



## **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 28 November 2017  
at 5.30pm**

**MARK R NEWMAN**  
Chief Executive Officer  
22 November 2017

## **AGENDA:**

1. **OPENING OF MEETING AND ANNOUNCEMENT OF VISITORS**
2. **ACKNOWLEDGEMENT OF COUNTRY**
3. **ATTENDANCE AND APOLOGIES**
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](http://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](http://www.mandurah.wa.gov.au).*

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

9.1 Petition in Support of the Closure of the Public Access Easement at Lot 190 (No 19) San Marco Quays, Halls Head: Councillor Schumacher to present.

9.2 Petition opposing Town Planning Scheme Amendment 138 and Proposed Boarding Kennel at Lot 1175 Old Coast Road, Herron: Councillor Darcy to present.

**10. PRESENTATIONS**

10.1 Kids Teaching Kids Scholarship Winners.

**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](http://www.mandurah.wa.gov.au).*

*NB: Persons who have made a deputation at the preceding Planning Committee 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 10 October 2017 (attached).
- 12.2 Special Council Meeting: Tuesday 24 October 2017 (attached)
- 12.3 Special Council Meeting: Tuesday 31 October 2017 (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 the Committee of Council Meeting:  
Tuesday 14 November 2017 (Green pages)

<i>Item</i>		<i>Page No</i>	<i>Interests Declared / Additional Information</i>
CC.2/11/17	Amendment to Committee of Council's Terms of Reference - Appointment of Deputy Chairperson	2	
CC.3/11/17	Revised Lease: Portion of Reserve 27051 – Air Quality Monitoring Station and Automatic Weather Station	4	Councillor Tahlia Jones has a proximity interest in this item and needs to leave the Chamber.
CC.4/11/17	Dedication of Right of Ways: Central Mandurah	5	
CC.5/11/17	Mandjar Square: Future Works	6	Mayor Williams has a perceived impartiality interest in this item.
CC.6/11/17	Tender 20-2017: Management of the Mandurah Ocean Marina Chalet Park	7	
CC.7/11/17	Audit and Risk Committee: Appointment of External Representatives	8	
CC.8/11/17	Appointment of Community Representatives to Advisory Groups	8	Councillor Tahlia Jones has an impartiality interest in this item and needs to leave the Chamber.  Consideration of this item deferred to Council meeting. Additional information on this matter is included in the agenda.

**18. REPORTS FROM CHIEF EXECUTIVE OFFICER (Yellow Pages):**

<i>Item</i>		<i>Page No</i>
1	Finance Report – September 2017	1 - 20
2	Finance Report – October 2017	21 - 39
3	Peel Development Commission – Board Vacancies Local Government Representation	40 - 44
4	Australian Coastal Councils Conference 20 – 23 March 2018	45 - 52

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

- 20.1 Councillor Lee: Determinations under the Local Government Property and Public Places Local Law 2016.
- 20.2 Mayor Williams: City Centre

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

- 23.1 Citizen of the Year Award.

**24. CLOSE OF MEETING**

**CC.8/11/17 APPOINTMENT OF COMMUNITY REPRESENTATIVES TO ADVISORY GROUPS (WP / NP) (REPORT 6)**

Further to the Committee of Council meeting held on 14 November 2017, it is proposed that:

- Modifications be made to the Terms of Reference for the Mandurah Environmental Advisory Group so as to provide clarity round the membership of the Mandurah Environmental Advisory Group, and removal of reference to the word 'portfolio'.
- The Terms of Reference for the Access and Inclusion Group be amended to increase the number of representatives from the Department of Communities, Disability Services from one to two.

Given the above proposed changes, a revised version of the City's Advisory Groups Terms of Reference is attached for consideration.

In addition, it has been noted that the names of Phil Rance, SES and Caitlyn Bassett, Main Roads WA were omitted from the list of appointed members / representatives for the Mandurah Roadwise Advisory Group.

As such, an amended recommendation is set out below for Council's consideration.

**AMENDED RECOMMENDATION**

**That Council:**

- 1. Adopts the amended Advisory Groups Terms of Reference (Attachment 1).**
- 2. Appoints the following persons/representatives to the Council Advisory Groups for a term of two years expiring on the date of the next local government election in 2019:**

**2.1 Access and Inclusion Advisory Group (Thirteen Community representatives)**

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- **Julie Whale (Department of Communities, Disability Services Representative)**
- **Leanne Peebles (Department of Local Government, Sport and Cultural Industries Representative)**

**2.2 Mandurah Coastcare Coordinating Group**

- **Mel Horton (Bouvard Coastcare Group Representative)**
- **Ron Wortley (Comet North Coastcare Group Representative)**

**2.3 Mandurah Environmental Advisory Group (Six Community Representatives)**

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- **Mel Horton (Environmental Volunteer Representative)**

**2.4 Mandurah Community Museum Advisory Group**

- **Mary King**
- **Maria Veralta (Mandurah Historical Society Representative)**
- **Colleen Robertson (Mandurah Historical Society Representative)**
- **Jan Baker (Friends of Mandurah Community Museum Representative)**
- **Phyl Hardy (Friends of Mandurah Community Museum Representative)**
- **Jill Burgess (Mandurah Business Representative)**

**2.5 Mandurah Roadwise Advisory Group**

- **Julie Murray**
- **Ben Fagan**
- **Neville Pollard**
- **Darren Nelson**
- **Sydney Wilson**
- **Nicky Smith (WALGA Representative)**
- **Matt Froude (Peel District Traffic Unit Representative)**
- **Tania Gigg (Peel SDERA Representative)**
- **Russell Butcher (Department of Transport Representative)**
- **Phil Rance (State Emergency Service Representative)**
- **Caitlyn Bassett (Main Roads WA Representative)**

**2.6 City of Mandurah Bushfires Advisory Committee**

- **Chief Bushfire Control Officer**
- **Deputy Chief Bushfire Control Officer**
- **Captain and Fire Control Officer (or representative) of:**
  - **Mandurah Southern Districts Volunteer Bushfire Brigade**
  - **Mandurah Volunteer Fire and Rescue Service**
  - **Falcon Volunteer Fire and Rescue Service**
- **Department of Fire and Emergency Services District Officer**
- **Department of Biodiversity, Conservation and Attractions – Parks and Wildlife Officer**
- **Coordinator City of Mandurah Ranger Services**
- **Coordinator City of Mandurah Emergency Management**

**3. Thanks the past members of the Advisory Groups for their valuable contribution to the City.**

# City of Mandurah

## Advisory Groups

### Terms of Reference

<p><b>Originating Section:</b> Legal and Governance Services</p>	<p><b>Relevant Legislation:</b> <i>Local Government Act 1995</i> <i>Local Government (Administration) Regs 1996</i> <i>Bush Fires Act 1954</i> <i>City of Mandurah Standing Orders Local Law 2016</i></p>
<p><b>Reviewer:</b> Legal &amp; Governance Services, June 2017</p>	<p><b>Delegated Authority:</b> DA-EMS 02 – <i>Bush Fires Act 1954</i>.</p>
<p><b>Approved:</b></p> <ul style="list-style-type: none"> <li>• G.72/11/15: Council adopted updated Terms of Reference</li> <li>• G.27/6/14: Council amended Terms of Reference for Access and Inclusion Advisory Group (change of name)</li> <li>• G.30/12/13: Council amended Terms of Reference for MEAG and appointed community representatives</li> </ul>	<p><b>Other References:</b></p> <ul style="list-style-type: none"> <li>• Policy POL-GVN 04 – Elected Member Support and Development</li> <li>• City of Mandurah Access and Inclusion Plan 2015-2020</li> <li>• Office of Road Safety, Towards Zero, Road Safety Strategy 2008-2020</li> </ul>

**TERMS OF REFERENCE**

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# ATTACHMENT 1

## ADVISORY GROUPS GENERAL TERMS OF REFERENCE

### 1 Definitions

“Act” means the *Local Government Act 1995*.

“CEO” means the Chief Executive Officer of the City of Mandurah.

“City” means the City of Mandurah.

“Council” means the City of Mandurah Council (13 Elected Members).

“Elected Member” means a City of Mandurah Elected Member.

“Observer” means a person who attends a meeting solely to note the proceedings of the meeting. The Committee may agree to allow the person to speak on a matter. There are no voting rights.

“Regulations” means the *Local Government (Administration) Regulations 1996*.

### 2 Tenure of Members

2.1 The tenure of Advisory Group/Committee members will be in accordance with Section 5.11 of the Act.

2.2 Nominations to fill vacancies for community representatives shall be called by advertising in the local media and appropriate notice boards. Should more nominations than available vacancies be received, Council shall be asked to consider the recommendation of a report on the matter. In any event, appointments to the Advisory Group and/or Committee may only be made by Council.

### 3 Operation

3.1 A review of these Terms of Reference will be undertaken biennially.

3.2 Advisory Groups should follow similar principles as Committees. They are however not bound by the Local Government Act requirements.

### 4 Expenses

4.1 Advisory Group/Committee members, who are not Elected Members or City employees, may be eligible to be reimbursed for an expense incurred within the limits prescribed for reimbursement to Elected Members. Specifically, these expenses relate to travel expenses incurred by Advisory Group/Committee members travelling to and from an Advisory Group/Committee meeting and child care expenses.

Other kinds of expenses that may be approved by Council for reimbursement are:

- An expense incurred in performing a function under the express authority of Council.
- An expense incurred in performing a function in his or her capacity as an Advisory Group/Committee member.

The extent to which an expense, which may be approved can be reimbursed is the actual amount, verified by sufficient information, including actual receipts.

# **1 CITY OF MANDURAH BUSH FIRES ADVISORY COMMITTEE**

The Advisory Group shall be known as the City of Mandurah Bush Fires Advisory Committee and will hereinafter be referred to as the "Advisory Committee".

## Membership

The current membership of this Advisory Committee is as follows:

- a) One Elected Member
- b) Captain & FCO (or their representative) from the following fire brigades:
  - Mandurah Southern Districts Volunteer Bush Fire Brigade
  - Mandurah Volunteer Fire & Rescue Service
  - Falcon Volunteer Fire & Rescue Service
- c) Chief Bush Fire Control Officer or his Deputy
- d) Supporting Officers or representative:
  - Coordinator Ranger Services
  - Coordinator Emergency Management
  - Dept of Fire & Emergency Services District Officer
  - Department of Biodiversity, Conservation and Attractions ~~Dept of~~ Parks & Wildlife Officer
  - Administration/minute taker (no voting rights)

## Purpose

The Advisory Committee may advise Council regarding all matters relating to preventing, controlling and extinguishing bush fires in Mandurah.

## Objective

To cooperatively and collaboratively progress bush fire education, prevention, preparedness, response and recovery.

## Responsibilities

The Advisory Committee has the following responsibilities:

- a) To have a broad understanding of bushfire legislation operating in WA
- b) To advise policy and guidelines for the effective control and prevention of bushfire
- c) To contribute ideas and knowledge toward the development of fire prevention programs and promotional activities

## Meetings

Unless otherwise resolved by the Advisory Committee meetings shall be held quarterly.

## Quorum

The Quorum for meetings shall be one more than half the total number of members of the Advisory Committee.

## Voting

At all meetings of the Advisory Committee, each member including the Chairperson, shall have one vote only and in the case of an equality of votes, the question shall be determined in the negative.

## Terms of Office

A local government may at any time appoint such persons as it thinks fit to the Advisory Committee (Section 67 of the *Bushfires Act 1954*). The CEO may appoint members of the Advisory Committee in accordance with Delegated Authority DA-EMS 02 – *Bush Fires Act 1954*.

## **2 ACCESS AND INCLUSION ADVISORY GROUP**

### Membership

The current membership of the advisory group is as follows:

- a) Two Elected Members
- b) 13 community member representatives of the following sectors:
  - People with lived experience and their carers ~~with disability~~
  - ~~Carers of people with disability.~~
  - Disability service providers
  - Disability support and activity groups
  - ~~Department of Sport & Recreation~~
- c) 23 representatives from the following organisations
  - 1 representative from Department of Local Government, Sport and Cultural Industries
  - 42 representatives from Department of Communities, Disability Services
- d) Supporting Officers (no voting rights)
  - Community Development Officer
  - Works & Services City Officer
  - Administrative representative (Secretary Community & Social Development)

### Purpose

To provide advice on the implementation of the strategies identified in the City's 2015/2020 Access and Inclusion Plan.

### Objectives

- a) To provide advice and information on access and/or inclusion issues.
- b) To be a "go to" group for community members, service providers and other appropriate groups on access and inclusion issues.
- c) To ensure information and feedback received by the Advisory Group is consolidated and passed on to Elected Members and Council.
- d) To support and provide information into the annual reporting to Council on the City's 2015/2020 Access and Inclusion Plan progress and by identifying any new or additional information to be presented in this report.
- e) To support and participate in consultation processes with people with a disability, their families, carers and service providers to update the 2015/2020 Access and Inclusion Plan, gain feedback on progress and its success in overcoming barriers to access and inclusion.
- f) Liaise closely with City officers responsible for the implementation of the strategies and influence them to integrate access and inclusion issues into everything they do. Invite officers from different areas within the City to update members on their achievements in disability access.

### Meetings

Meetings are held bi-monthly.

### **3 MANDURAH COASTCARE CO-ORDINATING ADVISORY GROUP**

#### Membership

The current membership of this Advisory Group is as follows:

- a) 1 Elected Member and 1 Deputy Elected Member
- b) 1 community representative from the Comet North Coastcare Group  
1 community representative from the Comet Central Coastcare Group  
1 community representative from the Halls Head Coastcare Group  
1 community representative from the Falcon Coastcare Group  
1 community representative from the Bouvard Coastcare Group  
1 community representative from the Seascapes Coastcare Group
- c) Supporting Officers (no voting rights)
  - Environmental Services Co-ordinator
  - Administrative Representative
  - Waterways Technical Officer
  - Co-ordinator Ranger Services
  - Community Landcare Officer
  - Regional Coastcare Facilitator
  - Supervisor Natural Areas

#### Purpose

The purpose of the Advisory Group is to advise on general coastal management issues, including the following:

- a) Budget expenditure and priorities;
- b) Technical aspects of our coast and marine facilities;
- c) Community aspirations and ideas.

#### Objectives

- a) To better co-ordinate Government agency and community groups' involvement in coastal management in the Mandurah district.
- b) To involve the general community at a high level in education and hands-on programs.
- c) To act as a conduit for the acquisition of funding for local community projects in association with Council.
- d) To further develop and implement the Mandurah Coastal Strategy.
- e) To maintain a contact list and database of all people and organisations, who have a recognised responsibility or interest in the management of the City's coastal area, which can be used to request assistance or input of any listed in the database.

#### Meetings

Meetings are held bi-monthly.

### **4 MANDURAH COMMUNITY MUSEUM ADVISORY GROUP**

#### Membership

The current membership of this Advisory Group is as follows:

- a) 1 Elected Member
- b) 2 representatives from Mandurah Historical Society  
2 representatives from Friends of Mandurah Community Museum

- 1 representative from Mandurah Business
- 1 representative from Peel Education and Training Department
- 1 community representative

- c) Supporting Officer (no voting rights)
- Museum Development Officer

### Purpose

The purpose of the Advisory Group is to provide advice to the Council on issues relating to the management of the Mandurah Community Museum and its programmes.

### Objectives

The objectives of the Advisory Group are as follows:

- a) To increase the usage of the Museum by the local community and visitors to Mandurah through active promotion.
- b) To actively recruit and effectively train a body of volunteers to ensure maximum access to the Museum collection through increased opening hours.
- c) To develop, implement and manage programs for the community and specific groups in order to relate the history of Mandurah and the Peel Region.
- d) To provide effective interpretation and display of the Museum collection and to actively seek to extend the collection appropriately.

### Responsibilities

The Advisory Group has the following responsibilities:

- a) To advise policy and guidelines for the efficient management of the Museum.
- b) To provide comment and recommendations on issues associated with the operation and development of museum programs.
- c) To contribute ideas and knowledge for the development of museum programs and promotional activities.
- d) Assess suggestions, information and comments received with the aim of providing improved operation and development of museum activities.

## **5 MANDURAH ROADWISE ADVISORY GROUP**

### Membership

The current membership of this Advisory Group is as follows:

- a) 2 Elected Members
- b) 5 Community Members
- c) 1 Community Member representing the senior citizens of Mandurah
- d) ~~7~~8 representatives from the following organisations:
  - 1 representative from Main Roads WA
  - 1 representative from a Mandurah School
  - 1 representative from Mandurah Police
  - 1 representative from ~~WALGA Roadwise – South West~~
  - 1 representative from Peel District Traffic Unit (WA Police Service)
  - 1 representative from Mandurah SDERA (School Drug Education & Road Aware)

- 1 representative from Department of Transport
  - 1 representative from SES
- e) Supporting Officers (no voting rights)
- Manager Technical Services
  - Engineer Traffic and Transport ~~Engineering Technical Officer – Traffic~~
  - Administration Officer (part-time)

### Purpose

To adopt and comply with the safe system approach and the implementation of specific initiatives of the Office of Road Safety's *Towards Zero*, Road Safety Strategy 2008 – 2020.

To encourage community awareness and participation in road safety.

### Objectives

- a) Develop and implement community based road safety programs and action plans consistent with state and federal government strategic road safety plans.
- b) Develop community involvement and support for road safety initiatives including sponsorship from local businesses.
- c) Establish a close liaison between the City of Mandurah, the Mandurah Police, Main Roads Western Australia, Mandurah schools principals, Mandurah schools P&C Associations, the Royal Automobile Club of Western Australia – Mandurah, Mandurah Senior Citizens, St John Ambulance, Peel District Traffic Unit of the Western Australian Police Service, Fire and Emergency Services and other community groups in the interest of promoting road safety. and other associated road safety authorities and agencies in the interest of promoting road safety.
- d) Work together with appropriate authorities and agencies to continue improvements in road safety within the District.
- e) Develop and maintain a road safety document for the City.
- f) Formulate and prioritise recommendations to enhance road safety.
- g) Formulate a Strategic Plan.

## **6 MANDURAH ENVIRONMENTAL ADVISORY GROUP**

### Membership

The current membership of this Advisory Group is as follows:

- a) 2 Elected Members
- b) 8 community ~~members~~ representatives of the following portfolios, including two City of Mandurah environmental volunteer representatives\*,<sup>1,7</sup> which will constitute the core reporting requirements of the Advisory Group with an understanding of one or more of the following areas:
  - Subdivision and Approvals;
  - Community/Council Interface;
  - Energy Consumption/Conservation
  - Flora and Fauna;
  - Wetlands and Groundwater;
  - Legislation and Policies; and
  - Bushland and Bushland Management

- Coastal Management Issues

A pre-requisite to being appointed as a community ~~member~~ representative will be the applicant's commitment to preserving the natural environment.

\*For the purposes of this Advisory Group, an environmental volunteer representative is defined as a current, active volunteer of one of the City of Mandurah's Bushcare / Coastcare groups.

c) Supporting Officers (no voting rights)

- Manager Environmental Services
- Manager Planning & Land Services
- Administration Officer (Administration Support)
- ~~Co-ordinator Environmental Services~~ Senior Environmental Management Officer
- ~~Environmental Planning Officer~~ Senior Environmental Education Officer

### Invitees

The Advisory Group may invite representatives from relevant government departments, other bodies and City officers with specialist advice, to its meetings as and when required. Such representatives shall not be members.

### Purpose

The purpose of the Advisory Group is to advise on general environmental issues, consistent with the intent of the City's Community Charter and Strategic Plan.

### Objective

The Advisory Group objective is to represent the diverse views of the community on conservation and environmental matters in a democratic manner.

### Responsibilities

As community representatives ~~of their portfolios~~, Mandurah Environmental Advisory Group members are expected to:

- a) Have a broad understanding of the environmental and planning legislative framework operating in WA.
- b) Be fully conversant with agenda items and display a high level of preparedness for meetings.
- c) Be regularly in attendance at meetings.
- d) Contribute to the sustainability of the City by understanding the relevant environmental issues facing the City.
- e) Present evidence based advice.

### Applicability of *Local Government Act 1995*

The provisions of the *Local Government Act 1995* relating to obligations for declaration of a financial interest and observance of the City's applicable Code of Conduct be incorporated by reference, as if part of the obligations for members of the Mandurah Environmental Advisory Group.

### Meetings

Minutes of the Advisory Group meetings shall be circulated to members of the Advisory Group. Agenda items must be received by the Administration Officer on the prescribed proforma 14 days prior to the next scheduled MEAG meeting.



## **MINUTES OF COUNCIL MEETING**

**HELD ON**

**TUESDAY 10 OCTOBER 2017**

**AT 5.30PM**

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

### ***PRESENT:***

MAYOR	M VERGONE	
COUNCILLOR	D LEE [DEPUTY MAYOR]	EAST WARD
COUNCILLOR	L RODGERS	EAST WARD
COUNCILLOR	S JONES	EAST WARD
HON COUNCILLOR	F RIEBELING	COASTAL WARD
COUNCILLOR	S LAWSON	COASTAL WARD
COUNCILLOR	T JONES	COASTAL WARD
COUNCILLOR	R WORTLEY	NORTH WARD
COUNCILLOR	C KNIGHT	NORTH WARD
COUNCILLOR	P JACKSON	NORTH WARD
COUNCILLOR	J FIELD	TOWN WARD
COUNCILLOR	P ROGERS	TOWN WARD

MR	M NEWMAN	CHIEF EXECUTIVE OFFICER
MR	A CLAYDON	DIRECTOR WORKS & SERVICES
MR	T FREE	DIRECTOR SUSTAINABLE DEVELOPMENT
MR	W PEPPINCK	CORPORATE LAWYER
MR	G DAVIES	EXECUTIVE MANAGER STRATEGY & BUSINESS PERFORMANCE
MRS	L GREENE	COORDINATOR ELECTED MEMBER SUPPORT

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

The Mayor declared the meeting open at 5.32 pm.

### **ACKNOWLEDGEMENT OF COUNTRY [AGENDA ITEM 2]**

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



**APOLOGIES [AGENDA ITEM 3]**

Councillor Schumacher.

**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 of Tuesday 26 September 2017.

**G.1/10/17 MR D KEENE: PROPOSED WASTE TRANSFER STATION AT TIMS THICKET ROAD (MINUTE G.21/9/17 REFERS)**

- 1 Will you table the complete letter of approval received from the Department of Environmental Regulation (DER) regarding Approval Number W57789/2014/1 covering the proposed waste transfer station at Tims Thicket Road?

*Response:*

*A copy of the letter will be made available to Mr Keene.*

- 2 Given the short time frame of approval (12-months), what if any steps were taken by the Works and Services Department or others to ensure that the project was constructed during that period? For example, did the City of Mandurah discuss with Trans Pacific (trading as Cleanaway) which was the joint proponent of the original application to the DER? Were any draft tender documents ever prepared?

*Response:*

*This project is not a simple one that can be delivered in a short timeframe. It needs to be understood that many processes have to be completed to achieve a successful outcome.*

*The City expended significant cost and officer time to achieve a design that was acceptable to the DER. The scope of the project changed from a simple collection place to a sophisticated complex incorporating State Government waste minimisation strategies. Having a design to achieve this resulted in a major increase in cost and the City had to resolve to contribute to the*

*project financially. It also has to consider the business case for ongoing operational costs which has to be paid for by the whole community.*

*Additionally, there is a tender process for such construction which takes five months. Cumulatively, there was no time to deliver the project to meet the demands of the DER. The DER declined a request for a time extension.*

- 3 When the normal period allowed for such approvals is usually three years, what circumstances prevailed which led the DER to reduce the normal time? Was the application deficient in any material way?

Response:

*The application was not deficient in any way. If it was the Works Approval would not have been issued. The Works Approval timeframe was a decision of the DER and the City had no influence on the determination of this timeframe.*

- 4 Alternatively, did the City of Mandurah seek an extension of time if it could not meet the time limit? If not, why not?

Response:

*As the project was linked to Waste Authority funding and we could not meet the funding timeframe, the City did not seek an extension of time for the Works Approval as the project could not proceed without funding assistance. If the City secured new funding it would apply to the DER for re-issue of the Works Approval.*

- 5 Has the City of Mandurah subsequently made a new application to construct the facility? If not, why not?

Response:

*The City has not made a new application at this time. The reasons for this include:*

- *Grant funding opportunities have not been made available by the State Government.*

- 6 Did, or has, the City of Mandurah received a grant from the State Government to provide a significant portion of the cost of the facility? Why did the City not proceed with the construction, if it had both works approval and external funding assistance?

Response:

*Yes the City did receive a grant for part funding of the Transfer Station. The funding timelines could not be met due to the delays in obtaining Works Approval from the DER and as a result the project did not proceed.*

- 7 If the grant has run out, has the City of Mandurah made a new application for State funding? If not, why not?

Response:

*The State Government have not released any further grant funding programs that are relevant to the construction of the Tims Thicket Transfer Station.*

- 8 What overlapping period was there when both the money and the approval coincided?

Response:

*6-months.*

- 9 Why is there apparently no money allowed in the 2017/18 budget for the project?

Response:

*As the grant funds are not available, the project has been put on hold. Funds are available in the Waste Management Reserve, if the project is to proceed.*

- 10 Will the City of Mandurah provide me with a copy of the Minute or record of questions and answers to an earlier City meeting at which I asked questions?

Response:

*The answers to these questions are a public record and are incorporated as part of the Council minutes. The City will provide a copy of that minute.*

- 11 Will the City of Mandurah table and provide me with a copy of all correspondence both external and internal written communications within the administration records of the City of Mandurah. If not, why not? Alternatively, will this complete record be provided to the Mayor and individual Councillors for their perusal and action if necessary?

Response:

*The correspondence regarding the Tims Thicket Transfer Station project is extensive, and is available to the public. The Mayor and Elected Members receive reports from offers as part of the ongoing communication and approval process.*

*Councillor Field left the Chamber at 5.38 pm.*

- 12 Are Councillors of the City of Mandurah aware that an additional public weighbridge is presently being constructed at the Gordon Road Waste Management facility? Is the weighbridge being built because the existing weighbridge cannot cope? Generally, are the Councillors aware that the total facility at Gordon Road has more than reached design capacity or actual amount of domestic green waste?

Response:

*The additional weighbridge at the Waste Management Centre was a capital budget item and was required due to the impact public weigh transactions were having on the operation of the facility. The weighbridge has now been completed and is operational. The current DEWR licence for the facility allows for the green waste stockpile to be no more than 9,000 m<sup>3</sup>. The green waste stockpile is mulched approximately every eight weeks and the mulched green waste is transported off site. The green waste stockpile operates well within its design parameters and has not reached its design capacity.*

- 13 Does the operation of the Gordon Road site meet the conditions of the current licence? Would they meet the proposed current conditions at Tims Thicket Road? If not, does the City of Mandurah proposed any immediate changes to its method of operation?

Response:

*The Gordon Road facility does meet its DER licence conditions. The licence requires an annual report to be submitted to the DER each year and the facility is inspected and audited by officers of the DER each year. The proposed green waste operation at the Tims Thicket Transfer Station was identical to what currently occurs at the Gordon Road facility.*

- 14 Will the City of Mandurah place on the agenda at the next Council meeting the topic 'Review of Current Waste Management Services' given the rapidly growing population of the City?

Response:

*The City has recently undertaken an extensive procurement process where Council appointed Cleanaway as our waste alliance partner for the next 7 years. The new contract commenced on 1 September 2017. Any future changes to waste management services would be considered by Council as and when required in conjunction with the financial impacts that such changes may have on the community.*

- 15 Given the examination by the City of Mandurah Councillors of the responses to the questions asked tonight, will the Councillors consider an Inquiry of the present system within the Works and Services division?

Response:

*This is a question for Elected Members and therefore cannot be answered in this forum.*

**G.2/10/17 COUNCILLOR SCHUMACHER: NOTICE OF MOTION – MANDURAH CITY CENTRE (MINUTE G.23/12/14 REFERS) (MINUTE G.29/9/16 REFERS)**

Further to his Notice of Motion considered by Council on 16 December 2014, Councillor Schumacher asked officers to provide an update on the work undertaken with key landowners to determine the future of the CBD.

*The Director Sustainable Development referred to a report considered by Council in 2016, which had addressed this issue and others in relation to Mandurah's City Centre. One action arising from that report had related to Smart Street. He advised that an email had been circulated today inviting landowners, shop tenants and residents to a community information session being held on 18 October 2017. This was the first step in establishing a small group of interested community members to work with City officers in exploring options for the Smart Street Precinct and surrounding area.*

Councillor Schumacher indicated that the focus of his Notice of Motion had been on major building owners and determining their plans for the area. He asked what action had been taken in this regard.

*The Chief Executive Officer requested to take this question on notice, with response being provided at the next ordinary Council meeting on 10 October 2017.*

Response:

*In March 2016 the City sent out a letter to 13 key land owners within the City Centre. Two landowners requested that they meet with the City. Cape Bouvard Investments Pty Ltd, who met with us in March, spoke about the modifications which have subsequently been undertaken to*

*accommodate the food trucks and we met with Kallea Holdings Pty Ltd (Colin Lane) in May, from that meeting nothing to date has arisen in terms of development.*

**G.3/10/17            MANDURAH FAIRY TERN SANCTUARY: BREAKWATER PARADE  
(BB / RC) (REPORT 10) (MINUTE G.41/9/17 REFERS)**

Councillor Schumacher asked if the Mandurah and Peel Tourism Organisation (MAPTO) had been engaged in promoting this eco-tourism opportunity.

*The Chief Executive Officer requested to take this question on notice, with a response being provided at the next ordinary Council meeting on 10 October 2017.*

*Response:*

*MAPTO are interested in developing the eco-tourism opportunities with Mandurah and the Peel Region more broadly. This proposed nesting site is only small and subject to suitable controls, has the potential to be one small part of an eco-tourism trail.*

*Councillor Field returned to the meeting at 5.41 pm.*

**PUBLIC QUESTION TIME [AGENDA ITEM 6]**

**G.4/10/17            MR D KEENE: TIMS THICKET GREEN WASTE FACILITY**

Mr Keene submitted with notice the following questions, which were read to the meeting by the Chief Executive Officer. Before putting the questions to the meeting, the Chief Executive Officer advised that following the last Council meeting, there had been a constructive meeting held with Mr Keene to work through concerns.

- 1 Will the City of Mandurah City Council consider building only a stand-alone green waste facility at the existing commercial hard waste site at Tims Thicket Road, rather than a waste transfer station?

*The Chief Executive Officer responded that the City would consider building a stand-alone green waste facility at the existing commercial hard waste site at Tims Thicket Road.*

- 2 If so, and to avoid further time consuming delays will the Council direct the Chief Executive Officer and the Director of Works and Services Division to submit an amendment currently lapsed, but previously approved, by The Department of Environmental Regulation to Works Approval W5779/2014/1? By submitting such an amendment rather than a new proposal does the Council realise that the Department of Environmental Regulation approval procedure will be considerably shortened?

*The Director Works and Services responded that if endorsed by Council, any application for a green waste facility would require a new licence from the Department of Environmental Regulation - that is a completely new application will be required to be lodged.*

**PUBLIC STATEMENT TIME [AGENDA ITEM 7]**

Nil.

**LEAVE OF ABSENCE REQUESTS [AGENDA ITEM 8]**

**G.5/10/17 LEAVE OF ABSENCE: HON COUNCILLOR RIEBELING – 11 OCTOBER TO 17 OCTOBER 2017 (INCLUSIVE) AND 6 NOVEMBER TO 17 NOVEMBER 2017 (INCLUSIVE)**

MOTION: C Knight / D Lee

**That leave of absence be granted to Hon Councillor Riebeling from 11 October to 17 October 2017 (inclusive) and 6 November to 17 November 2017 (inclusive).**

CARRIED UNANIMOUSLY: 12/0

**PETITIONS [AGENDA ITEM 9]**

**G.6/10/17 COUNCILLOR PETER ROGERS: PETITION OPPOSING THE REMOVAL OF THE LAND USE 'TAVERN' FROM THE MANDURAH OCEAN MARINA OUTLINE DEVELOPMENT PLAN**

Councillor Peter Rogers presented a petition containing the signatures of 1,094 tenants and patrons of Dolphin Quay, Mandurah Ocean Marina, who were opposing the removal of the land use 'Tavern' from the Mandurah Ocean Marina Outline Development Plan.

