City of Rockingham

MINUTES

Corporate & Engineering Services
Standing Committee Meeting

Held on

Tuesday 15 November 2011

4:00pm

Council Boardroom
Council Administration Building
Civic Boulevard, Rockingham
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</tr>
<tr>
<td>EP-065/11</td>
<td>Tender T11/12-42 - Period maintenance of various reserves and streetscape areas in Baldivis Central and Baldivis North Estates, Baldivis</td>
</tr>
<tr>
<td>EP-066/11</td>
<td>Tender T11/12-43 - Period supply turf renovation services - (sports fields &amp; public open spaces)</td>
</tr>
<tr>
<td>EP-067/11</td>
<td>Rockingham RoadWise Advisory Committee</td>
</tr>
<tr>
<td>EP-068/11</td>
<td>Tender T11/12-41 - Period supply and/or application of granular fertilisers, soluble fertilisers and soil wetting agents</td>
</tr>
<tr>
<td>EP-069/11</td>
<td>Tender T11/12-35 - Purchase &amp; collection of scrap metal from the Millar Road Landfill Facility, Baldivis</td>
</tr>
<tr>
<td>EP-070/11</td>
<td>Tender T11/12-46 - General building maintenance works associated with the City of Rockingham</td>
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<tr>
<td>EP-071/11</td>
<td>Tender T11/12-45 - Period electrical maintenance of barbeques in various parks and reserves within the City of Rockingham</td>
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<tr>
<td>EP-072/11</td>
<td>Waste Strategy Progress</td>
</tr>
<tr>
<td>EP-073/11</td>
<td>T11/12-44 - Period cleaning of windows in various buildings within the City of Rockingham</td>
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</table>

13. Reports of Councillors
14. Addendum Agenda
15. Motions of which Previous Notice has been Given
16. Notices of Motion for Consideration at the Following Meeting
17. Urgent Business Approved by the Person Presiding or by Decision of the Committee
18. Matters Behind Closed Doors
19. Date and Time of Next Meeting
20. Closure
## City of Rockingham
### Corporate & Engineering Services Standing Committee Meeting
### 4:00pm Tuesday 15 November 2011

### MINUTES

1. **Declaration of Opening**

   The Chairman declared the Corporate and Engineering Services Standing Committee Meeting open at 4:00pm and welcomed all present.

2. **Record of Attendance/Apologies/Approved Leave of Absence**

   **2.1 Councillors**
   - Cr Barry Sammels  Chairperson
   - Cr Lorraine Dunkling
   - Cr Allan Hill
   - Cr Ron Pease
   - Cr Chris Elliott  Observer (from 4:05pm)

   **2.2 Executive**
   - Mr Andrew Hammond  Chief Executive Officer
   - Mr Chris Thompson  Director Engineering & Parks Services
   - Mr John Pearson  Director Corporate Services
   - Mr Ian Daniels  Manager Engineering Services
   - Mr Kelton Hincks  Manager Asset Services
   - Mr Cadell Buss  Manager Economic Development
   - Mr Allan Moles  Manager Accounting Services
   - Mr Ned Fimmano  Manager Executive Services
   - Mrs Jelette Edwards  Governance Coordinator
   - Ms Sue Langley  Secretary Executive Services

   **Members of the Public:**
   - Nil
CONFIRMED AT A CORPORATE & ENGINEERING SERVICES MEETING HELD ON TUESDAY, 6 DECEMBER 2011

PRESIDING MEMBER

<table>
<thead>
<tr>
<th>Press:</th>
<th>Nil</th>
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<tbody>
<tr>
<td>2.3 Apologies:</td>
<td>Nil</td>
</tr>
<tr>
<td>2.4 Approved Leave of Absence:</td>
<td>Nil</td>
</tr>
</tbody>
</table>

3. Responses to Previous Public Questions Taken on Notice

Nil

4. Public Question Time

Nil

5. Confirmation of Minutes of the Previous Corporate and Engineering Services Standing Committee Meeting

Moved Cr Dunkling, seconded Cr Hill
That Council CONFIRM the Minutes of the Corporate and Engineering Services Standing Committee Meeting held on 16 October 2011, as a true and accurate record.

Committee Voting - 4/0

6. Matters Arising from the Previous Corporate and Engineering Services Standing Committee Meeting Minutes

Nil

7. Announcement by the Presiding Person without Discussion

The Chairman announced to all present that decisions made at Committees of Council are recommendations only and may be adopted in full, amended or deferred when presented for consideration at the next Council meeting.

8. Declarations of Members and Officers Interests

8.1 Item EP-070/11 Tender T11/12-46 - General Building Maintenance Works Associated with the City of Rockingham

Officer: Mr Kelton Hincks, Manager Asset Services
Type of Interest: Impartiality Interest
Nature of Interest: Mr Hincks brother-in-law is the proprietor of EMSO Maintenance.
Extent of Interest (if applicable): N/A

9. Petitions/Deputations/Presentations/Submissions

Nil

10. Matters for which the Meeting may be Closed

Nil
## 11. Bulletin Items

**Corporate & Executive Services Information Bulletin - November 2011**

### Corporate Services
1. Corporate Services Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Minutes and Agenda Software
   3.2 Customer Request Management System
   3.3 Mobile Computing (AIM) Licensing Fees
   3.4 Disaster Recovery Solution
4. Information Items

### Executive Services
1. Executive Services Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Review of City of Rockingham Local Laws
4. Information Items
   4.1 Fire Attendance by COR Appliances & Crews
   4.3 Emergency Management and Recovery
   4.3 Newsletter - National Sea Change Taskforce

### Human Resources
1. Human Resources Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Employee Health & Wellbeing Programme
   3.3 Advanced Diploma of Management
   3.4 Leadership & Management Programme
4. Information Items

### Economic Development
1. Economic Development Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Printing and Graphic Design Services
   3.2 Leadership Forum
   3.3 Communication Guide
   3.4 Photo Library
   3.5 Social Media Strategy
   3.6 Global Friendship Activity Timeline
4. Information Items
   4.1 Media Tracking for October 2011

### Strategy Coordination
1. Strategy Coordination Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information Items
   4.1 Establishing linkages between the Community Plan, the Specific Purpose Plans and the Team Plans
   4.2 2011 Customer Satisfaction Survey
   4.3 Co-ordinating the development of a 10 year infrastructure plan
   4.4 Co-ordinating the development and implementation of a Development Contribution Scheme
   4.5 Operational Team Plans
   4.6 New Ideas Incentive Scheme
   4.7 City Scoreboard
   4.8 Climate Change Response Plan
   4.10 Other Initiatives Managed by the Strategy Co-ordination Group

**Committee Recommendation:**
That Councillors acknowledge having read the Corporate and Executive Services Information Bulletin – November 2011 and the contents be accepted.

Committee Voting - 4/0

4:05pm Cr Chris Elliott attended the Corporate & Engineering Services meeting.

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**Engineering & Parks Services Information Bulletin - November 2011**

**Engineering Services**
1. Engineering Services Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information Items
   4.1 Delegated Authority for approval of Engineering Drawings - Subdivisions
   4.2 Delegated Authority for acceptance of As-Constructed Engineering Drawings - Subdivisions
   4.3 Delegated Authority to approve the release of Cash Bonds for private subdivisional works
   4.4 Delegated Authority for approval of requests for installation of street lighting
   4.5 Delegated Authority for approval of requests for installation of Directional Signs
   4.6 Delegated Authority for approval of Memorial Seating
   4.7 Delegated Authority for Thoroughfare Closures
   4.8 Delegated Authority for the payment of Crossover Subsidies
   4.9 Mundijong Road Extension (Auslink Funded)
   4.10 Local Area Traffic Management and Road Safety Design Projects 2011/12
   4.11 Handover of Subdivisional Roads

**Engineering Operations**
1. Engineering Operations Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information Items
   4.1 Road Construction Program Roads to Recovery 2011/12
   4.2 Road Construction Program Main Roads Direct Grant 2011/12
| 4.3 | Road Construction Program Main Roads Grant 2011/12 |
| 4.4 | Road Construction Program Federal Black Spot 2011/12 |
| 4.5 | Road Construction Program State Black Spot 2011/12 |
| 4.6 | Road Construction Program Municipal Works 2011/12 |
| 4.7 | Road Resurfacing Program Municipal Works 2011/12 |
| 4.8 | Footpath Construction Program Municipal Works 2011/12 |
| 4.9 | Road Maintenance Program 2011/12 |
| 4.10 | Passenger Vehicle Fleet Program 2011/12 |
| 4.11 | Light Commercial Vehicles Program 2011/2012 |
| 4.12 | Heavy Plant Program 2011/2012 |

**Parks Development**
1. Parks Services Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Warnbro Foreshore Car Park Shoring
4. Information Items
   4.1 Groundwater Monitoring
   4.2 Goddard Street Landscaping

**Asset Management**
1. Asset Management Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Road reserve and footpath survey
4. Information Items
   4.1 Asset Management Improvement Strategy
   4.2 Asset Management Systems
   4.3 Lease Management

**Building Maintenance**
1. Building Maintenance Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Building condition survey
4. Information Items
   4.1 Building Maintenance

**Capital Projects**
1. Capital Projects Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Coastal Management Consultants (Sand Drift/Erosion Problems)
   3.2 Coastal Infrastructure Facilities Consultant (Jetties/Boat Ramp Planning)
   3.3 Lighting Consultants (Technical Planning/Designs, Underground Power Program)
   3.4 Major Project Property Development Planning (Design Modifications/Tender Planning/Structural Testing)
   3.5 Hymus Street Erosion Strategy
4. Information Items
   4.1 Delegated Written Notification of Successful Tender
   4.2 Delegated Release of Retention/Bank Guarantee’s
<table>
<thead>
<tr>
<th>4.3</th>
<th>Proposed Shoalwater North Underground Power Project</th>
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</thead>
<tbody>
<tr>
<td>4.4</td>
<td>2011 Public Area Lighting &amp; Arterial Lighting</td>
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<tr>
<td>4.5</td>
<td>Lark Hill Wind Turbine</td>
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<td>4.6</td>
<td>Bent St Boat Launching Facility – Proposed Navigation Channel</td>
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<td>4.7</td>
<td>Point Peron Boat Launching Facility</td>
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<td>4.8</td>
<td>Waikiki Foreshore Protection Works – RLGIP</td>
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<tr>
<td>4.9</td>
<td>Museum Roof Replacement</td>
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<tr>
<td>4.10</td>
<td>Rhonda Scarrott Skatepark, Golden Bay</td>
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<tr>
<td>4.11</td>
<td>Operations Centre - Roof replacement to the workshop</td>
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<tr>
<td>4.12</td>
<td>Aqua Jetty - Replace/Upgrade HVAC services</td>
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<tr>
<td>4.13</td>
<td>Aqua Jetty - Gym/main entry carpet replacement</td>
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<tr>
<td>4.14</td>
<td>Bert England Lodge - Compliance</td>
</tr>
<tr>
<td>4.15</td>
<td>Safety Bay Yacht Club - Asbestos roof replacement</td>
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<tr>
<td>4.16</td>
<td>Bell Park Toilet - Replacement including curfew lockout</td>
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<tr>
<td>4.17</td>
<td>Francis St Toilets - Internal/external renovations</td>
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<tr>
<td>4.18</td>
<td>Aquatic Centre - Renewal of toilets/unisex/change rooms</td>
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<tr>
<td>4.19</td>
<td>Challenger Court - Master metering &amp; replacement distribution boards</td>
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<tr>
<td>4.20</td>
<td>Baldivis Library - Design</td>
</tr>
<tr>
<td>4.21</td>
<td>Aqua Jetty - Solar heating</td>
</tr>
<tr>
<td>4.22</td>
<td>Baldivis Old School - Redevelopment</td>
</tr>
</tbody>
</table>

**Waste & Landfill Services**

1. Waste & Landfill Services Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Information Items
   4. Waste kerbside collection
   4.2 240 litre recycling bin service
   4.3 Waste kerbside collection
   4.4 Destroyed and Stolen Refuse Bins (Domestic Only)
   4.5 Waste kerbside collection
   4.6 Education / promotion
   4.7 Power station
   4.8 T11/12-48 Supply and laying of a geosynthetic clay liner to cells 9, 10 and 11 at the Millar Road Landfill Facility, Baldivis
4.9 T11/12-35 Purchase and collection of scrap metal from the Millar Road Landfill Facility, Baldivis

**Committee Recommendation:**

That Councillors acknowledge having read the Engineering and Parks Services Information Bulletin – November 2011 and the contents be accepted.

Committee Voting – 4/0
**Corporate Services**

### Corporate and Engineering Services

**Corporate Services**

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CS-039/11</th>
<th>City Business Plan</th>
</tr>
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<tbody>
<tr>
<td>File No:</td>
<td>FLM/181-02</td>
<td></td>
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<tr>
<td>Proponent/s:</td>
<td>Mr John Pearson, Director Corporate Services</td>
<td></td>
</tr>
<tr>
<td>Author:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Contributors:</td>
<td></td>
<td></td>
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<tr>
<td>Date of Committee Meeting:</td>
<td>15 November 2011</td>
<td></td>
</tr>
<tr>
<td>Previously before Council:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td>Executive Function</td>
<td></td>
</tr>
<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td></td>
<td></td>
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| Site: | |
| Lot Area: | |
| Attachments: | City Business Plan 2012/13 – 2021/22 |
| Maps/Diagrams: | |

1. **Purpose of Report**

   This report seeks adoption of the 2012/13 to 2021/22 City Business Plan, covering a 10-year period. The details of the Plan are provided in the attached separate document to this report.

2. **Background**

   A City Business Plan is prepared bi annually and is updated according to latest predictions. This plan will again be reviewed in March 2012.

3. **Details**

   The City of Rockingham Business Plan places emphasis on new projects and asset preservation.
Key Projects are as follows:

- Baldivis District Sporting Complex Land acquisition totalling $3.209 million commencing in 2014/15
- Secret Harbour Surf Life Saving Club Redevelopment totalling $4.963 million commencing in 2013/14
- Construction of a new Depot in southern Rockingham totalling $6 million commencing in 2014/15
- Redevelopment/relocation of the Rockingham Aquatic Centre totalling $15.44 million in 2018/19
- Continued construction of Mundijong Rd totalling $16 million (commenced in 2011/12)
- Building Maintenance (asset rejuvenation) of $79.6 million over 10 years
- Roads and Parks capital improvement program of $107.5 million over 10 years
- Construction of further buildings to support required staff in 2017/18 totalling $24 million.
- Construction of Secret Harbour Library in 2016/17 totalling $1.863 million
- Provision made for adequate plant and equipment to serve the City for the duration of the plan.

The Plan includes information and projections current as at November, 2011.

A summary type format is utilised with all projects being included on a simplified single sheet so the reader can see all the projects together.

Council is requested to adopt the plan, which will indicate the various projects to then be taken into account for the 2012/13 operational budget year and provide direction on future years’ activities.

4. Implications to consider

a. Consultation with the Community
   Nil

b. Consultation with Government agencies
   Nil

c. Strategic
   The City Business Plan provides financial context to the Strategic Goals of the City of Rockingham Community Plan

d. Policy
   Nil

e. Financial
   The City Business Plan indicates the financial position of the Council for the next 10 years and is one of the most important planning documents that Council needs to consider. It provides a broad framework for major activities to be undertaken.

   As much as possible all the financial implications are shown on a single sheet, for simplicity purposes and for ease of reading.

   This plan includes major facilities that need to either be maintained or constructed. Specifically annual allocations have been made towards building rejuvenation. Should Council adopt the plan, by 2017 the City will be allocated some $10 million per annum specifically towards asset rejuvenation. The intention is for this money to be quarantined
for this purpose. It further provides separation of revenue between standard municipal revenue and Millar Road Landfill.

Provisioning has been made as much as possible to ensure acceptable levels of reserves occur for the Millar Rd Landfill facility to ensure funds are available should an undue hardship be encountered.

Debt management remains a significant challenge in the shorter term although prior year restraint has allowed for greater borrowings to occur as needed in the future. It is recommended that where ever possible a debt servicing ratio not exceed 8% (debt serving ratio is the percentage of operating revenue that is allocated towards maintaining debt principal and interest payments). For the purposes of the plan, landfill revenues have been excluded in this calculation. The plan provides for approximately $50 million to be raised in loans over a 10-year period. For the majority of the plan this leaves debt servicing well below the 8% figure.

Rates increases have been included at a rate yield of 9.9% for 10 years. Further models can be prepared next calendar year but in essence the City needs the rate increase to ensure future sustainability and ease reliance on landfill revenue.

