



NOTICE OF MEETING

COMMITTEE OF COUNCIL

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

**Tuesday 10 September 2019
at 5.30pm**

MARK R NEWMAN

Chief Executive Officer

4 September 2019

COMMITTEE MEMBERS

Mayor Williams

Councillor Knight

Councillor Wortley

Councillor Jackson

Councillor Lee

Councillor Shane Jones

Councillor Matt Rogers

Councillor Darcy

Councillor Peter Rogers

AGENDA:

1 OPENING OF MEETING AND ANNOUNCEMENT OF VISITORS

2 ATTENDANCE AND APOLOGIES

Leave of Absence: Councillors Lynn Rodgers and D Schumacher
(Non-committee members)

Apologies: Mayor Williams (committee member) Hon Councillor Riebeling (Non-committee member)

3 IMPORTANT NOTE:

Members of the public are advised that the decisions of this Committee are referred to Council Meetings for consideration and cannot be implemented until approval by Council. Therefore, members of the public should not rely on any decisions of this Committee until Council has formally considered the resolutions agreed at this meeting.

4 ANSWERS TO QUESTIONS TAKEN ON NOTICE**5 PUBLIC QUESTION TIME**

Public Question Time provides an opportunity for members of the public to ask a question of Council. For more information regarding Public Question Time, please telephone 9550 3787 or visit the City's website www.mandurah.wa.gov.au.

6 PRESENTATIONS AND ANNOUNCEMENTS BY CHAIRMAN

Peel Harvey Catchment Council: Lake Clifton Stewardship Program

Peron Naturaliste Partnership: Project update

Peel Bright Minds: Update

7 DEPUTATIONS

Any person or group wishing to make a 5-minute Deputation to the Committee meeting regarding a matter listed on this agenda for consideration must first complete an application form. For more information about making a deputation, or to obtain an application form, please telephone 9550 3787 or visit the City's website www.mandurah.wa.gov.au.

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

8 CONFIRMATION OF MINUTES: 13 AUGUST 2019

(NB: It is the Elected Members' responsibility to bring copies of the previous Minutes to the meeting if required).

9 DECLARATIONS OF FINANCIAL, PROXIMITY AND IMPARTIALITY INTERESTS**10 QUESTIONS FROM ELECTED MEMBERS WITHOUT DISCUSSION**

10.1 Questions of which due notice has been given

10.2 Questions of which notice has not been given

11 BUSINESS LEFT OVER FROM PREVIOUS MEETING

12 REPORTS:

1	Mandurah Business Development Centre – Expressions of Interest	1 - 5
2	2018/19 Mosquito Management Annual Report	6 - 18
3	Building Act Amendments: Authorisation and Delegation Requirements	19 - 23
4	Tender 08-2019 Events Traffic Management	24 - 26
5	2021 Ulysses Motorcycle Club National AGM	27 - 31

13 LATE AND URGENT BUSINESS ITEMS**14 CONFIDENTIAL ITEMS****15 CLOSE OF MEETING**

1	SUBJECT:	Mandurah Business Development Centre, Lot 201 Reserve Drive, Mandurah – Expressions of Interest
	CONTACT OFFICER:	Ben Dreckow
	AUTHOR:	Lesley Petchell/Louise Collins

Summary

In December 2016, Council took over the management of the Mandurah Business Development Centre (MBDC) located at Lot 201 Reserve Drive, Mandurah, following the Mandurah Enterprise Centre Management Committee (ECMC) relinquishing their lease.

The City currently manages the centre and the commercial tenancies who occupy approximately 50 per cent of the centre.

Although the centre currently returns approximately \$65,000 per annum in rental revenue, the facility is still underutilised, therefore officers propose implementing an advertising process, requesting Expressions of Interest for office accommodation.

The focus of this campaign is being directed at community groups and cultural/ creative arts start-up businesses who can co-locate with the existing commercial tenancies at least in the short term.

The current commercial tenancies have licenses to remain in the Centre until March 2020. It is recommended that these tenants are offered a further licence of 18 months, which will give the commercial tenancies time to source other accommodation.

Council is requested to approve the advertising for Expressions of Interest from interested community groups, and cultural/creative arts businesses, for a licence term ranging from six months to a maximum three year term. A further report will be presented to Council following the Expression of Interest and assessment process; requesting support to approve new licence agreements.

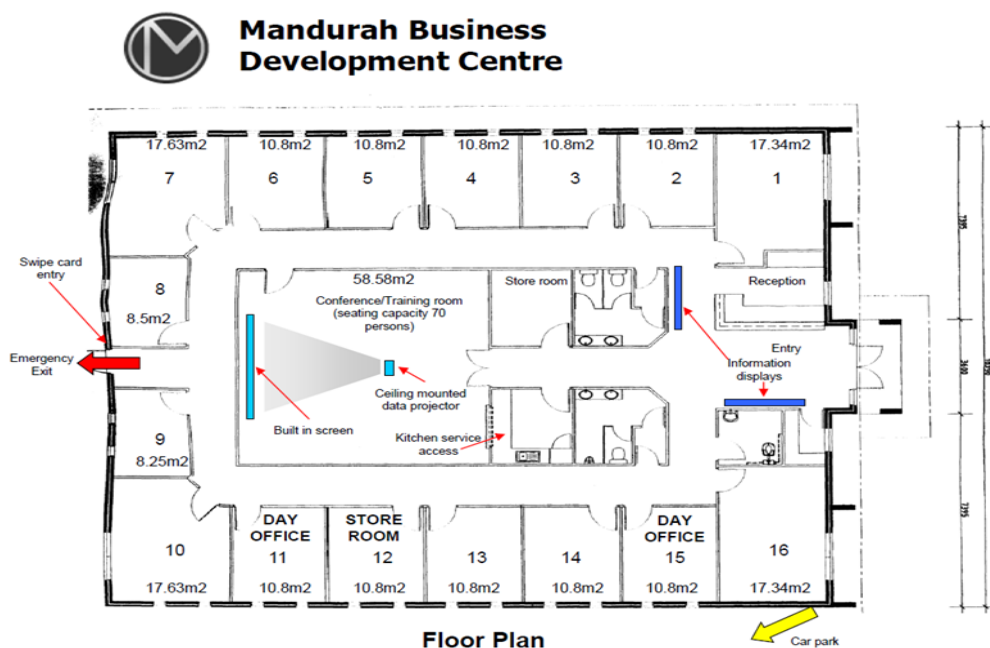
Disclosure of Interest

Nil

Location



Floor plan of the centre



Previous Relevant Documentation

- G.14/7/17 11 July 2017 Council endorsed the management of the MBDC being transferred to an appropriately qualified Not for Profit incorporated organisation;
- G.39/12/16 20 December 2016 Council resolved to take over the management of the Small Business Centre from the ECMC as of 30 March 2017, until 31 January 2018.
- G.42/12/03 16 December 2003 Business Plan Development and Disposition of Lot 201 Reserve Drive. Mandurah. Council adopted the Business plan, for advertising purposes.

Background

In March 2003 Council endorsed the concept of establishing a Business Incubator on the City's freehold land at Lot 201 Reserve Drive Mandurah. The facility was funded through a Federal Government grant of \$515,000, Council funds of \$205,000 and Lotterywest and Regional Development Scheme funding of \$60,000.

On completion, the MBDC had 15 offices available for use as a business incubator, with a central conference/meeting room, and reception space.

In December 2016, Council resolved to take over the management of the Centre, from Mandurah ECMC, providing secure tenure for the existing sub-tenants granting new licences commencing in April 2017. Several new short term licenses ranging from 6 – 9 months have been offered to the tenants, with the current agreement due for expiry on 30 March 2020.

In July 2017 Council approved the advertising for Expressions of Interest to transfer the management of MBDC from the City to an appropriately qualified Not for Profit organisation – Focused on Small Business Development or a Tertiary Educator - focused on higher learning.

Two submissions were received following the advertising process the first did not hold public liability insurance nor meet the selection criteria. The second group showed initial interest in managing and developing the facility, although following a due diligence process they determined that the centre was not financially viable, and therefore did not proceed with their application.

The centre continues to be managed by the City, with 50% of the facility tenanted (eight offices) with licence expiry dates of 31 March 2020, and short term bookings (day-week hire) for two offices and the conference room.

Comment

The City acknowledges that the MBDC is not being utilised to its full capacity. Officers propose that the City continues its management of the MBDC with the focus moving to a co-location model providing office accommodation to community groups, and cultural/creative arts start-up businesses working largely electronically.

This will allow the centre to evolve, and accommodate the community's changing needs over time, rather than securing long term leasing arrangements that tie the centre into a fixed service provision. It will also provide the opportunity for collaboration of similar groups or creatives, who normally work in isolation.

The centre is currently at 50% capacity, the underutilised space can be leased to community and arts groups for short term ranging from six months through to a maximum three years.

Officers have undertaken an independent valuation to determine fair market rent for the offices, these new rates will be applied to the commercial tenancies should they renew after 31 March 2020, and also be used as the guide when assessing rental rates for the community and creative arts groups.

It is proposed that post March 2020, the current tenants will be offered up to a maximum term of 18 months with an expiry date of the 30 September 2021, during which time alternative accommodation would need to be sourced. As they vacate the centre, more office accommodation will become available for the community groups and cultural/creative arts businesses.

The following process is proposed to seek Expressions of Interest:

- Advertisements placed in community newspapers over a four week term
- Information Packs provided to applicants outlining office availability and commercial rental rates
- Open days to view MBDC and office accommodation
- EOI's lodged with the City
- Panel to assess applicants.

The Community Association Scoring Tool (CAST) will be used for the decision making when allocating office accommodation, in conjunction with an assessment panel made up of City officers, as follows: Manager of Community Development, Coordinator Community Capacity Building, Coordinator Arts and Culture and Coordinator Land Management Services.

Council is requested to approve the advertising for Expressions of Interest from interested community groups, and cultural/creative arts businesses, for a licence term ranging from six months to a maximum three year term.

A further report will be presented to Council following the Expression of Interest and assessment process; requesting support to approve new licence agreements for the centre.

