MINUTES
Corporate and Engineering Services Committee Meeting
Held on Tuesday, 21 August 2012 at 4:00pm
City of Rockingham Boardroom
# City of Rockingham
Corporate and Engineering Services Committee
Meeting Minutes
4:00pm Tuesday 21 August 2012

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<td>19. Date and Time of Next Meeting</td>
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<tr>
<td>20. Closure</td>
<td>54</td>
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</tbody>
</table>
1. **Declaration of Opening**

The Chairperson declared the Corporate and Engineering Services Committee Meeting open at **4.01pm** and welcomed all present.

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

<table>
<thead>
<tr>
<th><strong>2.1 Councillors</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Cr Barry Sammels</td>
</tr>
<tr>
<td>Cr Lorraine Dunkling</td>
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<tr>
<td>Cr Chris Elliott</td>
</tr>
<tr>
<td>Cr Deb Hamblin</td>
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</tbody>
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<thead>
<tr>
<th><strong>2.2 Executive</strong></th>
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<tbody>
<tr>
<td>Mr Andrew Hammond</td>
</tr>
<tr>
<td>Mr Chris Thompson</td>
</tr>
<tr>
<td>Mr John Pearson</td>
</tr>
<tr>
<td>Mr Scott Lambie</td>
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<tr>
<td>Mr Gary Rogers</td>
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<tr>
<td>Mr James Henson</td>
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<tr>
<td>Mr Cadell Buss</td>
</tr>
<tr>
<td>Mr Ben Searcy</td>
</tr>
<tr>
<td>Ms Karin Strachan</td>
</tr>
<tr>
<td>Mr Vanisha Govender</td>
</tr>
<tr>
<td>Mr Peter Varris</td>
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<tr>
<td>Mrs Jelette Edwards</td>
</tr>
</tbody>
</table>

**Members of the Public:** Nil

**Press:** 1

<table>
<thead>
<tr>
<th><strong>2.3 Apologies:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Cr Allan Hill</td>
</tr>
<tr>
<td>Cr Ron Pease</td>
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</tbody>
</table>

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

3. **Responses to Previous Public Questions Taken on Notice**

Nil
<table>
<thead>
<tr>
<th>4.</th>
<th>Public Question Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>4:02pm</td>
<td>The Chairperson invited members of the Public Gallery to ask questions. There were none.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>5.</th>
<th>Confirmation of Minutes of the Previous Corporate and Engineering Services Committee Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Moved Cr Dunkling, seconded Cr Hamblin:</td>
<td>That Council <strong>CONFIRM</strong> the Minutes of the Corporate and Engineering Services Committee Meeting held on 17 July 2012, as a true and accurate record.</td>
</tr>
</tbody>
</table>

  Committee Voting – 4/0

<table>
<thead>
<tr>
<th>6.</th>
<th>Matters Arising from the Previous Corporate and Engineering Services Committee Meeting Minutes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nil</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>7.</th>
<th>Announcement by the Presiding Person without Discussion</th>
</tr>
</thead>
<tbody>
<tr>
<td>4:03pm</td>
<td>The Chairperson 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.</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>8.</th>
<th>Declarations of Members and Officers Interests</th>
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<tbody>
<tr>
<td>4:03pm</td>
<td>The Chairperson asked if there were any interests to declare. There were none.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>9.</th>
<th>Petitions/Deputations/Presentations/Submissions</th>
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<tbody>
<tr>
<td>Nil</td>
<td></td>
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</table>

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<thead>
<tr>
<th>10.</th>
<th>Matters for which the Meeting may be Closed</th>
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</thead>
<tbody>
<tr>
<td>4:04pm</td>
<td>The Chairperson advised in accordance with section 5.23(2)(a)(b) and (c) of the Local Government Act 1995 – if there were any questions or debate on Confidential Item CS-025/12 – Recommendation from the Customer Service Review Advisory Committee Meeting held on 24 July 2012, then the Committee will need to go behind closed doors.</td>
</tr>
</tbody>
</table>

There were questions and this report will be dealt with behind closed doors at Item 18 – Matters Behind Closed Doors.
11. Bulletin Items

Corporate and General Management Services Information Bulletin – August 2012

Corporate Services
1. Corporate Services Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Mobile Computing (AIM) Licensing Fees
   3.2 Minutes and Agenda Software
   3.3 Online Records Management Training
   3.4 Retention and Disposal Project
   3.5 Document Migration
   3.6 Disaster Recovery Solution
   3.7 Telephone System Replacement
   3.8 GIS Developments – SLIP & Custodial Module
   3.9 SAN/NAS Disk for Data Growth
   3.10 Building Licence Software
   3.11 Civil Drainage Software
   3.12 Authority 4J’s Licence
   3.13 VM Licencing
4. Information Items
   4.1 Write Off 2011/12 Levies
   4.2 List of Payments

Governance and Councillor Support
1. Governance and Councillor Support Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Electronic Meeting Papers and Decision Making Process
4. Information Items
   4.1 Gazettal of Local Government (Administration) Amendment Regulations 2012
   4.2 National Sea Change Taskforce Newsletter
   4.3 Advisory Committee – Review of Community Membership

Human Resources
1. Human Resources Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Employee Wellness Programme
   3.2 Corporate Training Programme
   3.4 Leadership & Management Programme
   3.5 Values Programme
   3.6 Safety Achievement Programme
4. Information Items
   4.1 Enterprise Agreement
   4.2 Human Resource Development Quarterly Statistics

Economic Development
1. Economic Development Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Leadership Forum
   3.2 Collateral Print and Distribution Audit
   3.3 Social Media
   3.5 Tourism Strategy
   3.6 Global Friendship
4. Information Items
   4.1 Film Applications
   4.2 Announcement of Rockingham Hotel
4.3 Media Tracking

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 Coordinating the development of a 10 year infrastructure plan
   4.4 Coordinating 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 Strategy
   4.10 Integrated Risk Management Framework for the City of Rockingham
   4.11 LGMA Challenge
   4.12 Other initiatives that the Strategy Coordination team is involved with

Committee Recommendation

That Councillors acknowledge having read the Corporate and General Management Services Information Bulletin – August 2012 and the contents be accepted.

Committee Voting – 4/0

Engineering and Parks Services Information Bulletin – August 2012

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 Directional Signage
   4.2 Delegated Authority for Thoroughfare Closures
   4.3 Local Area Traffic Management and Road Safety Design Projects 2011/12
   4.4 Delegated Authority for approval of Engineering Drawings - Subdivisions
   4.5 Delegated Authority for acceptance of As-Constructed Engineering Drawings - Subdivisions
   4.6 Delegated Authority to approve the release of Bonds for private subdivisional works
<p>| | |</p>
<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td><strong>4.7</strong></td>
<td>Handover of Subdivisional Roads</td>
</tr>
<tr>
<td><strong>4.8</strong></td>
<td>Delegated Authority for the payment of Crossover Subsidies</td>
</tr>
<tr>
<td><strong>4.9</strong></td>
<td>Mundijong Road Extension (Auslink Funded)</td>
</tr>
</tbody>
</table>

**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 2012/13
   4.2 Road Construction Program Main Roads Direct Grant 2012/13
   4.3 Road Construction Program Main Roads Grant 2012/13
   4.4 Road Construction Program Federal Black Spot 2012/13
   4.5 Road Construction Program State Black Spot 2012/13
   4.6 Road Construction Program Municipal Works 2012/13
   4.7 Road Renewal Program Municipal Works 2012/13
   4.8 Road Resurfacing Program Municipal Works 2012/13
   4.9 Footpath Construction Program Municipal Works 2012/13
   4.10 Road Maintenance Program 2012/13
   4.11 Passenger Vehicle Fleet Program 2012/13
   4.12 Light Commercial Vehicles Program 2012/13
   4.13 Heavy Plant Program 2012/13

**Parks Development**

1. Parks Services Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Shoalwater Beach Access Replacement Project
4. Information Items
   4.1 Groundwater Monitoring
   4.2 Kent Street Community Arts Centre Landscape Project
   4.3 Lake Richmond Heritage Listing
   4.4 Rockingham Foreshore Strategy
   4.5 Sustainable Cities Award
   4.6 Delegated Subdivision Public Open Space Handovers
   4.7 Delegated Public Open Space Approvals
   4.8 Memorial Seat Approvals

**Asset Management**

1. Asset Management Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Levels of Service Customer Survey
   3.2 Access Audit
   3.3 Audit Public Scheme Water Facilities
4. Information Items
   4.1 Asset Management Improvement Strategy
   4.2 Asset Systems Management
   4.3 Lease Management
   4.4 Engineering & Parks Financial Control
## Building Maintenance
1. Building Maintenance Team Overview  
2. Human Resource Update  
3. Project Status Reports  
4. Information Items  
   4.1 Building Maintenance  
   4.2 Graffiti Removal  
   4.3 Street Lighting 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/Design, Underground Power Program)  
   3.4 Major Project Property Development Planning (Design Modifications/Tender Planning/Structural Testing)  
4. Information Items  
   4.1 Delegated Written Notification of Successful Tenders  
   4.2 Delegated Release of Retention/Bank Guarantee’s  
   4.3 Proposed Shoalwater North Underground Power Project  
   4.4 2012 Public Area Lighting and Arterial Lighting  
   4.5 Lark Hill Wind Turbine  
   4.6 Bent Street Boat Launching Facility – Proposed Navigation Channel  
   4.7 Point Peron Boat Launching Facility – Design, Demolition and Replacement  
   4.8 Aqua Jetty – Replace/Upgrade HVAC Services  
   4.9 Bert England Lodge - Compliance  
   4.10 Bell Park Toilet – Replacement including Curfew Lockout System  
   4.11 Aquatic Centre – Renewal of Toilets/Unisex/Change Rooms  
   4.12 Baldivis Library - Design  
   4.13 Aqua jetty – Solar Heating  
   4.14 Baldivis Old School - Redevelopment  
   4.15 Hymus Street Coastal Protection  
   4.16 Repair Rock Armour at Various Boat Launching Facilities  
   4.17 Challenger Court Electrical System Upgrade  
   4.18 Aqua Jetty Swimming Club Office  
   4.19 Secret Harbour Surf Life Saving Club – Renovation

