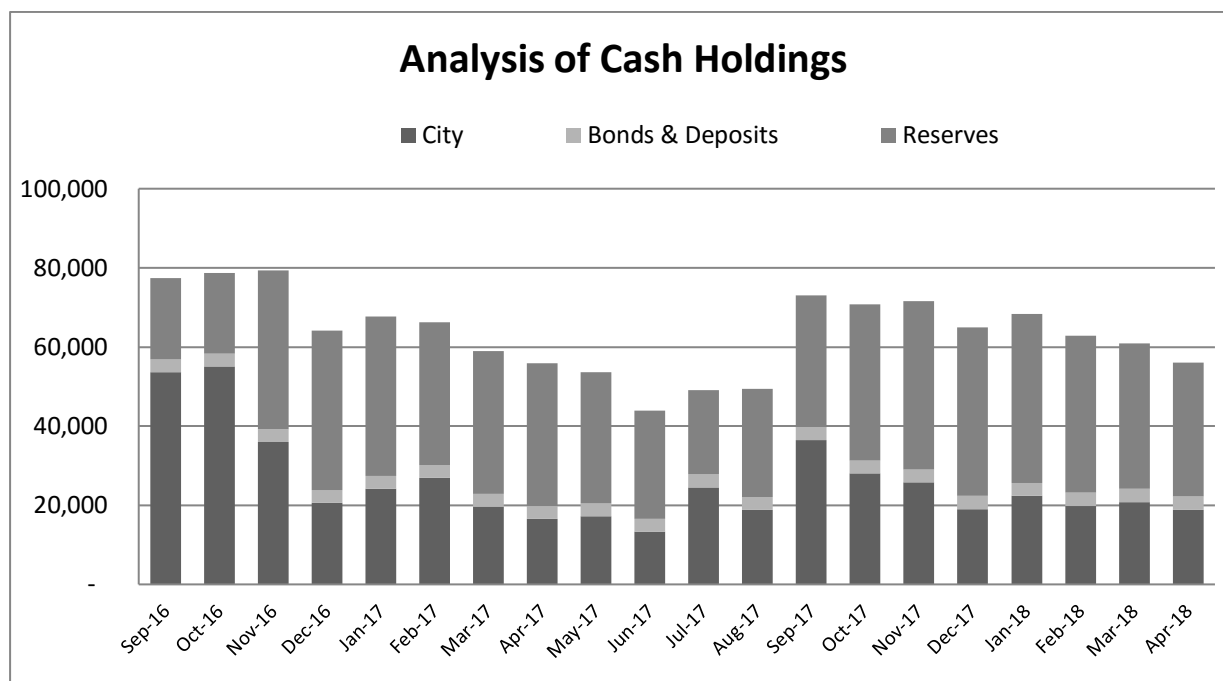
Cash holdings by the City are as follows:

| | Rating | Allocation | Total Fund | Muni Fund | Bonds & Deposits | Reserves | Monthly Return (annualised rate) % |
|-------------------------|--------|----------------|---------------|---------------|------------------|---------------|------------------------------------|
| | | % | \$,000 | \$,000 | \$,000 | \$,000 | |
| Cash Type | | | | | | | |
| Fixed Term: | | | | | | | |
| Bankwest | AA- | 5.68% | 3,183 | - | 83 | 3,100 | 2.45% |
| Bendigo & Adelaide Bank | A- | 1.77% | 993 | - | - | 993 | 2.65% |
| Westpac | AA- | 41.68% | 23,337 | 10,542 | 3,245 | 9,550 | 2.48% |
| NAB | AA- | 35.51% | 19,880 | - | - | 19,880 | 2.53% |
| ANZ | AA- | 0.05% | 28 | 28 | - | - | 1.80% |
| At Call: | | | | | | | |
| WA Treasury Corporation | AA+ | 0.45% | 255 | - | - | 255 | 1.45% |
| Westpac | AA- | 14.85% | 8,312 | 8,310 | 2 | - | 1.00% |
| Total cash | | 100.00% | 55,988 | 18,881 | 3,330 | 33,777 | 2.27% |

The trend of cash holdings is as follows:



An analysis of cash holdings gives the following results:



The City's unrestricted investments are \$18.88 million, bonds and deposits \$3.33 million and reserve fund balances of \$33.78 million at the 30 April 2017.

Interest Earned

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

| | Earned to 30-Apr-2018 | Annual Budget | Forecast to 30-Jun-18 |
|------------------------------------|----------------------------------|--------------------------|----------------------------------|
| Reserve | 627,611 | 585,000 | 585,000 |
| Municipal and other funds: | | | |
| Municipal cash holdings | 303,214 | 468,000 | 468,000 |
| Other interest (note 1) | 70,535 | 156,000 | 156,000 |
| Subtotal – municipal & other funds | 373,749 | 624,000 | 624,000 |
| Total | 1,001,360 | 1,209,000 | 1,209,000 |

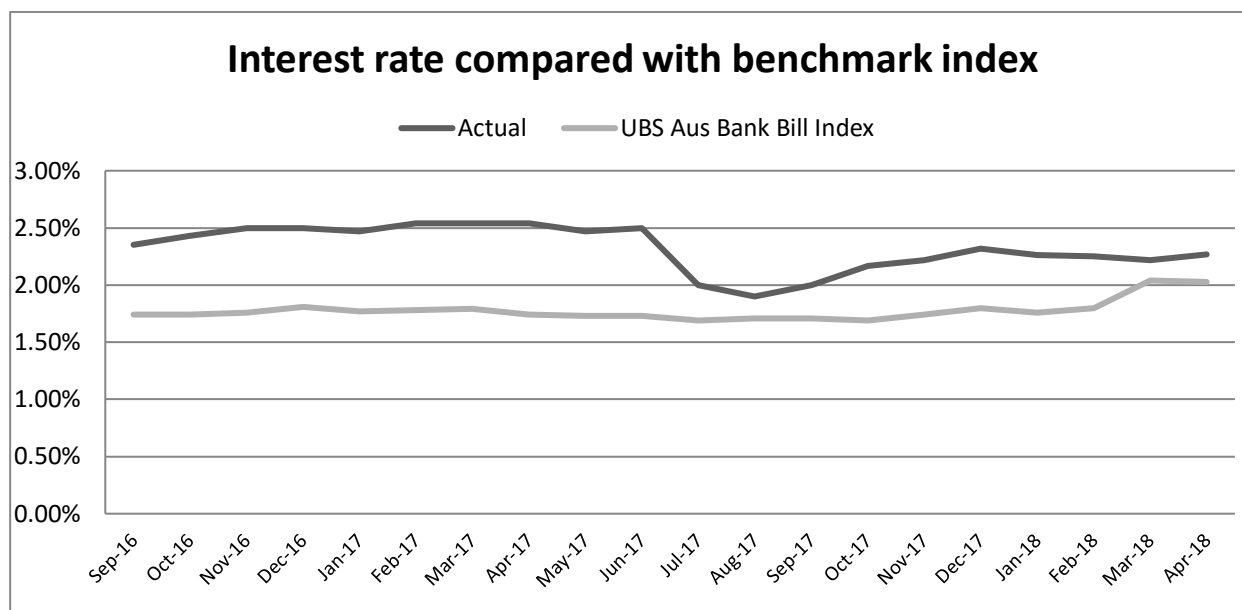
(1) Other interest includes trading bank accounts, bonds & deposits, deferred rates.

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

Interest Rate Yields per Annum

| | Oct | Nov | Dec | Jan | Feb | Mar | Apr |
|--------------------------------|------------|------------|------------|------------|------------|------------|------------|
| Average earned rate | 2.17% | 2.22% | 2.32% | 2.26% | 2.25% | 2.22% | 2.27% |
| UBS Australian Bank Bill Index | 1.69% | 1.74% | 1.80% | 1.76% | 1.80% | 2.04% | 2.03% |

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 2.5% and 2.8% for terms within a range of 3 to 12 months.

Return on Investment Ratio:

| | Target | Actual | Variance | Comment |
|-----------------------------------------------|--------|--------|----------|----------------------------------------------------------------------|
| <u>Interest Revenue</u> Average Investment | 2.03% | 2.27% | 0.24% | 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:

| | 30 Apr 2018 | 30 Apr 2017 |
|-------------------------------------------------|---------------------|---------------------|
| General Debtors | | |
| Debtors | \$ 1,108,516 | \$ 817,415 |
| Other Debtors* | \$ 3,117,104 | \$ 321,804 |
| Total | \$ 4,225,620 | \$ 1,139,219 |
| *Includes Grants & Contributions, Marina & ATO. | | |
| Rates Debtors – All** | \$ 6,128,689 | \$ 5,048,304 |
| Deferred Pensioner Rates | \$ (1,061,604) | \$ (917,919) |
| Net rates collectible | \$ 5,067,085 | \$ 4,130,385 |

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

| | | |
|------------|------------|----------|
| Creditors* | \$ 814,931 | \$ 4,432 |
|------------|------------|----------|

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

Bank Accounts

| | | |
|-------------------------------|---------------------|---------------------|
| <i>City's Current account</i> | \$ 8,035,359 | \$ 6,672,148 |
| <i>Bonds & Deposits</i> | \$ 298,780 | \$ 371,869 |
| <i>Visitors Centre</i> | \$ 29,113 | \$ 23,965 |
| <i>Marina</i> | \$ 6,123 | \$ 97,599 |
| Total | \$ 8,369,375 | \$ 7,165,581 |

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 | 609.00 | <i>Project status:</i> Project now 60% complete. Expected to complete in June. |
| Sutton Street extension | 1,315.00 | 1,332.00 | <i>Project status:</i> Work practically complete. |
| Falcon Bay seawall | 810.00 | 672.00 | <i>Project status:</i> Complete. |
| Waste management Centre walking floor | 1,056.00 | 1,149.00 | <i>Project status:</i> Walking floor currently being manufactured. |

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 | \$ 7,768,434.33 |
| Total Trust Fund | \$ 43,701.17 |
| | <u>\$ 7,812,135.50</u> |

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

| | |
|------------------------------------------------------------------------------|---------------|
| - Cleanaway - Mandurah <i>Waste Management</i> | \$ 839,741.98 |
| - Australian Taxation Office <i>Payroll Deduction</i> | \$ 766,727.83 |
| - Wastech Engineering Pty Ltd <i>Waste Management moving floor system</i> | \$ 379,288.80 |
| - Synergy <i>Street Lighting</i> | \$ 324,328.95 |
| - MAIA Financial Pty Ltd. <i>Lease Payments</i> | \$ 312,893.38 |
| - W A Super <i>Superannuation</i> | \$ 302,561.04 |
| - Western Australian Treasury Corporation <i>Loans Servicing</i> | \$ 239,618.95 |

Report from **Chief Executive Officer**
To **Council Meeting** of 22 May 2018

| | |
|-------------------------------------------------------------------|---------------|
| - Leeuwin Civil Pty Ltd <i>Falcon Bay Seawall</i> | \$ 179,483.70 |
| - Mandurah Performing Arts Centre <i>Third Quarter Funding</i> | \$ 174,972.50 |

Buy Local Report

| Category | April, 2018 \$,000's | Year to Date \$,000's | % |
|----------------|-------------------------|--------------------------|----------------|
| Utilities | 415 | 3,736 | 6.26% |
| Peel | 102 | 934 | 1.57% |
| Rockingham | 39 | 603 | 1.01% |
| Other WA* | 2,014 | 21,191 | 35.51% |
| Interstate | 1,193 | 10,835 | 18.15% |
| Mandurah | 1,165 | 11,694 | 19.59% |
| Mandurah Based | 959 | 10,689 | 17.91% |
| Total | 5,887 | 59,682 | 100.00% |

Reserves

The balances held in the City's key cash-backed reserve accounts at 30 April 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% |

Mandurah Ocean Marina Debtors Write-off

The City requests the write off of two Mandurah Ocean Marina boat pen debtors as detailed below:

Mr Peter Turner

- \$3,708.00 outstanding.
- The debtor declared Bankruptcy on 10/11/2010. The City has been advised that there are insufficient funds in the administration to distribute to unsecured creditors

Mr Kane Datson

- \$7,165.30 owing however the City received \$1,135.45 through bankruptcy proceedings in June 2017 leaving \$6,029.85 outstanding.

The City has undertaken all possible steps in the recovery of the monies outstanding.

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 April 2018.**
2. **Receives the Schedule of Accounts for the following amounts:**

| | |
|-----------------------------|-------------------------------|
| Total Municipal Fund | \$ 7,768,434.33 |
| Total Trust Fund | \$ 43,701.17 |
| | <u>\$ 7,812,135.50</u> |
3. **Approves the write off of the following boat pen debtors balances:**
 - 3.1. **Mr Peter Turner - \$3,708.00**
 - 3.2. **Mr Kane Datson - \$6,029.85**

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 | | |
|-----------------------------|--|---------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 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 | |
|----------------------|--------------------------------------------------------------------------------------------------------------------------|
| 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 pant & 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 |

| Total City of Mandurah | 2017/2018 | | | | | | 2016/2017 Comparison | | |
|-------------------------------------------------------------------|----------------------|------------------|-------------|-----------------------------|------------------|-------------|----------------------|------------------|-------------|
| | Year to Date - April | | | Total | | | Year to Date - April | | |
| | Actuals '000's | Budget '000's | Variance | Actuals + CMT* '000's | Budget '000's | Variance | Actuals '000's | Budget '000's | Variance |
| Operating revenues | (102,612) | (103,299) | -1% | (102,612) | (107,296) | -4% | (102,231) | (101,877) | 0% |
| Operating expenditure | | | | | | | | | |
| Direct labour | 34,031 | 35,030 | -3% | 34,031 | 43,024 | -21% | 32,221 | 33,940 | -5% |
| Employee costs | 5,480 | 5,323 | 3% | 5,554 | 6,547 | -15% | 5,023 | 5,096 | -1% |
| Allocation of administration expenses | (7,340) | (8,268) | -11% | (7,340) | (9,923) | -26% | (7,567) | (8,285) | -9% |
| Operating costs | 38,442 | 43,259 | -11% | 40,628 | 51,610 | -21% | 37,702 | 43,977 | -14% |
| Total operating expenditure | 70,613 | 75,343 | -6% | 72,873 | 91,258 | -20% | 67,379 | 74,729 | -10% |
| Operating (surplus)/deficit before Dpr'n | (31,999) | (27,956) | 14% | (29,739) | (16,038) | 85% | (34,852) | (27,148) | 28% |
| Depreciation | 26,100 | 26,094 | 0% | 26,100 | 31,317 | -17% | 24,510 | 24,463 | 0% |
| Operating (surplus)/deficit | (5,898) | (1,863) | 217% | (3,638) | 15,279 | | (10,342) | (2,685) | 285% |
| Capital expenditure | 19,431 | 32,320 | -40% | 25,332 | 38,784 | -35% | 37,886 | 48,072 | -21% |
| Capital revenue | (9,172) | (16,214) | -43% | (9,200) | (19,613) | -53% | (13,687) | (31,957) | -57% |
| *CMT = Commitment costs- Value of orders raised but not yet paid. | | | | | | | | | |

| Capital Summary 2017/2018 | Actuals 000`s | CMT* 000`s | Actuals + CMT* 000`s | Budget 000`s | Variance |
|----------------------------------|--------------------------|-----------------------|---------------------------------|-------------------------|-----------------|
| Work in Progress | | | | | |
| Buildings | 4,321 | 2,451 | 6,771 | 11,675 | -42% |
| Marina | 148 | - | 148 | 140 | 5% |
| Bridges | 169 | 17 | 185 | 857 | -78% |
| Parks | 2,348 | 369 | 2,717 | 4,158 | -35% |
| Roads | 8,248 | 1,624 | 9,872 | 11,802 | -16% |
| Drainage | 1,054 | 38 | 1,092 | 1,555 | -30% |
| Coastal & Estuary | 1,034 | 66 | 1,100 | 1,820 | -40% |
| Equipment | 420 | 168 | 588 | 692 | -15% |
| Machinery | 1,389 | 1,219 | 2,608 | 3,644 | -28% |
| Other Infrastructure | 301 | (50) | 251 | 2,041 | -88% |
| Total Capital Expenditure | 19,431 | 5,901 | 25,332 | 38,784 | -35% |