Consultation

All existing commercial tenants in the MBDC will be consulted prior to the advertisement being placed in the community newspaper.

Statutory Environment

Disposing of Property – *Section 3.58 Local Government Act 1995 (LGA)*

Dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not:

In accordance with the LGA Section 3.58: Local government can dispose of property if it gives local public notice (14 days) of the proposed disposition, describing the property and giving details of the disposition. Submissions would be invited to the Local Government before a date to be specified and any submissions received are reportable to Council.

Exemption of Disposition of Property – *Section 30 Local Government (Functions and General) Regulations 1996* - A disposition of land is exempt if the land is disposed of to a body whose objects are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature. Or if the disposal is for a period of less than 2 years during all or any of which time the lessee does not have exclusive use of the land.

Policy Implications

Nil

Risk Implications

While the Centre costs have been able to be reduced with the City taking over the management, a risk exists with respect to the commercial tenancies vacating office accommodation over the next 18 months, and new community and cultural/creative arts start-up businesses firstly not being found, and secondly only being able to fund a portion of the current commercial rental rates. Following the EOI process it may be necessary to consider the future of the commercial tenancy component for the centre.

Economic Implications

The annual rent return from the existing commercial licensees is \$44,473 (excluding GST), with Licenses expiring on 31 March 2020.

LMW (Mandurah) - National Property Valuers and Consultants - assessed the current market rent for the demised premises (rental of the property as a whole) as \$55,000.00 (\$135 per m²) plus outgoings plus GST.

The rental rates for individual offices currently range, depending on the size, from between \$547 to \$574 per sq. metre. The new valuation has determined a range between \$450 to \$525 per sq. metre.

Based on the current valuation rental revenue for the leased offices will reduce from \$44,473 pa to \$39,384 pa, a reduction of \$4,447 per annum, or 10 per cent.

Currently additional revenue is raised through the hire of the Conference Room, which last financial year returned \$3,400 however the space is currently not actively advertised, and with more exposure the space has the potential to generate a further \$18,000 to 20,000 per annum.

Two offices are also used as 'day' offices and hired out at a daily rate between \$50-\$80, and generate a total income of approximately \$16,700 per annum, These rooms are not actively advertised if these rooms were listed as a regular hire site the revenue would likely increase.

A consideration to activate and market the day offices and conference room, will increase revenue and possibly offset any commercial rental losses into the future.

Strategic Implications

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

Infrastructure:

- Facilitate the provision of multi-purpose facilities and infrastructure that meets the needs of a growing population.

Organisational Excellence:

- Deliver excellent governance and financial management
- Develop a strong brand of leading local government that meets community expectations.

Conclusion

The MBDC currently operates under a co-location model for commercial tenancies and hire arrangements for the Conference Room and two day offices. Officers request Council support the advertising for Expressions of Interest to occupy the underutilised office accommodation to community groups and cultural/creative arts start-up businesses, with a transition period being granted for the current commercial tenancies up to 30 September 2021.

Officers will return to Council following the advertising and assessment of applicants, requesting support to approve licence agreements for the centre.

RECOMMENDATION

That Council:

1. **Approves the advertising for Expressions of Interest for rental accommodation at Lot 201 Reserve Drive (No 10 Lively Place), Mandurah with the following criteria:**
 - 1.1 **Not for Profit Community focus groups or**
 - 1.2 **Cultural & Creative artists for start-up businesses**
 - 1.3 **Tenure ranging between six months to maximum three years**
2. **Acknowledges that the current tenancies will remain in place until 31 March 2020, with an option to enter into new license agreements on 1 April 2020 for a maximum of 18 months;**
3. **Acknowledges a further report will be presented to Council following the advertising for expressions of interest and assessment of applicants by officers, with final approval for tenure to be determined by Council.**

2	SUBJECT:	2018/19 Mosquito Management Annual Report
	CONTACT OFFICER:	Tony Free
	AUTHOR:	Scott Severn/Brendan Ingle
	FILE NO:	1547995

Summary

This annual report provides an overview of mosquito management activities, with a specific focus on the City of Mandurah during the 2018/19 season and seeks Council endorsement of the recommendations of the report.

Mosquito management undertaken by the City and in conjunction with the Peel Mosquito Management Group (PMMG) and Department of Health during the 2018/19 season was far less intense than recent seasons in relation to number of aerial treatments required and the overall number of hectares treated.

The combination of environmental conditions that presented throughout the season limited inundation and hatching events and in general made managing mosquito populations for the City and program much easier than recent years.

Thirteen aerial larviciding treatments were undertaken between July 2018 and June 2019. These treatments covered a total of 1438.4 hectares.

Currently the outlook for the remainder of 2019 is ENSO – neutral. The continuation of a positive Indian Ocean Dipole (IOD) is likely to bring below average winter–spring rainfall to southern and central Australia. Based on this outlook, an average season is expected although the need for intervention by the program is likely to be more frequent and broader than season 2018/19. The program will continue to closely monitor environmental conditions and respond accordingly to manage mosquito populations appropriately.

Disclosure of Interest

Nil

Previous Relevant Documentation

- CC.3/10/18 09 October 2012 Mosquito Management Program 2017/18 Annual Report
- G12/1/18 30 January 2018 Mosquito Management Program 2016/17 Annual Report
- G.21/10/16 25 October 2016 Mosquito Management Program 2015/16 Annual Report
- G.11/10/15 13 October 2015 Mosquito Management Program 2014/15: Annual Report
- G.32/9/11 27 September 2011 Mosquito Management Annual Report 2010/11: Peer Review of Mosquito Management Program
- G.37/3/11 22 March 2011 Council resolved to invite a peer review of the City's Mosquito Management Program

Background

The PMMG includes representatives from the City of Mandurah, Shire of Murray, City of Rockingham and Shire of Waroona. The PMMG has a long history working in collaboration together to ensure the successful management of mosquito populations across the Peel region.

The purpose of this report is to provide a review of mosquito management operations during the 2018/19 season, the environmental drivers of mosquito breeding cycles and the prevalence of mosquito-borne disease. The report also includes analysis of the season's environmental conditions, tidal events, aerial larviciding treatments, adult mosquito abundance and community education initiatives.

Mosquitoes pose significant public health and amenity impacts to millions of people worldwide. Within the Peel region, the greatest health risk and nuisance factor to residents and visitors is from saltmarsh mosquitoes. The majority of the City's residential suburbs and recreational facilities are within the established flight range of saltmarsh mosquitoes which poses an increase risk to the community and challenge for the program.

Mosquito management in the Peel Region requires a coordinated and collaborative approach and is undertaken in partnership with the Department of Health (DoH) and the contracted helicopter provider. This alliance is essential given the regional disease risk, extensive breeding habitat (estimated to be up to 600Ha), prolific mosquito breeding cycles and urbanisation within the Peel region.

The program's primary focus is to reduce mosquito-borne disease via the targeted reduction of saltmarsh mosquito populations. It also aims to reduce the impact of nuisance saltmarsh mosquitoes on the City's residents and broader community.

The PMMG's main method for the reduction of saltmarsh mosquitoes is through aerial larviciding treatments via helicopter to target mosquito larval populations. This technique has the ability to successfully remove a high percentage of mosquito larvae that if untreated would emerge as adult mosquitoes and pose a greater risk of disease transmission within the community. The extent of larval and adult saltmarsh mosquito abundance at any given time is heavily influenced by environmental conditions throughout the season.

Comment

Climate influences

Historically the El Niño Southern Oscillation Index (ENSO) has provided an indication of the potential intensity of local environmental conditions that are likely to drive mosquito breeding cycles. In the past El Niño events have coincided with seasons of lower mosquito abundance. Neutral seasons generally provide moderate conditions whereas La Niña seasons have seen the most challenging conditions for mosquito management in the Peel region.

The 2018/19 season commenced with the Australian Bureau of Meteorology's (BoM) July 2018 ENSO update reporting climate models were indicating an ENSO neutral state, trending towards a likely spring El Niño. Predictions indicated a drier than average August – October 2018 with warmer days and nights favoured. Summer 2018/19 saw a number of swings between El Niño watch and El Niño alert and by May 2019, the ENSO outlook remained at watch status indicating a 50% chance of El Niño developing again.

As in past years when El Niño like conditions have persisted, environmental conditions have played a "natural" management role in the seasons events.

Along with ENSO events, other climate drivers closer to us such as the Indian Ocean Dipole (IOD), Southern Annular Mode (SAM) and Sub tropical ridge all play a role an important role in our regional weather drivers and influence how each season plays out.

Regional and local weather influences

Environmental drivers of local weather patterns and conditions play an important role in the ability for saltmarsh mosquitoes to sustain their breeding cycles in the Peel Region. Weather influences such low and high pressure systems, approaching cold fronts and wind forces, west coast troughs, tropical cyclones reaching the mid-west and rainfall inflow into regional river systems, either individually or as a combination can have significant impacts on local tide and water level behaviour within the Peel Harvey Estuary.

Temperature also plays a critical role by influencing the speed of larvae development with warmer water temperatures promoting the egg to adult cycle in as quickly as four days.

Water level observations.

The breeding cycles and seasonal abundance of saltmarsh mosquitoes in the Peel region are fundamentally driven by the frequency and intensity of water level changes and wetland flooding within the Peel Harvey waterways.

Whilst typical tidal amplitude within the Peel Harvey system is less than 30cm, water levels fluctuate greatly from tide predictors. Barometric tides linked to the continuous changes in atmospheric pressure result in significant tidal variations from the predicted tide patterns and are associated with local and broader weather events.

