

Ordinary Council Meeting – 14 July 2022

Public Question Time Summary of Questions and Responses



Darrell Stratton, Port Coogee

Agenda Item 21.1 Port Coogee Marina Expansion

- Q1. Does Council consider the term ‘...load rated area/platform to transfer items from vessels to vehicles’ is the same as ‘5.8 metre high/1.8 metre wide/ 1500kg capacity crane’?
- A1. The Chief of Operations advised the specification of the crane was progressed following industry analysis on the appropriate means to safely transfer heavy and bulky items from vessels to vehicles.
- Q2. Does Council consider the term ‘an area with a davit-crane could be considered’ is the same as ‘a davit-crane is agreed and approved’?
- A2. The Chief of Operations advised the crane/load area was highlighted in the Marina Expansion Business Case and then incorporated into the Community Consultation. Responses from the consultation were supportive of the load area/launch facility and subsequently incorporated into the detailed design.
- Q3. Did Council conduct a davit-crane ‘needs and usage patterns analysis’ in consultation with current and future pen-holder stakeholders?
- A3. The Chief of Operations advised no.
- Q4. Did Council conduct a davit-crane ‘function and performance analysis’, cognisant of the ‘needs and usage patterns analysis’ outcomes (as per question 3) in consultation with current and future pen-holder stakeholders?
- A4. The Chief of Operations advised no.
- Q5. Did Council conduct a davit-crane (and associated activities) ‘encroachment, amenity, environmental, health and safety and visual impact (upon current and future Maraboo Island resident stakeholders) study’ in consultation with current and future Maraboo Island resident stakeholders?
- A5. The Chief of Operations advised no.

Q6. Does Council agree the davit-cranes final design/dimensions was not subject to appropriate, or any, community consultation and given '...of the features included in the concept layout, aesthetics is considered the most important with 92% indicating it is important or very important'. The 69 respondents that comprised this 92% sample would possibly *have not* agreed that the proposed davit-crane design/dimension aligns with the prevailing aesthetic they considered important or very important?

A6 The Chief of Operations advised consultation was undertaken in 2019 in accordance with the City's Community Engagement Policy. Responses supporting the load/launch area were received from pen holders, North Coogee property owners and surrounding businesses.

Consultation also supported the need to accommodate small vessel launching as part of the marina facilities

Q7. Does Council agree, given the Officer's Report (Agenda Item 21.1) statement that '...customers need to transfer bulky and heavy items to and from their vessels and...the closest commercial boat yard with lifting facilities is in Fremantle or Henderson, which is inconvenient for regular maintenance tasks', pseudo-boatyard activities comply with the intent, spirit and direction of Council's vision for Port Coogee and other relevant plans and guidelines?

A7. The Chief of Operations advised the Port Coogee Marina, when expanded to its full capacity, will have approximately 250 boat pens.

To ensure marina safe operations and to manage risk, a loading area with crane facilities for the launch and retrieval of items from the waterway is recommended.

The provision of services and/or equipment for customers, stakeholders and officers to safely and effectively enjoy the marina as a leading coastal destination aligns with the Service Plan for the Port Coogee Marina.

Q8. Did Council make available on its' website, anywhere in the public arena or directly to the affected lot owners, it's decision to specifically accept and proceed with the Consultant's davit-crane recommendation and, in turn, the proposed davit-crane's intended design and dimensions?

A8. The Chief of Operations advised that the marina office has been open and available to new and existing pen holders along with the community to view drawings of the expansion.

Anthony Certoma, Coogee

Item 15.1 Payments made from the Municipal Fund & Local Procurement Summary

On Page 97 of 355 of the 14 July 2022 Ordinary Council Meeting Agenda, under the new detailed Credit Card Transactions Report, we have several transactions on the Credit Card of the Senior Centre Programs Booking Officer which require further explanation than the notation given as “consumables”.

Q1. What does the \$650 paid to the Rose and Crown Hotel on 20 April 2022 relate to?