Council has the opportunity to change the officer recommendations and City Business Plan estimates related to rate increases. Primarily the City is facing enormous challenges related to Asset Rejuvenation. Simply stated, past rate increases have not factored in future asset rejuvenation costs. Thirty five percent (35%) of rate increases for the next five years have been quarantined for asset rejuvenation. Prior years have seen City operations funded by landfill revenue. This current financial year has transferred into the Landfill post closure reserve approximately $1.2 million and attempts are being made to continue this trend. It is believed that a reserve of this nature needs to hold at least $15 million. It is anticipated that at the end of the 2011/12 financial year this reserve will hold a balance of $5.77 million.

Recent changes in State planning policies have allowed for local governments to collect revenue from “new” land parcels created within the City boundaries. Work has commenced within the City to utilise this method to raise revenue to assist in the construction of new Community Facilities. The Developer Contributions Scheme is in the final stages of adoption but assumptions have been made to estimate revenue yield from this system. The revenues predicted are substantial and require monitoring when implemented.

f. Legal and Statutory

Nil

5. Comments

As Councillors are aware, there were numerous projects that needed to be considered and every effort has been made to include as many of those as appears financially possible. Where excluded, it was done on the grounds of strategic need, provisions already provided for by others or simple inability to fund with current revenue trends.

Council needs to understand the role that the Developer Contributions Scheme has in funding future projects. In essence, without the Scheme adopted and implemented, major infrastructure (particularly in Baldivis) will be delayed until other revenue sources can be found. Whilst confident that what is proposed is achievable, some timing parts of the scheme fall outside the City of Rockingham’s control.

While the Council is faced with some financial challenges, with adequate rate increases it will ensure the City is in a strong financial position. Emphasis needs to be made on the need to replace assets and building facilities which are crucial to the running of the organisation and create a situation where Council is able to reduce or maintain an appropriate debt position whilst still bolstering its cash reserves. Further, the City needs to restrict revenue from landfill.
It should be noted that the figures are indicative only and many options have been considered, alternatives tried, as well as detailed analysis made of various items. The Plan includes information and projections current as at November, 2011.

A summary type format is utilised with all projects being included on a simplified single sheet so that Councillors can see all the projects together.

With strong strategic and financial management, Council has the ability to achieve significant outcomes for the City. Although funds for the next few years are tight, with correct allocations and strong financial projections, the latter half of the plan represents financial prosperity for the City of Rockingham.

There are significant differences in the role and function of City Business Plan deliberations and briefings and the Annual Budget deliberations and briefings. The City Business Plan focuses upon planning for services and activities over a 10-year period as opposed to the Budget which focuses upon delivering those services and activities in any one-year period.

Given that the City Business Plan identifies each year’s revenue and expenditure projections on a 10-year basis, it follows that year one of the plan should always form the foundation of the draft budget submitted to Council. When compiling and reviewing the City Business Plan, Councillors have been and will continue to be asked to provide some guidance on the level of rate revenue/increases that can be incorporated into the 10-year term of the plan. This advice is critical given that the City’s overall rate revenue currently comprises of 40% of the City’s available operating revenue. In the life of the plan, based upon current rate revenue of $45 million, a 1% increase in rates over and above inflation can generate approximately $5 million for major capital projects or asset management over a 10-year period. This information is therefore critical in being able to plan for the resourcing and timing of major projects into the future.

Notwithstanding the importance of being able to plan into the future, it is legitimate and acceptable for Councillors to make decisions on rate revenue and rate increases, and for that matter any other expenditure items as part of the budget deliberations that do not match the revenue or expenditure projections contained within the City Business Plan. Obviously major variation from the City Business Plan will have significant impact on the 10-year final projections however this has the capacity to be reviewed at the next business plan cycle.

The Team Plan briefings in March 2012 along with the Business Plan as presented now and again reviewed in 2012 should give Councillors a very sound understanding of what expenditure is proposed across the organisation prior to the budget deliberations commencing.

The principal objective of any contemporary Local Government strategic planning framework should be to see the aspiration and key focus areas identified by the community in their community plan activated by a suite of special purpose strategies, team plans, asset management plans and major projects that are then delivered in a timely and cost effective manner via the City Business Planning and Budget processes.

It is considered that the City now has the structure in place to achieve that end however, continued effective engagement and communication between the community, elected members and Council staff remains critical to the City’s ultimate success.

### 6. Voting requirements

**Simple Majority**

### 7. Officer recommendation

That Council **ADOPT** the City of Rockingham - City Business Plan 2012/13 - 2021/22, inclusive of any amendments passed at this meeting.
8. **Committee Recommendation**

That Council *ADOPT* the City of Rockingham - City Business Plan 2012/13 - 2021/22, inclusive of any amendments passed at this meeting.

Committee Voting - 4/0

9. **The Committee’s Reason for Varying the Officer’s Recommendation**

Not applicable

10. **Implications of the Changes to the Officer’s Recommendation**

Not applicable
## Purpose of Report

To receive the monthly Financial Management Report for September 2011.

## Background

Nil.

## Details

The monthly Financial Management Report includes the following:

1. Statement of Financial Activity by Program
2. Statement of Net Current Assets
3. Other schedules and charts for management information purposes.
4. **Implications to consider**

a. **Consultation with the Community**
   
   N/A

b. **Consultation with Government agencies**
   
   N/A

c. **Strategic**
   
   **Community Plan**
   
   This item addresses the Community's Vision for the future and specifically the following Aspiration/s contained in the Community Plan 2011:

   **Aspiration 15:** Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant.

d. **Policy**
   
   Nil

e. **Financial**
   
   Major variances (above $250,000) between budget estimates and actual results for the month to which the statement relates are shown in the supporting documentation.

f. **Legal and Statutory**
   

5. **Comments**

The opening financial position at the start of July 2011 is subject to final accruals and any adjustments required following the audit. The audited position is expected to be finalised by the end of November.

6. **Voting requirements**

Simple Majority

7. **Officer recommendation**


8. **Committee Recommendation**


Committee Voting - 4/0
9. The Committee’s Reason for Varying the Officer’s Recommendation
Not applicable

10. Implications of the Changes to the Officer’s Recommendation
Not applicable
1. **Purpose of Report**

To present a list of payments made under Delegated Authority for confirmation of Council.

2. **Background**

Nil

3. **Details**

Nil

4. **Implications to consider**

a. **Consultation with the Community**

N/A
b. **Consultation with Government agencies**

N/A

c. **Strategic**

**Community Plan**

This item addresses the Community’s Vision for the future and specifically the following Aspiration/s contained in the Community Plan 2011:

*Apiration 15*: Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant.

d. **Policy**

Nil

e. **Financial**

Nil

f. **Legal and Statutory**

Regulation 13 (1) & (3) of the Local Government (Financial Management) Regulations 1996 requires a list of payments made under Delegated Authority to be prepared each month and presented to the Council at the next ordinary meeting of Council.

5. **Comments**

Nil

6. **Voting requirements**

Simple Majority

7. **Officer recommendation**

That Council **ACCEPT** the attached List of Payments for October 2011 totalling $8,914,378.88 paid under Delegated Authority, in accordance with Regulation 13 of the Local Government (Financial Management) Regulations 1996.

8. **Committee Recommendation**

That Council **ACCEPT** the attached List of Payments for October 2011 totalling $8,914,378.88 paid under Delegated Authority, in accordance with Regulation 13 of the Local Government (Financial Management) Regulations 1996.

Committee Voting - 4/0

9. **The Committee’s Reason for Varying the Officer’s Recommendation**

Not applicable

10. **Implications of the Changes to the Officer’s Recommendation**

Not applicable
1. **Purpose of Report**

To establish a Council Committee for the purpose of making recommendations to Council on the nature and content of a submission to the Metropolitan Local Government Review Panel responding to the “Towards More Effective Metropolitan Governance” Issues Paper.

2. **Background**

On Friday, 24 June 2011, the Hon John Castrilli, MLA, announced the appointment of a high level independent panel to examine the special environmental and economic challenges facing Perth. The reviews terms of reference are:

- Identify current and anticipated specific regional, social, environmental and economic issues affecting, or likely to affect, the growth of metropolitan Perth in the next 50 years.
- Identify current and anticipated national and international factors likely to impact in the next 50 years.
- Research improved local government structures, and governance models and structures for the Perth metropolitan area, drawing on national and international experience and examining key issues relating to community representation, engagement, accountability and State imperatives among other things the panel may identify during the course of the review.
- Identify new local government boundaries and a resultant reduction in the overall number of local governments to better meet the needs of the community.
- Prepare options to establish the most effective local government structures and governance models that take into account matters identified through the review including, but not limited to, community engagement, patterns of demographic change, regional and State growth and international factors which are likely to impact.
- Present a limited list of achievable options together with a recommendation on the preferred option.

The panel comprises of the following eminent academics:
- Professor Alan Robson – Vice Chancellor of University of WA
- Doctor Peter Tannock – former Vice Chancellor of University of Notre Dame
- Doctor Sue van Leeuwen – Chief Executive Officer, Leadership WA

3. Details

On Monday 31 October 2011, an issues paper entitled “Towards More Effective Metropolitan Governance” was released seeking comment on a range of sector reform related issues.

Closing dates for public submissions is on 23 December 2011.

The panel is required to report to the Minister by June 2012 addressing the Terms of Reference.

4. Implications to Consider

a. Consultation with the Community
   Nil

b. Consultation with Government Agencies
   Nil

c. Strategic
   Community Plan
   This item addresses the Community’s Vision for the future and specifically the following Aspiration/s contained in the Community Plan 2011:-

   Aspiration 15: Governance - Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant.

d. Policy
   Nil

e. Financial
   Nil

f. Legal and Statutory
   The Local Government Act 1995 section 5.3 provides that a Local Government may establish a committee of three or more persons to assist the Council.
5. Comments

The outcomes of this review can potentially have a significant impact on the current structure, size, elected member composition, staff composition and service delivery of the organisation. It is considered appropriate that a committee of three Councillors work with the Chief Executive Officer in developing a submission that addresses the terms of reference of the review. The submission would be given final consideration and endorsement at the December Council meeting.

6. Voting Requirements

Absolute Majority

7. Officer Recommendation

That Council:

1. **ESTABLISH** the “Metropolitan Reform Advisory Committee” comprising of three Councillors for the purpose of making recommendations to Council on the City of Rockingham’s response to the consultative processes of the WA Local Government Metropolitan Review Panel.

2. **APPOINT** Cr ______________, Cr ______________ and Cr ______________ to the committee.

3. **AMEND** the Governance and Meeting Framework Policy accordingly.

8. Committee Recommendation

That Council:

1. **ESTABLISH** the “Metropolitan Reform Advisory Committee” comprising of three Councillors for the purpose of making recommendations to Council on the City of Rockingham’s response to the consultative processes of the WA Local Government Metropolitan Review Panel.

2. **APPOINT** Cr Barry Sammels, Cr Richard Smith and Cr Leigh Liley to the committee.

3. **AMEND** the Governance and Meeting Framework Policy accordingly.

Committee Voting – 4/0

9. The Committee’s Reason for Varying the Officer’s Recommendation

Not applicable

10. Implications of the Changes to the Officer’s Recommendation

Not applicable
1. **Purpose of Report**

To make a minor adjustment to the Light Vehicle Fleet Policy in regard to allocation categories for Directors’ and Managers’ vehicles.

2. **Background**

Council adopted the Light Vehicle Fleet Policy in November 2008 which provided for the following use rights for Directors and Managers.

- Directors – Unrestricted private use of fully serviced vehicle throughout Western Australia.
- Managers – Restricted private use of vehicle limited to 500 kilometre radius of the municipal boundary. Must provide fuel whilst on leave.
3. **Details**

The Chief Executive Officer occasionally receives requests from Director and Managers to exceed these use rights and such requests are normally approved, provided that the approval creates no additional fuel expense to the City and does not impact on organisational or operational requirements.

4. **Implications to Consider**

   a. **Consultation with the Community**
      
      Nil

   b. **Consultation with Government Agencies**
      
      Nil

   c. **Strategic**
      
      Community Plan
      
      This item addresses the Community's Vision for the future and specifically the following Aspiration/s contained in the Community Plan 2011:-

      *Aspiration 15:* Governance – Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant.

   d. **Policy**
      
      Will amend the Light Vehicle Fleet Policy.

   e. **Financial**
      
      Nil

   f. **Legal and Statutory**
      
      Nil

5. **Comments**

   Notwithstanding that the approvals will have no operational or financial impacts, it is appropriate that the policy clearly provide the CEO with the authority to approve variations.

6. **Voting Requirements**

   Simple Majority

7. **Officer Recommendation**

   That Council **AMEND** the Light Vehicle Fleet Policy to authorise the Chief Executive Officer to vary the allocation categories for private use of Directors’ and Managers’ vehicles, subject to there being no impact on organisational or operational requirements, and costs relating to fuel for use outside of the standard policy area being borne by the staff member concerned.

8. **Committee Recommendation**

   That Council **AMEND** the Light Vehicle Fleet Policy to authorise the Chief Executive Officer to vary the allocation categories for private use of Directors’ and Managers’ vehicles, subject to there being no impact on organisational or operational requirements, and costs relating to fuel for use outside of the standard policy area being borne by the staff member concerned.

   Committee Voting – 4/0
9. **The Committee’s Reason for Varying the Officer’s Recommendation**

Not applicable

10. **Implications of the Changes to the Officer’s Recommendation**

Not applicable
## Purpose of Report

For Council to nominate a panel of three persons who would be suitable to represent the City of Rockingham on the Port Kennedy Management Board

## Background

The City of Rockingham is represented on the Port Kennedy Management Board in accordance with the terms of the Port Kennedy Management Act 1992
3. **Details**

The position on the Board is currently held by Mr Brian Warner, however, following the recent Council elections which resulted in Mr Warner not being re-elected, a new representative of the City of Rockingham is to be appointed to the Board.

Council is being invited to nominate, for the Ministers consideration, a panel of three persons who would be suitable to represent the City of Rockingham on the Port Kennedy Management Board with each nomination to be supported by a brief statement of suitability.

In submitting a panel of nominees, council is requested to be mindful of the need to promote a balanced gender representation on Government boards and committees.

4. **Implications to Consider**

   a. **Consultation with the Community**
      
      N/A

   b. **Consultation with Government Agencies**
      
      N/A

   c. **Strategic**
      
      **Community Plan**
      
      This item addresses the Community’s Vision for the future and specifically the following Aspiration/s contained in the Community Plan 2011:-

      **Aspiration 15:** Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant.

   d. **Policy**
      
      N/A

   e. **Financial**
      
      Nil

   f. **Legal and Statutory**
      
      In accordance with Port Kennedy Management Act 1992, Clause 12 - Establishment and composition of Port Kennedy Management Board

5. **Comments**

Council at the Special Council Meeting held on the 17 October 2011, appointed Cr Richard Smith as Council’s representative to the Port Kennedy Management Board, this information was passed on to the Department of Planning, however, Mr Peter Daniels from the Department of Planning has verbally advised that a panel of three names is required to be submitted for consideration by the Minister.

6. **Voting Requirements**

Simple Majority
7. **Officer Recommendation**

That Council **NOMINATE** the following Councillors for consideration for appointment to the Port Kennedy Management Board:

- Cr ______________
- Cr ______________
- Cr ______________

8. **Committee Recommendation**

That Council **NOMINATE** the following Councillors for consideration for appointment to the Port Kennedy Management Board:

- Cr Richard Smith
- Cr Chris Elliott
- Cr Ron Pease

Committee Voting – 4/0

9. **The Committee’s Reason for Varying the Officer’s Recommendation**

Not applicable

10. **Implications of the Changes to the Officer’s Recommendation**

Not applicable
1. ** Purpose of Report**

For Council to formalise membership of the Community Grants Program Committee

2. ** Background**

Council at the 25 May 2010 meeting adopted the Community Grants Program Policy. The intent of the policy is to articulate Council's commitment to developing the City by providing funding opportunities to community groups, clubs, organisations, not-for-profit organisations, individuals and to prescribe the role and function of the Community Grants Program Committee.