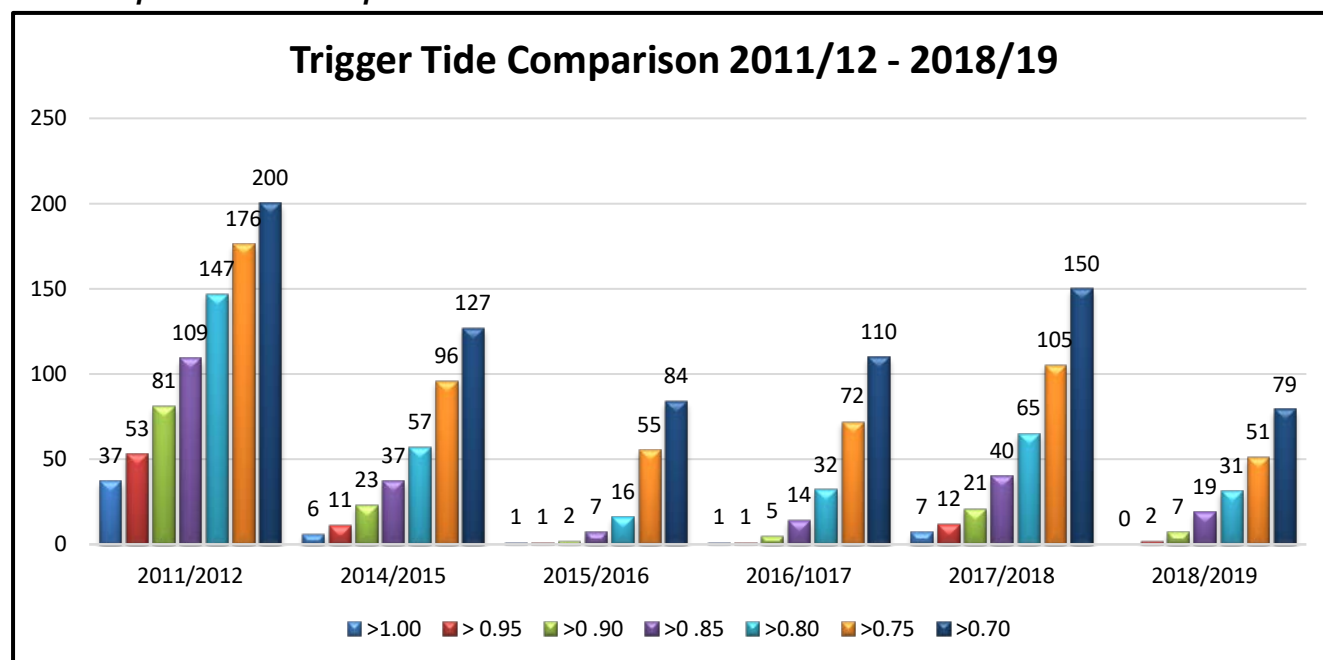
Tidal surges of 40cm above predicted peak heights are a regular occurrence within the Peel-Harvey estuary. These tides known as storm surge tides are not always linked with a storm front, rainfall event or even an obvious change in our local weather. Most storm surges are generated by the cold fronts and the low pressure system that either cross or pass below the southwest corner of the state.

Storm surges can inundate vast areas of breeding habitat and initiate the hatching of mosquito eggs in their millions. Hatching may occur as a single event or repeatedly over a number of days. The eggs of saltmarsh mosquitoes have the ability to remain in a dormant state over weeks, months and even years. This see's the build-up of egg bank loading over long periods and allows breeding cycles to be sustained endlessly.

During season 2018/19 tidal inundation was generally infrequent and of minor to moderate intensity. In general those tides that did result in wetland breeding sites being flooding were limited in number and did not peak at heights that resulted in widespread flooding or water levels remaining for more than 24 – 48hrs.

Of note was the period of extended negative residual tidal movements from November 2018 – February 2019 which led to the wetland breeding sites drying out and remaining dry throughout this period. The highest tide of 1.37m was recorded on 7 June 2019 and peaked 0.46m above the predicted high tide. Lowest tide was 0.40m recorded on 19 September 2018 (-0.22 residual), and 26 January 2019 (-0.37 residual).

Figure 1 - comparison of tidal activity between 1 September and 1 May (2011 – 2019). Data sourced Department of Transport.



Season 2018/19 Aerial Larviciding

Aerial larviciding via helicopter is the main technique that the program employs to achieve targeted and effective management of saltmarsh mosquito populations on a regional scale. The speed of this technique is the most efficient and effective method available to apply different larvicide products in various weather conditions when applied in line with favourable water levels and mosquito larvae development stages.

Aerial larviciding also allows application to the regions' sensitive wetlands and saltmarsh habitats in an unobtrusive manner with minimal environmental impact.

There may only be a short window of opportunity of one day for an effective aerial treatment to occur and in these situations, it is vital that swift information gathering and decisions regarding product selection are made to have the greatest impact on mosquito populations. In addition, it is crucial the timing of the treatment is carefully considered and includes factors such as weather conditions, fluctuating water levels, larval densities and instar growth rate are all considered.

The two active ingredients used are S - methoprene and *Bti*, (*Bacillus thuringiensis israelensis*) and are the most environmentally appropriate products available for mosquito control and are utilised across the world. Both of these larvicides have been approved for use by the Australian Pesticides and Veterinary Medicines Authority and are certified for the management of mosquitoes in natural and urban environments.

Season 2018/19 ended with thirteen (13) aerial larvicide treatments being completed and a total of 1438.4 hectares being treated. The first aerial treatment for the season took place in mid-August and was followed by a further three applications in September and October 2018. Aerial treatments were not required again until January 2019 due to the absence of inundation to the wetland breeding sites, however during March (3), April (2), May (2) and June (1) 2019, the program was very active in responding to inundation and hatching events. This period resulted in the season's largest individual treatment of 200 hectares being completed on 24 April 2019.

As in previous years, granular larvicides were predominately the most used formulation due to their suitability for local breeding site and weather conditions. The targeted use of these larvicides resulted in high mortality rates and consistent reduction in larval populations which successfully reduced adult mosquito abundance.

The key outcomes of the season's aerial treatments were:

- 13 aerial larviciding treatments undertaken between 1 July 2018 and 30 June 2019.
- A total of 1438.40 hectares treated
- Average aerial treatment size for the 2018/19 season was 110 hectares
- Largest individual treatment was 200 hectares
- 2220kg of Prolink® Prosand applied.
- 7209kg of Corn Cob Bti - Barmac® 200GR applied.
- 396kg of Corn Cob Bti / S methoprene - VectoPrime® applied.

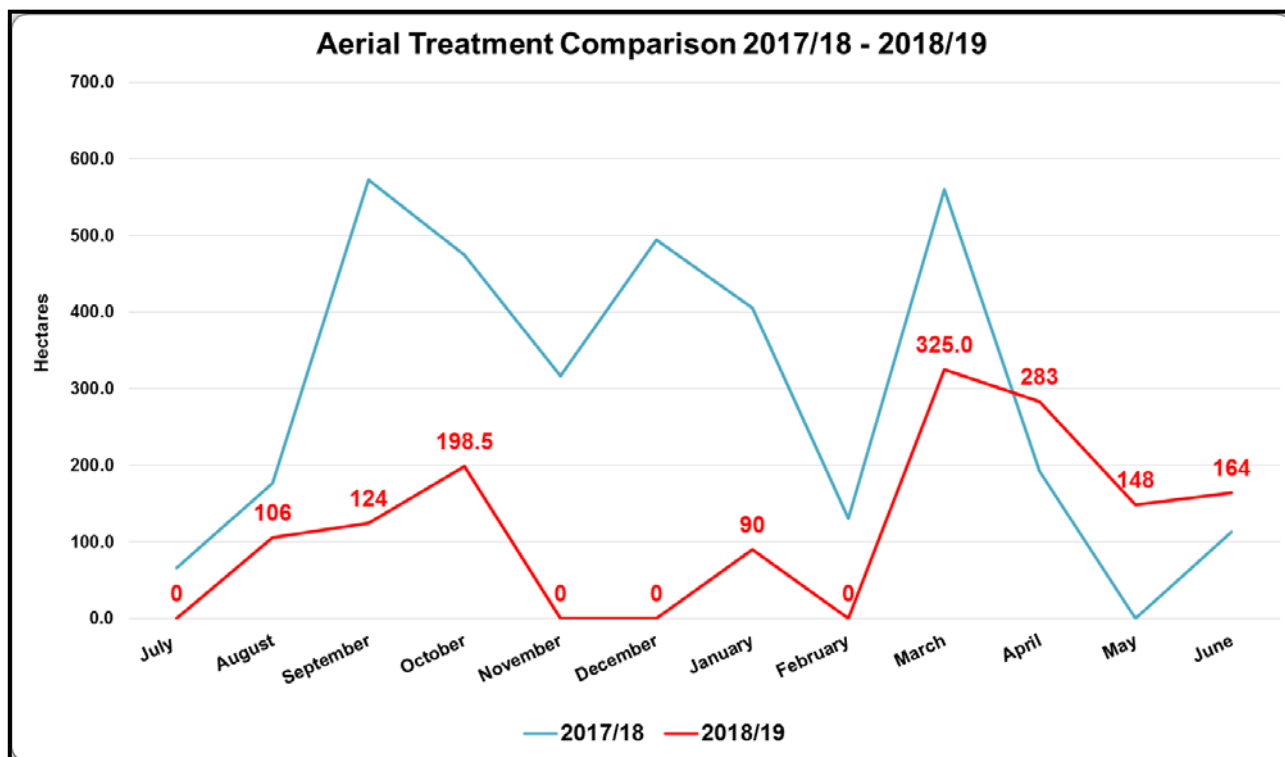


Figure 2 – Comparison of hectares treated 2017/18 – 2018/19.