A1. The Chief Financial Officer advised the payment related to a day outing for members of the Senior Centre and paid for by members of the Senior Centre. The City facilitated the day outing, paid the total amount as the booking coordinator, and recovered the expenditure from the Members.

Q2. What does the \$540 paid to the Bush Shack Brewery on 27 April 2022 relate to?

A2. The Chief Financial Officer advised the payment related to a day outing for members of the Senior Centre and paid for by Members of the Senior Centre. The City facilitated the day outing, paid the total amount as the booking coordinator, and recovered the expenditure from the Members.

Q3. What does the \$218.85 paid to Ticketmaster Crown on 11 April 2022 relate to?

A3. The Chief Financial Officer advised the payment related to a day outing for members of the Senior Centre and paid for by Members of the Senior Centre. The City facilitated the day outing, paid the total amount as the booking coordinator, and recovered the expenditure from the Members.

Q4. Does the Chief Financial Officer agree that a little more information as given by the majority of Credit Card holders in the first instance would help alleviate the need to ask the questions in the first place?

A4. The Chief Financial Officer advised he believes the description is sufficient for the very small levels of expenditure.

Q5. Would not the Manager that signed those off need more information than they were “consumables”?

A5. The Chief Financial Officer advised the City has used a standardised expenditure description of credit card expenditures to ensure consistency of descriptions across all expenditures. Consumables are small levels of expenditure for services provided to the City.

Q6. Will the CFO commit to provide fuller information on Credit Card transactions going forward to enable proper oversight by Elected Members and the community on this expenditure?

A6. The Chief Financial Officer advised the City has used a standardised expenditure description of credit card expenditures to ensure consistency of descriptions. Again, consumables are small levels of expenditure for services provided to the City. If ratepayers wish to ask questions after reading the information provided in the Agenda, that is their right.

As noted in previous responses, the expenditure was for small amounts and for services appropriately and correctly provided to the City and authorised in accordance with the City's approval processes.

Item 17.1 Resident Groups Draft Capital Funding Submission

A7. Why was the email from the Jandakot Residents Association dated 1 April 2022 supporting the motion to increase the capital budget not included in the results? Was it an error or a deliberate omission?

A7. The Chief of Operations advised the questions would be taken on notice.

A8. What follow up action has been taken since by City staff since 20 April 2022 until recently, in an effort to obtain a response from the five resident groups that apparently didn't respond?

A9. The Executive Corporate Affairs advised the question would be taken on notice.

Anthony Certoma, Coogee Special Electors' Meeting Motions

Q10. At the 09/09/2021 Ordinary Council Meeting, regarding two Motions that were passed at the Special Electors' Meeting held on 28th July 2021 being:

- Public Question Time reforms at Council Meetings
- Conduct of Briefing Sessions recommendations contained in the Report of the Inquiry into the City of Cockburn.

It was resolved by Council, that it considers both issues as part of the Governance Review process which is currently being undertaken. What is the status of these Motions as it has been nearly 12 months since they were passed at the Special Electors' Meeting and no formal resolution has been given to the community?

- A10. The Executive Governance and Strategy advised that, whilst the responses were not published online, an update could be provided:

Public Question Time reforms at Council Meetings

The decision was made that no changes to the Standing Orders relating to Public Question Time would be made, however there was a change to the order of questions, as per the Mayor's note at the beginning of Public Question Time, which is that items will be heard in the following order:

1. Questions on Notice relating to items on Agenda
2. Questions from the floor relating to items on the Agenda
3. Questions on Notice relating to items not on the Agenda
4. Questions from the floor relating to items not on the Agenda.

Briefing Sessions

The Mayor or Deputy Mayor will Chair the Briefing Sessions. In the absence of the Mayor or Deputy Mayor, the CEO will Chair the Briefing Sessions.

Briefing Sessions will remain online for Elected Members and there will be no public viewing or participation in the Briefings.

