



# Council Agenda

**ORDINARY COUNCIL MEETING**

**7.00pm, 04 April 2017**

**Council Chambers, Civic Centre, Dundebur Road, Wanneroo**

## **PUBLIC QUESTION AND STATEMENT TIME**

### **1. TIME PERMITTED**

A minimum of 15 minutes is permitted for public questions at each Council Meeting. If there are not sufficient questions to fill the allocated time, the person presiding will move to the next item. If there are more questions than can be considered within 15 minutes, the person presiding will determine whether to extend question time. Each person seeking to ask questions during public question time may address the Council for a maximum of 3 minutes each.

### **2. PROTOCOLS**

No member of the public may interrupt the meeting's proceedings or enter into conversation.

Members of the public wishing to ask a question/s at the Council Meeting are to register on the night at the main reception desk located outside of the Chamber. Members of the public wishing to submit written questions are requested to lodge them with the Chief Executive Officer at least 30 hours prior to the start of the meeting (that is by noon on the day before the meeting).

The person presiding will control public question time and ensure that each person wishing to ask a question is given a fair and equal opportunity to do so. Members of the public wishing to ask a question should state his or her name and address before asking the question. If the question relates to an item on the agenda, the item number should be stated.

### **3. GENERAL RULES**

The following general rules apply to public question and statement time:

- Questions and statements should only relate to the business of the local government and should not be a statement or personal opinion.
- Only questions relating to matters affecting the local government will be considered at an ordinary meeting, and only questions that relate to the purpose of the meeting will be considered at a special meeting.
- Questions may be taken on notice and responded to after the meeting.
- Questions may not be directed at specific Elected Members or Employees.
- Questions are not to be framed in such a way as to reflect adversely on a particular Elected Member or Employee.
- First priority will be given to persons who are asking questions relating to items on the current meeting agenda.
- Second priority will be given to public statements. Only statements regarding items on the agenda under consideration will be heard.

## **DEPUTATIONS**

An informal session will be held on the same day as the Council meeting at the Civic Centre, Wanneroo, commencing at 6.00pm where members of the public may, by appointment, present deputations relating to items on the current agenda. To present a deputation members of the public are required to submit a request for deputation in writing at least three clear business days prior to the meeting addressed to the Chief Executive Officer. A request for a deputation must be received by Council Support by 12 noon on the Friday before the Council Meeting.

- Deputation requests must relate to items on the current agenda.
- A deputation is not to exceed 3 persons in number and only those persons may address the meeting.
- Members of a deputation are collectively to have a maximum of 10 minutes to address the meeting, unless an extension of time is granted by the Council.

**Please ensure mobile phones are switched off before entering the Council Chamber.  
For further information please contact Council Support on 9405 5027.**



## **Recording of Council Meetings Policy**

### **Objective**

- To ensure that there is a process in place to outline access to the recorded proceedings of Council.
- To emphasise that the reason for recording of Council Meetings is to ensure the accuracy of Council Minutes and that any reproduction is for the sole purpose of Council business.

### **Statement**

#### ***Recording of Proceedings***

- (1) Proceedings for meetings of the Council, Electors, and Public Question Time during Council Briefing Sessions shall be recorded by the City on sound recording equipment, except in the case of meetings of the Council where the Council closes the meeting to the public.
- (2) Notwithstanding subclause (1), proceedings of a meeting of the Council which is closed to the public shall be recorded where the Council resolves to do so.
- (3) No member of the public is to use any electronic, visual or vocal recording device or instrument to record the proceedings of the Council or a committee without the written permission of the Council.

#### ***Access to Recordings***

- (4) Members of the public may purchase a copy of recorded proceedings or alternatively listen to recorded proceedings with the supervision of a City Officer. Costs of providing recorded proceedings to members of the public will be the cost of the recording plus staff time to make the copy of the proceedings. The cost of supervised listening to recorded proceedings will be the cost of the staff time. The cost of staff time will be set in the City's schedule of fees and charges each year.
- (5) Elected Members may request a recording of the Council proceedings at no charge. However, no transcript will be produced without the approval of the Chief Executive Officer. All Elected Members are to be notified when recordings are requested by individual Members.

#### ***Retention of Recordings***

- (6) Recordings pertaining to the proceedings of Council Meetings shall be retained in accordance with the State Records Act 2000.

#### ***Disclosure of Policy***

- (7) This policy shall be printed within the agenda of all Council, Special Council, Electors and Special Electors meetings to advise the public that the proceedings of the meeting are recorded.



Notice is given that the next Ordinary Council Meeting will be held at the Council Chambers, Civic Centre, Dundobar Road, Wanneroo on **Tuesday 4 April, 2017** commencing at **7.00pm**.

D Simms  
Chief Executive Officer  
30 March, 2017

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# AGENDA

*Good evening Councillors, staff, ladies and gentlemen, we wish to acknowledge the traditional custodians of the land we are meeting on, the Whadjuk people. We would like to pay respect to the Elders of the Nyoongar nation, past and present, who have walked and cared for the land and we acknowledge and respect their continuing culture and the contributions made to the life of this city and this region and I invite you to bow your head in prayer:*

*Lord, We ask for your blessing upon our City, our community and our Council. Guide us in our decision making to act fairly, without fear or favour and with compassion, integrity and honesty. May we show true leadership, be inclusive of all, and guide the City of Wanneroo to a prosperous future that all may share. We ask this in your name. Amen*

## **Item 1 Attendances**

## **Item 2 Apologies and Leave of Absence**

## **Item 3 Public Question Time**

## **Item 4 Confirmation of Minutes**

### **OC01-04/17 Minutes of Ordinary Council Meeting held on 7 March 2017**

That the minutes of Ordinary Council Meeting held on 7 March 2017 be confirmed.

## **Item 5 Announcements by the Mayor without Discussion**

## **Item 6 Questions from Elected Members**

## **Item 7 Petitions**

### **New Petitions Received**

### **Update on Petitions**

### **UP01-04/17 Objection to Proposed Rezoning in Grayswood Court, Warradale Terrace and Kevo Place, Landsdale and to not Proceed with Proposed Amendment No. 139 to DPS No. 2. (PT01-03/17)**

Cr Nguyen presented a petition of 1,313 signatories objecting to the proposed rezoning of Lots 16, 17 and 923 Grayswood Court, Lots 924, 925 and 926 Warradale Terrace and Lot 927 Kevo Place, Landsdale from Special Residential to Residential and to consider not proceeding with the proposed Amendment No. 139 to District Planning Scheme No. 2.

### **Update**

Administration is currently assessing the submissions received on the amendment proposals. A report on the matter will be presented to Council in due course.

## **UT02-04/17     Objection to Proposed 3 Storey Development, Lot 69 Strive Loop, Girrawheen (PT02-03/17)**

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Cr Zappa presented a petition of 27 signatories objecting to the proposed 3 Storey Development at Lot 69 Strive Loop, Girrawheen.

### **Update**

The application for 42 Multiple Dwellings at Lot 69 (91) Strive Loop, Girrawheen was considered by the Metro North West Joint Development Assessment Panel (JDAP) on 20 March 2017, and was refused.

## **Item 8     Reports**

**Declarations of Interest by Elected Members, including the nature and extent of the interest. Declaration of Interest forms to be completed and handed to the Chief Executive Officer.**

### **Planning and Sustainability**

#### **Approval Services**

## **PS01-04/17     SAT Reconsideration of Development Application (DA2015/2161) for Restaurant and Rural Use at Lot 506 (272) Old Yanchep Road, Carabooda**

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File Ref:	DA2015/2161 – 17/52318
Responsible Officer:	A/Director Planning & Sustainability
Disclosure of Interest:	Nil
Attachments:	2
Previous Items:	PS03-12/16 - Consideration of Development Application for Restaurant and Rural Use at Lot 506 (272) Old Yanchep Road, Carabooda (DA2015/2161) - Ordinary Council - 06 Dec 2016 6.00pm

### **Issue**

To reconsider the refusal of a development application for a Restaurant and Rural Use at Lot 506 (272) Old Yanchep Road, Carabooda (subject site) in response to an invitation made by the State Administrative Tribunal (SAT), pursuant to Section 31 of the *State Administrative Tribunal Act 2004 (WA)*.

<b>Applicant</b>	Gary Wood and Karla Champion
<b>Owner</b>	Gary Wood and Karla Champion
<b>Location</b>	Lot 506 (272) Old Yanchep Road, Carabooda
<b>Site Area</b>	10.2 hectares
<b>DPS 2 Zoning</b>	Rural Resource

### **Background**

On 23 November 2015, the City received a development application for a Restaurant and Rural Use at the subject site. A location plan of the subject site is provided as **Attachment 1**.

The applicant proposed a Restaurant and Rural Use which are intended to operate alongside the existing lavender farm on the subject site. The details of the proposal are outlined below:

#### *Restaurant*

- Construction of a new building to accommodate a Restaurant, with both indoor and outdoor seating;
- Operating hours: 10.30am – 10.30pm (Monday to Sunday, including Public Holidays);
- Six Restaurant employees;
- 42 onsite car parking bays and three bus parking bays;
- Maximum 50 customers per day (Monday to Wednesday) and 152 customers per day (Thursday to Sunday, including Public Holidays).

#### *Rural Use*

- Distilling of lavender products in an existing shed on the subject site, which was approved by the City in 2006;
- Three Rural Use employees;
- Operating hours: 7.00am – 5.00pm (Monday to Sunday, including Public Holidays);
- Selling (by retail) products made from the lavender grown on the farm, such as oils, dried flowers, soaps, creams, potpourri, plants, lavender tea, honey and ice cream. The retail sale of products will take place from a stall within the proposed Restaurant.

Public consultation for the application was undertaken by way of written correspondence to surrounding landowners, newspaper notices, a sign on site and a notice on the City's website. The advertising period commenced on 7 June 2016 and closed on 20 June 2016. A total of four submissions were received, all objecting to the proposal. The main issues raised by the submitters were:

- The incompatibility of the Restaurant use with the surrounding agricultural area; and
- Potential complaints from the owners of the Restaurant, regarding noise, odour and spray drift from surrounding agricultural land uses, which will threaten the viability of these agricultural land uses.

Administration presented a report to Council (PS03-12/16) on 6 December 2016 whereby the application was refused for the following reasons:

1. *The proposed Restaurant is not considered to be compatible with the surrounding Intensive Agriculture land uses and is therefore not considered to be consistent with the objectives of the Rural Resource zone; and*
2. *The proposed Restaurant may be impacted by the activities associated with the operations of the Intensive Agriculture uses in the surrounding area.*

As part of this decision, Council also resolved to instruct Administration to draft a Local Planning Policy to guide the assessment of further sensitive land uses in the rural areas of the City. The Local Planning Policy is currently being progressed by Administration.

#### State Administrative Tribunal (SAT) Proceedings

Following Council's decision dated 6 December 2016, the applicants exercised their rights to seek a review of the decision at SAT.

The applicants submitted an application for review at SAT on 20 December 2016. In accordance with the City's Local Planning Policy 4.17 (LPP 4.17) – State Administrative Tribunal, Administration engaged Altus Planning and Appeals to represent Council at the SAT.

At a SAT mediation held on 14 February 2017, discussions were held around how the application may be amended to address Council's reasons for refusal. Specifically, the following matters were considered:

- Options for preventing the Restaurant being affected by noise, odour and spray drift from the surrounding properties; and
- Options for preventing complaints from visitors to the Restaurant about noise, odour and spray drift from the surrounding properties.

Following mediation the SAT issued the following orders:

1. The matter is referred back to the respondent to reconsider in light of the progress made in mediation.
2. The applicants shall by no later than 21 February 2017 submit to the respondent an amended proposal.
3. The respondent shall by no later than 4 April 2017 reconsider the proposal;
4. If approval is not granted, the matter is set down for a directions hearing to take place at 2pm on 13 April 2017.

As per the SAT orders the applicants submitted a revised application on 21 February 2017, which is included as **Attachment 2**.

### Detail

The revised application included the following:

- Signage to be displayed in the car parking area advising the following:

*'Please be aware that you are entering an Intensive Agriculture farming area. In the normal course of operations during farming there may be noise from farming equipment and also dust generation, the wind may also carry some odours /mist. Please take action if you have known allergies or if you feel ill notify management immediately. Entrance to this venue is at your own risk.'*

- A landscape plan showing plant species to be installed around the proposed Restaurant and on the boundaries of the subject site to reduce the effects of noise, odour and spray drift from the surrounding properties.

No other modifications to the original application are proposed.

### Consultation

Public consultation was not undertaken on the revised application on the basis that no significant changes to the original application were made.

### Comment

The following comments are made on the revised application.

#### Noise, Odour and Spray Drift from Surrounding Agricultural Properties

One of the reasons for refusal of the original application was that the proposed Restaurant may be impacted by the noise, odour and spray drift associated with the operations of the intensive agriculture uses in the surrounding area.

The purpose of the proposed landscaping immediately abutting the proposed Restaurant and on the boundaries of the subject site is to act as a 'buffer' between the Restaurant and the surrounding agricultural land uses in order to reduce the effects of noise, odour and spray drift from these surrounding land uses.

On behalf of the City, Altus Planning engaged an environmental consultant to provide comments on the landscaping plan submitted by the applicant, who advised that an effective buffer must:

- be located as close as practicable to the point of spray release;
- be a minimum of 40m wide, made up of a 20m-wide landscaping area with 10m fire breaks on either side;
- contain random plantings of a variety of tree and shrub species, at a spacing of 4 to 5m;
- include species with long, thin and rough foliage which facilitate the more efficient capture of spray droplets;
- provide a permeable barrier which allows air to pass through the buffer; approximately 50 per cent of the screen should be air space; and
- have mature trees which are twice the height of the spray release height.

The environmental consultant has advised that the proposed landscaping on the subject site does not sufficiently address the criteria above, and is therefore not likely to be an effective buffer to spray drift. In particular, the landscaping is not located on the surrounding properties which are the source of any potential spray drift.

The applicants have not provided evidence that the proposed landscaping buffer will address noise and odour from the surrounding land uses.

The applicant has also proposed signage to be displayed in the car park area, advising visitors that they are entering an agricultural area and may experience associated odour and spray drift. The City's Lawyer has advised that the display of such a sign will not diminish the City's responsibility to investigate any complaints made by customers on the subject site.

Based on the aforementioned advice, Administration considers that the landscaping plan submitted by the applicant is insufficient to effectively mitigate noise, odour and spray drift from the surrounding agricultural land uses. Additionally, the signage proposed by the applicant will not take away the City's obligation to investigate any complaints made by customers on the subject site.

#### Compatibility of a Restaurant within the Rural Resource Zone

State Planning Policy 2.5 – Rural Planning (SPP 2.5), which emphasises the importance of intensive agricultural products to the State's economy, identifies Carabooda as a main provider of such products. One of the objectives of SPP 2.5 is to limit the introduction of sensitive land uses that may compromise existing and future primary production on rural land. Whilst the definition of 'sensitive land use' under SPP 2.5 largely relates to residential and institutional building (such as dwellings, schools and hospitals), the definition of 'sensitive use' under DPS 2 specifically refers to public establishments where food and drink is consumed (such as a Restaurant).

Similar to the objectives of SPP 2.5, DPS 2 specifies that the objectives of the Rural Resource zone, in which the subject site is located, are as follows:

- a) *Protect from incompatible uses or subdivision, intensive agriculture, horticulture and animal husbandry areas with best prospects for continued expanded use; and*



- b) *Protect from incompatible uses or subdivision basic raw materials priority areas and basic raw materials key extraction areas.*

At its meeting on 6 December 2016, Council resolved to refuse the application for a Restaurant and Rural Use on the basis that a Restaurant is an incompatible land use within the Rural Resource zone. As discussed above, the additional information submitted to the City following the SAT mediation is not considered to sufficiently address the potential impacts on the proposed Restaurant (specifically relating to noise, odour and spray drift) by the activities associated with the operations of the intensive agriculture uses in the surrounding area.

In light of the above, Administration considers that the amended application has not adequately addressed the reasons for refusal and therefore the proposed Restaurant is not compatible with the surrounding intensive agriculture land uses and is not consistent with the objectives of the Rural Resource zone or SPP 2.5.

### Conclusion

The orders issued by SAT on 14 February 2017 invite the City to reconsider its previous decision with respect to the proposed Restaurant and Rural Use at 272 Old Yanchep Road, Carabooda. Under s 31(2) of the *State Administrative Tribunal Act 2004*, Council may do one of the following:

- (a) Affirm the decision; or
- (b) Vary the decision; or
- (c) Set aside the decision and substitute its new decision.

As outlined above, the amended application is not considered to satisfactorily address the reasons for refusal issued by Council on 6 December 2016. As such, Administration recommends that Council affirms its decision to refuse the application for a Restaurant and Rural Use at the subject site.

### **Statutory Compliance**

This application has been assessed in accordance with the City of Wanneroo's District Planning Scheme No. 2.

### **Strategic Implications**

The proposal aligns with the following objective within the Strategic Community Plan 2013 – 2023:

- “3 *Economy - Progressive, connected communities that enable economic growth and employment.*
- 3.2 *Growing Business - Our community is a preferred place for business to locate and grow.*”

### **Risk Management Considerations**

<b>Risk Title</b>	<b>Risk Rating</b>
ST-S12 Economic Growth	Moderate
<b>Accountability</b>	<b>Action Planning Option</b>
Director Planning and Sustainability	Manage

The above risk relating to the issue contained within this report has been identified and considered within the City's Strategic risk register. Action plans have been developed to manage this risk to support and improve the existing management systems.

## Policy Implications

State Planning Policy 2.5 – Rural Planning

## Financial Implications

Nil

## Voting Requirements



Absolute Majority

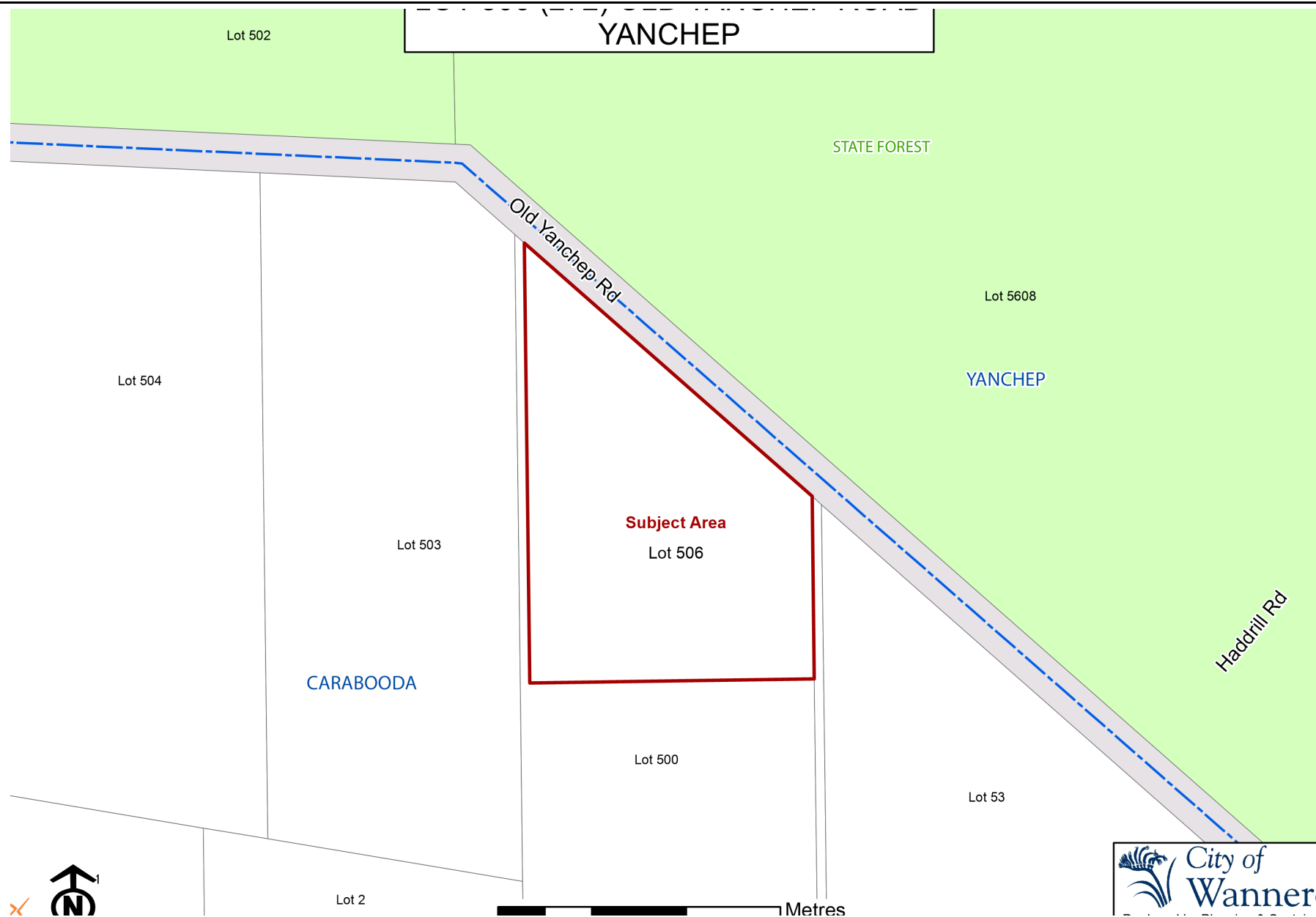
## Recommendation

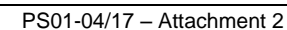
That Council:-

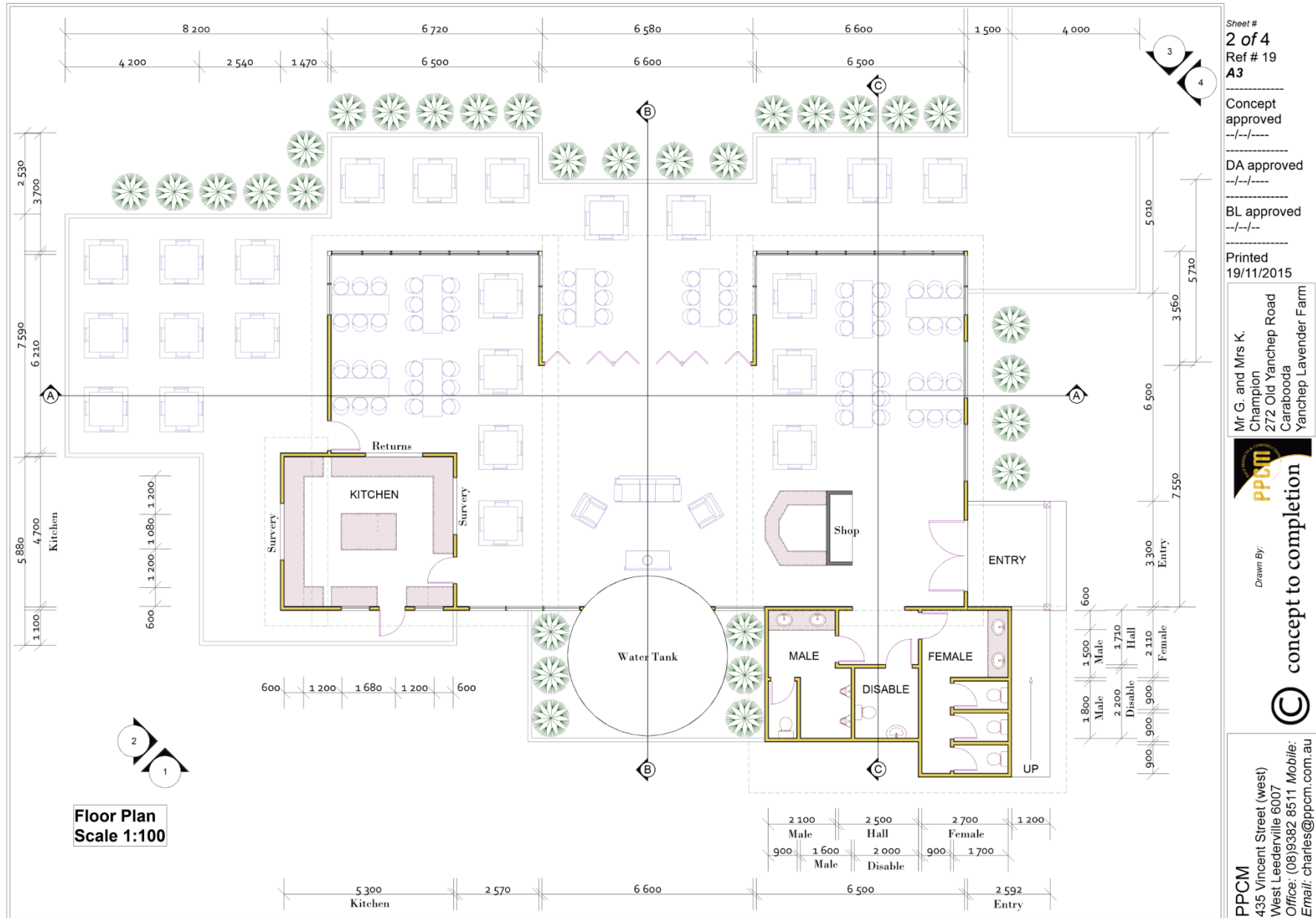
1. Pursuant to Section 31 (2) of the State Administrative Act 2004 (WA) by **ABSOLUTE MAJORITY AFFIRMS** its decision dated 6 December 2016, and **REFUSES** the modified application for a Restaurant and Rural Use at Lot 506 (272) Old Yanchep Road, Carabooda, as shown in Attachment 2, for the following reasons:
  - a. The proposed Restaurant is not considered to be compatible with the surrounding Intensive Agriculture land uses and is therefore not considered to be consistent with the objectives of the Rural Resource zone; and
  - b. The proposed Restaurant may be impacted by the activities associated with the operations of the Intensive Agriculture uses in the surrounding area.
2. **ADVISES** the State Administrative Tribunal, the applicant and the submitters of this decision.