## Waste & Landfill Services
1. Waste & Landfill Services Team Overview  
2. Human Resource Update  
3. Project Status Reports  
4. Information Items  
   4.1 Waste kerbside collection  
   4.2 240 litre bin recycling service  
   4.3 240 litre bin recycling participation statistics  
   4.4 Destroyed and stolen refuse bins  
   4.5 Landfill statistics  
   4.6 Education and promotion
4.7 Landfill power station
4.8 T12/13-24 Period supply and delivery of mobile garbage bins, recycle bins, skips and associated accessories
4.9 T12/13-32 Period provision of greenwaste shredding, downsizing and waste reduction

Committee Recommendation

That Councillors acknowledge having read the Engineering and Parks Services Information Bulletin – August 2012 and the contents be accepted.

Committee Voting – 4/0
12. Agenda Items

Corporate Services

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CS-026/12 City of Rockingham Management of Carbon Pricing</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>EVM/6</td>
</tr>
<tr>
<td>Proponent/s:</td>
<td>Mr John Pearson, Director Corporate Services</td>
</tr>
<tr>
<td>Author:</td>
<td></td>
</tr>
<tr>
<td>Other Contributors:</td>
<td></td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>21 August 2012</td>
</tr>
<tr>
<td>Previously before Council:</td>
<td></td>
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<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>Site:</td>
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<tr>
<td>Lot Area:</td>
<td></td>
</tr>
<tr>
<td>Attachments:</td>
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<tr>
<td>Maps/Diagrams:</td>
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</table>

Purpose of Report

To adopt a clear approach, via policy to the management of carbon pricing as affecting the Millar Road Landfill Facility.

Background

In November 2011 the Clean Energy Act 2011 was assented. This legislation is designed to encourage the use of clean energy by placing a tax on carbon emissions. The City of Rockingham Millar Road Landfill Facility in accordance with this legislation is a liable carbon tax entity and therefore will be responsible for paying carbon tax associated with the carbon emissions from the landfill.

Details

Given the calculations associated with landfill carbon emissions are very complex and span decades into the future, some assumptions have had to be made. These will need to be modified in the future if not proven to be accurate. These include:
Carbon price calculations are based on an average carbon price of $30 per tonne.

Annual tonnage through the landfill gate is 250,000 tonnes.

Decomposition rates of waste have calculated to occur over an 80-year period.

Composition of waste has been broken into three categories – Municipal waste (58.5%), commercial and industrial waste (35.5%) and building and demolition waste (6%). Each of these categories has different carbon content levels thereby affecting the carbon tax liability.

### Implications to Consider

a. **Consultation with the Community**
   
   Nil

b. **Consultation with Government Agencies**
   
   The City has been registered as an emitter of carbon in accordance with the Clean Energy Act 2011.

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.

   It should be noted that the formation of any policy of this nature will need to be flexible enough to be repealed relatively easily given there is a significant likelihood that the Clean Energy Act 2011 could be substantially modified or repealed should there be a change in Australian Government at the next federal election.

d. **Policy**
   
   By adopting the officer recommendation, a policy will be formed which provides the framework for managing carbon tax liabilities.

e. **Financial**
   
   Nil

f. **Legal and Statutory**
   
   Section 184 of the Clean Energy Act 2011 identifies the City of Rockingham as a liable carbon tax entity and therefore it will need to pay carbon tax in accordance with this legislation.

   Section 6.11 of the Local Government Act 1995 provides the authority for a Reserve account to be established for a purpose in a future financial year and maintained for the reserve’s purpose.

### Comments

Given the City will have significant carbon tax liabilities over the coming decades totalling many millions of dollars, it is appropriate that a carbon pricing management policy is created to ensure appropriate management of revenues collected to support the carbon tax liability.

The policy is designed to be flexible yet clear in direction and allow for easy modification should “head of power” legislation change.

It should be noted that financial risks do exist in managing the carbon emissions (liability) released from the landfill but the policy requires a least-risk approach to be used.

### Voting Requirements

Simple Majority
Officer Recommendation

That Council ADOPTS the Management of Carbon Pricing Policy.

Committee Recommendation

That Council ADOPTS the Management of Carbon Pricing Policy attached below:

MANAGEMENT OF CARBON PRICING

Policy Objective

To adopt a clear approach to the management of carbon pricing as affecting the Millar Road Landfill Facility.

Policy Scope

This policy affects the management of revenues collected for carbon pricing from the Millar Road Landfill Facility and instructs staff on practices to be used.

Policy Statement

1. The City of Rockingham has been identified, in accordance with section 184 of the Clean Energy Act 2011 (CE Act), as a liable carbon tax entity from the 2012/13 financial year. As from 1 July 2012, the City will be liable for paying carbon tax on its emissions from landfill.
2. The City will use base cost calculations on solid waste deposited at landfill sites from 1 July 2012, with no consideration of legacy waste prior to this date.
3. Carbon cost calculations from 2012/13 will take into account future emissions of waste according to material decomposition rates amortised over an 80-year period, and not only emissions for the year within which it was deposited at the landfill.
4. The City will calculate material decomposition rates over 80 years from time of disposal as the City acknowledges that any waste disposed of at the landfill facility will release carbon for the following 80 years. Further, the City requires all costs associated with that carbon released over that period of time to be charged for at the time of disposal.
5. The City acknowledges there are significant financial risks involved in managing carbon emissions and therefore requires a least-risk scenario to ensure that permits are available in the year of emission that as close a possible match the collection rate at the landfill gate. The City will utilise appropriate financial instruments (as deemed necessary from time to time) to ensure that this occurs.
6. Any funds collected through landfill gate fees for payment of future carbon emissions will be transferred by 30 June in each financial year to a Reserve Fund for the express purpose of managing carbon costs associated with carbon being released by the Millar Road Landfill Facility.
7. The City supports the acquisition of both local and international carbon permits in order to both minimise cost and risk.

Definitions

Material Decomposition Rate: a statistical calculation used to assess decomposition rates over a given period of time in order to assess levels of carbon released annually.
Amortised: the gradual decrease over a given period of time.
Landfill Gate Fee: the fees and charges associated with disposal of waste charged at the Millar Road Landfill Facility.

Committee Voting – 4/0
<table>
<thead>
<tr>
<th>The Committee’s Reason for Varying the Officer’s Recommendation</th>
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<tbody>
<tr>
<td>Not applicable</td>
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<tr>
<td></td>
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<tr>
<td>Implications of the Changes to the Officer’s Recommendation</td>
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<tr>
<td>Not applicable</td>
</tr>
</tbody>
</table>
Corporate and Engineering Services

Corporate Services

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CS-027/12 Adoption of Adjusted 2011/12 Annual Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>GVR/89</td>
</tr>
<tr>
<td>Proponent/s:</td>
<td></td>
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<tr>
<td>Author:</td>
<td>Mr John Pearson, Director Corporate Services</td>
</tr>
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<td>Other Contributors:</td>
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</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>21 August 2012</td>
</tr>
<tr>
<td>Previously before Council:</td>
<td>CS-021/12 24 July 2012, CS-022/11 5 July 2011</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>
</tbody>
</table>

Site:
Lot Area:
Attachments:

1. 2011/12 Adopted Annual Budget
2. Rating Information – Schedule 1 (NOTE 5.1.1)
3. Rating Information – Schedule 2 (NOTE 5.1.2)
4. Rate Setting Statement – Flowchart (NOTE 6.1.1)
5. Rate Setting Statement (NOTE 6.1.2)
6. Opening Balance (Net Current Position) (NOTE 6.2)
7. Statement of Comprehensive Income by Program (NOTE 6.3)
8. Statement of Comprehensive Income by Nature and Type (NOTE 6.4)
9. Statement of Cash Flow (NOTE 6.5)
10. Cash Flow Reconciliation (NOTE 6.6)

Maps/Diagrams:

Purpose of Report
To adopt an adjusted 2011/12 financial year budget.

Background
The City of Rockingham adopted the 2011/12 Annual Budget on 5 July 2011 at a special meeting. As part of the budget deliberations Council resolved rates in the dollar for all properties in the City of Rockingham.
In late 2011 the City received correspondence from the Department of Local Government noting an error in the 2011/12 Annual budget associated with the minimum number of UV ratepayers exceeding the statutory limit of 50% of the total UV ratepayers by 13. This error was noted and acknowledged.

In April 2012 the Minister for Local Government lodged an application with the State Administrative Tribunal (SAT) for general rates for the City of Rockingham to be quashed within the 2011/12 financial year.

During May and June 2012, officers of the City have attended SAT sittings in an attempt to resolve this matter.

On 24 July the City of Rockingham resolved to support orders of consent quashing the 2011/12 UV rates.

On 26 July SAT quashed UV rates in the 2011/12 financial year in accordance with section 6.82 of the Local Government Act 1995.

**Details**

SAT has quashed UV rates for the City of Rockingham in the 2011/12 financial year.