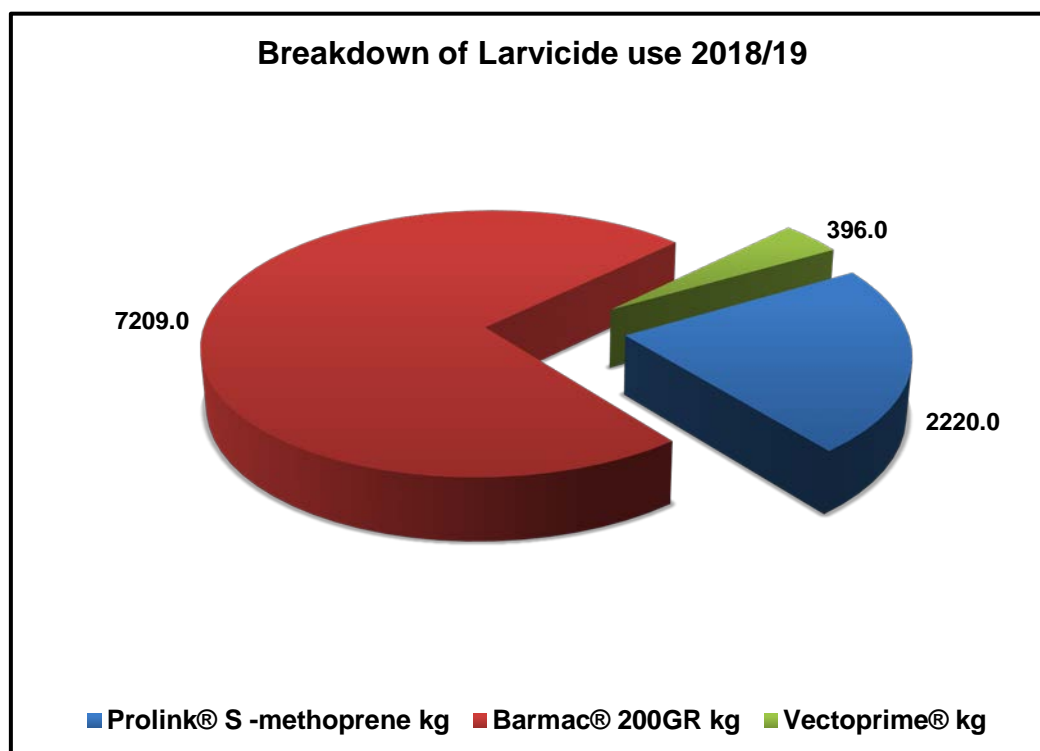


Figure 3 - Breakdown of larvicide 2018/19.

Helicopter Services – Winter Treatments

The City and PMMG continued to proactively utilise the access to helicopter treatments leading into the 2018/19 season with the last treatment of the 2017/18 season completed in June 2018, however no treatments were undertaken in July 2018 due to unfavourable weather conditions.

During season 2018/19, the WA Department of Health funded a Murdoch University research study that attempted to observe the effects of winter mosquito treatments on the egg bank (EB) and in particular, on the EB present in Spring when RRV frequencies are at their highest in the mosquito population.

The aim of the 2018/19 experiment was to test whether fewer larvae hatched from the egg bank in areas treated with larvicide compared to untreated areas, and whether this effect persisted into late spring

Findings from the study reported that the field experiment, combined with laboratory inundation trials, provided evidence that applications of larvicide may have a persistent negative effect on *Ae. camptorhynchus* egg banks. Further studies of spatial and temporal patterns in *Ae. camptorhynchus* egg banks, repetition of the experiment across a wider range of sites and weather conditions, and the oviposition behaviour of this species, may be required to develop a control strategy that could be effective under a wide range of environmental conditions.

Whilst the study undertaken by Murdoch University will hopefully prove useful, the City and PMMG will continue to advocate for the access to winter treatments based on the long term statistical data records including the recent data collected since 2013 when winter treatments were initiated at the request of the PMMG.

The justification for winter treatments also presents within the findings of the Report on the Mosquito Eradication Campaign 1988 by A.E Wright, Medical Entomologist Health Department of W.A., being the programs foundation reference document that clearly describes the winter breeding cycles of the *Ae camptorhynchus* and the abundance of this species in the spring months.

Further to the ongoing discussions between the PMMG and the Department of Health along with correspondence between the Hon Roger Cook MLA Minister for Health and the City of Mandurah Mayor Rhys Williams during 2018 –19 no ongoing commitment to winter larviciding treatments has been provided.

The City is confident that a cost-effective arrangement will be reached to ensure operational opportunities can further enhance the public health and amenity outcomes that the Peel and southwest local government mosquito management programs deliver to their communities and the wider public. The continuation of winter treatments is considered essential by the PMMG.

Mosquito Surveillance

As in previous years, the City of Mandurah and the DoH completed 23 adult mosquito trapping rounds throughout the season. A total of nine carbon dioxide (CO₂) static traps were utilised. Peel region trapping data is vital to the mosquito management program as it monitors adult mosquito populations, allows species identification and mosquito-borne disease detection as evidence of the effectiveness of aerial treatments undertaken.

In comparing monthly trap counts across the season, figure 4 details saltmarsh mosquito (*Aedes camptorhynchus*) abundance was at its highest in August and September with a spike again in November. Populations then declined with the onset of summer before increasing again in March and April.

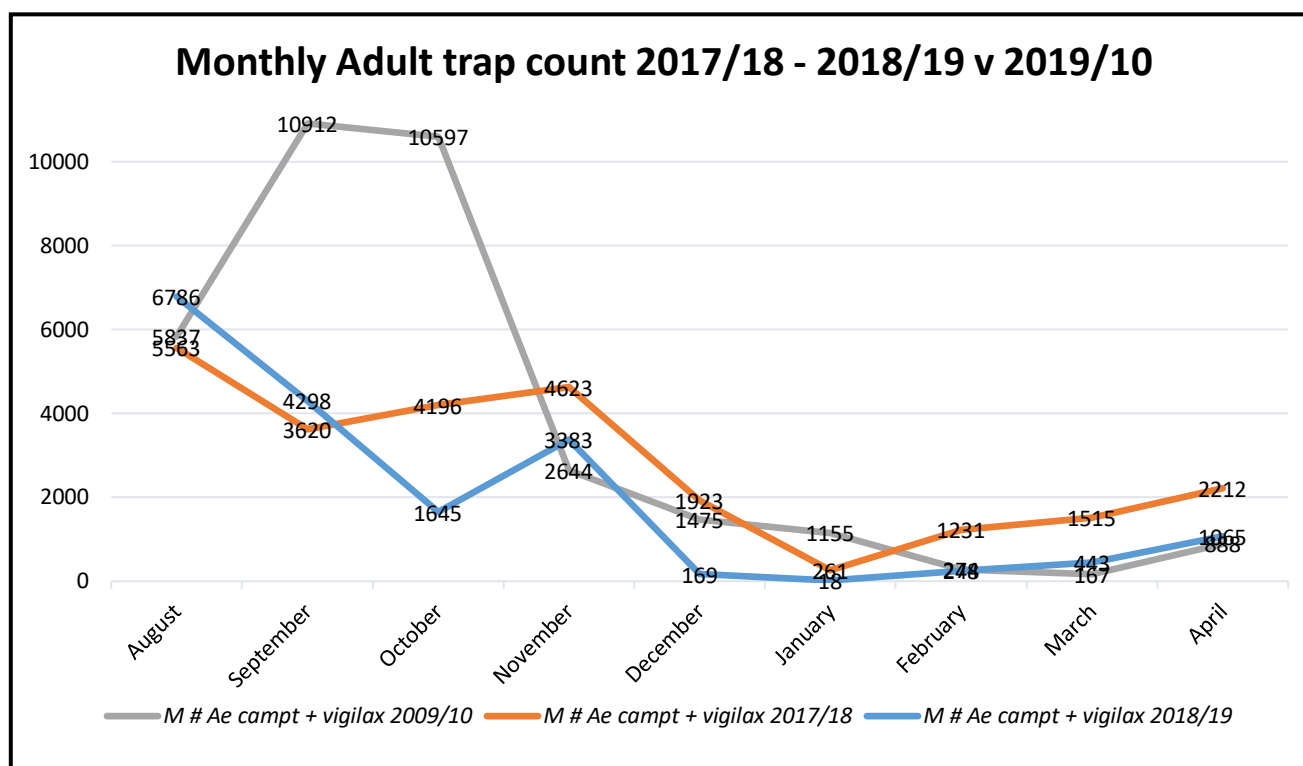
Aedes vigilax populations were again very low through summer as has been the case for the last few seasons.

Results from season 2009/10 have also been provided in figure 4 to provide a comparison to seasons 2018/19 and 2017/18.

As background, season 2009/10 was dominated by a strong El Niño event and only saw seven aerial treatments completed with just 1046 hectares being treated. The first treatment of the 2009/10 season wasn't completed until the 22 September which by this time adult populations were established. Following three further aerial treatments in November adult populations further declined.

For the program the results particularly achieved in season 2017/18 (20 @ 3504 ha) and again in 2018/19 (13 @ 1403 ha) provide confirmation that the work that has been done over many years and the changes that have been pursued is paying off.

Figure 4 - DoH monthly *Aedes camptorhynchus* and *Aedes vigilax* trap counts August 2018 to April 2019 - 2009/10.



Virus Surveillance – Ross River virus (RRV) and Barmah Forrest virus (BFV)

Mosquito- borne virus surveillance is undertaken by the DoH Medical Entomology section with the aim of identifying arbovirus activity (viruses transmitted by mosquitoes).

Polymerase Chain Reaction (PCR) testing is utilised to isolate arbovirus from samples of mosquitoes that are trapped in the nine Peel region traps along with 12 others traps extending southwards from Harvey to Busselton. Upon detection of arboviruses, the DoH notifies local governments and issues media statements and warnings to the general public to ensure residents and travellers take precautions to avoid mosquito bites. During season 2018/19, 6 virus isolations of RRV and 0 virus isolations of BFV were detected in the Peel region. The DoH released a media statement to the public and local authorities in November 2018 warning the public to be vigilant against mosquito bites following the first detection of RRV in the south-west of Western Australia for the 2018/19 season

Human cases of mosquito borne disease – notifiable and laboratory reported

Mosquito borne disease surveillance is undertaken state-wide by the DoH via initial patient presentation to general practitioners and subsequent blood tests that return a positive diagnosis. Notifications are then forwarded to local government officers to follow up case details. This information is then passed back to the DoH, Medical Entomology for data collation and analysis.