MOTION: Peter Rogers / P Jackson

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

CARRIED UNANIMOUSLY: 12/0

**PRESENTATIONS [AGENDA ITEM 10]**

Nil.

**DEPUTATIONS [AGENDA ITEM 11]**

**G.7/10/17 MR G McGOWAN, REPRESENTING JET X-TREME: PROPOSED TRADING PERMITS – EASTERN FORESHORE**

Mr McGowan spoke in support of the officer recommendation put forward in respect of proposed trading permits for the Eastern Foreshore, advising that:

- Jet X-treme welcomes the positive consideration of its business licence application, and is grateful for the City's and Council's positive support for local small business and its facilitation to develop family oriented tourism infrastructure on the Eastern Foreshore.
- Jet X-treme notes the licence was being provided for operation on the Eastern Foreshore, noting the potential for significant business disruption from any unplanned City works. As such, there are concerns regarding the potentially prejudicial position of the recommendation that the Licensee may ultimately be required to relocate away from the approved location.

- Whilst not a condition of this licence application, this is a new issue and no business impact analysis or criteria for review or determination has been identified with this part of the licence application. Jet X-treme would prefer its objection to the recommendation “which may ultimately be more appropriately operating on hardstand areas of the Western Foreshore” to be noted in the minutes as a recommendation of this licence approval.
- Jet X-treme notes and accepts the recommendation of the licence application and supports the City’s ongoing efforts to notify and engage with the local business community where it may be commercially impacted by planned maintenance works and events.

#### **CONFIRMATION OF MINUTES [AGENDA ITEM 12]**

**G.8/10/17            CONFIRMATION OF COUNCIL MINUTES: TUESDAY 26 SEPTEMBER 2017**

MOTION:            Tahlia Jones / Peter Rogers

**That the Minutes of Council Meeting of Tuesday 26 September 2017 be confirmed.**

CARRIED UNANIMOUSLY: 12/0

#### **ANNOUNCEMENTS BY THE PRESIDING MEMBER [AGENDA ITEM 13]**

Nil.

#### **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 Hon Councillor Riebeling and seconded by Councillor Wortley), the recommendations of the Planning Committee meeting of Tuesday 3 October 2017.*

**G.9/10/17 AMENDMENT 132 TO TOWN PLANNING SCHEME NO 3: LOT 10 OLD PINJARRA ROAD, GREENFIELDS – RESOLUTION TO NOT PROGRESS (BD / DB) (REF SA 132) (REPORT 1) (MINUTE P.4/10/17 REFERS)**

In 2015, Council adopted Amendment 132 to Town Planning Scheme No 3 to rezone the subject site from Tourist and Rural to Rural Residential. The amendment sought to apply a more appropriate zoning to the site given the extensive environmental constraints.

In accordance with the Planning and Development Act 2005, Amendment 132 was referred to the Environmental Protection Authority (EPA) for assessment. Whilst acknowledging that Amendment 132 seeks to substantially reduce the development potential of the site, the EPA determined that the proposed amendment is “environmentally unacceptable” due to the site being listed as a Conservation Category Wetland. Additionally, the site is partially zoned Urban under the Peel Region Scheme and therefore, the proposed Rural Residential zoning under the Scheme 3 would be inconsistent with a regional scheme.

Pursuant to the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*, Council is required to formally notify the Western Australian Planning Commission (WAPC) of a resolution to not to progress a Scheme Amendment. It is recommended that Council resolve to not proceed with Amendment 132 to Scheme 3. In addition, it is recommended that Council request the WAPC to consider rezoning the subject site from Urban to Rural under the Peel Region Scheme.

MOTION: F Riebeling / R Wortley

**That Council:**

- 1 Resolves not to progress Scheme Amendment 132 to Town Planning Scheme No 3, which proposed to rezone Lot 10 Old Pinjarra Road, Greenfields from Tourist and Rural to Rural Residential, as required by the *Planning and Development (Local Planning Schemes) Regulations 2015*.**
- 2 Requests the Western Australian Planning Commission consider zoning the subject site under the Peel Region Scheme to Rural, or suitable designation as required, given the comments received from the Environmental Protection Authority on Amendment 132 to Town Planning Scheme No 3.**

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

**G.10/10/17 PROPOSED SUBDIVISION: LOT 90 LEISURE WAY, HALLS HEAD (DB / DB) (REF SUB155502) (REPORT 2) (MINUTE P.5/10/17 REFERS)**

Council is requested to consider a referral from the Western Australian Planning Commission (WAPC) for a proposed 58 lot subdivision at Lot 90 Leisure Way, Halls Head.

Current delegations to officers exclude subdivision applications proposing more than 20 lots not covered or generally in accordance with an approved Structure Plan. As there is not an approved Structure Plan for the subject site, Council is required to provide comments to the WAPC in relation to



the application. The subdivision proposes 57 lots at a density of R30 and the remaining lot being a future grouped / multiple dwelling site. The proposed single dwelling lots range from 309m<sup>2</sup> to 574m<sup>2</sup> in area, equating to R20 to R30 lot sizes. The remaining grouped/multiple dwelling site is 3867m<sup>2</sup>. Access is proposed from Old Coast Road and Leisure Way.

There are a number of elements of the proposed subdivision that officers recommend require further consideration and may result in amendments to the subdivision plan. The concerns are primarily regarding public open space, noise attenuation, road access and environmental management. These issues have been addressed in the recommended amendments to the subdivision plan and conditions to the WAPC.

It is recommended that Council resolve to advise the Western Australian Planning Commission of its support of the subdivision, subject to a range of amendments and conditions.

MOTION: F Riebeling / R Wortley

**That the Western Australian Planning Commission be advised that the City of Mandurah supports the proposed subdivision of Lot 90 Leisure Way, Halls Head (WAPC Ref: 155502) subject to the following requirements, amendments and conditions:**

**Approval:**

- 1 The subject lot contains 4.01 ha of a 'possible' breeding area and 'confirmed' roosting area for Carnaby's cockatoo (*Calyptorhynchus latorostris*). As Carnaby's cockatoo is listed as 'fauna that is rare or likely to become extinct' (generally referred to as threatened fauna) under the *Western Australian Wildlife Conservation Act 1950, Wildlife Conservation (Specifically Protected Fauna) Notice 2011*. Carnaby's cockatoo is also ranked as 'endangered' under the *Commonwealth Environmental Protection and Biodiversity Conservation Act 1999*.**

**The Western Australian Planning Commission should not approve the proposed subdivision until such time as the applicant has fulfilled their requirements and obligations under the provisions of the *Environmental Protection and Biodiversity Conservation Act 1999*.**

**Amendments:**

- 1 A majority of the proposed public open space is to be used as a landscape buffer and is not useable recreation space. Clause 4.9.4(b) of Town Planning Scheme No 3 states that the landscaping buffer area is not to be calculated towards the minimum public open space contribution. With the 10 metre wide landscaping buffer removed, the subdivision proposes approximately 3.5% of the remaining site area to be POS.**

**The City requires that the subdivision plan be amended to incorporate an additional area of POS, in the form of a small local park, to provide a total of 10% of the remaining site area (excluding the landscape buffer). Based on the proposed plan, it is estimated that this equates to an additional 2,500m<sup>2</sup>.**

- 2 The City has identified a number of proposed road reserves that do not meet the minimum widths specified within Liveable Neighbourhoods (as shown marked). As such, the City requests that all road reserves within the subdivision are upgraded to be in accordance with the requirements of Liveable Neighbourhoods.**
- 3 The proposed intersection to Leisure Way does not appear to meet the intersection spacing requirements specified in Liveable Neighbourhoods (as shown marked). This intersection will require further consideration during detailed engineering design stage.**

- 4 The purpose of the landscape buffer under Town Planning Scheme No. 3 is to screen development from view from Mandurah Road, including acoustic walls. The proposed location of the acoustic wall will be highly visible from Mandurah Road and will undermine the purpose of the landscape buffer. The applicant is required to consider other methods of noise attenuation, to prevent the need for a noise wall.

If alternative methods cannot be implemented and an acoustic wall is necessary, the wall should be located on the northern side of the landscape buffer to ensure that the wall is screened from view from Mandurah Road, in accordance with the Scheme (as shown marked).

- 5 The contents and recommendations of the Bushfire Management Plan being modified to ensure that all landscaping and planning to the landscape buffer to Mandurah Road provides for its purpose and that recommendations for 'low-threat' be determined on the submission of a detailed landscaping plan, which shall maximise the retention of existing vegetation together with additional plantings to screen the proposed development from Mandurah Road.

Upon the satisfactory resolution of the matters listed above, the following conditions should be applied to the proposed subdivision:

**Conditions:**

- 1 A notification, pursuant to Section 165 of the Planning and Development Act 2005 is to be placed on the certificates of title of the proposed lot(s) advising of the existence of a hazard or other factor. Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:

*“This lot is in close proximity to known mosquito breeding areas. The predominant mosquito species is known to carry viruses and other diseases.”*

- 2 Uniform visually permeable fencing being constructed along the boundaries of all of the proposed lots abutting public open space.

*Drainage and Site Works:*

- 3 Engineering drawings and specifications are to be submitted, approved, and works undertaken in accordance with the approved engineering drawings, specifications and approved plan of subdivision, for grading and/or stabilisation of the site to ensure that:
  - a) lots can accommodate their intended use; and
  - b) finished ground levels at the boundaries of the lot(s) the subject of this approval match or otherwise coordinate with the existing and/or proposed finished ground levels of the land abutting.
- 4 Prior to the commencement of subdivisional works, an urban water management plan is to be prepared and approved, in consultation with the Department of Water, consistent with any approved Local Water Management Strategy/Drainage and Water Management Plan.
- 5 Engineering drawings and specifications are to be submitted and approved, and works undertaken in accordance with the approved engineering drawings and specifications and approved plan of subdivision, for the filling and/or draining of the land, including ensuring that stormwater is contained on-site, or appropriately treated and connected

to the local drainage system. Engineering drawings and specifications are to be in accordance with an approved Urban Water Management Plan (UWMP) for the site, or where no UWMP exists, to the satisfaction of the Western Australian Planning Commission.

- 6 The land being filled, stabilised, drained and/or graded as required to ensure that:
- a) lots can accommodate their intended development;
  - b) finished ground levels at the boundaries of the lot(s) the subject of this approval match or otherwise coordinate with the existing and/or proposed finished ground levels of the land abutting; and
  - c) stormwater is contained on-site, or appropriately treated and connected to the local drainage system.
- 7 Prior to the commencement of subdivisional works, the landowner/ applicant is to provide a pre-works geotechnical report certifying that the land is physically capable of development or advising how the land is to be remediated and compacted to ensure it is capable of development; and

In the event that remediation works are required, the landowner/ applicant is to provide a post geotechnical report certifying that all subdivisional works have been carried out in accordance with the pre-works geotechnical report.

***Environment:***

- 8 Prior to the commencement of subdivisional works a bushland and wildlife protection management plan is to be prepared and approved to ensure the protection and management of the sites environmental assets with satisfactory arrangements being made for the implementation of the approved plan.
- 9 Measures being taken to ensure the identification and protection of any vegetation on the site worthy of retention that is not impacted by subdivisional works, prior to commencement of subdivisional works.
- 10 Prior to the commencement of subdivisional works, a fauna relocation management plan is to be prepared and approved to ensure the protection and management of fauna identified on-site with satisfactory arrangements being made for the implementation of the approved plan.

***Bushfire:***

- 11 Upon completion of a modified Bushfire Management Plan, a notification, pursuant to Section 165 of the Planning and Development Act 2005, is to be placed on the certificate(s) of title of the proposed lot(s) with a Bushfire Attack Level (BAL) rating of 12.5 or above, advising of the existence of a hazard or other factor. This notification is to be included on the deposited plan.

The notification is to state as follows:

*'This land is within a bushfire prone area as designated by an Order made by the Fire and Emergency Services Commissioner and may be subject to a Bushfire Management Plan. Additional planning and building requirements may apply to development on this land.'*

- 12 A plan is to be provided to identify areas of the proposed lot(s) that have been assessed as BAL-40 or BAL-Flame Zone.

A restrictive covenant to the benefit of the local government, pursuant to section 129BA of the Transfer of Land Act 1893, is to be placed on the certificate(s) of title of the proposed lot(s) advising of the existence of a restriction on the use of the land within areas that have been assessed as BAL-40 or BAL-Flame Zone. Notice of this restriction is to be included on the deposited plan.

The restrictive covenant is to state as follows:

*'Development is only to take place outside of areas identified as BAL-40 or BAL-Flame Zone.'*

*Lot Design:*

- 13 A Local Development Plan being prepared and approved for all lots, addressing the following:

- a) lots identified as bushfire prone;
- b) lots affected by transport noise;
- c) lots abutting public open space;
- d) vehicle access points for corner properties with limited sightlines; and
- e) alternative waste collection or bin pads for lots 48-51;

to the satisfaction of the Western Australian Planning Commission.

*Reserves:*

- 14 The proposed reserve(s) shown on the approved plan of subdivision being shown on the diagram or plan of survey (deposited plan) as reserve(s) for recreation and vested in the Crown under Section 152 of the Planning and Development Act 2005, such land to be ceded free of cost and without any payment of compensation by the Crown.
- 15 An area(s) of land at least 2,500 square metres in area, in a position to be agreed with the Western Australian Planning Commission, being shown on the diagram or plan of survey (deposited plan) as a reserve for recreation and vested in the Crown under Section 152 of the Planning and Development Act 2005, such land to be ceded free of cost and without any payment of compensation by the Crown.
- 16 Arrangements being made for the proposed public open space to be developed by the landowner/applicant to a minimum standard and maintained for two summers through the implementation of an approved landscape plan providing for the development and maintenance of the proposed public open space in accordance with the requirements of Liveable Neighbourhoods and to the specifications of the local government.

*Transport, Roads and Access:*

- 17 Engineering drawings and specifications are to be submitted, approved, and subdivisional works undertaken in accordance with the approved plan of subdivision, engineering drawings and specifications, to ensure that those lots not fronting an existing road are provided with frontage to a constructed road(s) connected by a constructed road(s) to the local road system and such road(s) are constructed and drained at the landowner/applicant's cost.

- 18 Engineering drawings and specifications are to be submitted and approved, and subdivisional works undertaken in accordance with the approved plan of subdivision, engineering drawings and specifications to ensure that:
- street lighting is installed on all new subdivisional roads to the standards of the relevant licensed service provider and/or
  - roads that have been designed to connect with existing or proposed roads abutting the subject land are coordinated so the road reserve location and width connect seamlessly and/or
  - temporary turning areas are provided to those subdivisional roads that are subject to future extension and/or
  - embayment parking is provided within the/abutting the proposed public open space.

to the satisfaction of the Western Australian Planning Commission.

*Note In order to satisfy Condition 18, the applicant/landowner shall be required to liaise with the owner of adjoining Lot 89 to ensure that the fourth leg of the roundabout at Old Coast Road / Rutland Drive can be suitably designed, which may require a land contribution from Lot 89 to provide for a satisfactory design).*

- 19 Engineering drawings and specifications are to be submitted, approved, and subdivisional works undertaken in accordance with the approved plan of subdivision, engineering drawings and specifications, for the provision of shared paths through and connecting to the application area to the satisfaction of the Western Australian Planning Commission.

The approved shared paths are to be constructed by the landowner/ applicant.

- 20 All local streets within the subdivision being truncated in accordance with the Western Australian Planning Commission's Liveable Neighbourhoods policy.
- 21 A notification, pursuant to Section 70A of the Transfer of Land Act 1893 is to be placed on the certificate(s) of title of the proposed lot(s). Notice of this notification is to be included on the deposited plan. The notification is to state as follows:

*"The lots are situated in the vicinity of a transport corridor and is currently affected, or may in the future be affected by transport noise."*

**Advice Notes:**

- 1 The Applicant is encouraged to liaise with local Aboriginal Elders prior to the commencement of subdivision site works.

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

**REPORTS [AGENDA ITEM 18]**

**G.11/10/17 PORT BOUVARD SURF LIFE SAVING CLUB: SECOND STOREY EXTENSION (CJ / SH) (REPORT 1)**

The Port Bouvard Surf Life Saving Club (PBSLSC) facility at Pyramids Beach was initially constructed in 2010. As part of the original facility design, allowance was made for a second storey extension to include additional function and social facilities as part of a future Stage 2 development.

When initially approached about the project, the City informed the Club that the project was not seen as a priority project and that for the development to proceed in the near future, they would need to secure external funding for its delivery.

The Club has since secured \$1,550,000 in funding for the project, including a \$50,000 contribution from the City. The original cost estimate obtained by the Club costed the project at \$1,500,000, however upon review by the project team, it was identified that this did not include a number of essential cost items. After a review of the project scope the cost of the project was estimated at \$1,750,000. To achieve this cost, a number of elements were removed from the project scope including the crow's nest, operable internal wall, commercial kitchen and bar fit-out, window treatments and loose furniture and fittings.

The Club has requested a further \$200,000 to be contributed by the City of Mandurah in order to complete the project. The Club is proposing to source future funding and conduct further fundraising activities to fit out the commercial elements at a later stage.

Council is requested to fund an additional \$200,000 for the project taking the total City's total contribution to \$250,000, and approve the City to enter into a design and construction procurement process for the maximum price value of \$1,500,000 for the second storey extension of the PBSLSC.

Subject to the inclusion of the following modification, Hon Councillor Riebeling moved the recommendation set out in the report, which was seconded by Councillor Tahlia Jones:

*That in clause 1, the figure '\$200,000' be replaced with '\$100,000 in the current financial year and \$100,000 in 2018/19'.*

MOTION: F Riebeling / Tahlia Jones

**That Council:**

- 1 Approves unbudgeted expenditure of up to a maximum of \$100,000 in the current financial year and \$100,000 in 2018/19 toward the second storey extension of the Port Bouvard Surf Life Saving Club increasing the City's total capital contribution to \$250,000. \***
- 2 Notes that the City's contribution is to complete the second storey extension within the scope of works provided in the updated Order of Magnitude Estimate (as set out in Attachment 2 of the report).**
- 3 Approves the City to enter into a design and construction procurement process for the maximum price value of \$1,500,000 for the second storey extension of the Port Bouvard Surf Life Saving Club.**

CARRIED WITH ABSOLUTE MAJORITY: 12/0

**G.12/10/17 PROPOSED TRADING PERMITS: EASTERN FORESHORE (BD / AL)  
(REPORT 2)**

In April 2017, Council endorsed a number of key actions arising from the existing policy and approval process for Trading Permits to cover the following key outcomes:

- (a) Integrate the Commercial Recreation Hire Sites approval processes and policy provisions within the approval requirements with the Trading permits;
- (b) Identify a hierarchy of trading operations and apply guidelines, fee structure and delegation arrangements to this hierarchy; and
- (c) Remove restrictions for all trading on the Eastern Foreshore, but include a plan (or plans) where activities may be appropriate and assist in coordinating multiple operators to provide a balanced outcome for the use of the foreshores, and in the event that significant interest in generated, introduce an annual 'Expression of Interest' process such all proposals can be considered collectively;

Further detailed guidelines are currently being prepared and will be presented to Council in due course to operate in conjunction with the *City of Mandurah Local Government Property and Public Places Local Law* and replace the existing Council Policy POL-ED02 (Trading in Public Places Policy).

However at the present time, the existing policy remains in place which provides for no trading to take place on the eastern foreshore.

Trading Permit applications have recently been received for the following:

- Jet X-treme to provide for jet-board activities, seqway tours and jet-ski tours;
- Stag Watersports to provide for jet-ski tours; and
- Innospring Pty Ltd to operate BBQ-Boats

to operate from the southern area of the Eastern Foreshore and/or adjacent jetties (Government Jetty and Town Jetty).

Each of these activities have previously been approved by Council by either Trading Permits or Non-Exclusive Jetty licences in the period since 2014 for a range of time periods with the exception of jet-ski tours. Separately, a new application has been made for the operation of the Tourist Fun Train to continue, which will be considered by Council under separate cover in due course.

It is considered that the proposals are appropriate for the location and meet the intent of the approach adopted by Council with regard to Trading Permits in April 2017.

Accordingly it is recommended that Council grants approval to these activities operating from the Eastern Foreshore for a three year period or until such time as the redevelopment of the Eastern Foreshore commences, whichever is the earliest. Should any maintenance works be required to the areas subject to the approvals be required, the activities will not be able to operate, which is the risk of the operators using public land.

Should these approvals be granted, annual licences and conditions will be issued accordingly under delegated authority upon receipt of appropriate insurances, confirmation of relevant state agencies approvals and payment of permit fees.

MOTION: F Riebeling / J Field

**That:**

- 1 Council grants approval to the application for Trading Activities (Application No 123) to Jet X-Treme Pty Ltd to operate Jetboard Activities, Seqway Operations and Jet Ski tours from Reserve 14004 (Eastern Foreshore) and Jetty LM2314/LM2357 (Town Jetty) for a three year period, with the issuance of annual and/or seasonal Trading Permits being delegated to the Chief Executive Officer (Manager, Planning and Land Services).**

- 2 Council grants approval to the application for Trading Activities (Application No 128) to Stag Water Sports Pty Ltd to operate Jet Ski tours and Jet Doc Boat operations from Jetty LM1305 (Government Jetty) for a three year period, with the issuance of annual and/or seasonal Trading Permits being delegated to the Chief Executive Officer (Manager, Planning and Land Services).**
- 3 Council grants approval to the application for Trading Activities (Application No 129) to Innospring Pty Ltd to operate BBQ-Boats from Jetty LM1305 (Government Jetty) and Jetty 1750 (adjacent to 'Stage Door' restaurant) for a three year period, with the issuance of annual and/or seasonal Trading Permits being delegated to the Chief Executive Officer (Manager, Planning and Land Services).**
- 4 In granting approval to the above applications, annual and/or seasonal Trading Permits shall include conditions addressing the following matters:**
  - 4.1 The approval period of three years is subject to any redevelopment of the Eastern Foreshore commences, whichever is the earliest, and there will no obligation on the City of Mandurah to identify alternative locations;**
  - 4.2 A specific plan providing the area covered by the approval;**
  - 4.3 General operating days and hours (which excludes City events, Christmas Day and Good Friday);**
  - 4.4 Ensuring that the operations do not conflict with other relevant local laws (such as *Jetties, Waterways and Marina Local Law 2011* and that relevant state government approvals have been granted;**
  - 4.5 Ensuring the operations ensure pedestrian priority is maintained;**
  - 4.6 The approval does not provide for any exclusive or priority use of the locations subject to the approval;**
  - 4.7 No modifications to any City of Mandurah infrastructure will be permitted in order to allow the operation to proceed; and**
  - 4.8 If the activity to impact upon the operations of the City in terms of infrastructure maintenance, replacement or construction and/or conducting of City events, the trading activity is to cease.**
- 5 The issuance of annual and/or seasonal Trading Permits shall be subject to:**
  - 5.1 The payment of relevant trading permit fees, with the permit being issued for a time period relevant to the fee paid.**
  - 5.2 Relevant public liability insurances are in place.**
- 6 Council approves the following fee schedule for the approvals, noting the variations to the 2017/18 Schedule of Fees and Charges and that Council gives notice of its intention to vary the Schedule of Fees and Charges from the 10 October 2017:**

**\$800 per annum; or \$550 for the Summer Period only (1 October – 30 April).**

CARRIED WITH ABSOLUTE MAJORITY: 12/0

**G.13/10/17 PINJARRA ROAD DESIGN: MANDURAH TRAFFIC BRIDGE TO SHOLL STREET, MANDURAH (AC / TB) (REPORT 3)**

The construction of a new Mandurah Traffic Bridge is nearing completion.



The lane configuration of the new four lane bridge needs to integrate with the existing Pinjarra Road between Mandurah Terrace and Sholl Street. The lane widths in Pinjarra Road are not compatible with the lane widths on the new bridge. As a result, Pinjarra Road needs to be reconfigured to allow a seamless transition between the bridge and the road.

Council is requested to adopt a new design of the section of Pinjarra Road between Mandurah Traffic Bridge and Sholl Street.

Hon Councillor Riebeling moved the recommendation set out in the report, which was seconded by Councillor Wortley. During the debate that ensued, and at the request of Councillor Lynn Rodgers, the Director Works and Services and Executive Manager Strategy and Business Performance provided clarification regarding the various methods by which information regarding the new design layout would be communicated to the community.

MOTION: F Riebeling / R Wortley

**That Council:**

- 1 Endorses a revised design for Pinjarra Road between Mandurah Terrace and Sholl Street as per plan RDS 2487 01/B.**
- 2 Requests Main Roads Western Australia approve a speed limit of 40 km/hr for Pinjarra Road from Mandurah Terrace and Sholl Street.**

CARRIED UNANIMOUSLY: 12/0

**G.14/10/17 MANDJAR SQUARE: FUTURE WORKS (TB / FK) (REPORT 4)**

The Mandjar Square public open space area is located between the Mandurah Performing Arts Centre (MPAC), Reading Cinemas and the Boardwalk. It was created as part of the development of the cultural precinct in 1997.

Infrastructure and landscape treatments within this precinct have deteriorated in the 20 years since installation. Council has committed to redeveloping the area with the aim to improve amenity and create a vibrant, flexible community space. Design for the entire upgrade was completed in October 2016 with an estimated cost of \$1.96 million. The works are funded by Council and will be undertaken in four stages.

The project is nearing completion of Stages 1 and 2. Contractors will leave the site at the end of October. It is thought that with the completion of an additional stage this financial year, the precinct will look more complete and the cost structure kept competitive due to the current economic climate.

It is requested Council approve additional expenditure to enable this upgrade be completed a year earlier than originally proposed to fast track the redevelopment of one of the City's primary destinations, the cultural and entertainment heart of the City.

Recommendation set out in the report:

*That Council approves an unbudgeted expenditure of \$440,000 to complete Stage 3 works for the Mandjar Square redevelopment and the expenditure be funded from the Asset Management Reserve Fund.*

Hon Councillor Riebeling moved the following Motion, which was seconded by Councillor Knight. In moving the Motion, Hon Councillor Riebeling advised that in view of the upcoming local government elections on 21 October, and the impact this decision would have on the 2018/19 budget, he considered that any decision made in this regard should be the province of the next Council.

Councillor Wortley foreshadowed his intention to move the recommendation set out in the report, should the Motion put by Hon Councillor Riebeling not be carried.

During the debate that ensued, and at the request of Councillors, the Chief Executive Officer and Director Works and Services provided clarification regarding implications of deferring consideration, the relocation of the Australia Day plaques and components included in the redevelopment works.

Councillor Shane Jones requested should consideration be deferred, the report presented to Council in November provide more details in respect of the proposed expenditure breakdown.

MOTION: F Riebeling / C Knight

**That consideration of this item be deferred to the next Council meeting after the local government elections on 21 October 2017.**

CARRIED: 11/1

FOR: Mayor Vergone, Hon Councillor Riebeling and Councillors Lee, Lynn Rodgers, Shane Jones, Tahlia Jones, Peter Rogers, Knight, Jackson, Lawson and Field

AGAINST: Councillor Wortley.

**G.15/10/17 DETERMINATIONS UNDER THE LOCAL GOVERNMENT PROPERTY AND PUBLIC PLACES LOCAL LAW 2016: FINAL ADOPTION (NP / SL) (REPORT 5)**

Council at its meeting of 27 June 2017 adopted a register of proposed determinations for the purpose of advertising under the *Local Government Property and Public Places Local Law 2016* (local law).

The proposed determinations were adopted for a period of four weeks allowing for public submissions where none were received during that time.

Council is now requested to adopt the register of determinations in their final form.

Subject to the inclusion of the following additional clause, Hon Councillor Riebeling moved the recommendation set out in the report, which was seconded by Councillor Lynn Rodgers.

*2 That officers bring back to Council a report on restricting / controlling drone activity.*

During the debate that ensued, and at the request of Councillors, the Chief Executive Officer and Corporate Lawyer provided clarification on approvals / permits that may be required, and that proposed restrictions applied to activities undertaken on public property only.

MOTION: F Riebeling / Lynn Rodgers

**1 That Council adopts the Register of Determinations as detailed below.**

**DETERMINATIONS UNDER THE  
LOCAL GOVERNMENT PROPERTY AND PUBLIC PLACES LOCAL LAW 2016**

The following determinations are taken to be made by Council at its meeting held on 10 October 2017, under Part 2 of the *Local Government Property and Public Places Local Law 2016*.

No	Matter	Determination
1	Taking, riding or driving a vehicle or a particular class of vehicle	A person shall not, except with a permit or local government approval or upon an area specified by a sign erected on the local government property, take, ride or drive a vehicle on any local government property.
2	The playing or practice of: <ul style="list-style-type: none"> <li>○ golf, archery, pistol or rifle shooting; or</li> <li>○ a similar activity specified in the determination involving the use of a projectile which, in the opinion of the local government may cause injury or damage to a person or property</li> </ul>	A person shall not except with a permit or local government approval: <ul style="list-style-type: none"> <li>(a) play or practice golf on any local government property;</li> <li>(b) aim, shoot or throw an arrow or similar projectile on any local government property; or</li> <li>(c) have in their possession any gun or rifle or means of discharging any projectile that may cause injury or damage to a person or property on local government property.</li> </ul>
3	Bring, ride or drive an animal	A person shall not, except with a permit or local government approval, bring, ride or drive an animal onto any local government property.  This does not apply to a guide dog use for the assistance of visually impaired persons.
4	Fly or use a motorised model aircraft, car, ship, glider or rocket	A person shall not, except with a permit or local government approval, fly or use a motorised model aircraft, car, ship, glider or rocket on or from local government property.

2 That officers bring back to Council a report on restricting / controlling drone activity.

CARRIED UNANIMOUSLY: 12/0

**G.16/10/17 REVIEW OF THE LOCAL GOVERNMENT ACT 1995 & REGULATIONS (NP / SL) (REPORT 6)**

The Minister for Local Government has announced that a review of the *Local Government Act 1995* (the Act) and Regulations will be undertaken over the coming 12 months. The Minister has invited the Western Australian Local Government Association (WALGA) and Local Government Professionals WA (LGP) to participate in a reference group on the review.

WALGA are carrying out a comprehensive consultation process to assist local governments and as part of that process has prepared a discussion paper seeking Council endorsement to address issues raised in the discussion paper.

The City has also identified a number of additional opportunities for improvement which are outlined further in this report.

Councillor Peter Rogers moved the recommendation set out in the report, which was seconded by Councillor Tahlia Jones. During the debate that ensued, and at the request of Councillors, the Chief Executive Officer and Executive Manager Strategy and Business Performance provided clarification regarding online voting and consultation that would be undertaken with Elected Members and the community.

MOTION: Peter Rogers / Tahlia Jones

**That Council:**

- 1 Endorse the contents of this report and request Officers to forward comments to WALGA.**
- 2 Authorises the Chief Executive Officer to continue input to the proposed amendments in conformity with the issues raised above.**

CARRIED UNANIMOUSLY: 12/0

**G.17/10/17 TENDER 16-2017: CONSTRUCTION OF SPORTS PAVILION OCEAN ROAD (SH / JS) (REPORT 7)**

The City of Mandurah invited tenders for the Construction of a Sports Pavilion at Ocean road in August 2017. The construction of the Sports Pavilion will feature:

- Two change rooms with toilets
- Shower cubicles
- Three storerooms
- Bin store
- Two universally assessable toilets
- Umpires changeroom
- Kiosk with upboards
- Stainless steel benches/work tops
- Cooking range hood and fridge
- 78m<sup>2</sup> hall space with adjacent storage

It is recommended Council select Moore Constructions (WA) Pty Ltd as the preferred tenderer for Construction of a Sports Pavilion at Ocean Road for the lump sum tendered price of \$922,000 excluding GST.

MOTION: Tahlia Jones / S Lawson

**That Council awards Moore Constructions (WA) Pty Ltd the contract under Tender 16-2017 for the Construction of a Sports Pavilion at Ocean Road for the lump sum price of \$922,000.00 excluding GST.**

CARRIED UNANIMOUSLY: 12/0

**G.18/10/17 TENDER NUMBER 15-2017: REFURBISHMENT OF MANDURAH FAMILY AND COMMUNITY CENTRE (SH / CJ) (REPORT 8)**

The City of Mandurah invited tenders for the Refurbishment of the Mandurah Family and Community Centre (MFCC) in May 2017.