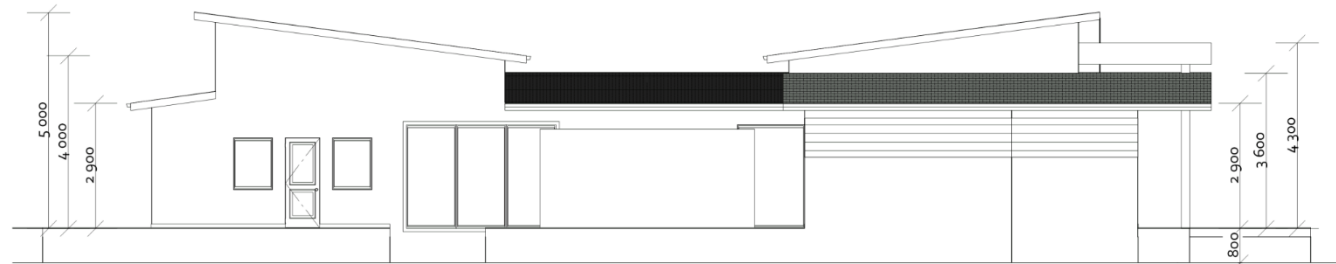
### Attachments:

- 1  DA2015/2161 - Location Plan - 272 Old Yanchep Road, Caraboda 16/298121
- 2  DA2015/2161 - Modified Plans - 272 Old Yanchep Road, Carabooda 17/63989 Minuted

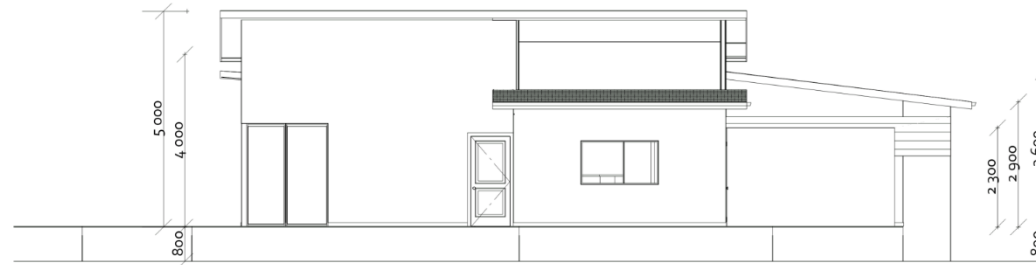




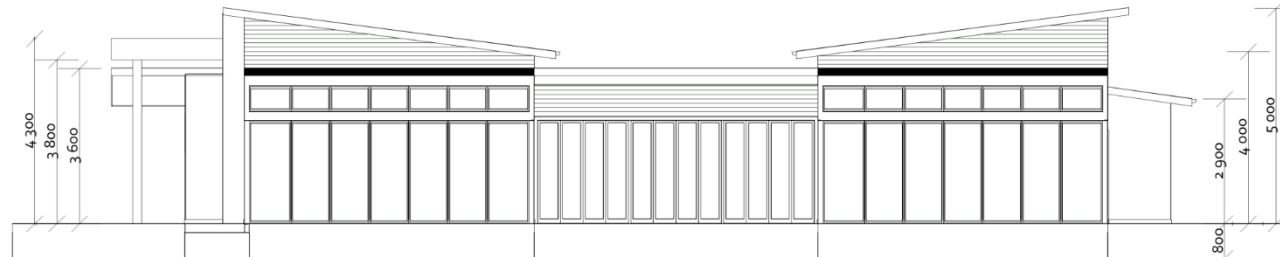




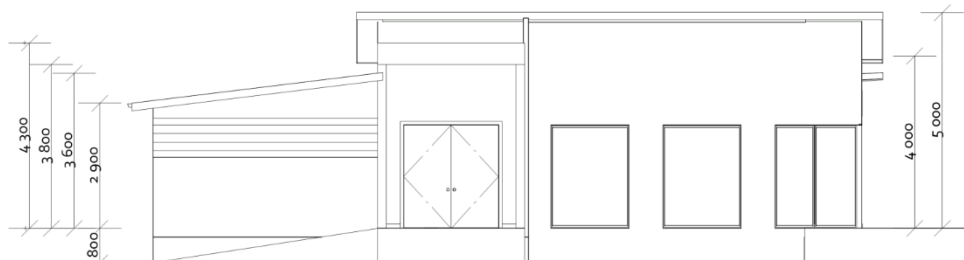
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**Elevation 4**  
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**3 of 4**  
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**A3**

Concept  
approved  
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DA approved  
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BL approved  
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Printed  
19/11/2015

Mr G. and Mrs K.  
Champion  
272 Old Yanchep Road  
Carabooda  
Yanchep Lavender Farm

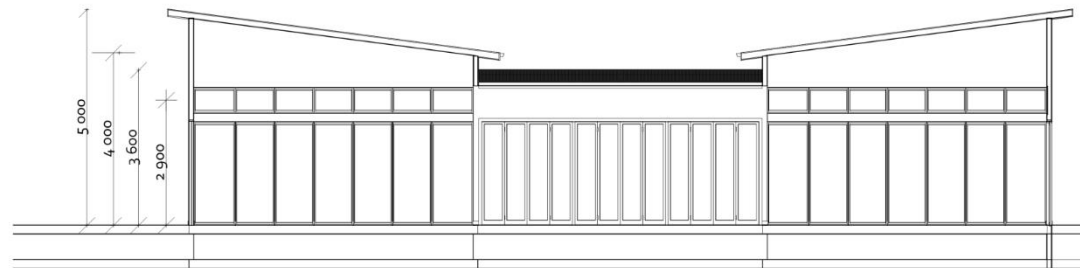


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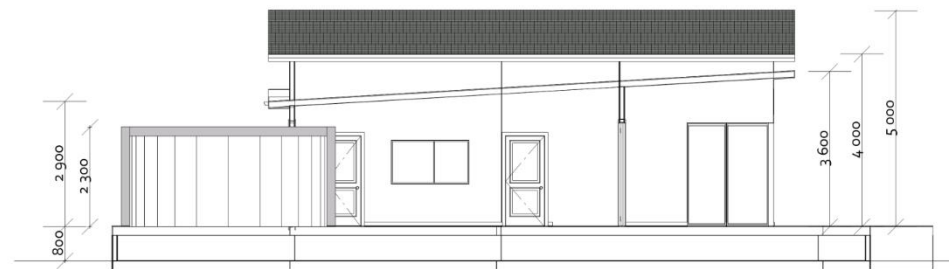
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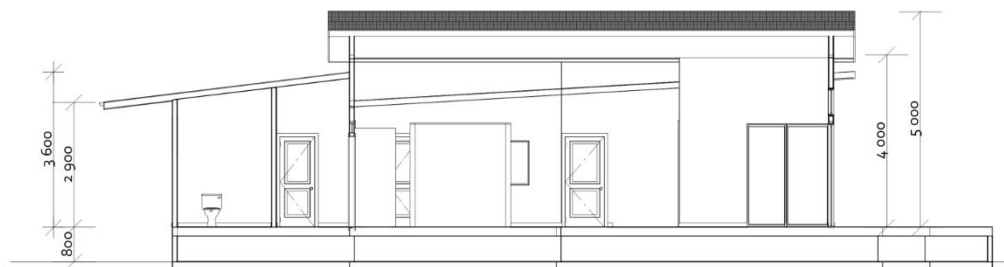
PPCM  
435 Vincent Street (west)  
West Leederville 6007  
Office: (08)9382 8511 Mobile:  
Email: charles@ppcm.com.au



**Section A-A**  
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**Section B-B**  
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**Section C-C**  
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Sheet #

**4 of 4**

Ref # 19

**A3**

Concept

approved

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DA approved

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BL approved

--/--/--

Printed

19/11/2015

Mr G. and Mrs K.  
Champion  
272 Old Yanchep Road  
Carabooda  
Yanchep Lavender Farm



Drawn By:

concept to completion



PPCM  
435 Vincent Street (west)  
West Leederville 6007  
Office: (08)9382 8511 Mobile:  
Email: charles@ppcm.com.au

Signage to be displayed in a visible location within the car parking area

## **Warning**

**Please be aware that you are entering an Intensive Agriculture farming area.**

**In the normal course of operations during farming there may be noise from farming equipment and also dust generation, the wind may also carry some odours /mist.**

**Please take action if you have known allergies or if you feel ill notify management immediately.**

**Entrance to this venue is at your own risk.**



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**PS02-04/17      Revocation of Local Planning Policy 4.2 - Structure Planning**

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File Ref: 3981 – 16/262556  
Responsible Officer: A/Director Planning & Sustainability  
Disclosure of Interest: Nil  
Attachments: 2

**Issue**

To consider revoking Local Planning Policy 4.2: Structure Planning (LPP 4.2).

**Background**

LPP 4.2 was originally adopted by Council on 22 October 2010. The purpose of LPP 4.2 is to expand and elaborate on the provisions of (the then) Part 9 of District Planning Scheme No. 2 (DPS 2) relating to structure plans. The objectives of the existing LPP 4.2 are to outline the structure planning hierarchy, minimum requirements and assessment criteria, clarify the structure plan assessment process and establish an agreed structure plan revocation process.

In October 2014 Council adopted a resolution to advertise a revised version of LPP 4.2. The revised version was updated to include reference to and complement the Western Australian Planning Commission (WAPC) document *Structure Plan Preparation Guidelines* (August 2012). Administration was informed by the Department of Planning during the advertising process that changes were proposed to the *Planning and Development (Local Planning Schemes) Regulations 2015* which would include changes to the *Model Scheme Text* to provide a consistent structure plan preparation and approvals process. The City was also informed that these changes were intended to make the WAPC the single decision making authority for structure plans and that the *WAPC Structure Plan Preparation Guidelines* would be reviewed. Administration did not consider it was appropriate to progress LPP 4.2 further due to the changes being proposed. In October 2015 changes to the *Planning and Development (Local Planning Schemes) Regulations 2015* were gazetted. This resulted in changes to DPS 2 which incorporated broad amendments and included changes to the Structure Plan approval process. Part 9 – Structure Plans of DPS 2 was removed once the *Planning and Development (Local Planning Schemes) Regulations 2015* was gazetted to avoid any inconsistencies.

**Detail**

The requirements for preparation, assessment and operation of Structure Plans were formerly contained in Part 9 and Schedule 7 of DPS 2. As a result of the amendment to the *Planning and Development (Local Planning Schemes) Regulations 2015*, the structure plan provisions are now contained in Part 4 – Structure Plans, Deemed Provisions of DPS 2. The amendment to DPS 2 is supported by a separate publication released by the WAPC titled *Structure Plan Framework*, which supersedes the *WAPC Structure Plan Preparation Guidelines* (2012). The *Structure Plan Framework* provides further information and context to the legislated changes.

**Consultation**

Administration is required to advertise a Local Planning Policy under Clause 4, Part 2 – Local Planning Framework, Deemed Provisions of DPS 2 for public comment when a policy is initiated or amended. Administration is not required to advertise the proposal to revoke LPP 4.2 under DPS 2, but is required to give notice following a determination to revoke a local planning policy.

## Comment

LPP 4.2 is no longer required as the *Structure Planning Framework* specifically addresses and references relevant provisions contained in the Deemed Provisions of DPS 2 and the *Structure Plan Framework* elaborates on these provisions. These changes supersede the provisions in LPP 4.2 making the policy redundant.

## Statutory Compliance

Clause 6(b), Part 2 – Local Planning Framework of DPS 2 states that a local planning policy can be revoked by a notice prepared by local government and publishing a notice in a newspaper circulating in the Scheme area.

## Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2013 – 2023:

“4 *Civic Leadership - Working with others to ensure the best use of our resources.*

4.1 *Listening and Leading - Our community actively participates in forums and events to discuss and inform the local decision-making.”*

## Risk Management Considerations

There are no existing Strategic or Corporate risks within the City's existing risk registers which relate to the issues contained in this report.

## Policy Implications

The revocation of LPP 4.2 is appropriate because it has become redundant following changes to DPS 2 and the preparation of the WAPC's *Structure Plan Framework*.

## Financial Implications

Nil

## Voting Requirements

Simple Majority

## Recommendation

That Council:-

1. **PURSUANT TO Clause 6(b)(i) Schedule A – Supplementary Provisions contained in the City of Wanneroo District Planning Scheme No. 2 REVOKES Local Planning Policy 4.2: Structure Planning, as contained in Attachment 1;**
2. **NOTES Administration will be placing a notice in a newspaper circulating in the Scheme area in accordance with Clause 6(b)(ii) Schedule A – Supplementary Provisions contained in the City of Wanneroo District Planning Scheme No. 2.**

Attachments:

1 [↓](#). Attachment 1 - Existing Local Planning Policy 4.2 16/311830 Minuted

2 [↓](#). Attachment 2 - Revised Local Planning Policy 4.2 14/274274

## Local Planning Policy 4.2: Structure Planning



<b>Owner</b>	Planning and Sustainability
<b>Implementation</b>	2010
<b>Reviewed</b>	Biannual
<b>Next Review</b>	Upon the earlier of 12 months from adoption by Council or the gazettal of any amendment to the Town Planning Regulations 1967 in respect of structure planning process or provisions.

### POLICY OPERATION

#### Policy Development

This Policy has been prepared under the provisions of Part 9 of the City of Wanneroo District Planning Scheme No. 2.

#### Application and Purpose

This Policy expands and elaborates on the provisions of Part 9 of DPS 2, which deals with structure plans and detailed area plans. The Policy applies to all the land within the City of Wanneroo where DPS 2 requires a structure plan or detailed area plan.

#### Objectives

The objectives of this policy are to:

- 1) Establish a structure planning hierarchy that allows for different types of planning issues to be addressed at the appropriate stage of the planning process.
- 2) Detail the minimum requirements and assessment criteria for each type of structure plan in order to ensure a consistent approach to structure planning and improve planning outcomes in the City of Wanneroo.
- 3) Refine and clarify the structure plan and structure plan amendment process to provide a robust, streamlined and consistent assessment process.
- 4) Establish an agreed structure plan revocation process that allows for structure plans to be updated in a streamlined manner, providing for better planning outcomes in established areas.

### GENERAL POLICY PROVISIONS

#### 1. General Provisions

- 1.1 The following Policy Table provides (in the left hand column) a summary of various clauses under Part 9 of DPS 2 relating to structure plans and detailed area plans and (in the right hand column) the corresponding policy clauses that

**Local Planning Policy 4.2: Structure Planning**

articulate the City of Wanneroo's position on the interpretation and application of these Scheme provisions.

- 1.2 Where the attached table omits a particular clause that exists under DPS 2 that shall be taken as meaning that this Policy provides no specific guidance on the interpretation and application of that Scheme clause.
- 1.3 Any reference to a "Clause" under the Policy Provisions column of the Policy Table, shall be taken as meaning a clause of this Policy, unless otherwise stated as being a clause or provision of DPS 2.
- 1.4 The Attachments to this Policy form part of the Policy and are referenced in the following Policy Table.

## Local Planning Policy 4.2: Structure Planning



## POLICY TABLE

<i>DPS 2 Clause No.</i>	<i>Summary of DPS 2 Clause or Subclause</i>	<i>Policy Clause No.</i>	<i>Policy Provision</i>
<b>9.1</b>	<b>Council May Require Structure Plan</b>	<b>1.0</b>	
9.1.1	<p>Council may require a Structure Plan as a prerequisite for Council to:</p> <ul style="list-style-type: none"> <li>a) Support a proposal to rezone or reclassify land;</li> <li>b) Support an application to subdivide or amalgamate lots; or</li> <li>c) Consider an application for planning approval.</li> </ul>	1.1	An Agreed Structure Plan is required for all zones requiring an Agreed Structure Plan under Part 3 of DPS 2, pursuant to subclause 9.11.1 of DPS2, and for all for all activity centres classified as a district centre or higher under the City of Wanneroo's Centres Local Planning Policy as amended or superseded by Council.
		1.2	<p>For land affected by Clause 1.1, an Agreed Structure Plan is required as a prerequisite to a), b) or c) of subclause 9.1.1 of DPS 2, unless Council, having regard to the matters listed under clause 9.11.2 of DPS 2, determines that the proposal or application is for one or more of the following:</p> <ul style="list-style-type: none"> <li>a) The amalgamation of lots or part lots;</li> <li>b) The consolidation of land for "superlot" purposes to facilitate land assembly for future development; or</li> <li>c) The purpose of allowing access or the provision of services or infrastructure that would not prejudice future development outcomes.</li> </ul>

## Local Planning Policy 4.2: Structure Planning



DPS 2 Clause No.	Summary of DPS 2 Clause or Subclause	Policy Clause No.	Policy Provision
9.1.3	Council may require multiple Structure Plans to be prepared in relation to the same area.	1.3	There are three classifications of structure plans in the structure plan hierarchy that can apply to the same area, as follows:  a) District;  b) Local; and  c) Centre.
		1.4	An Agreed District Structure Plan is required in the following areas illustrated in <b>Attachment 1</b> :  a) Butler-Jindalee;  b) Alkimos-Eglinton; and  c) Yanchep-Two Rocks
		1.5	An Agreed Local Structure Plan is required for land zoned Urban Development; Rural Community; or Industrial Development, under DPS 2 or an Agreed Structure Plan, pursuant to Part 3 of DPS 2.
		1.6	An Agreed Centre Structure Plan is required for the whole of an activity centre classified as a district centre or higher under the City of Wanneroo's Centres Local Planning Policy as amended or superseded by Council, and for land zoned Marina or Centre under DPS 2 or an Agreed Structure Plan, pursuant to Part 3 of DPS 2.
<b>9.3</b>	<b>Matters To Be Included</b>	<b>2.0</b>	
9.3	Without limiting the generality of Schedule 7, Council may require any other matter to be included in a Structure Plan.	2.1	A Structure Plan shall consist of three parts:  a) Part 1- Statutory Part

## Local Planning Policy 4.2: Structure Planning



DPS 2 Clause No.	Summary of DPS 2 Clause or Subclause	Policy Clause No.	Policy Provision
			b) Part 2- Explanatory Part c) Part 3- Technical Supporting Documentation
		2.2	Part 1 shall contain the application area, statutory provisions, requirements and standards of the Structure Plan, and shall have effect as if included in the Scheme.
		2.3	Part 2 is for guidance and information purposes only and shall consist of background and explanatory information to support Part 1 of the Structure Plan.
		2.4	Part 3 is for guidance and information purposes only and shall consist of technical reports to support Part 1 and Part 2 of the Structure Plan.
		2.5	District Structure Plans shall address the matters outlined in <b>Attachment 2</b> .
		2.6	Local Structure Plans and Centre Structure Plans shall address the matters outlined in <b>Attachment 3</b> .
<b>9.4</b>	<b>Submission of Structure Plan To Council</b>	<b>3.0</b>	
9.4.1	The proponent should submit evidence to the City to demonstrate that adequate consultation with the City, relevant Government agencies and where appropriate, the community, affected and adjoining landowners has occurred, and how the issues have been incorporated and/ or addressed in the Structure Plan.	3.1	A Structure Plan shall be lodged with the following: <ul style="list-style-type: none"> <li>a) Proof of consultation with the City, relevant government agencies and affected and adjoining landowners in accordance with subclause 9.4.1 of DPS 2;</li> <li>b) A summary of the consultation results and how the issues raised have been addressed in the lodged Structure Plan.</li> </ul>
9.4.1	A Structure Plan shall be submitted to the Council in quadruplicate or such other quantity	3.2	A Structure Plan shall be lodged with the following:

## Local Planning Policy 4.2: Structure Planning



DPS 2 Clause No.	Summary of DPS 2 Clause or Subclause	Policy Clause No.	Policy Provision
	specified by the Council.		a) Four hard copies of the complete Structure Plan including Part 1, Part 2 and Part 3 as separate documents; and b) A compact disc containing an electronic copy of the complete Structure Plan including a separate Part 1, Part 2 and Part 3 pdf file and the Part 1 Structure Plan Map represented as spatial data.
9.4.1	The Council in its consideration of a Structure Plan may do any of the following: a) determine that the Structure Plan is satisfactory, send a copy to the Commission, and advertise it under the provision of Clause 9.5. b) determine that the Structure Plan is satisfactory and shall be advertised subject to specified modifications being made by the proponent or the Council and/ or other specified matters being attended by the proponent; or c) determine that the Structure Plan should not be agreed to for stated reasons.	3.3	A Structure Plan will be deemed unacceptable, pursuant to sub-clause 9.4.1 c) of DPS 2, if in Council's opinion it does not and cannot reasonably comply with: <ul style="list-style-type: none"> <li>• City of Wanneroo District Planning Scheme No. 2;</li> <li>• Any relevant higher order Agreed Structure Plan; and/or</li> <li>• Applicable local and state planning policies and strategies.</li> </ul>
		3.4	Council shall make a determination under subclause 9.4.1 of DPS 2 within 21 days following the lodgment of a Structure Plan, or such longer period as agreed in writing between the Council and the applicant.
		3.5	Within seven days of the determination under subclause 9.4.1, Council shall inform the proponent in writing of the decision.
		3.6	Advertising shall commence within 21 days of Council's determination under subclauses 9.4.1 a) of DPS 2.
9.4.1	a) Council may waive public notification of a Structure Plan under Clause 9.5, when it	3.7	For the purposes of Clause 9.4.1 a) of DPS 2, adequate publicity of a proposal is that which is undertaken in accordance with Clause 4.0.



## Local Planning Policy 4.2: Structure Planning



DPS 2 Clause No.	Summary of DPS 2 Clause or Subclause	Policy Clause No.	Policy Provision
	considers adequate publicity of the proposal has already been undertaken.	3.8	Public notification of a Structure Plan will only be waived where a modification is required to a Structure Plan after public notification by either the City, pursuant to subclause 9.6.1 b), or by the Commission, pursuant to subclause 9.6.3 c) of DPS 2, and where Council is satisfied that: <ul style="list-style-type: none"> <li>a) the modification(s) does not significantly or materially depart from the version of the Structure Plan that was advertised for public comment;</li> <li>b) the modification is in response to a submission(s) received during the advertising period; and</li> <li>c) readvertising of the modified structure plan would be unlikely to cause the modifications(s) to be reconsidered.</li> </ul>
9.4.1	b) Council may determine that the Structure Plan is satisfactory and shall be advertised subject to specified modifications being made and/or other specified matters being attended to.	3.9	Any modifications required to be made or specified matters required to be attended to under 9.4.1 of DPS 2, shall be completed and accepted by Council prior to the commencement of Public Notification under Clause 9.5 of DSP 2.
<b>9.5</b>	<b>Public Notice</b>	<b>4.0</b>	
9.5.1	Council shall ensure that adequate publicity is given. Such publicity shall be undertaken by the proponent.	4.1	Advertising shall be for a period of 42 days, excluding any public holidays or the eight days from Christmas Day to New Years Day inclusive, if such days fall within the advertising period.
		4.2	The following shall be carried out by the proponent or City during the advertising period: <ul style="list-style-type: none"> <li>a) The placement of an advertisement in the local newspaper;</li> </ul>

## Local Planning Policy 4.2: Structure Planning



<i>DPS 2 Clause No.</i>	<i>Summary of DPS 2 Clause or Subclause</i>	<i>Policy Clause No.</i>	<i>Policy Provision</i>
			<p>b) The placement of a sign displaying notice of the Structure Plan on site;</p> <p>c) Inclusion of the Structure Plan under the “Your Say” section of the City of Wanneroo website;</p> <p>d) Writing to all adjoining and affected landowners (as determined by Council);</p> <p>e) Writing to all relevant government agencies (as determined by Council) and providing each with a compact discs containing an electronic copy of the complete Structure Plan;</p> <p>f) The provision of eight hard copies of the complete Structure Plan including Part 1, Part 2 and Part 3 as separate documents and eight compact discs containing electronic copies of the complete Structure Plan including a separate Part 1, Part 2 and Part 3 pdf and word file and the Part 1 Structure Plan Map represented as spatial data; and</p> <p>g) The inclusion of one hard copy of the Structure Plan at each of the following locations:</p> <ul style="list-style-type: none"> <li>• City of Wanneroo Civic Centre,</li> <li>• Wanneroo Library and</li> <li>• The closest City of Wanneroo library to the Structure Plan other than the Wanneroo library.</li> </ul>

## Local Planning Policy 4.2: Structure Planning



<b>DPS 2 Clause No.</b>	<b>Summary of DPS 2 Clause or Subclause</b>	<b>Policy Clause No.</b>	<b>Policy Provision</b>
<b>9.6</b>	<b>Consideration of Structure Plan</b>	<b>5.0</b>	
9.6.1	Council shall consider all submissions and within 60 days of the close of advertising do one of the following:  a) refuse to adopt the Structure Plan;  b) resolve that the Structure Plan is satisfactory with or without modifications which the Council may make or require the proponent to make and submit three copies to the Commission for adoption and certification.	5.1	Council shall refuse to adopt a Structure Plan and recommend the same to the Commission, pursuant to sub-clause 9.6.1 of DPS 2, where:  a) A higher order structure plan required by DPS 2 or this policy for the land has been prepared but is not yet operational, pursuant to subclause 9.8.1 of DPS 2; and  b) In Council's opinion, the Structure Plan does not and cannot comply with the proposed higher order structure plan or in Council's opinion, adoption of the Structure Plan would be premature or prejudicial to the outcome of the higher order structure plan.
		5.2	If Council resolves that the Structure Plan is satisfactory with modifications, the modifications are not required to be undertaken prior to Council forwarding the proposed Structure Plan to the Commission for adoption and certification. The advertised structure plan shall be forwarded to the Commission for adoption and certification along with the Council resolution; table of submissions; and list of modifications. Certification shall only occur once the required modifications have been undertaken to the satisfaction of the Commission and Council.
9.6.3	a) Commission should convey its decision to Council within 60 days.	5.3	Within seven days of receiving the Commission's decision under subclause 9.6.3 (a) of DPS 2, the Council shall inform the proponent of the Commission's decision.
	c) If the Commission requires modifications to the Structure Plan the proponent shall make the modifications in consultation with the Council or the Council may make the	5.4	The proponent shall make the modifications required by the Commission and resubmit the Structure Plan under Clause 9.4 of DPS 2. The Council will only consider making (but is not obliged to make) the modifications itself if it is satisfied that:

## Local Planning Policy 4.2: Structure Planning



<i>DPS 2 Clause No.</i>	<i>Summary of DPS 2 Clause or Subclause</i>	<i>Policy Clause No.</i>	<i>Policy Provision</i>
	modifications required by the Commission and resubmit the Structure plan for consideration under Clause 9.4.		a) The Structure Plan is required to facilitate development of numerous landholdings in multiple ownership; and b) Costs associated with the Council making the modifications required by the Commission can be recovered through a cost contribution arrangement.
		5.5	If the Commission requires modifications to the Structure Plan and the Structure Plan is resubmitted under Clause 9.4 of DSP 2, the Council shall consider whether the modifications require public notification in accordance with Clause 3.8.
<b>9.7</b>	<b>Amendment or Revocation of Agreed Structure Plan</b>	<b>6.0</b>	
9.7.2	Public notification of an amendment may be waived when the amendment is considered by Council to be of a minor nature such as not to materially alter the intent of the Agreed Structure Plan or cause any significant detriment to land within or abutting the Structure Plan area.	6.1	Council, in deciding whether to waive public notification of an amendment, shall have regard to the degree to which the amendment: <ul style="list-style-type: none"> <li>a) Proposes a more appropriate development outcome than that identified in the Agreed Structure Plan;</li> <li>b) Is in accordance with the stated principles, aims and/or objectives of the Agreed Structure Plan;</li> <li>c) Would achieve a development outcome which is the same or similar in principle to that of the Agreed Structure Plan; and</li> <li>d) detrimentally affects the following:               <ul style="list-style-type: none"> <li>• adjoining property;</li> </ul> </li> </ul>

## Local Planning Policy 4.2: Structure Planning



DPS 2 Clause No.	Summary of DPS 2 Clause or Subclause	Policy Clause No.	Policy Provision
			<ul style="list-style-type: none"> <li>• shape, size, function or location of public open space;</li> <li>• boundary and/or location of land use classifications and/or residential densities;</li> <li>• location or reorientation of proposed roads; and</li> <li>• a development contribution arrangement.</li> </ul>
		6.2	<p>The following information is required at the time of lodgement of a structure plan amendment:</p> <ul style="list-style-type: none"> <li>• The amendment, including the proposed amendments to the Part 1 text and map, Part 2, and Part 3;</li> <li>• An amendment report, including justification for the amendment; and</li> <li>• Supporting documentation in line with the requirements of a structure plan or detailed area plan.</li> </ul>
		6.3	Notwithstanding Clause 6.2, structure plan amendments shall be processed in the same way as structure plans.
<b>9.9</b>	<b>Compliance With Agreed Structure Plan and Agreed Detailed Area Plan</b>	<b>7.0</b>	
9.9	Where land is subject to any obligation or liability under an Agreed Detailed Area Plan or an Agreed Structure Plan, the land shall not be subdivided or in any other way developed unless arrangements satisfactory to the Council have	7.1	Any obligation or liability under an Agreed Detailed Area Plan or an Agreed Structure Plan shall not be discharged until the Agreed Detailed Area Plan or an Agreed Structure Plan has been amended to discharge that obligation or liability, in accordance with Part 9 of DPS 2 and this policy.