In accordance with section 6.32 of the *Local Government Act 1995* (the Act), any local government can only impose a rate (including a minimum payment) or a specified area rate:

(a) when adopting the annual budget for your local government for that financial year; or
(b) in an emergency; or
(c) after a court or the tribunal has quashed the rate or specified area rate.

It follows now that given the UV rates have been quashed, the City now needs to impose a new and valid rate to replace the quashed rate.

Any new rate must be imposed in the course of adopting a new budget “in a form and manner similar to the annual budget with such modifications as are necessary to meet the case … where required to do so in consequence of the quashing of … a rate … by the State Administrative Tribunal” (see section 6.3 of the Act). It is considered that, as a result of this requirement, any new rate can only be different from the quashed rate to the extent that it is necessary for the rate to be different to correct the problem.

**Implications to Consider**

a. **Consultation with the Community**
   Nil

b. **Consultation with Government Agencies**
   Extensive liaising with the Department of Local Government has occurred to ensure that anything that is proposed meets both the State and City requirements.

   SAT has quashed the City of Rockingham UV rates for the 2011/12 financial year. This has been done with the support of the City.

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**

A substantial procedure is now being concluded which will result in a new 2011/12 budget being prepared and the minor adjustments accommodated for. This needs to occur because of the UV rates being quashed.

Essentially the budget will be adjusted by $5,967 to accommodate the adjusted/refunded UV rates. The relevant pages of the 2011/12 budget are provided for all appropriate approvals. The effected UV ratepayers with receive a credit of between $40 and 86 cents on a newly issued rates notice.

f. **Legal and Statutory**

Under section 6.32(1) of the Act, a local government must impose a general rate which can be imposed uniformly or differentially.

Section 6.32(2) of the Act requires the general rate being imposed separately for rateable land valued on its gross rental value (GRV) and rateable land valued on its unimproved value (UV). This will be so even if the general rate is imposed uniformly.

Section 6.82 of the Act allows any person to refer the matter of whether a rate was imposed in accordance with the Act to SAT for resolution. SAT may make resolution to quash the invalid rate which in its opinion has been raised invalidly.

Section 6.32 of the Act states that any local government can only impose a rate (including a minimum payment) or a specified area rate:

(a) when adopting the annual budget for your local government for that financial year; or

(b) in an emergency; or

(c) after a court or the Tribunal has quashed the rate or specified area rate.

Section 6.3 of the Act requires a local government to prepare and adopt a budget in a form and manner similar to the annual budget with such modifications as are necessary to meet the changes required.

### Comments

The general rate and minimum payments for UV rates have been quashed by SAT under section 6.82 of the Local Government Act 1995. The City of Rockingham had agreed for this to occur. The City is now required to adopt new UV rates for the 2011/12 financial year and this can only be done by the adoption of a new budget (amended budget).

The process being followed is as follows:

First, a minute of consent orders should be signed on behalf of the Minister and the City of Rockingham requesting SAT quash the affected rates. SAT will then have to make orders in terms of the minute. This has been completed.

Second, City of Rockingham officers will prepare a set of officer recommendations and amended budget papers for Council’s consideration. This has been done and forms the basis of this report.

Finally, Council is required to endorse the officer recommendations and thereby validate its rates for the 2011/12 financial year. Adopting the officer recommendation satisfies this requirement.

### Voting Requirements

Absolute Majority

### Officer Recommendation

That the Council:

1. **NOTES** that the State Administrative Tribunal has quashed the general unimproved value rate on rateable land within the City of Rockingham for the 2011/12 financial year imposed by the City of Rockingham on 5 July 2011 in accordance with section 6.82 of the Local
Government Act 1995, as the minimum payment did not comply with section 6.35(4)(a) of the Act as it was applied to more than 50% of properties on that general rate.

2. **ADOPTS** a budget for 2011/2012 in accordance with section 6.3 of the Act which:

(a) subject to the modifications set out in resolution 3, is in the same form and manner as the annual budget adopted at the Council meeting held on 5 July 2011 (recorded as item CS-022/11 and included as an attachment to the minutes of that meeting and tabled herewith);

(b) reduces the amount to be yielded by the general UV rate to $338,222, which is $5,967 less than the budget deficiency and within the statutory limit on the amount estimated to be yielded by the general UV rate provided for by section 6.34 of the Act.

3. **NOTES** that the modifications referred to in resolution 2 change the following schedules and notes:

   a) Rating Information – Schedule 1 (NOTE 5.1.1)
   b) Rating Information – Schedule 2 (NOTE 5.1.2)
   c) Rate Setting Statement – Flowchart (NOTE 6.1.1)
   d) Rate Setting Statement (NOTE 6.1.2)
   e) Opening Balance (Net Current Position) (NOTE 6.2)
   f) Statement of Comprehensive Income by Program (NOTE 6.3)
   g) Statement of Comprehensive Income by Nature and Type (NOTE 6.4)
   h) Statement of Cash Flow (NOTE 6.5)
   i) Cash Flow Reconciliation (NOTE 6.6)

4. In accordance with section 6.32(3)(b) of the Act, **IMPOSES** the following general rates and minimum payments:

   **UV Rates**
   - Residential: $0.0079
   - Rural Improved: $0.0079
   - Rural Vacant: $0.0079
   - Urban Farmland: $0.0069

   **Minimum Payments**
   - Residential Minimum: $450
   - Rural Improved Minimum: $450
   - Rural Vacant Minimum: $450
   - Urban Farmland Minimum: $450

5. **NOTES** that resolutions 2, 3 and 4 above are required to validate the general UV rate and UV minimum payments levied and that a credit will be allocated to those ratepayers affected by the amended “Minimum Payments” whose minimum payments reduce as a consequence of this reimposition.

**Committee Recommendation**

That the Council:

1. **NOTES** that the State Administrative Tribunal has quashed the general unimproved value rate on rateable land within the City of Rockingham for the 2011/12 financial year imposed by the City of Rockingham on 5 July 2011 in accordance with section 6.82 of the Local Government Act 1995, as the minimum payment did not comply with section 6.35(4)(a) of the Act as it was applied to more than 50% of properties on that general rate.

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   Minimum Payments
   - Residential Minimum: $450
   - Rural Improved Minimum: $450
   - Rural Vacant Minimum: $450
   - Urban Farmland Minimum: $450

5. **NOTES** that resolutions 2, 3 and 4 above are required to validate the general UV rate and UV minimum payments levied and that a credit will be allocated to those ratepayers affected by the amended ‘Minimum Payments’ whose minimum payments reduce as a consequence of this reposition.

   Committee Voting – 4/0

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

   Not applicable

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

   Not applicable
## Purpose of Report

To seek Council’s approval to grant a rating exemption to the Department of Health.

## Background

Correspondence has been received from the Department of Health (Peel and Rockingham Kwinana Mental Health Service) seeking a rating exemption on a property it owns that is being used to provide assistance and support to people experiencing mental health difficulties.

## Details

The following documents have been received from the Department of Health:

1. Letters dated 1 and 21 May 2012
2. WA Health Strategic Intent Statement

## Implications to Consider

- **Consultation with the Community**
  - Nil

- **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 systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant.

---

**d. Policy**

Nil

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**e. Financial**

The total rates levied for the 2012/13 financial year are $3700.42. If the exemption is granted, $3700.42 will need to be written off.

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**f. Legal and Statutory**

Under Section of 6.26(2)(g) of the Local Government Act 1995, land used exclusively for charitable purposes is not rateable land.

---

### Comments

A legal opinion previously obtained for a similar organisation would suggest that the Department of Health would be entitled to a rate exemption on the property they own pursuant to Section 2.26(2)(g) of the Local Government Act 1995. It was considered based on the information supplied by the Department of Health that it satisfies the requirements of Section 6.26(2)(g) of the Local Government Act 1995 in that the property is being used exclusively for charitable purposes.

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### Voting Requirements

Simple Majority

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### Officer Recommendation

That Council:

1. **APPROVE** the rating exemption on 9/3 Goddard Street Rockingham (Assessment No. 104411) owned by the Department of Health, as it is non rateable land pursuant to Section 6.26(2)(g) of the Local Government Act 1995, effective from 1 July 2012.

2. **APPROVE** the writing off of rates totalling $3700.42 on Assessment No 104411 for the 2012/13 financial year.

---

### Committee Recommendation

That Council:

1. **APPROVE** the rating exemption on 9/3 Goddard Street Rockingham (Assessment No. 104411) owned by the Department of Health, as it is non rateable land pursuant to Section 6.26(2)(g) of the Local government Act 1995, effective from 1 July 2012.

2. **APPROVE** the writing off of rates totalling $3700.42 on Assessment No 104411 for the 2012/13 financial year.

Committee Voting – 4/0

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

Not applicable

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

Not applicable
Corporate and Engineering Services
Corporate Services

Reference No & Subject: CS-029/12 Application for Rating Exemption – 4 Ballidu Way, Baldivis
File No: RTV/1-03
Proponent/s: The Salvation Army
Author: Ms A Gumina, Senior Rates Officer
Other Contributors: 
Date of Committee Meeting: 21 August 2012
Previously before Council: 
Disclosure of Interest: 
Nature of Council’s Role in this Matter: Executive Function

Site: 4 Ballidu Way, Baldivis
Lot Area: 
Attachments: Letter from Salvation Army dated 26 July 2012
Maps/Diagrams: 

Purpose of Report
To seek Council’s approval to grant a rating exemption to the Salvation Army.