The proposed works consist of the demolition of a select number of existing walls and transforming the interior to office space. The interior layout design would accommodate 15 offices, a training/meeting room, a child friendly area, a staff room and toilet facilities.

Tenders were invited for the refurbishment however all prices submitted significantly exceeded the project budget. In September 2017, the City presented a report informing Council of this situation and agreed to submit a subsequent report outlining the option available and associated timelines.

In assessing the current status of the project, 2 options have been identified:

1. Decline the Tender, Re-scope the Project, Retender the Project
2. Approve Unbudgeted Expenditure to meet the Project Shortfall, Award the Tender.

After analysing the benefits and potential risks associated with the 2 options including potential delays to the project, making sure that the completed facility refurbishment is fit for purpose and ensuring cost certainty, the City is recommending that Council approves unbudgeted expenditure of \$175,000 to meet the project shortfall and awards the tender to Access Without Barriers Building Company for the lump sum price of \$714,600.

MOTION: Lynn Rodgers / J Field

**That Council:**

- 1 Approves unbudgeted expenditure of \$175,000 to meet the project shortfall with the funds to be drawn from the City's Building Reserve Fund; and \***
- 2 Awards Access Without Barriers Building Company the contract under Tender 15-2017 for the construction of the Mandurah Family and Community Centre for the lump sum price of \$714,600 (ex GST).**

CARRIED WITH ABSOLUTE MAJORITY: 12/0

**G.19/10/17 FALCON BAY: PROPOSAL FOR BEACH ENCLOSURE (AC / NC) (REPORT 9)**

Council at its meeting held in August 2017 considered an initial report on the possible installation of a shark barrier in Falcon Bay. This report arose from the City receiving notification from the Minister for Fisheries that a one off grant of \$200,000 will be made available to create a beach enclosure at Falcon Beach.

Council resolved that officers prepare a feasibility study for consideration. In so doing, this report addresses the following issues:

- Background on shark mitigation strategies and shark barriers
- Options for a beach enclosure and/or shark attack mitigation
- Site constraints
- Economic implications
- Social and infrastructure implications
- Approvals process.

Council is requested to receive this report as an interim report which will be a part of an overall report that will be prepared based on further work and the outcome of the community consultation on this project.

MOTION: F Riebeling / C Knight

**That Council:**

- 1 Receives the information contained in this report.**
- 2 Notes a further report will be provided to Council in November which outlines the proposed community consultation process which will include possible options, the potential impact on Falcon Bay and the impact on the local amenity.**

CARRIED UNANIMOUSLY: 12/0

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

Nil.

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

Nil.

#### **LATE AND URGENT BUSINESS ITEMS [AGENDA ITEM 22]**

In accordance with clause 3.13 of the Standing Orders Local Law 2016, Mayor Vergone agreed to accept the following item as a matter of late and urgent general business:

- Notice of Motion from Hon Councillor Riebeling - Vote of Confidence in Chief Executive Officer.

#### **G.20/10/17 LATE AND URGENT ITEM: HON COUNCILLOR RIEBELING - NOTICE OF MOTION – VOTE OF CONFIDENCE IN CHIEF EXECUTIVE OFFICER**

Hon Councillor Riebeling moved the following Motion, which was seconded by Councillor Lawson. In moving the Motion, Hon Councillor Riebeling expressed his view that the comments made to the media had been unfair and damaging to the Chief Executive Officer's credibility.

MOTION: F Riebeling / S Lawson

**That Council notes the inappropriate attacks by the Federal Member for Canning Mr Andrew Hastie on the Council's Chief Executive Officer in relation to issues pertaining to actions formed as part of his duties for the City of Mandurah. Whilst condemning the behaviour of Mr Hastie, Council records its support for the Chief Executive Officer in his performance.**

CARRIED UNANIMOUSLY: 12/0

**CONFIDENTIAL ITEMS [AGENDA ITEM 23]**

RESOLVED: Peter Rogers / D Lee

**That the meeting proceeds with closed doors at 6.36 pm in accordance with Section 5.23(2)(d) and (e) of the Local Government Act 1995, allow for the confidential discussion of items containing legal advice and 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 Governance and Tenders, Manager Economic Development and Projects, and Coordinator Elected Member Services remained with Senior Officers.*

THE MEETING PROCEEDED WITH CLOSED DOORS AT 6.36 PM

**G.21/10/17 FORMATION OF A PUBLIC ARTS COMMITTEE (CONFIDENTIAL REPORT 1)**

The contract for the construction of Mandurah Traffic Bridge required that an amount of \$500,000 be included in the total bridge costs for the provision of public art. This aspect of the project is to be managed by the City. At a previous meeting Council resolved to receive a report seeking the nomination of Elected Members to go on the Mandurah Bridge Public Artwork Evaluation Panel.

Subsequent legal advice strongly recommends against this course of action due to potential legal and probity risks. Further independent advice from the West Australian Local Government Association (WALGA) resulted in the same conclusions.

It was recommended that the formation of a Public Arts Committee with a Terms of Reference and a Policy would provide for appropriate participation in the commissioning of significant public arts without the legal and probity risks. Both parties advised of other possible items the Committee might also wish to consider.

Council is requested to approve the formation of a Public Arts Committee, the Committees proposed Terms of Reference and the amendment of the City's Public Art policy.

MOTION: Shane Jones / Lynn Rodgers

**That Council:**

- 1 Revokes clause 3 of Minute G.27/8/17 Mandurah Bridge Public Artwork.**
- 2 Approves the formation of a Public Art Committee and its Terms of Reference as follows:**
  - 1 Objectives of the Public Art Committee:**
    - 1.1 Govern the framework and series of action steps for the integration and continued growth of art in Mandurah's public spaces by ensure the City meets its public art policy objectives.**

**1.2 Participate in commissioning and decommissioning of public art in accordance with the City's Public Art Policy POL-RCS 06.**

**2 Powers of the Public Art 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 on recommendations made by the City with respect to the commission and decommissioning Public Arts as described in 1.4 above. This is in order to facilitate informed decision-making by Council in relation to the future planning for Mandurah.**

**3 Duties and responsibilities:**

**3.1 The duties and responsibilities of the Committee will be described in each projects probity and evaluation plan, which at least address the requirement to:**

- a) receive a forward planned schedule of public arts;**
- b) receive a draft of the evaluation and probity plan for approval;**
- c) receive reports and briefings on artist submissions/tenders evaluation outcomes for endorsement or otherwise; and**
- d) make recommendations to Council on the outcomes of public art procurements.**

**4 Tenure:**

**4.1 Tenure will be in accordance with Section 5.11 of the *Local Government Act 1995*.**

**5 Membership:**

**5.1 The Committee will consist of up to thirteen Elected Members.**

**5.2 The Chief Executive Officer and/or his/her nominee(s) are to attend all meetings to provide advice and guidance to the Committee.**

**6 Meetings:**

**6.1 The Committee shall meet at a frequency to be decided by the Chair.**

**7 Reporting:**

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



**3 Approves amended Public Art Policy POL-RCS 06 at set out below.****Policy Objective:**

In setting a framework and series of action steps for the integration and continued growth of art in Mandurah's public spaces, the City of Mandurah (the 'City') aims to:

- provide a process for the commissioning, creation, installation and maintenance of all permanent or temporary public and mural art commissioned by the City either directly or indirectly through developer or other schemes that have an art outcome;
- guide and encourage private and other public sector bodies in order to create a synergy of ideas and concepts that complement, speak to or reference other mural and public artworks across the City;
- approach the decommissioning of public art by applying due diligence processes that acknowledge and respect the initial rationale for the placement of an artwork whilst recognizing and giving scope to changes in policies, objectives, environments and communities.

**Statement:**

This policy is based on key recommendations of the Arts, Heritage and Culture Strategy which articulates the City's arts, heritage and culture environments. It gives the City scope to offer leadership, and act as a conduit to work with a range of providers and funding services to maintain, develop and sustain a rich cultural heritage whilst responding to new and established community needs.

Rooted in Aboriginal history contemporary Mandurah is built on a migrant community. Public art offers an opportunity to cultivate and celebrate Mandurah's cultural voices in dynamic, unique and creative ways. What emerges from such diverse belief systems and life experiences is a collective identity that reflects, echoes and interprets the character and distinctiveness of Mandurah past, present and future.

Public art in Mandurah needs to be flexible in its presentation, relevant to its site, and engaging to its audience. Most importantly, a program for art in public space raises questions about its identity as a place, activating the imagination of the community and contributing to the development of place making.

Public art should not simply be an amenity, but instead a vital platform for innovative experimentation and curious exploration that becomes a part of the integrity of the City and its many parts.

The Australian Institute of Landscape Architects reinforces this importance of artist integrating public spaces bringing a deeper level of design narrative through all elements of public spaces. This is especially important in a time when public spaces are becoming increasingly homogenized and as such public art becomes an important means by which community can project a unique identity intensifying our relationship to the area and our sense of community.

**Definitions:*****Public Art***

Public Art is defined as artworks in public places or areas of private property that are open or visible to the public and designed and created by an artist. This includes any

visual or multi-disciplinary art form including a range of media, from tangible sculpture to intangible/ephemeral works, painting, crafts, film and video, sound, light, performance. It is not limited to site, and can include any location where the public can access an artwork either indoors or outdoors. This can include parks, pavements, building facades and interiors, bridges, bodies of water, natural environment and other locations. It can also include non-traditional public platforms such as the internet, radio, and print projects. The exciting thing about art in public space is that the options for presentation are limitless.

#### ***Mural Art***

Public Murals are defined as artworks that are either painted directly on to an external façade or attached to an external façade e.g. mosaic or sculptural relief or digitally presented on an external façade. The artwork must be visible to the public. The site for the work may be a property of the City or privately owned. If the mural is on privately owned property all liability for the creation of the murals resides with the owners and the artists.

#### ***Artist/s***

Refers to a singular artist, a team of artists or group of creative people working on a given project.

#### ***Commission***

Is the production of a new artwork, financed or presented by an individual, group, or organization that contract with an artist to develop the new piece.

#### ***Conservation***

The guardianship or protection of an art object in a collection. This includes documentation, examination, and long term care of each object to keep it as close to its original condition as possible.

#### **Policy**

##### **1) PUBLIC ART**

Public Art will need to reference the following areas:

- Reflects, articulates and honours the City's diverse, authentic and unique built and natural environments. This includes subjects and themes that reference or depicts:
  - Aboriginal/maritime heritage;
  - Local life or celebrates a particular event or aspect of the community;
  - Mandurah's identity as a multi-cultural community;
  - Mandurah's culture and interests of the community;
  - The context and location in which the art work will be placed;
  - Promotes the integration of art within the community, architecture and landscape of the City;
  - Represents traditional and/or contemporary arts practice;
  - Fosters innovation and promotes artistic excellence, quality and skill;
  - High aesthetic value that announces to residents and visitors they are in a place that cares about the quality and uniqueness of its environment;
  - Includes community consultation and/or engagement as part of the process to build ownership and community identity;
  - Contributes to cultural tourism;
  - Considers public collective access, day and night and in diverse weather conditions;

- Considers public safety and public access to the space;
- Addresses safety, maintenance and conservation issues.

Unless they are specifically designed by professional artists, the following will not be considered as part of a Public Art Program:

- Reproductions of original Artworks by mechanical or other means (however, limited editions controlled by the artist, or original prints, cast sculpture, photographs, etc., may be included);
- Decorative, ornamental or functional elements that are designed by an architect or other design consultants engaged by an architect;
- Those elements generally considered to be components of the landscape architectural design, vegetative materials, pool(s), paths, benches, receptacles, fixtures, planters, etc., which are designed by the architect, landscape architect or other design professional engaged by the primary designer;
- Art objects which are mass produced, ordered from a catalogue, or of a standard design, such as playground sculpture or fountains;
- Directional or other functional elements, such as signing, colour coding, maps, etc., not designed by an artist selected through the Commission-approved process;
- Walls, bases, footings, pools, lighting or other architectural elements on or in which the Artworks are placed or affixed, or mechanical elements and utilities needed to activate the Artwork;
- Statues, representations of historical figures or historical plaques, unless part of a larger Artwork designed by a professional artist where the work illuminates historical facts and deeds significant to the community; or
- Purchase of existing Artworks without the selection process, as provided for in the adopted Public Art Program guidelines and policies.

## 2) MURAL ART

Mural Art will need to reference the following areas:

- Reflects, articulates and honours the City's diverse, authentic and unique built, natural and local environments. This includes subjects and themes that reference or depict Mandurah's:
  - heritage and history including aboriginal, maritime and its changing environment/s;
  - culture and interests of the community;
  - local life or celebrates a particular event or aspect of the community;
  - identity as a multi-cultural community;
- Promotes the integration of art within the community, architecture and landscape of the City;
- Represent traditional and/or contemporary arts practice;
- Fosters innovation and promotes artistic excellence, quality and skill;
- High aesthetic value that announces to residents and visitors they are in a place that cares about the quality and uniqueness of its environment;
- Includes community consultation and/or engagement as part of the process to build ownership and community identity;
- Relevance of work in context of its location;
- Contributes to cultural tourism;
- Considers public collective access, day and night and in diverse weather conditions;
- Considers public safety and public access to the space;

- **Materials are durable and safe and suites the site;**
- **Addresses safety, maintenance and conservation issues.**

#### **Materials**

- **All materials used should be permanent, durable and requiring a low level of maintenance;**
- **Artwork proposed for the site will require the application of an anti-graffiti coating or address issues of graffiti prevention;**

**Mural projects will not be supported if they include:**

- **Directional elements such as super graphics, signage or colour coding;**
- **"off-the-shelf" art and/or reproductions;**
- **Depict illegal activities, violence or threatening images;**
- **Glorify or encourage smoking, drug or alcohol consumption;**
- **Work that is offensive, or is seen to promote anti-social behaviour or attitudes;**
- **Works that include tags or words with a 'hidden' meaning;**
- **Works that is not in keeping with the aesthetic and social context of the location or in direct opposition to the context or location.**

### **3) GOOD PRACTICE**

**Where appropriate, artist/s will be appointed to undertake public art programs to ensure that rigour, integrity, standards and creativity can be optimised. For the purpose of this policy an artist can be defined as someone who meets at least two of the following categories:**

- **University degree or minimum three year full time TAFE Diploma in visual arts, or when the brief calls for it, other art forms such as multi-media;**
- **Track record of exhibiting their artwork at reputable art galleries that sell the work of professional artists;**
- **A person who has had work purchased by major public and private collections, including (but not limited to) the Art Gallery of Western Australia and any of the university collections;**
- **A person who earns more than 50% of their income from arts related activities, such as teaching art or design, selling artwork or undertaking public art commissions.**

**On occasions, it will be appropriate to be more flexible and seek emerging artists and practitioners other than professional artists to carry out artwork commissions. This may apply in instances when young, emerging and indigenous artists or students may be considered appropriate and will be decided upon on a case by case basis.**

### **4) DECOMMISSIONING OF PUBLIC OR MURAL ART**

**Considerations for decommissioning a Public Artwork:**

- **The site for which a site-integrated artwork was specifically created is structurally or otherwise altered and can no longer accommodate the work, is made publicly inaccessible as a result of new construction or demolition, or has the surrounding environment altered in a way which significantly impacts the art;**
- **Threat to public safety;**

- The work is at the end of its intended life span;
- Maintenance and repair obligations and costs have become excessive in relation to the value and age of the artwork;
- There is irreparable damage through vandalism or decay;
- There is a significant threat of damage of the work if left in its current location;
- The work has become unsafe, or is affected by changes in health and safety regulations;
- The site where the work is located is to be redeveloped or physically altered;
- The work is no longer relevant or appropriate, and the commissioner wishes to commission a new work for the site.

#### 5) FINANCIAL LIMITATIONS AND PROCUREMENT PROCESS

##### \$5,000 up to \$149,999 (excluding GST)

Art projects with a budget/financial estimate within this range will be managed by the City and must be made in accordance with the City's Approved Operating Practice relating to the Purchasing of Goods and Services and any other associated purchasing thresholds. Records of quotations and communications must be maintained.

##### \$150,000 (excluding GST) or greater.

Art projects with a budget/financial estimate within this range will be managed by the Public Art Committee and must be made in accordance with the *Local Government (Functions and General) Regulations 1996* and the Public Art Committee's Terms of Reference.

Art procurement processes in this range must have a Probity and Evaluation Plan which shall detail the:

- procurement style (expression of interest, public tender, panel arrangement, exemption);
- governance structure with specific roles and responsibilities of both the Committee and the City;
- timeframes;
- probity requirements including but not limited to management of conflict of interests, confidentiality, security, communications, fairness, objectivity and impartiality, transparency and accountability; and
- evaluation process including selection criteria, weightings, scoring methods and evaluation tools.

Records of all activities must be in accordance with all normal procurement procedures of the City.

##### Procedure:

Public Art Procedure

Mural Art Procedure

Decommissioning Procedure

#### 4 Makes the report and resolution public.

CARRIED WITH ABSOLUTE MAJORITY: 12/0

*The Manager Governance and Tenders retired from the meeting at 6.47 pm.*

**G.22/10/17 CONFIDENTIAL ITEM: CRAB FEST REVIEW (CONFIDENTIAL REPORT 2)**

Confidential discussion ensued regarding this issue.

MOTION: Lynn Rodgers / R Wortley

**That:**

- 1 Council adopts the course of action agreed.**
- 2 Keeps the report and resolution confidential, until such time as future Media Partnership arrangements are finalised.**

CARRIED UNANIMOUSLY: 12/0

MOTION: Tahlia Jones / Lynn Rodgers

**That the meeting proceeds with open doors.**

CARRIED UNANIMOUSLY: 12/0

THE MEETING PROCEEDED WITH OPEN DOORS AT 6.48 PM

MOTION: Peter Rogers / C Knight

**That Council endorses the resolutions taken with closed doors.**

CARRIED UNANIMOUSLY: 12/0

**G.23/10/17 DEPUTY MAYOR COUNCILLOR LEE: EXPRESSION OF THANKS**

As this would be the last Council meeting before the forthcoming local government elections on 21 October 2017, Deputy Mayor Councillor Lee thanked Elected Members and staff for their support during his term of office and extended his best wishes to all seeking re-election.

***CLOSE OF MEETING [AGENDA ITEM 24]***

There being no further business, the Mayor declared the meeting closed at 6.52 pm.

CONFIRMED ..... (MAYOR)



**MINUTES OF SPECIAL COUNCIL MEETING  
FOR THE PURPOSE OF SWEARING-IN  
MAYOR-ELECT AND COUNCILLORS-ELECT, AND  
THE ELECTION AND SWEARING IN OF  
A DEPUTY MAYOR**

**HELD ON**

**Tuesday 24 October 2017**

**AT 5.30 PM**

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

***PRESENT:***

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

MR	M NEWMAN	CHIEF EXECUTIVE OFFICER
MR	A CLAYDON	DIRECTOR WORKS & SERVICES
MR	T FREE	DIRECTOR SUSTAINABLE DEVELOPMENT
MR	W PEPPINCK	CORPORATE LAWYER
MR	G DAVIES	EXECUTIVE MANAGER STRATEGY & BUSINESS PERFORMANCE
MRS	L GREENE	COORDINATOR ELECTED MEMBER SERVICES

**Prior to the commencement of the meeting, the Mayor-Elect (Rhys John Williams) and the following Councillors-Elect made the Declaration of Office before Mr Ernest Gobby, JP:**

Mervyn James Darcy	Town Ward
Peter Andrew Jackson	North Ward
Darren George Lee	East Ward
Lynn Rodgers	East Ward
Matthew James Rogers	Town Ward
David Alexander Schumacher	Town Ward

Having made their Declaration, the Mayor and each Newly Elected Member took their seats in the Chamber.

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

The Mayor declared the meeting open at 5.40 pm.

### **ACKNOWLEDGEMENT OF COUNTRY [AGENDA ITEM 2]**

Mayor Williams acknowledged the traditional custodians of the land, and paid his respects to their Elders past and present. He also acknowledged his gratitude that we shared this land, his sorrow for some of the costs of that sharing, and his hope and belief that we can move to a place of equity, justice and partnership together.

### **APOLOGIES [AGENDA ITEM 3]**

Nil.

### **PUBLIC QUESTION TIME [AGENDA ITEM 4]**

Nil.

At this juncture of the meeting, Mayor Williams acknowledged former Mayor Marina Vergone, thanking her for her contribution to the City during her 4-year term of office. He also acknowledged the contributions made by Ms Jane Field and Ms Shannon Lawson as Councillors for the Town and Coastal Wards respectively.

### **SP.1/10/17 ELECTION OF DEPUTY MAYOR [AGENDA ITEM 5]**

At the invitation of the Mayor, the Chief Executive Officer explained that the election process for Deputy Mayor was required to be conducted in accordance with the Local Government Act 1995. In the event of more than one nomination for the position being received, a ballot would take place involving the production of a ballot paper, with the order of names determined by drawing lots. Elected Members would then be asked to vote for their preferred nominee, using the ballot booths provided in the Chamber.



He advised that nominations for the position of Deputy Mayor had to be made in writing and that he had received three nominations prior to the start of the meeting, that being from Councillors Knight, Jackson and Schumacher. The opportunity was provided for further nominations to be submitted, following which a ballot was undertaken.

Mayor Williams declared Councillor Caroline Louise Knight appointed as Deputy Mayor for a two year period (expiring 19 October 2019).

Councillor Knight then made the Declaration of Office before Mr Ernest Gobby, JP.

**CLOSE OF MEETING [AGENDA ITEM 6]**

At the invitation of Mayor Williams, each Elected Member addressed the meeting, after which there being no further items of business, the Mayor declared the meeting closed at 6.20 pm.

CONFIRMED ..... (MAYOR)



**MINUTES OF SPECIAL COUNCIL MEETING  
FOR THE PURPOSE OF ESTABLISHING  
COMMITTEES; ADOPTING A SCHEDULE FOR  
COMMITTEE & COUNCIL MEETINGS; AND  
APPOINTING ELECTED MEMBERS TO THE  
MEMBERSHIPS OF ADVISORY GROUPS &  
EXTERNAL AGENCIES**

**HELD ON**

**Tuesday 31 October 2017**

**AT 5.30 PM**

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

***PRESENT:***

MAYOR	R WILLIAMS	
COUNCILLOR	D LEE	EAST WARD
COUNCILLOR	S JONES	EAST WARD
COUNCILLOR	L RODGERS	EAST WARD
COUNCILLOR	R WORTLEY	NORTH WARD
COUNCILLOR	C KNIGHT	NORTH WARD
COUNCILLOR	P JACKSON	NORTH WARD
COUNCILLOR	D SCHUMACHER	TOWN WARD
COUNCILLOR	M ROGERS	TOWN WARD
COUNCILLOR	P ROGERS	TOWN WARD
HON COUNCILLOR	F RIEBELING	COASTAL WARD
COUNCILLOR	T JONES	COASTAL WARD
COUNCILLOR	M DARCY	COASTAL 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
MRS	L GREENE	COORDINATOR ELECTED MEMBER SERVICES

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

The Mayor declared the meeting open at 5.30 pm.

**ACKNOWLEDGEMENT OF COUNTRY [AGENDA ITEM 2]**

Mayor Williams acknowledged the traditional custodians of the land, and paid his respects to their Elders past and present. He also acknowledged his gratitude that we shared this land, his sorrow for some of the costs of that sharing, and his hope and belief that we can move to a place of equity, justice and partnership together.

**APOLOGIES [AGENDA ITEM 3]**

Nil.

**SP.2/10/17      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.

**DECLARATIONS OF FINANCIAL, PROXIMITY AND IMPARTIALITY INTERESTS [AGENDA ITEM 7]**

Nil.

**QUESTIONS FROM ELECTED MEMBERS [AGENDA ITEM 8]****Questions of which due notice has been given**

Nil.

**Questions of which due notice has not been given**

Nil.

**REPORTS [AGENDA ITEM 9]****SP.3/10/17 MEMBERSHIP, POWERS AND DUTIES OF COUNCIL'S COMMITTEES 2017 - 2019 (MRN) (REPORT 1)**

The *Local Government Act 1995* provides for the establishment of various types of committees to assist the Council in the exercise of its powers and the discharge of its duties.

As a result of the ordinary local government elections on 21 October, and prior to the appointment of Elected Members to Council's Committees, it is appropriate at this time to review the powers and duties of the current Committees.

Council was requested to consider and adopt the powers and duties of the Council's Planning Committee, Audit and Risk Committee, Executive Committee, Public Art Committee and Strategy Committee.

Recommendation set out in the report:

*That:*

1 *The membership, powers and duties of Council's Planning Committee be as follows:*

*The membership of the Planning Committee shall comprise of up to seven Elected Members. Powers and duties are to recommend appropriate action to Council on all matters dealing with:*

- *Subdivisions within the District*
- *Development Applications and R-Code approvals*
- *Structure Plan approvals*
- *Scheme amendments*
- *Reports for the Development Assessment Panel (if time permissible)*
- *Planning policies and strategies*
- *Comment on Regional planning strategies*
- *Planning related compliance matters*

2 *The membership, powers and duties of Council's Audit and Risk Committee be as follows:*

*The membership of the Audit and Risk Committee shall comprise of up to 7 Members; 5 Elected Members and 2 external positions. Powers and duties are to recommend appropriate action to Council on all matters dealing with:*

- *Monitoring and receiving reports concerning the development, implementation and on-going management of a City-wide risk management plan, including receiving briefings on significant legal issues.*
  - *Providing advice and assistance to Council as to the carrying out of the functions of the City in relation to audits.*
  - *Developing and recommending to Council an appropriate process for the selection and appointment of an Auditor or registered company as the City's auditor.*
  - *Developing and recommending to Council:*
    - *A list of those matters to be audited.*
    - *The scope of the audit to be undertaken.*
  - *Recommending to Council the Auditor or company to be appointed as auditor.*
  - *Developing and recommending to Council a written agreement for the appointment of the auditor. The agreement is to include:*
    - *The objectives of the audit.*
    - *The scope of the audit*
    - *A plan of the audit.*
    - *Details of the remuneration and expenses to be paid to the auditor.*
    - *The method to be used to communicate with, and supply information to, the auditor.*
  - *Meeting with the auditor at least once in every year and provide a report to Council on the matters discussed and the outcome of those discussions.*
  - *Liaising with the CEO to ensure that the City does everything in its power to:*
    - *Assist the auditor to conduct the audit and carry out their duties under the Local Government Act 1995.*
    - *Ensure that audits are conducted successfully and expeditiously.*
  - *Examining reports of the auditor after receiving a report from the CEO on the matter, and:*
    - *Determine if any matters raised require action to be taken by the City.*
    - *Ensure that appropriate action is taken in respect of those matters.*
    - *Review the report prepared by the CEO in respect of any matters raised in the report of the auditor and presenting the report to Council for adoption prior to the end of the next financial year or six months after the last report prepared by the auditor is received, whichever is the latest in time.*
  - *Reviewing the scope of the audit plan and its effectiveness.*
  - *Reviewing the appropriateness of special internal audit assignments undertaken at the request of Council or the CEO.*
  - *Reviewing reports of internal audits and by monitoring the implementation of recommendations made by the audit and reviewing the extent to which management reacts to matters raised.*
  - *Reviewing the level of resources allocated to internal audit and the scope of its authority.*
  - *Monitoring the City's compliance with relevant legislation.*
  - *Reviewing internal control mechanisms.*
  - *Receiving and review biennial reports from the CEO regarding the appropriateness and effectiveness of the City's risk management, internal controls and legislative compliance.*
- 3 *The membership, powers and duties of Council's Strategy Committee be as follows:*

*The membership of the Strategy Committee shall comprise of up to 13 Elected Members.*

*Powers and duties are to recommend appropriate action to Council on all matters dealing with:*

- *Advising Council on the development and implementation of the Strategic Community Plan and corporate Business Plan.*
- *Advising Council on the development and implementation of the Long-term Financial Plan and associated financial strategies such as a rating policy.*
- *Assessing for Council the current and future levels of service required to be delivered by Council.*

- *Monitoring, development and implementation of Council's strategic asset management plans in accordance with Council's asset management policy.*
- *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).*
- *Investigating and recommending to Council opportunities for cost sharing or shared services arrangements with other organisations.*
- *Setting strategic advocacy direction for other levels of government.*
- *Providing advice to Council on other strategic issues.*

4 *The membership, powers and duties of Council's Public Arts Committee be as follows:*

*The membership of the Public Arts Committee shall comprise of up to 13 Elected Members. Powers and duties are to recommend appropriate action to Council on all matters dealing with:*

- *A forward planned schedule of public arts*
- *Drafts of each public art project's evaluation and probity plan*
- *Reports and briefings on artist submissions / tender evaluation outcomes for endorsement or otherwise*
- *Outcomes of public art procurements.*

5 *The membership, powers and duties of Council's Executive Committee be as follows:*

*The membership of the Executive Committee shall comprise of up to six Elected Members, being the Mayor, Deputy Mayor, Chairman of the Strategic Committee, Chairman of the Planning Committee, Chairman of the Public Arts Committee and Chairman of the Audit and Risk Committee.*

*Powers and duties are to recommend appropriate action to Council on all matters dealing with:*

- *Development of Human Resources policy*
- *The review of the Chief Executive Officer's salary and performance*
- *Employment interviews of Chief Executive Officer and other Executive Officers*
- *Other Human Resource matters referred by the Chief Executive Officer*
- *Other matters referred by Council.*

An alternative recommendation was circulated at the meeting. Subject to the inclusion of following amendment, Hon Councillor Riebeling moved the alternative recommendation which as seconded by Councillor Shane Jones.

*That in clause 2, the membership of the Audit and Risk Committee be increased to comprise of up to 8 Members; 6 Elected Members and 2 external positions.*

Hon Councillor Riebeling advised that the reason for increasing the number of Elected Members from 5 to 6 on the Audit and Risk Committee was to ensure accommodate all that had indicated an interest in being a member of this Committee.

During the debate that ensued, and at the request of Councillor Wortley, the Chief Executive Officer provided comment on the proposed changes to the meeting structure, including implications on the length of meetings, timeliness for officer deadlines and Council's ability to defer consideration of items.

MOTION: F Riebeling / Shane Jones

That:

- 1 That Council creates a Committee of Council with the membership, powers and duties of that Committee being as follows:

The membership of the Committee of Council shall comprise all Elected Members. Powers and duties of the Committee of Council are to recommend appropriate action to Council on all matters pertaining to Council (including those previously considered by the Planning Committee) except those matters considered by the Strategy, Audit and Risk and Executive Committees.

- 2 The membership, powers and duties of Council's Audit and Risk Committee be as follows:

The membership of the Audit and Risk Committee shall comprise of up to 8 Members; 6 Elected Members and 2 external positions. Powers and duties are to recommend appropriate action to Council on all matters dealing with:

- Monitoring and receiving reports concerning the development, implementation and on-going management of a City-wide risk management plan, including receiving briefings on significant legal issues.
- Providing advice and assistance to Council as to the carrying out of the functions of the City in relation to audits.
- Developing and recommending to Council an appropriate process for the selection and appointment of an Auditor or registered company as the City's auditor.
- Developing and recommending to Council:
  - A list of those matters to be audited.
  - The scope of the audit to be undertaken.
- Recommending to Council the Auditor or company to be appointed as auditor.
- Developing and recommending to Council a written agreement for the appointment of the auditor. The agreement is to include:
  - The objectives of the audit.
  - The scope of the audit
  - A plan of the audit.
  - Details of the remuneration and expenses to be paid to the auditor.
  - The method to be used to communicate with, and supply information to, the auditor.
- Meeting with the auditor at least once in every year and provide a report to Council on the matters discussed and the outcome of those discussions.
- Liaising with the CEO to ensure that the City does everything in its power to:
  - Assist the auditor to conduct the audit and carry out their duties under the *Local Government Act 1995*.
  - Ensure that audits are conducted successfully and expeditiously.
- Examining reports of the auditor after receiving a report from the CEO on the matter, and:
  - Determine if any matters raised require action to be taken by the City.
  - Ensure that appropriate action is taken in respect of those matters.
  - Review the report prepared by the CEO in respect of any matters raised in the report of the auditor and presenting the report to Council for adoption prior to the end of the next financial year or six months after the last report prepared by the auditor is received, whichever is the latest in time.
- Reviewing the scope of the audit plan and its effectiveness.