## Local Planning Policy 4.2: Structure Planning



DPS 2 Clause No.	Summary of DPS 2 Clause or Subclause	Policy Clause No.	Policy Provision
	first been made for the discharge of that obligation or liability.		
<b>9.10</b>	<b>Copyright and Ownership</b>	<b>8.0</b>	
9.10	A proponent shall transfer to the Council in writing all copyright ownership of Structure Plans and Detailed Area Plans together with supporting documentation submitted to Council and Agreed Detailed Area Plans and Agreed Structure plans adopted by Council.	8.1	A proponent shall transfer all copyright ownership, pursuant to Clause 9.10 of DPS 2, following Council adopting, signing and sealing a Structure Plan under subclause 9.6.5 of DPS 2 or a Detailed Area Plan under 9.14.3 d) of DPS 2.
<b>9.14</b>	<b>Detailed Area Plans</b>	<b>9.0</b>	
9.14.1 (a) (i)	The City or the Commission may, as part of a proposed or an Agreed Structure Plan, require a person to prepare and submit to the Council a Detailed Area plan within the time specified in the notice.	9.1	Agreed Structure Plans shall require the preparation and submission of a Detailed Area Plan for the following areas, prior to an application for subdivision being supported by the Council: <ul style="list-style-type: none"> <li>a) Neighborhood and local centres; and</li> <li>b) Transit Oriented Developments, areas within 800 metres of railways stations.</li> </ul>
		9.2	Notwithstanding Clause 9.1 above, detailed area plans shall only be required as a condition of subdivision where a site specific factor warrants further built form control not already controlled through an agreed structure plan or the Scheme.
9.14.1 (b)	A Detailed Area Plan shall be submitted to the Council in quadruplicate or such other quantity specified by the Council.	9.3	A Detailed Area Plan shall be lodged with the following: <ul style="list-style-type: none"> <li>a) Four hard copies of the complete Detailed Area Plan; and</li> <li>b) A compact disc containing an electronic copy of the complete Detailed Area Plan as a pdf and word file and the Detailed Area</li> </ul>

## Local Planning Policy 4.2: Structure Planning



DPS 2 Clause No.	Summary of DPS 2 Clause or Subclause	Policy Clause No.	Policy Provision
9.14.2	<p>A Detailed Area Plan may include details as to:</p> <ul style="list-style-type: none"> <li>(a) building envelopes and setbacks;</li> <li>(b) distribution of land uses within a lot;</li> <li>(c) private open space;</li> <li>(d) services;</li> <li>(e) vehicular access, parking, loading and unloading areas, storage yards and rubbish collection closures;</li> <li>(f) the location, orientation and design of buildings and the space between buildings;</li> <li>(g) advertising signs, lighting and fencing;</li> <li>(h) landscaping, site and building levels and drainage;</li> <li>(i) protection of sites of heritage, conservation, flora or environmental significance;</li> <li>(j) special development controls and guidelines; and</li> </ul>	9.4	<p>Plan Map represented as spatial data.</p> <p>Detailed Area Plans shall address matters (a) to (j) listed under subclause 9.14.3 of DSP 2 as well as the following matters:</p> <ul style="list-style-type: none"> <li>i) Existing site context, including existing vegetation, landform levels, built form, infrastructure and land uses;</li> <li>ii) Interface between public and private domain;</li> <li>iii) Existing and retained vegetation;</li> <li>iv) Earth working;</li> <li>v) Specific land uses requirements;</li> <li>vi) Variations to Scheme Zones;</li> <li>vii) Variations to the R Codes;</li> <li>viii) Vehicular access;</li> <li>ix) Cyclist and pedestrian access; and</li> <li>x) Staging of development.</li> </ul>

## Local Planning Policy 4.2: Structure Planning



<i>DPS 2 Clause No.</i>	<i>Summary of DPS 2 Clause or Subclause</i>	<i>Policy Clause No.</i>	<i>Policy Provision</i>
	(k) such other information considered relevant by the Council.		
		9.5	<p>A Detailed Area Plan shall be lodged with the following:</p> <ul style="list-style-type: none"> <li>a) Proof of consultation with the City, relevant government agencies and affected and adjoining landowners in accordance with subclause 9.4.1 in DPS 2;</li> <li>b) A summary of the consultation and how the issues raised have been addressed in the lodged Detailed Area Plan.</li> </ul>
9.14.3 (a)	Upon submission of a Detailed Area Plan to Council for consideration the Council is to assess the Detailed Area Plan within sixty (60) days if advertising is not required and ninety (90) days if advertising is required, or such longer period as may be agreed in writing between the proponent and the Council.	9.6	<p>Council, in determining whether advertising of a Detailed Area Plan is required, shall have regard to the degree to which the Detailed Area Plan:</p> <ul style="list-style-type: none"> <li>a) Proposes a more appropriate development outcome than that identified in the Agreed Structure Plan;</li> <li>b) Is in accordance with the stated principles, aims and/or objectives of the Agreed Structure Plan;</li> <li>c) Would achieve a development outcome which is the same or similar in principle to that of the Agreed Structure Plan; and</li> <li>d) detrimentally affects the following: <ul style="list-style-type: none"> <li>• adjoining property;</li> <li>• shape, size, function or location of public open space;</li> </ul> </li> </ul>



## Local Planning Policy 4.2: Structure Planning



DPS 2 Clause No.	Summary of DPS 2 Clause or Subclause	Policy Clause No.	Policy Provision
			<ul style="list-style-type: none"> <li>boundary and/or location of land use classifications and/or residential densities;</li> <li>location or reorientation of proposed roads; and</li> <li>a development contribution arrangement.</li> </ul>
9.14.3 (a)	Council is to assess the Detailed Area Plan and <ul style="list-style-type: none"> <li>i) adopt the Detailed Area Plan with or without conditions and/or modifications; or</li> <li>ii) refuse to approve the Detailed Area Plan</li> </ul>	9.7	When making a determination under subclause 9.14.3 (a) of DPS 2, Council shall assess the information provided in a lodged Detailed Area Plan against the requirements of the following: <ul style="list-style-type: none"> <li>City of Wanneroo District Planning Scheme No. 2;</li> <li>Any relevant higher order Agreed Structure Plan;</li> <li>Applicable local and state planning policies and strategies; and</li> <li>Any submissions received during the public notice period, if applicable.</li> </ul>
		9.8	Within seven days of the determination under subclause 9.14.3 (a) of DPS 2, Council shall inform the proponent in writing of its decision.
9.14.3 (d)	Following the modifications required by the Council being made to the Detailed Area Plan, an officer authorised by Council should certify the Detailed Area Plan.	9.9	A Detailed Area Plan, modified as a result of a determination by Council under subclause 9.14.3 (a) of DPS 2, shall be assessed for certification within 21 days following its lodgment.
9.14.4 (a)	The Council may at its discretion require a Detailed Area Plan to be advertised with or without conditions and/or modifications, prior to	9.10	Any modifications required to be made or specified matters required to be attended to, shall be completed and accepted by Council prior to the commencement of Public Notification under Clause 9.14.4 of DSP 2.

## Local Planning Policy 4.2: Structure Planning



<i>DPS 2 Clause No.</i>	<i>Summary of DPS 2 Clause or Subclause</i>	<i>Policy Clause No.</i>	<i>Policy Provision</i>
	Council considering the Detailed Area Plan under Clause 9.14.3(a).		
9.14.4 (b)	The Council may at its discretion require an Amendment to an Agreed Detailed Area Plan to be advertised with or without conditions and/or modifications, prior to Council considering the Amendment to the Agreed Detailed Area Plan under Clauses 9.14.3(a) and 9.14.6.	9.11	The following information is required at the time of lodgement of a detailed area plan amendment: <ul style="list-style-type: none"> <li>• The amendment, including the proposed amendments to the Part 1 text and map, Part 2, and Part 3;</li> <li>• An amendment report, including justification for the amendment; and</li> <li>• Supporting documentation in line with the requirements of a structure plan or detailed area plan.</li> </ul>
		9.12	Notwithstanding Clause 9.11, detailed area plan amendments shall be processed in the same way as detailed area plans.
		9.13	Council, in deciding whether to waive public notification of an amendment, shall have regard to the degree to which the amendment: <ol style="list-style-type: none"> <li>a) Proposes a more appropriate development outcome than that identified in the Agreed Detailed Area Plan;</li> <li>b) Is in accordance with the stated principles, aims and/or objectives of the Agreed Detailed Area Plan;</li> <li>c) Would achieve a development outcome which is the same or similar in principle to that of the Agreed Detailed Area Plan; and</li> </ol>

## Local Planning Policy 4.2: Structure Planning



<i>DPS 2 Clause No.</i>	<i>Summary of DPS 2 Clause or Subclause</i>	<i>Policy Clause No.</i>	<i>Policy Provision</i>
			d) detrimentally affects the following: <ul style="list-style-type: none"> <li>• adjoining property;</li> <li>• shape, size, function or location of public open space;</li> <li>• boundary and/or location of land use classifications and/or residential densities;</li> <li>• location or reorientation of proposed roads; and</li> <li>• a development contribution arrangement.</li> </ul>
9.14.4 (c)	Public Notice of a Detailed Area Plan shall be undertaken by the proponent in accordance with the provisions of Clause 6.7 as may be directed by the Council.	9.13	Advertising shall be for a period of 28 days, excluding any public holidays or the eight days from Christmas Day to New Years Day inclusive, if such days fall within the advertising period.
		9.14	The following shall be carried out during the advertising period: <ul style="list-style-type: none"> <li>a) The placement of an advertisement in the local newspaper;</li> <li>b) The placement of a sign displaying notice of the Detailed Area Plan on site;</li> <li>c) Inclusion of the Detailed Area Plan under the "Your Say" section of the City of Wanneroo website;</li> <li>d) Writing to all adjoining and affected landowners (as determined by Council);</li> </ul>

## Local Planning Policy 4.2: Structure Planning

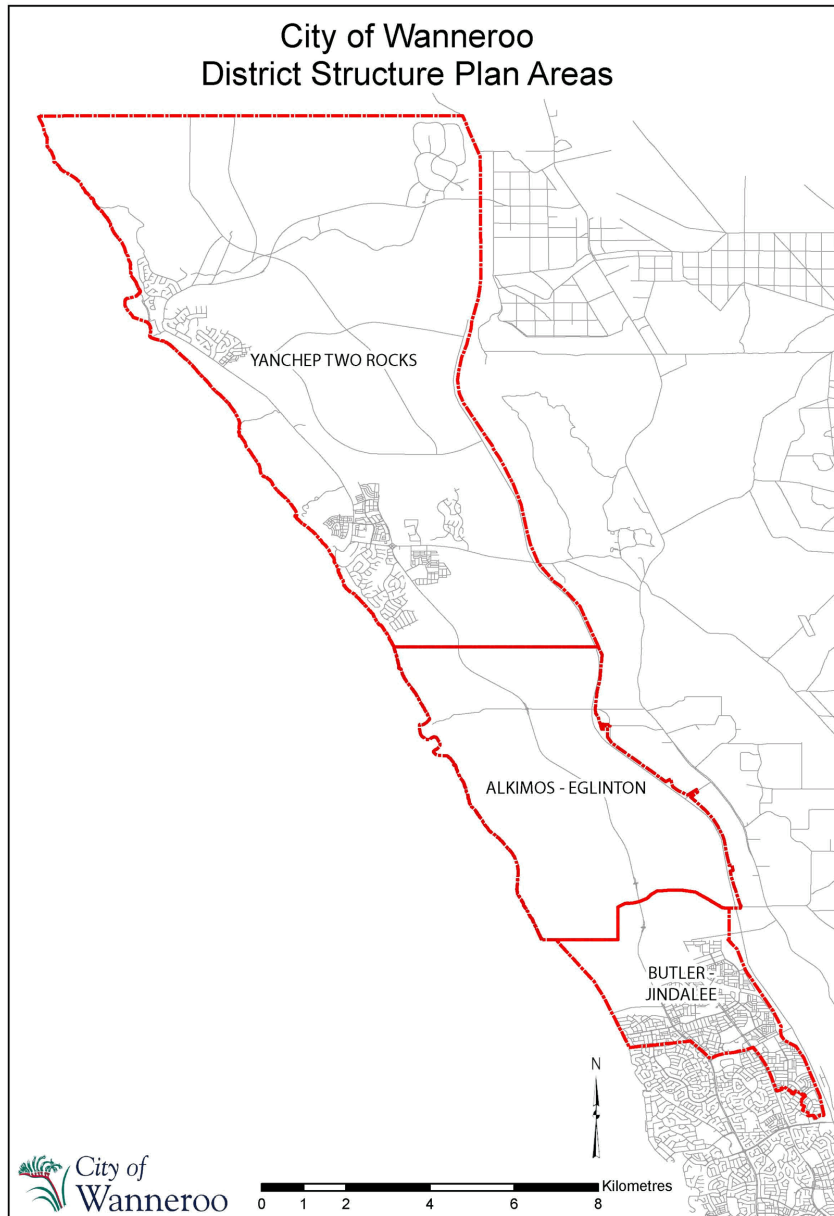


<i>DPS 2 Clause No.</i>	<i>Summary of DPS 2 Clause or Subclause</i>	<i>Policy Clause No.</i>	<i>Policy Provision</i>
			<p>e) Writing to all relevant government agencies (as determined by Council) and providing each with a compact disc containing an electronic copy of the complete Detailed Area Plan;</p> <p>f) The provision of eight hard copies of the complete Detailed Area Plan and eight compact discs containing electronic copies of the complete Detailed Area Plan in pdf and word file format and the Part 1 Structure Plan Map represented as spatial data; and</p> <p>g) The inclusion of one hard copy of the Detailed Area Plan at each of the following locations:</p> <ul style="list-style-type: none"> <li>• City of Wanneroo Civic Centre,</li> <li>• Wanneroo Library and</li> <li>• The closest City of Wanneroo library to the Structure Plan other than the Wanneroo library.</li> </ul>
9.14.5	An Agreed Detailed Area Plan may vary the design standards and requirements applicable to R Codes.	9.15	A Detailed Area Plan may vary R Code standards and requirements to the extent that City of Wanneroo Local Planning Policy 2.1: Residential Development allows in assessment against the policy's established standards for Performance Criteria (column B in the Policy Table).

## Local Planning Policy 4.2: Structure Planning



## Attachment 1: District Structure Plan Areas



**Local Planning Policy 4.2: Structure Planning****Attachment 2: District Structure Plans**

1. The following plans and tables shall be included in Part 1 of a District Structure Plan and shall form part of the statutory provisions of the Structure Plan:
  - a) Structure Plan Map including the following:
    - i) The area covered by the Structure Plan
    - ii) The general location of:
      - land use types planned for the Structure Plan area
      - secondary and tertiary education institutions;
      - hospitals;
      - servicing infrastructure classified as district or above;
      - open space classified as district or above under the City of Wanneroo's Public Open Space Local Planning Policy, as amended or superseded by Council;
      - centres classified as district or above and coastal activity centres under the City of Wanneroo's Centres Local Planning Policy, as amended or superseded by Council;
      - significant social/pedestrian/cycle linkages;
      - roads classified as District Distributor B or above under Liveable Neighbourhoods;
      - coastal roads;
      - indicative location of high frequency public transport routes and stations; and
      - beaches and access to other public places of public enjoyment.
  - b) Clause and tables stating the statutory provisions, requirements and standards that shall apply to the Structure Plan area or parts of the Structure Plan area, including:
    - i) The vision and objectives for public spaces, the environment, transportation, residential density, built form, employment and economic development; and

## Local Planning Policy 4.2: Structure Planning



- ii) How the Structure Plan Map and its components are to be applied and implemented.
  - c) Developer contribution arrangements for district level infrastructure and services.
- 2. Part 2 of a district structure plan shall provide a summary of how the Structure Plan addresses the following matters, pursuant to Clause 3.3:
  - a) Historic context of the structure plan area;
  - b) Current site description including existing environmental attributes, zoning, land use, population, density, and land ownership;
  - c) Regional, subregional and district planning context;
  - d) Statutory planning and environmental context;
  - e) Strategic planning context;
  - f) Federal, state and local government laws, policies and strategies;
  - g) Background and supporting information to the Part 1 provisions and summary of Part 3 reports;
  - h) Indicative dwelling and population yields;
  - i) Land allocation table;
  - j) "Plans illustrating the location of primary schools; neighbourhood level public open space and neighbourhood activity centres
  - k) Implementation and proposed planning process through to development;
  - l) Proposed District Planning Scheme No. 2 Amendment including indicative DPS 2 amendment map;
  - m) Proposed Metropolitan Region Scheme amendment including indicative MRS amendment map; and
  - n) Indicative staging of development.
- 3. Part 3 of a district Structure Plan shall include the following technical reports to support Part 2 and Part 1 of the Structure Plan, pursuant to Clause 3.4:
  - a) District Environmental Impact Assessment and Management Strategy  
Including the following elements:

**Local Planning Policy 4.2: Structure Planning**

- Level 1 Fauna Survey in accordance with *EPA Guidance Statement 56*;
  - Level 1 Flora Survey in accordance with *EPA Guidance Statement 51*;
  - Wetland Assessment in accordance with City of Wanneroo Local Planning Policy;
  - Arboricultural Assessment if Significant Trees are present;
  - Geomorphology assessment;
  - Bushfire assessment in accordance with State Planning Policy;
  - Coastal Hazard Setback Assessment if reduced coastal setbacks are proposed;
  - Desktop Karst Survey;
  - Acid Sulphate Soil Assessment; and
  - Environmental Management Strategy detailing the process for addressing the findings of the District Environmental Impact Assessment.
- b) District Water Management Strategy
- In accordance with *Better Urban Water Management*.
- c) District Engineering Infrastructure Strategy
- Including the following elements:
- District heritage; environment; water; and transportation context, as described in the above plans, strategies and assessments;
  - Site works;
  - Drainage Infrastructure;
  - Transportation Infrastructure;
  - Wastewater Infrastructure;
  - Water Reticulation;
  - Electricity Supply and System;



## Local Planning Policy 4.2: Structure Planning



- Telecommunication Services; and
  - Gas.
- d) District Transportation Strategy
- Including the following elements:
- Existing regional and district movement network context;
  - District transportation modeling addressing public transport, walking, cycling and traffic trips; and
  - Transportation strategies addressing regional and district:
    - Public transport;
    - Road network (including roads classified as District Distributors under Liveable Neighborhoods);
    - Traffic management;
    - Intersection treatments and controls;
    - Road reserves and cross sections (including roads classified as District Distributors under Liveable Neighborhoods); and
    - Cycling and walking infrastructure
- e) District Economic Strategy
- Including the following elements:
- Demographic, economic, infrastructure and land use context;
  - Floorspace modeling to neighbourhood centre level, including shop retail, industrial and public purpose floorspace, including health, education and leisure, as defined by the Western Australian Planning Land Use Categories
  - Economic strategies detailing floorspace distribution, broad land uses, infrastructure, employment density, employment self sufficiency and staging.
- f) District Community Development and Facilities Strategy
- Including the following elements:
- Existing regional and district demographic context;

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- Existing community facilities and services;
  - Demographic population projections;
  - Community consultation and vision;
  - Regional and district facilities and services; and
  - Governance and implementation.
4. Following the assessment of the Structure Plan, the City may require other information to also be provided. The City will provide guidance on any further requirements.

**Local Planning Policy 4.2: Structure Planning****Attachment 3: Local and Centre Structure Plans**

1. Part 1 of a local or centre Structure Plan shall include the text contained in **Appendix 1**, pursuant to Clause 3.2.
2. The following plans and tables shall be included in Part 1 of a local or centre Structure Plan and shall form part of the statutory provisions of the Structure Plan:
  - a) Structure Plan Map including the following:
    - i) The area covered by the Structure Plan
    - ii) The precise location of:
      - proposed local DPS 2 zones and existing MRS reserves; and
      - residential design codings or ranges.
    - iii) The general indicative location of
      - tertiary, secondary and primary education institutions;
      - hospitals;
      - community purpose sites;
      - Indicative location, boundary and type of strategic local open space;
      - all activity centres;
      - roads classified as local distributors or above under Liveable Neighbourhoods;
      - indicative public transport routes and stations;
      - principle shared paths; and
      - beaches and access to other public places of public enjoyment.
  - b) Clauses and tables stating the statutory provisions, requirements and standards that shall apply to the Structure Plan area or parts of the Structure Plan area, including:
    - i) The vision and objectives for public spaces, the environment, transportation, residential density, built form, employment and economic development;

## Local Planning Policy 4.2: Structure Planning



- ii) Residential Design Code ranges, locational criteria, and the process detailing how the coding of land in the Structure Plan area is to be facilitated;
  - iii) Minimum dwelling densities per hectare for strategic areas; and
  - iv) How the Structure Plan Map and its components are to be applied and implemented;
  - v) Developer contribution arrangements.
- 3. Part 2 of a local or centre Structure Plan shall provide a summary of how the Structure Plan addresses the following matters, pursuant to Clause 3.3:
  - a) Historic context of the Structure Plan area
  - b) Current site description including existing environmental attributes, zoning, land use, population, density, infrastructure and land ownership;
  - c) Regional, subregional, district and local planning context;
  - d) Statutory planning and environmental context;
  - e) Strategic planning context
  - f) Background and supporting information to the Part 1 provisions
  - g) Summary of Part 3 reports
  - h) Masterplan
  - i) Land allocation table
  - j) Public open space masterplan and schedule including type, indicative size, location and function
  - k) Indicative dwelling and population yields
  - l) Implementation and proposed planning process through to development
  - m) Proposed Metropolitan Region Scheme amendment including indicative MRS amendment map
  - n) Proposed District Planning Scheme No. 2 Amendment including indicative DPS 2 amendment map
  - o) Federal, state and local government laws, policies and strategies.
  - p) Indicative staging of development

**Local Planning Policy 4.2: Structure Planning**

4. Part 3 of a local or centre Structure Plan shall include the following technical reports to support Part 2 and Part 1 of the Structure Plan, pursuant to Clause 3.4:

a) Local Environmental Impact Assessment and Management Strategy

Including the following elements:

- Level 1 Fauna Survey in accordance with *EPA Guidance Statement 56*;
- Level 1 Flora Survey in accordance with *EPA Guidance Statement 51*;
- Level 2 Fauna Survey in accordance with *EPA Guidance Statement 56* if remnant vegetation in Very Good or better condition is present;
- Level 2 Flora Survey in accordance with *EPA Guidance Statement 51* if remnant vegetation in Very Good or better condition is present;
- Wetland Assessment;
- Significant Tree and Vegetation Survey;
- Arboricultural Assessment if Significant Trees are present;
- Geomorphology assessment;
- Bushfire assessment;
- Coastal Hazard Setback Assessment if reduced coastal setbacks are proposed;
- Desktop Karst Survey;
- Acid Sulphate Soil Assessment; and
- Environmental Management Strategy detailing the process for addressing the findings of the Local Environmental Impact Assessment

b) Local Water Management Strategy

In accordance with *Better Urban Water Management*

c) Local Engineering Infrastructure Report

Including the following elements:

- District engineering infrastructure context;

**Local Planning Policy 4.2: Structure Planning**

- Local heritage; environment; water; and transportation context, as described in the above plans, strategies and assessments;
  - Site works;
  - Drainage Infrastructure;
  - Transportation Infrastructure;
  - Wastewater Infrastructure;
  - Water Reticulation;
  - Electricity Supply and System;
  - Telecommunication Services; and
  - Gas.
- d) Local Transportation Strategy
- Including the following elements:
- Existing movement network context;
  - Transportation modeling addressing public transport, walking, cycling and traffic trips;
  - Transport Assessment in accordance with Transport Assessment Guidelines Volume 2 – Structure Plans (WAPC August 2006);
  - Land Use Development Audit in accordance with Part 6: Road Safety Audit of Guide to Road Safety (AustRoads 2009)
  - Transportation strategies addressing:
    - Public transportation;
    - Road network;
    - Parking;
    - Traffic management;
    - Intersection treatments and controls;
    - Road reserves and cross sections (including roads classified as District Distributors under Liveable Neighborhoods);

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- Road Safety; and
- Cycling and walking infrastructure
- e) Local Economic Strategy
  - Including the following elements:
    - Demographic, planning, economic, infrastructure and land use context;
    - Floorspace modeling addressing shop retail, industrial and public purpose floorspace, including health, education and leisure, as defined by the Western Australian Planning Land Use Categories; and
    - Economic strategies detailing floorspace distribution, land uses, infrastructure, employment density, employment self sufficiency targets and employment staging
- f) Local Community Development Strategy
  - Including the following elements:
    - Existing local demographic context;
    - Existing community facilities and services;
    - Demographic population projections;
    - Community consultation and vision;
    - Local facilities and services;
    - Programs and initiative; and
    - Governance and implementation.
- g) Local Heritage Strategy
  - Including the following elements:
    - Desktop Indigenous Heritage Assessment;
    - Consultation with Department of Indigenous Affairs; and

## Local Planning Policy 4.2: Structure Planning



- Heritage Survey Report if an Aboriginal site is present, in accordance with requirements of Department of Indigenous Affairs.

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Following the assessment of the Structure Plan, the City may require other information to also be provided. The City will provide guidance on any further requirements.



## Local Planning Policy 4.2: Structure Planning



### Appendix 1: Part 1 Framework

#### Part 1 – Statutory

#### 1.0 APPLICATION

- 1.1 This Part applies to the ... Structure Plan, being Lots ... and/or Part Lots ... and consisting of all land contained within the inner edge of the line denoting the Structure Plan boundary on the Structure Plan Map.
- 1.2 Unless otherwise specified in this part, the words and expressions used in this Structure Plan shall have the respective meanings given to them in the City of Wanneroo District Planning Scheme No. 2.
- 1.3 Pursuant to subclauses 9.8.2 and 9.8.3 of the Scheme, the provisions of this part shall apply to land contained within the Structure Plan as follows:
  - a) the objectives, standards and requirements applicable to zones and residential design codings under the Scheme shall apply to the same extent to the areas having corresponding designations under the Structure Plan, unless specific provision is made to the contrary in this part.
  - b) any other provision, standard or requirement of this part that is not otherwise contained in the Scheme, shall apply to the land as though it is incorporated into the Scheme, and shall be binding and enforceable to the same extent as if part of the Scheme;
  - c) Part 2 and 3 of this Structure Plan are for explanatory purposes only, to provide a descriptive analysis of the Structure Plan.
- 1.4 In accordance with subclause 9.8.1 of the Scheme, this Structure Plan shall come into operation on the later date when it is either certified by the Western Australian Planning Commission (WAPC) pursuant to subclause 9.6.3 of the Scheme or adopted, signed and sealed by the Council.

#### 2.0 OBJECTIVES

- 2.1 The objectives of this Structure Plan are to:
  - a) ...
  - ...

#### 3.0 SUBDIVISION AND DEVELOPMENT

- 3.1 Plan A and Tables A-J form part of the statutory provisions of this Structure Plan and prescribe the standards, requirements and prerequisites for subdivision and development in the corresponding precincts designated on the Structure Plan Map. Where any variation arises between any provision of these plans and/or tables and

## Local Planning Policy 4.2: Structure Planning



a provision of the Scheme, then the provision of the plan and/or table shall prevail to the extent of that variation and shall apply as an intended variation to the Scheme for the purposes of subclause 9.8.3 (f).

3.2 Prior to any subdivision or development being supported, the City will require:

- a) The preparation and approval of the reports, surveys, strategies and plans listed in Table I at the stage specified in that table; and
- b) A report accompanying any application for subdivision or development that outlines the manner in which the findings and recommendations of the plans and strategies listed in Tables I and appended to this Structure Plan will be incorporated into or addressed by the proposed subdivision or development.