*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 | 100,370 | 71,993 | 172,363 | 1,717,005 | -90% | Concept design currently under review. |
| Mandurah Foreshore Boardwalk Renewal | 18,560 | 439,985 | 458,545 | 466,752 | -2% | Construction to commence mid July. |
| Sub Total | 118,930 | 511,978 | 630,908 | 2,183,757 | -71% | |
| Parks | | | | | | |
| Falcon Bay Foreshore development Stage 1 | 38,288 | 41,131 | 79,420 | 433,667 | -82% | Car park nearly complete and water tanks to be installed in May. |
| Novara Foreshore Stage 2 | 330,356 | 48,196 | 378,552 | 433,667 | -13% | Play equipment to be installed mid-June. |
| Mandjar Square Stage 2 | 508,452 | - 0 | 508,452 | 542,083 | -6% | Completed. |
| Sub Total | 877,096 | 89,328 | 966,423 | 1,409,417 | -31% | |
| Roads | | | | | | |
| Sutton Street Extension | 380,409 | | 387,112 | 386,000 | 0% | Completed. |
| Dower St - Pinjarra Rd Intersection | 372,984 | 375,192 | 748,176 | 792,612 | -6% | Construction scheduled to commence in July after relocation of utility services. |
| Gibson St | 754,043 | - | 754,043 | 792,612 | -5% | Completed. |
| Lakes Rd Lighting, verges surface work | 460,501 | 12,251 | 472,752 | 554,828 | -15% | Minor drainage and landscaping work still to be scheduled. |
| Mississippi Drive | 208,423 | 9,194 | 217,617 | 217,109 | 0% | Completed. |
| Extend Smokebush Retreat | 8,434 | - | 8,434 | 5,681 | 48% | Project being budgeted in 2018-19. |
| Sub Total | 2,184,794 | 396,637 | 2,588,134 | 2,748,842 | -6% | |
| Equipment | | | | | | |
| CCTV Infrastructure | 134,313 | 157,458 | 291,770 | 350,000 | -17% | Camera installation work progressing. Work along Eastern Foreshore planned for May. |
| | 134,313 | 157,458 | 291,770 | 350,000 | -17% | |
| Plant & Machinery | | | | | | |
| Replacement Light Commercial Vehicles | 528,967 | 110,057 | 639,024 | 888,217 | -28% | Final vehicle ordered. |
| Construction Vehicles | 109,259 | 291,680 | 400,939 | 569,910 | -30% | Grader approved and ordered. |
| Parks and Mowers | 70,732 | 191,503 | 262,235 | 420,486 | -38% | One tractor still to be ordered. |
| Sub Total | 708,959 | 593,240 | 1,302,199 | 1,878,613 | -31% | |

*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 | 344,808 | 804,552 | 1,149,360 | 1,055,868 | 9% | Walking floor currently being manufactured. |
| 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 | 159,275 | 12,953 | 172,228 | 450,000 | -62% | Completed |
| 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 | 92,850 | - | 92,850 | 95,000 | -2% | Completed |
| Cicerellos-Dome Boardwalk Renewal | 308,477 | 103,357 | 411,834 | 350,000 | 18% | Works around San Churros scheduled to commence end of May with a new contractor. The balance of stage 1 is being priced and addressed as a variation to the stage 2 contract. . |
| Mandurah Family & Community Centre | 577,879 | 31,931 | 609,810 | 995,000 | -39% | Completion planned for end of June. |
| Northport Beach Ablutions Block | 135,586 | 3,725 | 139,311 | 145,000 | -4% | Completed. |
| MPAC RVIF Equipment Upgrade | 155,820 | 8,403 | 164,223 | 417,000 | -61% | All lights ordered for Stage 1 are now installed to main theatre, bar area and in main theatre. LED light to replace old lights in hall, dressing and function rooms. |
| Ocean Road Reserve - Sports Grnd Lights | 560,911 | 53,881 | 614,792 | 1,246,770 | -51% | Completed |
| Sub Total | 2,857,245 | 1,021,348 | 3,878,593 | 5,360,877 | -28% | |
| Marina | | | | | | |
| Marina - Carpark Extension | 147,620 | - | 147,620 | 140,000 | 5% | Car parking bay allocation notification and signage completed. |
| Sub Total | 147,620 | - | 147,620 | 140,000 | 5% | - |
| Bridges | | | | | | |
| Old Mandurah Bridge | 1,965 | 15,000 | 16,965 | 500,000 | -97% | Expressions of interest from artists received. Panel reviewing submission and meeting 23 May. |
| Sub Total | 1,965 | 15,000 | 16,965 | 500,000 | -97% | - |
| Parks | | | | | | |
| 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 | - | - | - | - | | |
| NEW Gibson Street | 131,868 | - | 131,868 | 131,868 | 0% | Completed |
| NEW Dower St - Reconstruct/Widen | 183,758 | 560,109 | 743,867 | 749,000 | -1% | Relocation of utility services continuing. |
| Sutton Street finalise new road link | 701,495 | 243,684 | 945,179 | 1,261,770 | -25% | Completed. Regional Road Group funding \$332,000 received to cover overspend and allow minor finishing off works. |
| Sub Total | 1,017,121 | 803,793 | 1,820,914 | 2,142,638 | -15% | |
| Drainage | | | | | | |
| SD Leura | 2,083 | - | 2,083 | 2,083 | 0% | Budget removed at Budget review, project not required. |
| Merlin St Waste Water Reuse Pipeline | 427,245 | 24,544 | 451,789 | 475,000 | -5% | Completed. |
| SD City Centre Drainage | 50,324 | - | 50,324 | 48,000 | 5% | Completed |
| SD Watson Avenue | 96,461 | 0 | 96,461 | 96,314 | 0% | Completed |
| Sub Total | 576,112 | 24,544 | 600,656 | 621,397 | -3% | |
| Coastal & Estuary | | | | | | |
| C&E -RBFS Floating Jetty Merchants | 143,241 | - | 143,241 | 144,000 | -1% | Completed |
| C&E - Falcon Bay Seawall | 608,315 | 64,619 | 672,934 | 825,000 | -18% | Original scope of works completed. Savings to be utilised on stage 2 works. |
| St Ives Boardwalk | 51,432 | - | 51,432 | 60,000 | -14% | Completed |
| Estern Foreshore Site Preparation/Fill/Bund | 284,492 | 77,393 | 207,099 | 660,000 | -69% | Completed |
| Sub Total | 1,087,479 | - 12,774 | 1,074,705 | 1,689,000 | -36% | |
| 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% | Quotations for excavator and trailer still pending. |
| 9 | 176,427 | - | 54,828 | 198,000 | -72% | |

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

| Directorate Variances | Year to Date - April | | | | Total | | |
|---------------------------------|----------------------|----------------------|------------|--|----------------------|----------------------|------------|
| | Actuals | Budget | Variance | | Actuals + CMT* | Budget 2017/18 | Variance |
| Chief Executive Office | (77,297,532) | (79,164,055) | -2% | | (77,297,532) | (80,455,614) | -4% |
| Strategy & Business Performance | (169,992) | (146,644) | 16% | | (169,992) | (176,000) | -3% |
| Sustainable Development | (2,607,070) | (2,341,248) | 11% | | (2,607,070) | (2,701,283) | -3% |
| People and Communities | (5,214,906) | (5,034,154) | 4% | | (5,214,906) | (6,238,365) | -16% |
| Works and Services | (17,322,186) | (16,613,262) | 4% | | (17,322,186) | (17,724,354) | -2% |
| | (102,611,685) | (103,299,363) | -1% | | (102,611,685) | (107,295,616) | -4% |

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

| | | | | | | | |
|--------------------------------------|----------------------|----------------------|--|--|----------------------|----------------------|------------|
| TOTAL - Detail Business Units | (102,611,685) | (103,299,363) | | | (102,611,685) | (107,295,616) | -4% |
|--------------------------------------|----------------------|----------------------|--|--|----------------------|----------------------|------------|

| | | | | | | | |
|-------------------------------|---------------------|---------------------|------------|--|---------------------|---------------------|------------|
| Chief Executive Office | (77,297,532) | (79,164,055) | -2% | | (77,297,532) | (80,455,614) | -4% |
| Chief Executives Office | (655) | | - | | (655) | (47,000) | -99% |
| 1 Legal Services | (17,917) | (21,252) | -16% | | (17,917) | (25,500) | -30% |
| 2 Elected Members | (254) | (830) | -69% | | (254) | (1,000) | -75% |
| Civic Events & Functions | | | - | | | | |
| Economic Development | (149,646) | (16,664) | >100% | | (149,646) | (75,200) | 99% |
| 3 City Centre | | (420) | -100% | | | (500) | -100% |
| 4 General Purpose Funding | (2,588,588) | (4,074,859) | -36% | | (2,588,588) | (5,009,014) | -48% |
| Rates | (74,535,562) | (75,048,860) | -1% | | (74,535,562) | (75,296,000) | -1% |
| Finance | (4,909) | (1,170) | >100% | | (4,909) | (1,400) | 251% |

| | | | | | | | |
|--------------------------------------------|------------------|------------------|------------|--|------------------|------------------|------------|
| Strategy & Business Performance | (169,992) | (146,644) | 16% | | (169,992) | (176,000) | -3% |
| Strategy & Business Performance | | | - | | | | |
| 5 Organisational Development | (5,600) | (32,498) | -83% | | (5,600) | (39,000) | -86% |
| Systems & Technology | (48,777) | (4,920) | >100% | | (48,777) | (5,900) | 727% |
| General Administration | | | - | | | | |
| Marketing | | | - | | | | |
| Visitors Centre | (75,095) | (70,906) | 6% | | (75,095) | (85,100) | -12% |
| Customer Services | (40,519) | (38,320) | 6% | | (40,519) | (46,000) | -12% |

| | | | | | | | |
|--------------------------------|--------------------|--------------------|------------|--|--------------------|--------------------|------------|
| Sustainable Development | (2,607,070) | (2,341,248) | 11% | | (2,607,070) | (2,701,283) | -3% |
| DIR Sustainable Development | | | - | | | | |
| Planning Services | (287,920) | (265,212) | | | (287,920) | (318,300) | -10% |
| Rangers | (972,754) | (823,260) | 18% | | (972,754) | (943,200) | 3% |
| Environmental Health Services | (299,165) | (305,668) | -2% | | (299,165) | (317,000) | -6% |
| Eco Services/Climate Change | (164,142) | (96,236) | 71% | | (164,142) | (101,583) | 62% |
| Building Services | (883,088) | (850,872) | 4% | | (883,088) | (1,021,200) | -14% |

| | | | | | | | |
|----------------------------------|--------------------|--------------------|-----------|--|--------------------|--------------------|-------------|
| People and Communities | (5,214,906) | (5,034,154) | 4% | | (5,214,906) | (6,238,365) | -16% |
| DIR People and Communities | | | - | | | | |
| 6 Recreation Services | (225,280) | (269,172) | -16% | | (225,280) | (272,000) | -17% |
| MARC Operations | (3,613,144) | (3,397,004) | 6% | | (3,613,144) | (4,218,640) | -14% |
| 7 HHCRC Operations | (358,629) | (429,132) | -16% | | (358,629) | (488,050) | -27% |
| Community and Social Development | (30,416) | (25,754) | 18% | | (30,416) | (30,900) | -2% |
| Youth Services | (90,209) | (82,074) | 10% | | (90,209) | (98,500) | -8% |
| Seniors | (290,925) | (304,602) | -4% | | (290,925) | (354,000) | -18% |
| Festivals & Events | (375,713) | (370,830) | 1% | | (375,713) | (451,000) | -17% |
| Libraries & Learning | (120,513) | (119,560) | 1% | | (120,513) | (198,500) | -39% |
| Museum | (3,891) | (2,310) | 68% | | (3,891) | (2,775) | 40% |
| Cultural Development | (106,186) | (33,716) | >100% | | (106,186) | (124,000) | -14% |

| | | | | | | | |
|---------------------------|---------------------|---------------------|-----------|--|---------------------|---------------------|------------|
| Works and Services | (17,322,186) | (16,613,262) | 4% | | (17,322,186) | (17,724,354) | -2% |
| DIR Works & Services | (3,955) | (1,670) | >100% | | (3,955) | (2,000) | 98% |
| Citybuild | (1,055,174) | (936,782) | 13% | | (1,055,174) | (1,124,300) | -6% |
| Waste Management Services | (12,194,884) | (12,053,772) | 1% | | (12,194,884) | (12,349,800) | -1% |
| Infrastructure Management | (4,827) | (4,662) | 4% | | (4,827) | (5,600) | -14% |
| Cityfleet | (96,064) | (34,996) | >100% | | (96,064) | (207,000) | -54% |
| Cityparks | (772,903) | (666,156) | 16% | | (772,903) | (799,500) | -3% |
| Cityworks | (175,547) | (18,762) | >100% | | (175,547) | (22,500) | 680% |
| Operations Centre | (907) | (830) | 9% | | (907) | (1,000) | -9% |
| Marina | (2,717,853) | (2,581,202) | 5% | | (2,717,853) | (2,853,300) | -5% |
| Waterways | (241,242) | (218,190) | 11% | | (241,242) | (243,854) | -1% |
| 8 Technical Services | (58,830) | (96,240) | -39% | | (58,830) | (115,500) | -49% |

| 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 - April | | | | Total | | |
|---------------------------------|----------------------|-------------------|------------|--|-------------------|-------------------|------------|
| | Actual | Budget | Variance | | Actual + CMT* | Budget 2016/17 | Variance |
| Chief Executive Office | 3,190,384 | 2,934,394 | 9% | | 3,190,384 | 3,681,884 | 87% |
| Strategy & Business Performance | 4,126,290 | 4,283,252 | -4% | | 4,126,290 | 5,301,011 | 78% |
| Sustainable Development | 4,656,339 | 4,732,168 | -2% | | 4,656,339 | 5,856,483 | 80% |
| People and Communities | 8,223,275 | 8,496,033 | -3% | | 8,223,275 | 10,421,938 | 79% |
| Works and Services | 13,834,569 | 14,583,897 | -5% | | 13,834,569 | 17,762,732 | 78% |
| | 34,030,857 | 35,029,744 | -3% | | 34,030,857 | 43,024,048 | 79% |