- Reviewing the appropriateness of special internal audit assignments undertaken at the request of Council or the CEO.
- Reviewing reports of internal audits and by monitoring the implementation of recommendations made by the audit and reviewing the extent to which management reacts to matters raised.
- Reviewing the level of resources allocated to internal audit and the scope of its authority.
- Monitoring the City's compliance with relevant legislation.
- Reviewing internal control mechanisms.
- Receiving and review biennial reports from the CEO regarding the appropriateness and effectiveness of the City's risk management, internal controls and legislative compliance.

**3 The membership, powers and duties of Council's Strategy Committee be as follows:**

The membership of the Strategy Committee shall comprise of up to 13 Elected Members. Powers and duties are to recommend appropriate action to Council on all matters dealing with:

- Advising Council on the development and implementation of the Strategic Community Plan and corporate Business Plan.
- Advising Council on the development and implementation of the Long-term Financial Plan and associated financial strategies such as a rating policy.
- Assessing for Council the current and future levels of service required to be delivered by Council.
- Monitoring, development and implementation of Council's strategic asset management plans in accordance with Council's asset management policy.
- 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).
- Investigating and recommending to Council opportunities for cost sharing or shared services arrangements with other organisations.
- Setting strategic advocacy direction for other levels of government.
- Providing advice to Council on other strategic issues.

**4 The membership, powers and duties of Council's Public Arts Committee be as follows:**

The membership of the Public Arts Committee shall comprise of up to 13 Elected Members. Powers and duties are to recommend appropriate action to Council on all matters dealing with:

- A forward planned schedule of public arts
- Drafts of each public art project's evaluation and probity plan
- Reports and briefings on artist submissions / tender evaluation outcomes for endorsement or otherwise
- Outcomes of public art procurements.

**5 The membership, powers and duties of Council's Executive Committee be as follows:**

The membership of the Executive Committee shall comprise of up to seven Elected Members, being the Mayor, Deputy Mayor, Chairman of the Committee of Council, Chairman of the Strategy Committee, Chairman of the Audit and Risk Committee and up



**to 2 other Elected Members. Powers and duties are to recommend appropriate action to Council on all matters dealing with:**

- **Development of Human Resources policy**
- **The review of the Chief Executive Officer's salary and performance**
- **Employment interviews of Chief Executive Officer and other Executive Officers**
- **Other Human Resource matters referred by the Chief Executive Officer**
- **Other matters referred by Council.**

**6 Council no longer operates a Planning Committee.**

CARRIED WITH ABSOLUTE MAJORITY: 13/0

**SP.4/10/17 APPOINTMENT OF ELECTED MEMBERS TO COMMITTEES AND THE ADOPTION OF COUNCIL AND COMMITTEE MEETING SCHEDULE FOR 2017 – 2019 (MRN) (REPORT 2)**

With the consensus of the meeting, and to aid deliberation, Mayor Williams suggested that the recommendation set out in the report be split into various parts, being:

- The appointment of all Elected Members to the membership of the Committee of Council, and the cessation of the Planning Committee
- The appointment of Elected Members to the membership of the Audit and Risk Committee
- The appointment of deputy members to act for members of the Audit and Risk Committee
- The appointment of Elected Members to the membership of the Strategy Committee, and appointment of deputy members to act for members of the Strategy Committee
- The appointment of Elected Members to the membership of the Public Art Committee
- Noting the position with the appointment of Elected Members to the Executive Committee, and the adoption of the schedule of dates for the Committee of Council and ordinary Council meetings during 2017 – 2019
- Adoption of the dates and frequency for the Audit and Risk, Executive, Strategy and Public Art Committee during 2017 - 2019.

In accordance with Section 5.11 of the *Local Government Act 1995*, all appointments to Council's Committees expired on the Election Day, Saturday 21 October.

Council was requested to seek nominations and consider the appointment of Elected Members to its various Committees.

MOTION: Shane Jones / C Knight

**That Council:**

- 1 Appoints all Elected Members to the Committee of Council for a term of two years, expiring on 19 October 2019.**
- 2 Notes that the Planning Committee will no longer operate and those matters previously considered by the Planning Committee will be considered by the Committee of Council.**

CARRIED WITH ABSOLUTE MAJORITY: 13/0

MOTION: D Schumacher / Peter Rogers

**That Council appoints the following Elected Members to the Audit and Risk Committee for a term of two years, expiring on 19 October 2019:**

**Hon Councillor Fred Riebeling  
Councillor Tahlia Jones  
Councillor Peter Rogers  
Councillor Ron Wortley  
Councillor Darren Lee  
Mayor Rhys Williams.**

CARRIED WITH ABSOLUTE MAJORITY: 13/0

In the event of an appointed member of the Audit and Risk Committee being unable to attend a meeting, Section 5.11A of the Act provided for the appointment of a deputy to take their place. Whilst acting in the capacity of a Committee member, the deputy was afforded all the functions and protection given to a member of that Committee. It was therefore recommended that Council appoint a first and second deputy to act for each appointed Committee member.

MOTION: C Knight / Shane Jones

**That Council appoints Councillor Peter Jackson to act as first deputy member and Councillor Lynn Rodgers to act as second deputy member on the Audit and Risk Committee for a term of two years, expiring on 19 October 2019.**

CARRIED WITH ABSOLUTE MAJORITY: 13/0

Mayor Williams called for nominations for the membership of Council's Strategy Committee. The Chief Executive Officer highlighted that the Terms of Reference for this Committee provided for up to 13 Elected Members.

MOTION: Tahlia Jones / P Jackson

**That Council appoints the following Elected Members to the Strategy Committee for a term of two years, expiring on 19 October 2019:**

**Councillor Dave Schumacher  
Councillor Peter Jackson  
Councillor Tahlia Jones  
Councillor Peter Rogers  
Councillor Caroline Knight  
Hon Councillor Fred Riebeling  
Councillor Matt Rogers  
Councillor Lynn Rodgers  
Mayor Rhys Williams.**

CARRIED WITH ABSOLUTE MAJORITY: 13/0

With regard to the appointment of a first and second deputy member to act for each appointed Strategy Committee member, no nominations were forthcoming.

Mayor Williams called for nominations for the membership of Council's Public Art Committee. The Chief Executive Officer highlighted that the Terms of Reference for this Committee provided for up to 13 Elected Members.

MOTION: Tahlia Jones / D Lee

**That Council appoints the following Elected Members to the Public Art Committee for a term of two years, expiring on 19 October 2019:**

**Councillor Darren Lee  
Councillor Caroline Knight  
Councillor Matt Rogers  
Councillor Lynn Rodgers  
Mayor Rhys Williams.**

CARRIED WITH ABSOLUTE MAJORITY: 13/0

With regard to the membership of the Executive Committee, it was noted that the appointment of Elected Members for a term of two years expiring on 19 October 2019 would be the subject of a separate report, following the appointment of Chairmen for the Committee of Council, Strategy Committee and Audit and Risk Committee.

Proposed meeting dates for the Committee of Council and ordinary Council meetings during the period November 2017 – October 2019 were set out in the alternative recommendation circulated at the meeting.

MOTION: C Knight / D Schumacher

**That Council:**

- 1 Notes that the appointment of Elected Members to the Executive Committee for a term of two years, expiring on 19 October 2019, will be the subject of a separate report, following the appointment of Chairmen for the Committee of Council, Strategy Committee and the Audit and Risk Committee.**
- 2 Adopts the schedule of dates for the Committee of Council and ordinary Council Meetings during 2017 - 2019 as follows:**

	<b>Committee of Council</b>	<b>Council Meeting</b>
<b>2017</b>	<b>14 November</b>	<b>28 November</b>
	<b>5 December</b>	<b>19 December</b>
<b>2018</b>	<b>16 January</b>	<b>30 January</b>
	<b>13 February</b>	<b>27 February</b>
	<b>13 March</b>	<b>27 March</b>
	<b>10 April</b>	<b>24 April</b>
	<b>8 May</b>	<b>22 May</b>
	<b>12 June</b>	<b>26 June</b>
	<b>10 July</b>	<b>24 July</b>
	<b>14 August</b>	<b>28 August</b>
	<b>11 September</b>	<b>25 September</b>
	<b>9 October</b>	<b>23 October</b>
	<b>13 November</b>	<b>27 November</b>

	4 December	18 December
<b>2019</b>	15 January	29 January
	12 February	26 February
	12 March	26 March
	9 April	23 April
	14 May	28 May
	11 June	25 June
	9 July	23 July
	13 August	27 August
	10 September	24 September
		8 October

CARRIED WITH ABSOLUTE MAJORITY: 13/0

MOTION: D Lee / Lynn Rodgers

**Adopts the dates and frequency for the Audit and Risk, Executive, Strategy and Public Art Committees during 2017 - 2019 as follows:**

<b>Audit and Risk Committee</b>	<b>To meet up to six times each year, meeting on the second Monday in March, May, July, September, November and December (external auditors), commencing at 5.30 pm.</b>
<b>Executive Committee</b>	<b>To meet annually to consider relevant performance reviews or as required.</b>
<b>Strategy Committee</b>	<b>To meet up to four times annually.</b>
<b>Public Art Committee</b>	<b>To meet as and when required, at a frequency to be decided by the Chairman.</b>

CARRIED WITH ABSOLUTE MAJORITY: 13/0

**SP.5/10/17 APPOINTMENT OF ELECTED MEMBERS TO ADVISORY GROUPS AND EXTERNAL AGENCIES (MRN) (REPORT 3)**

All appointments to Advisory Groups established by Council, external agencies and working groups where Council had representation, expired on the Election Day, Saturday 21 October 2017.

Council was requested to seek the nomination of Elected Members to the vacancies on these bodies, consider the nominations made and approve the appointment of Elected Members, for a term of 2 years expiring on 19 October 2019.

MOTION: D Schumacher / P Jackson

**That Council:**

**1 Endorses the following two year appointments, expiring 19 October 2019:**

<b>Advisory Groups</b>	<b>Elected Member Representative(s)</b>
<b>Access &amp; Inclusion Advisory Group</b>	<b>Councillors Matt Rogers and Wortley (deputy member Councillor Lee)</b>
<b>Eastport Canal Waterways Advisory Group</b>	<b>Hon Councillor Riebeling and Councillor Darcy</b>
<b>Mandurah Bushfire Advisory Committee</b>	<b>Councillor Darcy (deputy member Hon Councillor Riebeling)</b>
<b>Mandurah Coastcare Coordinating Advisory Group</b>	<b>Councillor Tahlia Jones (deputy member Councillor Knight)</b>
<b>Mandurah Community Museum Advisory Group</b>	<b>Councillor Matt Rogers (deputy member Councillor Wortley)</b>
<b>Mandurah Environmental Advisory Group</b>	<b>Councillors Knight and Tahlia Jones</b>
<b>Mandurah Quay Waterways Advisory Group</b>	<b>Hon Councillor Riebeling and Councillor Darcy</b>
<b>Mandurah Roadwise Advisory Group</b>	<b>Mayor Williams and Councillor Wortley</b>
<b>Mariner's Cove Canal Waterways Advisory Group</b>	<b>Councillor Lee (deputy member Councillor Shane Jones)</b>
<b>Port Bouvard Canal Waterways Advisory Group</b>	<b>Hon Councillor Riebeling and Councillor Darcy</b>
<b>Port Mandurah Canal Waterways Advisory Group</b>	<b>Councillor Matt Rogers (deputy member Councillor Schumacher)</b>
<b>Waterside Canal Waterways Advisory Group</b>	<b>Councillor Lee (deputy member Councillor Shane Jones)</b>
<b>Internal Working Groups &amp; Selection Panel Appointments</b>	<b>Elected Member Representative(s)</b>
<b>Arts Grants Panel (Creative Mandurah and Stretch Arts Grants)</b>	<b>Mayor Williams and Councillors Knight and Tahlia Jones</b>
<b>Australia Day Awards Selection Panel</b>	<b>Councillors Jackson, Lee, Lynn Rodgers and Schumacher</b>
<b>City of Mandurah Convention Scholarship Assessment Panel</b>	<b>Mayor Williams and Councillors Knight and Lee</b>

<b>City of Mandurah Sports Awards</b>	<b>Councillors Shane Jones, Lee and Schumacher</b>
<b>Community Assistance Grants Scheme</b>	<b>Councillors Jackson, Shane Jones, Lee and Lynn Rodgers</b>
<b>Kids Teaching Kids: School Selection Panel – Interstate Conference</b>	<b>Councillors Knight and Lee</b>
<b>Local Emergency Management Advisory Committee</b>	<b>Councillor Darcy (deputy member Councillor Wortley)</b>
<b>Mandurah Liquor Accord</b>	<b>Mayor Williams and Councillor Jackson</b>
<b>Murdoch University Undergraduate Nursing Scholarship Selection Panel</b>	<b>Councillors Knight and Lee</b>
<b>Peel Mosquito Management Group</b>	<b>Hon Councillor Riebeling (deputy member Councillor Darcy)</b>
<b>Reconciliation Action Plan Steering Group</b>	<b>Mayor Williams and Councillors Lynn Rodgers, Peter Rogers and Hon Councillor Riebeling</b>
<b>External Agency Appointments</b>	<b>Elected Member Representative(s)</b>
<b>Mandurah and Peel Tourism Organisation (MAPTO) Board</b>	<b>Councillor Schumacher</b>
<b>Mandurah Performing Arts Inc Board</b>	<b>Councillor Peter Rogers</b>
<b>Peel Chamber of Commerce &amp; Industry Board</b>	<b>Councillor Jackson (deputy member Hon Councillor Riebeling)</b>
<b>Peel Regional Leaders Forum</b>	<b>Mayor Williams</b>
<b>Peron Naturaliste Partnership</b>	<b>Councillor Knight</b>
<b>Rivers Regional Council</b>	<b>Hon Councillor Riebeling (deputy member Councillor Darcy) and Councillor Shane Jones (deputy member Councillor Peter Rogers)</b>
<b>South West Regional Road Group</b>	<b>Mayor Williams (deputy member Councillor Shane Jones)</b>
<b>WALGA : Peel Country Zone</b>	<b>Mayor Williams and Councillor Knight (deputy Members Hon Councillor Riebeling and the CEO – Mark Newman)</b>
<b>Waste Management Alliance Board</b>	<b>Mayor Williams</b>

- 2 Endorses the nomination of Councillor Caroline Knight for the Peel-Harvey Catchment Council (local government (coastal) representative position and for the Australian Coastal Council Association.**

CARRIED WITH ABSOLUTE MAJORITY: 13/0

**CLOSE OF MEETING [AGENDA ITEM 10]**

There being no further business, the Mayor declared the meeting closed at 6.10 pm.

CONFIRMED ..... (MAYOR)



**MINUTES OF**

**COMMITTEE OF COUNCIL MEETING**

**HELD ON**

**Tuesday 14 November 2017**

**AT 5.30 PM**

**IN COUNCIL CHAMBERS - 83 MANDURAH TERRACE  
MANDURAH**

***PRESENT:***

COUNCILLOR	D LEE [CHAIRMAN]	EAST WARD
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	S JONES	EAST WARD
COUNCILLOR	T JONES	COASTAL WARD
COUNCILLOR	M DARCY	COASTAL 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
MRS	L GREENE	COORDINATOR ELECTED MEMBER SUPPORT

**OPENING OF MEETING [AGENDA ITEM 1]**

The Chief Executive Officer declared the meeting open at 5.30 pm.



**ELECTION OF CHAIRMAN [AGENDA ITEM 2]**

**CC.1/11/17 ELECTION OF CHAIRPERSON**

The Chief Executive Officer explained that the election process for Chairman of the Committee of Council was required to be conducted in accordance with the Local Government Act 1995, and in the event of more than one nomination for the position being received, a ballot would be undertaken.

He advised the meeting that one written nomination had been submitted, that being from Councillor Darren Lee. Additional time was made available for further nominations to be made in writing.

No further nominations were received and the Chief Executive Officer declared Councillor Lee Chairman of the Committee of Council for a term of 2 years, expiring on 19 October 2019.

**Councillor Lee took the Chair.**

**CC.2/11/17 APPOINTMENT OF COMMITTEE OF COUNCIL DEPUTY CHAIRPERSON**

The Chief Executive Officer was asked if the Committee could appoint a permanent Deputy Chairman. He advised that nothing in the Local Government Act 1995 precluded the appointment of a permanent Deputy Chairman, however the Committee's Terms of Reference would need to be modified by Council prior to any appointment being made.

During the debate that ensued, the Chief Executive Officer provided clarification regarding the nomination process that would occur at the next meeting of this Committee (subject to Council modifying the Terms of Reference), and the expression of interest in this position that was put forward from Councillor Tahlia Jones was noted.

RESOLVED TO RECOMMEND: R Williams / Lynn Rodgers

**That Council amends the Terms of Reference for the Committee of Council so that the membership shall comprise of all Elected Members, with the ability to elect a presiding member and deputy presiding member for a 2-year term expiring 19 October 2019.**

CARRIED UNANIMOUSLY: 10/0

**APOLOGIES [AGENDA ITEM 3]**

Hon Councillor Riebeling and Councillors Schumacher and Peter Rogers.

**DISCLAIMER [AGENDA ITEM 4]**

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.

**PUBLIC QUESTION TIME [AGENDA ITEM 5]**

Nil.

**PRESENTATIONS AND ANNOUNCEMENTS BY CHAIRMAN [AGENDA ITEM 6]**

Nil.

**DEPUTATIONS [AGENDA ITEM 7]**

Nil.

**DECLARATION OF INTERESTS [AGENDA ITEM 8]**

- Councillor Tahlia Jones declared a financial and proximity interest in Minute CC.4/11/17 - Dedication of Right of Ways Central Mandurah because of her ownership of property located in Park Road, Mandurah.
- Mayor Williams declared a perceived impartiality interest in Minute CC.5/11/17 - Mandjar Square Future Works because he is Chairman of the Mandurah Performing Arts Centre Board. He declared that he would remain in the Chamber, consider this matter on its merits and vote accordingly.
- Councillor Tahlia Jones declared an impartiality interest in Minute CC.8/11/17 - Appointment of Community Representatives to Advisory Groups because she knows nominees for the community representative positions on the Access and Inclusion Group.

**QUESTIONS FROM ELECTED MEMBERS WITHOUT DISCUSSION [AGENDA ITEM 9]**

**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 10]**

Nil.

**REPORTS [AGENDA ITEM 11]**

**CC.3/11/17 REVISED LEASE: PORTION OF RESERVE 27051 – AIR QUALITY MONITORING STATION AND AUTOMATIC WEATHER STATION (BD / LP) (REPORT 1)**

In April 2017, Council endorsed the excision of 185 square metres within Reserve 27051 at Lot 1878 McLarty Road, Halls Head, for a new lot to be created with the Power to Lease to enable a lease of approximately 69 square metres to the Department of Water and Environmental Regulation for the purpose of housing an Air Quality Monitoring Station (AQMS).

The Bureau of Meteorology have now approached the City requesting co-location upon the new lot for the purpose of housing their Mandurah Automatic Weather Station as the current location of the facility within Reserve 48150 at Breakwater Parade, Mandurah is no longer suitable.

Officers are supportive of the proposal, as both facilities provide a similar and valuable service to the community. A mutually agreeable arrangement has been negotiated between the two parties to co-locate on the site, with a proposed head lease between the City and the Department of Water and Environmental Regulation for the entire lot, and a sub-lease between the Department of Water and Environmental Regulation and the Bureau of Meteorology for the area that the Bureau of Meteorology require.

Council is, therefore, requested to approve:

- a revised lease area to the Department of Water and Environmental Regulation of approximately 185 square metres upon Reserve 27051, for a term of ten years with an eleven year option of renewal (10+11 years); with the rent to be in accordance with the City's Schedule of Fees and Charges for sporting and community groups, subject to approval from the Minister for Lands; and
- a new sub-lease between the Department of Water and Environmental Regulation and the Bureau of Meteorology of approximately 73.6 square metres upon Reserve 27051, with the term to be at least one day less than the head lease expiry date and the rent to be no greater than the City's Schedule of Fees and Charges for sporting and community groups, subject to approval from the Minister for Lands.

RESOLVED TO RECOMMEND: Lynn Rodgers / P Jackson

**That Council:**

**1 Approves a head lease to the Department of Water and Environmental Regulation for an approximate lease area of 185 square metres over the newly created lot upon Reserve 27051, Lot 1878 (221) McLarty Road, Halls Head with the following conditions:**

- 1.1 Ten year lease with eleven year option of renewal (10+11 years);**
- 1.2 Commencement date after Minister for Lands approval;**

- 1.3 The rent will be in accordance with the City's Schedule of Fees and Charges for sporting and community groups;
- 1.4 Subject to approval of the Minister for Lands.
- 2 All costs associated with the head lease agreement are to be borne by the Department of Water and Environmental Regulation.
- 3 Approves a sub-lease between the Department of Water and Environmental Regulation and the Bureau of Meteorology for an approximate lease area of 73.6 square metres over the newly created lot upon Reserve 27051, Lot 1878 (221) McLarty Road, Halls Head with the following conditions:
  - 3.1 Term to be at least one day less than the expiry of the Head lease;
  - 3.2 The rent to be no greater than the City's Schedule of Fees and Charges for sporting and community groups;
  - 3.3 Commencement date after Minister for Lands approval;
  - 3.4 Subject to approval of the Minister for Lands.
- 4 All costs associated with the sub-lease agreement are to be borne by the Bureau of Meteorology.
- 5 Authorises the Chief Executive Officer to finalise the conditions of the head lease and sub-lease.

CARRIED UNANIMOUSLY: 10/0

*Having disclosed a proximity interest in the following item, Councillor Tahlia Jones left the Chamber at 5.40 pm.*

**CC.4/11/17 DEDICATION OF RIGHT OF WAYS: CENTRAL MANDURAH (BD / LP)  
(REPORT 2)**

City officers have identified 16 small parcels of land across six different locations in central Mandurah which are legally defined as right of ways (ROWs), but are being utilised as public road land and should be dedicated as such.

The ROWs are 8 Public ROWs and 8 Private ROWs. In accordance with Section 56 of the Land Administration Act 1997 (LAA), they are able to be dedicated as road; with the added requirement for the Private ROWs, that they must have been utilised by the public as constructed roads for no less than 10 years, which they have.

Due to the difficulties in directly contacting the registered proprietors of the Private ROWs or their descendants, officers propose to advertise the dedication of the land via advertising in the local paper for 30 days and, should no submissions be received, proceed with the dedication.

Dedication of the parcels will ensure a consistent definition of constructed road land across the city and eliminate confusion over the tenure of the land on the City's GIS database.

Council is, therefore, requested to:

- (a) approve the dedication of eight (8) Public Right of Ways at Park Road, Loaring Street, Hancock Street, Shannon Road, Forward Street and Hobley Streets, Mandurah as road, pursuant to Section 56 of the *Land Administration Act 1997 (LAA)*;
- (b) approve the advertising of and, if no submissions are received, the dedication of eight (8) Private Right of Ways at Park Road and Hobley Streets, Mandurah as road, pursuant to Section 56 of the *Land Administration Act 1997 (LAA)*;
- (c) indemnify the Minister for Lands against any claims for compensation in respect of the road dedication.

RESOLVED TO RECOMMEND: Shane Jones / C Knight

**That Council:**

- 1 Requests the Minister for Lands to approve the dedication as road of eight Public right of ways as follows, pursuant to Section 56 of the Land Administration Act 1997:**

- Lot 66 on Plan 8724 (Park Rd) C/T 17-229A
- Lot 67 on Plan 8549 (Park Rd) C/T 2775-66
- Lot 166 on Plan 8435 (Park Rd) C/T 2758-841
- Lot 66 on Diagram 83600 (Loaring St) C/T 2141-210
- Lot 166 on Diagram 61161 (Hancock St) C/T 2773-901
- Lot 66 on Diagram 58228 (Shannon Rd) C/T 2773-595
- Lot 66 on Diagram 34442 (Forward St) C/T 2774-660
- Lot 67 on Diagram 37986 (Hobley St) C/T 2774-657

- 2 Approves the advertising of, and if no submissions received, request the Minister for Lands to dedicate as road eight Private right of ways as follows, pursuant to Section 56 of the Land Administration Act 1997:**

- Lot 68 on Plan 7437 (Park Rd) C/T 1239-297 Eastwood, E M
- Lot 73 on Plan 6960 (Park Rd) C/T 2932-622 Eastwood, E M
- Lot 69 on Plan 7097 (Park Rd) C/T 2711-458 Eastwood, E M
- Lot 68 on Plan 7096 (Park Rd) C/T 2711-481 France, D A
- Lot 66 on Diagram 16508 (Hobley St) C/T 1150-617 King, C A
- Lot 68 on Diagram 39576 (Hobley St) C/T 1088-665 Watts, H L
- Lot 69 on Diagram 14846 (Hobley St) C/T 1089-244 Hood, H
- Lot 71 on Diagram 51408 (Hobley St) C/T 2713-498 Owners of Strata Plan 4979

- 3 Indemnifies the Minister for Lands against any claims for compensation in respect of the road dedication pursuant to Section 56 of the Land Administration Act 1997.**

CARRIED UNANIMOUSLY: 9/0

*Councillor Tahlia Jones returned to the Chamber at 5.41 pm.*

#### **CC.5/11/17 MANDJAR SQUARE: FUTURE WORKS (TB / FK) (REPORT 3)**

Council at its meeting held in October resolved to defer consideration of this item to the November meeting. This deferral was in consideration of the October local government elections and due to

the impact on the 2017/2018 budget, any decision on the request for additional expenditure should be the province of the new Council.

The Mandjar Square public open space area is located between the Mandurah Performing Arts Centre (MPAC), Reading Cinemas and the Boardwalk. It was created as part of the development of the cultural precinct in 1997.

Infrastructure and landscape treatments within this precinct have deteriorated in the 20 years since installation. Council has committed to redeveloping the area with the aim to improve amenity and create a vibrant, flexible community space. Design for the entire upgrade was completed in October 2016 with an estimated cost of \$1.96 million. The works are funded by Council and will be undertaken in four stages.

The project is nearing completion of Stages 1 and 2. Contractors will leave the site at the end of October. It is thought that with the completion of an additional stage this financial year, the precinct will look more complete and the cost structure kept competitive due to the current economic climate.

It is requested Council approve additional expenditure to enable this upgrade be completed a year earlier than originally proposed to fast track the redevelopment of one of the City's primary destinations, the cultural and entertainment heart of the City.

Recommendation set out in the report:

*That Council approves an unbudgeted expenditure of \$440,000 to complete Stage 3 works for the Mandjar Square redevelopment and the expenditure be funded from the Asset Management Reserve Fund.*

Mayor Williams moved the following recommendation, which was seconded by Councillor Knight. Mayor Williams advised that his reason for moving deferral was to reduce disruption for businesses in the area and allow the integration of Stage 3 and 4 works to be considered.

During the debate that ensued, and at the request of Councillors, the Chief Executive Officer and Director Works and Services provided clarification regarding impacts on the timeframe of the redevelopment and the relocation of the Australia Day plaques.

RESOLVED TO RECOMMEND: R Williams / C Knight

**That consideration of this item be deferred until consultation on Stage 4 is completed.**

CARRIED UNANIMOUSLY: 10/0

**CC.6/11/17 TENDER 20-2017: MANAGEMENT OF THE MANDURAH OCEAN MARINA  
CHALET PARK (NC / NP) (REPORT 4)**

On 2 September 2017, the City of Mandurah invited tenders for the management of the Mandurah Ocean Marina Chalet Park. The Chalet Park consists of 39 Units positioned within the Marina complex. It has a live-in on site unit best suited to companies or couples with recent and extensive experience in operating or managing low cost accommodation facilities.

Tenderers were required to possess knowledge and experience in facilities management, well developed financial and marketing skills, and demonstrate the ability to deliver quality customer

service outcomes. Additionally, they will be required to undertake or program minor chalet park maintenance or repairs.

Council approval is sought to select Bluegrass Holdings Pty Ltd AFT McIntosh Family Trust as the successful tenderer for management of the Mandurah Ocean Marina Chalet Park.

RESOLVED TO RECOMMEND: Lynn Rodgers / C Knight

**That Council accepts Bluegrass Holdings Pty Ltd AFT McIntosh Family as a suitable tenderer for Tender 20-2017 management of the Mandurah Ocean Marina Chalet Park.**

CARRIED UNANIMOUSLY: 10/0

**CC.7/11/17      AUDIT AND RISK COMMITTEE: APPOINTMENT OF EXTERNAL REPRESENTATIVES (WP / NP) (REPORT 5)**

In accordance with the City's Audit and Risk Committee Terms of Reference, two vacant positions for external members to be appointed to the Audit and Risk Committee were advertised between 15 September and 4 October 2017. Two applications were received, both from the previous two external members of the Committee who are considered capable of satisfying the requirements of membership to the Committee. A review of the Terms of Reference and remuneration for external members occurred recently.

Council is requested to appoint Mr Ian Ilsley and Dr Robert Poepjes to the Audit and Risk Committee for two years with the possibility of a further two year extension.

RESOLVED TO RECOMMEND: Shane Jones / Tahlia Jones

**That Council appoints Mr Ian Ilsley and Dr Robert Poepjes as the two external representatives on the Audit and Risk Committee for a term of 2 years with the option to extend by another 2 years, expiring on the election day in October 2021.**

CARRIED UNANIMOUSLY: 10/0  
*\*ABSOLUTE MAJORITY REQUIRED\**

**CC.8/11/17      APPOINTMENT OF COMMUNITY REPRESENTATIVES TO ADVISORY GROUPS (WP / NP) (REPORT 6)**

Council has a number of Advisory Groups that have been established by Council on the basis that they are not formal Committees of Council, but nevertheless provide valuable advice or information in particular areas of interest. In addition to Elected Members, five of Council's Advisory groups also have representatives from the community.

Upon the expiry of appointments to the Advisory Groups on 21 October 2017, an advertising campaign was conducted inviting interested members of the community to nominate for the Advisory Groups. Nominations closed on Wednesday 4 October 2017 and were evaluated. A review of the Terms of Reference for Advisory Groups was also undertaken.

Council is requested to consider the adoption of the Advisory Groups Terms of Reference and the nominations for appointment of community representatives to Advisory Groups for a term of two years, expiring on the date of the next local government election in 2019.

Councillor Knight moved the following recommendation, which was seconded by Councillor Darcy. In moving that consideration of this item be deferred, Councillor Knight advised that the reason was to provide the opportunity for the Terms of Reference of the Mandurah Environmental Advisory Group to be modified so as to provide clarity.

RESOLVED TO RECOMMEND: C Knight / M Darcy

**That consideration of this item be deferred to the ordinary Council meeting being held on 28 November 2017.**

CARRIED UNANIMOUSLY: 10/0

**LATE AND URGENT BUSINESS ITEMS [AGENDA ITEM 12]**

Nil.

**CONFIDENTIAL ITEMS [AGENDA ITEM 13]**

Nil.

**CLOSE OF MEETING [AGENDA ITEM 14]**

There being no further business, the Chairman declared the meeting closed at 5.50 pm.

CONFIRMED: .....[CHAIRMAN]



Report from **Chief Executive Officer**  
To **Council Meeting of 28 November 2017**

**1 SUBJECT:** Financial Report – September 2017  
**CONTACT OFFICER/S:** David Prattent/Paul Bates  
**AUTHOR:** Goodwin Mukondo  
**FILE NO:** R0001052452

**Summary**

The Financial Report for September 2017 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

September 2017 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 September results have been included alongside the 2016/17 summary.