Plan A	... Local Structure Plan Map
Table A	General Planning Requirements for Structure Plan Area
Table B-C	Planning Requirements for Precincts
Table D-E	Residential Design Code Variations
Table F-G	Centre Floor Space Allocations
Table H	Strategic Public Open Space Schedule
Table I	Reports, Surveys, Strategies and Plans
Table J	Developer Contribution Arrangements

### Plan A - ... Structure Plan Map

**Table A – General Planning Requirements for Structure Plan Area**

<b>1. Structure Plan Map</b>	1.1 Subdivision and development of land shall be in accordance with the Structure Plan Map.
<b>2. Use Class Permissibility</b>	2.1 Land Use permissibility within the Structure Plan area shall be in accordance with the corresponding zone or reserve under the Scheme except as follows: a) ... ...
<b>3. Residential Design Requirements</b>	3.1 Residential design codes shall be in accordance with the ranges shown on Plan A, the Structure Plan Map, and are to be located in accordance with the following: a) ... ...  3.2 Subdivision and development within the Structure Plan area shall be in accordance with a Residential Design Code Plan endorsed by the WAPC.

## Local Planning Policy 4.2: Structure Planning



	<p>3.3 A Residential Design Code Plan (three copies) shall be lodged with the WAPC for its endorsement in conjunction with any application for subdivision, unless the WAPC determines that the subdivision is for one or more of the following:</p> <p>3.2.1 The amalgamation of lots or part lots;</p> <p>3.2.2 The consolidation of land for "superlot" purposes to facilitate land assembly for future development;</p> <p>3.2.3 The purpose of allowing access; and/or</p> <p>3.2.4 The facilitation and provision of services or infrastructure.</p> <p>3.4 A Residential Design Code Plan shall show the specific Residential Design Coding of all lots proposed to be created by a subdivision, in accordance with the Clause 3.1 of this Table.</p> <p>3.5 Following WAPC endorsement of the Residential Design Code Plan, the Residential Design Code Plan shall become part of Part 1 of this Structure Plan; one copy shall be retained by the WAPC, one copy shall be provided to the City for retention with the Structure Plan, and one copy shall be provided to the proponent.</p>
<b>4. Public Open Space</b>	<p>4.1 Public Open Space (POS) shall be distributed generally in accordance with Plan A; Table H; City of Wanneroo Local Planning Policies; and State Planning Policies. A minimum of ten per cent of the gross subdivisible area shall be provided as POS, either as a ten per cent land component, or as a cash in lieu provision for the development of POS in the Structure Plan area, subject to the approval of the WAPC and the Minister for Planning.</p>
<b>5. General Subdivision and Development Requirements</b>	
<b>6. Detailed Area Plans</b>	<p>6.1 Prior to any subdivision being supported for a particular area, the City will require:</p> <p>a) Detailed Area Plans (DAPs) for the following areas in accordance with Clause 10.1 of Local Planning Policy 4.2: Structure Planning, consisting of all land contained within the inner edge of the line denoting the areas boundary on the Structure Plan Map:</p> <p>i) ...</p> <p>6.2 The City will not consider planning approval within a precinct, as illustrated on the Structure Plan Map, in the absence of a DAP, agreed by the City</p>

## Local Planning Policy 4.2: Structure Planning



	<p>pursuant to clause 9.14 of the Scheme, for the whole of each Precinct ..., unless the City is satisfied that the development is of a scale and permanence that would not prejudice the:</p> <ul style="list-style-type: none"> <li>a) design of the DAP;</li> <li>b) timely provision of infrastructure and services to the area; or the</li> <li>c) development of the surrounding area in line with the Agreed Structure Plan.</li> </ul> <p>6.3 The City will not accept a DAP for any area that is geographically smaller than a precinct, as illustrated on the Structure Plan Map.</p> <p>6.4 A DAP shall be advertised for a period of 28 days prior to its consideration under subclause 9.14.3 of the Scheme.</p> <p>6.5 In addition to any general matters required to be included within a Detailed Area Plan under subclause 9.14.2 of the Scheme, and the specific matters required to be included in each DAP under Tables B-C, all DAPs shall incorporate provisions and design elements addressing the following:</p> <ul style="list-style-type: none"> <li>a) ...</li> </ul> <p>...</p>
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Tables B-C – Planning Requirements for Precinct ...: .....

<b>1. Detailed Area Plan</b>	<p>1.1 In addition to any general matters required to be included within a DAP under Table A of this Structure Plan and subclause 9.14.2 of the Scheme, a DAP for Precinct ... shall incorporate provisions and design elements addressing the following:</p> <ul style="list-style-type: none"> <li>a) ...</li> </ul> <p>...</p>
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Table D-E – Variations to the ‘Acceptable Development’ Requirements of the Residential Design Codes for R...

Item	Relevant R Code Clauses	Variations

Table F-G – Centre Floorspace Allocation for ... Centre

	Minimum Net Lettable Area to be demonstrated (square metres)	Maximum Net Lettable Area (square metres)

## Local Planning Policy 4.2: Structure Planning



<b>Retail</b>	N/A	
<b>Mix of landuse</b>		N/A

Table H – Strategic Public Open Space Schedule

Strategic Site	POS	Size in hectares
A		...
...		

Table I – Reports, Surveys, Strategies and Plans

Documentation	Approval Stage	Approving Authority

Table J – Developer Contribution Arrangements

**ATTACHMENT 2**

**Local Planning Policy 4.2: Structure Planning**  
**Planning and Sustainability**  
**Local Planning Policy Framework**



AUTHORISATION

Adopted [insert date of adoption]

REVIEW

Biannual. Next scheduled review 2014.

## **PART 1 – POLICY OPERATION**

### **Policy Development**

This Policy has been prepared under the provisions of clause 8.11 of the City of Wanneroo District Planning Scheme No. 2 (DPS 2).

### **Purpose and Application**

The Policy applies to all land within the City of Wanneroo where DPS 2 requires a Structure Plan.

This Policy expands and elaborates on the provisions of Part 9 of DPS 2 relating to Structure Plans and complements the Western Australian Planning Commission (WAPC) Structure Plan Preparation Guidelines (August 2012).

### **Objectives**

The objectives of this policy are to:

- 1) Provide clarity on the circumstances requiring submission and approval of a Structure Plan or Structure Plan Amendment.
- 2) Detail the information and submission requirements for Structure Plans and Structure Plan Amendments.
- 3) Detail the administrative process for dealing with Structure Plans and Structure Plan Amendments.
- 4) Provide for an efficient and consistent approach to the consideration and determination of Structure Plans and Structure Plan Amendments.

### **Relationship to Other Policies, Guidelines and Documents**

This Policy should be read in conjunction with the provisions of DPS 2 and all other relevant planning documents including the City's Local Planning Policies and Guidelines, WAPC Guidelines and State Planning Policies. The Policy recognises the WAPC Structure Plan Preparation Guidelines as setting out the general format and content requirements for Structure Plans. This Policy outlines specific matters and requirements of the City of Wanneroo that refine or add to those guidelines. Structure Plans and Structure Plan Amendments require the approval of the WAPC. Further information regarding WAPC requirements can be sought from the Department of Planning.

**Local Planning Policy 4.2: Structure Planning**  
Planning and Sustainability  
Local Planning Policy Framework



**Structure**

This Policy consists of two parts plus appendices:

- **Part 1 – Policy Operation:** this includes the Policy context, objectives and outline of Policy Structure.
- **Part 2 – Policy Provisions:** Sets out the Policy provisions for the following:
  - Requirement for a Structure Plan
  - Pre-lodgement Consultation
  - Format and Content of a Structure Plan
  - Format and Content of a Structure Plan Amendment
  - Initial Submission Requirements
  - Consideration of a Structure Plan under subclause 9.4.1 of DPS 2
  - Consideration of a Structure Plan Amendment under clause 9.7 of DPS 2
  - Public Notice Requirements
  - Consideration of a Structure Plan or Structure Plan Amendment under subclause 9.6.1 of DPS 2 (Consideration for Adoption)
  - Modifications Required by WAPC
  - Requirement for Consolidated Structure Plan
- **Appendix 1 – Structure Plan Endorsement Page**
- **Appendix 2 – Structure Plan Amendment Template**

*Note: Text included in Italics in the Policy is included in order to reference applicable District Planning Scheme Requirements and is for information only.*

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**Planning and Sustainability**  
**Local Planning Policy Framework**



## **PART 2 – POLICY PROVISIONS**

### **1. Requirement for a Structure Plan**

*Part 3 of DPS 2 prescribes the requirement for an Agreed Structure Plan prior to subdivision or development of land in certain zones. Additionally, Clause 9.1 of DPS 2 states, without specific reference to zones, that a Structure Plan may be required to support rezoning, subdivision or an application for planning approval. Subclause 9.11 of DPS 2 confirms the intent of Part 3 referred to above, and additionally provides certain matters that are to be considered if Council is required to consider development, use or subdivision before a Structure Plan has been prepared and adopted. Clause 1.1 below provides additional clarification in relation to this matter:*

- 1.1** Where the requirements of clause 9.11.2 of DPS 2 have been adequately addressed to the City's satisfaction, the City may support the following without an Agreed Structure Plan:
- a) The amalgamation of lots or part lots;
  - b) The consolidation of land for "superlot" purposes to facilitate land assembly for future development;
  - c) Subdivision and/or development for the purpose of allowing access or the provision of services or infrastructure that would not prejudice or pre-empt future development outcomes;
  - d) Subdivision that accords with a Local or Activity Centre Structure Plan that has been adopted by Council and forwarded to the WAPC by Council following adoption;
  - e) Development or use that is consistent with a Structure Plan adopted by Council and is compatible with the intended purpose of a lot approved by the WAPC and created following Council adoption of the Structure Plan; or
  - f) Development, redevelopment and/or expansion of Local or Neighbourhood Centres within an existing 'Centre' zone under DPS 2 or an Agreed Local Structure Plan. Where appropriate, the City may require the approval of a Detailed Area Plan prior to issuing planning approval for development, redevelopment and/or expansion of Local or Neighbourhood Centres.

### **2. Pre-lodgement Consultation**

*Subclause 9.4.1 of DPS 2 requires the proponent of all proposed new Structure Plans to undertake adequate consultation prior to lodgement. Clauses 2.1 and 2.2 below provide clarification in relation to this matter:*

- 2.1** To meet pre-lodgement consultation requirements of subclause 9.4.1 of DPS 2, a table (in accordance with WAPC Structure Plan Preparation Guidelines) summarising pre-lodgement consultation with relevant stakeholders shall be included as an Appendix of all proposed new Structure Plans.
- 2.2** If a Structure Plan Amendment affects land within/adjacent to the Structure Plan area that is not owned by the proponent, the Structure Plan Amendment Explanatory Report or an associated Appendix shall demonstrate that owners of the affected land have been consulted and that relevant issues/concerns raised have been addressed in the amendment.



**Local Planning Policy 4.2: Structure Planning**  
**Planning and Sustainability**  
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### **3. Format and Content Requirements**

#### **3.1 Format and Content of a Structure Plan**

The format and content of a proposed District, Local or Activity Centre Structure Plan shall be in accordance with the requirements of the following documents, subject to addressing the additional matters in subclauses 3.1.1 – 3.1.4 of this Policy (applicable to Local and Activity Centre Structure plans).

- WAPC 'Structure Plan Preparation Guidelines' and 'Structure Plan – Digital Data and Mapping Standards'.
- WAPC Liveable Neighbourhoods Planning Policy.
- Other relevant State and Local Government Policies, Guidelines and requirements.

##### **3.1.1 Endorsement Page**

The Endorsement Page of a Structure Plan shall be in accordance with the template at Appendix 1.

##### **3.1.2 General content to be shown on a Structure Plan Map**

The following information is required to be depicted on the Structure Plan Map of a Local Structure Plan or Activity Centre Structure Plan (in addition to, or supplementary to the content listed in Table 1 of the WAPC Structure Plan Preparation Guidelines):

- (a) Pedestrian and cycling routes where they will form part of a broader network extending (or proposed to extend) beyond the Structure Plan area, or where they will provide direct connections between trip attractors such as activity centres, community facilities, open space and schools.
- (b) Infrastructure items proposed to be addressed through Developer Contribution Arrangements.

##### **3.1.3 General content to be included in Part 1 of a Structure Plan**

The following information is required to be included in Part 1 of a Local Structure Plan or Activity Centre Structure Plan (in addition to, or supplementary to the content in WAPC Structure Plan Preparation Guidelines):

- (a) Indicative total floor space of each activity centre (combined NLA m<sup>2</sup> of all Planning Land Use Categories (PLUC's) within each activity centre; Indicative shop-retail (PLUC 5) floor space (NLA m<sup>2</sup>) within each Activity Centre.
- (b) A table identifying relevant outstanding studies, investigations and information (from those listed in Table 1 as applicable) and any other additional relevant outstanding documentation required by the City and the stage when it will be approved/implemented in general accordance with the format and circumstances described in Table 1 as follows (unless otherwise agreed by the City):

**Local Planning Policy 4.2: Structure Planning**  
**Planning and Sustainability**  
**Local Planning Policy Framework**



**Table 1: Outstanding studies, investigations and information Schedule**

Documentation	To be Approved /Supported PRIOR to the City supporting a subdivision application	To be Approved /Implemented as a CONDITION of subdivision approval	Approving Authority
• Vegetation and Fauna Management Plan	✓	✓ To be Implemented	CoW
• Bushfire Management Plan (including Bushfire Attack Level (BAL) Assessment for sites with moderate or extreme bushfire hazard level – where not provided at Structure Planning stage)	✓	✓ To be Implemented	CoW (in consultation with DFES)
• Noise Management Plan (where noise mitigation measures are necessary)	✓	✓ To be Implemented	CoW
• Karstic Features Management Plan (refer to LPP 4.13)	✓	✓	CoW
• Residential Code Plan (to be provided where the Structure Plan depicts residential density as a range)	✓		CoW/ WAPC (at subdivision approval)
• Urban Water Management Plan	✓ In absence of a LWMS	✓	CoW (in consultation with DoW)
• Geotechnical Report certifying that the land is physically capable of development (required if not submitted previously at Structure Planning stage)		✓	CoW
• Wetland Management Plan		✓	CoW
• Aboriginal Heritage Management Plan		✓	CoW (in consultation with DAA)
• Conservation Area Management Plan		✓	CoW
• Foreshore Management Plan		✓	CoW/WAPC
• Public Open Space and Road Reserve Landscape Plans		✓	CoW
• Engineering drawings and specifications for proposed subdivisional works		✓	CoW

CoW = City of Wanneroo; DAA = Department of Aboriginal Affairs; DFES = Department of Fire and Emergency Services; DPAW = Department of Parks and Wildlife; DoW = Department of Water; WAPC = Western Australian Planning Commission; LWMS = Local Water Management Strategy

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**3.1.4**

**General content to be included in Part 2 of a Structure Plan**

In addition to the matters required to be addressed through the WAPC Structure Plan Preparation Guidelines, Part 2 of a Local Structure Plan or Activity Centre Structure Plan shall include the following:

- (a) A Concept Master Plan indicatively depicting the road network (including local roads), public open space, land use/density (may include planimetric or indicative building footprint detail) and other relevant information consistent with Part 1 Structure Plan Map and associated statutory provisions.
- (b) A Landscape Master Plan for public open spaces and road reserves, together with a public open space schedule and conservation public open space viability assessment in accordance with the City's *Local Planning Policy 'LPP 4.3 – Public Open Space'*.
- (c) A plan view (in addition to cross-section) of a representative length of each road type within the structure plan area to indicatively demonstrate how the following items can be accommodated in the road reserve:
  - Services and their alignments.
  - Footpaths/Dual Use Paths
  - Crossovers
  - On Street parking or other embayments
  - Street lighting
  - Bin collection areas
  - Drainage Swales
  - Street trees and their setbacks from crossovers, footpaths, kerbs and buildings/walls.
- (d) A table and concept plan to demonstrate that activity centres (proposed Business, Centre, Commercial or Mixed Use zones) in the Structure Plan area are capable of contributing to the achievement of sub regional employment self sufficiency requirements in accordance with LPP 3.2: Activity Centres.
- (e) Consideration of risk management associated with constraints within or in the vicinity of the Structure Plan area, such as extractive industries, industrial sites, poultry farms, mushroom farms, horticultural /agricultural activities, mosquito breeding habitats or any other constraint with potential to impact on the Structure Plan area. A summary of any identified risks shall be included with an explanation as to how they will be managed/mitigated through the Structure Plan design and/or statutory provisions, or will otherwise be addressed.
- (f) A summary table of all technical appendices, their associated recommendations/findings, and how those recommendations /findings have been reflected in Part 1 of the Structure Plan, or will otherwise be addressed.

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### 3.1.5 Technical Appendices (Local and Activity Centre Structure Plans)

The City shall require any supporting strategies/reports it deems necessary to adequately assess the Structure Plan. As a guide, relevant supporting strategies/ technical reports shall be included as appendices to the Structure Plan as follows:

Required Documentation	Circumstance
<ul style="list-style-type: none"> <li> <b>Foreshore Management Strategy (FMS)</b>  The FMS shall establish a broad level planning and environmental framework for the foreshore reserve to preserve natural features and identify suitable levels of development and public access/use and their general location. The FMS shall guide the preparation of the more detailed Foreshore Management Plan required at subdivision stage. </li> </ul>	If the Structure Plan includes or abuts a coastal foreshore reserve.
<ul style="list-style-type: none"> <li> <b>Coastal Hazard Risk Management and Adaptation Plan (CHRMAP)</b> </li> </ul>	If the Structure Plan Area includes coastline and/or a foreshore reserve, or abuts a foreshore reserve. Refer to <i>State Planning Policy 2.6 – State Coastal Planning</i> for detailed requirements.
<ul style="list-style-type: none"> <li> <b>Bushfire Management Plan (including Bushfire Hazard Level Assessment and fire mitigation strategies)</b> </li> </ul>	In accordance with the requirements of relevant WAPC Policy and Guidelines.
<ul style="list-style-type: none"> <li> <b>Noise Assessment (and Noise Management Plan where required)</b> </li> </ul>	If the Structure Plan Area proposes noise sensitive land uses within 100 metres of railways and/or district distributor roads, or within 300 metres of primary distributors and other major roads. Refer to <i>'State Planning Policy 5.4 – Road and Rail Transport Noise and Freight Considerations in Land Use Planning'</i> .
<ul style="list-style-type: none"> <li> <b>Local Community Development Strategy</b> </li> </ul>	Where required by the City's Community Development Strategy Guidelines
<ul style="list-style-type: none"> <li> <b>Local Water Management Strategy</b> </li> </ul>	All Structure Plans except for infill and small-scale development (as a guide, 'small scale' is Structure Plans less than 8-10 ha or 100-150 lots) with no significant water-resource management issues. Refer to <i>Department of Water – 'Interim: Developing a Local Water Management Strategy'</i> for detailed requirements.

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Required Documentation	Circumstance
<ul style="list-style-type: none"> <li><b>Local Environmental Impact Assessment and Management Strategy.</b></li> </ul> <p>The Assessment shall inform the Management Strategy, which shall guide the structure Plan design and shall provide clear recommendations pertaining to the retention, protection and management of the natural environment within the Structure Plan area. The Local Environmental Impact Assessment shall consist of the following:</p> <ul style="list-style-type: none"> <li>Level 1 Flora Survey</li> <li>Level 2 Flora Survey</li> <li>Significant Tree and Vegetation Survey</li> <li>Level 1 Fauna Survey</li> <li>Level 2 Fauna Survey</li> <li>Wetland Assessment</li> <li>Desktop Karst Survey</li> <li>Acid Sulfate Soils Investigation</li> </ul>	<p>All Structure Plans unless the Structure Plan area is devoid of native vegetation.</p> <p>If a Level 1 Flora Survey identifies existing vegetation in 'Very Good' or better condition within the Structure Plan area.</p> <p>All Structure Plans unless the Structure Plan area is devoid of trees and vegetation</p> <p>All Structure Plans</p> <p>If a Level 1 Flora Survey identifies existing vegetation in 'Very Good' or better condition within the Structure Plan area, or if a Level 1 Fauna Survey indicates the need for further work through a Level 2 Fauna Survey</p> <p>If a geomorphic wetland is located within the Structure Plan area or has potential to be affected by a wetland buffer requirement</p> <p>All Structure Plans. Refer to <i>Local Planning Policy 4.13: Caves and Karstic Features</i></p> <p>If the structure Plan proposes development in areas of high to moderate acid sulfate soil (ASS) risk.</p>

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<ul style="list-style-type: none"> <li>• <b>Local Infrastructure/Servicing Report</b> This is required to address site works/levels and demonstrate in broad terms how services such as electricity, water, wastewater, telecommunications and gas will be extended/provided to the Structure Plan area</li> </ul>	All Structure Plans
<ul style="list-style-type: none"> <li>• <b>Local Transportation Strategy</b> This is required to support the movement network components of 'Liveable Neighbourhoods' (to be addressed in Part 2 of the Structure Plan) and shall include a Transport Assessment in accordance with <i>WAPC Transport Assessment Guidelines for Developments, Volume 2 – Structure Plans</i></li> </ul>	All Structure Plans
<ul style="list-style-type: none"> <li>• <b>Local Economic Strategy</b> This is required to provide demographic, infrastructure, economic, employment and land use context, and shall include floor space modelling addressing the various land use categories (Western Australian Planning Land Use Categories) proposed in the Structure Plan area. Strategies shall address floor space distribution, land use, infrastructure, employment density, employment self sufficiency targets and employment staging. Where applicable, a retail sustainability assessment shall be provided in accordance with the requirements of State Planning Policy 4.2</li> </ul>	If the Structure Plan proposes employment generating land uses
<ul style="list-style-type: none"> <li>• <b>Ethnographic and Aboriginal Heritage Report and Impact Statement</b></li> </ul>	If relevant to the Structure Plan area

### 3.2 Format and Content of a Structure Plan Amendment

Documentation supporting a request to amend a Structure Plan shall differ from that described in clause 3.3.1 (modifications reporting) of the WAPC Structure Plan Preparation Guidelines. All requests to amend a Structure Plan shall consist of the following documents:

- Amending Document (clearly specifying each proposed modification to Part 1 and Part 2 of the Structure Plan in accordance with the template in Appendix 2 of this Policy)
- Explanatory Report (providing relevant background information and a justification for each modification proposed).



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- Supporting Technical Appendices (if the proposed Structure Plan Amendment is inconsistent with or not adequately supported by an existing strategy, report or plan that was included as an Appendix supporting the Agreed Structure Plan).

#### **4. Initial Submission Requirements**

##### **4.1 Structure Plans**

One hard copy (three separately bound parts, consisting of Part 1, Part 2 and Appendices) and one digital copy (containing separate PDF files for Part 1, Part 2 and each Technical Appendix) of the Structure Plan shall be submitted to the City at the time of lodgement. The City shall provide a fee estimate to the applicant and shall accept lodgement of the Structure Plan upon receiving the required minimum information and payment of the required fee.

##### **4.2 Structure Plan Amendments**

One hard copy (consisting of amending document and explanatory report with any appendices) and one digital copy (separate PDF files of amending document, explanatory report and any technical appendices) in accordance with clause 3.2. of this Policy shall be submitted to the City at the time of lodgement. The City shall provide a fee estimate to the applicant and shall accept lodgement of the Structure Plan Amendment upon receiving the required minimum information and payment of the required fee.

#### **5. Consideration of a Structure Plan under subclause 9.4.1 of DPS 2**

*Clause 9.4.1 of DPS 2 outlines the determination options available to Council in initial consideration of a Structure Plan.*

- 5.1** A determination shall be made under subclause 9.4.1 of DPS 2 within 21 calendar days of the City accepting the lodgement of a Structure Plan and receipting payment of the required fee, or such longer period as agreed in writing between the Council and the applicant.
- 5.2** Advice of the determination under subclause 9.4.1 shall be forwarded to the proponent within 7 calendar days of the decision. Additional hard and/or digital copies of the Structure Plan shall, at the City's request, be forwarded to the City by the proponent prior to commencement of advertising.

#### **6. Consideration of a Structure Plan Amendment under clause 9.7 of DPS 2**

- 6.1** The process to be followed in initial consideration of a Structure Plan Amendment shall be the same as the process for Structure Plans as outlined in clause 9.4 of DPS 2.

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- 6.2** In considering a Structure Plan Amendment under clause 9.7 of DPS 2, the City will generally not support changes to the zoning or the coding of individual lots, independent of a broader review of the zoning or coding of the surrounding area. Where there is inadequate or no justification for such proposals, it shall be determined that the Structure Plan Amendment 'should not be agreed to'.

**7. Public Notice Requirements**

- 7.1** Advertising of a Structure Plan or Structure Plan Amendment shall commence within 21 calendar days of a determination made in accordance with the process outlined in subclause 9.4.1 a) of DPS 2.
- 7.2** Public notification of a Structure Plan Amendment may be waived in accordance with subclause 9.7.2 of DPS 2 where City considers that the amendment:
- a) Proposes an equally or more appropriate development outcome than identified in the Agreed Structure Plan; and
  - b) Is in accordance with the stated objectives and purpose of the Structure Plan; and
  - c) does not affect any other land besides that in ownership of the proponents of the Structure Plan Amendment; or
  - d) The proponents of the Structure Plan Amendment provide written comment from all other affected landowners at lodgement stage.
- 7.3** Where modifications to a Structure Plan or Structure Plan Amendment are required by the City or the WAPC after the Structure Plan or Structure Plan Amendment has been advertised for public comment, further public notification may be waived where the City is satisfied that:
- a) the modification is in response to a submission(s) received during the advertising period; or
  - b) the modification(s) does not significantly or materially depart from the version of the Structure Plan or Structure Plan Amendment that was advertised for public comment; and
  - c) re-advertising of the modified structure plan would be unlikely to result in a need to have the modifications(s) reconsidered.



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**7.4** Advertising shall be for 28 calendar days (excluding public holidays) for a new Structure Plan, and 21 calendar days (excluding public holidays) for a Structure Plan Amendment (where advertising is required).

**7.5** To ensure adequate publicity, the City shall do the following:

- a) Advertise the proposed Structure Plan or Structure Plan Amendment for public inspection in a local newspaper or newspapers circulating in the Structure Plan Area (or in the area immediately adjacent to the Structure Plan Area if there is no newspaper circulation in the Structure Plan Area).
- b) Include Part 1 and Part 2 of the Structure Plan (as a minimum), or the Structure Plan Amendment documents under the "Your Say" section of the City of Wanneroo website;
- c) Write to all landowners affected by the proposed Structure Plan or Structure Plan Amendment explaining the scope and purpose of the proposed Structure Plan or Structure Plan Amendment, when and where it may be inspected, and invite submissions to be received within the advertising period;
- d) Write to such public authorities and government agencies as the local government nominates and provide each with a copy (or access to a digital copy) of the Structure Plan or Structure Plan Amendment and any relevant technical appendices;
- e) Make available one hard copy of the Structure Plan or Structure Plan Amendment documents for inspection at the City of Wanneroo Civic Centre.

**8. Consideration of a Structure Plan or Structure Plan Amendment under subclause 9.6.1 of DPS 2 (Consideration for Adoption)**

*In accordance with subclause 9.6.1 of DPS 2, Council shall consider all submissions and within 60 days of close of advertising shall either refuse to adopt the Structure Plan or resolve that it is satisfactory with or without modifications before forwarding 3 copies to the WAPC.*

**8.1** Council shall refuse to adopt a Structure Plan or Structure Plan Amendment, pursuant to sub-clause 9.6.1 of DPS 2, where:

- a) A higher order structure plan required by DPS 2 or this policy for the land has been prepared but is not yet operational, pursuant to subclause 9.8.1 of DPS 2; and
- b) In Council's opinion, the Structure Plan does not and cannot comply with the proposed higher order structure plan or in Council's opinion, adoption of the Structure Plan would be premature or prejudicial to the outcome of the higher order structure plan.