Season 2018/19 recorded slightly lower numbers of reported cases in Mandurah on previous years which is consistent across the Peel region and WA. The 2018/19 Ross River / Barmah Forrest Virus case statistics are as follows:

- Confirmed human cases across the State - 402 RRV - 19 BFV
- Confirmed human cases across the Peel Region - 106 RRV - 2 BFV
- Confirmed human cases across Mandurah - 52 RRV - 1 BFV

Community engagement

The City continued to utilise quarterly email updates to provide subscribers with information on mosquito abundance, mosquito-borne disease and mosquito management activities. The email network includes residents, schools, sporting clubs and community organisations. The program also utilised social media outlets such as the City's Facebook page to provide updates on the programs activities such as posts timed with aerial treatments and reminders about personal protection.

Local radio advertising was again utilised between 4 January 2019 and 3 February 2019 to remind the public about mosquito activity and how best to protect themselves and their family against mosquito bites and mosquito borne - disease. The timing of these radio alerts is aimed to align and serve as a reminder to public that partake in the many outdoor, recreational, sporting and social activities that peak at this time of year and during the summer school holiday break.

Face to Face community engagement with the public at City supported events continued to be a focus with City officers attending and providing interactive displays and fun activities for both children and adults. The aim of connecting with community members at these events is to educate them on mosquitoes and mosquito - borne disease, promote the City's and PMMG program and communicate the Fight The Bite message to encourage the public to take measures to limit the impact mosquitoes and mosquito borne disease can have on their health and quality of lifestyle.

At all events the Department of Health's Fight the Bite campaign is promoted and branded merchandise such as reusable shopping bags and water bottles, personal repellent and informational brochures were made available. The "mozzie marquee" has proven very popular at all events particularly at the Mandurah Children's Festival.

Community enquiries and education

- Nine community enquiries were recorded in comparison to 61 in 2017/18.
- Three community email updates were sent.
- Campaign of Facebook and radio advertisements over summer school holidays and Easter.
- A series of PMMG educational videos made available on YouTube and linked to the City's website.
- New PMMG brochures in-line with Fight the Bite campaign produced.
- Fight the Bite public education campaign continued to be supported in the Peel region by the DoH and PMMG which included the use of a range of media and merchandise.
- Successful public engagement events were provided by City officers and included;
 - National Tree Day 2018
 - Lakelands Library – STEAM, national science week 2018
 - Mandurah Children's Festival 2018
 - 2018 My Park Grooves, 11, 18 and 25 November
 - University Third Age - information session



Figure 7 - National Tree day 2018 Frasers Landing.

Figure 8 - 2018 My Park Grooves – Village Beach, Wannanup.



Research and development

Following on from the reported field trials completed in November 2016, the dual active VectoPrime® formulation gained Australian Pesticides and Veterinary Medicines Authority (APVMA) registration in June 2018. Since then City officers have been assessing the formulations use and its performance for ground and aerial application. During season 2018/19 aerial calibration work was also completed to ensure accurate and label appropriate quantities were applied.

Results from VectoPrime® treatments have been very encouraging to date and City officers are confident its unique dual larvicide action will provide a solution to situations when multiple larval stages are developing at different growth rates as well as when weather and tidal influences impact the timing of aerial larvicide treatments

A funding increase for the use of VectoPrime® for larger scale aerial treatments by the PMMG has been approved by the Department of Health for season 2019/20.

Waterwatch sensors

As part of the City's Smart City Strategy and Corporate Business Plan 2018 – 2012, officers have been working with the City's Systems and Technology team to expand the City's utilisation of IOT technology.

New Zealand based company Tussock Innovation manufacture internet connected hardware and software products focussed on monitoring and management of water. Of interest to the City was their LS1 remote surface water level sensor designed for a number of applications such as flood warning. City officers saw the potential for the use of the LS1 for monitoring flood and water level fluctuations on the City's saltmarsh wetlands that support mosquito breeding. Officers also became aware of the use of these devices by Redlands council in QLD for monitoring offshore mosquito breeding wetlands.

Following a meeting with Tussock Innovation representatives in May 2019, the City committed funds to purchase four (4) of the water monitoring sensors. The devices have been in operation since August 2019 and are proving a valuable, more accurate and tailored information on the tidal flooding and movement of water within the City's and regions wetlands. The data feed has been incorporated into the Data Storytelling project being managed by the City's Systems and Technology team.

A further expansion of the sensor network is likely to go ahead with further units being installed by the Shire of Murray and City of Rockingham to collect and provide the same data from with wetland breeding sites within their boundaries.

Outlook for season 2019/20

The outlook for the remainder of 2019 is ENSO - neutral. The neutral phase is also likely to continue into early 2020 as depicted in figure 9. A positive Indian Ocean Dipole (IOD) is forecasted for the remainder of winter and spring which is likely to result in below average rainfall to much of central and southern Australia. The lower than average rainfall may also result in fewer tidal events presenting during the remainder of winter and into spring.

Based on past season experiences, ENSO neutral events typically result in an average season in terms of tidal inundation, hatching events and intervention required by the program. Season 2019/20 is likely to be more active in terms of treatment frequency and scope.

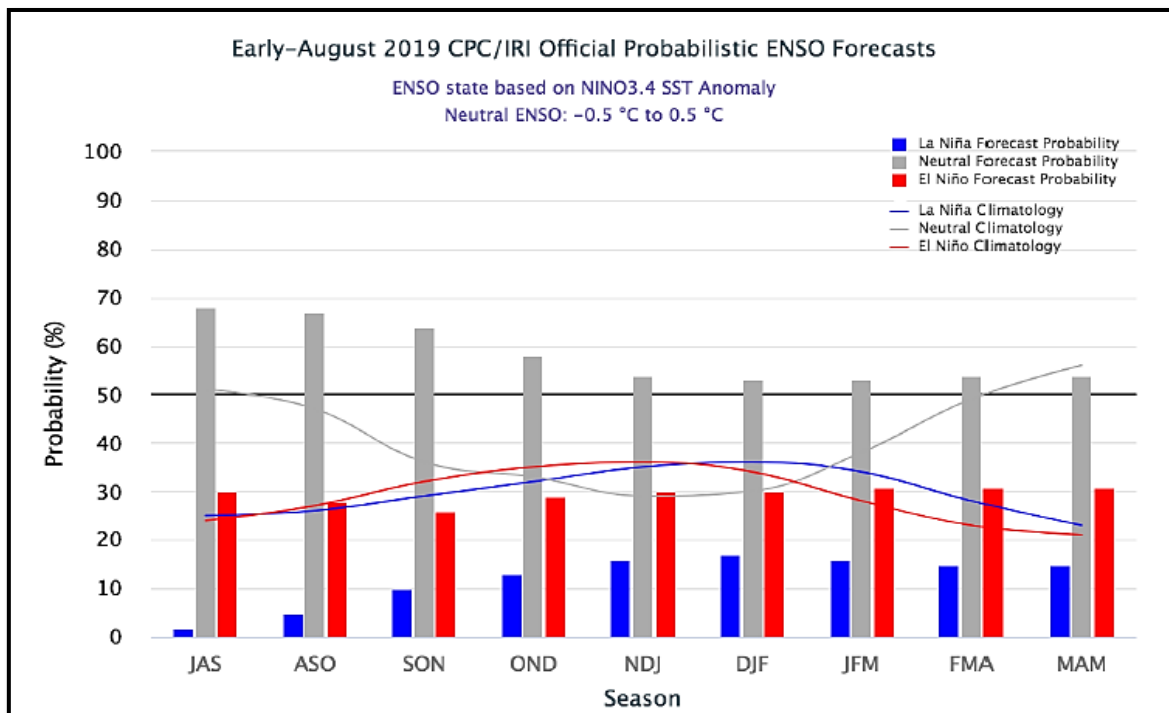


Figure 9 – August 2019 Probabilistic ENSO outlook issued by 'Climate Prediction Centre' /National Centres for Environmental Protection USA.

These global events can evolve and change quickly and although they are a useful guide, our local and regional environmental conditions have an even greater influence on the program's operations and performance. It is important to note that conditions may not present as predicted which is an essential consideration when monitoring these drivers and operating an effective mosquito management program.

Consultation

Nil

Statutory Environment

Nil

Policy Implications

Nil

Economic implications

Mosquito-borne diseases such as RRV and BFV are estimated to cost approximately \$5,000 per case in medical expenses and loss of earnings. The number of cases in the City would greatly increase if there was no program in place to manage mosquito populations.

The cost on the reputation and branding of Mandurah and the Peel region is difficult to assess but the management of mosquitoes is a vital service in ensuring an acceptable amenity and environment for residents and visitors to enjoy.

The administration of the PMMG is an essential partnership to ensure the successful management of mosquitoes in the region. The group met on four occasions during the 2018/19 mosquito management season as well as attending regional meetings relating to mosquito management matters.

These meetings were attended by local government officers and elected members from each PMMG local government as well as representatives from the DoH and allow for ongoing collaboration between the PMMG to ensure the identification and implementation of improvements within the program. Examples of key discussions during 2018/19 include:

- Mosquito - borne Disease notification updates
- Mosquito abundance and disease isolation updates
- Local government reports on mosquito breeding and treatments
- Environmental conditions
- Treatment updates
- Budget reviews
- Research Studies
- Season events and outlooks
- Public education strategies
- New technologies and products

A total of \$157,040.00 was allocated for the procurement of larvicides by the PMMG during season 2018/19 inclusive of negative carryover funds from season 2017/18.

A total of \$131,430.49 was expended in 2018/19 resulting in a balance of \$32,577.01 being carried into the 2019/20 budget calculation. The following contributions to the 2018/19 budget were made by PMMG members. The total income excludes the Shire of Waroona contribution and the value of carry over stock from 2017/18.

Table 1 below outlines the PMMG larviciding operating budget excluding the DoH funding for all costs associated with the helicopter services. This service is provided throughout the south - west of the state with the Peel region being the primary user. Without this financial assistance the PMMG would require substantial increases in budget allocation to manage the programs activities.