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

| | | | | | | | |
|--------------------------------------|-------------------|-------------------|--|--|-------------------|-------------------|------------|
| TOTAL - Detail Business Units | 34,030,857 | 35,029,744 | | | 34,030,857 | 43,024,048 | 79% |
|--------------------------------------|-------------------|-------------------|--|--|-------------------|-------------------|------------|

| | | | | | | | |
|-------------------------------|------------------|------------------|-----------|--|------------------|------------------|------------|
| Chief Executive Office | 3,190,384 | 2,934,394 | 9% | | 3,190,384 | 3,681,884 | 87% |
| Chief Executives Office | 319,407 | 336,138 | -5% | | 319,407 | 415,726 | 77% |
| 9 Legal Services | 906,970 | 657,807 | 38% | | 906,970 | 814,118 | 111% |
| 10 Elected Members | 214,450 | 179,680 | 19% | | 214,450 | 222,369 | 96% |
| Civic Events & Functions | 30,872 | 37,861 | -18% | | 30,872 | 46,856 | 66% |
| Economic Development | 355,745 | 369,991 | -4% | | 355,745 | 508,419 | 70% |
| 11 City Centre | 5,030 | 3,557 | 41% | | 5,030 | 4,400 | 114% |
| General Purpose Funding | - | - | - | | - | - | - |
| Rates | 361,403 | 378,071 | -4% | | 361,403 | 467,904 | 77% |
| Finance | 996,507 | 971,289 | 3% | | 996,507 | 1,202,092 | 83% |

| | | | | | | | |
|--------------------------------------------|------------------|------------------|------------|--|------------------|------------------|------------|
| Strategy & Business Performance | 4,126,290 | 4,283,252 | -4% | | 4,126,290 | 5,301,011 | 78% |
| Strategy & Business Performance | 376,674 | 392,689 | -4% | | 376,674 | 486,003 | 78% |
| Organisational Development | 913,206 | 968,328 | -6% | | 913,206 | 1,198,401 | 76% |
| Systems & Technology | 974,333 | 1,001,364 | -3% | | 974,333 | 1,239,289 | 79% |
| Marketing | 556,827 | 591,867 | -6% | | 556,827 | 732,516 | 76% |
| Visitors Centre | 314,333 | 313,640 | 0% | | 314,333 | 388,165 | 81% |
| Customer Services | 990,917 | 1,015,364 | -2% | | 990,917 | 1,256,637 | 79% |

| | | | | | | | |
|--------------------------------|------------------|------------------|------------|--|------------------|------------------|------------|
| Sustainable Development | 4,656,339 | 4,732,168 | -2% | | 4,656,339 | 5,856,483 | 80% |
| DIR Sustainable Development | 227,452 | 226,030 | 1% | | 227,452 | 279,741 | 81% |
| Planning Services | 891,904 | 925,371 | -4% | | 891,904 | 1,145,262 | 78% |
| Rangers | 1,196,546 | 1,175,017 | | | 1,196,546 | 1,454,078 | 82% |
| Environmental Health Services | 739,566 | 754,492 | -2% | | 739,566 | 933,767 | 79% |
| Eco Services/Climate Change | 654,793 | 681,208 | -4% | | 654,793 | 843,085 | 78% |
| Building Services | 946,079 | 970,050 | -2% | | 946,079 | 1,200,550 | 79% |

| | | | | | | | |
|----------------------------------|------------------|------------------|------------|--|------------------|-------------------|------------|
| People and Communities | 8,223,275 | 8,496,033 | -3% | | 8,223,275 | 10,421,938 | 79% |
| DIR People and Communities | 234,772 | 243,639 | -4% | | 234,772 | 301,534 | 78% |
| Recreation Services | 556,875 | 625,605 | -11% | | 556,875 | 770,832 | 72% |
| MARC Operations | 3,251,756 | 3,397,860 | -4% | | 3,251,756 | 4,137,976 | 79% |
| HHCRC Operations | 658,832 | 769,972 | -14% | | 658,832 | 939,895 | 70% |
| Community and Social Development | 696,834 | 723,496 | -4% | | 696,834 | 892,220 | 78% |
| Youth Services | 387,998 | 422,051 | -8% | | 387,998 | 517,245 | 75% |
| Seniors | 306,002 | 316,830 | -3% | | 306,002 | 392,100 | 78% |
| Festivals & Events | 391,720 | 375,900 | 4% | | 391,720 | 462,511 | 85% |
| Libraries & Learning | 1,302,160 | 1,253,718 | 4% | | 1,302,160 | 1,560,177 | 83% |
| Museum | 109,392 | 110,486 | -1% | | 109,392 | 136,736 | 80% |
| 12 Cultural Development | 326,933 | 256,476 | 27% | | 326,933 | 310,712 | 105% |

| | | | | | | | |
|---------------------------|-------------------|-------------------|------------|--|-------------------|-------------------|------------|
| Works and Services | 13,834,569 | 14,583,897 | -5% | | 13,834,569 | 17,762,732 | 78% |
| DIR Works & Services | 366,225 | 365,426 | 0% | | 366,225 | 452,258 | 81% |
| Citybuild | 1,389,538 | 1,512,598 | -8% | | 1,389,538 | 1,833,250 | 76% |
| Waste Management Services | 166,901 | 186,491 | -11% | | 166,901 | 230,496 | 72% |
| Infrastructure Management | 403,398 | 414,158 | -3% | | 403,398 | 512,568 | 79% |
| Cityfleet | 368,523 | 407,253 | -10% | | 368,523 | 504,022 | 73% |
| Cityparks | 5,615,551 | 6,304,609 | -11% | | 5,615,551 | 7,615,026 | 74% |
| 13 Cityworks | 2,321,792 | 2,137,504 | 9% | | 2,321,792 | 2,594,569 | 89% |
| Operations Centre | 521,012 | 559,261 | -7% | | 521,012 | 692,141 | 75% |
| Marina | 430,229 | 497,434 | -14% | | 430,229 | 607,909 | 71% |
| Waterways | 210,560 | 260,888 | -19% | | 210,560 | 321,655 | 65% |
| 14 Technical Services | 2,040,841 | 1,938,275 | 5% | | 2,040,841 | 2,398,838 | 85% |

| 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 - April | | | | Total | | |
|---------------------------------|----------------------|------------------|-----------|--|------------------|------------------|-------------|
| | Actuals | Budget | Variance | | Actuals + CMT* | Budget 2016/17 | Variance |
| Chief Executive Office | 494,568 | 487,940 | 1% | | 497,446 | 608,657 | -18% |
| Strategy & Business Performance | 992,537 | 880,983 | 13% | | 1,003,069 | 1,078,818 | -7% |
| Sustainable Development | 809,103 | 809,038 | 0% | | 811,272 | 994,207 | -18% |
| People and Communities | 1,119,320 | 1,054,723 | 6% | | 1,124,751 | 1,297,843 | -13% |
| Works and Services | 2,064,766 | 2,090,180 | -1% | | 2,117,398 | 2,567,476 | -18% |
| | 5,480,295 | 5,322,864 | 3% | | 5,553,936 | 6,547,001 | -15% |

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

| | | | | | | | |
|--------------------------------------|------------------|------------------|--|--|------------------|------------------|-------------|
| TOTAL - Detail Business Units | 5,480,295 | 5,322,864 | | | 5,553,936 | 6,547,001 | -15% |
|--------------------------------------|------------------|------------------|--|--|------------------|------------------|-------------|

| | | | | | | | |
|-------------------------------|----------------|----------------|-----------|--|----------------|----------------|-------------|
| Chief Executive Office | 494,568 | 487,940 | 1% | | 497,446 | 608,657 | -18% |
| Chief Executives Office | 47,372 | 52,825 | -10% | | 47,372 | 64,883 | -27% |
| Legal Services | 91,803 | 97,226 | -6% | | 92,027 | 119,701 | -23% |
| Elected Members | 25,535 | 25,711 | -1% | | 25,535 | 31,695 | -19% |
| 15 Civic Events & Functions | 23,907 | 20,596 | 16% | | 23,907 | 24,905 | -4% |
| Economic Development | 81,107 | 75,069 | 8% | | 81,107 | 100,712 | -19% |
| 16 City Centre | 3,746 | 1,522 | >100% | | 3,746 | 1,830 | 105% |
| General Purpose Funding | | | - | | | | |
| Rates | 53,519 | 51,988 | 3% | | 53,901 | 64,303 | -16% |
| Finance | 167,581 | 163,003 | 3% | | 169,852 | 200,628 | -15% |

| | | | | | | | |
|--------------------------------------------|----------------|----------------|------------|--|------------------|------------------|------------|
| Strategy & Business Performance | 992,537 | 880,983 | 13% | | 1,003,069 | 1,078,818 | -7% |
| Strategy & Business Performance | 52,022 | 55,718 | -7% | | 52,022 | 68,760 | -24% |
| 17 Organisational Development | 502,025 | 387,315 | 30% | | 509,896 | 470,061 | 8% |
| Systems & Technology | 171,068 | 171,605 | 0% | | 172,970 | 211,137 | -18% |
| General Administration | 1,046 | | - | | 1,046 | | |
| Marketing | 69,480 | 75,401 | -8% | | 69,480 | 93,120 | -25% |
| Visitors Centre | 43,026 | 40,919 | 5% | | 43,026 | 50,438 | -15% |
| Customer Services | 153,870 | 150,025 | 3% | | 154,629 | 185,302 | -17% |

| | | | | | | | |
|--------------------------------|----------------|----------------|-----------|--|----------------|----------------|-------------|
| Sustainable Development | 809,103 | 809,038 | 0% | | 811,272 | 994,207 | -18% |
| DIR Sustainable Development | 41,828 | 51,080 | -18% | | 41,828 | 62,673 | -33% |
| Planning Services | 150,412 | 153,395 | | | 151,304 | 188,650 | -20% |
| 18 Rangers | 187,342 | 160,186 | 17% | | 187,999 | 197,341 | -5% |
| Environmental Health Services | 113,858 | 116,779 | -3% | | 113,998 | 143,508 | -21% |
| Eco Services/Climate Change | 121,485 | 127,038 | -4% | | 121,643 | 155,975 | -22% |
| Building Services | 194,178 | 200,560 | -3% | | 194,501 | 246,060 | -21% |

| | | | | | | | |
|----------------------------------|------------------|------------------|-----------|--|------------------|------------------|-------------|
| People and Communities | 1,119,320 | 1,054,723 | 6% | | 1,124,751 | 1,297,843 | -13% |
| DIR People and Communities | 37,115 | 36,387 | 2% | | 37,115 | 44,871 | -17% |
| 19 Recreation Services | 107,138 | 92,534 | 16% | | 107,138 | 113,530 | -6% |
| MARC Operations | 426,017 | 399,618 | 7% | | 429,950 | 492,092 | -13% |
| 20 HHCR Operations | 42,862 | 15,659 | >100% | | 42,862 | 19,381 | 121% |
| Community and Social Development | 120,060 | 119,591 | 0% | | 120,488 | 147,113 | -18% |
| 21 Youth Services | 61,782 | 52,243 | 18% | | 62,502 | 64,049 | -2% |
| Seniors | 50,198 | 50,464 | -1% | | 50,198 | 62,127 | -19% |
| Festivals & Events | 49,671 | 49,856 | 0% | | 49,671 | 61,264 | -19% |
| Libraries & Learning | 173,173 | 203,286 | -15% | | 173,524 | 250,017 | -31% |
| Museum | 17,080 | 16,577 | 3% | | 17,080 | 20,523 | -17% |
| 22 Cultural Development | 34,223 | 18,508 | 85% | | 34,223 | 22,876 | 50% |

| | | | | | | | |
|------------------------------|------------------|------------------|------------|--|------------------|------------------|-------------|
| Works and Services | 2,064,766 | 2,090,180 | -1% | | 2,117,398 | 2,567,476 | -18% |
| DIR Works & Services | 59,759 | 67,873 | -12% | | 59,759 | 83,663 | -29% |
| Citybuild | 145,849 | 166,577 | -12% | | 149,530 | 204,721 | -27% |
| 23 Waste Management Services | 35,625 | 30,003 | 19% | | 35,674 | 36,898 | -3% |
| Infrastructure Management | 74,914 | 80,765 | -7% | | 74,933 | 99,139 | -24% |
| Cityfleet | 65,791 | 76,963 | -15% | | 67,751 | 94,403 | -28% |
| Cityparks | 698,680 | 660,200 | 6% | | 712,698 | 812,052 | -12% |
| Cityworks | 382,361 | 393,313 | -3% | | 393,567 | 483,432 | -19% |
| Operations Centre | 122,315 | 143,574 | -15% | | 142,715 | 175,471 | -19% |
| Marina | 67,300 | 64,268 | 5% | | 67,605 | 78,844 | -14% |
| Waterways | 23,163 | 44,334 | -48% | | 23,239 | 54,335 | -57% |
| Technical Services | 389,009 | 362,310 | 7% | | 389,926 | 444,518 | -12% |