	2017/2018						2016/2017		
	Year to Date - September			Total			-		
	Actuals \$'000's	Budget \$'000's	%	Actuals + CMT \$'000's	Budget \$'000's	%	Actuals \$'000's	Budget \$'000's	%
<b>Operating revenues</b>	<b>(89,437)</b>	<b>(90,548)</b>	<b>-1%</b>	<b>(89,437)</b>	<b>(108,301)</b>	<b>-17%</b>	<b>(88,117)</b>	<b>(89,100)</b>	<b>-1%</b>
Operating expenditure:									
<i>Direct Labour</i>	9,015	10,104	-11%	9,015	43,227	-79%	8,838	9,919	-11%
<i>Employee Costs</i>	1,507	1,496	1%	1,561	6,361	-75%	1,026	1,517	-32%
<i>Allocations of admin expenses</i>	(1,920)	(2,503)	-23%	(1,920)	(10,017)	-81%	(1,912)	(2,485)	-23%
<i>Operating Costs</i>	9,721	13,972	-30%	11,646	52,258	-78%	10,000	12,938	-23%
<b>Total operating expenditure</b>	<b>18,323</b>	<b>23,068</b>	<b>-21%</b>	<b>20,302</b>	<b>91,829</b>	<b>-78%</b>	<b>17,952</b>	<b>21,889</b>	<b>-18%</b>
<b>Operating (surplus)/Deficit before Depreciation</b>	<b>(71,114)</b>	<b>(67,480)</b>	<b>5%</b>	<b>(69,134)</b>	<b>(16,472)</b>	<b>320%</b>	<b>(70,165)</b>	<b>(67,211)</b>	<b>4%</b>
Depreciation	5,220	7,826	-33%	5,220	31,317	-83%	7,334	7,334	
<b>Operating (surplus)/Deficit</b>	<b>(65,895)</b>	<b>(59,654)</b>	<b>10%</b>	<b>(63,915)</b>	<b>14,845</b>		<b>(62,831)</b>	<b>(59,877)</b>	<b>5%</b>
<b>Capital Expenditure</b>	<b>5,438</b>	<b>9,196</b>	<b>-41%</b>	<b>9,567</b>	<b>36,786</b>	<b>-74%</b>	<b>8,092</b>	<b>13,801</b>	<b>-41%</b>
Capital Revenue	(3,089)	(4,454)	-31%	(3,098)	(17,999)	-83%	(4,600)	(8,551)	-46%

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

Report from **Chief Executive Officer**  
To **Council Meeting of 28 November 2017**

Capital Expenditure

Capital expenditure including committed costs is approximately \$9.5 million compared with a budget for the year of \$37 million.

Asset Type	Actuals \$,000`s	CMT* \$,000`s	Actuals + CMT* \$,000`s	Budget \$,000`s	Variance %
Buildings	1,016	920	1,937	11,829	-84%
Marina	-	-	-	120	-100%
Bridges	-	2	2	707	-100%
Parks	693	505	1,198	3,905	-69%
Roads	2,501	1,163	3,664	11,147	-67%
Drainage	370	207	577	1,725	-67%
Coastal & Estuary	61	646	707	2,027	-65%
Equipment	201	51	252	551	-54%
Machinery	466	703	1,169	3,733	-69%
Other Infrastructure	130	(69)	61	1,041	-94%
<b>Total Capital Expenditure</b>	<b>5,438</b>	<b>4,129</b>	<b>9,567</b>	<b>36,786</b>	<b>-74%</b>

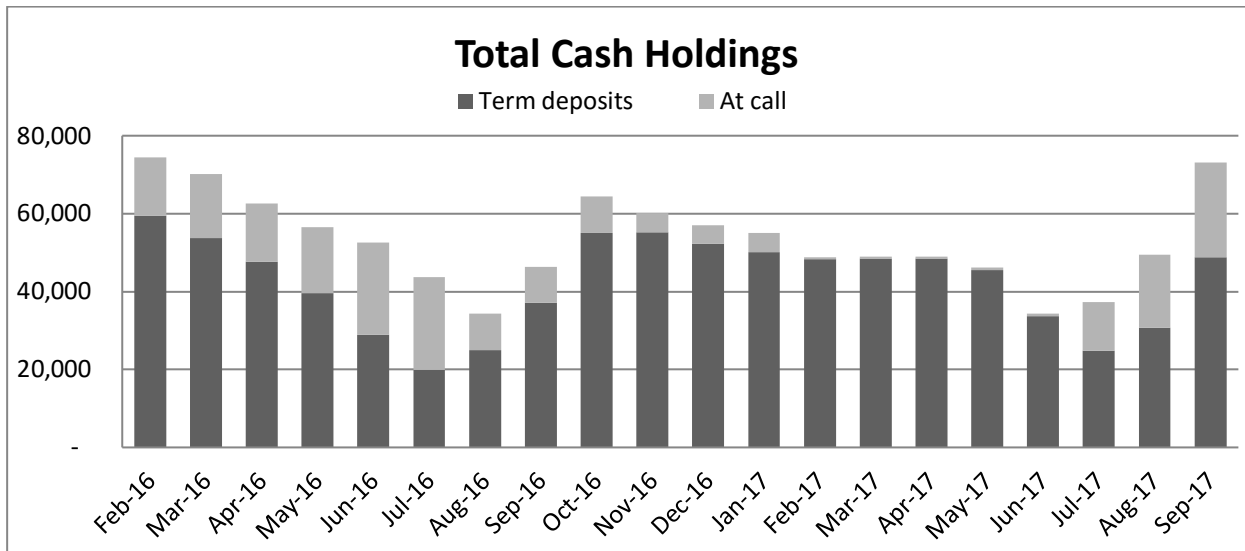
\*CMT = Commitment costs – Value of orders raised but not yet paid.

Cash holdings

Cash holdings by the City are as follows:

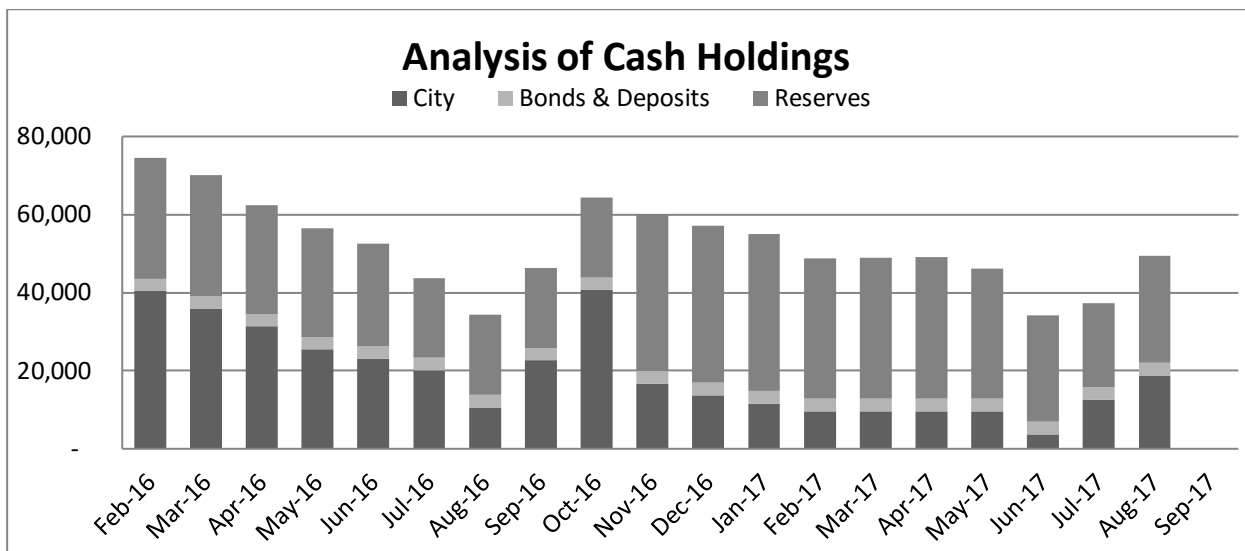
Cash Type	Rating	Allocation %	Total Fund \$,000`s	Muni Fund \$,000`s	Bonds & Deposits \$,000`s	Reserves \$,000`s	Monthly Return (annualised rate) %
<b>Fixed Term:</b>							
Bankwest	AA-	8.49%	6,209	-	81	6,128	2.39%
Bendigo & Adelaide Bank	A-	1.36%	993	-	-	993	2.35%
Westpac	AA-	30.08%	21,992	12,378	3,197	6,418	2.51%
NAB	AA-	26.82%	19,612	-	-	19,612	2.47%
ANZ	AA-	0.04%	28	28	-	-	1.80%
<b>At Call:</b>							
WA Treasury Corporation	AA+	0.35%	252	-	-	252	1.45%
Westpac	AA-	32.86%	24,025	24,023	2	-	1.04%
<b>Total cash</b>		<b>100.00%</b>	<b>73,113</b>	<b>36,429</b>	<b>3,280</b>	<b>33,403</b>	<b>2.00%</b>

The trend of cash holdings is as follows:



Total reserves in September 2017 are higher than in September 2016 due to early receipt of rates revenue.

An analysis of cash holdings gives the following results:



The City's unrestricted investments are \$36.43 million, bonds and deposits \$3.28 million and reserve fund balances of \$33.40 million at the 30th September 2017. This total of \$73.11 million is higher than the comparable time last year when \$46.34 million was held on investment due to the rates being paid later in the year.

Interest Earned

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

	<b>Earned to 30-Sept-2017</b>	<b>Annual Budget</b>	<b>Forecast to 30-Jun-18</b>
Reserve	124,854	750,000	750,000
Municipal and other funds:			
<i>Municipal cash holdings</i>	24,167	600,000	600,000
<i>Other interest (note 1)</i>	61,687	200,000	200,000
<b>Subtotal – municipal &amp; other funds</b>	<b>85,854</b>	<b>800,000</b>	<b>800,000</b>
<b>Total</b>	<b>210,708</b>	<b>1,550,000</b>	<b>1,550,000</b>

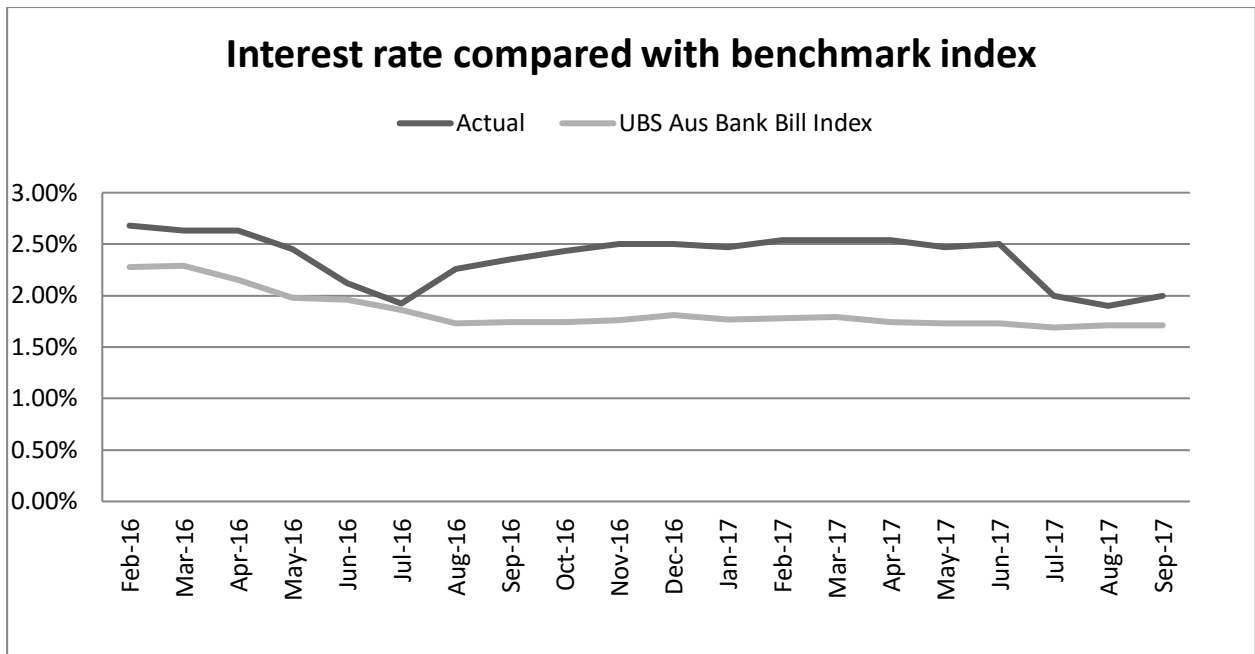
(1) Other interest includes trading bank accounts, bonds & deposits, deferred rates.

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

*Interest Rate Yields per Annum*

	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sept</b>
Average earned rate	2.54%	2.54%	2.47%	2.50%	2.00%	1.93%	2.00%
UBS Australian Bank Bill Index	1.79%	1.74%	1.73%	1.73%	1.69%	1.71%	1.71%

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



Yields on bank term deposits remain above the benchmark index with the major Australian banks holding rates to around 2.5% to 3% for terms up to 12 months.

Return on Investment Ratio:

Report from **Chief Executive Officer**  
To **Council Meeting of 28 November 2017**

	<b>Target</b>	<b>Actual</b>	<b>Variance</b>	<b>Comment</b>
<u>Interest Revenue</u> Average Investment	<b>1.71%</b>	2.00%	0.29%	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, reference rate applicable to the average term to maturity of the investments.

Balance Sheet information:

	<b>30 Sept 2017</b>	<b>30 Sept 2016</b>
General Debtors		
<i>Debtors</i>	\$ 1,733,259	\$ 2,386,523
<i>Other Debtors*</i>	\$ 1,951,720	\$ 3,421,224
<b>Total</b>	<b>\$ 3,684,979</b>	<b>\$ 5,807,747</b>
<i>*Includes Grants &amp; Contributions, Marina &amp; ATO.</i>		
Rates Debtors – All**	\$ 36,330,290	\$ 36,586,167
Deferred Pensioner Rates	\$ (1,131,007)	\$ (954,552)
<b>Net rates collectible</b>	<b>\$ 35,199,283</b>	<b>\$ 35,631,615</b>

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

Creditors*	\$ 87,485	\$ 4,141
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*\*Creditor values vary from month to month depending on the timing of weekly invoice payment processes.*

Bank Accounts

<i>City's Current account</i>	\$ 23,054,782	\$ 30,996,856
<i>Bonds &amp; Deposits</i>	\$ 314,406	\$ 487,779
<i>Visitors Centre</i>	\$ 21,861	\$ 42,094
<i>Marina</i>	\$ 13,728	\$ 8,170
<b>Total</b>	<b>\$ 23,404,777</b>	<b>\$ 31,534,899</b>

The City's current account balance will continue fluctuate during the year due to rates revenue and transfers to reserves.

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:

Report from **Chief Executive Officer**  
To **Council Meeting of 28 November 2017**

Project	2017/18 Budget \$'000	Comment
Mandurah Community Centre	650.00	<i>Project status:</i> Tender awarded to Access Without Barriers.
Sutton Street extension	1,040.00	<i>Project status:</i> Final stage of project currently in progress and approval for Peel/Sutton Street intersection traffic lights was granted by Main Roads. Project expected to complete by end of December 2017.
Falcon Bay seawall	810.00	<i>Project status:</i> Tender documents are undergoing internal review prior to advertising.
Waste management Centre walking floor	1,056.00	<i>Project status:</i> Tender documents waiting to be advertised.

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	\$ 15,656,376.90
Total Trust Fund	\$ 53,137.34
	\$ 15,709,514.24

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

- NAB Term Deposit	\$ 6,000,000.00
<i>Investment of Rates Income</i>	
- Australian Taxation Office	\$ 674,990.00
<i>Payroll Deduction</i>	
- Western Australian Treasury	\$ 567,139.62
<i>Payroll Deductions</i>	
- WA Super	\$ 292,037.36
<i>Superannuation</i>	

Buy Local Report

Category	September, 2017 \$,'000`s	Year to Date \$,'000`s	%
Utilities	373	1,107	6.43%
Peel	107	204	1.19%
Rockingham	41	175	1.02%
Other WA*	1,616	6,836	39.70%
Interstate	549	3,282	19.06%
Mandurah	974	3,091	17.95%
Mandurah Based	226	2,524	14.66%
<b>Total</b>	<b>3,885</b>	<b>17,219</b>	<b>100.00%</b>

## 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 September 2017.**
- 2 **Receives the Schedule of Accounts for September 2017 for the following amounts:**

<b>Total Municipal Fund</b>	<b>\$ 15,656,376.90</b>
<b>Total Trust Fund</b>	<b>\$ <u>53,137.34</u></b>
	<b>\$ <u>15,709,514.24</u></b>

**Business Unit Descriptions**

<b>Chief Executive Office</b>	
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.

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

**Sustainable Development**



## Business Unit Descriptions

DIR Sustainable Development	Director and executive secretary. Responsible for the areas of planning and projects, Eco services, building, development compliance and land administration.
Planning Services	Statutory and strategic planning and land administration (land management, acquisitions and disposals, leases, general property matters).
Rangers	Management of local laws, off road vehicles, beach patrols, animal control and dog pound, emergency services, emergency management, fire control, parking.
Environmental Health Services	Administration, inspection and operations of programmes concerned with the general health of the community, food sampling, uninhabitable premises, licensing of premises, management of contaminated sites, noise control issues, mosquito control.
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.
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.
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.

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

Summary

Total City of Mandurah	2017/2018						2016/2017 Comparison		
	Year to Date - September			Total			Year to Date - September		
	Actuals '000's	Budget '000's	Variance	Actuals + CMT* '000's	Budget '000's	Variance	Actuals '000's	Budget '000's	Variance
<b>Operating revenues</b>	<b>(89,437)</b>	<b>(90,548)</b>	<b>-1%</b>	<b>(89,437)</b>	<b>(108,301)</b>	<b>-17%</b>	<b>(88,117)</b>	<b>(89,100)</b>	<b>-1%</b>
<b>Operating expenditure</b>									
Direct labour	9,015	10,104	-11%	9,015	43,227	-79%	8,838	9,919	-11%
Employee costs	1,507	1,496	1%	1,561	6,361	-75%	1,026	1,517	-32%
Allocation of administration expenses	(1,920)	(2,503)	-23%	(1,920)	(10,017)	-81%	(1,912)	(2,485)	-23%
Operating costs	9,721	13,972	-30%	11,646	52,258	-78%	10,000	12,938	-23%
<b>Total operating expenditure</b>	<b>18,323</b>	<b>23,068</b>	<b>-21%</b>	<b>20,302</b>	<b>91,829</b>	<b>-78%</b>	<b>17,952</b>	<b>21,889</b>	<b>-18%</b>
<b>Operating (surplus)/deficit before Dpr'n</b>	<b>(71,114)</b>	<b>(67,480)</b>	<b>5%</b>	<b>(69,134)</b>	<b>(16,472)</b>	<b>320%</b>	<b>(70,165)</b>	<b>(67,211)</b>	<b>4%</b>
Depreciation	5,220	7,826	-33%	5,220	31,317	-83%	7,334	7,334	
<b>Operating (surplus)/deficit</b>	<b>(65,895)</b>	<b>(59,654)</b>	<b>10%</b>	<b>(63,915)</b>	<b>14,845</b>		<b>(62,831)</b>	<b>(59,877)</b>	<b>5%</b>
<b>Capital expenditure</b>	<b>5,438</b>	<b>9,196</b>	<b>-41%</b>	<b>9,567</b>	<b>36,786</b>	<b>-74%</b>	<b>8,092</b>	<b>13,801</b>	<b>-41%</b>
<b>Capital revenue</b>	<b>(3,089)</b>	<b>(4,454)</b>	<b>-31%</b>	<b>(3,098)</b>	<b>(17,999)</b>	<b>-83%</b>	<b>(4,600)</b>	<b>(8,551)</b>	<b>-46%</b>

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

**Capital**

<b>Capital Summary 2016/2017</b>	<b>Actuals 000`s</b>	<b>CMT* 000`s</b>	<b>Actuals + CMT* 000`s</b>	<b>Budget 000`s</b>	<b>Variance</b>
<b>Work in Progress</b>					
Buildings	1,016	920	1,937	11,829	-84%
Marina	-	-	-	120	-100%
Bridges	0	2	2	707	-100%
Parks	693	505	1,198	3,905	-69%
Roads	2,501	1,163	3,664	11,147	-67%
Drainage	370	207	577	1,725	-67%
Coastal & Estuary	61	646	707	2,027	-65%
Equipment	201	51	252	551	-54%
Machinery	466	703	1,169	3,733	-69%
Other Infrastructure	130	(69)	61	1,041	-94%
<b>Total Capital Expenditure</b>	<b>5,438</b>	<b>4,129</b>	<b>9,567</b>	<b>36,786</b>	<b>-74%</b>

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

*See Key Projects and Carryovers for detail on major projects*

Key Projects	2016/2017					Comments
	Actuals	CMT*	Actuals + CMT	Budget	Variance on Actuals + CMT	
<b>Buildings</b>						
Port Bouvard Surf Life Saving Club	25,460	-	25,460	1,867,007	-99%	Tender being advertised from early November.
Mandurah Foreshore Boardwalk Renewal	-	-	-	466,752	-100%	Tender documents being prepared.
<b>Sub Total</b>	<b>314,468</b>	<b>529,561</b>	<b>844,029</b>	<b>7,189,730</b>	<b>-88%</b>	
<b>Parks</b>						
Falcon Bay Foreshore development Stage 1	-	-	-	433,667	-100%	Work still to be scheduled. Concept to commence in late October.
Novara Foreshore Stage 2	31,664	44,368	76,032	433,667	-82%	Levelling work has been completed. Reticulation, limestone walls and BBQ installation set to be installed early November.
Mandjar Square Stage 2	50,247	90,143	140,390	542,083	-74%	Report to council being prepared for water feature approval. Reticulation and planting to be completed by early November.
<b>Sub Total</b>	<b>81,911</b>	<b>134,511</b>	<b>216,422</b>	<b>1,409,417</b>	<b>-85%</b>	
<b>Roads</b>						
Dower St - Pinjarra Rd Intersection	-	-	-	792,612	-100%	Telstra work commenced and NBN order raised. Optus to begin works early November. Liaising with Water Corp for works to be done.
Gibson St	238,930	57,992	296,923	792,612	-63%	Asphalt and kerbing completed. Streetlighting placement still needs to be scheduled.
Lakes Rd Lighting, verges surface work	26,166	229,940	256,106	554,828	-54%	Pathworks completed. Asphalt and kerbing expected to complete by end of October.
Mississippi Drive	178,483	14,285	192,768	179,659	7%	Completed.
Extend Smokebush Retreat	-	-	-	105,681	-100%	Scope of projects changed and additional funds to be sought as part of 2017-18 budget review.
<b>Sub Total</b>	<b>718,413</b>	<b>918,018</b>	<b>1,636,431</b>	<b>3,560,392</b>	<b>-54%</b>	
<b>Equipment</b>						
CCTV Infrastructure	31,347	-	31,347	350,000	-91%	Camera installation currently on order.
<b>Sub Total</b>	<b>31,347</b>	<b>-</b>	<b>31,347</b>	<b>350,000</b>	<b>-91%</b>	
<b>Plant &amp; Machinery</b>						
Replacement Light Commercial Vehicles	170,719	361,168	531,887	918,217	-42%	Five vehicles currently ordered and committed.
Construction Vehicles	-	-	-	569,910	-100%	Type of grader to be ordered still to be finalised. Backhoe ordered and waiting delivery.
Parks and Mowers	-	-	-	465,386	-100%	Five lawn mowers and two tractors still to be ordered.
<b>Sub Total</b>	<b>170,719</b>	<b>361,168</b>	<b>531,887</b>	<b>1,953,513</b>	<b>-73%</b>	

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

Carryover Projects	2016/2017					Comments
	Actuals	CMT*	Actuals + CMT	Budget	Variance on Actuals + CMT	
<b>Buildings</b>						
WMC Install Walking Floor Main Shed	-	-	-	1,055,868	-100%	Preparation of tender documents in progress.
Milgar Street Ablution Refurbishment	129,239	2,574	131,812	136,000	-3%	Completed
Bill Bowler Skate Park Refurbishment	22,535	-	22,535	50,000	-55%	Completed
SL Peelwood Parade Reserve	43,232	117,349	160,581	450,000	-64%	Work in progress as scheduled. Lights installation expected by early December.
Mandurah Quay Boardwalk Renewal	-	-	-	184,000	-100%	Maintenance work start planned to commence in early November.
Halls Head Ablution Block	209,378	94,254	303,633	345,000	-12%	Work in progress as scheduled and expected to complete late October.
Halls Cottage Conservation Stage 3	21,146	15,518	36,664	65,000	-44%	Completed
WMC Install Public Weighbridge	91,350	-	91,350	95,000	-4%	Minor alterations remain to complete the project.
Cicerellos-Dome Boardwalk Renewal	-	2,454	2,454	350,000	-99%	Work commenced and progressing as scheduled.
Design for Mandurah Nt Comm Centre	92,122	30,816	122,937	870,000	-86%	Construction planned to commence early November.
Northport Beach Ablutions Block	71,678	57,282	128,960	140,000	-8%	Work commenced mid August and expected to complete mid October.
MPAC RVIF Equipment Upgrade	48,459	78,059	126,518	417,000	-70%	Electrical work commenced mid August. Work in progress as scheduled.
Ocean Road Reserve - Sports Grnd Lights	27,369	125,046	152,415	1,313,771	-88%	Work in progress as scheduled.
<b>Sub Total</b>	<b>756,507</b>	<b>523,352</b>	<b>1,279,859</b>	<b>5,471,639</b>	<b>-77%</b>	
<b>Marina</b>						
Marina - Carpark Extension	-	-	-	120,000	-100%	Work to be scheduled
<b>Sub Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>120,000</b>	<b>-100%</b>	<b>-</b>
<b>Bridges</b>						
Old Mandurah Bridge	275	-	275	500,000	-100%	Indigenous Artwork still to commence.
<b>Sub Total</b>	<b>275</b>	<b>-</b>	<b>275</b>	<b>500,000</b>	<b>-100%</b>	<b>-</b>
<b>Parks</b>						
Newport Dr - Heritage Lake Playground	14,723	2,272	16,995	13,000	31%	Completed
Renew MPAC Forecourt Paving	286,035	129,706	415,740	220,000	89%	Completed
<b>Sub Total</b>	<b>337,373</b>	<b>131,977</b>	<b>469,350</b>	<b>306,600</b>	<b>53%</b>	
<b>Roads</b>						
NEW Gibson Street	208,170	11,729	219,898	130,000	69%	Completed
NEW Dower St - Reconstruct/Widen	2,729	556,174	558,903	749,000	-25%	Telstra work commenced and NBN order raised. Optus to begin works early November. Liaising with Water Corp for works to be done.
Sutton Street Extention	272,105	59,626	331,731	386,000	-14%	Completed
<b>Sub Total</b>	<b>500,841</b>	<b>627,529</b>	<b>1,128,369</b>	<b>1,290,000</b>	<b>-13%</b>	
<b>Drainage</b>						
Merlin St Waste Water Reuse Pipeline	231,603	191,412	423,015	475,000	-11%	Completed.
SD City Centre Drainage	17,452	5,500	22,952	48,000	-52%	Work in progress as scheduled.
SD Watson Avenue	92,285	0	92,285	85,000	9%	Completed
<b>Sub Total</b>	<b>345,329</b>	<b>199,735</b>	<b>545,064</b>	<b>673,050</b>	<b>-19%</b>	
<b>Coastal &amp; Estuary</b>						
C&E -RBFS Floating Jetty Merchants	-	-	-	220,000	-100%	Work to be scheduled
C&E - Falcon Bay Seawall	8,897	637,921	646,818	825,000	-22%	Design completed. Work to commence early November.
St Ives Boardwalk	51,432	8,343	59,775	60,000	0%	Completed
Estern Foreshore Site Preparation/Fill/Bund	130,028	68,958	61,070	660,000	-91%	Work in progress as scheduled.
<b>Sub Total</b>	<b>111,643</b>	<b>8,323</b>	<b>119,966</b>	<b>153,000</b>	<b>-22%</b>	
<b>Other Infrastructure</b>						
Tims Thicket Septage Ponds upgrade	-	-	-	380,946	-100%	EPA ruling on whether works need to be upgraded as per Ministerial Statement 375 which Tims Thicket is subject to still pending.
<b>Sub Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>380,946</b>	<b>-100%</b>	
<b>Plant and Machinery</b>						
Replacement Light Passenger Vehicles	54,828	-	54,828	58,000	-5%	New Mitsubishi Outlander (Engineering) and VW Golf 92 Tsi (Projects) - both vehicles acquired.
Heavy Vehicles Plant and Equipment New	74,325	-	-	140,000	-100%	Business case for an excavator and trailer still in progress.
<b>Sub Total</b>	<b>54,828</b>	<b>-</b>	<b>54,828</b>	<b>58,000</b>	<b>-5%</b>	

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

Operating Revenue

Directorate Variances	Year to Date -			September	Total		
	Actuals	Budget	Variance		Actuals + CMT*	Budget 2017/18	Variance
Chief Executive Office	(73,590,159)	(75,105,861)	-2%		(73,590,159)	(80,849,600)	-9%
Strategy & Business Performance	(59,286)	(47,607)	25%		(59,286)	(190,500)	-69%
Sustainable Development	(754,743)	(813,871)	-7%		(754,743)	(2,863,583)	-74%
People and Communities	(1,483,250)	(1,268,307)	17%		(1,483,250)	(6,155,225)	-76%
Works and Services	(13,549,286)	(13,312,515)	2%		(13,549,286)	(18,242,354)	-26%
	<b>(89,436,724)</b>	<b>(90,548,161)</b>	<b>-1%</b>		<b>(89,436,724)</b>	<b>(108,301,262)</b>	<b>-17%</b>

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

<b>TOTAL - Detail Business Units</b>	<b>(89,436,724)</b>	<b>(90,548,161)</b>			<b>(89,436,724)</b>	<b>(108,301,262)</b>	<b>-17%</b>
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Chief Executive Office	(73,590,159)	(75,105,861)	-2%		(73,590,159)	(80,849,600)	-9%
Chief Executives Office	(102)		-		(102)	(47,000)	-100%
Legal Services	(13,018)	(2,376)	>100%		(13,018)	(9,500)	37%
1 Elected Members	(64)	(249)	-74%		(64)	(1,000)	-94%
Civic Events & Functions			-				
Economic Development	(149,451)	(4,998)	>100%		(149,451)	(75,200)	99%
2 City Centre		(126)	-100%			(500)	-100%
3 General Purpose Funding	(624,944)	(1,225,369)	-49%		(624,944)	(5,219,000)	-88%
Rates	(72,801,255)	(73,872,392)	-1%		(72,801,255)	(75,496,000)	-4%
Finance	(1,325)	(351)	>100%		(1,325)	(1,400)	-5%

Strategy & Business Performance	(59,286)	(47,607)	25%		(59,286)	(190,500)	-69%
Strategy & Business Performance			-				
4 Organisational Development	(4,686)	(9,747)	-52%		(4,686)	(39,000)	-88%
5 Systems & Technology	(855)	(1,476)	-42%		(855)	(5,900)	-86%
General Administration			-				
Marketing			-				
Visitors Centre	(42,618)	(23,640)	80%		(42,618)	(94,600)	-55%
6 Customer Services	(11,127)	(12,744)	-13%		(11,127)	(51,000)	-78%

Sustainable Development	(754,743)	(813,871)	-7%		(754,743)	(2,863,583)	-74%
DIR Sustainable Development			-				
Planning Services	(88,815)	(79,545)	12%		(88,815)	(318,300)	-72%
7 Rangers	(119,272)	(188,814)	-37%		(119,272)	(998,700)	-88%
8 Environmental Health Services	(157,644)	(245,122)	-36%		(157,644)	(275,500)	-43%
Eco Services/Climate Change	(58,504)	(6,504)	>100%		(58,504)	(95,083)	-38%
Building Services	(330,508)	(293,886)	12%		(330,508)	(1,176,000)	-72%

People and Communities	(1,483,250)	(1,268,307)	17%		(1,483,250)	(6,155,225)	-76%
DIR People and Communities			-				
Recreation Services	(154,558)	(113,901)	36%		(154,558)	(272,000)	-43%
MARC Operations	(995,691)	(878,139)	13%		(995,691)	(4,098,000)	-76%
9 HHCRC Operations	(110,423)	(126,177)	-12%		(110,423)	(534,050)	-79%
10 Community and Social Development	(3,000)	(5,226)	-43%		(3,000)	(20,900)	-86%
Youth Services	(25,007)	(24,867)	1%		(25,007)	(99,500)	-75%
Seniors	(108,500)	(71,505)	52%		(108,500)	(353,000)	-69%
Festivals & Events	(30,685)	(1,200)	>100%		(30,685)	(450,000)	-93%
Libraries & Learning	(39,423)	(37,485)	5%		(39,423)	(205,000)	-81%
Museum	(2,028)	(693)	>100%		(2,028)	(2,775)	-27%
Cultural Development	(13,936)	(9,114)	53%		(13,936)	(120,000)	-88%