Agency	2018/2019 Contribution
Department of Health	\$83,041.25
City of Mandurah	\$44,193.92
Shire of Murray	\$26,548.73
Shire of Waroona	\$1,000.00*
City of Rockingham	\$10,198.60
Total Income for 2018/19 <small>*Excludes Shire of Waroona</small>	\$162,982.50

Table 1 - Peel Mosquito Management Group Larvicide / Operations Budget - 2018/19 (Excluding GST)

Further to the allocation for larvicide costs, the City of Mandurah contributed an estimated \$275,000 in labour, vehicles, equipment and resources for public education during the course of the 2018/19 season.

Strategic Implications

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

Environment:

- Protect and ensure the health of the natural environment and waterways.
- Increase scientific understanding and knowledge of the marine and estuarine environment.

Social:

- Ensure the provision of quality health services and facilities.

Conclusion

As somewhat foreseen and aligned with the predicted environmental conditions, the 2018/19 season was one of limited tidal activity and mosquito reproduction. This resulted in a significant reduction in the area treated when compared to season 2017/18.

Whilst the season was of a subdued nature, officers successfully completed the thirteen aerial treatments during the season in an effort to reduce the public health risk from mosquito - borne disease and nuisance impact on the community across the City and Peel region.

Note: Subject to Committee's consent, The City's Senior Mosquito Management Officer will make a presentation on this item at the meeting.

RECOMMENDATION

That Council:

1. **Receives the City of Mandurah Mosquito Management Program: 2018/19 Annual Report.**
2. **Approves the release of these reports to the following key stakeholders:**
 - Residents of the City of Mandurah via access at Administration Centre and Library, website and media releases
 - Department of Health
 - The Minister for Health and local Parliamentary Representatives
 - Peel Mosquito Management Group member local governments

- **Peel Development Commission**
 - **Department of Water Environment and Regulation**
 - **Residents and Progress Associations**
 - **Mandurah Environmental Advisory Group**
3. **Notes the City's support for the Department of Health Fight the Bite Campaign.**
 4. **Acknowledges the support provided by the Department of Health in the implementation of improvements in the Peel Mosquito Management Program.**
 5. **Supports ongoing efforts to improve the aerial larviciding capacity of the mosquito management program including the ongoing provision of winter treatments.**
 6. **Acknowledges the importance of the State Government's ongoing commitment to the annual programs, and in accordance with the Dawesville Channel Environmental Review and Management Program.**

3	SUBJECT:	Building Act Amendments: Authorisation and Delegation Requirements
	CONTACT OFFICERS:	Tony Free/ Casey Mihovilovich
	AUTHOR:	Gavin Worth / Suzanne Gunton

Summary

Amendments to the *Building Regulations 2012* (gazetted 26 April 2019) created new offences for which local government permit authorities may issue infringement notices.

Regulation 70 of the *Building Regulations 2012* was amended correcting its reference to, and alignment with, sections 9.19 and 9.20 of the *Local Government Act 1995* relating to the extension of time to pay a modified penalty and the withdrawal of an infringement notice.

Council is requested to approve amendments to the delegation of authority DA-LWE 07 Authorised Officers to provide the Chief Executive Officer the ability to appoint authorised officers to undertake the issuing of infringement notices for certain offences under the *Building Act 2011* and *Building Regulations 2012*.

Disclosure of Interest

Nil

Previous Relevant Documentation

- G.35/9/11 27 September 2011 Overview and Actions Associated with New Building Act

Background

Building and Compliance Services Officers have previously been authorised under section 96(3) of the *Building Act 2011* in relation to buildings and incidental structures located, or proposed to be located, in the district of the local government. Some of the existing powers of authorised officers include entry powers and obtaining information and documents for compliance purposes.

The recent amendments now provide for local government authorities to appoint authorised officers to issue infringement notices under the *Building Act 2011*. The amendments were considered as a result of a review undertaken by the Building Commission to identify matters within the building legislation that would provide a means for the Building Commission and local government to more efficiently deal with prescribed offences under the *Building Act 2011*.

Comment

The ability for local governments to issue infringement notices provides a means to expeditiously deal with prescribed offences under legislation.

Amendments to the *Building Regulations 2012* created the following offences for which authorised officers can issue infringements for:

- Failure to give notice of completion (relating to building or demolition permit)
- Failure to give notice of cessation (as above)
- Failure to display or bring attention to occupancy permit details
- Encroachment beyond boundaries without consent, court order or other authority
- Removal of fence, gate or other barrier to land without consent, court order or other authority
- Failure to erect adequate temporary barrier
- Failure to install barrier around private swimming pool
- Failure to ensure smoke alarms compliant prior to transfer of dwelling

- Failure to ensure smoke alarms compliant prior to tenancy
- Failure to ensure smoke alarms compliant prior to hiring of dwelling

Authorised officers are to ensure that prior to issuing an infringement notice, it is established that:

1. There is reason to believe that an offence has been committed and that *prima facie* evidence exists;
2. The intended recipient of the infringement notice is the alleged offender; and
3. The alleged offenders history of the nature of the offence is such that an infringement notice is more appropriate than a warning letter, or that disciplinary or prosecution action is unlikely to be appropriate in the circumstances.

In establishing authority for *Building Act 2011* infringements, an 'authorised officer' must be appointed under s.9.10(1) of the *Local Government Act 1995*, for the purposes of issuing *Building Act 2011* infringement notices, in accordance with the *Criminal Procedure Act 2004* s.6(b) and *Building Regulations 2012* r.70(2).

To effect this, the attached delegated authority requires approval to amend it providing the Chief Executive Officer with the ability to appoint authorised officers to undertake actions relating to offences of the above. Only officers holding appropriate building surveyor qualifications and registration with the DMIRS or Development Compliance Officers with appropriate qualifications and experience can undertake such actions.

It should be noted that the ability to withdraw any infringement notice can be exercised under delegated authority (LWE 06) by the Chief Executive Officer, Executive Manager Development and Compliance and Coordinator Building and Development Compliance.

A person appointed to issue infringement notices cannot also be delegated authority to withdraw or extend time to pay an infringement.

Consultation

N/A

Statutory Environment

s.9.10(1) *Local Government Act 1995* – the local government may, in writing, appoint persons to be authorised for the purposes of performing particular functions.

s.9.16 *Local Government Act 1995* – An authorised person who has reason to believe that a person has committed a prescribed offence against a regulation may....give an infringement notice to the alleged offender.

s.5.42 *Local Government Act 1995* - A local government may delegate to the CEO the exercise of any of its powers or the discharge of any of its duties under this Act.

s.6(b) *Criminal Procedure Act 2004* – provide for the appointment of 'authorised officers' in relation to infringement notices that may be issued for the prescribed offence.

r.70(2) *Building Regulations 2012* - A permit authority that is a local government may, in writing, appoint to be an authorised officer for the purposes of the *Criminal Procedure Act 2004* section 6(b), a person appointed under the *Local Government Act 1995* section 9.10(1) and authorised for the purpose of performing functions under section 9.16 of that Act.

r.70(3) Building Regulations 2012 - A permit authority that is a local government must issue each of its authorised officers a certificate of the person's appointment, and the person must produce the certificate whenever required to do so by a person who has been or is about to be affected by any exercise of authority by the authorised person.

Policy Implications

Nil

Economic Implications

Nil

Risk Analysis

The City has an obligation to minimise risk to building owners and occupiers, neighbours and the general public by ensuring that the appropriate City officers have the ability to take action to ensure any compliance can be achieved as quickly and efficiently as possible.

Strategic Implications

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

Environment:

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

Social:

- Help build our community's confidence in Mandurah as a safe and secure city.

Organisational Excellence:

- Ensure the City has the capacity and capability to deliver appropriate services and facilities.
- Deliver excellent governance and financial management

Conclusion

Recent amendments to the *Building Regulations 2012* created new offences for which local government permit authorities may issue infringement notices.

To assist Building and Development Compliance officers to efficiently carry out their roles, Council is requested to approve amendments to the attached delegation to provide the Chief Executive Officer the ability to appoint suitably qualified authorised officers to issue infringement notices under the *Building Act 2011* and *Building Regulations 2012*.

NOTE:

- Refer **Attachment 1** **DA-LWE 07** **Authorised Officers**

RECOMMENDATION

That Council adopts amended Delegation of Authority DA-LWE 07 Authorised Officers.

ABSOLUTE MAJORITY REQUIRED



DA-LWE 07

DELEGATION OF AUTHORITY

AUTHORISED OFFICERS

Function to be performed:

- 1) Appoint persons/officers or classes of persons/officers as authorised persons for the purpose of fulfilling prescribed functions under the *Local Government Act 1995* (as listed hereunder), associated Regulations, the *Local Government (Miscellaneous Provisions) Regulations 1960* and City of Mandurah Local Laws made under the Local Government Act.

Section	Authority
3.25 (1)	Notices requiring certain things to be done by owner or occupier of land.
3.27	Things local government can do on land that is not local government property.
3.31	Entering property.
3.39	Power to remove and impound.
3.40A (1)	Abandoned vehicle wreck may be taken.
9.11	Enforcement and Legal Proceedings - Persons found committing breach of the Act to give name on demand.
9.13	Enforcement and Legal Proceedings - Onus of proof in vehicle offences.
9.16	Enforcement and Legal Proceedings - Issue Infringement notices.
9.24 (1) (2)	Enforcement and Legal Proceedings - Commencing Prosecutions – Offence against the Act or City's Local Laws.
9.29 (2)	Enforcement and Legal Proceedings – Representing Local Government in Court.