3. ** Details**

At the Special Council Meeting held on Monday, 17 October 2011, Cr L Dunkling, Cr A Hill, Cr L Liley and Cr R Smith were appointed to the Community Grants Program Committee, however, the Community Grants Program Policy states that the Committee membership **shall** comprise the
Mayor and three Councillors, being at least one councillor from each of the “Standing” Committees of Council. As the current membership is contrary to Council Policy, membership of the committee will need to be reviewed to align to the Community Grants Program Policy

4. Implications to Consider

a. Consultation with the Community
   N/A

b. Consultation with Government Agencies
   N/A

c. Strategic
   Community Plan
   This item addresses the Community’s Vision for the future and specifically the following Aspiration/s contained in the Community Plan 2011:-
   
   **Aspiration 15:** Governance - Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant

d. Policy
   In Accordance with the Community Grants Program Policy - Item 9 - Committee Membership

e. Financial
   Nil

f. Legal and Statutory
   In accordance with Local Government Act 1995, Sections 5.10 - Appointment of Committee Members

5. Comments

In accordance with Council’s Community Grants Program Policy - membership of the Committee will need to be amended to include the Mayor and one representative from each of the Council ‘Standing’ Committees.

6. Voting Requirements

Absolute Majority

7. Officer Recommendation

That Council **APPOINT** Cr _____________, Cr _____________, Cr _____________ and Cr _____________ to the Community Grants Program Committee.

8. Committee Recommendation

That Council **APPOINT** Cr Barry Sammels, Cr Lorraine Dunkling, Cr Leigh Liley and Cr Richard Smith with Cr Allan Hill as Deputy to the Community Grants Program Committee.

Committee Voting - 4/0
9. **The Committee’s Reason for Varying the Officer’s Recommendation**

Not applicable

10. **Implications of the Changes to the Officer’s Recommendation**

Not applicable
1. **Purpose of Report**

To adopt the City of Rockingham Extractive Industries Amendment Local Law 2011 as set out in Section 3.12(4) of the *Local Government Act 1995* (the Act).

2. **Background**

The City of Rockingham Extractive Industries Local Law 2000 was gazetted in the *Government Gazette* on 21 March 2001 and it has now been more than 10 years since adoption. As per section 3.16 of the Act, periodic reviews of local laws need to be conducted every 8 years.

At the 27 November 2007 Council Meeting an 8 year review of the City of Rockingham Local Laws was initiated, and a report on the review findings was presented to Council at the 27 February 2010 Council Meeting. The report identified that the Extractive Industries Local Law 2000 was one of the local laws that needed to be re-examined. The Extractive Industries Local Law has now been re-examined resulting in amendments needing to be made. The adoption of the amendments is now required in order to begin the local law process as set out in Section 3.12 of the Act.
At the July 2011 Council Meeting, Council initiated the local law process as per Section 3.12 of the Act which provides for public consultation and submissions to be received.

3. Details

The re-examination period of the Extractive Industries Local Law revealed that the current local law is lacking consistency with the Western Australian Local Government Association (WALGA) Extractive Industries Model Local Law and the local laws from other metropolitan local governments. A summary of the amendments is listed below:

- addition of definitions for occupier, owner and person in clause 1.1;
- addition of occupier of land and written notification needed from the local government in clause 2.3(1);
- addition of clause regarding faces being safe and better sloped in 2.3(1)(c)(vii);
- addition of clause concerning geotechnical information in clause 2.3(1)(k);
- addition of clause concerning planning approval in clause 2.3(1)(l);
- clarify wording of clause 3.1(1);
- change date of annual licence fee payment in clause 3.1(4)(a);
- addition of the word “and” in clause 3.1(4)(c);
- addition of clause to ensure a copy of public liability insurance is given to the local government in clause 3.1(4)(d);
- addition of a clause in 3.1(5) regarding licensee having an agreement with local government to pay for extraordinary expenses incurred by the local government due to damage caused by licensee;
- renumber clauses 3.1(5)(q) and 3.1(5)(r) to clauses 3.1(5)(r) and 3.1(5)(s) respectively;
- change date of annual licence fee payment in clause 3.2;
- addition of wording to implement a time frame in clause 5.2(1);
- addition of clause regarding minimum clearance for water table as stipulated by the Department of Water in clause 6.1;
- deletion of clause 6.2, prohibitions;
- addition of new clause 6.2 regarding obligations of licensee;
- addition of clause 6.3 regarding prohibitions of licensee;
- renumber clause 6.3 regarding blasting to 6.4 regarding blasting;
- change public liability sum to $20,000,000 in clause 7.1(1);
- delete reference to regulation 34 of the Local Government (Functions and General) Regulations 1996;
- addition of Part 9 regarding modified penalties and forms;
- addition of a schedule for prescribed offences.

4. Implications to Consider

a. Consultation with the Community

At the July 2011 Council Meeting, Council initiated the local law process as per Section 3.12 of the Act which provides for public consultation and submissions to be received.

The proposed Extractive Industries Amendment Local Law 2011 was published in the Weekend Courier, Sound Telegraph and the West Australian on Friday 29 July, Wednesday 3 August and Wednesday 3 August 2011 respectively. Notices were also be placed on the
website, at the local libraries and at the Main administration building inviting public comment. The consultation period closed on Friday 23 September 2011.

The City received one submission from the Department of Local Government (DLG). Minor wording and formatting changes have now been made to the City of Rockingham Extractive Industries Amendment Local Law 2011 since the July 2011 Council Meeting.

b. **Consultation with Government Agencies**

Consultation will take place with the Department of Local Government (DLG), the Western Australian Local Government Association (WALGA) and the Joint Standing Commission of Delegated Legislation (JSCDL) relating to the Amendment Local Law.

c. **Strategic**

**Community Plan**

This item addresses the Community's Vision for the future and specifically the following Aspiration/s contained in the Community Plan 2011:-

**Aspiration 15:** Governance systems that ensure decision making and resource allocation is accountable, participative, legally and ethically compliant.

d. **Policy**

Nil

e. **Financial**

An allocation of $5,800 for new and local law amendments has been included in the 2010/2011 Budget. For the draft Extractive Industries Amendment Local Law 2011 initial stage, the budget allocation will be used for advertisements placed in the West Australian, the Sound Telegraph and the Weekend Courier for the public consultation period.

f. **Legal and Statutory**

Compliant with the procedure for making local law as per section 3.12 of the *Local Government Act 1995*.

5. **Comments**

A review of the Extractive Industries Local Law 2000 has identified some areas that need amendments, additions and deletions of clauses. The review was conducted with the Manager of Engineering Services and the Governance Co-ordinator. Justifications for the amendments that were summarised in the details section of the report are elaborated on below.

- Definitions of the occupier, owner and person have been included in the amendment to clarify their meanings.
- An addition of the words occupier of the land so that it is clear that the occupier of the land is consulted if different from the owner or applicant.
- Clause 2.3(1)(c)(vii) has been added to give a detailed section on faces in rehabilitation decommissioning programme.
- Clause 2.3(1)(k) has been included to ensure geotechnical information is provided to the local government.
- Clause 2.3(1)(l) has been added to clarify that the local government will not consider applications for a licence if planning approval has not first been obtained.
- Wording in clause 3.1(1) clarified the intent of the clause.
- The date in clause 3.1(4)(a) has been changed to 30 June to be in line with budgets that run in financial years not calendar years.
- Minor formatting with the addition of the word “and” in clause 3.1(4)(c) to accommodate new clause 3.1(4)(d).
- The addition of clause 3.1(4)(d) to ensure a copy of the public liability insurance policy is provided to the local government.
- The addition of new clause in 3.1(4)(q) regarding licensee having an agreement with local government to pay for extraordinary expenses incurred by the local government due to damage caused by the licensee.
- Clauses 3.1(5)(q) and 3.1(5)(r) to clause 3.1(5)(r) and 3.1(5)(s) were renumbered respectively to accommodate the new clause 3.1(5)(q);
- The date in clause 3.2 has been changed to 30 June to be in line with budgets that run in financial years not calendar years.
- Additional wording was added onto clause 5.2(1) to set out a notice period for local government.
- Addition of clause 6.1(e) to ensure minimum clearance for water table as stipulated by the Department of Water.
- Deletion of clause 6.2 as a new prohibitions section is being added in the new clause 6.3.
- Addition of new clause 6.2 regarding obligations of licensee to clearly set out the obligations of a licensee and penalties if these obligations are not carried out, and as shown in the WALGA Extractive Industries Model Local Law 2010.
- New prohibitions clause 6.3 has been written in accordance with the WALGA Extractive Industries Model Local Law 2010.
- Clause 6.3 Blasting will be renumbered to 6.4 Blasting due to the addition of the obligations to licensee clause.
- The public liability sum will rise to a minimum of $20,000,000 in clause 7.1(1) as advised by our insurers that this is the preferred minimum for these activities.
- Delete reference to regulation 34 of the Local Government (Functions and General) Regulations 1996 due to this regulation regarding appeals to the Minister being repealed on 30 December 2004.
- Addition of Part 9 regarding modified penalties and forms has been written in accordance with the WALGA Extractive Industries Model Local Law 2010.
- Addition of a schedule for prescribed offences has been written in accordance with the WALGA Extractive Industries Model Local Law 2010.

All the amendments, deletions and additions reflect good governance by implementing clearer instructions for everyone involved with extractive industries as well as making the penalties and amounts for public liability insurance clear and up to date with current industry practices. All the amendments have also been reviewed in conjunction with other local governments’ extractive industries local laws and the WALGA Model Extractive Industries Local Law.

6. Voting Requirements

Absolute Majority

7. Officer Recommendation

That Council:

1. Give NOTICE as per section 3.12(2) of the Local Government Act 1995 and regulation 3 of the Local Government (Functions and General) Regulations 1996, that the purpose and effect of the proposed Extractive Industries Amendment Local Law 2011 be included in the agenda for the Council Meeting to be held on 22 November 2011.
**PURPOSE**

To amend the *City of Rockingham Extractive Industries Local Law 2000* by making the local law more clear with regards to licence provisions, obligations of licensees, prohibitions and penalties for prescribed offences in schedule, and to ensure consistency with the model local law and other local governments.

**EFFECT**

The extractive industry licensees can more clearly understand the local law provisions, licences can be better managed and the prescribed offences are clearer and more enforceable.

2. **ADOPT** the *City of Rockingham Extractive Industries Amendment Local Law 2011* as per section 3.12(4) of the *Local Government Act 1995*.

**8. Committee Recommendation**

That Council:

1. Give **NOTICE** as per section 3.12(2) of the *Local Government Act 1995* and regulation 3 of the *Local Government (Functions and General) Regulations 1996*, that the purpose and effect of the proposed Extractive Industries Amendment Local Law 2011 be included in the agenda for the Council Meeting to be held on 22 November 2011.

**LOCAL GOVERNMENT ACT 1995**

*City of Rockingham*

**EXTRACTIVE INDUSTRIES AMENDMENT LOCAL LAW 2011**

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the City of Rockingham resolved on ............. 2011 to make the following local law.

1. **Citation**

   This local law may be cited as the *City of Rockingham Extractive Industries Amendment Local Law 2011*.

2. **Commencement**

   This local law comes into operation 14 days after the date of its publication in the *Government Gazette*. 

CONFIRMED AT A CORPORATE & ENGINEERING SERVICES MEETING HELD ON TUESDAY, 6 DECEMBER 2011

__________________________________
PRESIDING MEMBER
3. **Principal local law**

   In this local law, the *City of Rockingham Extractive Industries Local Law 2000* published in the *Government Gazette* on 21 March 2001, is referred to as the principal local law. The principal local law is amended.

4. **Clause 1.1 amended**

   In clause 1.1 insert in alphabetical order:
   - *occupier* has the meaning given to it in the Act;
   - *owner* has the meaning given to it in the Act;
   - *person* does not include the local government;

5. **Clause 2.3 amended**

   In clause 2.3(1):
   - (a) after “of the land” insert “and any occupier of the land”;
   - (b) in paragraph (c):
     - (i) in subparagraph (v) delete “and”
     - (ii) at the end of subparagraph (vi) insert “and”
     - (iii) after subparagraph (vi) insert:
       - (vii) how any face is to be made safe and batters sloped;
   - (c) in paragraph (i) deleted “and”;
   - (d) in paragraph (j) delete “time.” and insert “time; and”
   - (e) after paragraph (j) insert:
     - (k) copies of any geotechnical information relating to the excavation site; and
     - (l) written notification from the local government of planning approval to conduct the extractive industry.

6. **Clause 3.1 amended**

   (1) In clause 3.1(1) delete “may refuse to consider” and insert “will not consider”.
   (2) In clause 3.1(4):
     - (a) in paragraph (a) delete “31st December” and insert “30 June”;
     - (b) in paragraph (b) delete “and”;
     - (c) in paragraph (c) delete “CEO,” and insert “CEO; and”;
     - (d) after paragraph (c) insert:
       - (d) a copy of the public liability insurance policy required under clause 7.1(1).
   (3) In subclause (5) delete paragraphs (q) and (r) and insert:
     - (q) requiring the licensee to enter into an agreement with the local government by which it agrees to pay any extraordinary expenses incurred by the local government in repairing damage caused to thoroughfares in the district by heavy or extraordinary traffic conducted by or on behalf of the licensee under the licence;
(r) requiring the licensee to enter into an agreement with the local government in respect of any condition or conditions imposed under this local law; and
(s) any other matter for properly regulating the carrying on of an extractive industry.

7. Clause 3.2 amended
In clause 3.2 delete “31 December” and insert, “30 June”.

8. Clause 5.2 amended
In clause 5.2(1) delete “then” and insert:
 then subject to the local government giving the licensee 14 days notice of its intention to do so -

9. Clause 6.1 amended
In clause 6.1:
(a) in paragraph (c) delete “or”
(b) in paragraph (d) delete “watercourse.” And insert “watercourse;”
(c) after paragraph (d) insert:
(e) the minimum clearance to the estimated water table stipulated by the Department of Water or otherwise as adopted by the local government.

10. Clause 6.2 amended
Delete clause 6.2 and insert:
6.2 Obligations of the licensee
A licensee shall -
(a) where the local government so requires, securely fence the excavation to a standard determined by the local government and keep the gateways locked when not actually in use in order to prevent unauthorised entry;
(b) erect and maintain warning signs along each of the boundaries of the area excavated under the licence so that each sign -
   (i) is not more than 200 metres apart;
   (ii) is not less than 1.8 metres high and not less than 1 metre wide; and
   (iii) bears the words “DANGER EXCAVATIONS KEEP OUT”;
(c) except where the local government approves otherwise, drain and keep drained to the local government’s satisfaction any excavation to which the licence applies so as to prevent the accumulation of water;
(d) restore and reinstate the excavation site in accordance with the terms and conditions of the licence, the site plans and the works and excavation programme approved by the local government;
(e) take all reasonable steps to prevent the emission of dust, noise, vibration and other forms of nuisance from the excavation site; and
(f) otherwise comply with conditions imposed by the local government in accordance with clause 3.1.

Penalty $5,000 for each offence, and if an offence is of a continuing nature, to a daily penalty not exceeding a fine of $500 in respect of each day or part of a day during which the offence has continued.

11. Clause 6.3 amended

Renumber clause 6.3 as clause 6.4

12. Clause 6.3 inserted

After clause 6.2 insert:

6.3 Prohibitions

A licensee shall not -

(a) remove any trees or shrubs within 40 metres (or such lesser distance as may be allowed, in writing, by the local government) of the boundary of any thoroughfare on land in respect of which a licence has been granted, except for the purpose of constructing access thoroughfares, erecting buildings or installing plant for use in connection with the excavation and then only with the express approval of the local government and subject to any conditions which the local government may impose in accordance with clause 3.1;

(b) store, or permit to be stored, any explosives or explosive devices on the site to which the licence applies other than with the approval of the local government and the Department of Minerals and Energy; or

(c) fill or excavate, other than in accordance with the terms and conditions of the licence, the site plans and the works and excavation programme approved by the local government.

Penalty $5,000 for each offence, and if an offence is of a continuing nature, to a daily penalty not exceeding a fine of $500 in respect of each day or part of a day during which the offence has continued.

13. Clause 7.1 amended

In clause 7.1(1) delete “$10,000,000” and insert, “$20,000,000”.

14. Clause 8.1 amended

In clause 8.1 delete “regulations 33 and 34” and insert, “regulation 33”.

15. Part 9 inserted

After clause 8.1 insert:

Part 9 – Modified Penalties

9.1 Modified penalties

(1) An offence against a clause specified in the Schedule is a prescribed offence for the purposes of section 9.16(1) of the Act.

(2) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in the Schedule.