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- 8.2** Once it is resolved that a Structure Plan or Structure Plan Amendment is satisfactory (with or without modifications) under subclause 9.6.1 of DPS 2, the proponent shall provide the City with four hard copies and one digital copy of the Structure Plan or Structure Plan Amendment (incorporating any required modifications), prior to the City forwarding three copies of the Structure Plan or Structure Plan Amendment to the WAPC for endorsement.

**9. Modifications required by WAPC**

- 9.1** If the WAPC requires modifications to a Structure Plan or Structure Plan Amendment and the Structure Plan or Structure Plan Amendment is resubmitted under Clause 9.4 of DPS 2, the City shall consider whether the modifications require public notification in accordance with DPS 2 and clause 7.3 and/or 7.4 of this Policy, and shall thereafter follow the requirements of DPS 2 and this Policy.

**10. Requirement for Consolidated Structure Plan**

*Subclause 9.10 of DPS 2 requires the proponent to transfer all copyright ownership of Structure Plans to the Council.*

- 10.1** Following certification of a Structure Plan or Structure Plan Amendment (excluding any amendment to Agreed Structure Plan 3, 4, 5, 6, 7, 8, 9, 10, 16, 23 or 80), the proponent shall, within 14 calendar days of a request from the City, provide an updated consolidated digital copy of the Structure Plan (incorporating any endorsed modifications) as:

- Separate PDF files of Part 1, Part 2 and each Technical Appendix (only Part 1 is required for a Structure Plan Amendment unless the amendment includes modifications to Part 2 or updated technical appendices);
- Separate MS Word files (without embedded images) of Part 1 and Part 2 (only Part 1 is required for a Structure Plan amendment, unless the amendment includes modifications to Part 2);
- ESRI shape or layer files on GDA94 coordinate system (and separate PDF files) of the Structure Plan Map;

Alternative file formats may be acceptable subject to the written agreement of the City.

Referencing of the Structure Plan and a completed modifications table generally in accordance with Part 3.3.1 of WAPC Structure Plan Preparation Guidelines shall be included in the digital copy of the Structure Plan.

## **APPENDIX 1 – STRUCTURE PLAN ENDORSEMENT PAGE**

CERTIFIED THAT [INSERT STRUCTURE PLAN NAME] [INSERT  
DISTRICT/LOCAL/CENTRE DESIGNATION AS APPLICABLE] STRUCTURE PLAN NO.  
[INSERT NO.]

WAS ADOPTED BY

RESOLUTION OF THE WESTERN AUSTRALIAN PLANNING COMMISSION ON

.....

Signed for and on behalf of the Western Australian Planning Commission

.....

an officer of the Commission duly authorised by the Commission pursuant to section 24 of  
the Planning and Development Act 2005 for that purpose, in the presence of:

..... Witness

..... Date

AND BY

RESOLUTION OF THE COUNCIL OF THE CITY OF WANNEROO  
(or as otherwise delegated under Section 8.1 of its Delegated Authority Register)

ON .....

Signed for and on behalf of the City of Wanneroo in accordance with the Local Government  
Act 1995, Clause 9.49 A. (1) (b)

.....  
Director, Planning and Sustainability, City of Wanneroo

..... Date

## **APPENDIX 2 – STRUCTURE PLAN AMENDMENT TEMPLATE**



**AMENDMENT NO. [INSERT NO. AS APPLICABLE]**

**TO THE**

**[INSERT NAME OF STRUCTURE PLAN]**

**AGREED STRUCTURE PLAN NO. [INSERT NO AS APPLICABLE]**

This Amendment to the Agreed Structure Plan has been prepared under the provisions of Part 9 of the City of Wanneroo District Planning Scheme No. 2

RECORD OF AMENDMENTS MADE TO THE [INSERT STRUCTURE PLAN NAME]  
AGREED STRUCTURE PLAN NO. [INSERT NO. AS APPLICABLE]

Amendment No.	Description of Amendment	Finally Endorsed by Council	Finally Endorsed by WAPC
[Insert No. as applicable]	[Insert a brief description of the amendment]	[Insert Adoption Date]	[Insert Adoption Date]

(To be added to the table of modifications in the consolidated Structure Plan, following final endorsement of the Structure Plan Amendment).

**AMENDMENT NO. [INSERT NO.] TO THE [INSERT STRUCTURE PLAN NAME]  
AGREED STRUCTURE PLAN NO. [INSERT NO.]**

The City of Wanneroo, pursuant to Part 9 of District Planning Scheme No. 2, hereby amends the above Agreed Structure Plan by:

[INSERT AS APPLICABLE]

**PART 1**

**PLAN MODIFICATIONS**

1. [Insert description of proposed Structure Plan Map modification]
2. ....

[Insert existing and proposed ASP Map clearly depicting modifications]

**TEXT MODIFICATIONS**

1. [Insert description of proposed modification to Part 1 text]
2. ....

[Insert modified version of Part 1 for Amendments with numerous and/or complex modifications]

**PART 2**

1. [Insert description of proposed modification to Part 2]
2. ....

[Insert any proposed new or modified Part 2 Maps, Figures or Tables]

**APPENDICES**

1. [Insert description of how an existing Appendix is to be updated or a new Appendix included in the Structure Plan]
2. ....

[Insert any proposed new or modified Part 2 Maps, Figures]



CERTIFIED THAT AMENDMENT NO. [INSERT NO.] TO THE [INSERT  
STRUCTURE PLAN NAME] AGREED STRUCTURE PLAN NO. [INSERT NO.]

WAS ADOPTED BY

RESOLUTION OF THE WESTERN AUSTRALIAN PLANNING COMMISSION ON

.....

Signed for and on behalf of the Western Australian Planning Commission

.....

an officer of the Commission duly authorised by the Commission pursuant to section  
24 of the Planning and Development Act 2005 for that purpose, in the presence of:

..... Witness

..... Date

AND BY

RESOLUTION OF THE COUNCIL OF THE CITY OF WANNEROO  
(or as otherwise delegated under Section 8.1 of its Delegated Authority Register)

ON .....

Signed for and on behalf of the City of Wanneroo in accordance with the Local  
Government Act 1995, Clause 9.49 A. (1) (b)

.....  
Director, Planning and Sustainability, City of Wanneroo

..... Date

## **PART 2 - EXPLANATORY REPORT**

**AMENDMENT NO. [INSERT NO.] TO THE [INSERT STRUCTURE PLAN NAME]**

**AGREED STRUCTURE PLAN NO. [INSERT NO.]**

[Include a brief report that includes any relevant background and outlines the location, area/size and nature/complexity of the modification. The report is required to include adequate justification and rationale for the proposed modifications and shall be supported by Technical Appendices where necessary.]

**APPENDICES [INSERT AS APPLICABLE]**

## **Assets**

### **Assets Maintenance**

#### **AS01-04/17 Two Rocks Beach Access Options Assessment**

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File Ref: 28061 – 17/43856  
Responsible Officer: A/Director Assets  
Disclosure of Interest: Nil  
Attachments: 3

### **Issue**

To consider beach access options along Sovereign Drive in Two Rocks.

### **Background**

Two Rocks Coastal Management Options and Two Rocks Beach Access have recently been considered by Council in July 2015 and October 2016 respectively as detailed below:

- IN02-07/15 – Two Rocks Coastal Management; and
- AS04-10/16 – Sovereign Drive Two Rocks Beach Access.

The previous Sovereign Drive Two Rocks beach access staircase and platform structure was constructed in 2002 with a design life of 15 years. In recent years, this staircase had been closed to the public seasonally due to safety risks associated with seasonal beach erosion during winter resulting in an unsafe drop down into the water at the end of the stairs. Storm events in May 2016 resulted in significant beach erosion focussed around the Two Rocks beach access staircase. Pre and post-storm beach surveys indicated beach recession of up to 9m and collapse of 2.5m of dune which caused significant damage to the beach access structure and undermining of the piled foundations.

These issues are a reflection of the fact that this section of coastline was identified as an area at risk of being impacted by coastal erosion and inundation in Part 1 of the City's Coastal Hazard Risk Management Adaptation Plan (CHRMAP) – Coastal Vulnerability Assessment, which was finalised in 2015. Administration is currently in the process of preparing Part 2 of the CHRMAP which involves the development of an adaptation plan that defines adaptation measures for vulnerable areas of the City's coast.

While the CHRMAP process will aim to address these issues in the longer term, in the interest of public safety, access to the damaged staircase structure was closed off immediately and investigations/community consultation were undertaken as follows:

- Community site meeting on 3 August 2016 to discuss intentions to remove the staircase structure in the interest of public safety;
- Coastal/structural engineering assessment of the old staircase structure which recommended the following:
  - Removal of the staircase and end of the concrete path due to erosion, damage and public safety risks;
  - Construction of a new staircase at the exact same location would not provide a functional beach access due to the ongoing coastal erosion issues;
  - Long term options for a replacement access includes replacement of the structure landward of the current staircase location or at an alternative location, noting that significant earthworks and clearing will be required to position the structure inland to minimise the risk of ongoing erosion;

- Coastal Aquatic Risk Assessment by Surf Life Saving WA which identified that the 1.5km section of beach north of the marina as not ideal for swimming activities due to the presence of submerged rocks and reef platforms;
- Community Meeting on 21 September including collection of community feedback forms in relation to both short term and long term beach access preferences.

In order to ensure that the most appropriate and best value for money replacement beach access option was selected, engagement of a coastal engineering consultancy for the Two Rocks Beach Access Options Assessment was recommended including consideration of community preferences, coastal erosion issues, public safety, environmental damage and costs.

Council considered a report at its Ordinary Meeting in October 2016 (AS04-10/16) and adopted the following Resolutions:

1. *NOTES the petition received on 16 August 2016;*
2. *ACCEPTS Coastal Engineering Recommendations to remove the staircase;*
3. *In view of the community feedback, DOES NOT PROCEED with formalising the beach access track to the north of the staircase as a short term beach access measure;*
4. *REQUESTS Administration to install a fenced observation point at the end of the pathway to the existing staircase and coastal safety signage at informal beach access locations to mitigate risks identified in the Surf Life Saving Coastal Aquatic Risk Assessment;*
5. *APPROVES, by ABSOLUTE MAJORITY, an unbudgeted expenditure of \$40,000 to undertake a Feasibility Study and Concept Options Assessment for Beach Access at Two Rocks, subject to Section 6.8(1)(b) of the Local Government Act 1995 and in accordance with the City's Accounting Policy Section 3(8)(a); and the following budget variation:*

<i>GL/PR Number</i>	<i>From</i>	<i>To</i>	<i>Description</i>
<i>733710-9399-229</i>	<i>\$40,000</i>		<i>Foreshore Maintenance Operating Budget</i>
<i>PR-New</i>		<i>\$40,000</i>	<i>Two Rocks Beach Access</i>

6. *AUTHORISES Administration to engage a suitably qualified engineering consultancy to undertake a Feasibility Study and Options Assessment to determine long term beach access solutions to north of the Two Rocks Marina with consideration of all community feedback and design proposals in this regard;*
7. *AUTHORISES Administration to hold a subsequent Community Information Session upon completion of the Feasibility Study and Options Assessment;*
8. *NOTES that subject to the recommendations of the Feasibility Study and Options Assessment and necessary approvals, a replacement beach access can be installed and be available for use in the 2017/18 summer period;*
9. *ACCEPTS and SUPPORTS the findings of the "Two Rocks Coastal Management Study – March 2015" that the coastal erosion issues at Two Rocks have been directly caused by the Two Rocks Marina;*
10. *CONVEYS its significant concerns to the State Government for the State Government's current lack of commitment to address the coastal erosion issues at Two Rocks either through implementation of long term recommendations in the "Two Rocks Coastal*

*Management Study – March 2015”; and/or a re-design of the Two Rocks Marina to address the ongoing erosion issues;*

11. *REQUESTS the Mayor to seek an urgent meeting with the Minister for Transport to:*
  - a) *express and detail the City’s significant concerns that the need to remove the structure is a direct result of the ongoing coastal erosion issues and that the State Government should provide funding for the removal, Feasibility Study and Options Assessment and subsequent design and construction of a replacement beach access way north of the Two Rocks marina; and*
  - b) *seek an early implementation of the long term coastal management measures as recommended in the “Two Rocks Coastal Management Study – March 2015” and/or re-design the Two Rocks marina to address ongoing erosion issues;*
12. *REQUESTS Administration to notify the petition organiser of Council’s Resolutions; and*
13. *THANKS the community for its feedback.”*

Since October 2016, Council’s decisions have been implemented including the following main tasks:

- A demolition contractor was appointed in October 2016 and the staircase structure was removed as per coastal engineering recommendations;
- An observation point was installed at the termination point of the concrete pathway leading to the removed staircase and coastal safety signage was installed as per Surf Life Saving recommendations; and
- M P Rogers was appointed, following a formal Request for Quotation process, to undertake the Two Rocks Beach Access Options Assessment.

The City is currently in discussion with the State Government regarding coastal management responsibilities and future requirements to manage the ongoing coastal issues north of the Two Rocks Marina. Further information relating to the Two Rocks Coastal Management Study and coastal engineering recommendations can be found in the July 2015 Council Report (IN02-07/15) or via the following link to the City’s Two Rocks Coastal Management web page:

[http://www.wanneroo.wa.gov.au/info/20041/environment/236/coastal\\_management/3](http://www.wanneroo.wa.gov.au/info/20041/environment/236/coastal_management/3)

Further information relating to the previous community consultation, technical assessments of the old staircase structure or the coastal aquatic risk assessment can be found in the October 2016 Council Report (AS04-10/16) or via the following link to the City’s Beach Access on Sovereign Drive, Two Rocks web page:

[http://www.wanneroo.wa.gov.au/info/20041/environment/236/coastal\\_management/6](http://www.wanneroo.wa.gov.au/info/20041/environment/236/coastal_management/6)

This report provides information relating to the Two Rocks Beach Access Options Assessment and recommendations for a new formal beach access point north of the Two Rocks Marina.

## **Detail**

The Two Rocks Beach Access Options Assessment commenced in November 2016 with the appointment of coastal engineering consultant, M P Rogers. This assessment included all community feedback forms and design proposals received during and after the Community Meeting on 21 September 2016 and considered various options for both beach access location and beach access type. The following criteria were considered for each option in the Multi-Criteria Analysis:

- Feasibility and Practicality;
- Long Term Effectiveness;
- Response to Shoreline Changes;
- Environmental Impacts (i.e. dune clearing);
- Safety;
- Capital & Ongoing Cost;
- Social Impacts and Community Values; and
- Reversible/Adaptable in the Future.

A total of 11 feedback forms and 1 design proposal was received from the Two Rocks Community following the community consultation in September 2016. A summary of this feedback is provided below in terms of location and form of beach access:

- Location:
  - 7 respondents favoured the location of the existing stairs (northern location);
  - 3 respondents favoured the location adjacent to the northern end of the marina (southern location);
  - 1 respondents favoured a location mid-way between the northern and southern locations (mid-way location);
- Form of Access:
  - 7 respondents favoured stairs;
  - 2 respondents favoured an Octunda; and
  - 2 respondents favoured a ramp.

Based on the community feedback the following three potential locations (refer to **Attachment 1**) were included in the assessment as follows:

- Northern Location – location of the previous staircase structure;
- Mid-way Location – location in between the marina and old staircase structure at the small dune blowout to minimise earthworks and dune clearing requirements; and
- Southern Location – directly adjacent to the northern side of the marina.

Note that community feedback identified the northern location as the preferred location option and based on the M P Rogers assessment of beach safety, geotechnical conditions and coastal erosion issues there was no additional benefit in locating a new beach access point at the southern or mid-way locations. Additionally, existing infrastructure is available at the northern location including the concrete path, shower and parking.

The following options were selected for further investigation in the Multi-Criteria Analysis; however there is a clear majority favouring replacement of the staircase at the old staircase location:

- Northern Location – Ramp Options: Concept cost estimate (\$300,000);
- Northern Location – Stairs Option 1: Concept cost estimate (\$210,000);
- Northern Location – Octunda: Concept cost estimate (\$600,000);
- Northern Location – Modified Octunda: Concept cost estimate (\$600,000);
- Mid-way Location – Ramp Option: Concept cost estimate (\$800,000);
- Mid-way Location – Stairs Option: Concept cost estimate (\$350,000);
- Southern Location – Ramp Option: Concept cost estimate (\$400,000); and
- Southern Location – Stairs Option: Concept cost estimate (\$380,000).

Note that the Octunda option as proposed by the Community was further investigated and modified to provide a similar additional option that accounts for predicted coastal erosion over its design life ensuring long term functionality of the beach access structure.

A meeting was held between the Mayor, North Coast Ward Councillors, Administration and representatives from the Two Rocks Community on 1 February 2017 to discuss the draft beach access options assessment. Following discussions around the advantages and disadvantages of various options, community representatives were in support of the recommended staircase option at the northern location. Comments were received regarding preferences for a viewing platform and this was then considered further by M P Rogers in two additional options as follows:

- Northern Location – Stairs Option 2 (Piled Viewing Platform - Concept cost estimate \$250,000); and
- Northern Location – Stairs Option 3 (Piled Standalone Viewing Platform - Concept cost estimate \$450,000).

These additional options improve on the ocean view gained from the proposed viewing platform in Option 1. Option 2 includes a viewing platform located further west to the start of the stairs and piled into bed rock to minimise the risk of damage to the structure from greater than predicted erosion. This will provide a similar view to 15 years ago when the original staircase structure was constructed and improves the view of the ocean and beach immediately in front of the staircase. Option 3 includes a separate viewing platform structure with consideration of dune contours to provide views not only in front of the structure but also to the north and south of the beach access. However, this comes with a significant additional cost in the order of \$200,000.

All concept option sketches are provided in **Attachment 1**.

Based on the Multi-Criteria Analysis of all 10 options, the recommended beach access option is Northern Location – Stairs Option 2 due to the following benefits:

- Low level of dune clearing and earthworks;
- Community preferred location and beach access form;
- Accounts for the ongoing coastal erosion issues;
- Existing infrastructure (parking, shower, concrete path); and
- Relatively low cost.

Results from the Multi-Criteria Assessment and advantages and disadvantages of each option are provided in **Attachment 2**.

Advantages and disadvantages of various staircase materials (timber, fibre reinforced plastic (FRP) and aluminium) for coastal applications have been assessed by M P Rogers and FRP has been recommended due to the following:

- Longer design life and durability;
- More resistant to fire than timber;
- No corrosion issues; and
- Minimal maintenance requirements.

Following completion of the Beach Access Options Assessment, a Community Information Session was held at the Phil Renkin Centre on 15 February 2017 to present and discuss the assessment and recommendations for a replacement beach access staircase and viewing platform at the original staircase location, but set back to accommodate for the predicted coastal erosion over the design life of the new structure. In general the recommended option was supported by the community with a strong desire to fast track the construction of the staircase to provide formal access as soon as possible. A summary of the main community comments and responses provided by the City of Wanneroo and M P Rogers are provided in **Attachment 3**.



## Consultation

Prior to the removal of the damaged staircase in October 2016, the City undertook comprehensive community consultation including the following:

- A community site meeting on 3 August 2016 to discuss safety risks associated with the staircase structure and intentions to remove the structure;
- Consideration of a petition received from the community on 16 August 2016 resulting in further investigations, assessment and consultation prior to removal of the old staircase;
- A Community Information Session on 21 September 2016 at the Phil Renkin Centre to present information relating to coastal engineering assessments, beach safety assessments and obtain community feedback in relation to long term beach access solutions. Feedback forms were distributed at this session along with reply paid envelopes and all received feedback forms and design proposals were considered by M P Rogers in the Beach Access Options Assessment; and
- A further meeting between Administration, Elected Members and representatives from the Two Rocks community was held on 4 October 2016 to obtain further views on both short term and long term beach access requirements along Sovereign Drive.

As detailed above, a Community Information Session was held at the Phil Renkin Centre on 15 February 2017 to present and discuss the assessment and recommendations for a replacement beach access staircase and viewing platform.

## Comment

Although the Northern Location Stairs Option 2 was generally supported in both the meeting with Two Rocks representatives on 1 February and the majority of community members at the Community Information Session on 15 February, further correspondence from community members indicate a desire for a larger beach access structure (Octunda or Modified Octunda) provided sufficient State Government funding is available. It is noted that the Octunda option as proposed by community representatives has been considered by M P Rogers to be not feasible due to the ongoing coastal erosion which will cause functionality and safety issues in the immediate future. As a result, the Modified Octunda was proposed by M P Rogers which sets the structure back from the ocean to ensure continued functionality and beach access safety over the design life of the structure.

Based on M P Rogers concept level cost estimates, the Modified Octunda option is expected to cost approximately \$600,000 and the Northern Location Stairs Option 2 is expected to cost approximately \$250,000. Without consideration of the cost criteria in the Multi Criteria Analysis, Northern Location Stairs Option 2 remains as the preferred option in the technical assessment undertaken by M P Rogers due to low environmental impacts and community support (7 out of 11 feedback forms). However, value for money of the options must still be considered in the analysis, even if external funding becomes available. Therefore the recommended beach access option by M P Rogers is the Northern Location Stairs Option 2 which includes a replacement staircase structure and piled viewing platform with the following benefits:

- Low level of dune clearing and earthworks;
- Community preferred location and beach access form;
- Accounts for the ongoing coastal erosion issues;
- Existing infrastructure (parking, shower, concrete path); and
- Relatively low cost.

The recommended beach access staircase will be set back from the ocean based on coastal engineering assessment of potential coastal erosion allowing for functionality of the staircase

structure for a minimum of 15 years. This includes consideration of the City's CHRMAP, Part 1 (Coastal Vulnerability Assessment) and updated storm induced beach erosion modelling based on recent beach profile surveys taken adjacent to the staircase location. In order to provide a balance between dune clearing, distance from the staircase landing to the ocean and consideration of ongoing coastal erosion, M P Rogers have based the setback distance of the staircase on 5 years of shoreline retreat plus storm induced erosion for an extreme weather event. On this basis functionality of the staircase is expected for at least 15 years which is consistent with the design life of the original staircase structure. Note that the State Government is currently developing plans for the future Two Rocks marina redevelopment and associated coastal management, as indicated in recent correspondence between the Minister for Transport and the Two Rocks community. Though no firm timeframe for this redevelopment is available at this stage, it is expected that coastal erosion issues will be addressed well within this 15 year time period.

Additionally, all foundations of the structure will be piled into bedrock and provided ongoing maintenance is undertaken this will ensure that the structure will remain stable over a structural design life of 25 years (Australian Standard recommendations for marine structures) even if erosion occurs beyond the coastal engineering predictions.

The recommended staircase material is fibre reinforced plastic due the benefits associated with durability, design life and maintenance. This material is also more fire resistant than timber.

Design and construction costs for the recommended staircase option is \$250,000 based on concept level cost estimates produced by M P Rogers. Note that actual design and construction costs are subject to market conditions at the time of tendering and therefore may vary with concept level cost estimates. However, the relative costing between options are likely to remain accurate. Given that the need to remove the staircase is a direct result of the ongoing coastal erosion caused by the construction of the Two Rocks marina, it is recommended that State Government is approached, via a meeting between the Minister for Transport and the Mayor and Chief Executive Officer, to discuss this matter further and request funding for the above works.

The replacement beach access will not accommodate disabled access; however the path and viewing platform will still provide access for wheelchairs to look out over the beach and ocean similar to the old staircase structure. The construction of a disabled access ramp to the beach at the preferred location will not be feasible in terms of cost and environmental damage (dune clearing) due to the substantial height difference between the dune and beach. Formal universal beach access is available at Quinns Beach in front of the Quinns Mindarie Surf Life Saving Club.

Following Council approval to proceed with the recommended option, all necessary State Government approvals and consultation will be undertaken including:

- Submission of a Clearing Permit to the Department of Environment and Regulation;
- Consultation with the Department of Planning to confirm that this project is exempt from Development Application requirements as it is considered Public Works.

Preparation of tender documentation for the construction of a new beach access staircase is currently underway with tenders only being called once funding confirmation from the State Government has been confirmed.

Following confirmation of funding from State Government the tender process can be concluded shortly thereafter. If the State Government has not made a funding commitment by May 2017, the funding source will be reviewed as part of the 2017/18 budget development process.

The City's CHRMAP study is currently underway which identifies areas of the City's coastline that are potentially vulnerable to future impacts of climate change and identifies the risks and suitable adaptation measures for the management of these risks. Coastal vulnerability has been considered in positioning of the new beach access staircase back from the current shoreline, as detailed above. Future adaption plans to manage the coastal erosion issues along this section of the coast will subsequently consider the proposed new beach access structure as recommended by M P Rogers.

Note that the replacement of the beach access staircase is in line with the recommendations of the 2015 Two Rocks Coastal Management Study. This study confirms that the construction of the Two Rocks Marina in 1973 interrupted the longshore sand transport in the area, resulting in the accretion of sediment to the south and erosion of the shoreline to the north. This study also recommends the relocation of the staircase structure at such time that it became vulnerable to coastal erosion and this is included in both of the recommended coastal management options (Managed Retreat and Groyne Construction).

### Statutory Compliance

Following Council approval to proceed into the design and construction phase, the City will consult with the Department of Planning regarding approval requirements. However, based on recent similar City of Wanneroo projects, it is believed that replacement of a beach access staircase is considered Public Works and is therefore exempt from the requirements of a Development Application.

Construction of the beach access staircase and lookout structure will require some clearing of existing dune vegetation and therefore a Clearing Permit will be required under the *Environmental Protection Act 1986*.

### Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2013 – 2023:

- "1 Environment - A Healthy and sustainable natural and built environment*
  - 1.1 Environmentally Friendly - You will be part of a community that has a balance of environmentally friendly development and conservation areas for future generations to enjoy"*

### Risk Management Considerations

<b>Risk Title</b>	<b>Risk Rating</b>
ST-S06 Climate Change	High
<b>Accountability</b>	<b>Action Planning Option</b>
Director Planning & Sustainability	Manage

The above risk relating to the issue contained within this report has been identified and considered within the City's Strategic risk register. Action plans have been developed to manage this risk to improve the existing management systems.

Risks to public safety as a result of damage to the staircase structure are currently addressed through fencing and signage. This will remain in effect until formal beach access is re-instated.

## **Policy Implications**

The City's Local Planning Policy 4.21 – Coastal Assets Policy has been considered by coastal engineering consultant M P Rogers in the Beach Access Options Assessment through assessment of coastal vulnerability and positioning the structure landward of the existing shoreline to accommodate for ongoing coastal erosion over the lifetime of the structure.

## **Financial Implications**

Based on concept level cost estimates provided by M P Rogers in the Beach Access Options Assessment, costs for the detailed design and construction of the recommended beach access structure and viewing platform will be approximately \$250,000. Note that actual design and construction costs are subject to market conditions at the time of tendering and therefore may vary with the concept level cost estimate. Currently \$400,000 is listed for consideration in the draft 2017/18 Capital Works Program.

A letter was recently sent to the State Government requesting full funding of the design and construction of the new beach access structure given that the need to remove the old structure was a direct result of the coastal erosion issues caused by the construction of the Two Rocks marina. This funding commitment will be discussed and confirmed following a meeting between the Mayor and Minister for Transport.

Although this funding request is expected to be successful, the City will still submit an additional funding request via the Department of Transport's Coastal Adaptation and Protection Grant Programme, however this funding programme requires a 50% contribution by the applicant. Given that the closing date for the 2017/18 CAP Grants is 3 April 2017, and that the full funding commitment is unlikely to be confirmed prior to this date, the City will prepare and submit an application which will be withdrawn should the State Government commit to the full funding of the project outside of the CAP Grant programme.