- 2) [Appoint authorised officers under Regulation 70\(2\) of the Building Regulations 2012 and section 9.16 of the Local Government Act 1995 for the purposes of issuing Building Act 2011 Infringement Notices in accordance with section 6\(b\) of the Criminal Procedures Act 2004.](#)

<p>Report from Director Sustainable Communities to Committee of Council Meeting of 10 September 2019</p>
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Delegator:	Council of the City of Mandurah
Delegate:	Chief Executive Officer
Sub-delegation to:	N/A
Express Power to Delegate/Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers and duties to CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.24 Provisions about land – authorising persons s.9.10 Enforcement and legal proceedings – appointment of authorised persons
Conditions / Exceptions:	Nil
Duration of delegation:	Until next annual review
Origin of Delegation:	Minute G.30/7/08, 15 July 2008
Delegation last reviewed:	Minute G.18/6/19, 25 June 2019

4	SUBJECT:	Tender 08-2019 – Events Traffic Management
	CONTACT OFFICER/S:	Claire Taylor / Tahlia Jones
	AUTHOR:	Adelle Henry / Erin Johnson
	FILE NO:	F0000212133

Summary

The City of Mandurah (City) invited tenders for Traffic Management Services for major public events. The City stages large events near main roads and these events need to be managed in a way that ensures safety for all involved, and minimises disruptions to the normal daily usage and function of our road network.

As a result of the evaluation of tendered submissions, Council is now requested to accept Peak Traffic Management as the preferred tenderer.

Disclosure of Interest

Nil.

Location

Multiple locations – Event specific (predominantly City Centre)

Previous Relevant Documentation

- G.8/11/16 08/11/2016 Council awarded CB Traffic Solutions Pty Ltd the contract under Tender 13-2016 for Events Traffic Management for a period of three years, commencing on 1 November 2016 and expiring on 31 October 2019.

Background

The current contract for Events Traffic Management was awarded to CB Traffic Solutions Pty Ltd for a period of three years, commencing on 1 November 2016 and expiring on 31 October 2019.

The tender for the Events Traffic Management was advertised in the 29 May 2019 edition of the 'West Australian' newspaper, the 29 May 2019 edition of the 'Mandurah Coastal Times' newspaper and 30 May 2019 edition of the 'Mandurah Mail' newspaper and displayed on the notice board at the Administration Centre and the relevant libraries.

The Request for Tender (RFT) sort the provision of the required services for a period of three years. The City reserves the right to extend the initial period for a further two, one year extension periods subject to satisfactory performance and at the sole discretion of the City.

Comment

The tender closed at 2:00pm on Thursday 20 June 2019. Submissions where in accordance with Regulation 18(1) no tenders were received after the closing deadline. Submissions were received from the following:

1	Advance Traffic Management (W.A) Pty Ltd	Bellevue, WA
2	Altus Traffic	Kewdale, WA
3	CB Traffic Solutions Pty Ltd	Davenport, WA
4	Peak Traffic Management	Mandurah, WA
5	Evolution Traffic Control	Eagle Farm, QLD
6	QTM Pty Ltd	North Perth/Mandurah, WA
7	Site Services Enterprises P/L T/A Site Traffic Management Services	Belmont, WA

Site Services Enterprises Pty Ltd T/A Site Traffic Management Services submission was set aside from the evaluation process as they were deemed non-conforming due to incompleteness of the submission, in accordance with the Request for Tender clauses 9. Rejection of Tenders and 13. Evaluation Process.

The following weighted qualitative criteria were used to assess and rank each tender submission:

Relevant Experience and Understanding the Specification	30%
Resourcing	30%
Price	40%

To ensure that pricing did not influence the assessment of the qualitative criteria, the pricing was not provided to the evaluation panel until the assessment of the qualitative criteria was completed.

An evaluation panel, comprising of officers from the Strategy, Recreation and Events and Operation Services, individually assessed each tender against the weighted qualitative criteria submitted by each tenderer.

On completion of the assessment of the qualitative criteria, prices submitted were entered into the Evaluation Matrix as shown in the **Confidential Attachment** where a final analysis taking into account competitiveness and combined qualitative and price ranking was conducted in order to determine the tender which represented best overall value for money for the City.

As a result, the tendered submission from Peak Traffic Management was considered to be the most advantageous tender and is therefore recommended as the preferred tenderer.

A member of the City's Governance Services Team coordinated and observed the tender evaluation process and is satisfied that the probity and procedural aspects relating to the evaluation were compliant.

Consultation

A financial assessment and/or a credit check was undertaken by Financial Services where no issues were identified.

Reference checks have been undertaken with nominated referees who reported that the preferred tenderer is considered to be capable of carrying out the Contract.

Upon award of the Tender, all tenderers will be offered the opportunity to attend debriefs to be advised of the strengths and weaknesses of their submissions. Tenderers are also offered the opportunity to provide feedback to improve the way the City manages procurement processes.

Statutory Environment

Part 4 of the *Local Government (Functions & General) Regulations 1996*.

Policy Implications

Policy POL-CPM 02 – *Procurement of Goods or Services*.

Policy POL-CPM 01 – *“Buy Local” Regional Price Preference*.

Risk Analysis

The risk to the City is considered medium – high (dependent upon event) as without sufficient road closures and traffic management around major events, risk to the safety of event patrons and staff is increased. The likelihood of traffic management not being implemented around major events is low as constant communication between the events team and the contractor is undertaken in the lead up to and

during the events. If that case was to eventuate, the possibility of using alternative services would be contemplated.

Economic Implications

The total cost of event traffic management services for the past three years was \$368,700 which was an average of \$122,900 per annum. For this tender, the Contract shall be in force for the initial period of three years with a further two one year extension options. Based on the average annual fees from the previous contract, the total cost of the contract over 5 years is estimated at \$615,000 (not including Hostile Vehicle Mitigation requirements).

The schedule of rates contract has a price basis that is variable in accordance with the special conditions of contract, allowing CPI increases at each twelve month contract anniversary date.

The major cost difference between the schedule of rates submitted as part of the tender process and the costs of the previous contract relate to the charges associated with the distribution of public notifications.

As a local supplier Peak Traffic were able to provide a competitive bid due to their regional location.

Provision has been made in various cost codes across the City's current financial budget for the Traffic Management services.

Strategic Implications

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

Organisational Excellence:

- Deliver excellent governance and financial management.

Conclusion

Tenders for the Events Traffic Management were recently invited. Seven were received, six were assessed against qualitative criteria and five were assessed against both qualitative and price. The submission from Peak Traffic Management represented overall best value for money for the City and it is therefore recommended that the City selects Peak Traffic Management as the preferred tenderer.

NOTE:

- Refer ***Confidential Attachment***

RECOMMENDATION

That Council accepts Peak Traffic Management as the preferred tenderer for Tender T08-2019 for the Events Traffic Management.

5 **SUBJECT:** 2021 Ulysses Motorcycle Club National AGM
 CONTACT OFFICER: Claire Taylor
 AUTHOR: Melissa James

Summary

In 2016 the City put in a joint bid with the Perth Convention Bureau (PCB) for Mandurah to host the Ulysses Motorcycle Club Annual General Meeting (AGM) in 2020. Council supported this application and acknowledged the cost of \$40,000 for the bid would be allocated in a future budget prior to the AGM.

In 2017, the City was informed that the bid was unsuccessful in securing the 2020 AGM, however Mandurah was selected as host destination for the 2021 event. The AGM will be held on 22 – 28 March 2021 and expects to attract between 1700 and 2000 people to Mandurah for seven days. The resulting economic impact has been estimated at approximately \$3.8million.

Council is requested to note the City's in-kind support and that \$40,000 will be listed for consideration in the 2020/21 Operating Budget to assist the delivery of the event.

Disclosure of Interest

Nil

Location

The Ulysses AGM requires a large space to be setup as an event village including a large marquee for main meals and gatherings, with a tent village situated on the outskirts of that.

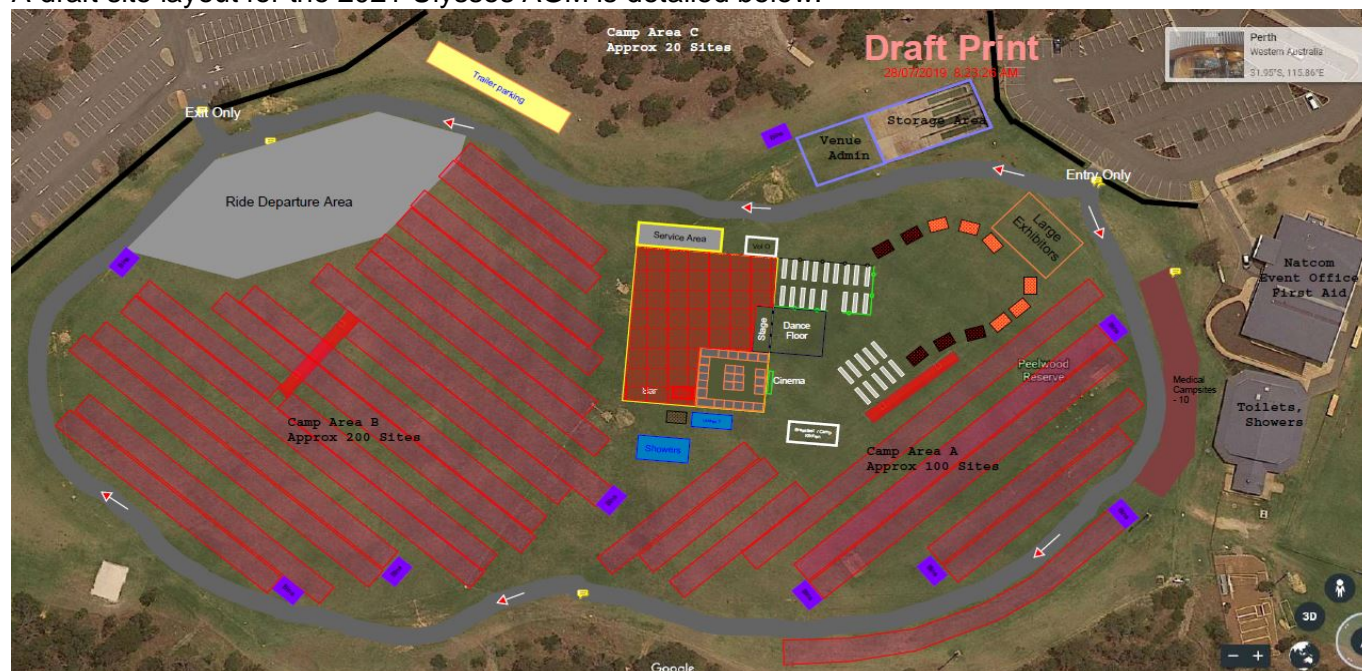
Peelwood Reserve is located on Mahogany Drive in Halls Head and has been identified as the closest space to the City Centre that meets the size requirements of the AGM. This complex also contains formal car parking, lighting, clubroom and change room facilities as well as water and sewerage on site.