9.2 Forms

For the purposes of this local law -

(a) the form of the infringement notice given under section 9.16 of the Act is that of Form 2 in Schedule 1 of the Local Government (Functions and General) Regulations 1996, and
the form of the notice sent under section 9.20 of the Act withdrawing an infringement notice is that of Form 3 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996.*

16. **Schedule inserted**

After clause 9.2 insert:

**Schedule - Prescribed Offences**

<table>
<thead>
<tr>
<th>CLAUSE</th>
<th>DESCRIPTION</th>
<th>MODIFIED DAILY PENALTY ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1(a)</td>
<td>Excavate without a licence</td>
<td>500.00</td>
</tr>
<tr>
<td>2.1(b)</td>
<td>Carry on Extractive Industry without a licence or in breach of terms and conditions</td>
<td>500.00</td>
</tr>
<tr>
<td>6.1</td>
<td>Excavate not within boundary limits</td>
<td>500.00</td>
</tr>
<tr>
<td>6.2(a)</td>
<td>Gateways not kept locked where required</td>
<td>500.00</td>
</tr>
<tr>
<td>6.2(b)</td>
<td>Warning signs not erected or maintained as required</td>
<td>500.00</td>
</tr>
<tr>
<td>6.2(c)</td>
<td>Excavation area not drained of water adequately</td>
<td>500.00</td>
</tr>
<tr>
<td>6.2(d)</td>
<td>In breach of terms and conditions of licence</td>
<td>500.00</td>
</tr>
<tr>
<td>6.2(e)</td>
<td>Did not take reasonable steps to prevent the emission of dust, noise, vibration and other forms of nuisance on excavation site</td>
<td>500.00</td>
</tr>
<tr>
<td>6.2(f)</td>
<td>Did not comply with conditions in accordance to clause 3.1</td>
<td>500.00</td>
</tr>
<tr>
<td>6.3(a)</td>
<td>Remove trees or shrubs near boundary without approval</td>
<td>500.00</td>
</tr>
<tr>
<td>6.3(b)</td>
<td>Store without required approval explosive or explosive devices</td>
<td>500.00</td>
</tr>
<tr>
<td>6.3(c)</td>
<td>Fill or excavate in breach of licence</td>
<td>500.00</td>
</tr>
<tr>
<td>6.4(1)(a)</td>
<td>Blasting without approval of the local government</td>
<td>500.00</td>
</tr>
<tr>
<td>6.4(1)(b)</td>
<td>Blasting outside times authorised</td>
<td>500.00</td>
</tr>
<tr>
<td>6.4(1)(c)</td>
<td>Blasting in breach of AS2187 SAA Explosives Code, the <em>Mines Safety and Inspection Act 1994, the Environmental Protection Act 1986</em> and all relevant local laws of the local government</td>
<td>500.00</td>
</tr>
<tr>
<td>6.4(1)(d)</td>
<td>Blasting in breach of conditions imposed by the local government</td>
<td>500.00</td>
</tr>
<tr>
<td>6.4(2)</td>
<td>Blasting without approval on Saturday, Sunday or public holiday</td>
<td>200.00</td>
</tr>
<tr>
<td>7.4(a)</td>
<td>Does not restore and reinstate excavated site in accordance with the local government or a manner local government may agree in writing</td>
<td>500.00</td>
</tr>
<tr>
<td>7.4(b)</td>
<td>Any face permitted to remain on excavation site is not left safe with all loose materials removed</td>
<td>500.00</td>
</tr>
<tr>
<td>7.4(c)</td>
<td>Agreed floor level of the excavation site is not graded to an even surface as approved by the local government</td>
<td>500.00</td>
</tr>
<tr>
<td>7.4(d)</td>
<td>Stockpiles of materials are left so that portions of material can escape onto other land, stream, watercourse or drain</td>
<td>500.00</td>
</tr>
<tr>
<td>7.4(e)</td>
<td>Retaining walls not erected where necessary to prevent subsidence of land</td>
<td>500.00</td>
</tr>
<tr>
<td>7.4(f)</td>
<td>Buildings, plant, equipment erected, installed or used and all holes remaining from site are not removed or filled.</td>
<td>500.00</td>
</tr>
<tr>
<td>7.4(g)</td>
<td>Does not break up, scarify, cover with topsoil and plant with grass, trees and shrubs all parts of the site where buildings, plant and equipment erected or installed and all areas of site which were used for stockpiling</td>
<td>500.00</td>
</tr>
</tbody>
</table>

Dated: ................ 2011
The Common Seal of the City of Rockingham was affixed by authority of a resolution of the Council in the presence of -

BARRY SAMMELS, Mayor

ANDREW HAMMOND, Chief Executive Officer

Committee Voting - 4/0

9. The Committee’s Reason for Varying the Officer’s Recommendation

Not applicable

10. Implications of the Changes to the Officer’s Recommendation

Not applicable
## Economic Development

### Corporate and Engineering Services Advisory & Occasional Committee Minutes Economic Development

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>ED-012/11 Rockingham Tourism Festival Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>ECD/70</td>
</tr>
<tr>
<td>Author:</td>
<td>Ms Desiree Turner, Project Officer Economic Development</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td></td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>15 November 2011</td>
</tr>
<tr>
<td>Terms of Reference:</td>
<td>To oversee preparation of a business case to establish feasibility or otherwise for Council to conduct an annual major tourism event.</td>
</tr>
<tr>
<td>Composition:</td>
<td>2 Councillors, 4 Community Members</td>
</tr>
<tr>
<td></td>
<td>Executive Support - Economic Development Team</td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td></td>
</tr>
<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td>Executive Function</td>
</tr>
<tr>
<td>Attachments:</td>
<td>Minutes of the Rockingham Tourism Festival Committee held on 18 October 2011</td>
</tr>
<tr>
<td>Maps/Diagrams:</td>
<td></td>
</tr>
</tbody>
</table>

### 1. Receipt of Minutes

That Council receive the minutes of the City of Rockingham Tourism Event Committee meeting held on 18 October 2011 for information.

### 2. Recommendations to Standing Committee

There are no recommendations arising from the Rockingham Tourism Festival Committee meeting.
### 3. Committee Recommendation

That Council **RECEIVE** the minutes of the City of Rockingham Tourism Event Committee meeting held on 18 October 2011 for information.

Committee Voting - 4/0

### 4. The Committee’s Reason for Varying the Officer’s Recommendation

Not applicable

### 5. Implications of the Changes to the Officer’s Recommendation

Not applicable
CONFIRMED AT A CORPORATE & ENGINEERING SERVICES MEETING HELD ON TUESDAY, 6 DECEMBER 2011

PRESIDING MEMBER

Corporate and Engineering Services

Economic Development Services

Reference No & Subject: ED-013/11 Lease of Lot 79 Crompton Road, Rockingham

File No: ECD/9

Proponent/s: Business Foundations Inc.

Author: Mr Cadell Buss, Manager Economic Development

Other Contributors: 

Date of Committee Meeting: 15 November 2011

Previously before Council: 

Disclosure of Interest: 

Nature of Council’s Role in this Matter: Executive Function

Site: Lot 79, 33 Crompton Road, ROCKINGHAM WA 6168

Lot Area: 2940.741 m²

Attachments: Map of Property at Lot 79

CONFIRMED AT A CORPORATE & ENGINEERING SERVICES MEETING HELD ON TUESDAY, 6 DECEMBER 2011

PRESIDING MEMBER
1. **Purpose of Report**

For the City to enter into a lease agreement with Business Foundations Inc. to offer business services in the Rockingham region at Lot 79, 33 Crompton Road, Rockingham for a period of two years.

2. **Background**

South Coast Business Development Office (SCBDO) has been operating at the Crompton Road facility for the past 15 years serving business and incubation facilities for start-up businesses. The organisation received different levels of funding from the Federal Government, State Government and City of Rockingham. The organisation in addition to Crompton Road, has a facility at the Technology Centre in Stidworthy Court, Kwinana.

Over the past 12 months the SCBDO has been experiencing difficulties with its governance and service delivery activities and in addition to this, the organisation received notification that the Federal funding, which is almost $350,000 per annum and accounts for 50% of revenue, would cease in April 2012. This would put the organisation in serious financial difficulties moving forward beyond this point.

With its fiduciary obligations in mind, the Board looked at a range of options for the organisation moving forward. These included but were not limited to finding likeminded organisations that could deliver similar services or the SCBDO business would cease to exist and be wound up under the Corporations Act.

A proposal was received from Business Foundations Inc., a non-for-profit organisation delivering similar services to the Fremantle region. The proposal will essentially deliver services that have been provided by the SCBDO and duplicated to the areas of Rockingham and Kwinana and administrated via Business Foundations Inc. through the Crompton Road and Technology Centre facilities.

In order for the transition of services to occur from one entity to another, major stakeholder endorsement was required, namely through the Federal and State Governments. This has been achieved in a relatively short period of time, with the Federal Government officially transferring funding until the contract expires in April 2012.

The Hon Simon O’Brien, Minister for Small Business has endorsed the transfer of State Funds including the entity and is confident that Business Foundations Inc. will provide a high quality business service to the Rockingham and Kwinana region.

3. **Details**

Business Foundations Inc. will offer, as part of their service, mentoring to businesses that are currently housed in the incubation centre in Crompton Road and in addition will also be running a number of seminars in the region to assist in a number of different business disciplines.

Currently Business Foundations Inc. run approximately 40 training seminars in the Fremantle region per year. This will be a vast improvement on the number of seminars that were currently offered under the previous organisation.

Business Foundations Inc. is not requiring any funding from the City of Rockingham, however they will be requiring some assurances in relation to the Crompton Road facility to deliver the services that they have been required to do. Business Foundations Inc. have indicated to the City that they do not require the full area of the Crompton Road facility and as such the City will be able to use the balance of the Crompton Road facility for community based purposes, such as the practice area for the City of Rockingham Pipe Band.
Business Foundations Inc. will not be charged rent for the allocated area, however will be required to pay for rates and outgoings.

Business Foundations Inc. will be seeking to have a Board member from both the Rockingham and Kwinana regions to sit on the Business Foundations Inc. Board. The City will not be seeking an appointment for this position, but rather someone from the business community who has had previous experience in this role, potentially from the Chamber of Commerce.

4. Implications to Consider

a. Consultation with the Community
   Nil

b. Consultation with Government Agencies
   Consultation has taken place with both the State Government - Small Business Development Corporation and Federal Government - Aus Industries.

c. Strategic
   Community Plan
   This item addresses the Community’s Vision for the future and specifically the following Aspiration/s contained in the Community Plan 2011:-

   **Aspiration 14:** Economic development opportunities that make visiting, living, working and investing in the City of Rockingham an attractive proposition.

d. Policy
   Nil

e. Financial
   The previous arrangement with SCBDO included a rent free agreement plus a $10,000 annual cash contribution. The current agreement will be rent free with no cash contribution.

f. Legal and Statutory
   In accordance with the Local Government Act 1995, Section 3.58 Disposing of Property - Subsection (5d), and Function and General Regulations - Section 30, Subsections (1) and (2b):

   "(1) A disposition that is described in this regulation as an exempt disposition is excluded from the application of section 3.58 of the Act.

   (2)(b) the land is disposed of to a body, whether incorporated or not -

   (i) the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and

   (ii) the members of which are not entitled or permitted to receive any pecuniary profit from the body’s transactions;"

5. Comments
   Nil

6. Voting Requirements
   Simple majority
7. **Officer Recommendation**

That Council *ENTER* into a lease agreement with Business Foundations Inc. for the lease of Lot 79, 33 Crompton Road, Rockingham for a period of two years.

8. **Committee Recommendation**

That Council *ENTER* into a lease agreement with Business Foundations Inc. for the lease of Lot 79, 33 Crompton Road, Rockingham for a period of two years.

Committee Voting – 4/0

9. **The Committee’s Reason for Varying the Officer’s Recommendation**

Not applicable

10. **Implications of the Changes to the Officer’s Recommendation**

Not applicable
1. **Purpose of Report**

Provide Council with details of the tenders received for Tender T11/12-40 Period supply and delivery of nursery green stock, document the results of the tender assessment and make recommendations regarding the award of the tender.

2. **Background**

Tenders were advertised in the West Australian on Saturday, 24 September 2011 for Tender T11/12-40 Period supply and delivery of nursery green stock. Tenders closed at 2.00pm, Wednesday, 12 October 2011 and were publicly opened immediately after the closing time.
3. Details

Tenders were received from the following companies:

**Company**

Forestvale Trees Pty Ltd
Men of the Trees Rockingham
Domus Nursery - *(Non-conforming Tender)*
Carramar Coastal Nursery
Lullfitz Nursery
Plantrite
Natural Area Management & Services
Benara Nurseries
Nuts About Natives

A panel comprising Manager Parks Operations, Contract Coordinator and Coordinator Parks Operations undertook Tender evaluations.

Evaluation of Tenders, in accordance with the advertised tender assessment criteria, produced the following weighted scores:

<table>
<thead>
<tr>
<th>Assessment Criteria</th>
<th>Max. Points</th>
<th>Forestvale Trees P/L</th>
<th>Men of the Trees Rockingham</th>
<th>Carramar Coastal Nursery</th>
<th>Lullfitz Nursery</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level of Service</td>
<td>15%</td>
<td>10%</td>
<td>8%</td>
<td>8%</td>
<td>11%</td>
</tr>
<tr>
<td>Performance and experience of Tender</td>
<td>10%</td>
<td>8%</td>
<td>5%</td>
<td>8%</td>
<td>10%</td>
</tr>
<tr>
<td>Tenderers Resources &amp; Delivery/Availability to supply &amp; sustain works required</td>
<td>25%</td>
<td>18%</td>
<td>16%</td>
<td>12%</td>
<td>18%</td>
</tr>
<tr>
<td>Beneficial effects of Tender</td>
<td>5%</td>
<td>0%</td>
<td>5%</td>
<td>5%</td>
<td>0%</td>
</tr>
<tr>
<td>Tendered Price/s</td>
<td>45%</td>
<td>31%</td>
<td>44%</td>
<td>40%</td>
<td>32%</td>
</tr>
<tr>
<td>Total Weighted Scores</td>
<td>100%</td>
<td>67%</td>
<td>78%</td>
<td>73%</td>
<td>71%</td>
</tr>
</tbody>
</table>
The period of the contract shall be from the date of award until the 30th October 2014. Subject to the mutual agreement of both the Principal and the Contractor, and with the absolute discretion of either party not to extend, the Contract may be extended for a maximum of up to 24 additional calendar months, in periods not greater than 12 calendar months.

The Assessment Panel considered the full price schedules submitted and considered the core services required in meeting the specification of the tender, when scoring the overall price.

<table>
<thead>
<tr>
<th>Assessment Criteria</th>
<th>Max. Points</th>
<th>Plantrite</th>
<th>Natural Area Management &amp; Services</th>
<th>Benara Nurseries</th>
<th>Nuts About Natives</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level of Service</td>
<td>15%</td>
<td>11%</td>
<td>13%</td>
<td>13%</td>
<td>10%</td>
</tr>
<tr>
<td>Performance and experience of Tenderer</td>
<td>10%</td>
<td>10%</td>
<td>10%</td>
<td>10%</td>
<td>9%</td>
</tr>
<tr>
<td>Tenderers Resources &amp; Delivery/Availability to supply &amp; sustain works required</td>
<td>25%</td>
<td>18%</td>
<td>18%</td>
<td>20%</td>
<td>12%</td>
</tr>
<tr>
<td>Beneficial effects of Tender</td>
<td>5%</td>
<td>1%</td>
<td>1%</td>
<td>1%</td>
<td>5%</td>
</tr>
<tr>
<td>Tendered Price/s</td>
<td>45%</td>
<td>33%</td>
<td>26%</td>
<td>35%</td>
<td>34%</td>
</tr>
<tr>
<td>Total Weighted Scores</td>
<td>100%</td>
<td>73%</td>
<td>68%</td>
<td>79%</td>
<td>70%</td>
</tr>
</tbody>
</table>

4. Implications to Consider

a. Consultation with the Community
   Not applicable

b. Consultation with Government Agencies
   Not applicable

c. Strategic
   Community Plan
   This item addresses the Community’s Vision for the future and specifically the following Aspiration/s contained in the Community Plan 2011:-

   Aspiration 4: A health community engaging in positive and rewarding lifestyles with access to a range of passive and active recreational and personal development opportunities.

   Aspiration 6: Civic buildings, public places and transport infrastructure of contemporary design, constructed and maintained using best practice principles.