Background
The Salvation Army has applied by its letter dated 26 July 2012 for a rating exemption under Section 6.26(2)(d) of the Local Government Act 1995 on a property it owns at 4 Ballidu Way, Baldivis.

Details
A letter dated 26 July 2012 has been received from the Salvation Army.

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 systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant.

d. Policy

Nil

e. Financial

The total rates levied for the 2012/13 financial year are $989.40. If the exemption is granted, $989.40 will need to be written off.

f. Legal and Statutory

Section of 6.26(2)(d) of the Local Government Act 1995 specifically exempts land used exclusively for religious purposes from Local Government rates.

Comments

A legal opinion previously obtained for a similar religious group would suggest that the Salvation Army would be entitled to a rate exemption on the property they own pursuant to Section 2.26(2)(d) of the Local Government Act 1995. It satisfies the requirement of Section 6.26(2)(d) of the Local Government Act in that the property is used and occupied exclusively by a minister for religion.

Voting Requirements

Simple Majority

Officer Recommendation

That Council:

1. APPROVE the rating exemption on 4 Ballidu Way, Baldivis (Assessment No. 347971) owned by the Salvation Army, as it is non rateable land pursuant to Section 6.26(2)(d) of the Local government Act 1995, effective from 1 July 2012.

2. APPROVE the writing off of rates totalling $989.40 on Assessment No 347971 for the 2012/13 financial year.

Committee Recommendation

That Council:

1. APPROVE the rating exemption on 4 Ballidu Way, Baldivis (Assessment No. 347971) owned by the Salvation Army, as it is non rateable land pursuant to Section 6.26(2)(d) of the Local government Act 1995, effective from 1 July 2012.

2. APPROVE the writing off of rates totalling $989.40 on Assessment No 347971 for the 2012/13 financial year.

Committee Voting – 4/0

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

Not applicable

Implications of the Changes to the Officer’s Recommendation

Not applicable
**Corporate and Engineering Services**

**Corporate Services**

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CS-030/12 Monthly Financial Management Report for June 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>FLM/88</td>
</tr>
<tr>
<td>Proponent/s:</td>
<td></td>
</tr>
<tr>
<td>Author:</td>
<td>Ms Vanisha Govender, Financial Accountant</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td></td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>17 August 2012</td>
</tr>
<tr>
<td>Previously before Council:</td>
<td></td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td>Executive Function</td>
</tr>
<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td></td>
</tr>
</tbody>
</table>

**Site:**

**Lot Area:**

**Attachments:**

**Maps/Diagrams:**

**Monthly Financial Management Report for June 2012**

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**Purpose of Report**

To receive the monthly Financial Management Report for June 2012.

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**Background**

Nil

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**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.

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**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 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

**Comments**
The numerous variances identified have been reviewed within the current budget review.

**Voting Requirements**
Simple Majority

**Officer Recommendation**

**Committee Recommendation**

Committee Voting – 4/0

**The Committee’s Reason for Varying the Officer’s Recommendation**
Not applicable

**Implications of the Changes to the Officer’s Recommendation**
Not applicable
Council consideration of closing the City of Rockingham Administration Centre over the 2012/13 Christmas/New Year period.

Background

The City of Rockingham normally closes the Administration Centre over the Christmas/New Period, a practice commenced over ten (10) years ago. City staff access accrued rostered days off, annual leave or leave without pay for those days other than the public holidays specified in the relevant Enterprise Bargaining Agreement.

Past statistics show that there is a significant decline in customer demand during the period.

The closure of local government administration offices during this period is commonplace in the metropolitan area with 60% choosing to do so.

Details

The Executive Management Team have considered the forthcoming 2012/2013 Christmas/New Year period and propose that the Administration Centre be closed from Monday 24 December 2012 to and including Tuesday 1 January 2013, reopening Wednesday 2 January 2012.
The closure period is shown in the following calendar:

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Saturday</th>
<th>Sunday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dec 17 Open</td>
<td>Dec 18 Open</td>
<td>Dec 19 Open</td>
<td>Dec 20 Open</td>
<td>Dec 21 Open</td>
<td>Dec 22 Open</td>
<td>Dec 23 Open</td>
</tr>
<tr>
<td>Dec 31 Closure</td>
<td>Jan 1 New Year's Day Public Holiday</td>
<td>Jan 2 Office Re-opens</td>
<td>Jan 3 Open</td>
<td>Jan 4 Open</td>
<td>Jan 5</td>
<td>Jan 6</td>
</tr>
</tbody>
</table>

The closure of the Administration Centre during this period provides an opportunity for staff to relax over the festive period and be refreshed for work in the new year.

Arrangements will be made for out-services such as libraries and the Operations Centre to ensure that an appropriate level of service is maintained for the community.

**Implications to Consider**

a. **Consultation with the Community**  
   Advertisements will be placed in the local newspapers, Council website, notice boards and social media platforms advising the closure dates for City services.

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 systems that ensure decision making a resource allocation is accountable, participative, legally and ethically compliant.

d. **Policy**  
   Nil

e. **Financial**  
   Employees will access leave entitlements for the additional days’ leave during the period.

f. **Legal and Statutory**  
   The relevant clauses of the Rockingham Enterprise Agreements will be followed.

**Comments**

The period between Christmas and New Year is traditionally a quiet time with a reduced demand for over-the-counter customer service and with supporting advertising, the Administration Centre closure has minimal impact on service delivery to the community.

Rangers and Security will continue to work on a rostered basis and nominated staff will be available for emergency situations.

**Voting Requirements**

Simple Majority
Officer Recommendation

That Council APPROVE the closure of the Administration Centre of the 2012/13 Christmas/New Year period from Monday 24 December 2012 to and including Tuesday 1 January 2013, reopening at 8:30am on Wednesday 2 January 2013.

Committee Recommendation

That Council APPROVE the closure of the Administration Centre of the 2012/13 Christmas/New Year period from Monday 24 December 2012 to and including Tuesday 1 January 2013, reopening at 8:30am on Wednesday 2 January 2013.

Committee Voting – 4/0

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

Not applicable

Implications of the Changes to the Officer’s Recommendation

Not applicable
Human Resources

Corporate and Engineering Services
Engineering and Parks Services

Reference No & Subject: HR-006/12
File No: T12/13-21
Proponent/s: Tender T12/13-21 – Supply of Personnel
Author: Ms Brenda Atkins, Human Resources Coordinator
Other Contributors: Mr Bruce Foster, Procurement Coordinator
Date of Committee Meeting: 21 August 2012
Previously before Council: 21 August 2012
Disclosure of Interest: Executive Function
Nature of Council’s Role in this Matter:

Site:
Lot Area:
Attachments:
Maps/Diagrams:

Purpose of Report

Provide Council with details of the tenders received for Tender T12/13-21 – Supply of Personnel, document the results of the tender assessment and make recommendations regarding award of the tender.

Background

The Tender was advertised in the West Australian on Saturday, 2 June 2012 for Tender T12/13-21 – Supply of Personnel. Tenders closed at 2.00pm, Wednesday, 27 June 2012 and was publicly opened immediately after the closing time.

Details

Tender Summary:

Services to be provided under the contract include:

- Provide additional labour resources during times of peak workload;
- Relieve permanent staff during periods of extended absences on leave; and
- Provide labour resources and expertise for special projects.

The Contract period shall be 24 calendar months calculated from the 5 September 2012 or the date of award, whichever is the later date.
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.

Tender submissions were received from:

<table>
<thead>
<tr>
<th>Tender Submissions</th>
<th>Within the Weighted Score matrix, referred to as:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Toll Personnel Pty Ltd, trading as Toll People</td>
<td>Toll People</td>
</tr>
<tr>
<td>Alliance Recruitment Pty Ltd</td>
<td>Alliance Recruitment</td>
</tr>
<tr>
<td>Flexi Staff Pty Ltd</td>
<td>Flexi Staff</td>
</tr>
<tr>
<td>Hays Specialist Recruitment Pty Ltd</td>
<td>Hays</td>
</tr>
<tr>
<td>BDS People</td>
<td>BDS People</td>
</tr>
<tr>
<td>CPE Link Pty Ltd, trading as CPE Group</td>
<td>CPE Group</td>
</tr>
<tr>
<td>DFP Recruitment Services Pty Ltd</td>
<td>DFP Recruitment</td>
</tr>
<tr>
<td>Rensol Pty Ltd</td>
<td>Rensol</td>
</tr>
<tr>
<td>Green Skills Inc/EcoJobs Environmental Personnel</td>
<td>EcoJobs</td>
</tr>
<tr>
<td>Australia Personnel Global Pty Ltd</td>
<td>Australia Personnel</td>
</tr>
<tr>
<td>Impex Personnel Pty Ltd</td>
<td>Impex Personnel</td>
</tr>
<tr>
<td>Programmed Integrated Workforce</td>
<td>Programmed Integrated Workforce</td>
</tr>
<tr>
<td>Ross Human Directions Ltd</td>
<td>Ross Human</td>
</tr>
<tr>
<td>Skilled Group Ltd, trading as Skilled</td>
<td>Skilled</td>
</tr>
<tr>
<td>Sinclair Consulting Group</td>
<td>Sinclair Consulting</td>
</tr>
<tr>
<td>LO-GO Appointments</td>
<td>LO-GO Appointments</td>
</tr>
<tr>
<td>Integrity Industrial Pty Ltd</td>
<td>Integrity Industrial</td>
</tr>
<tr>
<td>AWX Pty Ltd</td>
<td>AWX</td>
</tr>
</tbody>
</table>

A panel comprising the Human Resources Coordinator, Manager Engineering Operations, Manager Waste and Landfill Services, and Acting Coordinator Parks Operations, undertook tender evaluations. The Procurement Coordinator was also present during the assessment process.