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

| Directorate Variances | Year to Date - April | | | | Total | | |
|---------------------------------|----------------------|-------------------|-------------|--|-------------------|-------------------|-------------|
| | Actuals | Budget | Variance | | Actuals + CMT* | Budget 2017/18 | Variance |
| Chief Executive Office | 3,786,770 | 4,132,430 | -8% | | 3,826,561 | 4,717,866 | -19% |
| Strategy & Business Performance | 3,108,877 | 3,418,986 | -9% | | 3,382,168 | 4,035,972 | -16% |
| Sustainable Development | 1,766,715 | 1,656,110 | 7% | | 1,858,668 | 1,987,518 | -6% |
| People and Communities | 4,001,214 | 5,077,276 | -21% | | 4,425,172 | 6,093,628 | -27% |
| Works and Services | 25,778,461 | 28,973,790 | -11% | | 27,135,808 | 34,774,577 | -22% |
| | 38,442,037 | 43,258,592 | -11% | | 40,628,377 | 51,609,561 | -21% |

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

| | | | | | | | |
|--------------------------------------|-------------------|-------------------|--|--|-------------------|-------------------|-------------|
| TOTAL - Detail Business Units | 38,442,037 | 43,258,592 | | | 40,628,377 | 51,609,561 | -21% |
|--------------------------------------|-------------------|-------------------|--|--|-------------------|-------------------|-------------|

| | | | | | | | |
|-------------------------------|------------------|------------------|------------|--|------------------|------------------|-------------|
| Chief Executive Office | 3,786,770 | 4,132,430 | -8% | | 3,826,561 | 4,717,866 | -19% |
| Chief Executives Office | 119,338 | 291,378 | -59% | | 132,319 | 349,700 | -62% |
| Legal Services | 405,466 | 527,306 | -23% | | 406,041 | 632,850 | -36% |
| 24 Elected Members | 732,346 | 611,320 | 20% | | 737,196 | 647,586 | 14% |
| 25 Civic Events & Functions | 103,123 | 90,978 | 13% | | 103,401 | 109,200 | -5% |
| Economic Development | 1,086,784 | 1,370,654 | -21% | | 1,104,141 | 1,508,430 | -27% |
| City Centre | 70,455 | 199,544 | -65% | | 70,455 | 220,450 | -68% |
| General Purpose Funding | 171,811 | 167,470 | 3% | | 171,811 | 201,000 | -15% |
| 26 Rates | 884,766 | 614,406 | 44% | | 884,766 | 737,400 | 20% |
| Finance | 212,681 | 259,374 | -18% | | 216,431 | 311,250 | -30% |

| | | | | | | | |
|--------------------------------------------|------------------|------------------|------------|--|------------------|------------------|-------------|
| Strategy & Business Performance | 3,108,877 | 3,418,986 | -9% | | 3,382,168 | 4,035,972 | -16% |
| Strategy & Business Performance | 41,579 | 69,414 | -40% | | 54,600 | 83,300 | -34% |
| Organisational Development | 217,568 | 300,872 | -28% | | 218,174 | 361,130 | -40% |
| Systems & Technology | 2,500,189 | 2,562,592 | -2% | | 2,656,759 | 3,018,551 | -12% |
| General Administration | | | - | | | | |
| Marketing | 161,823 | 255,314 | -37% | | 204,657 | 296,000 | -31% |
| Visitors Centre | 32,082 | 37,566 | -15% | | 32,574 | 45,091 | -28% |
| Customer Services | 155,637 | 193,228 | -19% | | 215,405 | 231,900 | -7% |

| | | | | | | | |
|--------------------------------|------------------|------------------|-----------|--|------------------|------------------|------------|
| Sustainable Development | 1,766,715 | 1,656,110 | 7% | | 1,858,668 | 1,987,518 | -6% |
| 27 DIR Sustainable Development | 52,643 | 26,656 | 97% | | 52,643 | 31,980 | 65% |
| 28 Planning Services | 160,686 | 89,080 | 80% | | 170,189 | 106,900 | 59% |
| 29 Rangers | 688,006 | 541,532 | 27% | | 696,164 | 649,900 | 7% |
| Environmental Health Services | 336,871 | 337,068 | 0% | | 343,739 | 404,538 | -15% |
| Eco Services/Climate Change | 487,483 | 615,134 | -21% | | 553,922 | 738,240 | -25% |
| Building Services | 41,026 | 46,640 | -12% | | 42,011 | 55,960 | -25% |

| | | | | | | | |
|----------------------------------|------------------|------------------|-------------|--|------------------|------------------|-------------|
| People and Communities | 4,001,214 | 5,077,276 | -21% | | 4,425,172 | 6,093,628 | -27% |
| DIR People and Communities | 77,532 | 152,484 | -49% | | 78,351 | 183,000 | -57% |
| Recreation Services | 460,185 | 455,344 | 1% | | 466,472 | 549,720 | -15% |
| MARC Operations | 806,355 | 824,050 | -2% | | 844,373 | 1,002,490 | -16% |
| HHCRC Operations | 139,632 | 159,599 | -13% | | 143,054 | 198,500 | -28% |
| Community and Social Development | 330,865 | 387,486 | -15% | | 373,165 | 465,020 | -20% |
| Youth Services | 152,377 | 173,328 | -12% | | 175,634 | 208,020 | -16% |
| Seniors | 156,469 | 214,356 | -27% | | 165,331 | 257,210 | -36% |
| Festivals & Events | 1,024,899 | 1,029,149 | 0% | | 1,082,895 | 1,211,671 | -11% |
| Libraries & Learning | 402,467 | 949,770 | -58% | | 438,551 | 1,139,849 | -62% |
| Museum | 22,588 | 52,196 | -57% | | 22,588 | 62,627 | -64% |
| Cultural Development | 427,844 | 679,514 | -37% | | 634,757 | 815,521 | -22% |

| | | | | | | | |
|---------------------------|-------------------|-------------------|-------------|--|-------------------|-------------------|-------------|
| Works and Services | 25,778,461 | 28,973,790 | -11% | | 27,135,808 | 34,774,577 | -22% |
| DIR Works & Services | 61,900 | 61,744 | 0% | | 68,246 | 74,100 | -8% |
| Citybuild | 6,666,027 | 6,901,444 | -3% | | 6,967,788 | 8,283,561 | -16% |
| Waste Management Services | 9,512,659 | 10,022,056 | -5% | | 9,584,410 | 12,028,380 | -20% |
| Infrastructure Management | 142,411 | 200,978 | -29% | | 192,024 | 241,210 | -20% |
| Cityfleet | 1,231,133 | 1,530,786 | -20% | | 1,234,406 | 1,837,217 | -33% |
| Cityparks | 4,303,580 | 4,688,900 | -8% | | 4,916,404 | 5,627,673 | -13% |
| Cityworks | 2,120,594 | 2,315,338 | -8% | | 2,196,949 | 2,778,812 | -21% |
| Operations Centre | 111,855 | 132,754 | -16% | | 114,237 | 159,330 | -28% |
| Marina | 787,457 | 1,260,538 | -38% | | 849,014 | 1,512,845 | -44% |
| Waterways | 485,869 | 1,263,620 | -62% | | 560,595 | 1,516,588 | -63% |
| Technical Services | 354,974 | 595,632 | -40% | | 451,736 | 714,861 | -37% |

| 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 - April 2017/2018

| Type | Note | Directorate | Business Unit | Variance | | Comment |
|-----------------------------|------|--------------------------------------------|----------------------------|-----------------|-------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Operating Revenue | 1 | Chief Executive Office | Legal Services | \$ 3,334.96 | -16% | Minor variance. |
| | 2 | | Elected Members | \$ 576.36 | -69% | Minor variance. |
| | 3 | | City Centre | \$ 420.00 | -100% | Minor variance. |
| | 4 | | General Purpose Funding | \$ 1,486,270.54 | -36% | Variance due to 50% of Financial Assistance Grants received in 2016/17 . |
| | 5 | Strategy & Business Performance | Organisational Development | \$ 26,897.96 | -83% | Variance due to contributions and donations not yet received. |
| | 6 | People and Communities | Recreation Services | \$ 43,891.84 | -16% | Variance due to Kidsport grant not yet received. |
| | 7 | | HHCRC Operations | \$ 70,503.45 | -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 | Technical Services | \$ 37,410.37 | -39% | Variance primarily due to project supervision revenue and is matched by an underspend in labour. |
| Labour | 9 | Chief Executive Office | Legal Services | \$ 249,162.80 | 38% | Variance due to employment contract payments previously disclosed to council. |
| | 10 | | Elected Members | \$ 34,770.26 | 19% | Variance due to additional support to elected members during election period. |
| | 11 | | City Centre | \$ 1,473.32 | 41% | Variance due to Worker`s compensation for City Centre budgeted under Economic Development business unit. |
| | 12 | People and Communities | Cultural Development | \$ 70,456.59 | 27% | Variance due to casual labour covered under materials in the Cultural Development projects budget. |
| | 13 | Works and Services | Cityworks | \$ 184,288.49 | 9% | Variance will decrease as capital projects increase and maintenance work decreases as the year progresses. |
| | 14 | | Technical Services | \$ 102,566.05 | 5% | Variance due to annual leave and long service leave provisions to be reversed in year end adjustments. Also casual labour for maternity leave and project work. |
| Other Employee Costs | 15 | Chief Executive Office | Civic Events & Functions | \$ 3,310.77 | 16% | Variance due to additional support to elected members during election period. |
| | 16 | | City Centre | \$ 2,223.52 | >100% | Variance due to Conferences costs budget under Economic Development business unit. |
| | 17 | Strategy & Business Performance | Organisational Development | \$ 114,710.02 | 30% | Variance due to employee benefits in the form of gym memberships. |
| | 18 | Sustainable Development | Rangers | \$ 27,156.12 | 17% | Variance due to voluntary employee superannuation contributions, conference expenses and protective clothing costs. |
| | 19 | People and Communities | Recreation Services | \$ 14,603.83 | 16% | Variance due to unanticipated voluntary superannuation contribution. |
| | 20 | | HHCRC Operations | \$ 27,202.97 | >100% | Variance due to superannuation budgeted under MARC administration. |
| | 21 | | Youth Services | \$ 9,538.64 | 18% | Variance due to superannuation relating to staff costed against project accounts. |
| | 22 | | Cultural Development | \$ 15,715.18 | 85% | Variance due to superannuation relating to staff costed against project accounts. |
| | 23 | Works and Services | Waste Management Services | \$ 5,621.52 | 19% | Variance due to employee voluntary superannuation contribution. |

Financial Report - April 2017/2018

| Type | Note | Directorate | Business Unit | Variance | | Comment |
|------------------------|------|--------------------------------|-----------------------------|---------------|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| Operating Costs | 24 | Chief Executive Office | Elected Members | \$ 121,026.47 | 20% | Variance due to training costs being more than anticipated .Also due to elected member allowances , which should reduce over time. |
| | 25 | | Civic Events & Functions | \$ 12,144.58 | 13% | Variance due to expenditure on functions which is expected to reduce over time. |
| | 26 | | Rates | \$ 270,360.07 | 44% | Increase in outstanding rates recovery costs which are allocated against the assessments. Also due to rates receipts processing fees and valuation costs. |
| | 27 | Sustainable Development | DIR Sustainable Development | \$ 25,987.19 | 97% | Variance due to mandatory unforeseen land preparation project work. |
| | 28 | | Planning Services | \$ 71,606.22 | 80% | Variance due to proceeds from sale of land at Egret Point development being lower than valuation. |
| | 29 | | Rangers | \$ 146,473.80 | 27% | Variance primarily due to a \$152,000 vehicle from DFES. This expenditure will be covered by grant income still to be received. |

| | | |
|----------|-------------------------|-----------------------------------------|
| 2 | SUBJECT: | Peel Bright Minds – Request for Funding |
| | CONTACT OFFICER: | Mark Newman |
| | AUTHOR: | Mark Newman |
| | FILE NO: | R0001155373 |

Summary

Council has been requested to contribute to a new regional program through Regional Development Australia Peel (RDA) for the next three financial years.

The Peel Bright Minds (PBM) initiative has evolved from the need to prepare our populations future workforce. The Bright Minds Model is in existence in every other region in Western Australia. The proposal focuses on connection, innovation and education, and has already commenced in Mandurah with a formal stakeholders event attended by approximately 50 people during February 2018.

To continue the program Council is requested to contribute \$30,000 per year for the next three years. Council is requested to support the proposal and note the inclusion of \$30,000 in the draft 2018/19 Budget.

Disclosure of Interest

Nil

Previous Relevant Documentation

Nil

Background

Many agencies in Mandurah have identified the opportunities that exist for employment and to grow our economy if our young people are given the opportunity to maximise their potential.

In a world where the shape of economies are changing so rapidly it is important that our youth are given the opportunities and education that enables them to be ready for the work place.

Technology and jobs are changing at an increasingly rapid rate. To thrive in the future workforce, the community in the Peel region will need to be more multi-skilled, and jobs will need us all to have skills and knowledge in Entrepreneurship, Science, Technology, Engineering Arts and Mathematics, or 'ESTEAM'.

Peel Bright Minds has been set up to bring together individuals and agencies to inspire the wider community to be more interested and engaged in the ESTEAM agenda and to use those element to plan for a better community, economic and environmental outcomes. The Mandurah and wider Peel community can be better prepared to regularly up-skill, re-skill and change jobs.

Peel Bright Minds Objectives

To work with the community and our partner organisations to communicate, coordinate and promote regional activities and events, to:

- Promote ESTEAM and connect the community, especially young people, to activities and opportunities in the region, including citizen science opportunities.
- Encourage an aspirant culture among people of all backgrounds, ages and abilities in the Peel, celebrating our unique regional strengths through science and the arts.
- Facilitate collaboration among regional stakeholders, especially ESTEAM champions and researchers.

The vision of Peel Bright Minds is to contribute to a region that is characterised by organisations that embrace evidence-based decision making and that is an attractive place for relevant and high quality scientific research to be conducted; and for innovative industries and businesses to establish & employ local people.

The Peel Bright Minds Project would employ a part time officer (3 days per week) to focus on the areas mentioned above.

Comment

The RDA was successful in obtaining seed funding from Inspiring Australia, the Peel Development Commission and Peel Harvey Catchment Council matched by its own funding to commence the Peel Bright Minds initiative.

An employee commenced in January 2018 to:

- Plan, coordinate and execute events, forums and meetings.
- Conduct an environmental scan of ESTEAM¹ activities, stakeholders and participants in the Peel Region.
- Maintain currency, accuracy and relevance of PBM Website and social media.
- Establish and maintain partnerships.
- Grant Applications.
- Progress Reports.
- Administer the PBM Steering Group.

The request from the RDA is for all Peel Councils to contribute to the program to the order of \$51,000 per year with \$30,000 from the City.

A copy of the Budget is attached.