Works and Services	(13,549,286)	(13,312,515)	2%		(13,549,286)	(18,242,354)	-26%
DIR Works & Services	(976)	(501)	95%		(976)	(2,000)	-51%
Citybuild	(392,099)	(280,968)	40%		(392,099)	(1,124,300)	-65%
Waste Management Services	(11,003,700)	(11,097,993)	-1%		(11,003,700)	(12,667,800)	-13%
Infrastructure Management	(1,418)	(1,398)	1%		(1,418)	(5,600)	-75%
Cityfleet	(11,521)	(10,497)	10%		(11,521)	(207,000)	-94%
Cityparks	(285,447)	(199,800)	43%		(285,447)	(799,500)	-64%
Cityworks	(90,583)	(5,628)	>100%		(90,583)	(22,500)	303%
Operations Centre	(242)	(249)	-3%		(242)	(1,000)	-76%
Marina	(1,479,130)	(1,558,167)	-5%		(1,479,130)	(3,053,300)	-52%
Waterways	(278,466)	(128,448)	>100%		(278,466)	(243,854)	14%
11 Technical Services	(5,704)	(28,866)	-80%		(5,704)	(115,500)	-95%

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 -			September	Total		
	Actual	Budget	Variance		Actual + CMT*	Budget 2016/17	Variance
Chief Executive Office	768,693	877,371	-12%		768,693	3,855,114	20%
Strategy & Business Performance	1,101,058	1,225,170	-10%		1,101,058	5,303,735	21%
Sustainable Development	1,250,005	1,349,565	-7%		1,250,005	5,841,861	21%
People and Communities	2,186,164	2,383,750	-8%		2,186,164	10,502,422	21%
Works and Services	3,708,831	4,268,028	-13%		3,708,831	17,724,095	21%
	<b>9,014,750</b>	<b>10,103,884</b>	<b>-11%</b>		<b>9,014,750</b>	<b>43,227,227</b>	<b>21%</b>

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

<b>TOTAL - Detail Business Units</b>	<b>9,014,750</b>	<b>10,103,884</b>			<b>9,014,750</b>	<b>43,227,227</b>	<b>21%</b>
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Chief Executive Office	768,693	877,371	-12%		768,693	3,855,114	20%
Chief Executives Office	88,305	107,715	-18%		88,305	465,551	19%
Legal Services	155,889	190,308	-18%		155,889	823,846	19%
12 Elected Members	56,904	51,012	12%		56,904	220,830	26%
Civic Events & Functions	9,376	10,812	-13%		9,376	46,805	20%
Economic Development	92,975	108,051	-14%		92,975	525,473	18%
City Centre	5,030	24,102	-79%		5,030	104,339	5%
General Purpose Funding	-	-	-		-	-	-
Rates	92,442	107,721	-14%		92,442	466,325	20%
Finance	267,771	277,650	-4%		267,771	1,201,945	22%

Strategy & Business Performance	1,101,058	1,225,170	-10%		1,101,058	5,303,735	21%
Strategy & Business Performance	100,151	112,836	-11%		100,151	488,471	21%
Organisational Development	243,050	275,151	-12%		243,050	1,191,103	20%
Systems & Technology	250,450	294,726	-15%		250,450	1,275,858	20%
Marketing	152,321	165,018	-8%		152,321	714,367	21%
Visitors Centre	87,211	91,272	-4%		87,211	395,113	22%
Customer Services	267,875	286,167	-6%		267,875	1,238,823	22%

Sustainable Development	1,250,005	1,349,565	-7%		1,250,005	5,841,861	21%
13 DIR Sustainable Development	75,748	67,014	13%		75,748	290,111	26%
Planning Services	235,530	264,792	-11%		235,530	1,146,285	21%
Rangers	307,704	330,282	-7%		307,704	1,429,384	22%
Environmental Health Services	205,070	213,561	-4%		205,070	924,502	22%
Eco Services/Climate Change	167,897	196,833	-15%		167,897	852,093	20%
Building Services	258,056	277,083	-7%		258,056	1,199,486	22%

People and Communities	2,186,164	2,383,750	-8%		2,186,164	10,502,422	21%
DIR People and Communities	62,559	70,278	-11%		62,559	304,230	21%
Recreation Services	143,901	184,041	-22%		143,901	786,245	18%
MARC Operations	898,064	857,208	5%		898,064	3,977,488	23%
14 HHCRC Operations	195,676	242,452	-19%		195,676	1,023,008	19%
Community and Social Development	184,371	220,731	-16%		184,371	947,174	19%
Youth Services	103,254	123,858	-17%		103,254	522,809	20%
Seniors	80,763	89,991	-10%		80,763	389,562	21%
Festivals & Events	73,638	109,371	-33%		73,638	466,386	16%
Libraries & Learning	328,707	378,459	-13%		328,707	1,638,351	20%
Museum	30,708	31,548	-3%		30,708	136,570	22%
15 Cultural Development	84,524	75,813	11%		84,524	310,599	27%

Works and Services	3,708,831	4,268,028	-13%		3,708,831	17,724,095	21%
DIR Works & Services	100,786	105,450	-4%		100,786	456,494	22%
Citybuild	406,565	422,604	-4%		406,565	1,731,076	23%
Waste Management Services	45,486	53,448	-15%		45,486	230,555	20%
Infrastructure Management	106,712	110,871	-4%		106,712	479,956	22%
Cityfleet	116,497	119,229	-2%		116,497	516,141	23%
Cityparks	1,521,374	1,875,111	-19%		1,521,374	7,624,241	20%
Cityworks	574,642	635,976	-10%		574,642	2,617,011	22%
Operations Centre	138,948	161,550	-14%		138,948	699,341	20%
Marina	94,004	147,594	-36%		94,004	618,398	15%
Waterways	55,390	77,706	-29%		55,390	333,192	17%
Technical Services	548,428	558,489	-2%		548,428	2,417,690	23%

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



Other Employee Costs

Directorate Variances	Year to Date -			September	Total		
	Actuals	Budget	Variance		Actuals + CMT*	Budget 2016/17	Variance
Chief Executive Office	139,950	147,342	-5%		139,995	643,221	-78%
Strategy & Business Performance	260,074	250,038	4%		263,537	1,052,071	-75%
Sustainable Development	226,364	226,410	0%		228,197	960,946	-76%
People and Communities	316,304	285,567	11%		320,274	1,216,230	-74%
Works and Services	564,545	586,509	-4%		609,259	2,488,229	-76%
	<b>1,507,237</b>	<b>1,495,866</b>	<b>1%</b>		<b>1,561,262</b>	<b>6,360,697</b>	<b>-75%</b>

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

<b>TOTAL - Detail Business Units</b>	<b>1,507,237</b>	<b>1,495,866</b>			<b>1,561,262</b>	<b>6,360,697</b>	<b>-75%</b>
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Chief Executive Office	139,950	147,342	-5%		139,995	643,221	-78%
Chief Executives Office	12,036	17,184	-30%		12,036	73,110	-84%
Legal Services	22,492	27,393	-18%		22,492	116,891	-81%
16 Elected Members	8,276	7,359	12%		8,276	31,506	-74%
17 Civic Events & Functions	6,814	6,111	12%		6,814	24,898	-73%
Economic Development	22,899	22,359	2%		22,945	110,267	-79%
City Centre	1,639	3,234	-49%		1,639	13,854	-88%
General Purpose Funding			-				
Rates	14,184	13,674	4%		14,184	59,077	-76%
Finance	51,610	50,028	3%		51,610	213,618	-76%

Strategy & Business Performance	260,074	250,038	4%		263,537	1,052,071	-75%
Strategy & Business Performance	13,715	16,161	-15%		13,715	69,409	-80%
18 Organisational Development	128,631	111,051	16%		131,279	456,372	-71%
Systems & Technology	43,598	48,600	-10%		43,598	207,159	-79%
General Administration	1,046		-		1,046		
Marketing	18,645	21,177	-12%		18,645	91,162	-80%
Visitors Centre	11,703	12,126	-3%		12,062	51,846	-77%
Customer Services	42,736	40,923	4%		43,190	176,123	-75%

Sustainable Development	226,364	226,410	0%		228,197	960,946	-76%
DIR Sustainable Development	13,134	12,129	8%		13,320	51,112	-74%
Planning Services	40,401	44,403	-9%		40,915	189,095	-78%
Rangers	48,826	48,828	0%		49,046	207,969	-76%
Environmental Health Services	33,557	34,236	-2%		33,628	145,231	-77%
Eco Services/Climate Change	35,498	33,972	4%		35,871	143,820	-75%
Building Services	54,948	52,842	4%		55,417	223,719	-75%

People and Communities	316,304	285,567	11%		320,274	1,216,230	-74%
DIR People and Communities	10,688	10,617	1%		10,688	45,494	-77%
19 Recreation Services	31,837	25,134	27%		31,837	106,200	-70%
MARC Operations	120,621	112,818	7%		123,209	481,907	-74%
20 HHCRC Operations	11,930	3,948	>100%		11,930	17,043	-30%
21 Community and Social Development	32,579	27,243	20%		32,579	115,629	-72%
22 Youth Services	16,668	13,326	25%		16,811	56,104	-70%
23 Seniors	13,679	11,442	20%		13,981	48,706	-71%
Festivals & Events	12,985	11,868	9%		13,378	50,225	-73%
Libraries & Learning	52,695	59,136	-11%		53,241	251,562	-79%
Museum	4,721	4,737	0%		4,721	20,497	-77%
24 Cultural Development	7,901	5,298	49%		7,901	22,863	-65%

Works and Services	564,545	586,509	-4%		609,259	2,488,229	-76%
DIR Works & Services	14,683	16,539	-11%		14,683	70,726	-79%
Citybuild	39,119	48,105	-19%		41,433	204,472	-80%
Waste Management Services	8,358	9,360	-11%		8,358	39,937	-79%
25 Infrastructure Management	23,937	20,547	17%		24,453	86,783	-72%
Cityfleet	18,905	22,638	-16%		19,957	95,783	-79%
Cityparks	197,442	190,464	4%		222,291	811,332	-73%
Cityworks	98,759	113,565	-13%		109,688	482,868	-77%
Operations Centre	25,991	38,778	-33%		29,759	162,030	-82%
Marina	16,176	16,167	0%		17,032	68,166	-75%
Waterways	6,626	11,130	-40%		6,626	46,794	-86%
26 Technical Services	114,549	99,216	15%		114,980	419,338	-73%

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

Other Operating Costs

Directorate Variances	Year to Date -			September	Total		
	Actuals	Budget	Variance		Actuals + CMT*	Budget 2017/18	Variance
Chief Executive Office	1,219,059	1,368,386	-11%		1,259,749	4,687,866	-73%
Strategy & Business Performance	1,329,974	1,949,876	-32%		1,609,168	4,085,042	-61%
Sustainable Development	338,997	528,237	-36%		498,365	2,113,589	-76%
People and Communities	769,931	1,345,456	-43%		1,080,042	6,238,593	-83%
Works and Services	6,062,764	8,779,620	-31%		7,199,126	35,133,219	-80%
	<b>9,720,723</b>	<b>13,971,575</b>	<b>-30%</b>		<b>11,646,450</b>	<b>52,258,309</b>	<b>-78%</b>

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

<b>TOTAL - Detail Business Units</b>	<b>9,720,723</b>	<b>13,971,575</b>			<b>11,646,450</b>	<b>52,258,309</b>	<b>-78%</b>
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Chief Executive Office	1,219,059	1,368,386	-11%		1,259,749	4,687,866	-73%
Chief Executives Office	29,619	87,393	-66%		46,342	349,700	-87%
Legal Services	81,987	158,157	-48%		82,487	632,850	-87%
Elected Members	252,387	292,308	-14%		252,842	642,586	-61%
Civic Events & Functions	16,365	27,288	-40%		18,790	109,200	-83%
Economic Development	403,249	371,156	9%		406,605	1,508,430	-73%
City Centre	41,727	126,033	-67%		41,727	220,450	-81%
General Purpose Funding	26,347	50,229	-48%		36,787	201,000	-82%
27 Rates	312,005	184,278	69%		318,443	737,400	-57%
Finance	55,375	71,544	-23%		55,728	286,250	-81%

Strategy & Business Performance	1,329,974	1,949,876	-32%		1,609,168	4,085,042	-61%
Strategy & Business Performance	16,302	20,817	-22%		20,877	83,300	-75%
Organisational Development	61,294	90,240	-32%		85,612	361,130	-76%
Systems & Technology	1,095,839	1,663,434	-34%		1,202,686	3,068,921	-61%
General Administration			-				
Marketing	102,976	106,484	-3%		127,378	296,000	-57%
Visitors Centre	10,373	12,594	-18%		10,638	50,391	-79%
Customer Services	43,190	56,307	-23%		161,977	225,300	-28%

Sustainable Development	338,997	528,237	-36%		498,365	2,113,589	-76%
DIR Sustainable Development	5,382	7,995	-33%		26,382	31,980	-18%
Planning Services	28,705	31,719	-10%		44,296	126,900	-65%
Rangers	124,167	159,924	-22%		146,258	639,902	-77%
Environmental Health Services	95,272	101,367	-6%		107,938	405,607	-73%
Eco Services/Climate Change	70,484	213,243	-67%		158,459	853,240	-81%
Building Services	14,987	13,989	7%		15,032	55,960	-73%

People and Communities	769,931	1,345,456	-43%		1,080,042	6,238,593	-83%
DIR People and Communities	6,099	45,735	-87%		6,099	183,000	-97%
Recreation Services	99,747	142,303	-30%		107,329	544,720	-80%
MARC Operations	215,143	295,594	-27%		219,862	1,034,490	-79%
28 HHCRC Operations	51,951	67,370	-23%		54,264	198,500	-73%
Community and Social Development	89,428	116,220	-23%		213,105	465,020	-54%
Youth Services	25,071	51,861	-52%		32,244	207,520	-84%
Seniors	49,327	63,414	-22%		57,910	253,710	-77%
Festivals & Events	15,565	28,152	-45%		110,755	1,211,671	-91%
Libraries & Learning	106,769	302,223	-65%		140,803	1,209,314	-88%
Museum	11,124	34,773	-68%		13,145	139,127	-91%
29 Cultural Development	99,707	197,811	-50%		124,525	791,521	-84%

Works and Services	6,062,764	8,779,620	-31%		7,199,126	35,133,219	-80%
DIR Works & Services	14,181	16,770	-15%		24,999	67,100	-63%
Citybuild	1,643,936	2,070,831	-21%		1,944,867	8,287,329	-77%
Waste Management Services	2,247,105	2,999,646	-25%		2,293,975	12,003,380	-81%
Infrastructure Management	24,877	122,754	-80%		91,358	491,210	-81%
Cityfleet	359,365	459,126	-22%		371,562	1,837,217	-80%
Cityparks	984,083	1,420,917	-31%		1,465,528	5,686,081	-74%
Cityworks	465,558	692,454	-33%		577,391	2,770,878	-79%
Operations Centre	35,316	39,816	-11%		38,218	159,330	-76%
Marina	188,058	395,916	-53%		252,413	1,584,245	-84%
Waterways	9,982	391,491	-97%		24,933	1,566,588	-98%
Technical Services	90,304	169,899	-47%		113,883	679,861	-83%

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 - September 2016/2017**

Type	Note	Directorate	Business Unit	Variance		Comment
<b>Operating Revenue</b>	1	<b>Chief Executive Office</b>	Elected Members	\$ 185.36	-74%	Minor variance.
	2		City Centre	\$ 126.00	-100%	Minor variance.
	3		General Purpose Funding	\$ 600,424.69	-49%	50% of Financial Assistance Grants received in 2016/17
	4	<b>Strategy &amp; Business Performance</b>	Organisational Development	\$ 5,060.62	-52%	Minor variance.
	5		Systems & Technology	\$ 621.42	-42%	Minor variance.
	6		Customer Services	\$ 1,616.73	-13%	Reduction resulting from process change to provide copy of plan requests electronically
	7	<b>Sustainable Development</b>	Rangers	\$ 69,541.88	-37%	Variance primarily due to dog and cat registration invoicing still to be done in October.
	8		Environmental Health Services	\$ 87,478.02	-36%	Variance primarily due to CLAG income not yet received.
	9	<b>People and Communities</b>	HHCRC Operations	\$ 15,754.39	-12%	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 in labour and materials.
	10		Community and Social Development	\$ 2,226.00	-43%	Variance due to community safety grant not yet received.
	11		<b>Works and Services</b>	Technical Services	\$ 23,162.03	-80%
<b>Labour</b>	12	<b>Chief Executive Office</b>	Elected Members	\$ 5,891.98	12%	Minor Variance
	13	<b>Sustainable Development</b>	DIR Sustainable Development	\$ 8,734.01	13%	Variance due to a staff retirement final payment.
	14	<b>People and Communities</b>	HHCRC Operations	-\$ 46,776.49	-19%	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 in labour.
	15		Cultural Development	\$ 8,710.51	11%	Variance due to casual labour covered under materials in the Cultural Development projects budget.
	16	<b>Chief Executive Office</b>	Elected Members	\$ 916.78	12%	Minor variance
17		Civic Events & Functions	\$ 703.18	12%	Minor variance	
18	<b>Strategy &amp; Business Performance</b>	Organisational Development	\$ 17,579.88	16%	Variance due to employee benefits in the form of gym memberships and is expected to reduce over time.	
19	<b>People and Communities</b>	Recreation Services	\$ 6,702.66	27%	Variance due to superannuation contribution.	
20		HHCRC Operations	\$ 7,981.85	>100%	Variance primarily due to workers' compensation provision and will be amended at budget review.	
21		Community and Social Development	\$ 5,335.50	20%	Variance primarily due to workers' compensation provision and will be amended at budget review.	
22		Youth Services	\$ 3,342.37	25%	Variance primarily due to workers' compensation provision and will be amended at budget review.	
23		Seniors	\$ 2,237.22	20%	Variance primarily due to workers' compensation provision and will be amended at budget review.	
24		Cultural Development	\$ 2,603.42	49%	Variance primarily due to workers' compensation provision and will be amended at budget review.	
25	<b>Works and Services</b>	Infrastructure Management	\$ 3,390.43	17%	Minor variance.	

**Financial Report - September 2016/2017**

Type	Note	Directorate	Business Unit	Variance		Comment
	26		Technical Services	\$ 15,332.74	15%	Variance due to early payment of training costs which is expected to reduce over time.
<b>Operating Costs</b>	27	<b>Chief Executive Office</b>	Rates	\$ 127,726.51	69%	Variance due to rates concessions. Also due to rates receipts processing fees and valuation costs which are expected to reduce over time.
	28	<b>People and Communities</b>	HHCRC Operations	-\$ 15,419.07	-23%	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 in labour and materials.
	29		Cultural Development	-\$ 98,103.64	-50%	Variance due to casual labour covered under materials in the Cultural Development projects budget. Remainder of this underspend is due to projects still to commence.

Report from **Chief Executive Officer**  
To **Council Meeting of 28 November 2017**

**2 SUBJECT:** Financial Report – October 2017  
**CONTACT OFFICER/S:** David Prattent/Paul Bates  
**AUTHOR:** Goodwin Mukondo  
**FILE NO:** R0001062293

**Summary**

The Financial Report for October 2017 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

October 2017 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 October results have been included alongside the 2016/17 summary.

	2017/2018						2016/2017		
	Year to Date - October			Total					
	Actuals \$'000's	Budget \$'000's	%	Actuals + CMT \$'000's	Budget \$'000's	%	Actuals \$'000's	Budget \$'000's	%
<b>Operating revenues</b>	<b>(91,215)</b>	<b>(92,342)</b>	<b>-1%</b>	<b>(91,215)</b>	<b>(108,301)</b>	<b>-16%</b>	<b>(88,117)</b>	<b>(89,100)</b>	<b>-1%</b>
Operating expenditure:									
<i>Direct Labour</i>	12,300	13,488	-9%	12,300	43,227	-72%	8,838	9,919	-11%
<i>Employee Costs</i>	2,048	1,994	3%	2,092	6,361	-67%	1,026	1,517	-32%
<i>Allocations of admin expenses</i>	(2,523)	(3,338)	-24%	(2,523)	(10,017)	-75%	(1,912)	(2,485)	-23%
<i>Operating Costs</i>	14,527	18,149	-20%	17,005	52,258	-67%	10,000	12,938	-23%
<b>Total operating expenditure</b>	<b>26,352</b>	<b>30,293</b>	<b>-13%</b>	<b>28,874</b>	<b>91,829</b>	<b>-69%</b>	<b>17,952</b>	<b>21,889</b>	<b>-18%</b>
<b>Operating (surplus)/Deficit before Depreciation</b>	<b>(64,863)</b>	<b>(62,049)</b>	<b>5%</b>	<b>(62,341)</b>	<b>(16,472)</b>	<b>278%</b>	<b>(70,165)</b>	<b>(67,211)</b>	<b>4%</b>
Depreciation	10,439	10,435	0%	10,439	31,317	-67%	7,334	7,334	
<b>Operating (surplus)/Deficit</b>	<b>(54,424)</b>	<b>(51,614)</b>	<b>5%</b>	<b>(51,902)</b>	<b>14,845</b>		<b>(62,831)</b>	<b>(59,877)</b>	<b>5%</b>
<b>Capital Expenditure</b>	<b>8,634</b>	<b>12,320</b>	<b>-30%</b>	<b>14,694</b>	<b>36,961</b>	<b>-60%</b>	<b>8,092</b>	<b>13,801</b>	<b>-41%</b>
Capital Revenue	(3,585)	(5,964)	-40%	(3,593)	(18,074)	-80%	(4,600)	(8,551)	-46%

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

Report from **Chief Executive Officer**  
To **Council Meeting of 28 November 2017**

Capital Expenditure

Capital expenditure including committed costs is approximately \$14.7 million compared with a budget for the year of \$37 million.

Asset Type	Actuals \$,000` s	CMT* \$,000` s	Actuals + CMT* \$,000` s	Budget \$,000` s	Variance %
Buildings	1,714	2,560	4,274	12,004	-64%
Marina	-	-	-	120	-100%
Bridges	9	-	9	707	-99%
Parks	1,232	462	1,694	3,905	-57%
Roads	3,715	1,249	4,964	11,147	-55%
Drainage	599	47	645	1,725	-63%
Coastal & Estuary	297	673	970	2,027	-52%
Equipment	224	61	285	551	-48%
Machinery	692	1,068	1,761	3,733	-53%
Other Infrastructure	151	(60)	92	1,041	-91%
<b>Total Capital Expenditure</b>	<b>8,634</b>	<b>6,060</b>	<b>14,694</b>	<b>36,961</b>	<b>-60%</b>

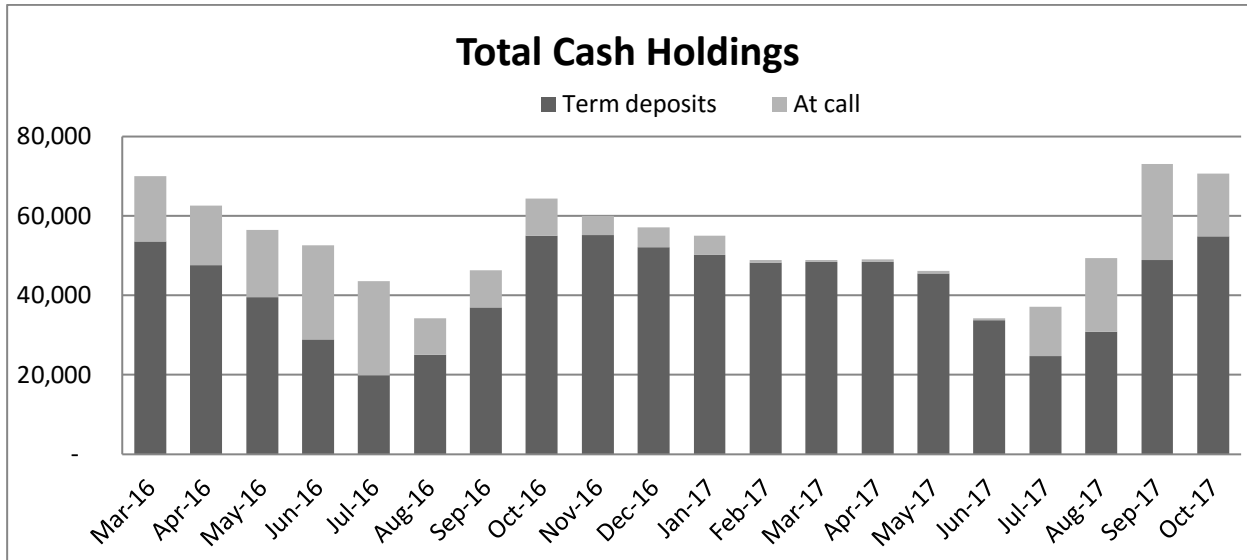
\*CMT = Commitment costs – Value of orders raised but not yet paid.

Cash holdings

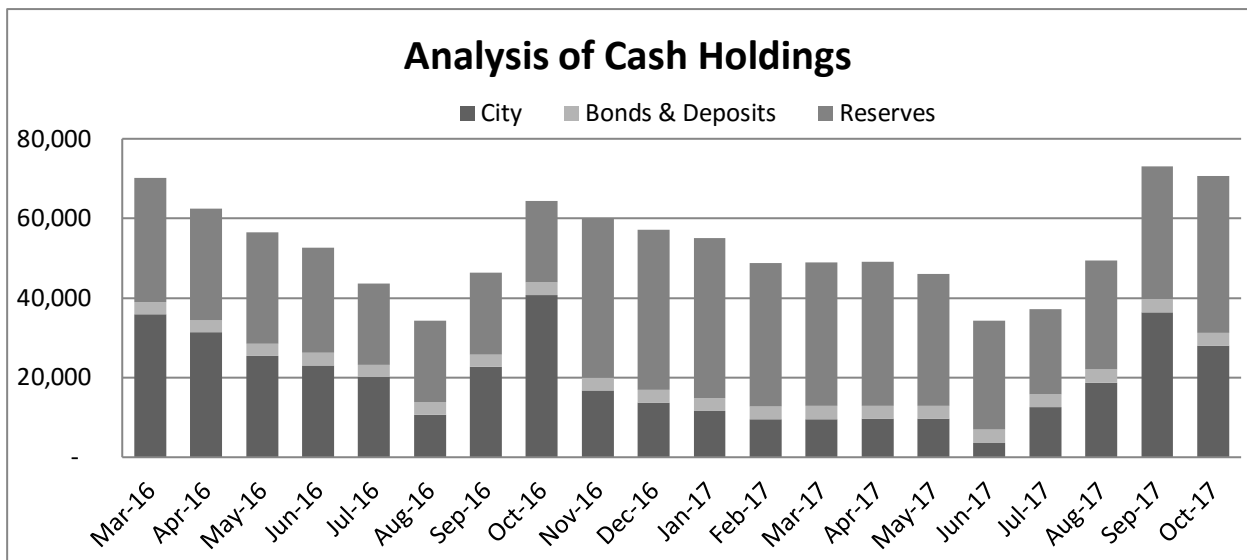
Cash holdings by the City are as follows:

Cash Type	Rating	Allocation %	Total Fund \$,000` s	Muni Fund \$,000` s	Bonds & Deposits \$,000` s	Reserves \$,000` s	Monthly Return (annualised rate) %
<b>Fixed Term:</b>							
Bankwest	AA-	8.78%	6,209	-	81	6,128	2.39%
Bendigo & Adelaide Bank	A-	1.40%	993	-	-	993	2.65%
Westpac	AA-	31.15%	22,034	12,397	3,204	6,434	2.51%
NAB	AA-	36.21%	25,612	-	-	25,612	2.48%
ANZ	AA-	0.04%	28	28	-	-	1.80%
<b>At Call:</b>							
WA Treasury Corporation	AA+	0.36%	253	-	-	253	1.45%
Westpac	AA-	22.06%	15,603	15,601	2	-	1.04%
<b>Total cash</b>		<b>100.00%</b>	<b>70,733</b>	<b>28,027</b>	<b>3,287</b>	<b>39,420</b>	<b>2.17%</b>

The trend of cash holdings is as follows:



An analysis of cash holdings gives the following results:



The City's unrestricted investments are \$28.03 million, bonds and deposits \$3.29 million and reserve fund balances of \$39.42 million at the 31st October 2017. This total of \$70.73 million is higher than the comparable time last year when \$64.39 million was held on investment mainly due to early receipt of rates revenue.

Interest Earned

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

	<b>Earned to 31-Oct-2017</b>	<b>Annual Budget</b>	<b>Forecast to 30-Jun-18</b>
Reserve	158,508	750,000	750,000
Municipal and other funds:			
<i>Municipal cash holdings</i>	51,012	600,000	600,000
<i>Other interest (note 1)</i>	89,806	200,000	200,000
<b>Subtotal – municipal &amp; other funds</b>	<b>140,818</b>	<b>800,000</b>	<b>800,000</b>
<b>Total</b>	<b>299,326</b>	<b>1,550,000</b>	<b>1,550,000</b>

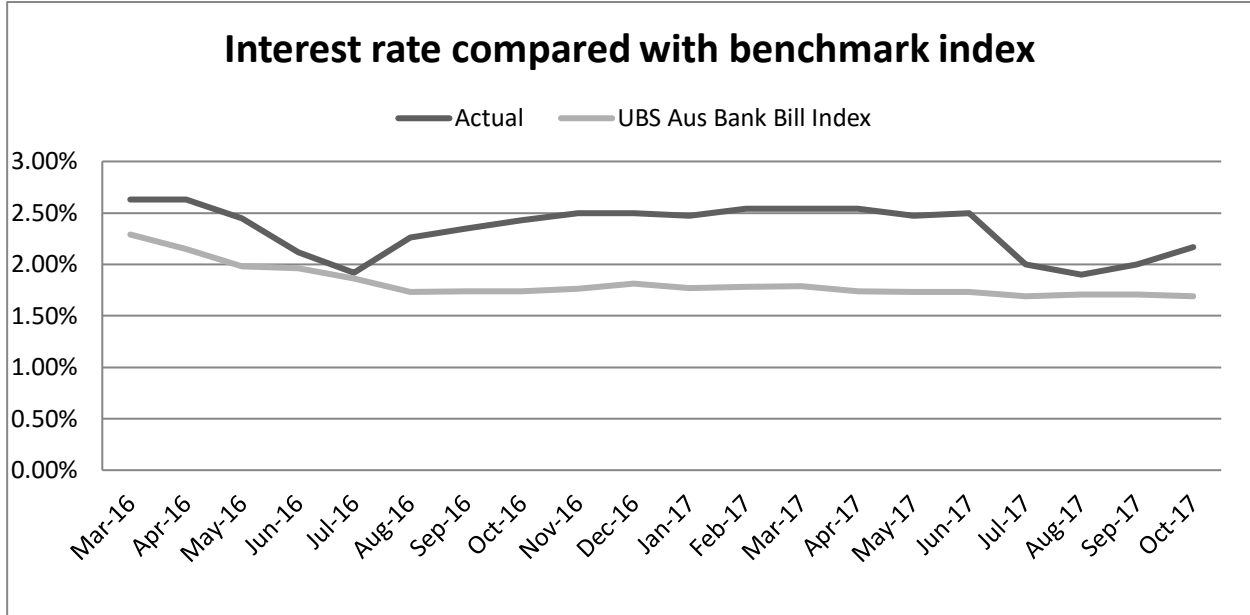
(1) Other interest includes trading bank accounts, bonds & deposits, deferred rates.

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

*Interest Rate Yields per Annum*

	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>
Average earned rate	2.54%	2.47%	2.50%	2.00%	1.93%	2.00%	2.17%
UBS Australian Bank Bill Index	1.74%	1.73%	1.73%	1.69%	1.71%	1.71%	1.69%

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



Yields on bank term deposits remain above the benchmark index with the major Australian banks holding rates to around 2.2% to 2.7% for terms up to 12 months.