## **Voting Requirements**

Simple Majority

## **Recommendation**

**That Council:-**

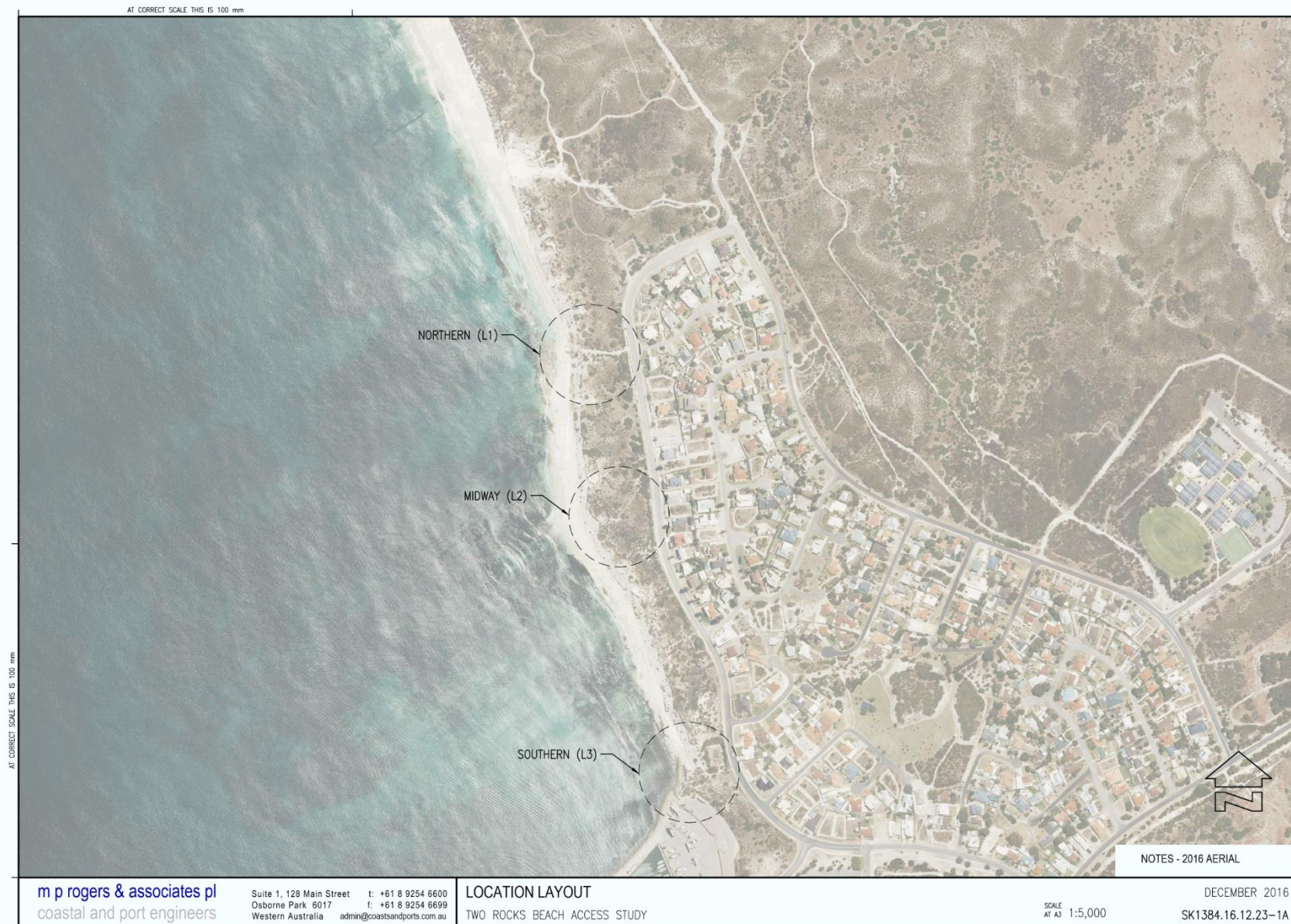
- 1 ACCEPTS Northern Location Stairs Option 2 for the provision of a beach access at Two Rocks as recommended by the Two Rocks Beach Access Options Assessment undertaken by M P Rogers & Associates;**
- 2 REQUESTS the Mayor to seek an urgent meeting with the Minister for Transport and Attorney General to:**
  - a) discuss the funding of the design and construction of the recommended beach access option given that the coastal erosion issues and subsequent loss of the previous staircase is a direct result of the construction of the Two Rocks Marina;**
  - b) seek early implementation of the long term coastal management measures as recommended in the "Two Rocks Coastal Management Study – March 2015" and/or re-design the Two Rocks Marina to address ongoing erosion issues; and**

- c) discuss the need for State Government consultation with the Two Rocks Community regarding future coastal management and marina development plans, through the establishment of a Community Reference Group including City of Wanneroo members;
- 3 AUTHORISES Administration to seek all approvals and prepare tender documents as per Item 1;
- 4 AUTHORISES the Chief Executive Officer to invite and award tenders for the design and construction of the Two Rocks Beach Access as per Item 1, subject to the resolution of the funding allocation for these works; and
- 5 REQUESTS Administration to notify the Two Rocks Action Group of Council's Resolutions.

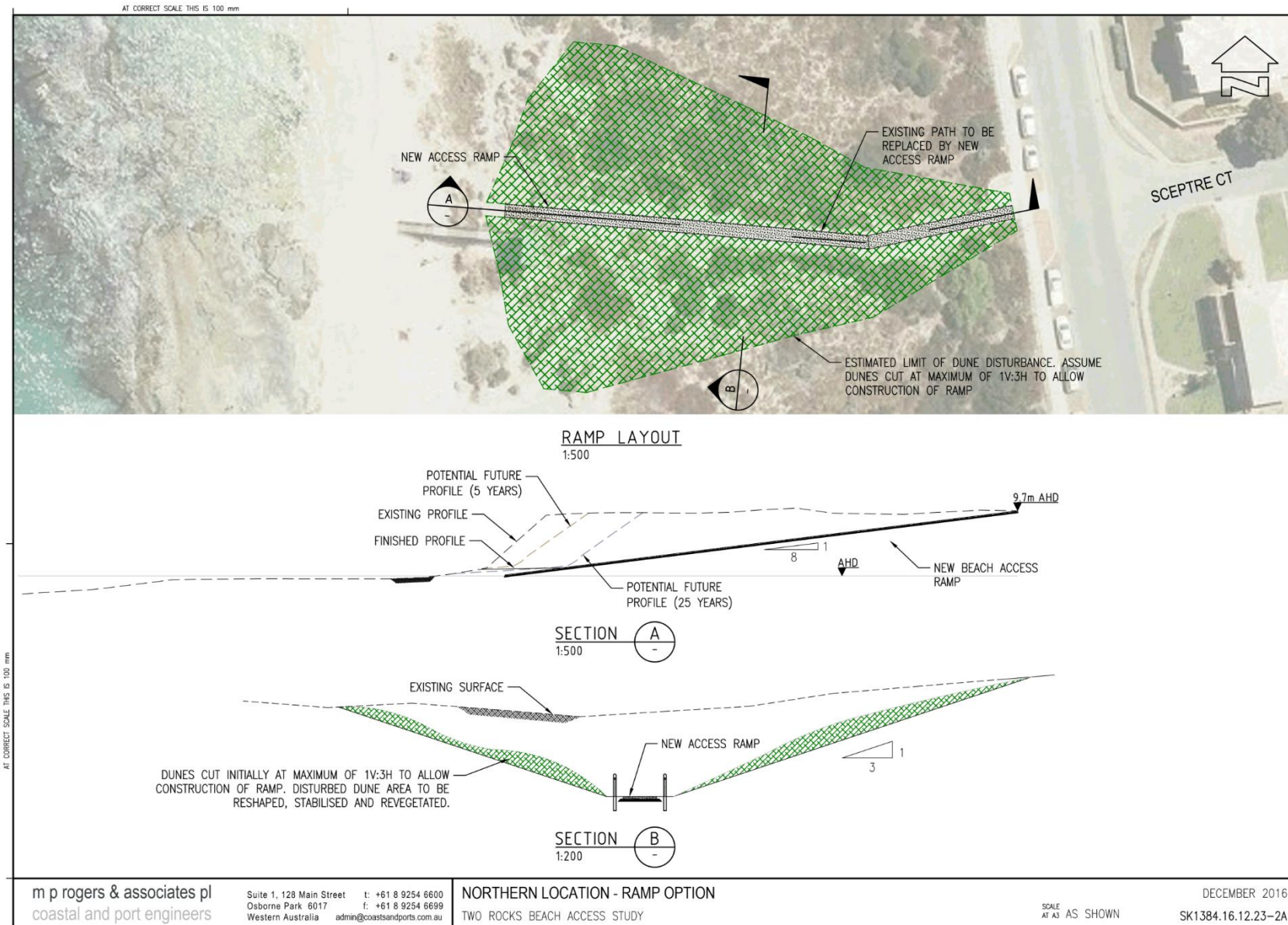
*Attachments:*

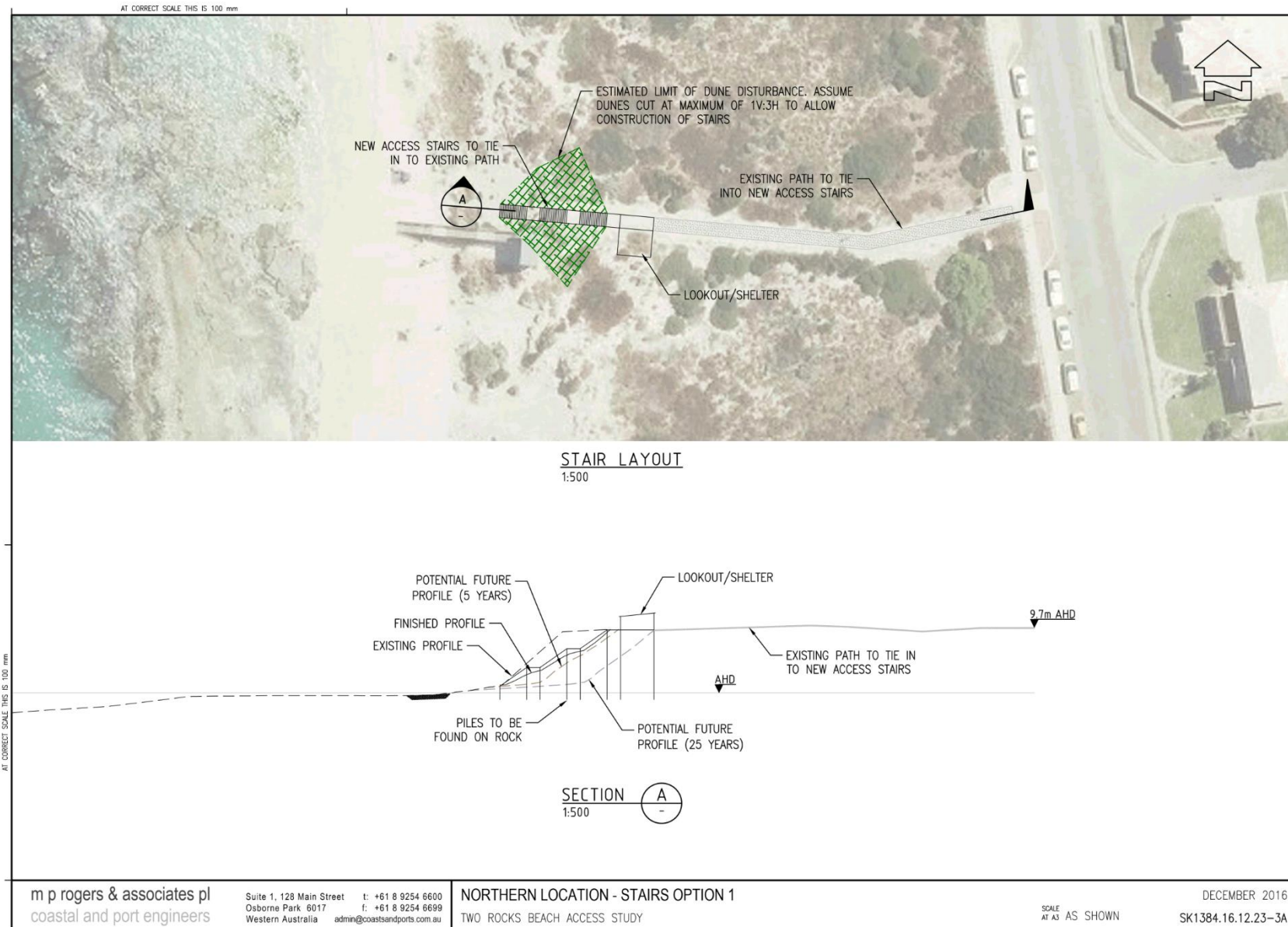
- 1 [!\[\]\(ce77bba2916ff045bdb9f4584b191293\_img.jpg\)](#). Attachment 1 - Two Rocks Beach Access Options Assessment - Concept Options - Rev1 17/78879
- 2 [!\[\]\(b31d4eff00ee94d2cc889725763ab186\_img.jpg\)](#). Attachment 2 - Two Rocks Beach Access Options Assessment - MCA Results 17/47869
- 3 [!\[\]\(7cca60917fc4166291d2b648cb6bea1b\_img.jpg\)](#). Attachment 3 - 15 Feb 2017 Community Information Session - Comments and Responses 17/52721