Outcomes proposed from the funding would be:

- Community engagement via stalls at a minimum of three community festivals/events within our municipality each year.
- Participation in whole of Region ESTEAM awards, networking, and industry tours as appropriate.
- Targeted promotion of potential external programs and grant opportunities.
- Advocacy for external programs and initiatives.

Peel Bright Minds has already run numerous community events to launch the organisation in the Peel:

- Launch with Professor Lyn Beazley (former Chief Scientist of Western Australia).
- Inaugurated the ESTEAM Awards to promote science and innovation in the region.
- Packed Fishtrap Theatre for The 'Naked' Scientist - Dr Chris Smith.
- Promoting Women in Technology Western Australia organisation.
- Psychology, Education, Neuroscience (PEN) Briefing session at Make Place.
- Science Café event at local business Mataya.

Even at this early stage of its existence Peel Bright Minds has succeeded in creating a focus for community debate about science and innovation and a hub for local agencies and individuals interested or working in this area. Once the environmental scan is complete the challenge is to create a clear strategy to improve outcomes, so that more local people are equipped to work in this sector.

Consultation

Representatives from the project met with the Mayor, Deputy Mayor, Chief Executive Officer and Director Sustainable Development to discuss the proposal.

¹ ESTEAM – Entrepreneurship, Science, Technology, Engineering, Arts and Mathematics

Statutory Environment

Nil

Policy Implications

Nil

Risk Implications

No major risk implications are foreseen. Clearly the funding is aimed at assisting in the City's areas of need – Education outcomes and aspiration, jobs and job readiness.

Economic Implications

The program has clearly an economic and educational focus. The recognition within our Economic Strategies around growth, employment creation, a diverse economy, and creating a new economy are part of the focus of this program.

Strategic Implications

The following strategies from the *City of Mandurah Strategic Community Plan 2017 – 2037* are relevant to this report:

Social:

- Provide opportunities, services and activities that engage our young people.
- Provide a range of social, recreational, entertainment and learning experiences for our residents and visitors.

Economic:

- Increase the level of regional employment.
- Increase local education and training opportunities.

Infrastructure:

- Advocate for and facilitate the provision of infrastructure that matches the demands of a growing population.
- Advocate for and facilitate the provision of an integrated movement network.

Identity:

- Encourage active community participation and engagement.
- Promote Mandurah's identity as a unique regional city, based on its waterways, history and future vision.

Organisational Excellence:

- Demonstrate regional leadership and advocacy.
- Listen to and engage with our community.

Conclusion

Council has been requested to contribute to the Peel Bright Minds project to the tune of \$30,000 per year for the next three years. Programs like this are likely to add to the aspirations of our youth, whilst also making many aware of the opportunities that exist. Given Council's commitments to youth, innovation and the economy it is thought appropriate to support PBM.

NOTE:

- Refer ***Attachment 1 Peel Bright Minds Budget***

RECOMMENDATION

- 1 That Council notes the inclusion within 2018/19 draft budget of a \$30,000 contribution towards the Peel Bright Minds Project.
- 2 That Council supports funding for the Peel Bright Minds Project of \$30,000 over the next three years.
- 3 That the Mayor and Chief Executive be authorised to finalise the agreements for funding

ATTACHMENT 1

Budget

To continue the Peel Bright Minds initiative beyond 30th June 2018 will require financial resources from partner organisations. The budget for each year of the initiative is:

| | | |
|-----------------------------------|-------------------|------------------------|
| Expenses | | |
| Program Manager wages (3 days/wk) | \$927.30 | \$48,219.60 |
| Superannuation on wages | \$115.91 | \$6,027.40 |
| Insurances | | In kind RDA |
| Total Staff costs | \$1,043.21 | \$54,247.00 |
| | | |
| Rent | | In kind RDA/Make Place |
| Communication Costs | | In Kind RDA |
| Vehicle Costs | 10,000 @ .65c | \$6,500.00 |
| Events & Awards | | \$5,000.00 |
| Marketing & Advertising | | \$5,000.00 |
| TOTAL | | \$70,747.00 |
| RDA cash contribution | | \$20,000.00 |
| Funds required | | \$50,747.00 |

Your Contribution

Your Local Government's contribution has been based on a per capita share of the Peel region's population and is:

| | |
|---------------|--------------------|
| 2018-19 | \$30,000.00 |
| 2019-20 | \$30,000.00 |
| 2020-21 | \$30,000.00 |
| Total: | \$90,000.00 |

Your contribution will be acknowledged by:

- Your logo used in promotional material where possible;
- Your logo placement at projects or events;
- Your key staff and Councillors invited to attend projects or events;
- Media coverage where relevant in releases;
- Event naming rights where applicable at events in your Local Government area.

| | | |
|----------|-------------------------|---------------------------------------------------------------------------------------------------|
| 3 | SUBJECT: | Peel Harvey Catchment Council - Mandurah Water Towers Project – Request for Funding Commitment |
| | CONTACT OFFICER: | Mark Newman |
| | AUTHOR: | Mark Newman |
| | FILE NO: | R0001231909 |

Summary

The Peel Harvey Catchment Council (PHCC) has requested support for a community art project based on utilising artworks on the Water Towers in Mandurah to reflect acknowledge and celebrate the Ramsar status of our waterways.

Council is requested to acknowledge the application, note the inclusion of \$100,000 on the draft 2018/19 budget as a contribution to the project and to formally request PHCC to put a proposal before Council by way of a presentation.

Disclosure of Interest

Nil

Previous Relevant Documentation

Nil

Background

The PHCC has been working with Watercorp and FORM (a not for profit organisation with a strong track record of delivering significant projects in communities) on the Mandurah Water Towers Project.

The PHCC has met with various potential partners – City of Mandurah, Peel Development Commission, Regional Development Australia – Peel, Water Corporation, the Minister for the Arts, Mandurah Performing Arts Centre, Mandurah and Peel Tourism Organisation and WA Country Arts.

The concept proposal has been estimated to cost in the vicinity of \$300,000. PHCC are seeking a partnership approach between prospective funding agencies to achieve the necessary funding. Other potential funders include Lotteries Commission, Royalties for Regions, Regional Development Australia (Peel), and Regional Arts WA.

PHCC is aspiring to having funding partners identified so that Form can be contracted to commence works during 2018/2019.

Comment

The Mandurah Water Tower Art Project is a large scale public art initiative that will highlight the region's Ramsar protected wetlands which are internationally significant for the broad range of plants, marine life, and migratory bird species they support. Five water towers have been identified as potential sites for new artwork (please see locations in the attached appendix).

Designs for the artworks have not yet been conceptualised. A selection of artists will be briefed to provide a concept to showcase the region's unique and globally significant ecology, which is closely linked to water systems. The selection of final artworks will be at the discretion of a working group of stakeholders with an interest in this project.

The community outcomes of the project are to use artwork to transform industrial infrastructure into compelling attractions that celebrate local identity and engender a sense of pride of place among Mandurah community members. A secondary outcome is to create a unique value proposition for using Mandurah's cultural, ecological, and physical assets to encourage growth in the tourism market.

Members of the community will be engaged with the project through a public program designed around the creation of the artworks in order to foster social connectivity.

Depending on how many water towers are able to be painted, the project is estimated to run over two years, assuming funds will be released over a period of time from financial stakeholders. Each site has different conditions, however, based on previous projects of this scale, FORM expects individual artworks will take 2-3 weeks each to complete. The community engagement and artist procurement processes, and logistic planning will take around 6 – 8 weeks prior to the commencement of each artwork. Depending on funding available, it would be ideal to deliver all five artworks during the same 2-3 week period, to concentrate activity and promotions and build a strong community program and to capitalise on potential efficiencies.

Given the scale of the water towers, a project team will need access to each artwork site for approximately 3 weeks. Additionally, provisions for either boom lift, scissor lift, or scaffolding depending on the height of the water tower and proximity of nearby infrastructure which may affect certain equipment's manoeuvrability. The project team generally consists of 4 people: a site manager, the artist/s, an equipment operator, and a spotter/runner. If it is possible to identify one site that could safely accommodate community members gathering, it would be ideal to host an event or public program on site across a weekend during the installation.

The project is currently in feasibility stage, so artists have not yet been appointed. The selection of artists will be in accordance with FORM's public art procurement processes. This includes:

- a pre-selection of artists who have suitable skills to complete an artwork/s of this scale;
- the development of artists briefs in consultation with stakeholders, followed by a concept development or call out phase;
- and a selection process in consultation with stakeholders and with regards to quality standards.

Materials will depend on each individual artist concept, but will generally be exterior paint with a self-priming capability and suitable UV rating. Dulux Weathershield Low Sheen paint is the standard paint used by muralists and Montana 94 for any aerosol.

The artwork installation component of the project will be overseen by FORM, an arts organisation with experience with the management of large-scale public art works. FORM is familiar with Watercorp's operational needs having worked at Watercorp's Leederville site. FORM uses robust project management frameworks supported by a comprehensive risk management and OHS policy which comply with national standards (e.g. AS/NZS ISO 31000:2009; WHS/OH&S acts).

The Water Corporation has advised the PHCC that it accepts the Mandurah Water Towers Community Arts Proposal subject to it meeting all Operational, Health, Safety and Environmental requirements.

Consultation

The Mayor, Deputy Mayor, Chief Executive Officer and Arts and Cultural Development Officer have been involved in a meeting with PHCC and potential partners.

Statutory Environment

Nil

Policy Implications

Nil

Economic Implications

The project is designed to capitalise on the visibility of the Water Towers with art works that reflect upon our Ramsar listed waterways. Council is requested to contribute \$100,000. This has been included in the 2018/19 draft budget.

Risk Analysis

Council would be merely a funding partner. Risks would be borne by PHCC, FORM and the Water Corporation.

Strategic Implications

The following strategies from the *City of Mandurah Strategic Community Plan 2017 – 2037* are relevant to this report:

Environment:

- Protect and ensure the health of our natural environment and waterways.
- Increase our scientific understanding and knowledge of the marine and estuarine environment.
- Encourage and enable our community to take ownership of our natural assets, and to adopt behaviours that assist in achieving our environmental targets.

Economic:

- Develop a strong and sustainable tourism industry.

Identity:

- Encourage active community participation and engagement.
- Promote Mandurah's identity as a unique regional city, based on its waterways, history and future vision.
- Become known as a city and destination for events, arts, heritage and culture.

Conclusion

The PHCC is seeking funding support from the city of Mandurah towards its proposed Mandurah Water Towers Project. Council is requested to support the project in principle, note the inclusion within the 2018/19 budget of \$100,000 towards the project, and to request PHCC to make a formal presentation to Council.

NOTE:

- Refer ***Attachment 1*** ***Locations of Water Towers in Mandurah***
Attachment 2 ***Examples of Public Art Work (FORM)***

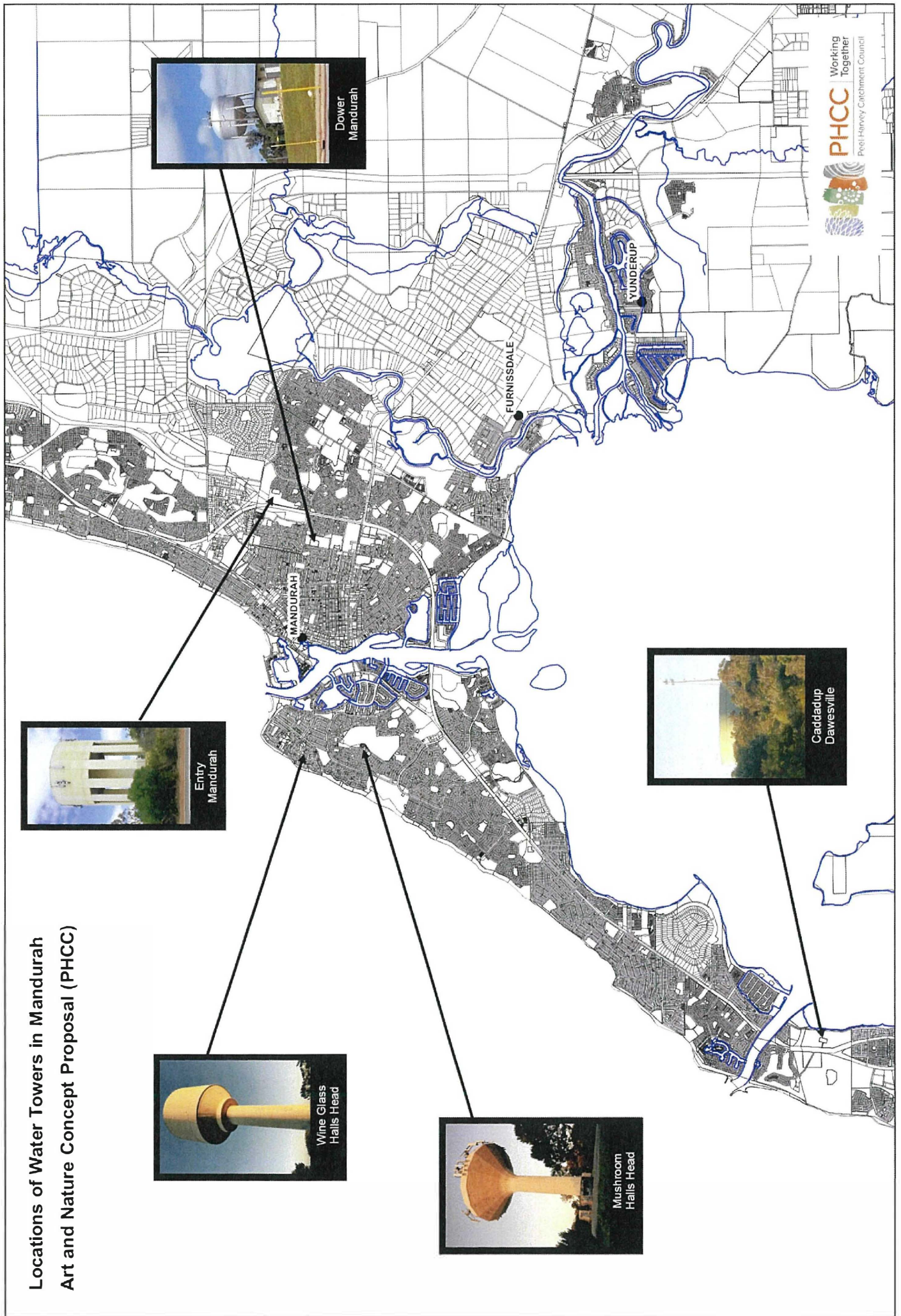
RECOMMENDATION

That Council

- 1 Supports in principle the Mandurah Water Towers Project.**
- 2 Notes the inclusion of \$100,000 in the draft 2019/19 budget towards the project.**
- 3 Requests Peel Harvey Catchment council to make a formal presentation to Council on the project and its merits.**

ABSOLUTE MAJORITY REQUIRED

Locations of Water Towers in Mandurah Art and Nature Concept Proposal (PHCC)



FORM.
building a state of creativity

October 2017

Rhianna Pezzaniti
& Amy Plant, FORM

#publicsilotrail | @formwa

BIG ART FOR BIG IMPACT

Building stronger regional communities
through creativity and arts.