   Aspiration 13: A community that is welcoming and desirable in the eyes of residents and non-residents alike.
d. **Policy**

Purchasing policy applies. To provide compliance with the Local Government Act 1995; Section 3.57 and Local Government (Functions and General) Regulations 1996, Part 4, Division 2, regulation 11 (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than $100,000 unless sub-regulation (2) states otherwise.

e. **Financial**

The 2011/12 operational budget allocation for the supply of green stock is $74,550. This is the expected expenditure required to complete the City’s street tree planting program and plant replacement program within parks, streetscapes and environmental areas.

f. **Legal and Statutory**

In accordance with Local Government Act 1995 Section 3.57 and Local Government (Functions and General) Regulations 1996, Part 4, Division 2, regulation 11 (1). Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than $100,000 unless sub-regulation (2) states otherwise.

5. **Comments**

Following consideration of the submissions and their assessment in accordance with the tender criteria, it was considered that the submissions received from Forestvale Trees Pty Ltd, Men of the Trees Rockingham, Carramar Coastal Nursery, Lullfitz Nursery, Plantrite, Natural Area Management & Services, Benara Nurseries and Nuts About Natives all demonstrated an ability to provide the required green stock at industry competitive rates.

Due to the diversity of plant material requested it was also expected that no one tenderer would be capable of supplying all of the specified green stock items on demand.

It is therefore recommended that a panel of suppliers be selected with works to be allocated based on availability, price, level of service and proven performance along with suitability in relation to specific job requirements.

6. **Voting Requirements**

Simple Majority

7. **Officer Recommendation**

That Council **ACCEPT** the following tenders submitted by;

- Forestvale Trees Pty Ltd, 115 Cumming Road, Oakford WA 6121
- Men of the Trees, Rockingham Golf Course, Elanora Drive, Rockingham WA 6168
- Carramar Coastal Nursery, 1834 Mandurah Road, Port Kennedy WA 6172
- Lullfitz Nursery, Cnr Caport Street & Honey Road Marjiniup WA 6165
- Plantrite, 705 Railway Terrace, Sawyers Valley WA 6074
- Natural Area Management & Services, 99C Lord Street, Whiteman WA 6068
- Benara Nurseries, 6 Safari Place, Carabooda WA 6033
- Nuts About Natives, 20 Hilltop Rise, Karnup WA 6176

for Tender T11/12-40 Period supply and delivery of nursery green stock in accordance with the tender documentation for the contract period from the date of award to 30 October 2014, with the option to extend for a maximum of up to 24 additional calendar months, in periods not greater than 12 calendar months.
8. Committee Recommendation

That Council **ACCEPT** the following tenders submitted by:

- Forestvale Trees Pty Ltd, 115 Cumming Road, Oakford WA 6121
- Men of the Trees, Rockingham Golf Course, Elanora Drive, Rockingham WA 6168
- Carramar Coastal Nursery, 1834 Mandurah Road, Port Kennedy WA 6172
- Lullfitz Nursery, Cnr Caport Street & Honey Road Mariginiup WA 6165
- Plantrite, 705 Railway Terrace, Sawyers Valley WA 6074
- Natural Area Management & Services, 99C Lord Street, Whiteman WA 6068
- Benara Nurseries, 6 Safari Place, Carabooda WA 6033
- Nuts About Natives, 20 Hilltop Rise, Karnup WA 6176

for Tender T11/12-40 Period supply and delivery of nursery green stock in accordance with the tender documentation for the contract period from the date of award to 30 October 2014, with the option to extend for a maximum of up to 24 additional calendar months, in periods not greater than 12 calendar months.

Committee Voting - 4/0

9. The Committee’s Reason for Varying the Officer’s Recommendation

Not applicable

10. Implications of the Changes to the Officer’s Recommendation

Not applicable
1. **Purpose of Report**

Provide Council with details of the tenders received for Tender T11/12-42 Period maintenance of various reserves and streetscape areas in Baldivis Central and Baldivis North Estates, Baldivis, document the results of the tender assessment and make recommendations regarding the award of the tender.

2. **Background**

Tenders were advertised in the West Australian on Saturday, 24 September 2011 for Tender T11/12-42 Period maintenance of various reserves and streetscape areas in Baldivis Central and Baldivis North Estates, Baldivis. Tenders closed at 2.00pm, Wednesday, 12 October 2011 and were publicly opened immediately after the closing time.
3. **Details**

Tenders were received from the following companies:

<table>
<thead>
<tr>
<th>Company</th>
<th>Lump Sum Price Ex GST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lochness Landscape Services</td>
<td>$270,509</td>
</tr>
<tr>
<td>Cobey Maintenance Services</td>
<td>$273,635</td>
</tr>
<tr>
<td>Environmental Industries Pty Ltd</td>
<td>$342,457</td>
</tr>
<tr>
<td>LD Total</td>
<td>$422,578</td>
</tr>
</tbody>
</table>

A panel comprising Manager Parks Operations, Contract Coordinator and Parks Contracts Coordinator undertook Tender evaluations.

Evaluation of tenders, in accordance with the advertised tender assessment criteria, produced the following weighted scores:

<table>
<thead>
<tr>
<th>Assessment Criteria</th>
<th>Max. Points</th>
<th>Lochness Landscape Services</th>
<th>Cobey Maintenance Services</th>
<th>LD Total</th>
<th>Environmental Industries Pty Ltd</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level of Service</td>
<td>14%</td>
<td>11%</td>
<td>12%</td>
<td>12%</td>
<td>13%</td>
</tr>
<tr>
<td>Performance and experience of Tenderer</td>
<td>14%</td>
<td>13%</td>
<td>13%</td>
<td>13%</td>
<td>13%</td>
</tr>
<tr>
<td>Tenderers Resources &amp; Delivery/Availability to supply &amp; sustain works required</td>
<td>27%</td>
<td>23%</td>
<td>22%</td>
<td>23%</td>
<td>20%</td>
</tr>
<tr>
<td>Beneficial effects of Tender</td>
<td>5%</td>
<td>5%</td>
<td>4%</td>
<td>4%</td>
<td>4%</td>
</tr>
<tr>
<td>Tendered Price/s</td>
<td>40%</td>
<td>40%</td>
<td>39%</td>
<td>25%</td>
<td>30%</td>
</tr>
<tr>
<td>Total Weighted Scores</td>
<td>100%</td>
<td>92%</td>
<td>90%</td>
<td>77%</td>
<td>80%</td>
</tr>
</tbody>
</table>

The period of the contract shall be from the date of award until the 30th November 2013.

Subject to the mutual agreement of both the Principal and the Contractor, and with the absolute discretion of either party not to extend, the Contract may be extended for a maximum of up to 36 additional calendar months, in periods not greater than 12 calendar months.

The Assessment Panel considered the full price schedules submitted and considered the core services required in meeting the specification of the tender, when scoring the overall price.

4. **Implications to Consider**

a. **Consultation with the Community**
   
   Not applicable

b. **Consultation with Government Agencies**
   
   Not applicable
c. **Strategic**

**Community Plan**

This item addresses the Community’s Vision for the future and specifically the following Aspiration/s contained in the Community Plan 2011:-

**Aspiration 4:** A health community engaging in positive and rewarding lifestyles with access to a range of passive and active recreational and personal development opportunities.

**Aspiration 6:** Civic buildings, public places and transport infrastructure of contemporary design, constructed and maintained using best practice principles.

**Aspiration 13:** A community that is welcoming and desirable in the eyes of residents and non-residents alike.

d. **Policy**

Purchasing policy applies. To provide compliance with the Local Government Act 1995; Section 3.57 and Local Government (Functions and General) Regulations 1996, Part 4, Division 2, regulation 11 (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than $100,000 unless sub-regulation (2) states otherwise.

e. **Financial**

The 2011/12 operational budget allocation for contract maintenance of Baldivis Central and Baldivis North Estates as tendered is $135,256. Funding has been allocated in GL account 210218.1240. A sum of $135,256 will also be required in the 2012/13 operating budget to complete the full two year term of the tender.

f. **Legal and Statutory**

In accordance with Local Government Act 1995 Section 3.57 and Local Government (Functions and General) Regulations 1996, Part 4, Division 2, regulation 11 (1). Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than $100,000 unless sub-regulation (2) states otherwise.

5. **Comments**

Following consideration of the submissions and their assessment in accordance with the Tender Criteria, the submission received from Lochness Landscape Services was deemed to represent best value to the City.

Lochness Landscape Services have the current contracts for Harrington Waters Estate, Aqua Jetty, The Ridge Estate, Rivergums Estate and Kennedy Park Estate has successfully met all service level requirements to the City's satisfaction. Lochness Landscape Services are also a local company, employing local staff and supporting local businesses.

Baldivis North Estate and the balance of the Baldivis Central Estate have recently been handed to the City after previously being maintained by the respective developers. Currently, the Public Open Space and streetscapes within Baldivis Central Estate are maintained by the City under contract which is due to expire on the 13th November 2011.

6. **Voting Requirements**

Simple Majority
7. **Officer Recommendation**

That Council **ACCEPT** the tender submitted by: Lochness Landscape Services, 13 Savery Way, Rockingham WA 6168 for Tender T11/12-42 Period maintenance of various reserves and streetscape areas in Baldivis Central and Baldivis North Estates, Baldivis for the lump sum tender price of $270,509 exclusive of GST allocated over two (2) years in accordance with the tender documentation for the contract period 1 December 2011 to 30 November 2013 with the option to extend for a maximum of up to 36 additional calendar months, in periods not greater than 12 calendar months.

8. **Committee Recommendation**

That Council **ACCEPT** the tender submitted by: Lochness Landscape Services, 13 Savery Way, Rockingham WA 6168 for Tender T11/12-42 Period maintenance of various reserves and streetscape areas in Baldivis Central and Baldivis North Estates, Baldivis for the lump sum tender price of $270,509 exclusive of GST allocated over two (2) years in accordance with the tender documentation for the contract period 1 December 2011 to 30 November 2013 with the option to extend for a maximum of up to 36 additional calendar months, in periods not greater than 12 calendar months.

Committee Voting - 4/0

9. **The Committee’s Reason for Varying the Officer’s Recommendation**

Not applicable

10. **Implications of the Changes to the Officer’s Recommendation**

Not applicable
## Purpose of Report

Provide Council with details of the tenders received for Tender T11/12-43 Period supply turf renovation services – (sports fields & public open spaces), document the results of the tender assessment and make recommendations regarding the award of the tender.

## Background

Tenders were advertised in the West Australian on Saturday, 24 September 2011 for Tender T11/12-43 Period supply turf renovation services – (sports fields & public open spaces). Tenders closed at 2.00pm, Wednesday, 12 October 2011 and were publicly opened immediately after the closing time.
3. Details

Tenders were received from the following companies:

**Company**

- Lawn Doctor
- Turfmaster Facility Management
- State Wide Turf Services
- Turf Care WA Pty Ltd

A panel comprising Manager Parks Operations, Contract Coordinator and Coordinator Parks Operations undertook Tender evaluations.

Evaluation of tenders, in accordance with the advertised tender assessment criteria, produced the following weighted scores:

<table>
<thead>
<tr>
<th>Assessment Criteria</th>
<th>Max. Points</th>
<th>Lawn Doctor</th>
<th>Turfmaster Facility Management</th>
<th>State Wide Turf Services</th>
<th>Turf Care WA Pty Ltd</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level of service</td>
<td>19%</td>
<td>19%</td>
<td>19%</td>
<td>18%</td>
<td>18%</td>
</tr>
<tr>
<td>Performance and experience of Tenderer</td>
<td>18%</td>
<td>18%</td>
<td>18%</td>
<td>18%</td>
<td>18%</td>
</tr>
<tr>
<td>Tenderers Resources &amp; Delivery/Availability to supply &amp; sustain works required</td>
<td>18%</td>
<td>15%</td>
<td>15%</td>
<td>15%</td>
<td>13%</td>
</tr>
<tr>
<td>Beneficial effects of Tender</td>
<td>5%</td>
<td>4%</td>
<td>3%</td>
<td>3%</td>
<td>3%</td>
</tr>
<tr>
<td>Tendered Price/s</td>
<td>40%</td>
<td>27%</td>
<td>35%</td>
<td>27%</td>
<td>21%</td>
</tr>
<tr>
<td>Total Weighted Scores</td>
<td>100%</td>
<td>83%</td>
<td>90%</td>
<td>81%</td>
<td>73%</td>
</tr>
</tbody>
</table>

The period of the contract shall be from the date of award until the 30th October 2013.

Subject to the mutual agreement of both the Principal and the Contractor, and with the absolute discretion of either party not to extend, the Contract may be extended for maximum of up to 24 additional calendar months, in periods not greater than 12 calendar months.

The Assessment Panel considered the full price schedules submitted and considered the core services required in meeting the specification of the tender, when scoring the overall price.

4. Implications to Consider

a. Consultation with the Community
   
   Not applicable

b. Consultation with Government Agencies
   
   Not applicable
c. **Strategic**

Community Plan

This item addresses the Community’s Vision for the future and specifically the following Aspiration/s contained in the Community Plan 2011:-

**Aspiration 4:** A health community engaging in positive and rewarding lifestyles with access to a range of passive and active recreational and personal development opportunities.

**Aspiration 6:** Civic buildings, public places and transport infrastructure of contemporary design, constructed and maintained using best practice principles.

**Aspiration 13:** A community that is welcoming and desirable in the eyes of residents and non-residents alike.

d. **Policy**

Purchasing policy applies. To provide compliance with the Local Government Act 1995; Section 3.57 and Local Government (Functions and General) Regulations 1996, Part 4, Division 2, regulation 11 (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than $100,000 unless sub-regulation (2) states otherwise.

e. **Financial**

The 2011/12 operational budget allocation for turf renovation services is $244,000. This is the expected expenditure required to complete the City’s turf renovation program to the City’s sporting fields and high profile reserves.

f. **Legal and Statutory**

In accordance with Local Government Act 1995 Section 3.57 and Local Government (Functions and General) Regulations 1996, Part 4, Division 2, regulation 11 (1). Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than $100,000 unless sub-regulation (2) states otherwise.

5. **Comments**

Following consideration of the submissions and their assessment in accordance with the tender criteria, the submission received from Turfmaster Facility Management, Lawn Doctor, and Statewide Turf Services all demonstrated the capacity and ability to perform the duties, as well as sufficient experience to provide the service required.

Together with the seasonal constraints and sports ground allocation requirements and due to the often limited window in which to schedule turf renovation it is recommended that a panel of suppliers represents the best value to the City with works to be allocated based on availability, price, level of service and proven performance along with suitability in relation to specific job requirements.

Following consideration of the submissions and their assessment in accordance with the tender criteria by the Assessment Panel, the submission received from Turfmaster Facility Management, Lawn Doctor, and Statewide Turf Services was deemed to represent best value to the City.

6. **Voting Requirements**

Simple Majority
7. **Officer Recommendation**

That Council *ACCEPT* the following tenders submitted by;

- Turfmaster Facility Management, 223 Collier Road, Bayswater WA 6053
- Lawn Doctor, 22 Rousett Road, Jandabup WA 6077
- Statewide Turf Services, 60 Buttercup Crescent, High Wycombe WA 6057

for Tender T11/12-43 Period supply turf renovation services – (Sports Fields & Public Open Spaces) in accordance with the tender documentation for the contract period from the date of award until 30th October 2013, with the option to extend for a maximum of up to 24 additional calendar months, in periods not greater than 12 calendar months.

8. **Committee Recommendation**

That Council *ACCEPT* the following tenders submitted by;

- Turfmaster Facility Management, 223 Collier Road, Bayswater WA 6053
- Lawn Doctor, 22 Rousett Road, Jandabup WA 6077
- Statewide Turf Services, 60 Buttercup Crescent, High Wycombe WA 6057

for Tender T11/12-43 Period supply turf renovation services – (Sports Fields & Public Open Spaces) in accordance with the tender documentation for the contract period from the date of award until 30th October 2013, with the option to extend for a maximum of up to 24 additional calendar months, in periods not greater than 12 calendar months.