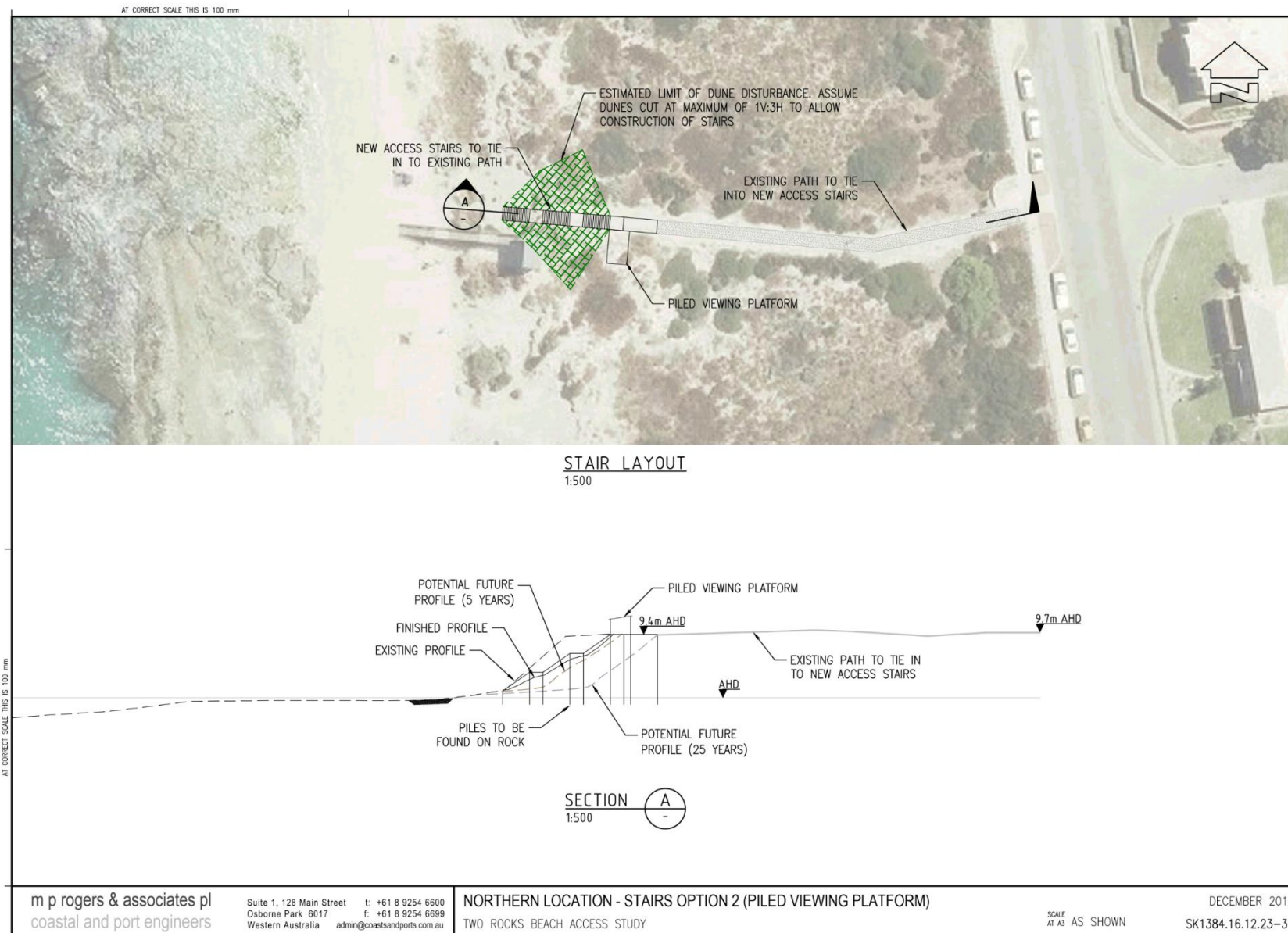


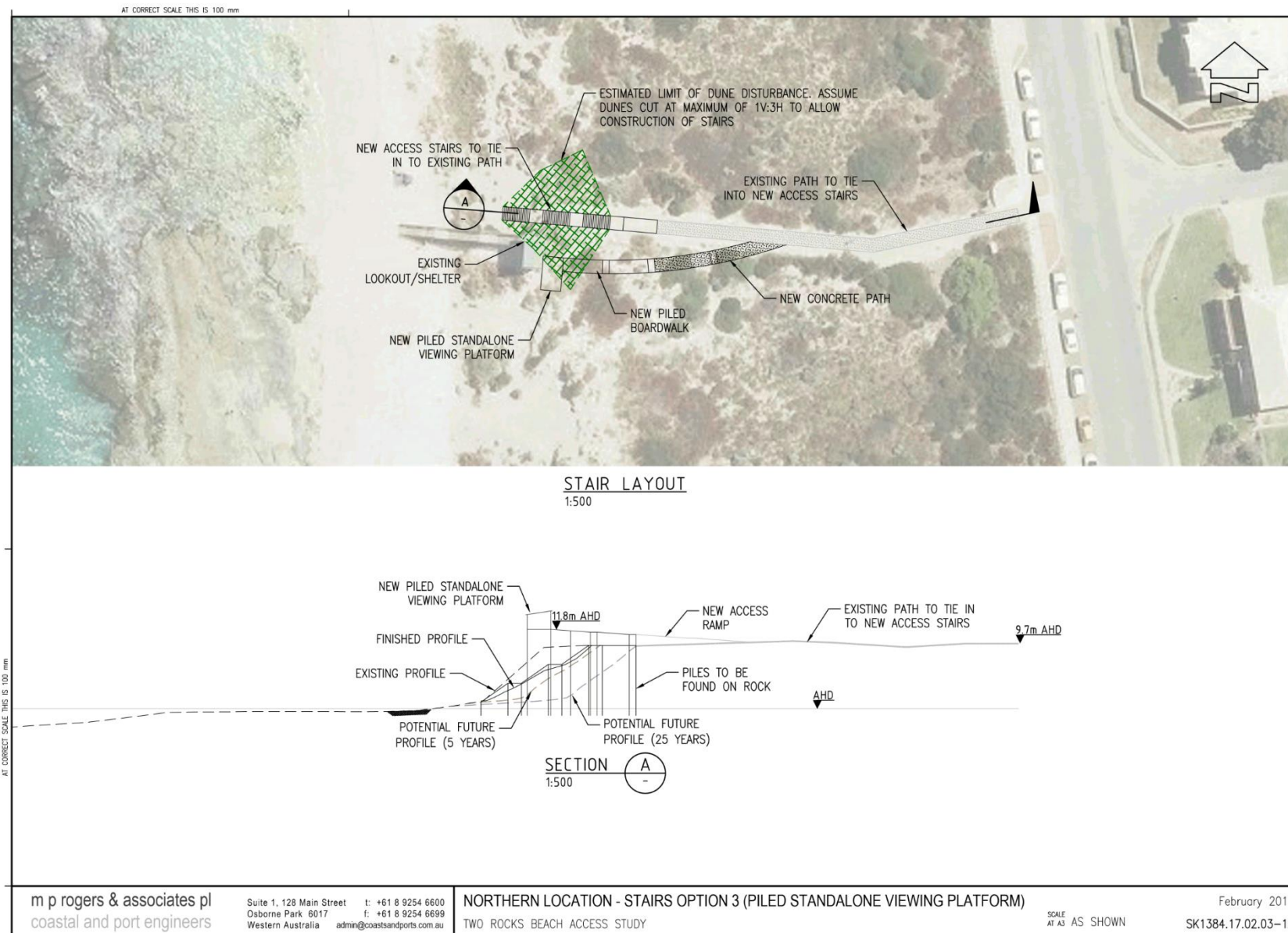


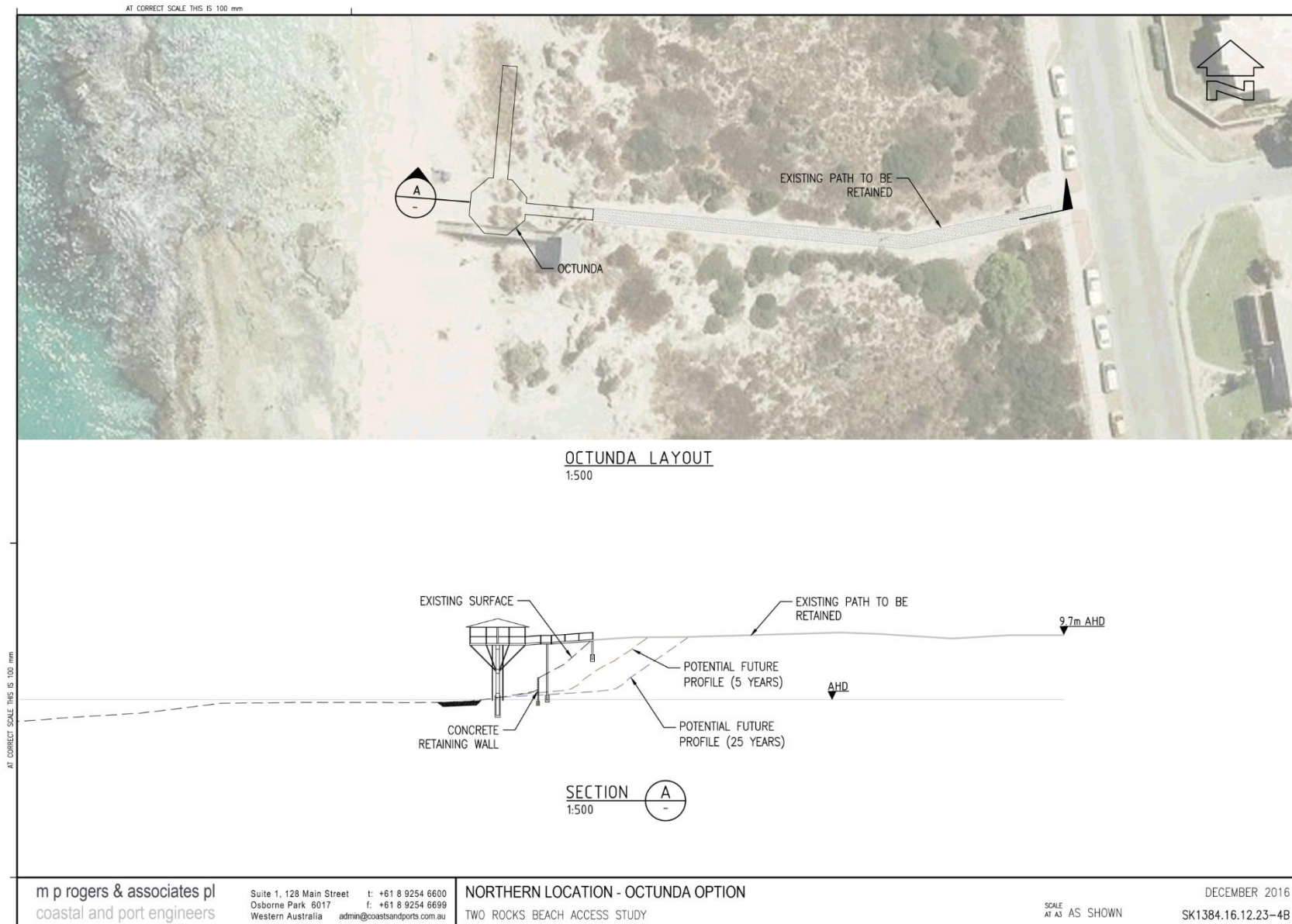




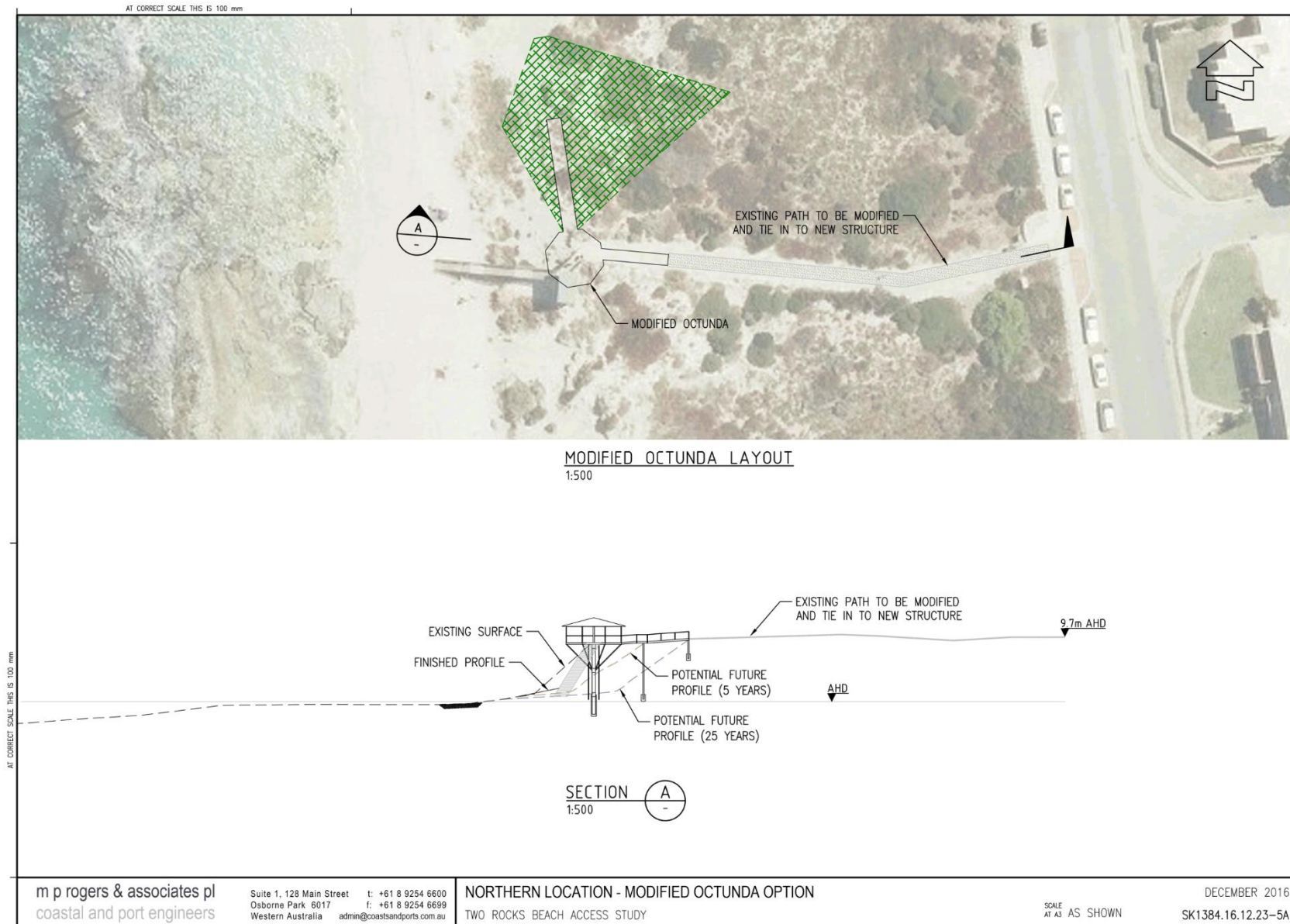


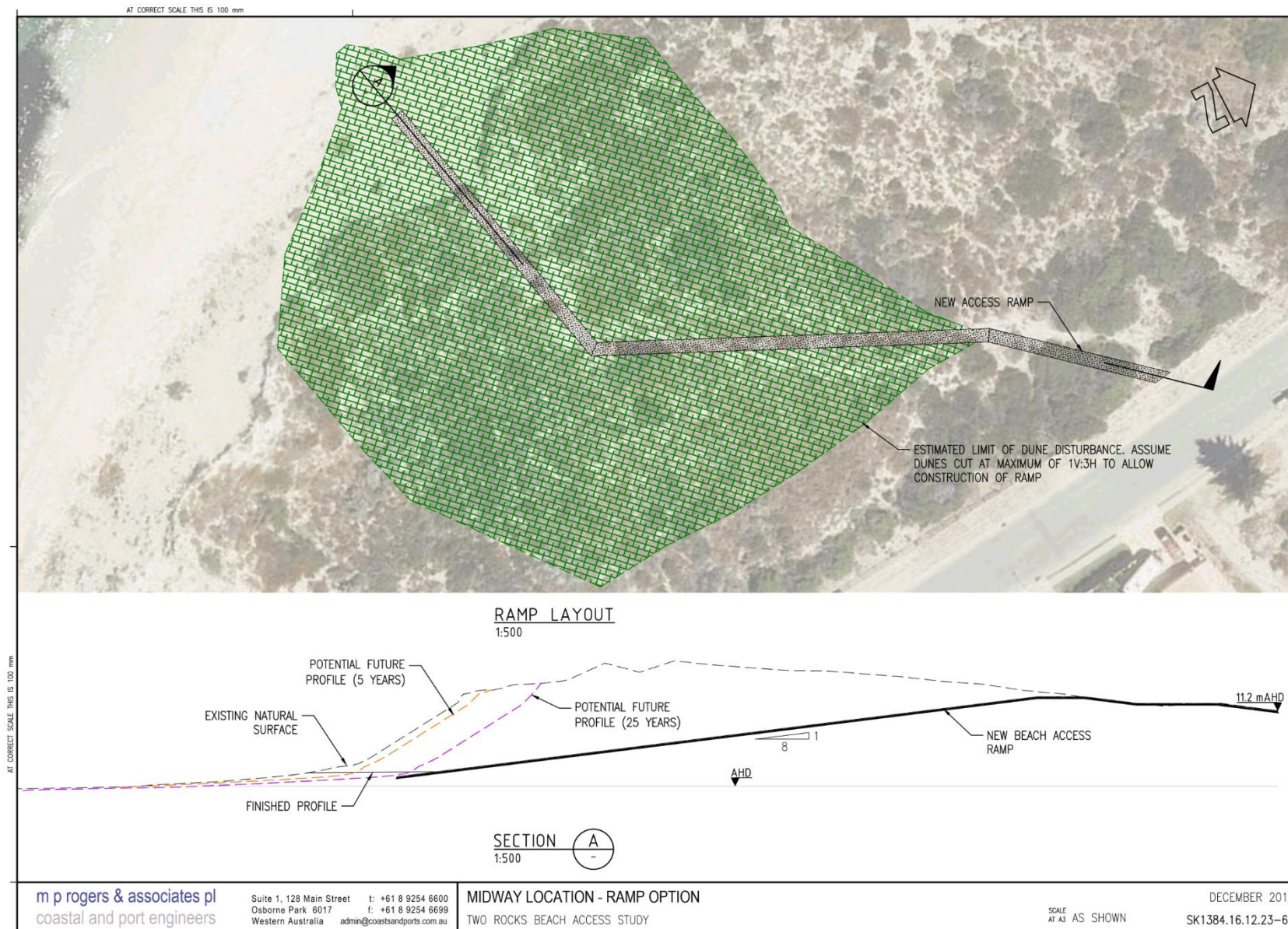




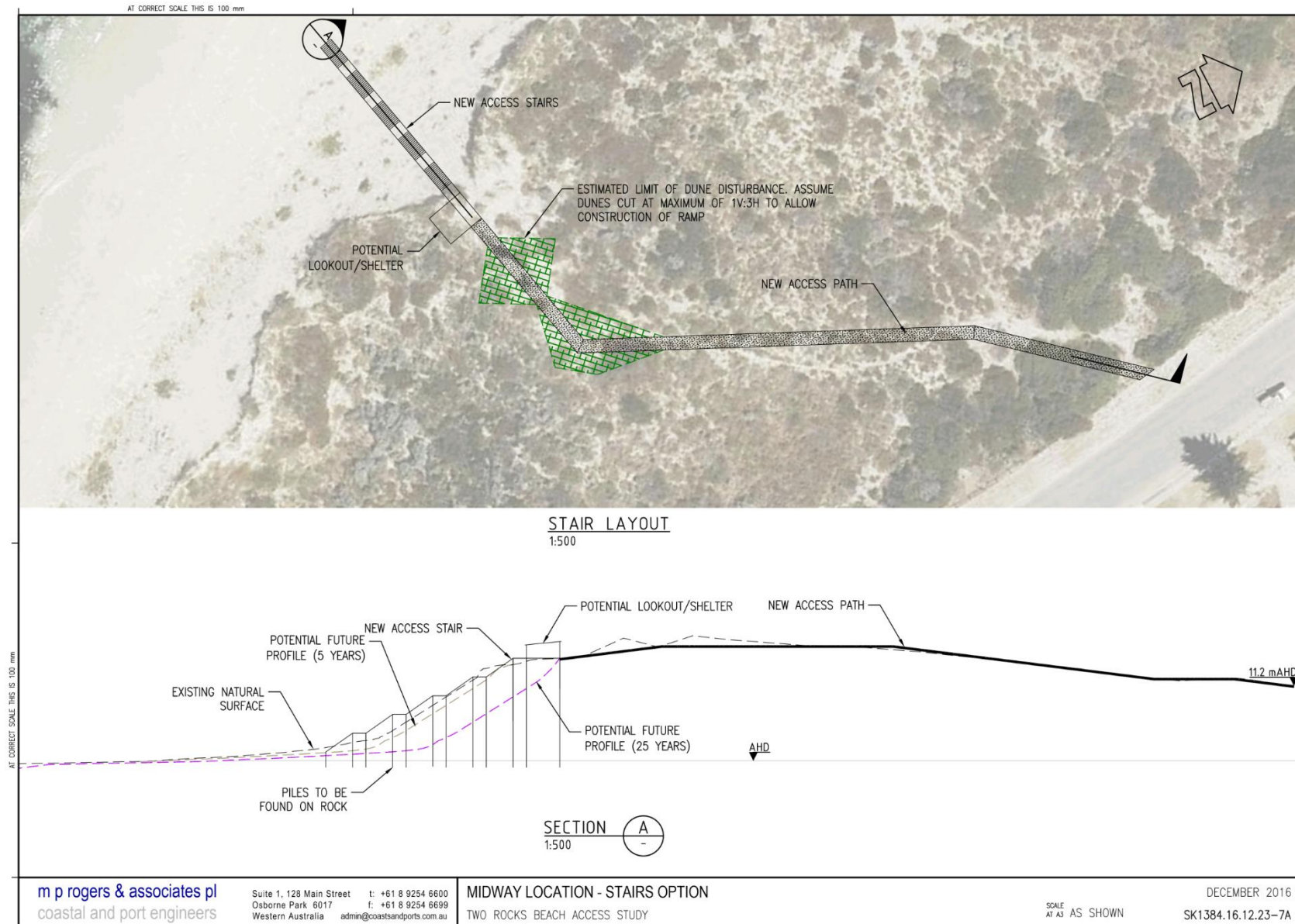


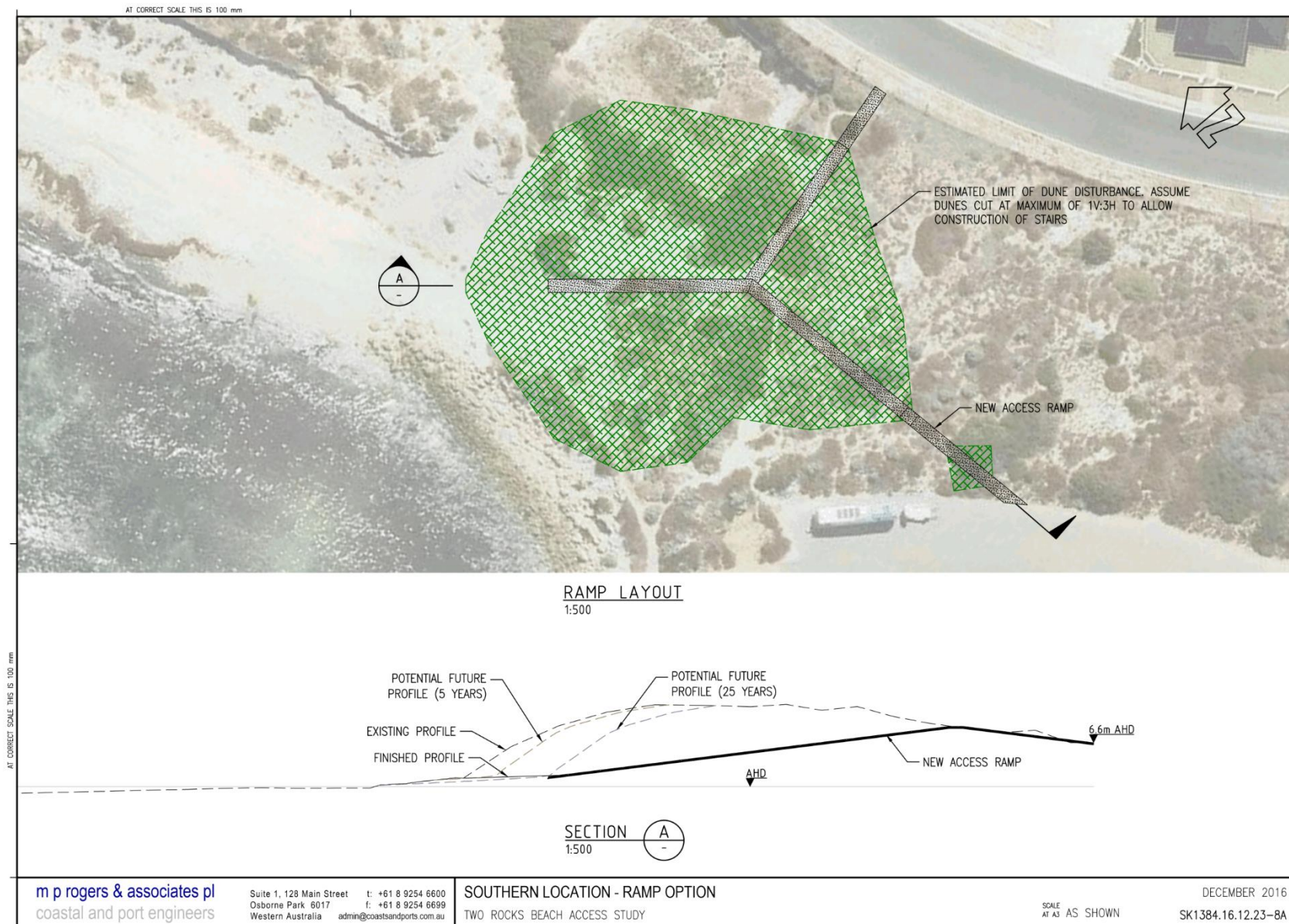




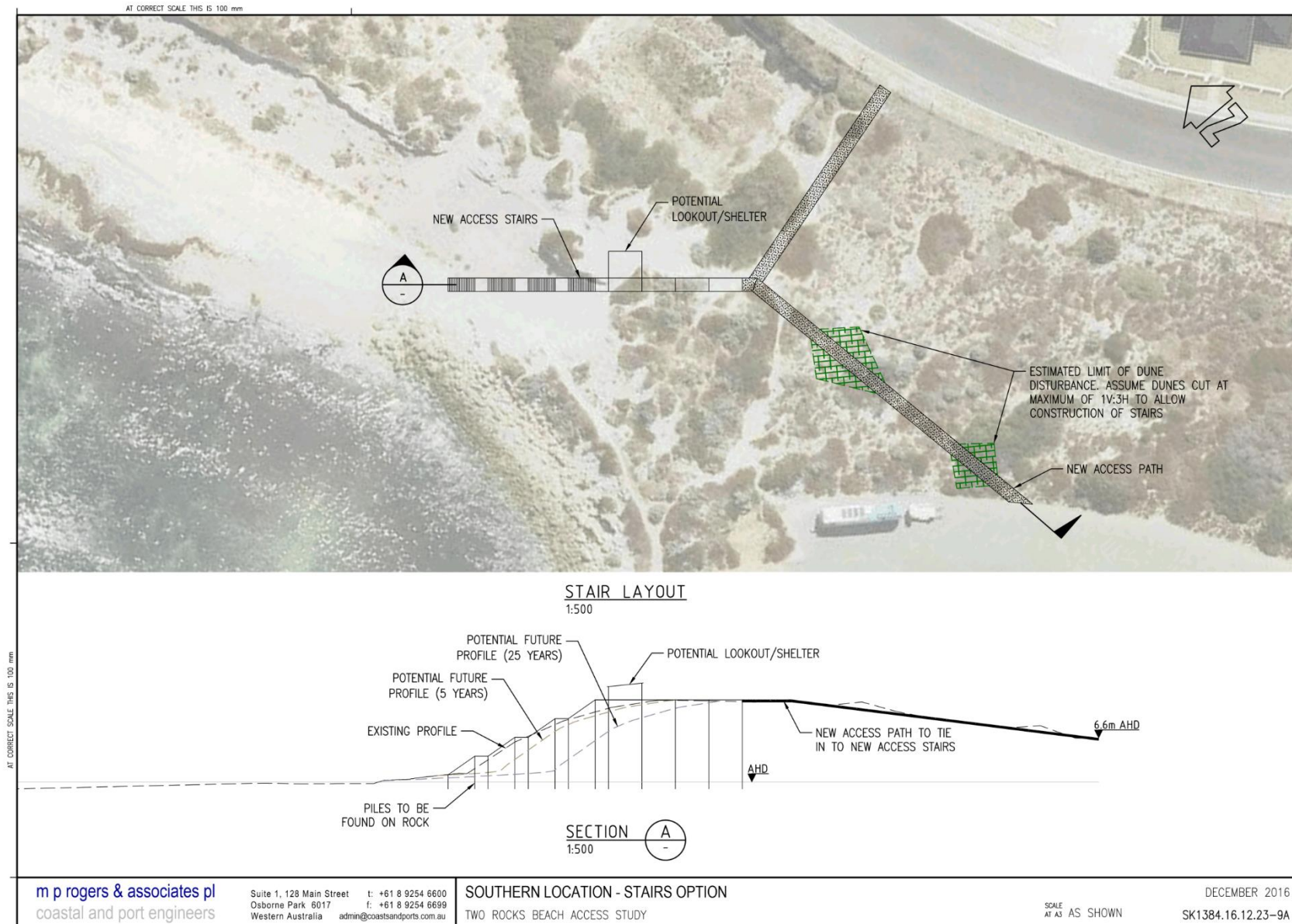














**Table 1 Assessment Summary of Beach Access Options**

Access Option	Feasibility & Practicality	Environmental Impacts	Social Impacts / Community Values	Beach Access & Swimming Safety	Design, Capital & Ongoing Costs	Long Term Effectiveness	Response to Climate Change	Reversible / Adaptable in the Future
<b>Northern Location - Ramp</b>	<ul style="list-style-type: none"> <li>Substantial dune clearing and earthworks required for construction</li> <li>Significant level of dune clearing reduces buffer against continue future erosion</li> </ul>	<ul style="list-style-type: none"> <li>Significant level of dune clearing and earthworks required</li> </ul>	<ul style="list-style-type: none"> <li>Community preferred location</li> <li>Provides assisted access for disabled people</li> <li>Use of existing parking</li> </ul>	<ul style="list-style-type: none"> <li>Provides safe beach access at the end of design life</li> <li>Community preferred swimming location</li> </ul>	<ul style="list-style-type: none"> <li>Additional cost of demolition of the existing access path</li> <li>Total capital costs in the order of \$300,000</li> <li>Moderate level of maintenance cost (e.g. clean sand build up on path)</li> </ul>	<ul style="list-style-type: none"> <li>Functional at the end of design life after continued erosion, but would require maintenance to provide continued beach access</li> </ul>	<ul style="list-style-type: none"> <li>Option accounts for the effects of climate change or sea level rise</li> </ul>	<ul style="list-style-type: none"> <li>Reversible through reasonable level of capital expenditure</li> <li>Adaptable, but at considerable cost / effort</li> <li>Slightly less adaptable than stairs</li> </ul>
<b>Northern Location - Stairs Option 1</b>	<ul style="list-style-type: none"> <li>Majority of the existing beach access path can be used to tie in to the new stairs</li> <li>Accounts for long term erosion and shoreline recession over the design life</li> <li>At the end of the design life, access infrastructure will require mitigation to provide continue access</li> </ul>	<ul style="list-style-type: none"> <li>Low level of dune clearing and earthworks required</li> </ul>	<ul style="list-style-type: none"> <li>Community preferred location</li> <li>Community preferred form of access</li> <li>Use of existing parking</li> </ul>	<ul style="list-style-type: none"> <li>Provides safe beach access at the end of design life</li> <li>Community preferred swimming location</li> </ul>	<ul style="list-style-type: none"> <li>Allow the use of part of the existing access path</li> <li>Total capital costs in the order of \$210,000</li> <li>Low maintenance cost</li> </ul>	<ul style="list-style-type: none"> <li>Functional at the end of design life after continued erosion, but would require maintenance to provide continued beach access</li> </ul>	<ul style="list-style-type: none"> <li>Structure will be designed for expected increases in sea level rise and future shoreline recession</li> </ul>	<ul style="list-style-type: none"> <li>Reversible through reasonable level of capital expenditure</li> <li>Adaptable, but at considerable cost / effort</li> </ul>
<b>Northern Location - Stairs Option 2 (Piled Viewing Platform)</b>	<ul style="list-style-type: none"> <li>Majority of the existing beach access path can be used to tie in to the new stairs</li> <li>Accounts for long term erosion and shoreline recession over the design life</li> <li>At the end of the design life, access infrastructure will require mitigation to provide continue access</li> </ul>	<ul style="list-style-type: none"> <li>Low level of dune clearing and earthworks required</li> </ul>	<ul style="list-style-type: none"> <li>Community preferred location</li> <li>Community preferred form of access</li> <li>Use of existing parking</li> </ul>	<ul style="list-style-type: none"> <li>Provides safe beach access at the end of design life</li> <li>Community preferred swimming location</li> </ul>	<ul style="list-style-type: none"> <li>Allow the use of part of the existing access path</li> <li>Total capital costs in the order of \$250,000</li> <li>Low maintenance cost</li> </ul>	<ul style="list-style-type: none"> <li>Functional at the end of design life after continued erosion, but would require maintenance to provide continued beach access</li> </ul>	<ul style="list-style-type: none"> <li>Structure will be designed for expected increases in sea level rise and future shoreline recession</li> </ul>	<ul style="list-style-type: none"> <li>Reversible through reasonable level of capital expenditure</li> <li>Adaptable, but at considerable cost / effort</li> </ul>
<b>Northern Location - Stairs Option 3 (Piled Standalone Viewing Platform)</b>	<ul style="list-style-type: none"> <li>Majority of the existing beach access path can be used to tie in to the new stairs</li> <li>Accounts for long term erosion and shoreline recession over the design life</li> <li>At the end of the design life, access infrastructure will require mitigation to provide continue access</li> </ul>	<ul style="list-style-type: none"> <li>Low level of dune clearing and earthworks required</li> </ul>	<ul style="list-style-type: none"> <li>Community preferred viewing option, with comparable viewing to previous structure.</li> <li>Community preferred location</li> <li>Community preferred form of access</li> <li>Use of existing parking</li> </ul>	<ul style="list-style-type: none"> <li>Provides safe beach access at the end of design life</li> <li>Community preferred swimming location</li> </ul>	<ul style="list-style-type: none"> <li>Allow the use of part of the existing access path</li> <li>Total capital costs in the order of \$450,000</li> <li>Low maintenance cost</li> </ul>	<ul style="list-style-type: none"> <li>Functional at the end of design life after continued erosion, but would require maintenance to provide continued beach access</li> </ul>	<ul style="list-style-type: none"> <li>Structure will be designed for expected increases in sea level rise and future shoreline recession</li> </ul>	<ul style="list-style-type: none"> <li>Reversible through reasonable level of capital expenditure</li> <li>Adaptable, but at considerable cost / effort</li> </ul>
<b>Northern Location - Octunda</b>	<ul style="list-style-type: none"> <li>Allow the use of the existing access path</li> <li>Some minor armouring of the toe of the dune via precast concrete panel, unlikely to be sufficient for coastal protection</li> <li>Structure subjected to wave loading due to its exposure</li> </ul>	<ul style="list-style-type: none"> <li>Dune clearing not required</li> </ul>	<ul style="list-style-type: none"> <li>Community preferred location</li> <li>Some community support for this form of access</li> <li>Use of existing parking</li> <li>Aesthetically appealing structure</li> </ul>	<ul style="list-style-type: none"> <li>Beach access point in the water. Unsafe beach access even at the current state</li> <li>Community preferred swimming location</li> </ul>	<ul style="list-style-type: none"> <li>Total capital costs in the order of \$600,000</li> <li>Significant maintenance cost required to maintain access.</li> </ul>	<ul style="list-style-type: none"> <li>Ineffective in the long term as beach access point in the water</li> </ul>	<ul style="list-style-type: none"> <li>Inadequate consideration for future beach recession and storm erosion</li> <li>Beach access path leading to the Octunda may be undercut in 5 years due to future shoreline recession</li> </ul>	<ul style="list-style-type: none"> <li>Reversible through high level of capital expenditure</li> <li>Adaptable, but at considerable cost / effort</li> </ul>

Access Option	Feasibility & Practicality	Environmental Impacts	Social Impacts / Community Values	Beach Access & Swimming Safety	Design, Capital & Ongoing Costs	Long Term Effectiveness	Response to Climate Change	Reversible / Adaptable in the Future
<b>Northern Location - Modified Octunda Option</b>	<ul style="list-style-type: none"> <li>Allow the use of the existing access path</li> <li>Some minor armouring of the toe of the dune via precast concrete panel, unlikely to be sufficient for coastal protection</li> </ul>	<ul style="list-style-type: none"> <li>Significant level of dune clearing and earthworks required</li> </ul>	<ul style="list-style-type: none"> <li>Community preferred location</li> <li>Some community support for this form of access</li> <li>Use of existing parking structure</li> <li>Aesthetically appealing</li> </ul>	<ul style="list-style-type: none"> <li>Community preferred swimming location</li> </ul>	<ul style="list-style-type: none"> <li>Total capital costs in the order of \$600,000</li> <li>Low maintenance cost</li> </ul>	<ul style="list-style-type: none"> <li>Functional at the end of design life after continued erosion, but would require maintenance to provide continued beach access</li> </ul>	<ul style="list-style-type: none"> <li>Inadequate consideration for future beach recession and storm erosion</li> <li>Beach access path leading to the Octunda may be undercut in 5 years due to future shoreline recession</li> </ul>	<ul style="list-style-type: none"> <li>Reversible through high level of capital expenditure</li> <li>Adaptable, but at considerable cost / effort</li> </ul>
<b>Midway Location - Ramp</b>	<ul style="list-style-type: none"> <li>Substantial dune clearing and earthworks required for construction</li> <li>Significant level of dune clearing reduces buffer against continue future erosion</li> </ul>	<ul style="list-style-type: none"> <li>Significant level of dune clearing and earthworks required</li> </ul>	<ul style="list-style-type: none"> <li>Low level of community support at this location</li> <li>Provides assisted access for disabled people</li> <li>Long walking distance to the beach</li> <li>Limited parking</li> </ul>	<ul style="list-style-type: none"> <li>Provides safe beach access at the end of design life</li> <li>Unsafe swimming location</li> </ul>	<ul style="list-style-type: none"> <li>Total capital costs in the order of \$800,000</li> <li>Moderate level of maintenance cost (e.g. clean sand build up on path)</li> </ul>	<ul style="list-style-type: none"> <li>Functional at the end of design life after continued erosion, but would require maintenance to provide continued beach access</li> </ul>	<ul style="list-style-type: none"> <li>Option accounts for the effects of climate change or sea level rise</li> </ul>	<ul style="list-style-type: none"> <li>Only reversible through high capital expenditure</li> <li>Adaptable, but at considerable cost / effort</li> <li>Slightly less adaptable than stairs</li> </ul>
<b>Midway Location - Stairs</b>	<ul style="list-style-type: none"> <li>Require a new access path leading to the new stairs to be constructed</li> <li>Longer stairs required to accommodate the dune profile</li> </ul>	<ul style="list-style-type: none"> <li>Low level of dune clearing and earthworks required</li> </ul>	<ul style="list-style-type: none"> <li>Low level of community support at this location</li> <li>Long walking distance to the beach</li> <li>Limited parking</li> </ul>	<ul style="list-style-type: none"> <li>Provides safe beach access at the end of design life</li> <li>Unsafe swimming location</li> </ul>	<ul style="list-style-type: none"> <li>Additional cost for provision of new access path to tie into the new stairs</li> <li>Total capital costs in the order of \$350,000</li> <li>Low maintenance cost</li> </ul>	<ul style="list-style-type: none"> <li>Functional at the end of design life after continued erosion, but would require maintenance to provide continued beach access</li> </ul>	<ul style="list-style-type: none"> <li>Structure will be designed for expected increases in sea level rise and future shoreline recession</li> </ul>	<ul style="list-style-type: none"> <li>Reversible through reasonable level of capital expenditure</li> <li>Adaptable, but at considerable cost / effort</li> </ul>
<b>Southern Location - Ramp</b>	<ul style="list-style-type: none"> <li>Use of the existing carpark north of the Two Rocks boat harbour</li> <li>Substantial dune clearing and earthworks required for construction</li> </ul>	<ul style="list-style-type: none"> <li>Significant level of dune clearing and earthworks required</li> </ul>	<ul style="list-style-type: none"> <li>Low level of community support at this location</li> <li>Long walk distance to the swimming beach</li> <li>Use of existing parking at Boat Harbour</li> </ul>	<ul style="list-style-type: none"> <li>Provides safe beach access at the end of design life</li> <li>Not suitable location for swimming</li> </ul>	<ul style="list-style-type: none"> <li>Total capital costs in the order of \$400,000</li> <li>Moderate level of maintenance cost (e.g. clean sand build up on path)</li> </ul>	<ul style="list-style-type: none"> <li>Functional at the end of design life after continued erosion, but would require maintenance to provide continued beach access</li> </ul>	<ul style="list-style-type: none"> <li>Option accounts for the effects of climate change or sea level rise</li> </ul>	<ul style="list-style-type: none"> <li>Reversible through reasonable level of capital expenditure</li> <li>Adaptable, but at considerable cost / effort</li> <li>Slightly less adaptable than stairs</li> </ul>
<b>Southern Location - Stairs</b>	<ul style="list-style-type: none"> <li>Use of the existing carpark north of the Two Rocks boat harbour</li> <li>Longer stairs required to ensure continue access in the long term</li> </ul>	<ul style="list-style-type: none"> <li>Low level of dune clearing and earthworks required</li> </ul>	<ul style="list-style-type: none"> <li>Low level of community support at this location</li> <li>Long walking distance to the swimming beach</li> <li>Use of existing parking at Boat Harbour</li> </ul>	<ul style="list-style-type: none"> <li>Provides safe beach access at the end of design life</li> <li>Not suitable location for swimming</li> </ul>	<ul style="list-style-type: none"> <li>Additional cost for provision of new access path to the new stairs</li> <li>Total capital costs in the order of \$380,000</li> <li>Low maintenance cost</li> </ul>	<ul style="list-style-type: none"> <li>Functional at the end of design life after continued erosion, but would require maintenance to provide continued beach access</li> </ul>	<ul style="list-style-type: none"> <li>Structure will be designed for expected increases in sea level rise and future shoreline recession</li> </ul>	<ul style="list-style-type: none"> <li>Reversible through reasonable level of capital expenditure</li> <li>Adaptable, but at considerable cost / effort</li> </ul>