INTRODUCING FORM



FORM. building a state of creativity

Rhianna Pezzaniti & Amy Plant, FORM

#publicsilotrail | @formwa

#PUBLICSILOTRAIL

A network of permanent artworks as a legacy cultural tourism asset

FORM. building a state of creativity

Rhianna Pezzaniti & Amy Plant, FORM

#publicsilotrail | @formwa



BENEFITS OF THE **MANDURAH WATER TOWER PROJECT**

- Articulating competitive advantage
- Strengthening communities
- Growing opportunity & retaining talent

FORM.

building a state of creativity

October 2017

Rhianna Pezzaniti
& Amy Plant, FORM

#publicsilotrail | @formwa

| | | |
|----------|---------------------------|------------------------------------------------------------|
| 4 | SUBJECT: | Peel Regional Leaders Forum – Budget and Future Directions |
| | CONTACT OFFICER/S: | Mark Newman |
| | AUTHOR: | Mark Newman |
| | FILE NO: | R0001234760 |

Summary

Elected Members are requested to reconsider our commitment to and funding for the Peel Regional Leaders Forum (PRLF).

In September 2017 Council received a report seeking a Council commitment to this body. The report followed a workshop of the PRLF which concluded:

- 1 PRLF Membership remaining as is, welcoming the Peel Development Commission (PDC) to rejoin, with secondment of others as necessary.
- 2 That the Peel Regional Investment Blueprint should be used as a guiding resource for regional planning and priorities, with the caveat that there would be input into the upcoming review of the document.
- 3 That an empowered Executive Officer function, who is strategic, experienced and the voice of the PRLF is necessary.

Council was requested to give a three year commitment to increased funding.

Council resolved to defer consideration of the funding model until after the 2017 local government election, and sought new information through a forum.

Council is asked to review its ongoing commitments to the purpose of the PRLF and to approve a revised financial commitment.

Disclosure of Interest

Nil

Previous Relevant Documentation

- G.33/9/17 26 September 2017 Council Resolves to defer consideration of funding until after the October 2017 election and to seek more information on function and funding
- G.40/5/16 24 May 2016 Council resolved to advise the Shire of Murray of its preparedness to contribute up to \$20,000 in the 2016/17 financial year towards the upgrade of Wheeler Field, Coolup airstrip, following a request for funding received via the Peel Regional Leaders Forum.
- G.46/10/10 26 October 2010 Council resolved to support the creation of the Peel Regional Leaders Forum with incorporated association status.

Background

The Peel Regional Leaders Forum was the result of a meeting of Peel Regional Mayors/Presidents and CEOs in September 2010, which determined that existing leadership models were not achieving sustainable outcomes for the Peel Region. At the time, the region's economic development body was the Peel Economic Development Unit (PEDU), which had been established in July 1999 to 'work cooperatively with other relevant partners and agencies to advance regional cooperation and economic development in the Peel Region.

PEDU's initial membership consisted of an Executive Group comprised of Peel Local Government and Peel Development Commission (PDC) representatives, and a Working Group comprised of Local Government CEOs, the PDC CEO, and technical advisors as required. PEDU's membership subsequently evolved to include the Peel Chamber of Commerce and Industry, and the Small Business Centre (SBC) Peel.

However, at the September 2010 meeting, regional leaders determined that PEDU was not achieving its mission statement, and that a new model was therefore required to replace it.

In October 2010, a report was provided to Council, recommending the creation of the Peel Regional Leaders Forum, with incorporated association status. Council agreed to the recommendation, and the PRLF subsequently held its inaugural meeting in February 2011.

The PRLF commenced a review of its strategic direction staffing needs, and funding requirement in July 2017.

The PRLF will be considering its 3 year Business Plan at its May 2018 meeting. A copy of the draft Business Plan is attached.

Comment

The Peel Regional Leaders Forum comprises the Peel local governments of Mandurah, Murray, Serpentine-Jarrahdale, Waroona and Boddington, plus Regional Development Australia (RDA) Peel, the Peel-Harvey Catchment Council and the Peel Community Development Group. The Peel Development Commission currently has Observer status to the PRLF.

The PRLF holds its general meetings on a bi-monthly basis, and its CEO Group meetings are also held bi-monthly on alternate months. Under its Constitution, the Objects of the PRLF are as follows:

- To be the means of determining responses to regional priorities for the Peel Region;
- To be the mechanism for determining regional funding priorities at the Commonwealth level;
- To be the mechanism for determining regional funding priorities at the State level;
- To create an environment of sustainable growth;
- To facilitate the economic development, ecological integrity and social wellbeing of the Peel Region;
- To identify the economic needs of the region and make these needs known to key decision makers;
- To foster cooperative and jointing venturing initiatives between members and appropriate partners on projects of mutual benefit or to further joint interests.

In its six-and-a-half years of operation, the PRLF has endeavoured to provide leadership on key regional issues including local government reform, tourism, health service provision, State and Federal funding, and relations with the region's key industries. One of the PRLF's successes was the recent commencement of the Peel *Regional Trails Master Plan*, which will map, design and promote a range of tourism trails across the Peel Region.

The PRLF workshop held in Mandurah on 20 July was designed to determine the strategic direction for the PRLF to be pursued over the next three years. The Workshop Outcomes Report included the following Executive Summary:

- *The current PRLF needs to evolve from its current form. There is a need for a group that includes all of the Peel Region and can act on behalf of the region;*
- *Our vision is that the Peel is worth fighting for and that as a region, it stands strong and firm;*
- *It has a strong regional identity that attracts resources and support. Operating as a whole, the PRLF is stronger than the sum of the individual groups;*

- *Our purpose is to be a regional group that is representative, unifying, independent and strategic, acting through advocacy;*
- *Membership remains as is, consisting of the peak groups (including PDC), with secondment of others as needed;*
- *It is agreed that the Peel Regional Blueprint should be used as a guiding source for regional planning and priorities, with the caveat that there is input to the upcoming review of the Regional Blueprint;*
- *Need an empowered executive officer function in place, operating as an Executive Officer, strategic, experienced and a voice for the PRLF;*
- *Elected Chair from the membership, in accordance with the Constitution;*
- *Governance sub-committee established to recommend KPIs for the Executive Officer, plus monitor Executive Officer performance on a regular basis;*
- *Hosting of the Executive Officer according to the successful applicant's situation (or taking advantage of in-kind offers from members);*
- *To attract the type of Executive Officer required, a package of \$175,000 per annum may be required, involving a three-year tenure, \$50,000 per annum for marketing, \$63,000 for operational expenses, and leveraged project funding;*
- *An agreed process for determining regional priorities and associated project or advocacy work needs to be further developed and documented;*
- *As an overall structure, it is agreed to use the Peel Regional Blueprint themes as the starting point for identifying regional priorities according to the PRLF i.e.*
 - *Thriving Industry;*
 - *Agriculture and Food Innovation;*
 - *Tourism Excellence;*
 - *Capable People;*
 - *Strong and Resilient Communities;*
 - *Environment (as an added theme).*

At its 8 September meeting, the PRLF resolved that, subject to each Council's endorsement, the Executive Officer position will commence by December, and be based at the Shire of Murray offices as the most central location within the Peel Region.

The previous appointment as Executive Officer was employed on the basis of three days per week, and provided mainly a governance and administration role. Since his departure in April, a City of Mandurah officer has undertaken these duties on a part-time basis. The major thrust of the July workshop was the need for a full-time Executive role to take the PRLF to the next level of influence and operation.

The Shires of Boddington, Serpentine Jarrahdale and Waroona resolved to support the proposal as presented by the PRLF. Both the Shire of Murray and the City of Mandurah deferred consideration to post the 2017 election and sought more detail.

Subsequently the PRLF has continued to meet, but without an Executive Officer. It is apparent that the group cannot move forward without an Executive Officer, and the PRLF are hopeful that the City of Mandurah and Shire of Murray will reconsider their position.

Consultation

The PRLF has met several times since council's decision. All members of the PRLF are keen to move forward, and appoint a new Executive Officer.

Statutory Environment

Nil

Policy Implications

Nil

Economic Implications

The previous proposal required City of Mandurah financial contribution to the PRLF from 2017/18 to 2019/20 - including employment of an Executive Officer – the City's contribution would be \$245,452 over three years, as follows:

- 2017/18 – \$72,808;
- 2018/19 – \$83,771;
- 2019/20 – \$88,873.

A revised 3 year budget indicates that the requirement could be reduced as follows:

- 2018/19 – \$62,808;
- 2019/20 – \$72,771;
- 2020/21 – \$82,873.

The City budgeted a contribution of \$51,000 in the 2017/18 budget.

A copy of the revised PRLF draft budget is attached. The budget outlines the contribution of each member organisation, which includes a fixed component and a variable component. From a City of Mandurah perspective, this is a more optimal regional funding arrangement for the City, as the other Peel Councils are contributing more under the Budget's fixed contributions component. In the past a mainly per capita approach has been taken.

Risk Analysis

The funding of the Executive Officer ensures that the PRLF has greater capacity for leadership. The existence of PRLF ensures that the region has a united front and assists in ensuring that the Peel Region receives adequate recognition.

Strategic Implications

The following strategies from the *City of Mandurah Strategic Community Plan 2017 – 2033* are relevant to this report:

Economic:

- Increase the level of regional employment.
- Increase local education and training opportunities.
- Develop a strong and sustainable tourism industry.

Organisational Excellence:

- Demonstrate regional leadership and advocacy.
- Deliver excellent governance and financial management.

Conclusion

The PRLF is a vital component of identity of the Peel Region as it bring together the local governments, key state and federal regional groups, and key not for profit leadership from the Environmental and Community Development areas. The new structure will also enable other key agencies to be co-opted as necessary.

As a result, the PRLF seeks to engage an Executive Officer on a three-year contract, commencing early in the 2018/19 financial year.

Council approval is therefore sought for the following City of Mandurah financial contribution to the PRLF from 2018/19 to 2020/21, which includes employment of an Executive Officer on a three-year contract:

- Year 1 – \$62,808;
- Year 2 – \$72,771;
- Year 3 – \$82,873.

NOTE:

- Refer ***Attachment 1 Peel Regional Leaders Forum Budget***
Attachment 2 Peel Regional Leaders Forum Draft 3 Year Business Plan

RECOMMENDATION

That Council

- 1 Notes and supports the strategic direction of the Peel Regional Leaders Forum as outlined in this report.**
- 2 Approve the contribution of \$62,808 as the City of Mandurah's contribution to the Peel Regional Leaders Forum for 2018/19.**
- 3 Agrees to the funding commitments to the Peel Regional Leaders Forum and the City of Mandurah's funding for 2019/20 and 2020/21 to be in the vicinity of \$72,721 and \$82,873 respectively.**

* \$1,000 in total from PCDG and PHCC

PEEL REGIONAL LEADERS FORUM

BUSINESS PLAN

1st July 2018 – 30th June 2021

The Peel Regional Leaders Forum

In late 2010 it was recognised by the Peel Region's Local Governments that Mandurah and the wider Peel Region had been experiencing unprecedented population growth, but this was not being matched by economic outcomes, nor was it being matched by State and Federal Government infrastructure and service provision funding.

Although Councils in the Region had been – individually for the most part – doing their best to mitigate the socio-economic impacts of the region's rapid growth they had been mostly unsuccessful.

Regional governance and decision making was reviewed and the outcome was that key stakeholder organisations resolved to establish the Peel Regional Leaders Forum (PRLF) as a means of providing effective leadership, and ensuring the long-term triple-bottom-line sustainability of the Peel Region.

Formation of the PRLF was a bold and aspirational step for the Region, and one that came about because of a shared commitment to a stronger Region, building on our individual success.

Membership of the Forum comprises:

- President of the Shire of Boddington
- Chief Executive Officer of the Shire of Boddington
- Mayor of the City of Mandurah
- Chief Executive Officer of the City of Mandurah
- President of the Shire of Murray
- Chief Executive Officer of the Shire of Murray
- President of the Shire of Serpentine-Jarrahdale
- Chief Executive Officer of the Shire of Serpentine-Jarrahdale
- President of the Shire of Waroona
- Chief Executive Officer of the Shire of Waroona
- Chair of Regional Development Australia Peel
- Director of Regional Development of Regional Development Australia Peel
- Chair of the Peel Community Development Group
- Executive Officer (or other nominated representative) of the Peel Community Development Group
- Chair of the Peel-Harvey Catchment Council
- Chief Executive Officer of the Peel Harvey Catchment Council

The Peel Development Commission has observer status at meetings.

The **vision** of the PRLF is:

Communities working together for a thriving and prosperous region.

Background to the Business Plan

In order to improve effectiveness of the PRLF in a dynamic political and operational environment a series of workshops was held with members in late 2017 and early 2018.

These workshops decided the revised vision and objectives of the PRLF. Further work by the PRLF CEO Group formulated a series of outcomes designed to meet the PRLFs objectives.

A process was also developed to elicit the Peel region's priority initiatives and projects. These are to be evaluated using an evaluation tool developed by a subcommittee of the PRLF.

PRLF Objectives

The objectives of the PRLF are:

1. Reinforce, promote and enhance the identity, regional boundary of Peel, ensuring its retention as a region.
2. Facilitate the economic development, ecological integrity and social well being to benefit the people and environment of the Peel Region.
3. Encourage collaboration internally and externally to develop and implement mutually and regionally beneficial projects.

The PRLF will:

- Advocate for Priority Initiatives and Projects;
- Advocate for the resolution of regional issues;
- Support other initiatives projects;
- Practice good governance.

The PRLF CEO Group comprises the CEOs and other lead staff of PRLF Member organisations.