Evaluation of the tender, 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>Toll People</th>
<th>Alliance Recruitment</th>
<th>Flexi Staff</th>
<th>Hays</th>
<th>BDS People</th>
<th>CPE Group</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level of Service</td>
<td>25%</td>
<td>11.3%</td>
<td>21.5%</td>
<td>23.3%</td>
<td>18.0%</td>
<td>17.3%</td>
<td>23.8%</td>
</tr>
<tr>
<td>Performance and experience of Tenderer</td>
<td>40%</td>
<td>22.5%</td>
<td>23%</td>
<td>37.8%</td>
<td>32.8%</td>
<td>23.8%</td>
<td>28.8%</td>
</tr>
<tr>
<td>Beneficial Effects of Tender</td>
<td>5%</td>
<td>2.8%</td>
<td>3.3%</td>
<td>5.0%</td>
<td>3.0%</td>
<td>2.8%</td>
<td>3.3%</td>
</tr>
<tr>
<td>Tendered Price/s</td>
<td>30%</td>
<td>30.0%</td>
<td>24.7%</td>
<td>24.5%</td>
<td>20.0%</td>
<td>27.5%</td>
<td>11.5%</td>
</tr>
<tr>
<td>Total Weighted Scores</td>
<td>100%</td>
<td>66.6%</td>
<td>72.5%</td>
<td>90.6%</td>
<td>73.8%</td>
<td>71.4%</td>
<td>67.4%</td>
</tr>
</tbody>
</table>
### Weighted Scores

<table>
<thead>
<tr>
<th>Assessment Criteria</th>
<th>Max. Points</th>
<th>DFP Recruitment</th>
<th>Rensol</th>
<th>EcoJobs</th>
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<td>Level of Service</td>
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<td>20.8%</td>
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<td>33.3%</td>
<td>22.5%</td>
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<td>14.3%</td>
<td>20.8%</td>
<td>36.3%</td>
</tr>
<tr>
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<td>2.8%</td>
<td>2.5%</td>
<td>3%</td>
<td>5.0%</td>
<td>3.0%</td>
<td>5%</td>
</tr>
<tr>
<td>Tendered Price/s</td>
<td>30%</td>
<td>25.1%</td>
<td>26.9%</td>
<td>6.2%</td>
<td>25.7%</td>
<td>13.1%</td>
<td>22.4%</td>
</tr>
<tr>
<td>Total Weighted Scores</td>
<td>100%</td>
<td>85.0%</td>
<td>67.4%</td>
<td>54.0%</td>
<td>60.3%</td>
<td>56.4%</td>
<td>84.5%</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>Assessment Criteria</th>
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<th>Ross Human</th>
<th>Skilled Human</th>
<th>Sinclair Consulting</th>
<th>Lo-Go Appointments</th>
<th>Integrity Industrial</th>
<th>AWX</th>
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<td>19.8%</td>
<td>20.5%</td>
<td>17.5%</td>
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<tr>
<td>Performance and experience of Tenderer</td>
<td>40%</td>
<td>35.5%</td>
<td>24.3%</td>
<td>17.5%</td>
<td>34.0%</td>
<td>27.0%</td>
<td>23.8%</td>
</tr>
<tr>
<td>Beneficial Effects of Tender</td>
<td>5%</td>
<td>2.5%</td>
<td>2.8%</td>
<td>2.0%</td>
<td>3.8%</td>
<td>3.3%</td>
<td>3.3%</td>
</tr>
<tr>
<td>Tendered Price/s</td>
<td>30%</td>
<td>24.8%</td>
<td>13.5%</td>
<td>23.6%</td>
<td>28.9%</td>
<td>26.9%</td>
<td>29.0%</td>
</tr>
<tr>
<td>Total Weighted Scores</td>
<td>100%</td>
<td>80.6%</td>
<td>58.6%</td>
<td>54.6%</td>
<td>86.5%</td>
<td>77.7%</td>
<td>73.6%</td>
</tr>
</tbody>
</table>

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

Purchasing policy and Procurement Standard 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 11A (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 subregulation (2) states otherwise.

e. **Financial**

Expenditure will be in accordance with City Business Plan as presented to Council and in accordance with the 2012/13 Annual Budget.

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 11A (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 subregulation (2) states otherwise. In accordance with Local Government (Functions and General) Regulations 1996; Part 4 Division 2, Regulation 18 (5), the Local Government may decline to accept any tender.

<table>
<thead>
<tr>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Three of the tenderers could not fulfill the requirement to cover all employment classifications; they were:</td>
</tr>
<tr>
<td>- Alliance Recruitment Pty Ltd;</td>
</tr>
<tr>
<td>- CPE Link Pty Ltd, trading as CPE Group; and</td>
</tr>
<tr>
<td>- Green Skills Inc/EcoJobs Environmental Personnel.</td>
</tr>
<tr>
<td>The panel agreed to assess each of these three submissions to maintain the integrity of the assessment process and to ensure a fair and consistent approach should their final recommendation be a panel approach of preferred suppliers.</td>
</tr>
<tr>
<td>The tender submission received from BDS People stated that the tender price shown in the submission did not include costs for medicals, police checks, personal protective equipment and other pre-employment tests. Although the tender document requested that all costs be included in the price schedule the assessment panel following consideration of the costs determined it appropriate to assess the submission.</td>
</tr>
<tr>
<td>Following consideration of the submissions and in accordance with the tender criteria all companies demonstrated a capacity to complete the works, however, the submissions received from Flexi Staff Pty Ltd, DFP Recruitment Services Pty Ltd, Programmed Integrated Workforce and LO-GO Appointments were considered the best value to the City and are therefore recommended as the preferred tenderers.</td>
</tr>
<tr>
<td>It was noted that most tender outcomes result in one preferred tenderer being identified. However the evaluation panel noted that the four preferred tenderers identified were all very similar in overall scores, individually and collectively represented good value to the City and that the option of more than one provider had proved advantageous to the City in the past. It was therefore agreed that the panel approach of preferred suppliers be continued.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Voting Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Simple Majority</td>
</tr>
</tbody>
</table>
**Officer Recommendation**

That Council **ACCEPT** the tenders submitted from:
- Flexi Staff Pty, 5 Stoneham Street, Ascot;
- DFP Recruitment Services Pty Ltd, Level 8, 5 Mill Street, Perth;
- Programmed Integrated Workforce, 198 Great Eastern Highway, Belmont; and
- LO-GO Appointments, Suite 3/74 Hay Street, Subiaco;

for Tender T12/13-21 – Supply of Personnel in accordance with the tender documentation for the contract period being for 24 calendar months calculated from the 5 September 2012 or the date of award, whichever is the later date.

**Committee Recommendation**

That Council **ACCEPT** the tenders submitted from:
- Flexi Staff Pty, 5 Stoneham Street, Ascot;
- DFP Recruitment Services Pty Ltd, Level 8, 5 Mill Street, Perth;
- Programmed Integrated Workforce, 198 Great Eastern Highway, Belmont; and
- LO-GO Appointments, Suite 3/74 Hay Street, Subiaco;

for Tender T12/13-21 – Supply of Personnel in accordance with the tender documentation for the contract period being for 24 calendar months calculated from the 5 September 2012 or the date of award, whichever is the later date.

**Committee Voting** – 4/0

**The Committee's Reason for Varying the Officer's Recommendation**

Not applicable

**Implications of the Changes to the Officer's Recommendation**

Not applicable
Corporate and Engineering Services
Economic Development Services

Reference No & Subject:
ED-011/12 Recommendation from the Global Friendship Advisory Committee Meeting held on 18 July 2012

File No:  
Author: Mr Cadell Buss, Manager Economic Development  
Other Contributors: Ms Nollaig Baker, Economic Development Officer  
Date of Committee Meeting: 21 August 2012

Disclosure of Interest:
Nature of Council’s Role in this Matter: Executive Function
Attachments:
Maps/Diagrams:
Minutes of the Global Friendship Advisory Committee Meeting held on 18 July 2012

Purpose of Report
To seek Council approval for interested members of the Global Friendship Committee to attend the Sister Cities Australia annual conference in Devonport, Tasmania from 11 – 14 November 2012.

Recommendations to the Corporate and Engineering Services Committee

Advisory Committee Recommendation 1: Committee Members to Attend Sister City Annual Conference

That Council APPROVE interested members of the Global Friendship Committee namely Ms Megan Levy and Ms Made Delavaris to attend the Sister Cities Annual Conference in Devonport, Tasmania on 11 – 14 November 2012.

Background
Sister Cities Australia Inc. (SCA) is an association of cities, towns, shires, ports and even states that have a Sister City relationship. The objective of SCA is to provide an umbrella of support and to promote these affiliations. SCA also aims to provide a forum for cultural, economic and educational interchange between communities and to encourage friendship, co-operation and understanding to improve peaceful co-existence worldwide. Devonport City Council is honoured to be hosting the 2012 Sister Cities Australia Annual Conference.

The 2012 Conference theme is Growing Our Future: The Journey Together symbolises the dynamic and interconnected nature of Sister Cities. Sister Cities creates and nurtures a mosaic of relationships across our global community for our social, cultural and economic survival. The
The City's Global Friendship Committee has a line item in their budget for attendance at one conference per year.