Committee Voting - 4/0

9. **The Committee’s Reason for Varying the Officer’s Recommendation**

Not applicable

10. **Implications of the Changes to the Officer’s Recommendation**

Not applicable
Corporate and Engineering Services
Advisory & Occasional Committee Minutes
Engineering & Parks Services

Reference No & Subject: EP-067/11 Rockingham RoadWise Advisory Committee

File No: RDS/15-05
Author: Mr Scott Lambie, Traffic Services Coordinator
Other Contributors: 
Date of Committee Meeting: 15 November 2011
Terms of Reference: To provide input and advice into road safety matters with the outcome of having a safe and efficient transport network in the City of Rockingham.
Composition: 1 Councillor, 6 Community Representatives
Executive Support: Engineering & Parks Services Division – Traffic Services Team

Disclosure of Interest: 
Nature of Council’s Role in this Matter: Executive Function
Attachments: Minutes of Rockingham RoadWise Advisory Committee meeting held on 3 October 2011
Maps/Diagrams: 

1. Receipt of Minutes
That Council receive the minutes of the Rockingham RoadWise Advisory Committee meeting held on Monday 3 October 2011 for information.

2. Recommendations to Standing Committee
There are no recommendations to the Standing Committee.

3. Committee Recommendation
That Council *RECEIVE* the minutes of the Rockingham RoadWise Advisory Committee meeting held on Monday 3 October 2011 for information.

Committee Voting - 4/0
4. **The Committee’s Reason for Varying the Officer’s Recommendation**

Not applicable

5. **Implications of the Changes to the Officer’s Recommendation**

Not applicable
**1. Purpose of Report**

Provide Council with details of the tenders received for Tender T11/12-41 Period Supply and/or application of granular fertilisers, soluble fertilisers and soil wetting agents, document the results of the tender assessment and make recommendations regarding the award of the Tender.

**2. Background**

Tenders were advertised in the West Australian on Saturday, 24 September 2011 for Tender T11/12-41 Period supply and/or application of granular fertilisers, soluble fertilisers and soil wetting agents. Tenders closed at 2.00pm, Wednesday, 12 October 2011 and were publicly opened immediately after the closing time.
3. **Details**

Tenders were received from the following companies:

**Company**

- Baileys Fertilisers Pty Ltd - Supply and application of fertilisers
- Turfmaster Facility Management - Supply and application of fertilisers
- Globe Australia Pty Ltd - Supply only of fertiliser
- Nuturf - Supply only of fertiliser
- Total Turf - *(Non-conforming tender)*
- Landmark Operations - *(Non-conforming tender)*

A panel comprising Manager Parks Operations, Contract Coordinator and Coordinator Parks Operations undertook Tender evaluations.

Evaluation of tenders, in accordance with the advertised tender assessment criteria, produced the following weighted scores:

<table>
<thead>
<tr>
<th>Assessment Criteria</th>
<th>Max. Points</th>
<th>Nutfur</th>
<th>Globe Australia Pty Ltd</th>
<th>Baileys Fertilisers Pty Ltd</th>
<th>Turfmaster Facility Mgmt</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level of Service</td>
<td>20%</td>
<td>19%</td>
<td>18%</td>
<td>20%</td>
<td>20%</td>
</tr>
<tr>
<td>Performance and experience of Tenderer</td>
<td>18%</td>
<td>16%</td>
<td>15%</td>
<td>18%</td>
<td>18%</td>
</tr>
<tr>
<td>Tenderers Resources &amp; Delivery/Availability to supply &amp; sustain works required</td>
<td>17%</td>
<td>14%</td>
<td>12%</td>
<td>16%</td>
<td>16%</td>
</tr>
<tr>
<td>Beneficial effects of Tender</td>
<td>5%</td>
<td>3%</td>
<td>0%</td>
<td>4%</td>
<td>3%</td>
</tr>
<tr>
<td>Tendered Price/s</td>
<td>40%</td>
<td>30%</td>
<td>30%</td>
<td>40%</td>
<td>36%</td>
</tr>
<tr>
<td>Total Weighted Scores</td>
<td>100%</td>
<td>82%</td>
<td>75%</td>
<td>98%</td>
<td>93%</td>
</tr>
</tbody>
</table>

The period of the contract shall be from the date of award until the 30th October 2013. Subject to the mutual agreement of both the Principal and the Contractor, and with the absolute discretion of either party not to extend, the Contract may be extended for maximum of up to 24 additional calendar months, in periods not greater than 12 calendar months.

The Assessment Panel considered the full price schedules submitted and considered the core services required in meeting the specification of the tender, when scoring the overall price.

4. **Implications to Consider**

a. **Consultation with the Community**

Not applicable
b. **Consultation with Government Agencies**
   Not applicable

c. **Strategic**
   **Community Plan**
   This item addresses the Community's Vision for the future and specifically the following Aspiration/s contained in the Community Plan 2011:-

   **Aspiration 4:** A health community engaging in positive and rewarding lifestyles with access to a range of passive and active recreational and personal development opportunities.

   **Aspiration 6:** Civic buildings, public places and transport infrastructure of contemporary design, constructed and maintained using best practice principles.

   **Aspiration 13:** A community that is welcoming and desirable in the eyes of residents and non-residents alike.

d. **Policy**
   Purchasing policy applies. To provide compliance with the Local Government Act 1995; Section 3.57 and Local Government (Functions and General) Regulations 1996, Part 4, Division 2, regulation 11 (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than $100,000 unless sub-regulation (2) states otherwise.

e. **Financial**
   The 2011/12 operational budget allocation for supply and or application of fertilisers and soil wetting agents is $264,000. This is the expected expenditure required to complete the City’s fertiliser program to the City’s sporting fields, parks and streetscapes.

f. **Legal and Statutory**
   In accordance with Local Government Act 1995 Section 3.57 and Local Government (Functions and General) Regulations 1996, Part 4, Division 2, regulation 11 (1). Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than $100,000 unless sub-regulation (2) states otherwise.

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**5. Comments**

Following assessment in accordance with the Tender Criteria, all companies provided the City with competitive variations on a variety of product.

This diversity of product, together with the understanding that some suppliers did not offer some of the core application services revealed that no one individual supplier was able to supply all of the specified products along with a competitive application rate for all items.

Accordingly, the assessment panel considered that it represented better value to the City to award a panel contract with works to be allocated based on availability, price, level of service and proven performance along with suitability in relation to specific job requirements.

Based on these findings it is therefore recommended that Baileys Fertilisers, Turfmaster Facility Management, Globe Australia and Nuturf are all considered for tender award.

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**6. Voting Requirements**

Simple Majority
7. Officer Recommendation

That Council **ACCEPT** the following tenders submitted by:
- Baileys Fertilisers, 24 Beach Street, Kwinana WA 6167
- Turfmaster Facility Management, 223 Collier Road, Bayswater WA 6053
- Globe Australia, 87 Allingham Street, Condell Park NSW 2200
- Nuturf, 3 Millrose Drive, Malaga WA 6090

for Tender T11/12-41 Period supply and/or application of granular fertilisers, soluble fertilisers and soil wetting agents in accordance with the tender documentation for the contract period from the date of award until 30th October 2013, with the option to extend for a maximum of up to 24 additional calendar months, in periods not greater than 12 calendar months.

8. Committee Recommendation

That Council **ACCEPT** the following tenders submitted by:
- Baileys Fertilisers, 24 Beach Street, Kwinana WA 6167
- Turfmaster Facility Management, 223 Collier Road, Bayswater WA 6053
- Globe Australia, 87 Allingham Street, Condell Park NSW 2200
- Nuturf, 3 Millrose Drive, Malaga WA 6090

for Tender T11/12-41 Period supply and/or application of granular fertilisers, soluble fertilisers and soil wetting agents in accordance with the tender documentation for the contract period from the date of award until 30th October 2013, with the option to extend for a maximum of up to 24 additional calendar months, in periods not greater than 12 calendar months.

Committee Voting - 4/0

9. The Committee’s Reason for Varying the Officer’s Recommendation

Not applicable

10. Implications of the Changes to the Officer’s Recommendation

Not applicable
1. Purpose of Report

Provide Council with details of the tenders received for Tender T11/12-35 Purchase and collection of scrap metal from the Millar Road Landfill Facility, Baldivis, document the results of the tender assessment and make recommendations regarding award of the Tender.

2. Background

Tenders were advertised in the West Australian on Saturday 24 September 2011 for Tender T11/12-35 Purchase and collection of scrap metal from the Millar Road Landfill Facility, Baldivis. Tenders closed at 2.00pm, Wednesday 12 October 2011 and were publicly opened immediately after the closing time.
3. **Details**

Tenders were received from the following companies:

**Company**

Sims Group Australia

Onesteel Recycling

A panel comprising Manager Waste & Landfill Operations, Contract Coordinator and Senior Landfill Officer undertook Tender evaluations.

Evaluation of tenders, in accordance with the advertised tender assessment criteria, produced the following weighted scores:

<table>
<thead>
<tr>
<th>Assessment Criteria</th>
<th>Max. Points</th>
<th>Sims Group Australia</th>
<th>Onesteel Recycling</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level of Service</td>
<td>22%</td>
<td>18%</td>
<td>18%</td>
</tr>
<tr>
<td>Performance and experience of Tenderer</td>
<td>23%</td>
<td>21%</td>
<td>21%</td>
</tr>
<tr>
<td>Beneficial effects of Tender</td>
<td>5%</td>
<td>1%</td>
<td>3%</td>
</tr>
<tr>
<td>Tendered Price/s</td>
<td>50%</td>
<td>41%</td>
<td>50%</td>
</tr>
<tr>
<td>Total Weighted Scores</td>
<td>100%</td>
<td>81%</td>
<td>92%</td>
</tr>
</tbody>
</table>

The tender has an option to be extended for a maximum of up to 24 additional calendar months, in periods not greater than 12 calendar months.

The Assessment Panel considered the full price schedules submitted and considered the core services required in meeting the specification of the tender, when scoring the overall price.

4. **Implications to Consider**

a. **Consultation with the Community**

   Not applicable

b. **Consultation with Government Agencies**

   Not applicable

c. **Strategic**

   **Community Plan**

   This item addresses the Community’s Vision for the future and specifically the following Aspiration/s contained in the Community Plan 2011:-

   **Aspiration 12:** Carbon footprint reduction and waste minimisation programs centred upon public awareness and the use of new technologies

d. **Policy**

   Purchasing policy applies. To provide compliance with the Local Government Act 1995; Section 3.57 and Local Government (Functions and General) Regulations 1996, Part 4,
Division 2, regulation 11 (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than $100,000 unless sub-regulation (2) states otherwise.

e. **Financial**

Expenditure for this service in 2010/2011 was $383,953. An amount of $260,000 has been allocated in the 2011/2012 Operating Revenue - Millar Road Transfer Station account (GL 310053.3266). It is anticipated that the income of this service will be met in this budget allocation.

f. **Legal and Statutory**

In accordance with Local Government Act 1995 Section 3.57 and Local Government (Functions and General) Regulations 1996, Part 4, Division 2, regulation 11 (1). Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than $100,000 unless sub-regulation (2) states otherwise.

5. **Comments**

The tender document requested that a price be submitted for Light gauge steel per tonne fixed for 36 months and the purchase of other scrap metals would be paid at the current market rate.

An alternative Tender was submitted by Sims Group Australia with a price for the Light gauge steel per tonne of $182 (excl waste levy) fixed for a three month period with the price reviewed in three month periods. The assessment panel considered this alternative submission and decided not to assess this submission as this was not in the best interests of the City.

Onesteel Recycling is the City’s current contractor for the purchase and collection of scrap metal and has done a satisfactory job for the last three years.

Following consideration of the submissions and their assessment in accordance with the tender criteria by the Assessment Panel, the submission received from One Steel Recycling was deemed to represent best value to the City.

6. **Voting Requirements**

Simple Majority

7. **Officer Recommendation**

That Council **ACCEPT** the tender submitted by; Onesteel Recycling, 24 Chisholm Crescent, Kewdale WA 6105 for Tender T11/12-35 Purchase and collection of scrap metal from the Millar Road Landfill Facility, Baldivis for the lump sum tender price of $180 per tonne for Light gauge steel exclusive of GST and other metals being sold at market rates in accordance with the tender documentation for the contract period from 2 January 2012 for 36 months with the option to extend for a maximum of up to 24 additional calendar months, in periods not greater than 12 calendar months.

8. **Committee Recommendation**

That Council **ACCEPT** the tender submitted by; Onesteel Recycling, 24 Chisholm Crescent, Kewdale WA 6105 for Tender T11/12-35 Purchase and collection of scrap metal from the Millar Road Landfill Facility, Baldivis for the lump sum tender price of $180 per tonne for Light gauge steel exclusive of GST and other metals being sold at market rates in accordance with the tender documentation for the contract period from 2 January 2012 for 36 months with the option to extend for a maximum of up to 24 additional calendar months, in periods not greater than 12 calendar months.

Committee Voting - 4/0
9. The Committee’s Reason for Varying the Officer’s Recommendation

Not applicable

10. Implications of the Changes to the Officer’s Recommendation

Not applicable
## Purpose of Report

Provide Council with details of the tenders received for Tender T11/12-46 General building maintenance works associated with the City of Rockingham, document the results of the tender assessment and make recommendations regarding the award of the Tender.

## Background

Tenders were advertised in the West Australian on Saturday, 1 October 2011 and the Sound Telegraph on Wednesday, 5 October 2011 for Tender T11/12-46 General building maintenance works associated with the City of Rockingham. Tenders closed at 2.00pm, Wednesday, 19 October 2011 and were publicly opened immediately after the closing time.
3. Details

Tenders were received from the following companies:

<table>
<thead>
<tr>
<th>Company</th>
<th>Services Offered</th>
</tr>
</thead>
<tbody>
<tr>
<td>Greg's Glass</td>
<td>Glazing</td>
</tr>
<tr>
<td>Calibre Coatings Pty Ltd</td>
<td>Painting</td>
</tr>
<tr>
<td>Surfside Painting</td>
<td>Painting</td>
</tr>
<tr>
<td>Venturini Painting</td>
<td>Painting</td>
</tr>
<tr>
<td>Classic Contractors</td>
<td>Painting</td>
</tr>
<tr>
<td>Alpha Omega Pest Control</td>
<td>Pest Control</td>
</tr>
<tr>
<td>Scientific Pest Management</td>
<td>Pest Control</td>
</tr>
<tr>
<td>EMSO Maintenance</td>
<td>Carpentry, General Building Maintenance, Painting</td>
</tr>
<tr>
<td>Robinson Buildtech</td>
<td>Carpentry, General Building Maintenance, Roof Plumbing</td>
</tr>
<tr>
<td>Paul Hudson Maintenance</td>
<td>Carpentry, General Building Maintenance, Roof Plumbing</td>
</tr>
<tr>
<td>CPD Group Pty Ltd</td>
<td>Carpentry, General Building Maintenance, Painting, Roof Plumbing</td>
</tr>
<tr>
<td>The New Image Group</td>
<td>Carpentry, General Building Maintenance, Painting, Roof Plumbing</td>
</tr>
<tr>
<td>KMC Group</td>
<td>Carpentry, General Building Maintenance, Painting, Roof Plumbing, Glazing, Painting, Pest Control, Roof Plumbing</td>
</tr>
</tbody>
</table>

A panel comprising Senior Building Maintenance Officer, Contract Coordinator and Building Maintenance Coordinator, Projects Administration Officer undertook Tender evaluations.