The PRLF CEO Group will:

- Conduct Priority Project and Initiative assessment;
- "Filter" matters proceeding to Forum for discussion and decision;
- Assist PRLF elected members in advocacy efforts.

| OBJECTIVE 1 | Reinforce, promote and enhance the identity, regional boundary of Peel, ensuring its retention as a region. | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|-------------------------------------------|
| <p>What will we do? List in this row Activities we plan to undertake to achieve the Objective.</p> | <p><i>Outline planned Activities - List in this row the Activities we plan to undertake to achieve the objective.</i></p> <ol style="list-style-type: none"> Advocate for the Peel to be recognised as a region <ul style="list-style-type: none"> By State and Australian Governments, their agencies and contracted services delivery agencies; By residents of the region. Advocate for all government agencies to use the Peel region boundaries to define their activities. Advocate for service delivery agencies with responsibility for delivering in the Peel to be based in the Peel and delivering to the whole region. | <p><i>Priority (High, Medium, Low)</i></p> <p>High</p> | <p><i>Partners</i></p> <p>All members</p> |
| <p>What do we need to do to prepare to perform these activities? List and prioritise what needs to be in place before commencing these activities.</p> | <ol style="list-style-type: none"> Develop a marketing campaign for the region (external to PRLF): <ul style="list-style-type: none"> Review the branding and messaging from the PRLF. Review the regional identity statement. Update the PRLF web site: <ul style="list-style-type: none"> Make provision for a repository of completed studies & research for common use through a file sharing app (e.g. Dropbox) Repository for PRLF documents | <p>Medium</p> | <p>Consultant All members</p> |

| OBJECTIVE 2 | Facilitate the economic development, ecological integrity and social well being to benefit the people and environment of the Peel Region. | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|-----------------|
| What will we do? List in this row Activities we plan to undertake to achieve the Objective. | <i>Outline planned Activities - List in this row the Activities we plan to undertake to achieve the objective.</i> 1. Identify priority initiatives and projects for the Peel. 2. Advocate for public and private investment into identified priority projects. 3. Create an environment of sustainable growth: <ul style="list-style-type: none"> • Adopt innovative thinking in designing responses to issues; • Encourage strong leadership; • Work collaboratively internally; • Include communities and business in decision making processes. 4. Identify the economic needs and comparative (dis)advantages of the region and make these needs known to key decision makers. | <i>Priority (High, Medium, Low)</i> High | <i>Partners</i> |
| What do we need to do to prepare to perform these activities? List and prioritise what needs to be in place before commencing these activities. | 1. Develop media to prepare for opportunities arising during election campaigns. 2. Develop a Regional Investment Prospectus, supported by a prospectus for each LGA. | High Medium | |

| OBJECTIVE 3 | Encourage collaboration internally and externally to develop and implement mutually and regionally beneficial projects. | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-----------------|
| What will we do? List in this row Activities we plan to undertake to achieve the Objective. | <i>Outline planned Activities - List in this row the Activities we plan to undertake to achieve the objective.</i> 1. Encourage local plans to be developed considering regional level plans. 2. Be a conduit for implementing regional level plans at a local level. 3. Examine and identify areas for shared data resource and best practice use. | <i>Priority (High, Medium, Low)</i> | <i>Partners</i> |
| What do we need to do to prepare to perform these activities? List and prioritise what needs to be in place before commencing these activities. | Not required | | |

Structure

To achieve the PRLFs objectives it will employ an Executive Director in the 3rd Quarter of 2018.

The role of the Executive Director will be to:

- Guide the PRLF in maintaining good governance;
- Implement the PRLF Business Plan;
- Manage the affairs and compliance of the PRLF;
- Update all PRLF resources;
- Arrange meetings, including:
 - o Book venues and catering;
 - o Canvas members for agenda items;
 - o Ascertain member attendance;
 - o Arrange guest speakers and presenters as required by members;
 - o Compile agendas and supporting documentation.
- Attend meetings, including:
 - o Set up venue;
 - o Take minutes;
 - o Distribute minutes to members;
 - o Complete follow up actions as determined by the meeting;
 - o Compile correspondence and media releases.
- Deliver general administrative functions;
- Conduct research as required to provide supporting evidence for regional issues and priority project advocacy;
- Create, develop and regularly engage with networks at political and agency head levels;
- Develop strategies for PRLF advocacy efforts;
- Arrange, attend and facilitate sub committee meetings at least twice annually;
- Maintain the currency and accuracy of the registers of initiatives and projects.

Initiative and Project Identification

To facilitate a “bottom up” model inclusive of the wider Peel community three “pillars of development will be established using a sub committee structure.

- **ECONOMIC DEVELOPMENT SUB COMMITTEE:** This sub committee will identify initiatives and projects that seek to improve the economic well-being, living standards and quality of life for a community by creating and/or retaining jobs and supporting or growing incomes.
- **COMMUNITY AND SOCIAL SERVICES SUB COMMITTEE:** This sub committee will identify initiatives and projects that seek to build stronger and more resilient, inclusive and local communities aimed at improving the well-being of every individual in society so they can reach their full potential.

- **ENVIRONMENT SUB COMMITTEE:** This sub committee will identify initiatives and projects aimed at achieving sustainability in all human activities and address the environmental impacts of the complex interactions between development and environment.

Each sub committee will comprise representatives from organisations having a role or interest in addressing issues related to the sub committee's theme.

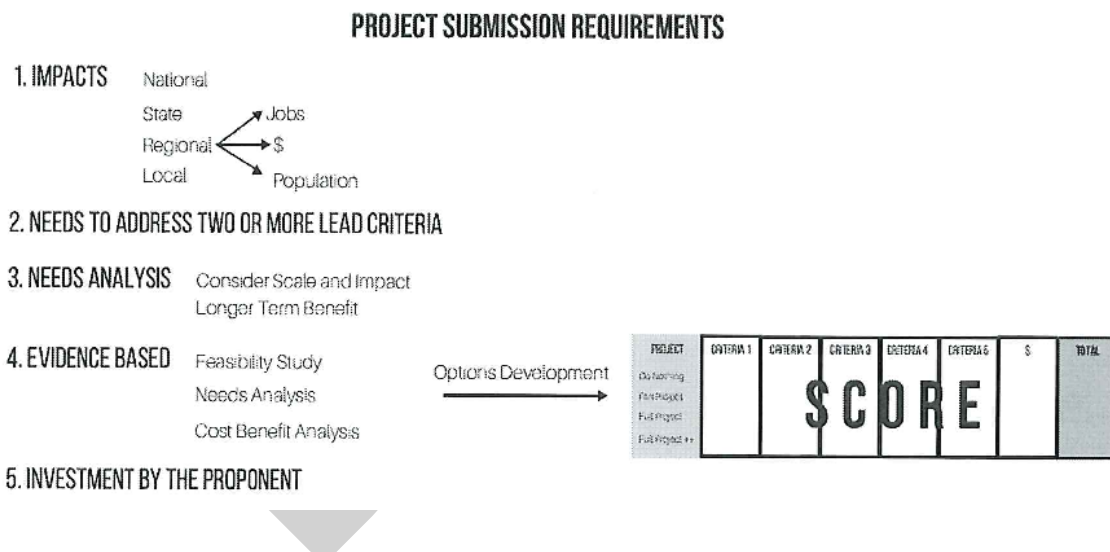
Each of these sub committees will be chaired by a PRLF Member organization and meet at least twice annually to develop and review initiatives and projects developed to address their objectives.

Project Assessment Tool

A Project Assessment Tool based on that used by the Peel Development Commission to assess projects submitted for Royalties for Regions funding will be used to assess the priority of projects that will be advocated for by the PRLF.

Projects will be initially assessed to ensure they have the necessary prerequisites to be assessed through the Assessment Tool.

The lead criteria used for assessment are:



The lead and sub criteria used for assessment will be based on the priority areas for development identified in the Peel Regional Investment Blueprint:

Lead Criteria

Capable People

Strong & Resilient Communities

Sub Criteria

Pathways (Education outcomes)
Skilled Workforce

Service Delivery
Liveability
Safety

| | |
|--------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Tourism | Product and Destination Development Infrastructure |
| Thriving Industry/Agriculture & Food | Attracting new industry Job Creation (Construction) Job Creation (Operations) Cost Benefit Analysis Outcomes Economic Diversification (Export Impact) Product Development |
| Environment | Water Vegetation Soil Species Air Quality |

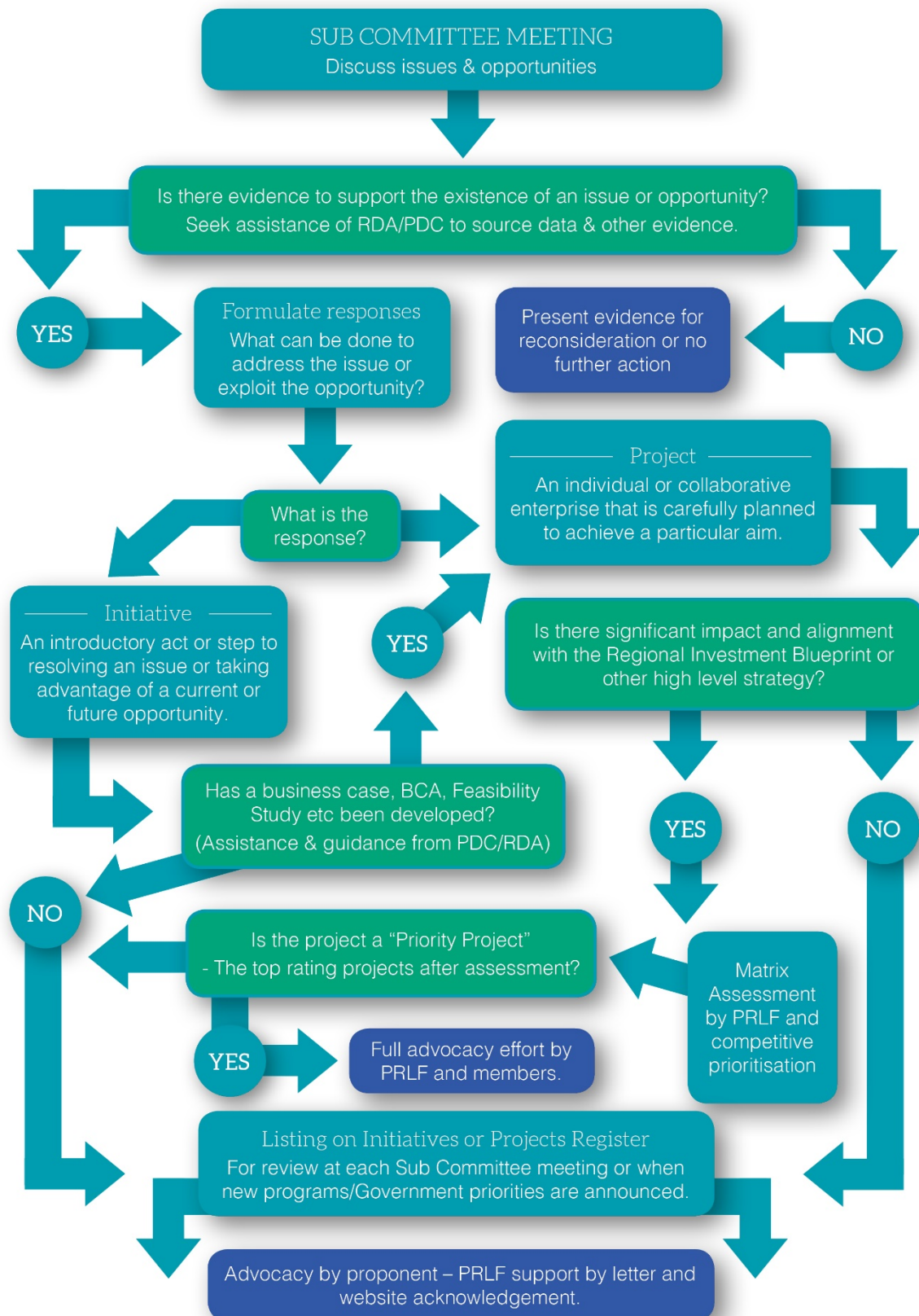
Projects will be initially assessed to ensure that they have the necessary prerequisites to be assessed through the Assessment Tool. Weightings will be agreed by the PRLF and applied to each sub-category based on:

| | |
|------------------|-------|
| Low Priority: | 0-5 |
| Medium Priority: | 6-10 |
| High Priority | 11-15 |

The role of Regional Development Australia Peel includes assistance in developing regional projects. RDA can provide assistance to organisations wishing to submit a project for assessment.

The Peel Development Commission is able to provide assistance to the PRLF to assess projects to arrive at a project prioritisation score. This will be based on the criteria weightings provided by the PRLF.

The process is explained in the following flow chart.



Initiative and Project Support and Advocacy

INITIATIVE: An introductory act or step to resolving an issue or taking advantage of a current or future opportunity.

PROJECT: An individual or collaborative enterprise that is carefully planned to achieve a particular aim.

The PRLF will determine the top 5 priority projects for the Peel region.

These priority projects will receive the full support and advocacy efforts of the PRLF until the desired outcomes are achieved and the priority projects are implemented.

Other initiatives and projects will be placed on a register, published on the PRLF web site and receive the support of the PRLF in the form of a letter of support.

It is the responsibility of the initiative or project proponent to:

- Continue advocacy for project funding;
- Identify project partners;
- In the case of an initiative – develop to project status by development of a business case;
- Advocate for funding for business case development where this is not in place.

Budget

To be developed.

Business Plan Review

This Business Plan will be reviewed at least annually to ensure its currency, accuracy and relevance.

This review will establish Priority Performance Measures and other performance indicators in 2018-19.

APPENDIX ONE

Peel Regional Leaders Forum

Executive Director Position Statement and Selection Criteria

Salary Range: \$110 000 - \$120 000

Benefits: 9.5% Superannuation
Mobile phone
Computer
Data plan to suit
Car Allowance (\$20 000 p.a.)

Duties:

- Guide the PRLF in maintaining good governance;
- Implement the PRLF Business Plan;
- Manage the affairs and compliance of the PRLF;
- Update all PRLF resources;
- Arrange meetings, including:
 - o Book venues and catering;
 - o Canvas members for agenda items;
 - o Ascertain member attendance;
 - o Arrange guest speakers and presenters as required by members;
 - o Compile agendas and supporting documentation.
- Attend meetings, including:
 - o Set up venue;
 - o Take minutes;
 - o Distribute minutes to members;
 - o Complete follow up actions as determined by the meeting;
 - o Compile correspondence and media releases.
- Deliver general administrative functions;
- Conduct research as required to provide supporting evidence for regional issues and priority project advocacy;
- Create, develop and regularly engage with networks at political and agency head levels;
- Develop strategies for PRLF advocacy efforts;
- Arrange, attend and facilitate sub committee meetings at least twice annually;
- Maintain the currency and accuracy of the registers of initiatives and projects.

Selection Criteria

Relevant skills or experience in the following skills areas:

1. Communication skills:

In traditional media and social media for the purposes of implementing a marketing campaign and maintaining advocacy efforts for Priority Projects; and

Written and verbal for the purposes of maintaining the records of the PRLF and preparing correspondence on behalf of the PRLF.