Employee Matters

- Q11. Does the City conduct exit interviews or surveys for employees that leave?
- A11. The Acting Executive People Experience and Transformation advised yes, all ceasing employees are offered the opportunity to participate in exit surveys.
- Q12. Based on this information, what are the top four reasons why former employees have left the City in the FY2020/2021 and FY2021/2022 financial years?
- A12. The Acting Executive People Experience and Transformation advised the following:

FY21	FY22
Organisational culture	Organisational culture
Caregiver responsibilities/family decision	Career progression
Career progression opportunities	Seeking role with permanency
Work/life imbalance	Work/life imbalance

- Q13. In those same two financial years what has been cost to the City of:
1. Advertising for new employees
 2. Payments to employment consultancy firms to find suitable candidates
 3. Cost of initial induction
 4. Cost of additional training.

A13. The Acting Executive People Experience and Transformation advised the following:

Item	FY21	FY22
Advertising for new employees	\$89,143	\$61,087
Payments to recruitment consultants	\$71,549	\$16,167
Cost of initial induction and additional training	The City does not track this expenditure as it is provided by internal staff	

Verge collection Methods – Community Consultation

Q14. At the 9 September 2022 Ordinary Council Meeting I asked a question regarding the publication of the results and details of the extensive community consultation conducted in July/August 2021 on verge collection methods. This question was submitted on 8th June 2022 which was the date that it was published online. Does the City believe that it is appropriate, best practice and transparent to release a Community Engagement Summary the day before the Council has to make a decision on the subject and the community has less than 24 hours to review it?

A14. The Chief of Operations advised the City continually reviews its community engagement framework to ensure best practice is achieved in shaping decisions or actions relating to a problem, opportunity, or outcome and also timing for the release of community consultation outcomes following Elected Member Briefings.

Q15. On the front page of the Community Engagement Summary, it says it was 'issued January 2022'.

A15. The Chief of Operations advised the date was an error which has been corrected to state the document was issued in June 2022.

Q16. When did the Elected Members first get to see the summary?

A16. The Chief of Operations advised at the Elected Members Strategic Briefing Forum on 28 April 2022.

Q17. Is there a full report on this subject with the questions that were asked, answers given, and comments made etc?

A17. The Chief of Operations advised yes.

Q18. Was this given to the Elected Members?

A18. The Chief of Operations advised yes.

Q19. Going forward will the City commit to releasing the full report as well as the Community Engagement Summary on all future community consultations as soon as they become available to the community and Elected Members, to enable proper interaction to take place prior to a vote by Council on the matter?

A19. The Chief of Operations advised consultation outcomes will be released in accordance with the community engagement plan prepared for that respective project.

Service Plan – Library Services

Under Service Plan 2022/2023 Library Services has an FTE of 33.9 making it the fourth largest in terms of people employed by the City after Environment, Parks and Streetscapes (77.1FTE), Waste Services (62.4FTE), Cockburn ARC (39FTE).

Q20. Can the City detail the roles of the 33.9 FTE over the three library branches and other areas of operation?

A20. The Executive Corporate Affairs advised the City of Cockburn delivers a broad range of programs and services requiring staffing to be agile and flexible. As a result, library staff are often required to work in various locations.

1. 5 FTE work within lifelong learning which includes the delivery of young people's programs (rhyme time, pram jam), adult programs as well as customer experiences and marketing across the City.
2. 2 FTE work to deliver a range of technological experiences across the City.
3. 3 FTE identify as branch managers and are responsible for providing operational oversight at each branch.

Approximately 23 FTE equate for the remaining FTE identifying as branch support librarians, library technicians, library officers, special project librarians, booking officers and shelvers.

0.9 FTE are casual employees who work across multiple sites providing operational support in a variety of roles and functions.

It is important to note that all libraries are accessible six days per week with Success Library open until 7pm each weeknight.

Spearwood Library remains open until 8.15pm two nights per week, resulting in a significant number of hours of operation outside of normal business operating hours.

The span of days and hours means additional staff resources are required to meet the service level obligations.

- Q21. Will this particular Service Plan be reviewed in detail by the Expenditure Review Committee in the near future?
- A21. The Executive Corporate Affairs advised all Community Services Service Plans are scheduled to be reviewed at the Expenditure Review Community Meeting in March 2023. This will include a review of the libraries service plans.

Preliminary