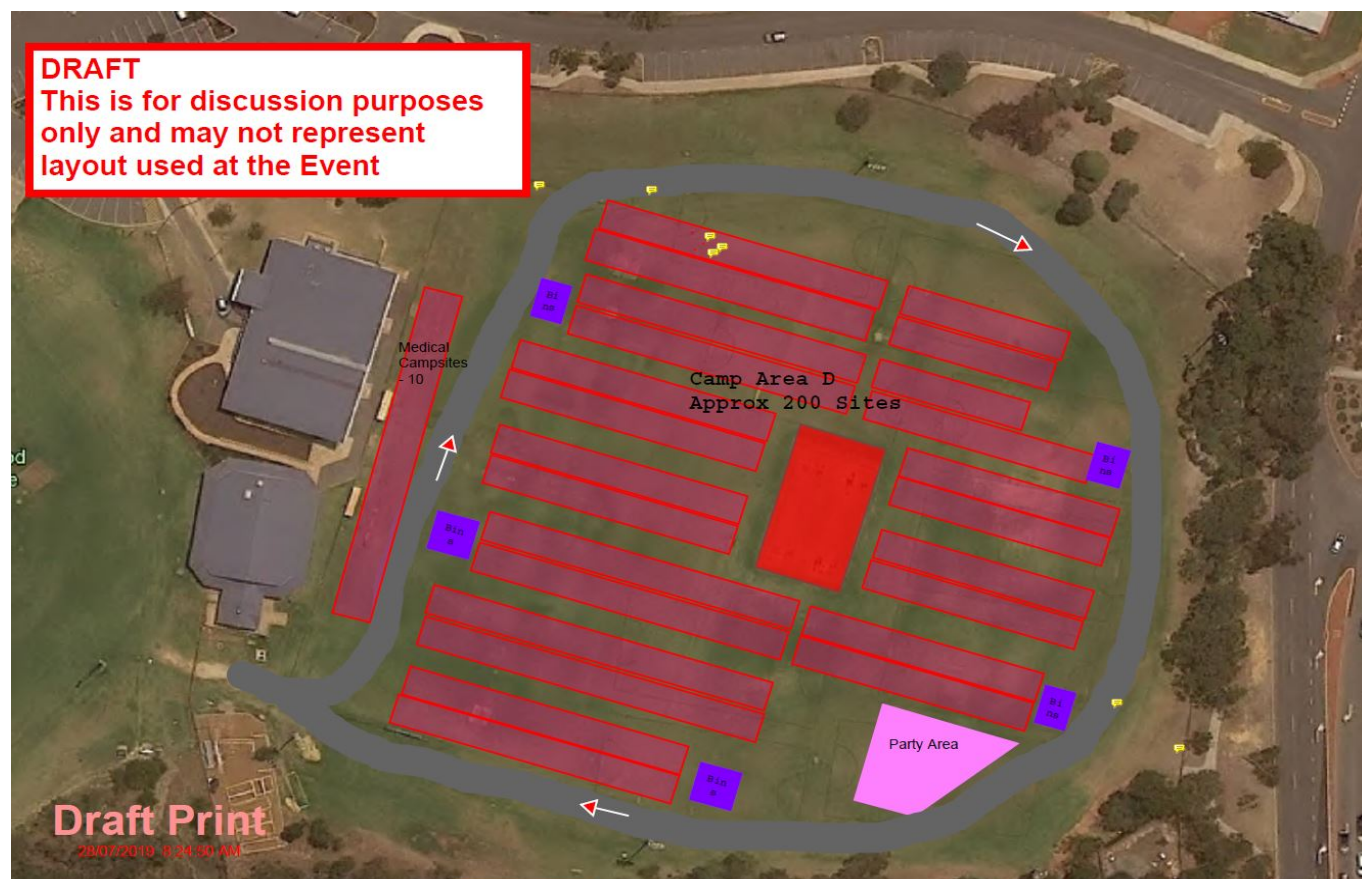
Peelwood Reserve
Mahogany Drive, Halls Head

Report from **Acting Deputy Chief Executive Officer**
Committee of Council Meeting of 10 September 2019

A draft site layout for the 2021 Ulysses AGM is detailed below.



DRAFT
 This is for discussion purposes
 only and may not represent
 layout used at the Event



Previous Relevant Documentation

- G.33/9/16 27 September 2016 Support for City to make a joint bid for AGM with PCB acknowledging costs of \$40,000.

Background

The Ulysses Motorcycle Club was founded in 1983 when a group of riders got together to form an association. Since then, the club has grown to over 25,000 members worldwide with 136 clubs in Australia and clubs in various other countries including Germany, Vietnam, South Africa and Norway. The name for the club originates from the Tennyson poem about Greek hero Ulysses who was bored with running his kingdom and longs to go adventuring again with his ship mates of old.

Membership of the club is open to any person over the age of 40 who holds a current motorcycle license. Membership also extends to member's spouse or regular riding companion who is also over the age of 40. The purpose of the club is to bring people together to provide companionship and mutual support to other riders.

The AGM is conducted annually between 1 January and 30 June, and is held in a different regional location in Australia. The National Committee decides the venue for the AGM three years out from when the event will occur. The general format of the event is as follows:

- Trade display, bike test rides and organised rides (Monday – Wednesday)
- Road safety forum (Thursday)
- Meet and greet social and meal (Friday)
- Grand parade and opening ceremony (Saturday)
- AGM followed by a dinner (Saturday)
- Church Service followed by closing ceremony (Sunday)

The last time the event was held in Western Australia was in 2010 at Albany. This event attracted approximately 3,000 people including members, traders and support staff.

Comment

In 2016, Council supported the City submitting a joint bid with the Perth Convention Bureau to secure the 2020 Ulysses AGM. After finding out the bid was unsuccessful, the City was encouraged to reapply for 2021 and it was announced that Mandurah was awarded the event.

In line with the Events Strategy 2019 – 2023, the City of Mandurah is positioning itself to be recognised locally, nationally and internationally as Western Australia's regional events capital. The attraction of events such as Ulysses 2021 showcase Mandurah to approximately 1,700 – 2,000 interstate and intrastate tourists, as well as position the City as "open for business" to other event organisers.

Consultation

Due to strict security requirements for the full three weeks that the reserve is required, consultation with Halls Head College, Halls Head Cricket Club and Mandurah City Football Club will be a priority. Where possible, opportunities for clubs to be involved in the event will be sought.

Statutory Environment

Environmental health approvals and traffic management plans associated with the village setup and parade will be requirements of the event process.

Policy Implications

Nil

Risk Implications

The 2021 Ulysses National AGM is an external event with an organising committee responsible for all aspects of its delivery. The role of the City is to provide assistance and support to the committee to ensure the event is successful.

Peelwood Reserve is an active sporting ground and therefore must be maintained to a certain standard in order to accommodate the state league matches and training sessions hosted there throughout the year. Given the amount of temporary infrastructure installation, as well as the fact that the City have not hosted an event of this calibre at that reserve before, there is a risk of reserve damage. In order to mitigate this risk, a reserve fund of \$20,000 is being requested as a contingency in case excessive repairs are required.

Because this event is unprecedented at this location, there is a risk of residential complaints. The City will therefore work with the event organisers to deliver a comprehensive local community engagement process to mitigate this.

In order to further mitigate risk the event organisers will be required to submit a Risk Management Plan that covers the entire event week, as well as bump in and bump out times. The event organisers are experienced in delivering this event as it occurs annually across different cities within Australia. City Officer(s) are scheduled to attend the Lismore event in 2020 to gain a greater understanding of the size and scale of the setup and logistical requirements.

Economic Implications

In-kind costs:

Items	2019/21 Cost Estimate
Venue / facility provision (including floodlighting) – 3 week period	\$30,000
Total in-kind costs	\$30,000

Operational costs:

Items	2019/21 cost ex GST
Host contribution to support City event activations (i.e. parade)	\$15,000
Contribution to Halls Head College to relocate sport classes from Peelwood Reserve to an alternate location for the three week duration (three weeks includes bump in and bump out).	\$5,000
Reserve Damage Contingency Fund (to be retained by the City and only used if required)	\$20,000
Total Estimated Cost	\$40,000

The \$40,000 will be listed for inclusion in the City's 2020/21 draft operating budget.

A full economic impact assessment would require an additional \$25,000 budget and therefore will not be conducted. Should the Perth Convention Bureau decide to undertake an economic impact assessment, the City will obtain a copy of that report. A desktop economic evaluation however will be provided post the event. The initial assessment is the event will have an economic impact of \$3.8 million.

Strategic Implications

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

Social:

- Provide a range of social, retail, recreational and entertainment experiences for the City's residents and visitors.

Economic:

- Develop a strong and sustainable tourism industry.

Identity:

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

The following objectives from the Events Strategy 2019 - 2023 are relevant to this report:

- Major event attraction
- Increase local supply opportunities

Conclusion

The City was advised in 2017 that it was successful in securing the 2021 Ulysses National AGM. The event is expected to attract approximately 1,700 visitors to the region for seven days. The total cash contribution required to accommodate this event is \$40,000 excluding in-kind support (estimated at \$30,000). The estimated economic impact is \$3.8m and is based upon figures prepared by Ulysses for the Perth Convention Bureau.

This event aligns to the City of Mandurah's Event Strategy 2019-2023 and meets the necessary criteria to deem this a major marquee event.

RECOMMENDATION

That Council:

1. **Notes that \$40,000 will be listed for consideration in the City's 2020/21 Operating Budget to support the delivery of the 2021 Ulysses National AGM.**
2. **Notes that \$30,000 will be provided as in-kind support to assist the event organisers with covering the extra costs applicable to hosting the event on an outdoor reserve.**