Evaluation of tenders, in accordance with the advertised tender assessment criteria, produced the following weighted scores:

<table>
<thead>
<tr>
<th>Assessment Criteria</th>
<th>Max. Points</th>
<th>The New Image Group</th>
<th>Robinson Build-tech</th>
<th>KMC Group</th>
<th>Paul Hudson Maint</th>
<th>Programmed Property Services</th>
<th>CPD Group Pty Ltd</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level of Service</td>
<td>27%</td>
<td>23%</td>
<td>26%</td>
<td>26%</td>
<td>22%</td>
<td>26%</td>
<td>25%</td>
</tr>
<tr>
<td>Performance and experience of Tenderer</td>
<td>28%</td>
<td>24%</td>
<td>26%</td>
<td>26%</td>
<td>24%</td>
<td>24%</td>
<td>25%</td>
</tr>
<tr>
<td>Beneficial effects of Tender</td>
<td>5%</td>
<td>3%</td>
<td>4%</td>
<td>4%</td>
<td>5%</td>
<td>3%</td>
<td>3%</td>
</tr>
<tr>
<td>Tendered Price/s</td>
<td>40%</td>
<td>40%</td>
<td>32%</td>
<td>32%</td>
<td>35.3%</td>
<td>32%</td>
<td>32%</td>
</tr>
<tr>
<td>Total Weighted Scores</td>
<td>100%</td>
<td>90%</td>
<td>88%</td>
<td>88%</td>
<td>86.3%</td>
<td>85%</td>
<td>85%</td>
</tr>
</tbody>
</table>

CONFIRMED AT A CORPORATE & ENGINEERING SERVICES MEETING HELD ON TUESDAY, 6 DECEMBER 2011

PRESIDING MEMBER
### Pest Control

<table>
<thead>
<tr>
<th>Assessment Criteria</th>
<th>Max. Points</th>
<th>Alpha Omega Pest Control</th>
<th>Scientific Pest Management</th>
<th>Programmed Property Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level of Service</td>
<td>27%</td>
<td>26%</td>
<td>23%</td>
<td>26%</td>
</tr>
<tr>
<td>Performance and experience</td>
<td>28%</td>
<td>26%</td>
<td>24%</td>
<td>24%</td>
</tr>
<tr>
<td>Beneficial effects of Tender</td>
<td>5%</td>
<td>4%</td>
<td>3%</td>
<td>3%</td>
</tr>
<tr>
<td>Tendered Price/s</td>
<td>40%</td>
<td>40%</td>
<td>32.5%</td>
<td>17.9%</td>
</tr>
<tr>
<td>Total Weighted Scores</td>
<td>100%</td>
<td>96%</td>
<td>82.5%</td>
<td>70.9%</td>
</tr>
</tbody>
</table>

### Painting

<table>
<thead>
<tr>
<th>Assessment Criteria</th>
<th>Max. Points</th>
<th>Calibre Coatings</th>
<th>EMSO Maint</th>
<th>Classic Contractors</th>
<th>Surfside Painting</th>
<th>Venturini Painting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level of Service</td>
<td>27%</td>
<td>25%</td>
<td>22%</td>
<td>25%</td>
<td>25%</td>
<td>23%</td>
</tr>
<tr>
<td>Performance and experience</td>
<td>28%</td>
<td>26%</td>
<td>26%</td>
<td>25%</td>
<td>26%</td>
<td>24%</td>
</tr>
<tr>
<td>Beneficial effects of Tender</td>
<td>5%</td>
<td>3%</td>
<td>4%</td>
<td>4%</td>
<td>5%</td>
<td>3%</td>
</tr>
<tr>
<td>Tendered Price/s</td>
<td>40%</td>
<td>40%</td>
<td>31.4%</td>
<td>29.3%</td>
<td>29.3%</td>
<td>36.7%</td>
</tr>
<tr>
<td>Total Weighted Scores</td>
<td>100%</td>
<td>94%</td>
<td>83.4%</td>
<td>83.3%</td>
<td>85.3%</td>
<td>86.7%</td>
</tr>
</tbody>
</table>

### Painting

<table>
<thead>
<tr>
<th>Assessment Criteria</th>
<th>Max. Points</th>
<th>KMC Group</th>
<th>The New Image Group</th>
<th>Programmed Property Services</th>
<th>CPD Group Pty Ltd</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level of Service</td>
<td>27%</td>
<td>26%</td>
<td>23%</td>
<td>26%</td>
<td>25%</td>
</tr>
<tr>
<td>Performance and experience</td>
<td>28%</td>
<td>26%</td>
<td>24%</td>
<td>26%</td>
<td>25%</td>
</tr>
<tr>
<td>Beneficial effects of Tender</td>
<td>5%</td>
<td>4%</td>
<td>3%</td>
<td>3%</td>
<td>3%</td>
</tr>
<tr>
<td>Tendered Price/s</td>
<td>40%</td>
<td>23.5%</td>
<td>29.3%</td>
<td>32.6%</td>
<td>23.5%</td>
</tr>
<tr>
<td>Total Weighted Scores</td>
<td>100%</td>
<td>79.5%</td>
<td>79.3%</td>
<td>87.6%</td>
<td>76.5%</td>
</tr>
<tr>
<td>Glazing</td>
<td>Weighted Scores</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>---------</td>
<td>----------------</td>
<td>---</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Assessment Criteria</strong></td>
<td><strong>Max. Points</strong></td>
<td><strong>Programmed Property Services</strong></td>
<td><strong>Gregg’s Glass</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Level of Service</td>
<td>27%</td>
<td>26%</td>
<td>24%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Performance and experience of Tenderer</td>
<td>28%</td>
<td>24%</td>
<td>26%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Beneficial effects of Tender</td>
<td>5%</td>
<td>3%</td>
<td>5%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tendered Price/s</td>
<td>40%</td>
<td>40%</td>
<td>15%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Weighted Scores</td>
<td>100%</td>
<td>93%</td>
<td>70%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>General Building Maintenance</th>
<th>Weighted Scores</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Assessment Criteria</strong></td>
<td><strong>Max. Points</strong></td>
<td><strong>EMSO Maint</strong></td>
</tr>
<tr>
<td>Level of Service</td>
<td>27%</td>
<td>22%</td>
</tr>
<tr>
<td>Performance and experience of Tenderer</td>
<td>28%</td>
<td>26%</td>
</tr>
<tr>
<td>Beneficial effects of Tender</td>
<td>5%</td>
<td>4%</td>
</tr>
<tr>
<td>Tendered Price/s</td>
<td>40%</td>
<td>40%</td>
</tr>
<tr>
<td>Total Weighted Scores</td>
<td>100%</td>
<td>92%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Carpentry</th>
<th>Weighted Scores</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Assessment Criteria</strong></td>
<td><strong>Max. Points</strong></td>
<td><strong>EMSO Maint</strong></td>
</tr>
<tr>
<td>Level of Service</td>
<td>27%</td>
<td>22%</td>
</tr>
<tr>
<td>Performance and experience of Tenderer</td>
<td>28%</td>
<td>26%</td>
</tr>
<tr>
<td>Beneficial effects of Tender</td>
<td>5%</td>
<td>4%</td>
</tr>
<tr>
<td>Tendered Price/s</td>
<td>40%</td>
<td>40%</td>
</tr>
<tr>
<td>Total Weighted Scores</td>
<td>100%</td>
<td>92%</td>
</tr>
</tbody>
</table>
The Assessment Panel considered the full price schedules submitted and considered the core services required in meeting the specification of the tender, when scoring the overall price.

### 4. Implications to Consider

a. **Consultation with the Community**
   Liaison with the City’s Facility Management Team in conjunction with local sporting groups and clubs.

b. **Consultation with Government Agencies**
   Not applicable

c. **Strategic**
   **Community Plan**
   This item addresses the Community’s Vision for the future and specifically the following Aspiration/s contained in the Community Plan 2011:-

   **Aspiration 4:** A health community engaging in positive and rewarding lifestyles with access to a range of passive and active recreational and personal development opportunities.

   **Aspiration 6:** Civic buildings, public places and transport infrastructure of contemporary design, constructed and maintained using best practice principles.

   **Aspiration 13:** A community that is welcoming and desirable in the eyes of residents and non-residents alike.

d. **Policy**
   Purchasing policy applies. To provide compliance with the Local Government Act 1995; Section 3.57 and Local Government (Functions and General) Regulations 1996, Part 4, Division 2, regulation 11 (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than $100,000 unless sub-regulation (2) states otherwise.

e. **Financial**
   Expenditure relating to these trades in 2010/2011 was $694,894. An amount of $800,000 was allowed for in the 2011/2012 building maintenance budgets for these services.

f. **Legal and Statutory**
   In accordance with Local Government Act 1995 Section 3.57 and Local Government (Functions and General) Regulations 1996, Part 4, Division 2, regulation 11 (1). Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than $100,000 unless sub-regulation (2) states otherwise.

### 5. Comments

Following consideration of the submissions and their assessment with the tender criteria, the majority of submissions received demonstrated the capacity and ability to perform the duties, as well as sufficient experience to provide the services required.

Together with seasonal constraints, storm damage, vandalism and building allocation requirements there is often only a limited window in which the maintenance services can be scheduled, it is therefore recommended that a panel of suppliers represents the best value to the City with works
to be allocated based on availability, price, level of service and proven performance, along with suitability in relation to specific job requirements be they planned or unscheduled works.

Requests relating to this range of services will vary with availability, skills, nature, scope of work and performance, therefore this makes it difficult to compare scores between the difference types of trades.

Because of the amount of preventative maintenance now being undertaken by the City, to ensure availability more painters have been recommended on the panel. Some jobs will be multi-faceted and the larger companies will have the skills to be able to manage the whole task.

It is therefore recommended that a panel of suppliers be selected for each task as follows:

<table>
<thead>
<tr>
<th>Task</th>
<th>Suppliers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carpentry</td>
<td>EMSO Maintenance, Robinson Buildtech, KMC Group, The New Image Group</td>
</tr>
<tr>
<td>General Building</td>
<td>EMSO Maintenance, Robinson Buildtech, Paul Hudson Maintenance KMC Group, The New Image Group</td>
</tr>
<tr>
<td>Glazing</td>
<td>Programmed Property Maintenance, Greg’s Glass</td>
</tr>
<tr>
<td>Painting</td>
<td>Calibre Coatings, Venturini Painting, Programmed Property Maintenance, Surfside Painting</td>
</tr>
<tr>
<td>Pest Control</td>
<td>Alpha Omega Pest Control, Scientific Pest Management</td>
</tr>
<tr>
<td>Roof Plumbing</td>
<td>The New Image Group, Robinson Buildtech, KMC Group, Paul Hudson Maintenance</td>
</tr>
</tbody>
</table>

Works will be allocated based on availability, price, level of services and proven performance, along with suitability in relation to the specific job requirements.

6. Voting Requirements

Simple Majority

7. Officer Recommendation

That Council ACCEPT the following tenders submitted by:

<table>
<thead>
<tr>
<th>Supplier</th>
<th>Address</th>
<th>Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alpha Omega Pest Control</td>
<td>Unit 8, 24 Vale Street, Malaga WA 6090</td>
<td>Pest Control</td>
</tr>
<tr>
<td>Scientific Pest Management</td>
<td>122 Hobart Street, Mt Hawthorn WA 6016</td>
<td>Pest Control</td>
</tr>
<tr>
<td>Calibre Coatings Pty Ltd</td>
<td>83A Main Street, Osborne Park WA 6017</td>
<td>Painting</td>
</tr>
<tr>
<td>Surfside Painting</td>
<td>31 Summerville Avenue, Secret Harbour WA 6173</td>
<td>Painting</td>
</tr>
<tr>
<td>EMSO Maintenance</td>
<td>9 Harvey View Drive, Herron WA 6211</td>
<td>Carpentry, General Building Maintenance,</td>
</tr>
<tr>
<td>Paul Hudson Maintenance</td>
<td>17 Rothbury Parade, Rockingham WA 6168</td>
<td>General Building Maintenance, Roof Plumbing</td>
</tr>
<tr>
<td>Venturini Painting</td>
<td>174 Comic Court Circuit, Darling Downs WA 6122</td>
<td>Painting</td>
</tr>
<tr>
<td>Company Name</td>
<td>Address</td>
<td>Services</td>
</tr>
<tr>
<td>---------------------------</td>
<td>----------------------------------------------</td>
<td>-------------------------------------------</td>
</tr>
<tr>
<td>Robinson Buildtech</td>
<td>24 Murphy Street, O'Connor WA 6163</td>
<td>Carpentry, General Building Maintenance, Roof Plumbing</td>
</tr>
<tr>
<td>KMC Group</td>
<td>9 Vinnicombe Drive, Canning Vale WA 6155</td>
<td>Carpentry, General Building Maintenance, Roof Plumbing</td>
</tr>
<tr>
<td>Greg's Glass</td>
<td>28 Crompton Road, Rockingham WA 6168</td>
<td>Glazing</td>
</tr>
<tr>
<td>The New Image Group</td>
<td>Unit 4, 49 Delamarta Road, Wangara WA 6065</td>
<td>Carpentry, General Building Maintenance, Roof Plumbing</td>
</tr>
<tr>
<td>Programmed Property Services</td>
<td>18 Miles Road, Kewdale WA 6105</td>
<td>Carpentry, Glazing, Painting</td>
</tr>
</tbody>
</table>

for Tender T11/12-46 General building maintenance works associated with the City of Rockingham in accordance with the tender documentation for the contract period from the date of award for 24 months with the option to extend for a maximum of up to 36 additional calendar months, in periods not greater than 12 calendar months.

8. **Committee Recommendation**

That Council **ACCEPT** the following tenders submitted by:

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Address</th>
<th>Services</th>
</tr>
</thead>
<tbody>
<tr>
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<td>Surfside Painting</td>
<td>31 Summerville Avenue, Secret Harbour WA 6173</td>
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</tr>
<tr>
<td>EMSO Maintenance</td>
<td>9 Harvey View Drive, Herron WA 6211</td>
<td>Carpentry, General Building Maintenance, Roof Plumbing</td>
</tr>
<tr>
<td>Paul Hudson Maintenance</td>
<td>17 Rothbury Parade, Rockingham WA 6168</td>
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<tr>
<td>Venturini Painting</td>
<td>174 Comic Court Circuit, Darling Downs WA 6122</td>
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<td>Robinson Buildtech</td>
<td>24 Murphy Street, O'Connor WA 6163</td>
<td>Carpentry, General Building Maintenance, Roof Plumbing</td>
</tr>
<tr>
<td>KMC Group</td>
<td>9 Vinnicombe Drive, Canning Vale WA 6155</td>
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<tr>
<td>Greg’s Glass</td>
<td>28 Crompton Road, Rockingham WA 6168</td>
<td>Glazing</td>
</tr>
<tr>
<td>The New Image Group</td>
<td>Unit 4, 49 Delamarta Road, Wangara WA 6065</td>
<td>Carpentry, General Building Maintenance, Roof Plumbing</td>
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<tr>
<td>Programmed Property Services</td>
<td>18 Miles Road, Kewdale WA 6105</td>
<td>Carpentry, Glazing, Painting</td>
</tr>
</tbody>
</table>
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Committee Voting - 4/0

<table>
<thead>
<tr>
<th>9. The Committee’s Reason for Varying the Officer’s Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not applicable</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>10. Implications of the Changes to the Officer’s Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not applicable</td>
</tr>
</tbody>
</table>
## Reference No & Subject:
EP-071/11

**Tender T11/12-45 - Period electrical maintenance of barbeques in various parks and reserves within the City of Rockingham**

### File No:
T11/12-45

### Proponent/s:
- Mr Kelton Hincks, Manager Asset Services
- Mr Bruce Foster, Contracts Coordinator
- Mr Michael Ladley, Acting Building Maintenance Coordinator

### Date of Committee Meeting:
15 November 2011

### Site:

### Lot Area:

### Attachments:

### Maps/Diagrams:

## 1. Purpose of Report

Provide Council with details of the tenders received for Tender T11/12-45 Period electrical maintenance of barbeques in various parks and reserves within the City of Rockingham document the results of the tender assessment and make recommendations regarding the award of the Tender.

## 2. Background

Tenders were advertised in the West Australian on Saturday, 26 September 2011 and the Weekend Courier on Friday, 30 September 2011 for Tender T11/12-45 Period electrical maintenance of barbeques in various parks and reserves within the City of Rockingham. Tenders closed at 2.00pm, Wednesday, 12 October 2011 and were publicly opened immediately after the closing time.
3. **Details**

Tenders were received from the following companies:

<table>
<thead>
<tr>
<th>Company</th>
<th>Annual Audit Cost</th>
<th>Scheduled Inspections</th>
<th>Estimated Total Annual Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enviro Contracting</td>
<td>$8,632</td>
<td>$25,480</td>
<td>$34,112</td>
</tr>
<tr>
<td>Andysparx Electrical Services</td>
<td>$21,840</td>
<td>$98,800</td>
<td>$120,640</td>
</tr>
<tr>
<td>M Power U</td>
<td>$4,160</td>
<td>$62,400</td>
<td>$66,560</td>
</tr>
<tr>
<td>Seascapes Electrical</td>
<td>$9,901</td>
<td>$74,100</td>
<td>$84,001</td>
</tr>
</tbody>
</table>

A panel comprising Manager Asset Services, Contract Coordinator and Acting Building Maintenance Coordinator undertook Tender evaluations.