2. Interpersonal and networking skills:

For the purposes of developing and maintaining relationships at community, political and agency head levels to progress the PRLFs agenda.

3. Research skills:

For the purpose of identifying, analysing and collating data relevant to identifying regional issues and assessing responses.

4. Self Motivation

For the purpose of working to achieve the PRLFs objectives in the absence of direct supervision.

5. Strategic Planning skills

For the purposes of adopting innovative thinking in designing PRLF responses to issues.

6. The political environment and Government and private enterprise investment processes

For the purpose of effectively targeting PRLF advocacy activities.

| | | |
|---|---------------------------|------------------------------------------------------|
| 5 | SUBJECT: | Strategy Committee – Amendment to Terms of Reference |
| | CONTACT OFFICER/S: | David Prattent |
| | AUTHOR: | David Prattent |
| | FILE NO: | R0001222776 |

Summary

The formation of a Strategy Committee was approved by Council in September 2017. At the time, the Committee's Terms of Reference allowed for up to four meetings each year.

It is already apparent that more meetings each year are required. Council is requested to approve the Terms of Reference to permit a greater number of meetings.

Disclosure of Interest

None

Previous Relevant Documentation

- G.34/12/17 19 December 2017 Amendment to membership, powers and duties of the Strategy Committee
- G.38/9/17 26 September 2017 Council approved the formation of a Strategy Committee

Background

Terms of reference were approved in September 2017 and further refined in December 2017 both to provide a clear definition between the role of the Strategy Committee and that of the Audit and Risk Committee, and to allow all Elected Members to be members of the Strategy Committee.

Comment

The current terms of reference allow for up to four meetings each year. It is already apparent that more meetings will be required. Although it is proposed that the Committee will meet ten times each year, the amendment to the Terms of Reference provides for up to twelve meetings. This may avoid further future amendments if the decision is made to move to full monthly meetings.

Consultation

None

Statutory Environment

Local Government Act 1995 S5.8 – 5.18 Committees and their meetings

Policy Implications

None

Risk Implications

None

Economic Implications

None

Strategic Implications

The following strategy from the *City of Mandurah Strategic Community Plan 2017 – 2037* is relevant to this report:

Organisational Excellence:

- Deliver excellent governance and financial management.

Conclusion

Having formed a Strategy Committee with a limited number of annual meetings, it is now apparent that more meetings are required. It is proposed to amend the Terms of Reference to provide for this and possible future changes.

RECOMMENDATION

That Council:

Approves the amended Terms of Reference of the Strategy Committee as follows:

1 Objectives of the Strategy Committee:

- 1.1 Recommend future financial policy for rates and other revenue to ensure funds are available for community investment and services.**
- 1.2 Align service and infrastructure provision to the needs of the community.**
- 1.3 Determine the future services and investment to be provided, how they are provided, and the service level standards associated with them.**
- 1.4 Oversee the financial planning associated with future service provision and investment.**

2 Powers of the Strategy Committee:

- 2.1 The Committee is a formally appointed committee of Council and is responsible to that body. The Committee does not have executive powers or authority to implement actions in areas over which the Chief Executive Officer has legislative responsibility and does not have any delegated financial responsibility. The Committee does not have any management functions and cannot involve itself in management processes or procedures.**
- 2.2 The Committee is to report to Council and provide appropriate advice and recommendations on matters relative to its Terms of Reference. This is in order to facilitate informed decision-making by Council in relation to the future planning for Mandurah.**

3 Membership:

- 3.1 The membership of Strategy Committee shall comprise all members of Council.**
- 3.6 The Chief Executive Officer and/or his/her nominee(s) are to attend all meetings to provide advice and guidance to the Committee.**

4 Meetings:

- 4.1 The Committee shall meet up to twelve times each year.
- 4.2 The Strategy Committee meetings are only open to invited persons.

5 Reporting:

- 5.1 Reports and recommendations of each Committee meeting shall be presented to the next ordinary meeting of Council.

6 Duties and responsibilities:

- 6.1 Advising Council on the development and implementation of the Strategic Community Plan and corporate Business Plan;
- 6.2 Advising Council on the development and implementation of the Long-term Financial Plan and associated financial strategies such as a rating policy;
- 6.3 Assessing for Council the current and future levels of service required to be delivered by Council;
- 6.4 Monitoring, development and implementation of Council's strategic asset management plans in accordance with Council's asset management policy;
- 6.5 The strategic review of services to decide both the most appropriate delivery models for the future and/or the relevance of the service to Council's and community needs (noting that service reviews will go to the Audit and Risk Committee);
- 6.6 Investigating and recommending to Council opportunities for cost sharing or shared services arrangements with other organisations;
- 6.7 Setting strategic advocacy direction for other levels of government
- 6.8 Providing advice to Council on other strategic issues.

ABSOLUTE MAJORITY REQUIRED

6 **SUBJECT:** Cooperative Research Centre bid with Mandurah Wildlife Rescue and Murdoch University
CONTACT OFFICER/S: Brett Brenchley
AUTHOR: Brett Brenchley / Bonnie Beal Richardson
FILE NO:

Summary

Officers have recently met with Murdoch researchers and Directors of Mandurah Wildlife Rescue to discuss a potential Cooperative Research Centre Projects grant. The proposal has the potential to provide substantial bushland management solutions for the City of Mandurah and further strengthen the City's relationship with Murdoch University. Furthermore, it could provide an excellent foundation for Mandurah Wildlife Rescue to obtain better financial security and become an even more critical service provider to the community.

It is recommended that Council:

1. Develop and submit a Cooperative Research Centres (CRC) Project bid in partnership with Murdoch University and Mandurah Wildlife Rescue.
2. Provide \$30,000 through the 2018/19 budget to Mandurah Wildlife Rescue to help ensure the group can continue to operate until the expected commencement date of the CRC-project in July 2019.

Disclosure of Interest

Nil

Previous Relevant Documentation

- G.41/3/16 March 2016 Council supported budget expenditure of \$25,000 per annum for three years to contribute and partner with Murdoch University's Australian Research Council (ARC) bid for Backyard Bandicoots.
- PCDS.12/2/12 February 2012 Fauna Relocation: Research Proposal: Council supported the relocation research project (\$15,000 per annum for 3 years) as part of the Council's 2012/13 budget considerations.
- PCDS.10/11/08 November 2008 Council supported a Western Australian Centre of Excellence for Climate Change, Woodland and Forest Health- Partnership with Murdoch University

Background

The City of Mandurah's working relationship with researchers at Murdoch University's Environmental and Conservation Science division now spans over a decade and has brought about a number of practical research outcomes that have proved to be of great benefit to the City and community of Mandurah. The relationship is built on a common interest of improving appreciation and understanding of ecological processes, particularly in an urban and peri-urban landscape.

Most recently, in 2016 the City partnered with Murdoch University to submit a funding request for an Australian Research Council (ARC) project entitled Backyard Bandicoots spanning three years. The application was successful and the project is currently in the second year of implementation. To date, the ARC project has delivered some excellent research outcomes that can be easily applied to City practices, such as inoculating Tuart seedlings with Quenda scats for better survival rates. Notably, the ARC project

has been highly successful in engaging Mandurah community members to participate in the research delivering fantastic environmental education outcomes during the process of conducting the research.

Concurrently, the City has been approached by Mandurah Wildlife Rescue seeking funds to provide a paid environmental education officer for the incorporated body with a view to develop activities such as school presentations into their operations. The intent of this is that presentations will be delivered with a fee, which will provide Mandurah Wildlife Rescue with a new source of income and provide the group with more financial security, something that is seen as an immediate threat to the continuation of this incorporated body.

Mandurah Wildlife Rescue provide an important community service to the Mandurah community and to the City of Mandurah. They provide education and support services to over 1,000 wildlife carers in the Peel and Bunbury regions and provide attractive volunteering opportunities particularly for youth and seniors. Most importantly, they readily attend to situations where wildlife have been injured or is in a hazardous situation and respond to community members and City officers who are often the first to come across these situations and are unsure of how to respond appropriately.

Comment

Officers have recently met with Murdoch researchers to discuss opportunities post ARC Backyard Bandicoots project and also separately with directors of the Mandurah Wildlife Rescue group to further explore ways that the City can best support the group. Through these discussions, the three entities have developed a concept in the form of a proposed Cooperative Research Centre Project (CRC-P). This concept has the potential to address the immediate financial security issues of Mandurah Wildlife Rescue; provide valuable research outcomes for current bushland and parkland management issues facing the City; provide a basis from which the City and Murdoch University can further develop a strong working relationship.

The Cooperative Research Centre (CRC) Program was established in 1990 and is currently administered by the Department of Industry, Innovation and Science. The program links researchers with industry and government to improve the effectiveness of research efforts. This close interaction between end users and researchers is the most defining characteristic of the CRC program as it allows end users to develop and direct relevant research.

The CRC Program offers support through long-term CRC grants (up to 10 years) and short-term Cooperative Research Centre Projects (CRC-project) grants. CRC-project grants run for a term of up to three years and applicants must include at least two industry entities (including one small-medium enterprise) and one research organisation. These projects focus on:

- a short term, industry-identified and industry-led collaborative research project to develop a product, service or process that will solve problems for industry and deliver tangible outcomes. Projects should benefit Small to Medium Enterprises, such as Mandurah Wildlife Rescue and increase their capacity to grow and adapt to changes affecting their particular industry;
- industry-focused education and training activities, such as internships and secondments between industry entities and research organisations.

Up to \$3 million over three years is available for each CRC-project with no minimum threshold for an application. The collaboration must at least match the amount of grant funding sought through cash and/or in-kind contributions. The key consideration for a CRC-project is that it is an industry-led collaboration, with the dominant focus being the application of research within the relevant industry. The lead applicant for a CRC-P must be one of the projects' industry partners, and the entire project is therefore managed by its industry applicant. This differs from the ARC Linkage projects such as Backyard Bandicoots where the key consideration is research outcomes and the project is led by a research organisation such as Murdoch University.

It is proposed that a CRC-project focused on common ecology management issues that face Australian Local Government areas located on the fringe of major metropolitan areas where conflict between

biodiversity conservation needs and urban development needs are more pronounced. In relation to Mandurah three relevant issues have been identified:

- Effectiveness of wildlife relocation and wildlife rehabilitation in relation to conservation and management of native species in an urban and peri-urban environment;
- Management of tree health and preventing tree decline in urban areas, specifically the Tuart which is widely considered to be part of Mandurah's identity;
- Understanding the impact of wildfire and prescribed burning on habitat structure and biodiversity, specifically its potential to permanently impact species that require niche habitats.

Whilst dates have yet to be announced, it is expected that CRC-project submissions for the next available round will be due around October this year. Implementation of a successful submission would be expected to commence in July 2019. Whilst the proposal requires a lot more development, it is expected that the City of Mandurah will be the applicant with Murdoch University being the major research partner and Mandurah Wildlife Rescue the major Small to Medium Enterprise industry partner. There is scope to engage further research organisations and Small to Medium Enterprises which will be considered through the development of the proposal.

Consultation

Murdoch University
Mandurah Wildlife Rescue

Statutory Environment

Nil

Policy Implications

Nil

Risk Implications

The major risk of this proposal pertains to the CRC-project bid from City of Mandurah, Murdoch University and Mandurah Wildlife Rescue being unsuccessful. The implication to the City if this risk is realised is considered minimal.

Economic Implications

\$30,000 is being sought from Council to provide funding to Mandurah Wildlife Rescue and to support the development of their business model in the lead up to the potential CRC-Project commencing.

It is anticipated that the City will need to commit a cash contribution to the CRC-Project bid if it is to be successful, the quantity of which is unknown until the bid is developed further but expected to be in the range of \$50,000 per annum for three years. The CRC-Project Guidelines state that:

"Applications must demonstrate the ability to at least match (in cash or in-kind) the level of CRC Program Funding requested. Cash contributions, particularly from industry, will be viewed favourably and may result in an application for funding being deemed more suitable."

Strategic Implications

The following strategies from the *City of Mandurah Strategic Community Plan 2017 – 2037* are relevant to this report:

Environment:

- Protect and ensure the health of our natural environment and waterways.

- Encourage and enable our community to take ownership of our natural assets, and to adopt behaviours that assist in achieving our environmental targets.

Economic:

- Increase local education and training opportunities.

Conclusion

The CRC-project proposal has the potential to provide substantial bushland management solutions for the City of Mandurah and further strengthen an already successful relationship with Murdoch University. Furthermore, it has the potential to provide an excellent foundation for Mandurah Wildlife Rescue to obtain better financial security and become an even more critical service provider to the community.

Given the potential benefits of the CRC-project and the service that Mandurah Wildlife Rescue provides to the Mandurah community, it is recommended that the City provide a donation to the group of \$30,000 in 2018/19 to ensure the group can continue to operate until the expected commencement date of the CRC-project in July 2019.

RECOMMENDATION

That Council:

1. **Develop and submit a Cooperative Research Centres (CRC) Project bid in partnership with Murdoch University and Mandurah Wildlife Rescue.**
2. **Provide \$30,000 through the 2018/19 budget to Mandurah Wildlife Rescue to allow them to develop their business model until the expected commencement date of the CRC-project in July 2019.**

CITY OF MANDURAH

NOTICE OF MOTION

COUNCIL MEETING OF TUESDAY 22 MAY 2018

**COUNCILLORS DARCY, TAHLIA JONES AND
HON COUNCILLOR RIEBELING**

Installation of Observation Shelter

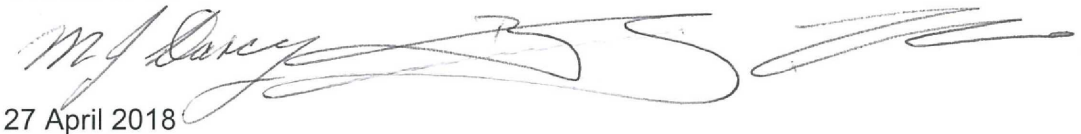
I hereby give notice that I intend to move the following Motion at the Council meeting of Tuesday 22 May 2018.

That Council approves the allocation of \$15,000 during the 2017/2018 financial year for the installation of an observation shelter over seating and concrete pad at Melros Beach Foreshore Reserve. Funding will be provided by the reallocation of the budget for the Point Repose project.

Reason for the Motion:

The reason for this Motion is currently new seating has been provided along with a concrete pad, and installation of an observation shelter will prevent the deterioration of seating, provide amenity for the local community and finalise the project.

Councillors Darcy, Tahlia Jones and Hon Councillor Riebeling
Coastal Ward


27 April 2018

Absolute Majority Required