**Implications to Consider**

a. **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.

b. **Policy**
   - Not applicable

c. **Financial**
   - Flight: $1,200 approx. for Ms Megan Levy only
   - Accommodation: $660
   - Registration Fees: $1,800
   - Transport: Taxi vouchers will be supplied

d. **Legal and Statutory**
   - Nil

e. **Voting Requirements**
   - Simple majority

**Officer Recommendation if Different to Advisory Committee Recommendation**

Nil

**The Officer's Reason for Varying the Advisory Committee Recommendation**

Nil

**Committee Recommendation**

That Council **APPROVE** interested members of the Global Friendship Committee namely Ms Megan Levy and Ms Made Delavaris to attend the Sister Cities Annual Conference in Devonport, Tasmania on 11 – 14 November 2012.

Committee Voting – 4/0

**The Committee's Reason for Varying the Officer's Recommendation**

Not applicable

**Implications of the Changes to the Officer's Recommendation**

Not applicable
### Corporate and Engineering Services

#### Engineering and Parks Services

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>EP-063/12 Restricted Access Vehicle Network 2 – Nairn Drive / Safety Bay Road</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>TFT/6</td>
</tr>
<tr>
<td>Proponent/s:</td>
<td>Mr Scott Lambie, A/Manager Engineering Services</td>
</tr>
<tr>
<td>Author:</td>
<td>Mr Daryl Poole, Engineering Technical Officer - Traffic</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td></td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>21 August 2012</td>
</tr>
<tr>
<td>Previously before Council:</td>
<td></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>
</tbody>
</table>

**Site:** Nairn Drive/Safety Bay Road

**Lot Area:** Lot 22, PCL 28760 Smirk Road, Baldivis

**Attachments:**

- Map of proposed Restricted Access Vehicle Network 2 route

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![Map of proposed Restricted Access Vehicle Network 2 route](image)
Purpose of Report

To consider a proposal to have a section of Nairn Drive and Safety Bay Road added to Main Roads WA (MRWA) Restricted Access Vehicle Network 2, with an additional CAO7 MRWA Condition.

Background

Monahan Transport has sought permission to transport excavated material from Lot 22, PCL 28760 Smirk Road, Baldivis out of the City, via the Kwinana Freeway. Lot 22 covers some 22.6 ha and is the last undeveloped land in this part of Baldivis. Its development would enable two sections of Nairn Drive to be connected.

There are essentially only two access routes from Lot 22 to Kwinana Freeway. The Nairn Drive/Safety Bay Road route is considered the most appropriate in terms of road width and potential impact upon residential communities. Smirk Road, which is the other route, is narrow; exposed to residential areas and has a number of roundabouts along its length.

Details

The transport of excavated material from Lot 22 is a necessary requirement, if the site is to be fully developed. There are few designated truck routes in the near vicinity of Lot 22 and access to other alternatives would be via narrow streets through residential areas. Hence, the Nairn Drive/Safety Bay Road connection is the only viable link to the freeway. However, it would not be appropriate for this route to remain a truck route once residential development has occurred.

By designating certain sections of Nairn Drive and Safety Bay Road as a Restricted Access Vehicle Network 2 Route, with MRWA CAO7 Condition, the City can effectively control the type and extent of truck traffic. Permits and Conditions can be established to reflect City of Rockingham requirements.

RAV 2 vehicles are truck and dog combinations up to 27.5 m length and 2.7 width, maximum. The CAO7 MRWA Condition states: “all operators must carry written approval from the Local Government Authority permitting use of the road”.

Implications to Consider

a. Consultation with the Community

The Restricted Access Vehicle Network 2 designation and, in particular, MRWA CAO7 Condition is a very flexible instrument that can be altered to reflect and incorporate community concerns. Main Roads WA has advised on this matter.

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

d. Policy

Nil

e. Financial

Nil

f. Legal and Statutory

Road Traffic (Vehicle Standards) Regulations 2002; Part 4: Restricted Access Vehicles; Division 2, 3 & 4.
Comments

The establishment of a Restricted Access Vehicle Network 2 on a section of Nairn Drive and Safety Bay Road would enable a large material stockpile to be removed off Lot 22 and would, in due course, lead to the residential development of Lot 22 and the connection of two sections of Nairn Drive. In this context, the section of Nairn Drive from Lot 22 to Safety Bay Road and the section of Safety Bay Road from Nairn Drive to the Kwinana Freeway would be the most appropriate route and least disruptive to existing residential communities.

The addition of MRWA Condition CAO7 will enable the City to control the use of this route, without reference to any other Authority. It is envisaged that, once the development of Lot 22 is completed, the use of this route for RAV2 trucks will lapse.

Voting Requirements

Simple Majority

Officer Recommendation

That Council SUPPORT the adoption of the section of Nairn Drive from Lot 22 to Safety Bay Road and the section of Safety Bay Road from Nairn Drive to Kwinana Freeway as a Restricted Access Vehicle Network 2, with Main Roads WA Condition CAO7.

Committee Recommendation

That Council SUPPORT the adoption of the section of Nairn Drive from Lot 22 to Safety Bay Road and the section of Safety Bay Road from Nairn Drive to Kwinana Freeway as a Restricted Access Vehicle Network 2, with Main Roads WA Condition CAO7.

Committee Voting – 4/0

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

Not applicable

Implications of the Changes to the Officer’s Recommendation

Not applicable
### Reference No & Subject:

- **File No:**
- **Proponent/s:**
- **Author:**
- **Other Contributors:**
- **Date of Committee Meeting:** 21 August 2012
- **Previously before Council:**
- **Disclosure of Interest:**
- **Nature of Council’s Role in this Matter:** Executive Function

### Site:

- **Lot Area:**

### Attachments:

### Maps/Diagrams:

- **Map 1:** existing Restricted Access Vehicle routes
- **Map 2:** proposed Restricted Access Vehicle routes

### Amendments to Restricted Access Vehicle routes - Baldivis

- **File No:** TFT/6
- **Author:** Mr Scott Lambie, A/Manager Engineering Services
- **Other Contributors:** Mr Daryl Poole, Engineering Technical Officer - Traffic
- **Date of Committee Meeting:** 21 August 2012

### Executive Function

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**CONFIRMED AT A CORPORATE & ENGINEERING SERVICES MEETING HELD ON TUESDAY, 18 SEPTEMBER 2012**

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**PRESIDING MEMBER**
Purpose of Report

To request that Main Roads make alterations to existing Restricted Access Vehicle (RAV 2 – 4) routes to better reflect current truck movements, now and into the future.

Background

Changing land use patterns, reflected in road classifications, has placed increasing pressures on truck operators over recent years. For instance, along Baldivis Road, truck operators must now negotiate numerous roundabouts or seek permission to use other, non-truck, routes. As truck movement patterns change, several designated truck routes have become quite circuitous or are no longer relevant.

An application by Wellard Rural Exports, in Telephone Lane, was a catalyst for a review of restricted access vehicle routes (RAV) truck routes in Baldivis. In this instance, truck operators are seeking to use St Albans Road (north) as a more practical route to Wellard Rural Exports off Mundijong Road.

Details

There are two fundamental problems with the current Restricted Access Vehicle routes in Baldivis.

1. A large section of Baldivis Road is no longer appropriate as a truck route, because of changing land use patterns. Urbanisation of large sections of Baldivis and the associated installation of numerous roundabouts mean that Baldivis Road, from Kerosene Lane to Sixty-Eight Road is not suitable for the passage of RAV 2 – 4 vehicles.

2. The construction of the Kwinana Freeway has provided a more suitable north-south replacement for Baldivis Road. However there is a need to strengthen the east-west Mundijong Road route by increasing permitted vehicles from RAV 3 to RAV 4. Associated with this proposal is the addition of St Albans Road (north) and removal of St Albans Road (south). This would reflect current, rather than historical, travel patterns.

Map 1 shows existing RAV 2 – 4 routes in the Baldivis Region, while Map 2 indicates proposed amendments, based upon changes in land use and current truck movements. The pale blue lines represent RAV 2 Permitted truck combinations; the orange lines, RAV 3 Permitted truck combinations and the dark blue, RAV 4 Permitted truck combinations.

RAV 2 - 4 vehicles are truck and dog combinations up to 27.5 m length and 2.7 width, maximum, with a variety of axle combinations related to loads carried.

Implications to Consider

a. Consultation with the Community
   Nil

b. Consultation with Government Agencies
   Main Roads WA

   The determination of Restricted Access Vehicle routes is a statutory role of Main Roads WA, however, determinations are always made after due consultation with the relevant Local Authority.

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
CONFIRMED AT A CORPORATE & ENGINEERING SERVICES MEETING HELD ON TUESDAY, 18 SEPTEMBER 2012

PRESIDING MEMBER

e. Financial
   Nil

f. Legal and Statutory
   Road Traffic (Vehicle Standards) Regulations 2002; Part 4: Restricted Access Vehicles; Division 2, 3 & 4.

Comments

A review of Restricted Access Vehicle Networks within the Baldivis area is appropriate at this time because significant residential development along Baldivis Road has occurred and truck travel patterns have changed. There is an opportunity to close inappropriate routes and upgrade others. The net result of the proposed amendments will be a Network that reflects current and future land use.

Voting Requirements

Simple Majority

Officer Recommendation

That Council APPROVE the adoption of the following amendments to the Restricted Access Vehicle (RAV) Network routes in Baldivis:

a) Remove that section of Baldivis Road, from Kerosene Lane to Sixty-Eight Road from the Network,
b) Upgrade Mundijong Road, from Baldivis Road to the municipal boundary (RAV 3 to RAV 4),
c) Upgrade Telephone Lane, from St Albans Road to Wellard Rural Exports (RAV 2 to RAV 4),
d) Upgrade Telephone Lane, from Mundijong Road to Haines Road (RAV 2 to RAV 4),
e) Add St Albans Road (north) to the Network (RAV 4), and
f) Remove St Albans Road (south) from the Network; upgrading that section from Mundijong Road to the entrance of Kwinana Alumina (RAV 4).