Return on Investment Ratio:



Report from **Chief Executive Officer**  
To **Council Meeting of 28 November 2017**

	Target	Actual	Variance	Comment
Interest Revenue Average Investment	1.69%	2.17%	0.48%	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:

	31 Oct 2017	31 Oct 2016
General Debtors		
<i>Debtors</i>	\$ 895,680	\$ 2,141,155
<i>Other Debtors*</i>	\$ 890,407	\$ 723,052
<b>Total</b>	<b>\$ 1,786,087</b>	<b>\$ 2,864,207</b>
*Includes Grants & Contributions, Marina & ATO.		
Rates Debtors – All**	\$ 28,864,685	\$ 34,407,615
Deferred Pensioner Rates	\$ (1,109,922)	\$ (946,824)
<b>Net rates collectible</b>	<b>\$ 27,754,763</b>	<b>\$ 33,460,791</b>

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

Creditors*	\$ 381,729	\$ 146,095
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\*Creditor values vary from month to month depending on the timing of weekly invoice payment processes.

Bank Accounts

<i>City's Current account</i>	\$ 15,327,006	\$ 14,378,570
<i>Bonds &amp; Deposits</i>	\$ 288,625	\$ 395,573
<i>Visitors Centre</i>	\$ 29,188	\$ 38,550
<i>Marina</i>	\$ 1,352	\$ 4,581
<b>Total</b>	<b>\$ 15,646,171</b>	<b>\$ 14,817,274</b>

The City's current account shows an abnormally high balance due to rates revenue received.

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	Comment
Mandurah Community Centre	650.00	<i>Project status:</i> Tender awarded to Access Without Barriers and work commencing mid-November.

Report from **Chief Executive Officer**  
To **Council Meeting of 28 November 2017**

Sutton Street extension	1,040.00	<i>Project status:</i> Work progressing after approval for Peel/Sutton Street intersection traffic lights.
Falcon Bay seawall	810.00	<i>Project status:</i> Design complete and work scheduled to start on the 20 <sup>th</sup> of November.
Waste management Centre walking floor	1,056.00	<i>Project status:</i> Tender to be advertised by the end of November.

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	\$ 15,650,260.80
Total Trust Fund	\$ 24,984.20
	\$ 15,675,245.00

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

- NAB Term Deposit <i>Investment of Rates Income</i>	\$ 6,000,000.00
- Cleanaway - Mandurah <i>Waste Management</i>	\$ 1,721,962.98
- Australian Taxation Office <i>Payroll Deduction</i>	\$ 716,119.62
- LGISWA <i>Insurance</i>	\$ 874,939.02
- Western Australian Treasury <i>Loans</i>	\$ 800,315.05
- Synergy <i>Electricity</i>	\$ 298,825.50
- Downer EDI Works Pty Ltd <i>Lakes Road works.</i>	\$ 207,254.47
- Mandurah and Peel Tourism Organisation Inc. <i>Funding 2nd Quarter 2017/18</i>	\$ 200,000.00

Buy Local Report

Category	October, 2017 \$,000`s	Year to Date \$,000`s	%
Utilities	364	1,471	5.93%
Peel	66	271	1.09%
Rockingham	66	241	0.97%
Other WA*	2,865	9,700	39.12%
Interstate	555	3,837	15.47%
Mandurah	1,624	4,715	19.01%
Mandurah Based	2,038	4,561	18.40%
<b>Total</b>	<b>7,578</b>	<b>24,797</b>	<b>100.00%</b>

## 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 October 2017.
- 2 Receives the Schedule of Accounts for October 2017 for the following amounts:

Total Municipal Fund	\$ 15,650,260.80
Total Trust Fund	\$ <u>24,984.20</u>
	\$ <u>15,675,245.00</u>

**Business Unit Descriptions**

<b>Chief Executive Office</b>	
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.

<b>Strategy &amp; Business Performance</b>	
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).

<b>Sustainable Development</b>	
DIR Sustainable Development	Director and executive secretary. Responsible for the areas of planning and projects, Eco services, building, development compliance and land administration.

## Business Unit Descriptions

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.
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.
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
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.
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.

## Business Unit Descriptions

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

Summary

Total City of Mandurah	2017/2018						2016/2017 Comparison		
	Year to Date - October			Total			Year to Date - October		
	Actuals '000's	Budget '000's	Variance	Actuals + CMT* '000's	Budget '000's	Variance	Actuals '000's	Budget '000's	Variance
<b>Operating revenues</b>	<b>(91,215)</b>	<b>(92,342)</b>	<b>-1%</b>	<b>(91,215)</b>	<b>(108,301)</b>	<b>-16%</b>	<b>(90,288)</b>	<b>(90,515)</b>	<b>-0%</b>
<b>Operating expenditure</b>									
Direct labour	12,300	13,488	-9%	12,300	43,227	-72%	11,838	13,254	-11%
Employee costs	2,048	1,994	3%	2,092	6,361	-67%	1,582	2,022	-22%
Allocation of administration expenses	(2,523)	(3,338)	-24%	(2,523)	(10,017)	-75%	(3,265)	(3,313)	-1%
Operating costs	14,527	18,149	-20%	17,005	52,258	-67%	13,663	17,163	-20%
<b>Total operating expenditure</b>	<b>26,352</b>	<b>30,293</b>	<b>-13%</b>	<b>28,874</b>	<b>91,829</b>	<b>-69%</b>	<b>23,818</b>	<b>29,126</b>	<b>-18%</b>
<b>Operating (surplus)/deficit before Dpr'n</b>	<b>(64,863)</b>	<b>(62,049)</b>	<b>5%</b>	<b>(62,341)</b>	<b>(16,472)</b>	<b>278%</b>	<b>(66,470)</b>	<b>(61,389)</b>	<b>8%</b>
Depreciation	10,439	10,435	0%	10,439	31,317	-67%	9,778	9,778	
<b>Operating (surplus)/deficit</b>	<b>(54,424)</b>	<b>(51,614)</b>	<b>5%</b>	<b>(51,902)</b>	<b>14,845</b>		<b>(56,692)</b>	<b>(51,611)</b>	<b>10%</b>
<b>Capital expenditure</b>	<b>8,634</b>	<b>12,320</b>	<b>-30%</b>	<b>14,694</b>	<b>36,961</b>	<b>-60%</b>	<b>10,941</b>	<b>18,401</b>	<b>-41%</b>
<b>Capital revenue</b>	<b>(3,585)</b>	<b>(5,964)</b>	<b>-40%</b>	<b>(3,593)</b>	<b>(18,074)</b>	<b>-80%</b>	<b>(6,156)</b>	<b>(11,401)</b>	<b>-46%</b>

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

**Capital**

<b>Capital Summary 2016/2017</b>	<b>Actuals 000`s</b>	<b>CMT* 000`s</b>	<b>Actuals + CMT* 000`s</b>	<b>Budget 000`s</b>	<b>Variance</b>
<b>Work in Progress</b>					
Buildings	1,714	2,560	4,274	12,004	-64%
Marina	-	-	-	120	-100%
Bridges	9	-	9	707	-99%
Parks	1,232	462	1,694	3,905	-57%
Roads	3,715	1,249	4,964	11,147	-55%
Drainage	599	47	645	1,725	-63%
Coastal & Estuary	297	673	970	2,027	-52%
Equipment	224	61	285	551	-48%
Machinery	692	1,068	1,761	3,733	-53%
Other Infrastructure	151	(60)	92	1,041	-91%
<b>Total Capital Expenditure</b>	<b>8,634</b>	<b>6,060</b>	<b>14,694</b>	<b>36,961</b>	<b>-60%</b>

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

*See Key Projects and Carryovers for detail on major projects*



Key Projects	2016/2017					Comments
	Actuals	CMT*	Actuals + CMT	Budget	Variance on Actuals + CMT	
<b>Buildings</b>						
Port Bouvard Surf Life Saving Club	88,916	-	88,916	1,867,007	-95%	Tender being advertised and closing in mid December.
Mandurah Foreshore Boardwalk Renewal	-	-	-	466,752	-100%	Tender documents being advertised on the 18th of November.
<b>Sub Total</b>	<b>707,152</b>	<b>2,208,436</b>	<b>2,915,588</b>	<b>7,364,730</b>	<b>-60%</b>	
<b>Parks</b>						
Falcon Bay Foreshore development Stage 1	-	-	-	433,667	-100%	Concept design commenced.
Novara Foreshore Stage 2	156,124	52,908	209,033	433,667	-52%	Turfing commenced mid-November. BBQs installed and other works progressing.
Mandjar Square Stage 2	210,636	101,309	311,946	542,083	-42%	Report to council for water feature approval ,project scope and funding still to go council. Stage works and minor works still to commence.
<b>Sub Total</b>	<b>366,760</b>	<b>154,218</b>	<b>520,978</b>	<b>1,409,417</b>	<b>-63%</b>	
<b>Roads</b>						
Dower St - Pinjarra Rd Intersection	-	-	-	792,612	-100%	Telstra work commenced and Western Power design work is in progress.Work by Optus scheduled to be completed by end of December.
Gibson St	479,747	96,533	576,280	792,612	-27%	Pths are nearly complete and reinstatements of verge still to commence.
Lakes Rd Lighting, verges surface work	375,550	17,552	357,998	554,828	-35%	Pathworks completed. Work on the road median still in progress.
Mississippi Drive	188,745	14,285	203,030	179,659	13%	Completed.
Extend Smokebush Retreat	-	-	-	105,681	-100%	Scope of projects changed and additional funds to be sought as part of 2017-18 budget review.
<b>Sub Total</b>	<b>1,389,131</b>	<b>700,354</b>	<b>2,089,485</b>	<b>3,560,392</b>	<b>-41%</b>	
<b>Equipment</b>						
CCTV Infrastructure	39,497	-	39,497	350,000	-89%	Camera installation currently on order.
<b>Sub Total</b>	<b>39,497</b>	<b>-</b>	<b>39,497</b>	<b>350,000</b>	<b>-89%</b>	
<b>Plant &amp; Machinery</b>						
Replacement Light Commercial Vehicles	385,059	179,460	564,520	918,217	-39%	Five vehicles currently ordered and committed.
Construction Vehicles	-	109,259	109,259	569,910	-81%	Type of grader to be ordered still to be finalised. Backhoe ordered and waiting delivery.
Parks and Mowers	-	63,332	63,332	465,386	-86%	Five lawn mowers and two tractors still to be ordered.
<b>Sub Total</b>	<b>385,059</b>	<b>352,052</b>	<b>737,111</b>	<b>1,953,513</b>	<b>-62%</b>	

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

Carryover Projects	2016/2017					Comments
	Actuals	CMT*	Actuals + CMT	Budget	Variance on Actuals + CMT	
<b>Buildings</b>						
WMC Install Walking Floor Main Shed	-	-	-	1,055,868	-100%	Preparation of tender documents in progress.
Milgar Street Ablution Refurbishment	129,239	-	129,239	136,000	-5%	Completed
Bill Bowler Skate Park Refurbishment	22,535	-	22,535	50,000	-55%	Completed
SL Peelwood Parade Reserve	55,261	107,597	162,858	450,000	-64%	Work in progress as scheduled.
Mandurah Quay Boardwalk Renewal	1,726	7,371	9,097	184,000	-95%	Lights installation expected by early December. Maintenance work start planned to commence in November.
Halls Head Ablution Block	314,288	2,325	316,613	345,000	-8%	Work in progress as scheduled and expected to complete late October.
Halls Cottage Conservation Stage 3	27,138	-	27,138	65,000	-58%	Completed
WMC Install Public Weighbridge	91,350	-	91,350	95,000	-4%	Minor alterations remain to complete the project.
Cicerellos-Dome Boardwalk Renewal	145,960	182,369	328,329	350,000	-6%	Work commenced and progressing as scheduled.
Design for Mandurah Nt Comm Centre	102,587	749,378	851,965	1,045,000	-18%	Construction planned to commence in November.
Northport Beach Ablutions Block	123,591	14,118	137,709	140,000	-2%	Work commenced mid August.
MPAC RVIF Equipment Upgrade	52,331	78,514	130,845	417,000	-69%	Electrical work commenced mid August.
Ocean Road Reserve - Sports Grnd Lights	49,191	1,026,782	1,075,973	1,313,771	-18%	Work in progress as scheduled.
<b>Sub Total</b>	<b>1,115,197</b>	<b>2,168,454</b>	<b>3,283,650</b>	<b>5,646,639</b>	<b>-42%</b>	
<b>Marina</b>						
Marina - Carpark Extension	-	-	-	120,000	-100%	Work to be scheduled
<b>Sub Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>120,000</b>	<b>-100%</b>	<b>-</b>
<b>Bridges</b>						
Old Mandurah Bridge	275	-	275	500,000	-100%	Indigenous Artwork still to commence.
<b>Sub Total</b>	<b>275</b>	<b>-</b>	<b>275</b>	<b>500,000</b>	<b>-100%</b>	<b>-</b>
<b>Parks</b>						
Newport Dr - Heritage Lake Playground	14,723	-	14,723	13,000	13%	Completed
Renew MPAC Forecourt Paving	352,831	36,167	388,999	220,000	77%	Completed
<b>Sub Total</b>	<b>404,169</b>	<b>36,167</b>	<b>440,337</b>	<b>306,600</b>	<b>44%</b>	
<b>Roads</b>						
NEW Gibson Street	215,813	5,820	221,633	130,000	70%	Completed
NEW Dower St - Reconstruct/Widen	38,317	560,109	598,426	749,000	-20%	Telstra work commenced and Western Power design work is in progress. Work by Optus scheduled to be completed by end of December.
Sutton Street Extension	306,772	46,978	353,750	386,000	-8%	Completed
<b>Sub Total</b>	<b>578,740</b>	<b>612,907</b>	<b>1,191,647</b>	<b>1,290,000</b>	<b>-8%</b>	
<b>Drainage</b>						
Merlin St Waste Water Reuse Pipeline	405,838	27,396	433,234	475,000	-9%	Completed.
SD City Centre Drainage	19,897	-	19,897	48,000	-59%	Work in progress as scheduled.
SD Watson Avenue	93,549	0	93,549	85,000	10%	Completed
<b>Sub Total</b>	<b>523,273</b>	<b>30,219</b>	<b>553,491</b>	<b>673,050</b>	<b>-18%</b>	
<b>Coastal &amp; Estuary</b>						
C&E -RBFS Floating Jetty Merchants	143,073	-	143,073	220,000	-35%	Work to be scheduled
C&E - Falcon Bay Seawall	85,760	575,410	661,170	825,000	-20%	Design completed. Work to commence early November.
St Ives Boardwalk	51,432	8,343	59,775	60,000	0%	Completed
Estern Foreshore Site Preparation/Fill/Bund	151,213	59,602	91,610	660,000	-86%	Work in progress as scheduled.
<b>Sub Total</b>	<b>115,352</b>	<b>2,823</b>	<b>118,175</b>	<b>153,000</b>	<b>-23%</b>	
<b>Other Infrastructure</b>						
Tims Thicket Septage Ponds upgrade	-	-	-	380,946	-100%	EPA ruling on whether works need to be upgraded as per Ministerial Statement 375 which Tims Thicket is subject to still pending.
<b>Sub Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>380,946</b>	<b>-100%</b>	
<b>Plant and Machinery</b>						
Replacement Light Passenger Vehicles	54,828	-	54,828	58,000	-5%	New Mitsubishi Outlander (Engineering) and VW Golf 92 Tsi (Projects) - both vehicles acquired.
Heavy Vehicles Plant and Equipment New	86,530	-	-	140,000	-100%	Business case for an excavator and trailer still in progress.
<b>Sub Total</b>	<b>54,828</b>	<b>-</b>	<b>54,828</b>	<b>58,000</b>	<b>-5%</b>	

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

Operating Revenue

Directorate Variances	Year to Date -			Total		
	Actuals	Budget	Variance	Actuals + CMT*	Budget 2017/18	Variance
Chief Executive Office	(73,887,996)	(75,636,498)	-2%	(73,887,996)	(80,849,600)	-9%
Strategy & Business Performance	(69,942)	(63,476)	10%	(69,942)	(190,500)	-63%
Sustainable Development	(1,134,651)	(1,112,428)	2%	(1,134,651)	(2,863,583)	-60%
People and Communities	(2,063,423)	(1,679,701)	23%	(2,063,423)	(6,155,225)	-66%
Works and Services	(14,058,934)	(13,850,020)	2%	(14,058,934)	(18,242,354)	-23%
	<b>(91,214,945)</b>	<b>(92,342,123)</b>	<b>-1%</b>	<b>(91,214,945)</b>	<b>(108,301,262)</b>	<b>-16%</b>

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

<b>TOTAL - Detail Business Units</b>	<b>(91,214,945)</b>	<b>(92,342,123)</b>	<b>-1%</b>	<b>(91,214,945)</b>	<b>(108,301,262)</b>	<b>-16%</b>
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Chief Executive Office	(73,887,996)	(75,636,498)	-2%	(73,887,996)	(80,849,600)	-9%
Chief Executives Office	(102)		-	(102)	(47,000)	-100%
Legal Services	(13,668)	(3,168)	>100%	(13,668)	(9,500)	44%
1 Elected Members	(64)	(332)	-81%	(64)	(1,000)	-94%
Civic Events & Functions			-			
Economic Development	(149,451)	(6,664)	>100%	(149,451)	(75,200)	99%
2 City Centre		(168)	-100%		(500)	-100%
3 General Purpose Funding	(854,644)	(1,511,842)	-43%	(854,644)	(5,219,000)	-84%
Rates	(72,867,516)	(74,113,856)	-2%	(72,867,516)	(75,496,000)	-3%
Finance	(2,552)	(468)	>100%	(2,552)	(1,400)	82%

Strategy & Business Performance	(69,942)	(63,476)	10%	(69,942)	(190,500)	-63%
Strategy & Business Performance			-			
4 Organisational Development	(4,832)	(12,996)	-63%	(4,832)	(39,000)	-88%
5 Systems & Technology	(1,146)	(1,968)	-42%	(1,146)	(5,900)	-81%
General Administration			-			
Marketing			-			
Visitors Centre	(49,126)	(31,520)	56%	(49,126)	(94,600)	-48%
6 Customer Services	(14,838)	(16,992)	-13%	(14,838)	(51,000)	-71%

Sustainable Development	(1,134,651)	(1,112,428)	2%	(1,134,651)	(2,863,583)	-60%
DIR Sustainable Development			-			
Planning Services	(136,880)	(106,060)	29%	(136,880)	(318,300)	-57%
7 Rangers	(279,187)	(357,352)	-22%	(279,187)	(998,700)	-72%
Environmental Health Services	(259,460)	(248,496)	4%	(259,460)	(275,500)	-6%
Eco Services/Climate Change	(58,504)	(8,672)	>100%	(58,504)	(95,083)	-38%
Building Services	(400,619)	(391,848)	2%	(400,619)	(1,176,000)	-66%

People and Communities	(2,063,423)	(1,679,701)	23%	(2,063,423)	(6,155,225)	-66%
DIR People and Communities			-			
Recreation Services	(156,258)	(115,318)	36%	(156,258)	(272,000)	-43%
MARC Operations	(1,402,077)	(1,172,866)	20%	(1,402,077)	(4,098,000)	-66%
HHCRC Operations	(154,033)	(163,397)	-6%	(154,033)	(534,050)	-71%
Community and Social Development	(18,100)	(6,968)	>100%	(18,100)	(20,900)	-13%
Youth Services	(32,231)	(33,156)	-3%	(32,231)	(99,500)	-68%
Seniors	(153,471)	(118,140)	30%	(153,471)	(353,000)	-57%
Festivals & Events	(31,571)	(6,800)	>100%	(31,571)	(450,000)	-93%
Libraries & Learning	(51,623)	(49,980)	3%	(51,623)	(205,000)	-75%
Museum	(2,319)	(924)	>100%	(2,319)	(2,775)	-16%
Cultural Development	(61,739)	(12,152)	>100%	(61,739)	(120,000)	-49%

Works and Services	(14,058,934)	(13,850,020)	2%	(14,058,934)	(18,242,354)	-23%
DIR Works & Services	(976)	(668)	46%	(976)	(2,000)	-51%
Citybuild	(428,407)	(374,624)	14%	(428,407)	(1,124,300)	-62%
Waste Management Services	(11,177,906)	(11,272,324)	-1%	(11,177,906)	(12,667,800)	-12%
Infrastructure Management	(1,873)	(1,864)	0%	(1,873)	(5,600)	-67%
Cityfleet	(32,436)	(13,996)	>100%	(32,436)	(207,000)	-84%
Cityparks	(324,336)	(266,400)	22%	(324,336)	(799,500)	-59%
Cityworks	(92,753)	(7,504)	>100%	(92,753)	(22,500)	312%
Operations Centre	(336)	(332)	1%	(336)	(1,000)	-66%
Marina	(1,676,544)	(1,732,556)	-3%	(1,676,544)	(3,053,300)	-45%
Waterways	(278,845)	(141,264)	97%	(278,845)	(243,854)	14%
Technical Services	(44,522)	(38,488)	16%	(44,522)	(115,500)	-61%

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 -			October	Total		
	Actual	Budget	Variance		Actual + CMT*	Budget 2016/17	Variance
Chief Executive Office	1,048,235	1,169,828	-10%		1,048,235	3,855,114	27%
Strategy & Business Performance	1,505,912	1,633,560	-8%		1,505,912	5,303,735	28%
Sustainable Development	1,702,444	1,799,420	-5%		1,702,444	5,841,861	29%
People and Communities	2,940,827	3,194,073	-8%		2,940,827	10,502,422	28%
Works and Services	5,102,833	5,690,704	-10%		5,102,833	17,724,095	29%
	<b>12,300,251</b>	<b>13,487,585</b>	<b>-9%</b>		<b>12,300,251</b>	<b>43,227,227</b>	<b>28%</b>

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

<b>TOTAL - Detail Business Units</b>	<b>12,300,251</b>	<b>13,487,585</b>			<b>12,300,251</b>	<b>43,227,227</b>	<b>28%</b>
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Chief Executive Office	1,048,235	1,169,828	-10%		1,048,235	3,855,114	27%
Chief Executives Office	119,542	143,620	-17%		119,542	465,551	26%
Legal Services	218,330	253,744	-14%		218,330	823,846	27%
8 Elected Members	72,740	68,016	7%		72,740	220,830	33%
Civic Events & Functions	12,845	14,416	-11%		12,845	46,805	27%
Economic Development	130,194	144,068	-10%		130,194	525,473	25%
City Centre	5,030	32,136	-84%		5,030	104,339	5%
General Purpose Funding			-				
Rates	127,362	143,628	-11%		127,362	466,325	27%
Finance	362,191	370,200	-2%		362,191	1,201,945	30%

Strategy & Business Performance	1,505,912	1,633,560	-8%		1,505,912	5,303,735	28%
Strategy & Business Performance	138,408	150,448	-8%		138,408	488,471	28%
Organisational Development	329,953	366,868	-10%		329,953	1,191,103	28%
Systems & Technology	355,197	392,968	-10%		355,197	1,275,858	28%
Marketing	206,198	220,024	-6%		206,198	714,367	29%
Visitors Centre	116,779	121,696	-4%		116,779	395,113	30%
Customer Services	359,377	381,556	-6%		359,377	1,238,823	29%

Sustainable Development	1,702,444	1,799,420	-5%		1,702,444	5,841,861	29%
9 DIR Sustainable Development	96,777	89,352	8%		96,777	290,111	33%
Planning Services	331,135	353,056	-6%		331,135	1,146,285	29%
Rangers	418,415	440,376	-5%		418,415	1,429,384	29%
Environmental Health Services	278,741	284,748	-2%		278,741	924,502	30%
Eco Services/Climate Change	229,968	262,444	-12%		229,968	852,093	27%
Building Services	347,408	369,444	-6%		347,408	1,199,486	29%

People and Communities	2,940,827	3,194,073	-8%		2,940,827	10,502,422	28%
DIR People and Communities	86,462	93,704	-8%		86,462	304,230	28%
Recreation Services	194,660	245,388	-21%		194,660	786,245	25%
MARC Operations	1,191,773	1,159,255	3%		1,191,773	3,977,488	30%
HHCRC Operations	263,323	322,698	-18%		263,323	1,023,008	26%
Community and Social Development	248,797	294,308	-15%		248,797	947,174	26%
Youth Services	137,689	165,144	-17%		137,689	522,809	26%
Seniors	109,824	119,988	-8%		109,824	389,562	28%
Festivals & Events	106,384	145,828	-27%		106,384	466,386	23%
Libraries & Learning	445,610	504,612	-12%		445,610	1,638,351	27%
Museum	41,747	42,064	-1%		41,747	136,570	31%
10 Cultural Development	114,559	101,084	13%		114,559	310,599	37%

Works and Services	5,102,833	5,690,704	-10%		5,102,833	17,724,095	29%
DIR Works & Services	136,615	140,600	-3%		136,615	456,494	30%
Citybuild	542,999	563,472	-4%		542,999	1,731,076	31%
Waste Management Services	61,746	71,264	-13%		61,746	230,555	27%
Infrastructure Management	144,808	147,828	-2%		144,808	479,956	30%
Cityfleet	156,550	158,972	-2%		156,550	516,141	30%
Cityparks	2,066,182	2,500,148	-17%		2,066,182	7,624,241	27%
Cityworks	840,765	847,968	-1%		840,765	2,617,011	32%
Operations Centre	191,882	215,400	-11%		191,882	699,341	27%
Marina	141,473	196,792	-28%		141,473	618,398	23%
Waterways	75,114	103,608	-28%		75,114	333,192	23%
Technical Services	744,698	744,652	0%		744,698	2,417,690	31%

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 -			October	Total		
	Actuals	Budget	Variance		Actuals + CMT*	Budget 2016/17	Variance
Chief Executive Office	188,721	196,456	-4%		189,813	643,221	-70%
Strategy & Business Performance	358,576	333,384	8%		378,535	1,052,071	-64%
Sustainable Development	301,632	301,880	0%		313,227	960,946	-67%
People and Communities	423,209	380,756	11%		426,821	1,216,230	-65%
Works and Services	775,450	782,012	-1%		783,359	2,488,229	-69%
	<b>2,047,587</b>	<b>1,994,488</b>	<b>3%</b>		<b>2,091,756</b>	<b>6,360,697</b>	<b>-67%</b>

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

<b>TOTAL - Detail Business Units</b>	<b>2,047,587</b>	<b>1,994,488</b>			<b>2,091,756</b>	<b>6,360,697</b>	<b>-67%</b>
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Chief Executive Office	188,721	196,456	-4%		189,813	643,221	-70%
Chief Executives Office	16,183	22,912	-29%		16,183	73,110	-78%
Legal Services	32,169	36,524	-12%		32,372	116,891	-72%
Elected Members	10,436	9,812	6%		10,436	31,506	-67%
11 Civic Events & Functions	9,203	8,148	13%		9,203	24,898	-63%
Economic Development	30,664	29,812	3%		30,664	110,267	-72%
City Centre	1,893	4,312	-56%		1,893	13,854	-86%
General Purpose Funding			-				
Rates	19,248	18,232	6%		19,504	59,077	-67%
Finance	68,925	66,704	3%		69,558	213,618	-67%

Strategy & Business Performance	358,576	333,384	8%		378,535	1,052,071	-64%
Strategy & Business Performance	18,621	21,548	-14%		18,621	69,409	-73%
12 Organisational Development	173,725	148,068	17%		192,175	456,372	-58%
Systems & Technology	64,855	64,800	0%		65,611	207,159	-68%
General Administration	1,046		-		1,046		
Marketing	25,094	28,236	-11%		25,094	91,162	-72%
13 Visitors Centre	18,112	16,168	12%		18,206	51,846	-65%
Customer Services	57,123	54,564	5%		57,781	176,123	-67%

Sustainable Development	301,632	301,880	0%		313,227	960,946	-67%
DIR Sustainable Development	17,216	16,172	6%		17,216	51,112	-66%
Planning Services	56,949	59,204	-4%		57,314	189,095	-70%
Rangers	65,528	65,104	1%		66,194	207,969	-68%
Environmental Health Services	44,432	45,648	-3%		44,572	145,231	-69%
Eco Services/Climate Change	45,911	45,296	1%		45,911	143,820	-68%
Building Services	71,596	70,456	2%		82,021	223,719	-63%

People and Communities	423,209	380,756	11%		426,821	1,216,230	-65%
DIR People and Communities	15,517	14,156	10%		15,620	45,494	-66%
14 Recreation Services	41,394	33,512	24%		41,600	106,200	-61%
MARC Operations	160,956	150,424	7%		163,210	481,907	-66%
15 HHCR Operations	16,248	5,264	>100%		16,248	17,043	-5%
16 Community and Social Development	44,116	36,324	21%		44,289	115,629	-62%
17 Youth Services	22,024	17,768	24%		22,253	56,104	-60%
18 Seniors	18,992	15,256	24%		19,270	48,706	-60%
19 Festivals & Events	17,704	15,824	12%		17,722	50,225	-65%
Libraries & Learning	69,155	78,848	-12%		69,506	251,562	-72%
Museum	6,363	6,316	1%		6,363	20,497	-69%
20 Cultural Development	10,741	7,064	52%		10,741	22,863	-53%

Works and Services	775,450	782,012	-1%		783,359	2,488,229	-69%
DIR Works & Services	22,433	22,052	2%		22,433	70,726	-68%
Citybuild	54,243	64,140	-15%		55,406	204,472	-73%
Waste Management Services	10,942	12,480	-12%		10,942	39,937	-73%
21 Infrastructure Management	31,587	27,396	15%		31,587	86,783	-64%
Cityfleet	25,665	30,184	-15%		27,002	95,783	-72%
Cityparks	267,797	253,952	5%		269,084	811,332	-67%
Cityworks	139,205	151,420	-8%		142,271	482,868	-71%
Operations Centre	39,664	51,704	-23%		39,762	162,030	-75%
22 Marina	23,851	21,556	11%		24,070	68,166	-65%
Waterways	8,856	14,840	-40%		8,856	46,794	-81%
23 Technical Services	151,207	132,288	14%		151,948	419,338	-64%

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 -		October	Total		
	Actuals	Budget	Variance	Actuals + CMT*	Budget 2017/18	Variance
Chief Executive Office	1,737,226	1,846,639	-6%	1,803,710	4,687,866	-62%
Strategy & Business Performance	1,515,083	2,130,095	-29%	1,930,979	4,085,042	-53%
Sustainable Development	562,144	704,316	-20%	663,996	2,113,589	-69%
People and Communities	1,141,487	1,761,380	-35%	1,667,586	6,238,593	-73%
Works and Services	9,570,894	11,706,160	-18%	10,938,509	35,133,219	-69%
	<b>14,526,833</b>	<b>18,148,590</b>	<b>-20%</b>	<b>17,004,780</b>	<b>52,258,309</b>	<b>-67%</b>

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

<b>TOTAL - Detail Business Units</b>	<b>14,526,833</b>	<b>18,148,590</b>		<b>17,004,780</b>	<b>52,258,309</b>	<b>-67%</b>
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Chief Executive Office	1,737,226	1,846,639	-6%	1,803,710	4,687,866	-62%
Chief Executives Office	32,593	116,524	-72%	44,037	349,700	-87%
Legal Services	105,474	210,876	-50%	110,122	632,850	-83%
Elected Members	331,569	310,047	7%	338,494	642,586	-47%
Civic Events & Functions	22,510	36,384	-38%	24,050	109,200	-78%
Economic Development	664,947	628,208	6%	669,964	1,508,430	-56%
City Centre	70,233	136,532	-49%	70,233	220,450	-68%
General Purpose Funding	36,060	66,972	-46%	65,286	201,000	-68%
24 Rates	415,404	245,704	69%	420,946	737,400	-43%
Finance	58,436	95,392	-39%	60,579	286,250	-79%

Strategy & Business Performance	1,515,083	2,130,095	-29%	1,930,979	4,085,042	-53%
Strategy & Business Performance	18,575	27,756	-33%	22,075	83,300	-73%
Organisational Development	101,347	120,320	-16%	105,476	361,130	-71%
Systems & Technology	1,197,996	1,763,339	-32%	1,460,170	3,068,921	-52%
General Administration			-			
Marketing	120,993	126,812	-5%	139,672	296,000	-53%
Visitors Centre	12,777	16,792	-24%	14,283	50,391	-72%
Customer Services	63,395	75,076	-16%	189,302	225,300	-16%