Evaluation of tenders, in accordance with the advertised tender assessment criteria, produced the following weighted scores:

<table>
<thead>
<tr>
<th>Assessment Criteria</th>
<th>Max. Points</th>
<th>Enviro Contracting</th>
<th>M Power U</th>
<th>Seascapes Electrical</th>
<th>Andysparx Electrical Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level of Service</td>
<td>20%</td>
<td>18%</td>
<td>17%</td>
<td>18%</td>
<td>17%</td>
</tr>
<tr>
<td>Performance and experience of Tenderer</td>
<td>35%</td>
<td>32%</td>
<td>32%</td>
<td>32%</td>
<td>32%</td>
</tr>
<tr>
<td>Beneficial effects of Tender</td>
<td>5%</td>
<td>4%</td>
<td>5%</td>
<td>4%</td>
<td>5%</td>
</tr>
<tr>
<td>Tendered Price/s</td>
<td>40%</td>
<td>40%</td>
<td>21%</td>
<td>17%</td>
<td>13%</td>
</tr>
<tr>
<td>Total Weighted Scores</td>
<td>100%</td>
<td><strong>94%</strong></td>
<td><strong>75%</strong></td>
<td><strong>71%</strong></td>
<td><strong>67%</strong></td>
</tr>
</tbody>
</table>

The period of the contract shall be from the date of award until the 30th October 2014.

Subject to the mutual agreement of both the Principal and the Contractor, and with the absolute discretion of either party not to extend, the Contract may be extended for a maximum of up to 36 additional calendar months, in periods not greater than 12 calendar months.

The Assessment Panel considered the full price schedules submitted and considered the core services required in meeting the specification of the tender, when scoring the overall price.

4. **Implications to Consider**

a. **Consultation with the Community**
   
   Not applicable

b. **Consultation with Government Agencies**
   
   Not applicable
c. **Strategic**

**Community Plan**

This item addresses the Community's Vision for the future and specifically the following Aspiration/s contained in the Community Plan 2011:-

**Aspiration 4:** A health community engaging in positive and rewarding lifestyles with access to a range of passive and active recreational and personal development opportunities.

**Aspiration 6:** Civic buildings, public places and transport infrastructure of contemporary design, constructed and maintained using best practice principles.

**Aspiration 13:** A community that is welcoming and desirable in the eyes of residents and non-residents alike.

d. **Policy**

Purchasing policy applies. To provide compliance with the Local Government Act 1995; Section 3.57 and Local Government (Functions and General) Regulations 1996, Part 4, Division 2, regulation 11 (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than $100,000 unless sub-regulation (2) states otherwise.

e. **Financial**

Expenditure for the maintenance of the City's barbeques at various locations in 2010/2011 was $68,067. An amount of $75,000 was allowed for in the 2011/2012 parks operating budgets for this service.

f. **Legal and Statutory**

In accordance with Local Government Act 1995 Section 3.57 and Local Government (Functions and General) Regulations 1996, Part 4, Division 2, regulation 11 (1). Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than $100,000 unless sub-regulation (2) states otherwise.

5. **Comments**

Following consideration of the submissions and their assessment in accordance with the tender criteria by the Assessment Panel, the submission received from Enviro Contracting was deemed to represent best value to the City.

6. **Voting Requirements**

Simple Majority

7. **Officer Recommendation**

That Council ACCEPT the tender submitted by; Enviro Contracting, Unit 2/235 Barrington Street, Bibra Lake WA 6163 for Tender T11/12-45 Period electrical maintenance of barbeques in various parks and reserves within the City of Rockingham in accordance with the tender documentation for the contract period from the date of award for 24 months, with the option to extend for a maximum of up to 36 additional calendar months, in periods not greater than 12 calendar months.
8. **Committee Recommendation**

That Council **ACCEPT** the tender submitted by; Enviro Contracting, Unit 2/235 Barrington Street, Bibra Lake WA 6163 for Tender T11/12-45 Period electrical maintenance of barbeques in various parks and reserves within the City of Rockingham in accordance with the tender documentation for the contract period from the date of award for 24 months, with the option to extend for a maximum of up to 36 additional calendar months, in periods not greater than 12 calendar months.

Committee Voting - 4/0

9. **The Committee’s Reason for Varying the Officer’s Recommendation**

Not applicable

10. **Implications of the Changes to the Officer’s Recommendation**

Not applicable
## Purpose of Report

To provide Council with an update on the progress of the City of Rockingham Waste Strategy Action Plan items, and to seek approval for the City of Rockingham to participate in a Regional Funding Application as a member of the Southern Metropolitan Regional Council Group.

## Background

The City adopted its Waste Strategy (March 2011) at its ordinary meeting held 27 April 2011. At that meeting Council resolved the following:

1. **ADOPT** the City of Rockingham – Waste Strategy March 2011,
2. **WITHDRAW** from the Southern Metropolitan Regional Council (SMRC) within the next 12 months subject to compliance with contractual and membership obligations,
3. **DEFER** consideration of any major capital expenditure, future alliances and partnerships for at least 12 months,
4. **CONTINUE** investigation and analysis of;
   - The Moltoni Energy Pty Ltd Waste to Energy proposal
   - The Rivers Regional Council Alternate Waste Technology (AWT) proposal
   - The financial impacts of Federal Government carbon pricing schemes currently under discussion
   - Other emergent waste treatment technologies and opportunities

In June 2011 the State Government committed $7 million over a five year period to help local governments increase rates of recycling and to reduce waste going to Landfill, through its Regional Funding Program.

The SMRC, at its 27 October 2011 meeting, resolved to seek consent from each of its six member councils to register them as participants in the Southern Metropolitan Regional Council Group to enable the SMRC to apply for funding under the Regional Funding Program.

### 3. Details

**Regional Funding Program 2010 – 2015 (RFP)**

The Local Government Strategic Waste Management – Regional Funding Program 2010-2015 (RFP) a major initiative developed through the Waste Authority and the Department of Environment and Conservation is currently seeking applicants to apply for funding. The Program will be run in three stages,

- Phase 1 – a fixed funding stage over the years one and two where regional groups are allocated a fixed amount based on the number of local governments in the group, regional needs and population.
- Phase 2 – a competitive bid funding stream over years three and four where regional groups will compete for funds for programs which demonstrate best value for money.
- Phase 3 – the fifth and final year of the program which will be implementation, completion and reporting of funded projects.

Councillors who wish to apply for funding are firstly to group themselves with other regional councils.

The SMRC is submitting four projects for funding which are currently listed in the SMRC’s Regional Strategic Waste Management Plan, previously endorsed by each Council, including the City of Rockingham.

The Projects are:

- Compost Glass removal $50,000
- Waste Education $135,000
- Waste Audits $135,000
- Drop-off facility project $25,000

It is a requirement of the Regional Funding Program Grant that the Regional Council Groups must contribute an amount either in cash, in kind or a contribution of 20% of the total cost of each of the projects.

The SMRC has advised that the City will not need to provide a 20% contribution as the SMRC will provide in kind support to cover this amount through the involvement of their key staff.

### 4. Implications to Consider

a. **Consultation with the Community**

   Nil
b. Consultation with Government Agencies
Nil

c. Strategic
Community Plan
This item addresses the Community’s Vision for the future and specifically the following Aspiration/s contained in the Community Plan 2011:-

**Aspiration 11:** Planning for population growth to ensure that future development and land-uses contribute to a sustainable city that provides for a genuinely desirable lifestyle.

**Aspiration 12:** Carbon footprint reduction and waste minimisation programs centred upon public awareness and the use of new technologies.

d. Policy
Nil

e. Financial
The City’s Business Plan 2011-20121 allocates funds to enable the staged implementation of the proposed waste processing concept. Prior to embarking on any of the proposed projects within the Strategy, a full business case will be presented on individual proposals to Council for consideration. Councillors a/c 210010.1718 and Officers a/c 210161.1013

f. Legal and Statutory
Legal advice was received in respect to the City’s withdrawal from the SMRC.

5. Comments

Regional Funding Program
The City has formally advised of its intent to withdraw from the SMRC to take effect as of 1st July 2012, in line with the twelve month period of notice required under the Establishment Agreement.

To be eligible for funding under the RFP a Council is required to be part of a regional group.

The SMRC, as a regional group, has invited the City to be part of their application for funding because the City would be unable to do this on its own accord under the funding guidelines.

Should the City be part of the application it would mean that the region would receive more funding, as the Phase 1 funding is allocated on the number of local governments, and their populations.

However, as the funding is over a five year period, it would mean that the City is part of the Regional Grouping, only for the purpose of the grant, after it is released from the SMRC.

Waste Strategy
The City, in April 2011, made the decision to withdraw from the Southern Metropolitan Regional Council (SMRC) and has formalised this decision.

City officers have met with Moltoni Energy Pty Ltd, now known as Phoenix Energy, in respect to their Waste to Energy project in the region, as well as being aware of a proposal from New Energy Corporation in respect to its proposed Waste to Energy project in Rockingham.

The Rivers Regional Council’s Alternate Waste Technology (AWT) proposal has not made any further significant decisions and City officers continue to liaise with them regarding their plans for an AWT in Kwinana.

City officers have also met with officers from the City of Mandurah, City of Cockburn and Town of Kwinana to discuss Waste Management issues and outline the City’s Waste Strategy.
The Federal Government’s recent decisions with regard to the Carbon Tax have allowed City officers to analyse and model its effects on its Millar Road Landfill operations and therefore the local community. Until the regulations and guidelines are finalised in February 2012 by the Federal Government the City is unable to finalise its future pricing increases, but current modelling is suggesting a cost of approximately $8 per household.

City officers have been investigating ways to minimise the carbon emissions from its Millar Road Landfill, and have engaged a company to undertake an alternate method for methane monitoring with a view this will provide the City with actual emissions rather than the default model which should provide the City with a reduced carbon liability.

Actions in the strategy relating to the Waste Education Centre and the litter crew have now been completed, with the Education Centre open and the litter crew transferral from Parks to Landfill Services effected.

In respect to the Waste to Energy projects the City received an invitation to inspect a Waste to Energy plant in Japan that is very similar to the proposed Phoenix Energy Plant, but was unable to attend due to the short notice and not having Council approval. It is considered it would be beneficial for officers to inspect the plant, meet with local government officials and to gain a full understanding of the impacts such a plant would have to the region.

City officers are keeping abreast of the new legislation the Carbon tax implications imposed on the City. Significant effort was made in the City’s 2011 National Greenhouse Emissions Report, resulting in the City not having to submit the report as it did not trigger the base threshold level.

As the 12 month period of deferring any decisions on Capital expenditure is nearing, City officers are starting to prepare business plans for Council consideration of the actions contained within the Waste Strategy.

6. **Voting Requirements**

Simple Majority

7. **Officer Recommendation**

That Council:

1. **AGREE** to be included in the Southern Metropolitan Regional Council’s grant application to the Waste Authority for its Regional Funding Program Project.

2. **AUTHORISE** the Chief Executive Officer to approve a delegation made up of one Councillor and/or appropriate officers to travel to Waste to Energy proposals at short notice, should they arise in the future.

3. **ACKNOWLEDGE** the City’s National Greenhouse Emissions Reporting for 2011/12 did not exceed the reporting threshold.

8. **Committee Recommendation**

That Council:

1. **AGREE** to be included in the Southern Metropolitan Regional Council’s grant application to the Waste Authority for its Regional Funding Program Project.

2. **AUTHORISE** the Chief Executive Officer to approve a delegation made up of one Councillor and/or appropriate officers to travel to Waste to Energy proposals at short notice, should they arise in the future.

3. **ACKNOWLEDGE** the City’s National Greenhouse Emissions Reporting for 2011/12 did not exceed the reporting threshold.

Committee Voting - 4/0
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1. **Purpose of Report**

Provide Council with details of the tenders received for Tender T11/12-44 Period cleaning of windows in various buildings within the City of Rockingham, document the results of the tender assessment and make recommendations regarding the award of the Tender.

2. **Background**

Tenders were advertised in the West Australian on Saturday, 24 September 2011 and the Weekend Courier on Friday, 30 September 2011 for Tender T11/12-44 Period cleaning of windows in various buildings within the City of Rockingham. Tenders closed at 2.00pm, Wednesday, 12 October 2011 and were publicly opened immediately after the closing time.
3. **Details**

Tenders were received from the following companies:

<table>
<thead>
<tr>
<th>Company</th>
<th>Cost of Window Cleaning of Council Controlled Buildings per clean.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Karen Dennison Services</td>
<td>$7,297</td>
</tr>
<tr>
<td>Eric Huizinga</td>
<td>$7,110</td>
</tr>
</tbody>
</table>

A panel comprising Manager Asset Services, Contract Coordinator and Acting Coordinator Parks Operations undertook Tender evaluations.

Evaluation of Tenders, in accordance with the advertised Tender assessment criteria, produced the following weighted scores:

<table>
<thead>
<tr>
<th>Assessment Criteria</th>
<th>Max. Points</th>
<th>Karen Dennison Services</th>
<th>Eric Huizinga (Ken Kleen)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level of Service</td>
<td>19%</td>
<td>15%</td>
<td>12%</td>
</tr>
<tr>
<td>Performance and experience of Tenderer</td>
<td>18%</td>
<td>24%</td>
<td>23%</td>
</tr>
<tr>
<td>Beneficial effects of Tender</td>
<td>5%</td>
<td>5%</td>
<td>5%</td>
</tr>
<tr>
<td>Tendered Price/s</td>
<td>40%</td>
<td>39%</td>
<td>40%</td>
</tr>
<tr>
<td>Total Weighted Scores</td>
<td>100%</td>
<td>83%</td>
<td>80%</td>
</tr>
</tbody>
</table>

The period of the contract shall be from the date of award until the 30th October 2014.

Subject to the mutual agreement of both the Principal and the Contractor, and with the absolute discretion of either party not to extend, the Contract may be extended for a maximum of up to 36 additional calendar months, in periods not greater than 12 calendar months.

The Assessment Panel considered the full price schedules submitted and considered the core services required in meeting the specification of the tender, when scoring the overall price.

4. **Implications to Consider**

a. **Consultation with the Community**

   Not applicable

b. **Consultation with Government Agencies**

   Not applicable

c. **Strategic**

   **Community Plan**

   This item addresses the Community’s Vision for the future and specifically the following Aspiration/s contained in the Community Plan 2011:-
Aspiration 6: Civic buildings, public places and transport infrastructure of contemporary design, constructed and maintained using best practice principles.

Aspiration 13: A community that is welcoming and desirable in the eyes of residents and non-residents alike.

d. Policy
Purchasing policy applies. To provide compliance with the Local Government Act 1995; Section 3.57 and Local Government (Functions and General) Regulations 1996, Part 4, Division 2, regulation 11 (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than $100,000 unless sub-regulation (2) states otherwise.

e. Financial
Expenditure for the cleaning of the windows at various City buildings in 2010/2011 was $5,472.50. An amount of $15,000 was allowed for in the 2011/2012 building maintenance operating budgets for this service.

f. Legal and Statutory
In accordance with Local Government Act 1995 Section 3.57 and Local Government (Functions and General) Regulations 1996, Part 4, Division 2, regulation 11 (1). Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than $100,000 unless sub-regulation (2) states otherwise.

5. Comments
Following consideration of the submissions and their assessment in accordance with the Tender Criteria by the Assessment Panel, the submission received from Karen Dennison Services was deemed to represent best value to the City.

6. Voting Requirements
Simple Majority

7. Officer Recommendation
That Council ACCEPT the Tender submitted by; Karen Dennison Services, 19 Willis Street, Warnbro WA 6160 for Tender T11/12-44 Period Cleaning of Windows in Various Buildings within the City of Rockingham in accordance with the tender documentation for the contract period from the date of award for 24 months, with the option to extend for a maximum of up to 36 additional calendar months, in periods not greater than 12 calendar months.

8. Committee Recommendation
That Council ACCEPT the Tender submitted by; Karen Dennison Services, 19 Willis Street, Warnbro WA 6160 for Tender T11/12-44 Period Cleaning of Windows in Various Buildings within the City of Rockingham in accordance with the tender documentation for the contract period from the date of award for 24 months, with the option to extend for a maximum of up to 36 additional calendar months, in periods not greater than 12 calendar months.

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### 13. Reports of Councillors

Nil

### 14. Addendum Agenda

Nil

### 15. Motions of which Previous Notice has been given

Nil

### 16. Notices of motion for Consideration at the Following Meeting

Nil

### 17. Urgent Business Approved by the Person Presiding or by Decision of the Committee

Nil

### 18. Matters Behind Closed Doors

Nil

### 19. Date and Time of Next Meeting

The next Corporate and Engineering Services Standing Committee Meeting will be held on **Tuesday 6 December 2011** in the Council Boardroom, Council Administration Building, Civic Boulevard, Rockingham. The meeting will commence at 4:00pm.

### 20. Closure

There being no further business, the Chairman thanked those persons present for attending the Corporate and Engineering Services Standing Committee meeting, and declared the meeting closed at 4:57pm.