Committee Recommendation

That Council APPROVE the adoption of the following amendments to the Restricted Access Vehicle (RAV) Network routes in Baldivis:

a) Remove that section of Baldivis Road, from Kerosene Lane to Sixty-Eight Road from the Network,
b) Upgrade Mundijong Road, from Baldivis Road to the municipal boundary (RAV 3 to RAV 4),
c) Upgrade Telephone Lane, from St Albans Road to Wellard Rural Exports (RAV 2 to RAV 4),
d) Upgrade Telephone Lane, from Mundijong Road to Haines Road (RAV 2 to RAV 4),
e) Add St Albans Road (north) to the Network (RAV 4), and
f) Remove St Albans Road (south) from the Network; upgrading that section from Mundijong Road to the entrance of Kwinana Alumina (RAV 4).

Committee Voting – 4/0

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

Not applicable

Implications of the Changes to the Officer’s Recommendation

Not applicable
Purpose of Report

Provide Council with details of the tender received for Tender T12/13-32 – Period provision of greenwaste shredding, downsizing and waste reducing, document the results of the tender assessment and make recommendations regarding award of the tender.

Background

The Tender was advertised in the West Australian on Saturday, 7 July 2012 for Tender T12/13-32 – Period provision of greenwaste shredding, downsizing and waste reducing. The Tender closed at 2.00pm, Wednesday, 25 July 2012 and was publicly opened immediately after the closing time.

Details

The scope of the contract is for the greenwaste shredding, downsizing and waste reduction.

The materials to be processed will be either derived from waste gathered:

- at the Millar Road Landfill Site, which is generally from materials collected from street verges and street tree pruning work, or
- on site at various works projects within the Municipality of Rockingham following clearing or pruning operations.

The period of the contract shall be from the date of award until the 31st August 2014.
Tender submissions were received from:

<table>
<thead>
<tr>
<th>Company</th>
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<tbody>
<tr>
<td>Western Tree Recyclers</td>
</tr>
</tbody>
</table>

A panel comprising Manager Waste and Landfill Services, Landfill Service Officer and Procurement Coordinator undertook tender evaluations.

Evaluation of the tender, 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>Western Tree Recyclers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level of Service</td>
<td>32%</td>
<td>22%</td>
</tr>
<tr>
<td>Performance and experience of Tenderer</td>
<td>18%</td>
<td>17%</td>
</tr>
<tr>
<td>Tendered Price/s</td>
<td>50%</td>
<td>50%</td>
</tr>
<tr>
<td>Total Weighted Scores</td>
<td>100%</td>
<td>89%</td>
</tr>
</tbody>
</table>

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.

**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 and Procurement Standard 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 11A (1).

e. **Financial**
   Capital works expenditure will be in accordance with the City’s Business Plan and operational expenditure will be in accordance with the Engineering and Parks operations maintenance budgets as allocated in the 2012/13 adopted budget.
   Previous expenditure has been in the region of between $200,000 and $260,000 depending on the amount of green stock entering the landfill.

f. **Legal and Statutory**
Comments

Following consideration of the sole submission when assessed in accordance with the tender criteria, Western Tree Recyclers clearly demonstrated the capacity and ability to perform the duties, as well as sufficient experience to provide the service required.

Western Tree Recyclers currently holds the City’s greenwaste shredding, downsizing and waste reduction contract. The company has always responded in a timely fashion and the level of service provided has been of a very high standard.

The submitted price increases identified in the schedule of rates are in the region of 4% over the previous 2 years which was deemed reasonable by the assessment panel.

Western Tree Recyclers is therefore recommended as the preferred tenderer.

Voting Requirements

Simple Majority

Officer Recommendation

That Council ACCEPT the tender submitted from Western Tree Recyclers, PO Box 4537, Canningvale East for Tender T12/13-32 – Period provision of greenwaste shredding, downsizing and waste reducing in accordance with the tender documentation.

Committee Recommendation

That Council ACCEPT the tender submitted from Western Tree Recyclers, PO Box 4537, Canningvale East for Tender T12/13-32 – Period provision of greenwaste shredding, downsizing and waste reducing in accordance with the tender documentation.

Committee Voting – 4/0

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

Not applicable

Implications of the Changes to the Officer’s Recommendation

Not applicable
For Council to consider adopting the City of Rockingham Foreshore Strategy, 2012-2017.

**Background**

The City of Rockingham ‘Community Plan’ was adopted by the Council in March 2011 and officially launched by the Hon John Castrilli MLA, Minister for Local Government in May 2011.

The Community Plan was prepared following comprehensive community consultation comprising community workshops which provided valuable input into the City’s future planning process.

Residents and stakeholders were invited to participate in a series of community workshops during August and September 2010 which identified a number of key themes such as community safety, tourism, the City’s image, youth, community life, environment and public transport as areas of importance.

The draft Community Plan presented to Council and subsequently advertised for public comment then rationalised these core service delivery initiatives into the following key areas, ‘Community, ‘Infrastructure and Services’, ‘Environment and Land Use’ and ‘Civic Leadership’.
Each Key Focus Area covers four related Aspirations as follows:

- **Community**
  - **SPECIFIC OR SPECIAL NEEDS (Youth, Seniors, People with Disabilities etc)**
    - An involved and engaged community enjoying a lifestyle that caters for all residents, including those with specific or special needs
  - **SAFETY**
    - A safe community where residents feel secure, relaxed and comfortable within their home, work and social environments
  - **CULTURE, ARTS & EDUCATION**
    - A vibrant community, enjoying access to a wide range of educational, cultural and artistic activities and a wide range of other social opportunities.
  - **HEALTH & RECREATION**
    - A healthy community engaging in positive and rewarding lifestyles with access to a range of passive and active recreational and personal development opportunities.

- **Infrastructure and Services**
  - **INFRASTRUCTURE CONSTRUCTION & MAINTENANCE**
    - Civic buildings, public places and transport infrastructure of contemporary design, constructed and maintained using best practice principles.
  - **FACILITIES & SERVICES**
    - Community facilities and services that are well utilised, accessible and cost effective, and where appropriate, multi-functional.
  - **INFRASTRUCTURE PLANNING**
    - Community facilities and services delivered in a timely manner, able to meet expectations and serve new and growing neighbourhoods.
  - **ALTERNATIVE TRANSPORT SYSTEMS**
    - Transport systems that facilitate better use of public transport and promote non-car alternatives.

- **Environment and Land Use**
  - **CLIMATE CHANGE**
    - Planning systems, infrastructure standards and community awareness programs that serve to acknowledge and mitigate the impacts of climate change.
  - **COASTAL & BUSHLAND RESERVES**
    - Coastal and bushland reserves that are well utilised and managed in a way that will preserve them for future generations to enjoy.
  - **LAND-USE & DEVELOPMENT CONTROL**
    - Planning for population growth to ensure that future development and land-uses contribute to a sustainable city that provides for a genuinely desirable lifestyle.
  - **CARBON FOOTPRINT & WASTE REDUCTION**
    - Carbon footprint reduction and waste minimisation programs centred upon public awareness and the use of new technologies.

- **Civic Leadership**
  - **IMAGE & SELF ESTEEM**
    - A community that is welcoming and desirable in the eyes of residents and non-residents alike.
  - **ECONOMIC DEVELOPMENT**
    - Economic development opportunities that make visiting, living, working and investing in the City of Rockingham an attractive proposition.
  - **GOVERNANCE**
    - Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant.
  - **COMMUNITY ENGAGEMENT**
    - A Council who engages with all elements of the community in order to make decisions that respect Rockingham’s unique sense of place whilst positively contributing to its future prosperity.

The associated aspirations are supported by a range of activities, identified in the Specific Purpose Strategies.

Specific Purpose Strategies are critical to achieving the aspirations outlined in the Community Plan, and are linked inextricably with the operational content outlined in the divisional Team Plans, the Asset Management Plan, the Community Infrastructure Projects Plan and ultimately the City’s Corporate Business Plan.
Details

The City of Rockingham Foreshore Strategy, 2012-2017 (the Strategy) is a Specific Purpose Strategy as required under ‘Aspiration 10’ – Coastal and Bushland Reserve Management.

The City of Rockingham encompasses over 34km of foreshore areas. These areas are ecologically, culturally and historically significant and as such require specialised management. The Strategy is designed to provide a framework for managing the City’s foreshores by outlining key values, challenges and strategic directions.

The Strategy, its relationship to Aspiration 10 and the Key Elements required to implement the Strategy are shown below.

Implications to Consider

a. Consultation with the Community

A public comment period for the Strategy occurred between the 25th of June and the 25th of July, 2012. The comment period was advertised in local community newspapers. Copies of the Strategy were made available in the City’s libraries, the City’s administration building and were also downloadable on the City’s website.

One written response, two telephone calls and a level of internal City of Rockingham comment was received.

The Strategy was amended accordingly.

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 10: Coastal and bushland reserves that are well utilised and managed in a way that will preserve them for future generations to enjoy.

d. Policy

Nil
e. **Financial**
   Costs of implementation are contained within the Strategy.

f. **Legal and Statutory**
   Nil

### Comments

The Key Elements as identified above are critical for the implementation of the Rockingham Foreshore Strategy. These elements include the management of climate change related impacts, erosion and accretion, native vegetation and weed control, and recreational use.