Sustainable Development	562,144	704,316	-20%	663,996	2,113,589	-69%
25 DIR Sustainable Development	25,669	10,660	>100%	27,429	31,980	-14%
Planning Services	34,510	42,292	-18%	48,292	126,900	-62%
Rangers	172,513	213,232	-19%	191,218	639,902	-70%
26 Environmental Health Services	169,634	135,156	26%	179,228	405,607	-56%
Eco Services/Climate Change	141,366	284,324	-50%	199,377	853,240	-77%
Building Services	18,453	18,652	-1%	18,453	55,960	-67%

People and Communities	1,141,487	1,761,380	-35%	1,667,586	6,238,593	-73%
DIR People and Communities	6,796	60,980	-89%	6,796	183,000	-96%
Recreation Services	164,435	176,754	-7%	185,685	544,720	-66%
MARC Operations	279,556	368,752	-24%	303,666	1,034,490	-71%
HHCRC Operations	64,850	77,942	-17%	70,670	198,500	-64%
27 Community and Social Development	162,765	154,960	5%	209,321	465,020	-55%
Youth Services	41,025	69,148	-41%	50,469	207,520	-76%
Seniors	68,874	84,552	-19%	78,108	253,710	-69%
Festivals & Events	29,247	55,216	-47%	119,859	1,211,671	-90%
Libraries & Learning	158,334	402,964	-61%	441,622	1,209,314	-63%
Museum	15,111	46,364	-67%	16,322	139,127	-88%
Cultural Development	150,495	263,748	-43%	185,068	791,521	-77%

Works and Services	9,570,894	11,706,160	-18%	10,938,509	35,133,219	-69%
DIR Works & Services	16,905	22,360	-24%	28,891	67,100	-57%
Citybuild	2,475,416	2,761,108	-10%	2,762,240	8,287,329	-67%
Waste Management Services	3,964,834	3,999,528	-1%	4,006,240	12,003,380	-67%
Infrastructure Management	61,427	163,672	-62%	115,166	491,210	-77%
Cityfleet	447,526	612,168	-27%	464,181	1,837,217	-75%
Cityparks	1,470,410	1,894,556	-22%	2,020,835	5,686,081	-64%
Cityworks	671,145	923,272	-27%	926,717	2,770,878	-67%
Operations Centre	39,504	53,088	-26%	43,391	159,330	-73%
Marina	282,541	527,888	-46%	344,680	1,584,245	-78%
Waterways	22,808	521,988	-96%	39,373	1,566,588	-97%
Technical Services	118,378	226,532	-48%	186,794	679,861	-73%

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 - October 2016/2017**

Type	Note	Directorate	Business Unit	Variance	Comment	
<b>Operating Revenue</b>	1	<b>Chief Executive Office</b>	Elected Members	\$ 268.36	-81%	Minor variance.
	2		City Centre	\$ 168.00	-100%	Minor variance.
	3		General Purpose Funding	\$ 657,197.96	-43%	50% of Financial Assistance Grants received in 2016/17
	4	<b>Strategy &amp; Business Performance</b>	Organisational Development	\$ 8,164.16	-63%	Minor variance.
	5		Systems & Technology	\$ 822.50	-42%	Minor variance.
	6		Customer Services	\$ 2,154.01	-13%	Reduction resulting from process change to provide copy of plan requests electronically
	7	<b>Sustainable Development</b>	Rangers	\$ 78,165.25	-22%	Variance primarily due to Fire Prevention fines, penalties and reimbursements not yet received.
<b>Labour</b>	8	<b>Chief Executive Office</b>	Elected Members	\$ 4,723.80	7%	Minor Variance
	9	<b>Sustainable Development</b>	DIR Sustainable Development	\$ 7,424.52	8%	Variance due to a staff retirement final payment.
	10	<b>People and Communities</b>	Cultural Development	\$ 13,474.60	13%	Variance due to casual labour covered under materials in the Cultural Development projects budget.
<b>Other Employee Costs</b>	11	<b>Chief Executive Office</b>	Civic Events & Functions	\$ 1,055.27	13%	Minor variance
	12	<b>Strategy &amp; Business Performance</b>	Organisational Development	\$ 25,657.28	17%	Variance due to employee benefits in the form of gym memberships and is expected to reduce over time.
	13		Visitors Centre	\$ 1,943.73	12%	Minor variance.
	14	<b>People and Communities</b>	Recreation Services	\$ 7,881.70	24%	Variance due to superannuation contribution.
	15		HHCRC Operations	\$ 10,983.91	>100%	Variance primarily due to workers` compensation provision and will be amended at budget review.
	16		Community and Social Development	\$ 7,792.08	21%	Variance primarily due to workers` compensation provision and will be amended at budget review.
	17		Youth Services	\$ 4,256.01	24%	Variance primarily due to workers` compensation provision and will be amended at budget review.
	18		Seniors	\$ 3,735.82	24%	Variance primarily due to workers` compensation provision and will be amended at budget review.
	19		Festivals & Events	\$ 1,879.56	12%	Minor variance due to superannuation contribution.
	20		Cultural Development	\$ 3,677.07	52%	Variance primarily due to workers` compensation provision and will be amended at budget review.
	21	<b>Works and Services</b>	Infrastructure Management	\$ 4,190.81	15%	Variance due to superannuation contribution.
22	Marina		\$ 2,295.40	11%	Variance primarily due to workers` compensation provision and will be amended at budget review.	
23		Technical Services	\$ 18,918.80	14%	Variance due to early payment of training costs which is expected to reduce over time.	
<b>Operating Costs</b>	24	<b>Chief Executive Office</b>	Rates	\$ 169,699.69	69%	Variance due to rates concessions. Also due to rates receipts processing fees and valuation costs which are expected to reduce over time.
	25	<b>Sustainable Development</b>	DIR Sustainable Development	\$ 15,008.71	>100%	Variance due to mandatory unforeseen land preparation project work. To be addressed as part of budget review.
	26		Environmental Health Services	\$ 34,477.78	26%	Variance due to CLAG operations expenditure early in the year and expected to fall within annual budget.
	27	<b>People and Communities</b>	Community and Social Development	\$ 7,804.55	5%	Variance mainly due to Community Services projects and expected to fall under annual budget.

**3 SUBJECT:** Peel Development Commission – Board Vacancies Local Government Representation  
**CONTACT OFFICER/S:** Mark Newman  
**AUTHOR:** Mark Newman  
**FILE NO:** R0001072302

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### Summary

Nominations have been invited for Local Government representation on the Peel Development Commission (PDC) Board. On 30 October 2017, the PDC wrote to the City of Mandurah, seeking the City's nomination of two Councillors to the PDC Board by 11 December 2017.

All five Peel Region Councils have been asked by the PDC to nominate candidates for Board selection.

Peel Development Commission Board nominees must be a current Elected Member of a local government authority. In the event of the successful nominee not gaining or seeking re-election to Council or resigning from Council, their membership on the PDC Board shall cease.

Council is therefore requested to nominate two City of Mandurah Elected Members for potential selection to the Peel Development Commission Board.

### Disclosure of Interest

N/A

### Previous Relevant Documentation

- G.26/11/15 November 2015 Nominates Mayor Marina Vergone and Councillor Peter Rogers to the Board of the Peel Development Commission.
- G.47/4/14 April 2014 Nominates Councillor Peter Rogers and Councillor Don Pember to the Board of the Peel Development Commission.
- G.34/9/12 September 2012 Council supported the nomination of a Shire of Boddington representative for submission by the Peel Development Commission to the Minister for Regional Development to fill the vacancy on the Peel Development Commission Board

### Background

Peel Development Commission Board nominees must be current Elected Members of a local government authority. In the event of the successful nominee not gaining or seeking re-election to Council or resigning from Council, their membership on the PDC Board shall cease.

The Board sets the strategic direction of the Commission which is aligned with the needs of community and business. Membership comprises the CEO and nine regional representatives who are appointed by the Minister for Regional Development Hon. Alannah MacTiernan MLC.



## **Comment**

Nominations have been invited for Local Government representation on the Peel Development Commission (PDC) Board. On 30 October, the PDC wrote to the City of Mandurah, seeking the City's nomination of two Councillors to the PDC Board by 11 December 2017. One LGA vacancy has arisen as a result of the Local Government Elections held 21 October and 1 LGA vacancy has arisen as a result of a LGA representative's board term expiring as at 30 September 2017.

The Peel Development Commission requires Elected Members to possess experience in the economic development and investment attraction. Other qualities should include decision making abilities, business acumen, an ability to work cooperatively within a team environment and interests relevant to the Peel Community.

The PDC Board has 6 meetings per year at various locations within the Peel Region. For the remainder of 2017, the Board is scheduled to meet on 21 November and 20 December. The meeting for 2018 have not yet been set.

Each Board meeting runs for three to seven hours, and attracts a meeting fee of \$622 per day and \$403 per half-day. Travelling allowances are as per public sector standards.

The objects of the Peel Development Commission are to:

- Maximise job creation and economic diversification within the region
- Develop and broaden the economic base of the region;
- Identify infrastructure services to promote economic and social development within the region;
- Provide information and advice to promote business development within the region;
- Seek to ensure that the general standard of government services and access to those services in the region is comparable to that which applies in the metropolitan area; and
- Generally take steps to encourage, promote, facilitate and monitor the economic development in the region.

## **Statutory Environment**

Regional Development Commission Boards are established under the *Regional Development Commissions Act 1993*. Boards consist of 10 members, comprised of three local government nominations, three community nominations, and three Ministerial appointments, plus the Chief Executive Officer of the Development Commission (ex-officio member).

Local government nominations must be current Elected Members of a local government authority. In the event of the successful nominee not gaining or seeking re-election to Council or resigning from Council, their membership on the PDC Board shall cease.

The length of term on the Board is a maximum of three years. The prerogative of all Board appointments remains with the Minister for Regional Development.

## **Policy Implications**

In 2000 agreement was reached between the local governments of the Peel Region that representation on the PDC Board subsequently should be rotated around the local governments of the Region. However, this traditional arrangement has been set aside. All five Peel Region Councils have been asked by the PDC to nominate candidates for Board selection.

## **Economic Implications**

Nomination to the PDC Board has no direct financial implications on the City. However, Board members play a pivotal role in determining and overseeing the PDC's economic objectives and strategies for the Peel Region.

## **Strategic Implications**

The following strategies from the *City of Mandurah Strategic Community Plan 2017 – 2037* 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.

### Infrastructure:

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

### Organisational Excellence:

- Demonstrate regional leadership and advocacy.

## **Conclusion**

Nominations have been invited for Local Government representation on the PDC Board by 11 December 2017. On this occasion, all five Peel Region Councils have been asked by the PDC to nominate candidates for Board selection. The commencement date for new Board members is to be advised. Candidates should possess experience in the economic development and investment attraction of the Peel Region.

Council is therefore requested to nominate two City of Mandurah Elected Members for potential selection to the Peel Development Commission Board.

NOTE:

- Refer **Attachment 1 Nomination Form – Peel Development Commission Board Vacancies**

## **RECOMMENDATION**

- 1 Nominates two Elected Members as local government representatives for submission by the Peel Development Commission to the Minister for Regional Development to fill the vacancy on the Peel Development Commission Board;**
- 2 Nominees are \_\_\_\_\_ and \_\_\_\_\_ to the Board of the Peel Development Commission.**

## LOCAL GOVERNMENT VACANCY INFORMATION PEEL DEVELOPMENT COMMISSION

<b>Contact at Peel Development Commission</b>	Kylie Wilson Executive Officer Peel Development Commission 45 Mandurah Terrace Mandurah Telephone 9535 4140 Email <a href="mailto:eo@peel.wa.gov.au">eo@peel.wa.gov.au</a>
<b>Name of Minister for the Peel Development Commission</b>	Hon Alannah MacTiernan MLC Minister for Regional Development; Agriculture and Food; Minister assisting the Minister for State Development, Jobs and Trade
<b>Description of Position</b>	The Peel Development Commission requires two Elected Members/LGA representatives experienced in economic development and investment attraction. Other qualities should include decision making abilities, business acumen, an ability to work cooperatively within a team environment and interests relevant to the Peel community.
<b>Length of term</b>	Maximum of three years
<b>Current representative and reason for vacancy</b>	1 x LGA vacancy has arisen as a result of the Local Government elections held 21 October 2017. 1 x LGA vacancy has arisen as a result of a LGA representative's board term expiring as at 30 September 2017.
<b>Commencement date</b>	To be advised
<b>Meeting schedule</b>	Approximately 6 meetings per year
<b>Location of meetings</b>	Various locations within the Peel region
<b>Day/time of meeting</b>	Remaining Board meetings in 2017 will be held 21 November and 20 December. 2018 meetings have not yet been set.
<b>Duration of meeting</b>	3-7 hours
<b>Meeting fee</b>	\$622 per day \$403 per half day
<b>Travelling allowances</b>	As per public sector standards
<b>Objects of Peel Development Commission</b>	The objects of the Commission are to: <ul style="list-style-type: none"> <li>• Maximise job creation and economic diversification within the region;</li> <li>• Develop and broaden the economic base of the region;</li> <li>• Identify infrastructure services to promote economic and social development within the region;</li> <li>• Provide information and advice to promote business development within the region;</li> <li>• Seek to ensure that the general standard of government services and access to those services in the region is comparable to that which applies in the metropolitan area; and</li> <li>• Generally take steps to encourage, promote, facilitate and monitor the economic development in the region.</li> </ul>

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# NOMINATION FORM

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## TWO LOCAL GOVERNMENT REPRESENTATIVES PEEL DEVELOPMENT COMMISSION Nominations close Monday, 11 December 2017

<b>Nominee Title</b> (eg Mayor/President/Cr)		
<b>Last Name</b>		
<b>Given Names</b>		
<b>Council</b>		
<b>Home address</b>		
<b>Email address</b>		
<b>Contact Details</b>	<b>Home:</b>	
	<b>Work:</b>	
	<b>Council:</b>	
	<b>Mobile:</b>	
<b>Occupation</b>		
<b>Qualifications</b>		
<b>Resume</b>	Please attach a copy of your Resume/CV	

I hereby submit my nomination, made in accordance with my Council's policy on representation, for the position of Local Government representative on the Peel Development Commission. Should my nomination be successful I will make every endeavour to commit the time and effort necessary to undertake this position. I will adhere to the eligibility criteria which specifies that should I no longer be a serving Elected Member I will resign from the Development Commission as the Local Government representative.

Nominee: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature)

**4**      **SUBJECT:**                      Australian Coastal Councils Conference 20 to 23 March 2018  
**CONTACT OFFICER/S:**      Mark Newman  
**AUTHOR:**                              Mark Newman  
**FILE NO:**                              R00001074323

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### Summary

Council is requested to approve the attendance of an Elected Member/s at the Australian Coastal Councils Conference to be held at Geelong, Victoria from Tuesday 20 March to Friday 23 March 2018. The conference is organised by the Australian Coastal Councils Association Inc. (ACCA) of which the City of Mandurah is a member.

The conference is a great opportunity for coastal decision-makers to share information on the latest developments in coastal planning and management from around Australia. Plus, there will be a special pre-conference forum focusing on effective planning responses to the rapid growth in online holiday rental platforms such as Airbnb and Stayz.

### Disclosure of Interest

N/A

### Previous Relevant Documentation

- G.22/12/16    20 Dec 2016      Council approves the attendance of Councillor Caroline Knight who is an ACCA Committee Member and Councillor Ron Wortley at the Australian Coastal Councils Conference to be held at Redcliffe in Queensland from Wednesday 3 May to Friday 5 May 2017.
- G.25/11/14    25 Nov 2014      Council approves the attendance of Councillor Knight (National Sea Change Taskforce Committee Member) and Councillors Field and Rogers at the Australian Coastal Councils Conference 11 to 13 March 2015 in Victoria.
- G.34/9/13     24 Sep 2013      Council approves the attendance of Councillors Pember, Knight and Wortley at the Australian Coastal Councils Conference 24 to 26 March 2014 to be held in Ballina in New South Wales

### Background

The ACCA (formally known as National Sea Change Taskforce) was established in 2004 as a national body to represent the interests of coastal councils and communities experiencing the effects of rapid population and tourism growth. The Taskforce now has more than 68 member councils from around Australia. Collectively, these councils represent more than four million residents.

The ACCA builds on a solid record of coastal research and achievement. The organisation has made substantial progress in relation to issues of concern to Australia's coastal communities, including facilitating the exchange of information and experiences between Australia's coastal councils on issues of mutual concern.

Council has received preliminary notification of the Australian Coastal Councils Conference to be held at Geelong in Victoria from Tuesday 20 March to Friday 23 March 2018. The City remains one of the Australian Coastal LGAs facing increasing pressure to Australian coastal environment, settlements and sustainability.

Cr Knight in her capacity as a Committee Member will also attend the conference.

## **Comment**

The 2018 conference program will feature topics of relevance to all coastal stakeholders, such as positive contribution to planning that can prepare coastal communities for change, the importance of character and sense of place to coastal residents and new ways of estimating temporary populations in coastal communities.

Research studies and surveys undertaken by the organisation have identified the priority issues facing coastal councils such as

- Coastal erosion – Lack of clarity on government policies in relation to coastal erosion is nominated as a major issue by most coastal councils.
- Infrastructure – Coastal councils face Infrastructure gaps across a broad range of areas and lack the capacity to finance shortfalls through existing revenue sources.
- Community wellbeing – Many coastal communities experience high levels of socio economic disadvantage. Options for young people in particular tend to be limited, with many leaving to complete their education or to look for employment. Coastal communities are also ageing faster than the rest of Australia.
- Governance – Coastal areas are subject to complex cross jurisdictional planning and management arrangements. The role and responsibilities of each tier of government are not well defined or coordinated.
- Coastal environments under pressure – Councils need additional resources to deal with loss of habitat and degradation of wetlands in coastal areas

The annual Australian Coastal Councils Conference is a highlight of the year for representatives of Australia's coastal councils, policy makers, researchers and others with a stake in the future of the Australian coast and its communities.

## **Consultation**

N/A

## **Statutory Environment**

N/A

## **Policy Implications**

The formal approval of Council is appropriate for attendance at any interstate seminar or conference that requires air travel. The anticipated cost of attending this conference is within the maximum annual amount of \$4,000 per Elected Member for attendance at conferences, seminars and training programs.

The Council Policy – “Elected Member Support and Development” states that, excluding the WALGA Annual Conference, Elected Member attendance at any one conference “will be limited to no more than two members, unless Council resolves otherwise”.

## **Economic Implications**

The ‘super early bird’ registration fee (paid by Friday 22 December 2017) is \$1,375 for Pre-Conference Forum and \$1,155 for Conference only with the standard registration being \$1,716 and \$1,386 respectively. Travel costs and accommodation will be approximately \$1,500. A copy of the registration brochure and preliminary program is attached (see **Attachment 1**).

## **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.

### Identity:

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

## **Conclusion**

The Conference provides further opportunities to understand the wider issues that coastal councils are finding solutions to the challenges now and in the future particularly in the key areas of infrastructure provision, changing demographics and climate change. How coastal councils around the nation are finding solutions to the challenges facing their communities

The pre-conference will focus on effective planning responses to the rapid growth in online holiday rental platforms such as Airbnb and Stayz including case studies, facilitated workshop and panel discussion.

Attendance at such conferences is a great opportunity for coastal planners and decision makers to share information on the latest developments in coastal planning and management from around Australia. The key outcomes of the conference will be factored into the City's strategic thinking and long term strategic planning.

### NOTE:

- Refer ***Attachment 1 2018 Australian Coastal Councils Conference Registration Brochure and Preliminary Program***

## **RECOMMENDATION**

**That Council approves the attendance of Councillor Caroline Knight who is an Australian Coastal Councils Association Inc Committee Member and Elected Member/s \_\_\_\_\_ at the Australian Coastal Councils Conference to be held at Geelong, Victoria from Tuesday 20 March to Friday 23 March 2018.**

## Australian Coastal Councils Conference

Tuesday 20 March 2018

## Pre-conference forum: Short-term holiday rental platforms

09:00	Registration opens. Tea and coffee available.
10:00	Welcome to the country
10:05	<b>Forum opening:</b> Mayor Barry Sammels, Chair, Australian Coastal Councils Association Inc. and Mayor, City of Rockingham
10:10	<b>Planning responses to online short-term holiday rental platforms:</b> Initial findings of a research project conducted by Professor Nicole Gurran, Professor of Urban and Regional Planning at The University of Sydney, for the Australian Coastal Councils Association.
11:00	<b>Short-term holiday rental case studies:</b> Case studies on how individual Australian coastal councils are responding to the growth in online short-term holiday rental listings in their local community.
11:30	<i>Morning tea</i>
12:00	<b>Short-term holiday rental case studies:</b> Case studies on how individual Australian coastal councils are responding to the growth in online short-term holiday rental listings in their local community.
12:30	<i>Lunch</i>
13:30	<b>State government response to short-term holiday rental issues:</b> Representatives of State Governments outline their responses to short-term holiday rental issues
14:00	<b>Short-term holiday rental platform operators:</b> Representatives of the short-term holiday rental industry sector outline how they intend to address disruption associated with the rapid increase in listings in coastal areas.
14.30	<b>Panel discussion:</b> Representatives of coastal councils, state governments and service providers field questions on short-term holiday rental issues.
15:00	<i>Afternoon tea</i>
15:30	<b>Facilitated workshop – Short-term holiday rental issues:</b> Workshop on preferred responses to the rapid growth in holiday rental listings on Airbnb, Stayz and similar platforms. Led by Prof Nicole Gurran, Professor of Urban and Regional Planning at The University of Sydney
16:30	Forum concludes



## Wednesday 21 March 2018

08:00	Registration opens. Tea and coffee available.
09:00	<b>Welcome to the country</b>
09:05	<b>Welcome and introduction to the region:</b> Mayor of City of Greater Geelong (TBA)
09:10	<b>Conference opening:</b> Mayor Barry Sammels, Chair, Australian Coastal Councils Association Inc. and Mayor, City of Rockingham
09:15	Current coastal issues and challenges: A national perspective highlighting practical examples of how to address common coastal issues.
10:30	<i>Morning tea</i>
11:00	<b>Forum report – Online short-term holiday rental platforms:</b> Professor Nicole Gurrán – Professor of Urban and Regional Planning at The University of Sydney – presents a report on the previous day's National Forum on online short-term holiday rental platform research and workshop
11:30	<b>Seven sustainable pathways for our coastal cities and regions:</b> adaptive integrated planning: Professor Barbara Norman – Foundation Chair, Urban and Regional Planning at The University of Canberra – outlines the positive contribution planning can make to prepare coastal communities for change in the 21st century
12:00	<b>Coastal research forum and discussion:</b> Presentations and panel discussion on current Australian coastal research projects
12:30	<i>Lunch</i>
13:30	<b>Concurrent sessions:</b> Field tour
15:00	<i>Afternoon tea</i>
15.30	<b>Concurrent sessions:</b> Field tour
17:00	Conference day one concludes
19:00	Welcome reception – Dress: Smart casual

## Thursday 22 March 2018

08:00	Registration opens. Tea and coffee available.
09:00	<b>Extreme coastal erosion intensified by storm wave direction:</b> Dr. Mitchell Harley, of the School of Civil and Environmental Engineering at the University of NSW, presents findings of a study into the effect of changing storm patterns on coastal areas
09:30	<b>Advancing local coastal climate adaptation through regional collaboration:</b> Presentation on the Association of Bayside Municipalities' Bay Blueprint 2070 project for Port Phillip Bay
10:00	<b>Our coast – A local response to the challenges of climate change:</b> Presentation concerning the Our Coast project which addresses the projected impacts of climate change on local coastal zones.
10:30	<i>Morning tea</i>
11:00	<b>Character and sense of place in coastal towns:</b> Professor Ray Green, Faculty of Architecture, Building and Planning at The University of Melbourne, presents the findings of a recent study of the importance of character and place to residents of coastal towns.
11:30	<b>Melbourne Metropolitan Urban Forest Strategy:</b> A presentation by Martin Hartigan, Urban Conservation Manager, The Nature Conservancy Australia, who is the project manager for the Melbourne Metropolitan Urban Forest Strategy in conjunction with Resilient Melbourne.
12:00	<b>Coastal research forum and discussion:</b> Presentations and panel discussion on current Australian coastal research projects.
12:30	<i>Lunch</i>
13:00	<b>Concurrent sessions:</b> Field tour
15:00	<i>Afternoon tea</i>
15:30	<b>Concurrent sessions:</b> Field tour
17:00	Conference day two concludes
19.00	Gala conference dinner including the presentation of the 2018 Australian Coastal Awards

## Friday 23 March 2018

08:00	Registration opens. Tea and coffee available.
09:00	<b>Victoria's coastal planning and management reforms:</b> Presented by The Hon Liliansa D'Ambrosio MP, Victorian Minister for Energy, Environment and Climate Change (Invited)
9:30	<b>Estimating temporary populations:</b> Senior demographers at the Australian Bureau of Statistics present an update on new methodologies for estimating population change in Australia's regions.
10:30	<i>Morning tea</i>
11:00	<b>Coastal policy forum:</b> Presentations and panel discussion with Federal and State MPs on the need for a coordinated national approach to coastal planning and management.
12:00	<b>Final session and 2018 conference communiqué:</b> Facilitated discussion to consider adoption of the 2018 Conference Communiqué
12:30	<i>Lunch</i>

**TAX INVOICE**

**Australian Coastal Councils Association Inc.**

ABN 75 137 814 307

Email: [info@coastalcouncils.org.au](mailto:info@coastalcouncils.org.au)

Mail: PO Box 550 Williamstown VIC 3016

Tel 03 9399 8558 or 0418 254 132

**2018 AUSTRALIAN COASTAL COUNCILS CONFERENCE DELEGATE REGISTRATION FORM**

(NOTE: \*compulsory fields)

Title\* ..... First name\* ..... Last name\* .....

Position\* ..... Organisation\* .....

Address ..... Town ..... State ..... P/C .....

Delegate's email\* ..... CC email (if required) .....

Tel\* .....

Mob\* .....

Tick the box if you DO NOT want your details to be included in the list of delegates

**REGISTRATION FEES (incl. GST)**

	Payment due	Delegates from ACCA LGAs	Non ACCA members
Early Bird Pre-Conference Forum AND Conference 20 to 23 March 2018	22/12/2017	\$ 1,375	\$1,650
Early Bird Conference ONLY 21 to 23 March 2018	22/12/2017	\$ 1,155	\$ 1,320
Early Bird Pre-Conference Forum ONLY 20 March 2018	22/12/2017	\$ 440	\$ 550
Standard Pre-Conference Forum AND Conference 20 to 23 March 2018	28/02/2018	\$ 1,716	\$ 2,101
Standard Conference ONLY 21 to 23 March 2018	28/02/2018	\$ 1,386	\$ 1,661
Standard Pre-Conference Forum ONLY 20 March 2018	28/02/2018	\$ 550	\$ 660
One Day – WEDNESDAY 21 OR THURSDAY 22 March 2018	28/02/2018	\$ 550	\$ 660
One Day – FRIDAY 23 March 2018	28/02/2018	\$ 385	\$ 495
<b>REGISTRATION TOTAL</b>			

**SOCIAL PROGRAM TICKETS - Optional (incl. GST)**

	Payment due	Delegate	Guest
Welcome Reception Wednesday 21 March 2018	28/02/2018	\$ 66	\$ 66
Gala Dinner Thursday 22 March 2018	28/02/2018	\$ 137.50	\$ 137.50
<b>SOCIAL TICKETS TOTAL</b>			

GUEST NAME \_\_\_\_\_

DELEGATE SPECIAL REQUIREMENTS \_\_\_\_\_

GUEST SPECIAL REQUIREMENTS \_\_\_\_\_

**AMOUNT PAYABLE – TOTAL** (including GST)

# CITY OF MANDURAH

## NOTICE OF MOTION

**COUNCIL MEETING OF 28 NOVEMBER 2017**

**COUNCILLOR LEE**

**DETERMINATIONS UNDER THE LOCAL GOVERNMENT PROPERTY AND PUBLIC PLACES LOCAL LAW 2016**

Pursuant to Clause 13.1.4 of the City of Mandurah Standing Orders Local Law 2016, I hereby give notice that I intend to move the following Motion at the Council meeting of Tuesday 28 November 2017:

**That resolution G.15/10/17 made by Council at its meeting of 10 October 2017, adopting the Register of Determinations be revoked.**

Further, I propose that the following Motion be considered by Council:

- 1 Council adopts the Register of Determinations set out below:**

**DETERMINATIONS UNDER THE  
LOCAL GOVERNMENT PROPERTY AND PUBLIC PLACES LOCAL LAW 2016**

The following determinations are taken to be made by Council at its meeting held on 28 November 2017, under Part 2 of the *Local Government Property and Public Places Local Law 2016*.

No	Matter	Determination
1	Taking, riding or driving a vehicle or a particular class of vehicle	A person shall not, except with a permit or local government approval or upon an area specified by a sign erected on the local government property, take, ride or drive a vehicle on any local government property.
2	The playing or practice of: <ul style="list-style-type: none"><li>○ golf, archery, pistol or rifle shooting; or</li><li>○ a similar activity specified in the determination involving the use of a projectile which, in the opinion of the local government may cause injury or damage to a person or property</li></ul>	A person shall not except with a permit or local government approval: <ul style="list-style-type: none"><li>(a) play or practice golf on any local government property;</li><li>(b) aim, shoot or throw an arrow or similar projectile on any local government property; or</li><li>(c) have in their possession any gun or rifle or means of discharging any projectile that may cause injury or damage to a person or property on local government property.</li></ul>

- 2 That officers bring back to Council a report on restricting / controlling drone activity.**

Reason for the Motion:

Widespread public concern was raised following the final adoption of the determinations at the Council meeting of 10 October 2017. With respect to point 4 of the determinations, there appears to be a significant misinterpretation that the use of toys by children will be targeted. Although at the time the City was satisfied that the laws would be implemented on a complaints only basis, the community has expressed its view that point 4 was unnecessarily bureaucratic. In addition to point 4, point 3 also has the capacity to cause confusion and should be withdrawn at this time to be reworded appropriately.

It is my understanding that the determinations are yet to be advertised and as this is the final step in the process for the making of a determination, the determinations adopted by Council at its meeting on 10 October 2017 are not yet in force and that points 3 and 4 can be removed whilst allowing the remainder of the determinations to come into force.

Should the need arise for the City to manage the use of airborne or other devices there are alternative, although less prescriptive sections of the local laws that may be able to be applied relating to nuisance, damage to reserves or safety risks.

It may however, be appropriate in the future for the City to engage with the community to determine where there are specific locations within the City for motorised devices to be prohibited or more actively regulated, such as heavily utilised reserves, dog off lead areas and nature reserves.

Councillor Lee  
East Ward

21 November 2017

**CITY OF MANDURAH**

**NOTICE OF MOTION**

**COUNCIL MEETING OF 28 November 2017**

**MAYOR WILLIAMS**

**Establishment of a separate business unit for the City Centre**

I hereby give notice that I intend to move the following Motion at the Council meeting of 28 November 2017

**That:**

- 1) Council requests that the Chief Executive Officer establishes a business unit to focus on the development and activation of Mandurah's city centre and includes appropriate funds in the 2018/19 draft budget for Council's consideration.**
- 2) Council requests the Strategic Committee to establish a City Centre Redevelopment Advisory Group, made up of Elected Members and key community stakeholders, to advise Council on the future strategic activation and redevelopment opportunities.**

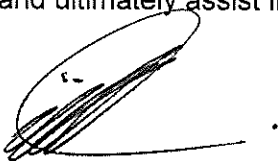
Reason for the Motion:

A vibrant, connected and culturally enriching City Centre is a key part of ensuring Mandurah's future social and economic success.

Item one of this motion seeks to establish a multi-disciplinary business unit charged with short term activation and long term redevelopment of our City Centre. This unit will harness the expertise and talent of our organisation, and focus that capacity to deliver tangible outcomes in facilitating and enabling our community to reshape their City Centre, both physically and experientially.

Item two of this motion ensures broad thinking and a cross section of our community is actively engaged in this task, and is in line with the City's Community Engagement agenda.

I am of the view that this motion creates an important framework for enabling Council to effectively lead change in reshaping our City's narrative and reputation, and will play a pivotal role in delivering tangible outcomes to build confidence, create opportunities for our residents, and ultimately assist in ensuring a strong and prosperous future for Mandurah.



Mayor Williams  
22 November 2017