These elements are further examined in an associated ‘Implementation Strategy’, which details the on-ground work required to achieve the desired management outcomes. The City of Rockingham Foreshore Strategy provides strategic direction to the ‘Implementation Strategy’.

Also included within the City of Rockingham Foreshore Strategy are the expected timeframes and costs the City is likely to incur in executing the proposed management actions.

It is therefore recommended that Council adopt the City of Rockingham Foreshore Strategy, 2012-2017, as the guiding document for the management of the City’s foreshore areas.

### Voting Requirements

Simple Majority

**Officer Recommendation**


**Committee Recommendation**


Committee Voting – 4/0

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

Not applicable

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

Not applicable
13. **Reports of Councillors**

Nil

14. **Addendum Agenda**

Nil

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

Engineering and Parks Services

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<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>EP-067/12 Notice of Motion – Investigation into Mornington Reserve Development works being brought forward from 2014/15 to 2012/13 in the City's Business Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td></td>
</tr>
<tr>
<td>Proponent/s:</td>
<td>Councillor Deb Hamblin</td>
</tr>
<tr>
<td>Author:</td>
<td>Mr James Henson, Manager Parks Development</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td></td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>21 August 2012</td>
</tr>
<tr>
<td>Previously before Council:</td>
<td></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>Site:</td>
<td></td>
</tr>
<tr>
<td>Lot Area:</td>
<td>Lot 4368, corner Mornington Boulevard and Jersey Way Waikiki</td>
</tr>
<tr>
<td>Attachments:</td>
<td></td>
</tr>
<tr>
<td>Maps/Diagrams:</td>
<td>Aerial view of Mornington Reserve</td>
</tr>
</tbody>
</table>
Purpose of Report

To provide Officer comment and advice on Councillor Deb Hamblin’s Notice of Motion.

Background

Councillor Hamblin submitted the following motion for consideration at the Ordinary Council meeting in August 2012:

“That Council REQUESTS the November 2012 review of the City’s Business Plan 2012/13 to 2022/23 be prepared with the Mornington Reserve development works of $200,000 being bought forward from 2014/15 to 2012/13.”

Details

As part of the former Five Year Asset Creation Program for Parks and Reserves the development of Mornington Reserve, corner Mornington Boulevard and Jersey Way, Waikiki, was identified for delivery in 2011/12.

The intent of this program was to identify the levels of expenditure and the financial implications to Council, together with establishing a timeframe for programmed works in a recognised order of priority.

With the introduction of the City’s ten (10) year business planning process a revised assignment priority has deferred the timing for development of Mornington Reserve until 2014/15.

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 5:** Community facilities and services delivered in a timely manner, able to meet expectations and serve new and growing neighbourhoods.

d. Policy

Nil

e. Financial

The development of Mornington Reserve, Waikiki is currently listed in the City Business Plan for delivery in 2014/15 at an estimated cost of $200,000.

f. Legal and Statutory

Nil

**Comments**

While accepting the delay attributed to a revised assignment priority in the City Business Plan, together with acknowledging the local community support for the development of Mornington Reserve, any change in the order of priority would require substituting an existing allocation of funds identified in the current adopted budget to deliver the project this financial year.

The following is a list of Parks Operations, and Parks Development project funds currently allocated in the 2012/13 adopted budget.

1. Warnbro Recreation Reserve sports field irrigation upgrade $250,000
2. Parks Infrastructure Renewal - General $180,000

It is considered that the current irrigation system on Warnbro Recreation Reserve is in urgent need of replacement and any further delay in delivering these works would have far reaching consequences to both the standard of sports surface in relation to the Occupation Health and Safety (OHS) standards and the established reputation of the City to provide an adequate service level to the respective sports club using the reserve.

In relation to the account for the general provision of parks Infrastructure renewal, the operating budget is allocated annually to cover the capital costs associated with the urgent and untimely replacement of parks infrastructure such as bore replacement, playground renewal or sports equipment repairs.

Any alteration to the exiting assignment priority will have ramifications to the way we currently do business and it is therefore recommended that the Mornington Reserve assignment priority be maintained in accordance with the current timing identified in the Business Plan 2012/13 to 2022/23.

**Voting Requirements**

Simple Majority

**Officer Recommendation**

That Council **NOT SUPPORT** amending the City Business Plan to have the Mornington Reserve development works of $200,000 bought forward from 2014/15 to 2012/13.

**Notice of Motion from Cr Deb Hamblin**

That Council **REQUEST** the November 2012 review of the City’s Business Plan 2012/13 to 2022/23 be prepared with the Mornington Reserve development works of $200,000 being bought forward from 2014/15 to 2012/13.
Committee Recommendation

That Council *DEFER* the matter for consideration at a future meeting.

Committee Voting – 4/0

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

To take into account further information on budget priorities.

Implications of the Changes to the Officer’s Recommendation

Officers supported the deferral of the Item.

<table>
<thead>
<tr>
<th></th>
<th>Notices of motion for Consideration at the Following Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Nil</td>
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</table>

<table>
<thead>
<tr>
<th></th>
<th>Urgent Business Approved by the Person Presiding or by Decision of the Committee</th>
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<tbody>
<tr>
<td></td>
<td>Nil</td>
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<table>
<thead>
<tr>
<th></th>
<th>Matters Behind Closed Doors</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Moved Cr Hamblin, seconded Cr Dunkling:</td>
</tr>
<tr>
<td></td>
<td>That in accordance with section 5.23(2)(a)(b) and (c) of the Local Government Act 1995, the Committee proceed behind closed doors to discuss Confidential Item CS-025/12 – Recommendation from the Customer Service Review Advisory Committee Meeting held on 24 July 2012.</td>
</tr>
<tr>
<td></td>
<td>4:36pm Members of the Gallery and Officers departed the meeting with the exception of the Chief Executive Officer, Councillors and the Manager Governance and Councillor Support and the meeting resumed behind closed doors.</td>
</tr>
</tbody>
</table>
CONFIDENTIAL ITEM
NOT FOR PUBLIC ACCESS

Section 5.95(3) Local Government Act 1995 (the Act)
This item may be discussed behind closed doors as per Section 5.23(2)(a) and (b) of the Act

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CS-025/12 Recommendation from the Customer Service Review Advisory Committee Meeting held on 24 July 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>CUS/26</td>
</tr>
<tr>
<td>Author:</td>
<td>Mr Michael Yakas, Manager Customer and Corporate Support</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td></td>
</tr>
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<td>Date of Committee Meeting:</td>
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<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td>Executive Function</td>
</tr>
<tr>
<td>Attachments:</td>
<td>Minutes of Customer Service Review Advisory Committee held on 24 July 2012 – Confidential Attachment as per Section 5.95 of the Local Government Act 1995</td>
</tr>
<tr>
<td>Maps/Diagrams:</td>
<td></td>
</tr>
</tbody>
</table>

**Voting Requirements**
Simple Majority

**Recommendations to the Corporate and Engineering Services Committee**

**Advisory Committee Recommendation 1:** Service complaint from Mr and Mrs Allegretta regarding treatment from the City’s Senior Development Compliance Officer

That Council:
1. **DIRECT** the Chief Executive Officer to review the infringement issuing procedure and processes with Director Planning and Development Services and relevant staff.
2. **CONFIRM** that based on the evidence provided by the Officer and collaborated by the Coordinator Statutory Planning to the Director Planning and Development Services, the apology provided by the Director Planning and Development Services is sufficient and
CONFIRMED AT A CORPORATE & ENGINEERING SERVICES MEETING HELD ON TUESDAY, 18 SEPTEMBER 2012

PRESIDING MEMBER

appropriate, however the City apologises if any offence was taken in terms of Mr and Mrs Allegretta’s dealings with the City.

3. **DIRECT** the Chief Executive Officer to provide Mr and Mrs Allegretta with the reason for the withdrawal of the infringement notice.

### Committee Recommendation

That Council:

1. **DIRECT** the Chief Executive Officer to review the infringement issuing procedure and processes with Director Planning and Development Services and relevant staff.

2. **CONFIRM** that based on the evidence provided by the Officer and corroborated\(^1\) by the Coordinator Statutory Planning to the Director Planning and Development Services, the apology provided by the Director Planning and Development Services is sufficient and appropriate, however the City apologises if any offence was taken in terms of Mr and Mrs Allegretta’s dealings with the City.

3. **DIRECT** the Chief Executive Officer to provide Mr and Mrs Allegretta with the reason for the withdrawal of the infringement notice.

**Committee Voting** – 4/0

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

Not applicable

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

Not applicable

Moved Cr Hamblin, seconded Cr Dunkling:

That the meeting again be open to the public.

**Committee Voting** – 4/0

4.38pm The meeting came out from behind closed doors and the Chairperson invited members of the gallery and Officers to return to the meeting.

The Manager Governance and Councillor Support did not read aloud the Committee Recommendations carried behind closed doors as no members of the public returned to the meeting.

### Date and Time of Next Meeting

The next Corporate and Engineering Services Committee Meeting will be held on **Tuesday 18 September 2012** in the Council Boardroom, Council Administration Building, Civic Boulevard, Rockingham. The meeting will commence at 4:00pm.

### Closure

There being no further business, the Chairperson thanked those persons present for attending the Corporate and Engineering Services Committee meeting, and declared the meeting closed at **4:40pm**.

\(^1\) Due to a typographical error, ‘collaborated’ has been correctly changed to ‘corroborated’.