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**Table 2 Cost Benefit (Traffic Light) Assessment Criteria**

Criteria	Stop & Reassess (1)	Slow (3)	Go (5)
<b>Feasibility &amp; Practicality</b>	Option is impractical and has implications on infrastructure and amenities beyond planning timeframe	Option is viable given it is adequately assessed / designed	Option is considered feasible / practical and requires minimal further investigations
<b>Environmental Impact</b>	Will significantly impact negatively on environment	Minor or no negative impact on the environment	Will benefit environment.
<b>Social Impact / Community Values</b>	Unlikely to be acceptable to community and socially unpalatable. Loss of beach amenity Not supported	Would be palatable to some not to others, briefing by Councillors and community education required Some support	Is very politically palatable, acceptable to community. Beach amenity maintained. Minimal education required Supported by community
<b>Beach Access &amp; Swimming Safety</b>	Option does not ensure safety in beach access or swimming in the short and long term	Option only ensure safety in beach access or swimming in the short term.	Option ensure safety in beach access or swimming in both the short and long term.
<b>Design, Capital &amp; Ongoing Costs</b>	Very expensive (>\$400,000)	Moderately expensive (\$200,000 to \$400,000)	Lower cost (<\$200,000)
<b>Long Term Effectiveness</b>	Option does not provide a long term solution, but may be effective over short term	Option is only a short term solution but has other benefits or option requires further resources / changes to be effective in long term	Option provides a long term solution
<b>Response to Climate Change</b>	Option provides no consideration for and is vulnerable to the effects of climate change	Option is adaptable to climate change but at considerable cost / effort	Option is designed to allow for predicted impacts of climate change
<b>Reversible / Adaptable in the Future</b>	Option is irreversible, option limits alternative options in the future	Option is reversible or adaptable but at considerable cost / effort	Option can easily be adapted for future circumstances or should impacts not occur, option would not negatively impact future generations

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**Table 3 Beach Access Option Evaluations**

Criteria	Options									
	Northern Location - Ramp	Northern Location - Stairs Option 1	Northern Location - Stairs Option 2 (Piled Viewing Platform)	Northern Location - Stairs Option 3 (Piled Standalone Viewing Platform)	Northern Location - Octunda	Northern Location - Modified Octunda	Midway Location - Ramp	Midway Location - Stairs	Southern Location - Ramp	Southern Location - Stairs
Feasibility & Practicality	3	3	3	3	1	3	3	3	3	3
Environmental Impact	1	3	3	3	3	1	1	3	1	3
Social Impacts / Community Values	3	3	4	5	3	4	3	3	3	3
Safety	5	5	5	5	1	5	5	5	4	4
Capital & Ongoing Costs	3	3	3	1	1	1	1	3	3	3
Long Term Effectiveness	5	5	5	5	1	5	5	5	5	5
Response to Climate Change	5	5	5	5	1	5	5	5	5	5
Reversible / Adaptable in the Future	3	4	4	4	3	3	3	4	3	4
Total Score (out of 24)	28	31	32	31	14	27	26	31	27	30
Conclusion	Not recommend	Consider	Recommend	Consider	Not recommend	Not recommend	Not recommend	Consider	Not recommend	Not recommend

**CITY OF WANNEROO COMMUNITY INFORMATION SESSION****15 FEBRUARY 2017 – PHIL RENKIN COMMUNITY CENTRE****TWO ROCKS BEACH ACCESS OPTIONS ASSESSMENT****SUMMARY OF COMMUNITY COMMENTS AND RESPONSES**

<b>No.</b>	<b>COMMUNITY COMMENT</b>	<b>CITY OF WANNEROO/M P ROGERS RESPONSE</b>
1	Concerns with the gradient in the beach access ramp options not suitable for disabled access.	The ramp gradient was selected as a compromise between safe access and environmental damage/loss of dunes. To achieve disabled access grades, this would require the path to double in length and zig zag over the dune making the option unfeasible in terms of both cost and environmental damage.
2	Could the path or viewing platform be raised above the ground?	The recommended option aims to use the existing concrete path to limit environmental damage. Minor changes to the viewing platform height and location to further improve the views will be considered in detailed design.
3	Did the old stairs comply with Australian Standards for steepness and will the new stairs be similar?	Unable to comment on the previous structure design, however within the standards there is an allowable range of stair grades and this will be investigated in detailed design.
4	Will the staircase be slippery?	The recommended staircase material (Fibre Reinforced Plastic) comes in a non-slip form and is not expected to be slippery.
5	Concerns with the new stairs ending in the water and causing unsafe conditions.	The design of the stairs includes shifting of the staircase landward to ensure that the stairs land at the back of the beach. The City's engineers are regularly monitoring the area and if at any time the access becomes unsafe it will be closed, however based on the design this is not expected to occur.
6	Isn't the loss of stairs and navigation aid a trigger for coastal management?	The City is in discussion with the State Government over coastal management requirements as the erosion is directly caused by the Two Rocks Marina.
7	There is not provision for ACROD parking. Where in Two Rocks north of the marina can disabled people access the water?	Disabled access to the beach will need to be treated as a separate issue as the dune heights along Sovereign Drive make disabled access unfeasible (see no. 1). Currently, there is no disabled beach access north of the marina. Conversion of a parking bay in front of the staircase to an ACROD bay will be considered and disabled access will be available to the viewing platform.

8	How does the marina cause erosion?	The northward movement of sand along the coast is interrupted by the marina resulting in the build up of sand to the south of the marina and a deficit of sand and erosion to the north of the marina.
9	Will the area around the stairs be protected from erosion?	The coastal erosion issues north of Two Rocks needs to be addressed as a whole as per recommendations in the Coastal Management Study (M P Rogers 2015). Protection of one small area could have negative impacts on other areas. However, the beach access works will include matting and revegetation to stabilised all disturbed areas of dune.
10	Will sand bagging or sand replenishment be required for the staircase?	No, the staircase will be set back from the ocean to allow for coastal erosion over the design life of the structure.
11	Will the platform and views be as stunning as the old structure?	The size of the proposed lookout structure is the same as the old one. Views will be similar to the views immediately following construction of the old staircase in 2002. Minor changes to the viewing platform height and location to further improve the views will be considered in detailed design.
12	Will the City consider additional parking now?	Parking needs to be considered as a separate issue based on needs/requirements and impacts on adjacent residents. The City can't commit to additional parking at this stage.
13	Will the stairs be constructed in 2017 regardless of funding from State?	Yes, the City is committed to the provision of beach access prior to Summer 2017.

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**AS02-04/17    Quinns Beach Long Term Coastal Management - Detailed Design**

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File Ref: 16989 – 17/85237  
Responsible Officer: A/Director Assets  
Disclosure of Interest: Nil  
Attachments: 1

**Issue**

To consider the draft Stage 3 (Detailed Design) report for the Quinns Beach Long Term Coastal Management Study, prepared by Cardno under Contract 01440 – Provision of Consulting Services for Quinns Beach Long Term Coastal Management.

**Background**

The Quinns Rocks coastline has been subject to ongoing erosion over many years. The City has actively managed these erosion issues since 1996 via coastal engineering investigations, data collection, construction of coastal protective structures and ongoing coastal inspections and maintenance. Implementation of additional coastal management measures are required to address these issues in the longer term and reduce the risk of damage to public and private assets.

The Quinns Beach Long Term Coastal Management Study is currently being undertaken by coastal engineering consultants, Cardno, in accordance with Council's decision at its ordinary meeting on 16 September 2014 (IN02-09/14).

This study includes the following project stages:

- Stage 1 – Coastal Processes Assessment (complete);
- Stage 2 – Concept Options Assessment (complete);
- Stage 3 – Detailed Design;
- Stage 4 – Technical advice during tendering and construction phases of the project; and
- Stage 5 – Technical advice and coastal engineering services post construction.

As part of the project, a Community Reference Group (CRG) was established in June 2014 which includes City Officers, Elected Members, DoT Representatives and Community Representatives. Since establishment, the Group has met a number of times at key milestones of the Quinns Beach Long Term Coastal Management Study.

The final Quinns Beach Long Term Coastal Management Stage 1 Report (Coastal Processes and Preliminary Options Assessment Report) was presented to, and received by, Council at its meeting on 21 July 2015 (IN03-07/15).

Cardno commenced the Stage 2 study in June 2015 utilising the calibrated numerical models developed in the Stage 1 study, the subsequent improved understanding of coastal processes at the site and a number of concept options shortlisted in the Stage 1 preliminary options assessment. The five most effective coastal management options were shortlisted for assessment in a Multi-Criteria Analysis (MCA). MCA results were agreed by representatives from the City, Cardno, Community Reference Group, Department of Transport, and the Department of Planning and the two best scoring options were as follows:

- Option 1 – Modification of existing groynes, additional northern groyne and beach re-nourishment; and
- Option 2 – Relocation of the Quinns Beach Car Park, additional northern groyne and beach re-nourishment.

These two options were released for public comment via a comprehensive community consultation resulting in 545 responses and over 150 comments, with approximately a 50/50 split in support of each option. The Stage 2 study and community consultation results were presented to Council at its Ordinary Meeting on 16 August 2016 (AS04-08/16) and Option 1 was recommended due to the following:

- Strong community opinions in support of this option;
- Support by the majority of Community Reference Group members;
- Similar capital costs for both options;
- Preserving beach amenity/culture through the creation of a wider beach at the existing car park location;
- High community value of the existing car park location and facilities; and
- Minimal disturbance to established sand dunes.

The extended and additional groynes will enable additional sand to be trapped within the coastal compartments created by the groynes as the sand moves along the coast, resulting in a wider beach and buffer against erosion events during winter storms. This option also allows the City to maintain the existing Quinns Beach carpark which will assist in meeting the future parking demands for this popular section of coast.

Option 1 was adopted by Council on 16 August 2016 for further assessment and refinement in detailed design (Stage 3 of the Quinns Beach Long Term Coastal Management Study) as per the following Council Resolutions:

1. *RECEIVES the Stage 2 Report prepared by Cardno for the Quinns Beach Long Term Coastal Management Study;*
2. *RECEIVES the outcomes of the community consultation in relation to the two preferred long term coastal management options;*
3. *AUTHORISES the commencement of Stage 3 (Detailed Design) of the Quinns Beach Long Term Coastal Management Study for Coastal Management Option 1 comprising 'Modification of existing groynes, additional northern groyne (groyne 4) and beach re-nourishment', noting that the implementation of coastal management works is subject to allocation of required funds in the City's Long Term Financial Plan; and*
4. *AUTHORISES Administration to prepare a detailed submission to State Government seeking funding for the implementation of long term coastal management works at Quinns Beach as per Item 3 above.*

Copies of the Stage 1 and Stage 2 Reports from the Quinns Beach Long Term Coastal Management Study are available in the Elected Members reading room, on the Elected Members hub and on the City's website at:

<http://www.wanneroo.wa.gov.au/coastalmanagement>

Since the August 2016 Council Meeting, Cardno has progressed the design of Option 1 to a suitable level for tendering and construction purposes as part of Stage 3 of the Quinns Beach Long Term Coastal Management Study under Contract 01440 – Provision of Consulting Services for Quinns Beach Long Term Coastal Management.



This Report provides an overview of the detailed design for Quinns Beach Long Term Coastal Management and recommendations to proceed into the Construction Phase of the project.

## Detail

Cardno commenced the Stage 3 study on 13 September 2016 following agreement of the detailed design scope of work by the City, Department of Transport, Cardno and Quinns Beach Long Term Coastal Protection Community Reference Group Members. This scope of works is summarised below:

- Geotechnical investigation to determine bedrock levels to feed into the detailed design process;
- Coastal modelling extended to a 50 year timeframe;
- Coastal design refinement based on geotechnical information and additional numerical modelling results;
- Design of beach access including:
  - Concept designs of pedestrian beach access staircases north and south of Groyne 1;
  - Concept design of a pedestrian beach access staircase at Waterland Point to replace the existing 'log steps';
  - Detailed design of a beach access ramp for pedestrian and maintenance purposes at the new groyne (Groyne 4) location; and
- Detailed Cost Estimate.

It is noted that the beach access staircase structures were only designed by Cardno at a conceptual level in order to save on design fees and allow for a design and construct Contractor to be engaged for this component of the work, similar to recently completed beach access projects within the City.

Geotechnical Investigations undertaken along the Quinns Rocks coastline have identified buried limestone bedrock beneath the dune systems which increases in level moving towards the northern extent of the study site. Based on the results, areas north of Groyne 3 are expected to have some degree of protection against coastal erosion however the consistency of limestone rock cannot be confirmed without further assessment and ongoing monitoring. Geophysical results are summarised for specific beach sections in the Stage 3 Report with further detail provided in the Geophysical Investigation Report in Appendix C.

Based on the geophysical investigation results combined with numerical modelling results of long term sand transport, Cardno have identified that a fifth groyne north of the proposed new groyne (Groyne 4) at Queenscliff Park is unlikely to be necessary in the short to medium term. Long term requirements of this additional fifth groyne will need to be confirmed through ongoing monitoring and beach maintenance activities such as beach re-nourishment north of the new Groyne 4.

As a result of the additional data collection, numerical modelling and design refinement conducted in the Stage 3 Study, revised design details are as follows:

- Groyne 2 (middle groyne) to be extended by 45m with a total length of 105m (15m less than the Stage 2 concept design);
- Groyne 3 (northern groyne) to be extended by 15m with a total length of 75m (same length as stage 2 concept design);
- New Groyne 4 at Queenscliff Park, 60m in length (same length as Stage 2 concept design);

- Sizing of the groyne rock armour has been based on 1 in 100 year design wave conditions resulting in 6.6 tonne armour at the head of the structure reducing down to 1 tonne armour at the landward end.
- The crest level of the groynes have been optimised to provide a safe structure for pedestrian access during a typical annual storm event, prevent major damage from wave overtopping during extreme storm events and allow for safe pedestrian access over the back of the groyne during normal conditions.
- A concrete beach access ramp will be constructed from the Queenscliffe Park carpark down to Groyne 4 for both pedestrian access and access by maintenance plant and equipment. This has been designed to accommodate the loads of a 45 tonne excavator which is necessary for the safe placement of the 6.6 tonne rock armour during future groyne maintenance works.
- Pedestrian beach access staircase either side of the Groyne 1.
- Beach access north of Groyne 1 may not be necessary following the groyne construction works and potential widening of the beach adjacent to the Quinns Beach carpark. Therefore this component of the works will be put on hold until after the completion of the groyne construction and beach renourishment and confirmation of its requirement from ongoing monitoring.
- Pedestrian beach access staircase at Waterland Point to replace the existing 'log steps'.
- Materials for beach access staircases have been investigated and FRP or composite materials are generally recommended due to durability/design life and low maintenance requirements. However, material options can be further assessed and confirmed as part of the design and construct contract for these items.

Further detailed information regarding specific components of the works is provided in the Stage 3 Report. Draft Detailed Design Drawings are provided in **Attachment 1**.

Quinns Beach Long Term Coastal Management Works are recommended to be implemented over a three year staged construction programme commencing 2017/18 (refer to Table 1) due to:

- Limitations on coastal construction works to calm weather periods in summer;
- The need to limit the scale of interruptions to beaches and coastal amenities; and
- Availability of funding.

The estimated capital costs for the Quinns Beach Long Term Coastal Management works have been determined by a professional Quantity Surveying company based on the detailed design produced by Cardno. This comes to a total cost of \$6.7M to be staged over three financial years.

Although the cost estimates provide the best possible estimates based on the detailed design produced by Cardno, actual construction costs will be determined during the tender phase of the project and is subject to market conditions at the time of tendering.

Table 1 below provides the recommended construction staging of the works.

**Table 1 - Construction Staging**

<b>Item</b>	<b>Year</b>
Groyne 2 Extension and Beach Re-nourishment	2018/19
Groyne 3 Extension and Beach Re-nourishment	2019/20
Groyne 4 and Beach Re-nourishment	2017/18
Groyne 4 Beach Access Ramp	2017/18
Beach Access Staircase south of Groyne 1	2017/18
Beach Access Staircase north of Groyne 1*	To be confirmed*
Beach Access Staircase at Waterland Point	2017/18

\*The beach access staircase north of groyne 1 may not be required following widening of the beach in front of the carpark during and after groyne construction works.

During the Stage 2 study, the potential future need for a 5<sup>th</sup> groyne towards the northern extent of the dog beach and a seawall along the edge of the Quinns Beach carpark was raised, should the erosion issues shift further north as a result of the proposed works or if the extended groynes do not behave as predicted. However, upon completion of the long term numerical modelling and provided that ongoing monitoring and maintenance of this area continues into the future, then both of these structures are not considered necessary in the short to medium term. Additionally, in light of the geotechnical investigation results, further erosion along the northern extents of the study area will likely be limited by the exposed and buried limestone outcrops before road infrastructure or private residences become under threat.

The draft Stage 3 (Detailed Design) Report is available in the Elected Members reading room, on the Elected Members hub and on the City's website at:  
<http://www.wanneroo.wa.gov.au/coastalmanagement>

Note that this report has been reviewed by the City, Department of Transport and CSIRO and revised accordingly, however minor amendments may still be necessary following the final reviews and the report will be updated and replaced on the City's website when completed.

The Quinns Beach Long Term Coastal Protection Community Reference Group has met a number of times during the Stage 3 study, most recently on 1 February 2017 to review and discuss the draft detailed design. Overall, the detailed design was supported by the Group and no major issues or concerns were identified.

A Community Information Session was held at the Gumblossom Community Centre on 16 February 2017 to present and discuss the final design details for the Quinns Beach Long Term Coastal Management Study. The session was advertised via on site signage at all major beach access points in Quinns Rocks, a direct mail out to over 1500 properties and a notice on the City's website. It included a presentation of the Stage 3 study by Cardno, followed by a Question and Answer session to discuss any queries or concerns from the local community. Overall, the design and intentions moving forward into a staged construction programme was supported by the community at the information session.

## Consultation

### ***Community Engagement***

The Quinns Rocks community was engaged via a comprehensive community consultation programme described above.

### ***Department of Transport***

The Department of Transport (DoT) has provided assistance throughout the project including comments on the consultancy scope of work, involvement in the tender evaluation process, attendance of key meetings with the City and Cardno and review of deliverables. DoT has also provided data necessary for the study including hydrographic survey data and met-ocean data and financial assistance through the Coastal Adaptation and Protection (CAP) Grant program described below.

## Comment

The completion of the Quinns Beach Long Term Coastal Management Stage 3 Study has provided a refined design of the preferred concept option identified in the Stage 2 study. This has been completed to a sufficient level of detail to allow for tendering and construction of all components of the works and provides the City with predictions of long term shoreline responses to the proposed changes to coastal protection structures. The Quinns Beach Long Term Coastal Management Study has greatly increased the understanding of local sand transport along the Quinns Rocks coastline. The detailed assessment of both short and long term responses to various coastal management options provides assurances that the correct option has been selected to achieve the desired outcomes of maintaining beach amenity and culture, protecting public and private coastal assets and minimising the disturbance to the dune system. However, the limitations of the study need to be well understood such as climate change scenarios and numerical modelling limitations as described in the Stage 3 Report. Therefore, any changes and works on the Quinns Beach coastline will need to be closely monitored during and after construction to ensure that coastal maintenance continues to be undertaken as required.

Coastal construction works will be staged over three years in order to limit construction to calm weather periods during the summer season, limit interruption to beach users and for budgeting requirements which will allow for annual funding submissions to the State Government.

Following Council approval, Administration will commence preparation of approval and tender documentation for the following two Tenders:

- Design and Construction of Quinns Beach Access Staircases (2017/18)  
The beach access staircases will be undertaken as a design and construct contract similar to what has been recently undertaken at the City for other beach access staircases along the coastline. This approach will limit design fees and avoid re-design works prior to construction. This contract will include a hold point after design to allow for reviews and potential changes to the design prior to the construction stage. Beach access south of Groyne 1 and beach access at Waterland Point is expected to be completed and opened to the public for summer 2017/18. Construction of the beach access structures prior to the completion of the coastal protection works will help to meet the community expectations for improved beach access at Quinns Beach.
- Quinns Beach Long Term Coastal Management Works (2017/18 to 2019/20)  
The Quinns Beach Long Term Coastal Management Works will be separated into three separable portions and staged over three years as follows:
  - 2017/18: Construction of Groyne 4, beach re-nourishment and construction of a beach access ramp;

- 2018/19: Extension of Groyne 2 and beach re-nourishment; and
- 2019/20: Extension of Groyne 3 and beach re-nourishment.

The City is currently progressing its Coastal Hazard Risk Management and Adaptation Plan (CHRMAP); however this currently excludes the Quinns Rocks coastline due to the ongoing Quinns Beach Long Term Coastal Management Project. Given that the Quinns Beach Long Term Coastal Management Project will ultimately modify coastal structures and adjacent beach areas, it was considered appropriate to exclude this area from the CHRMAP study until future revisions scheduled for 3-5 years, at which time coastal construction works at Quinns Beach should be completed. Additionally, local met-ocean, survey and geotechnical data gathered as part of the Quinns Beach Long Term Coastal Management study can now be used to inform the assessment and outcomes of the future CHRMAP study inclusive of the Quinns Rocks coastline.

The Quinns Foreshore Master Plan has progressed to a completed draft stage. The Master Plan has been developed via a Project Reference group which comprised of local residents, Quinns Mindarie Surf Life Saving Centre, Portofinos Restaurant, Elected Members and representatives from the City's Community Facilities, Asset Maintenance, Community Links, Property and Strategic and Environmental Planning teams. The scope of the Master Plan was to consider appropriate infrastructure upgrades at Fred Stubs Park, the public area in front of the Quinns Mindarie Surf Life Saving Club and Portofinos and the path connection from the Quinns Mindarie Surf Life Saving Club through to the Mindarie Marina. The objectives of the Master Plan in respect to these areas has been to create more connected and integrated areas of public open space and improve the available infrastructure at each of the sites, while being sympathetic to the natural environment and establishing a sense of place. A further review of the draft Master Plan is planned to be undertaken by Administration in respect to both the proposed infrastructure upgrades and also the outcomes of the CHRMAP process for this area. It is envisaged that final reporting of the Master Plan outcomes will occur post the completion of the CHRMAP, with implementation to occur after the implementation of the Quinns Beach Long Term Coastal Management Works and CHRMAP process.

The City will continue to monitor the Quinns Rocks coastline via quarterly and post-storm photographic beach monitoring, 6 monthly beach surveys and annual condition assessment of coastal structures. Coastal maintenance works such as annual beach re-nourishment, dune rehabilitation and other maintenance works will continue to be undertaken prior to, during and post construction of the Quinns Beach Long Term Coastal Management Project.

## **Statutory Compliance**

Approval requirements for implementation of the Quinns Beach Long Term Coastal Management Project will include the following:

- 1) Clearing Permit from the Department of Environment Regulation under the *Environmental Protection Act 1986* due to dune clearing requirements;
- 2) Development Application Approval from the Department of Planning. Based on recent similar City of Wanneroo projects, it is believed that beach access and coastal protection structures are considered Public Works and are therefore exempt from the requirements of a Development Application. This will be confirmed in consultation with the Department of Planning; and
- 3) Aboriginal Heritage Approval from the Department of Aboriginal Affairs. Requirements for approval will be confirmed in consultation with the Department of Aboriginal Affairs.

## Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2013 – 2023:

- “1 *Environment - A Healthy and sustainable natural and built environment*
- 1.1 *Environmentally Friendly - You will be part of a community that has a balance of environmentally friendly development and conservation areas for future generations to enjoy*”

## Risk Management Considerations

Risk Title	Risk Rating
ST-S06 Climate Change	High
Accountability	Action Planning Option
Director Planning & Sustainability	Manage

Risk Title	Risk Rating
ST-23 Stakeholder Relationships	Moderate
Accountability	Action Planning Option
CEO	Manage

The above risks relating to the issue contained within this report has been identified and considered within the City's Strategic risk register. Action plans have been developed to manage these risks to improve the existing management systems.

It is noted that the ongoing coastal erosion risks pending the implementation of the Quinns Beach Long Term Coastal Management works are being managed via ongoing monitoring and implementation of coastal maintenance works, such as beach re-nourishment, and emergency coastal protection works as required.

## Policy Implications

The Quinns Beach Long Term Coastal Management Study has been undertaken with consideration of the State Coastal Planning Policy 2.6 (SPP 2.6) and the City's Local Planning Policy 4.21 – Coastal Assets Policy.

The Coastal Protection Policy for Western Australia is now obsolete and the Department of Transport is nearing completion of a review process which will produce a new document summarising State Government's role with regards to coastal hazard management. Meanwhile, the Department of Transport has been kept well informed throughout the study with involvement in technical reviews and funding via the Coastal Adaptation and Protection Grants programme.

## Financial Implications

Based on detailed design cost estimates provided in the Stage 3 Study, total costs for all coastal construction works associated with the Quinns Beach Long Term Coastal Management Study recommendations are estimated at \$6.7M to be split over three financial years as follows:

- Stage 1 - 2017/2018: \$2.2M
  - Groyne 4 Construction and Beach Renourishment;
  - Groyne 4 Beach Access Ramp Construction; and
  - Construction of 2 Pedestrian Beach Access Staircases.
- Stage 2 - 2018/2019: \$2.8M
  - Groyne 2 Extension Works and Beach Re-nourishment.
- Stage 3 - 2019/2020: \$1.7M
  - Groyne 3 Extension Works and Beach Re-nourishment.

Note that actual construction costs are subject to market conditions at the time of tendering and therefore may vary from the values indicated above.

\$450,000 of the 2016/2017 budget under PR-2561 was relinquished at mid-year review as it could not be expended this financial year. This has left the remaining budget of \$250,000 for coastal engineering detailed design works and the design component of the design and construct contract for two beach access staircase structures.

In addition to the \$450,000 carry over from 2016/17, the Long Term Financial Plan includes in 2017/18 \$2M for stage 1 of the project and in 2018/19 a further \$1M for stage 2, all funded from the Strategic Projects / Initiatives Reserve. Currently there is no allocation of budget for 2019/20, leaving an overall project shortfall of \$1.8M in 2018/19 and \$1.7M in 2019/20.

It is noted that a funding submission was submitted to the State Government in December 2016 as per Council Resolution 4 (AS04-08/16) seeking additional funding support for the Quinns Beach Long Term Coastal Protection Works; however there has been no response to date. Meanwhile, the City will continue to seek funding each year up to a maximum value of \$300,000 via the Department of Transport's Coastal Adaptation and Protection Grant Programme. This funding programme has provided funding to the City for 50% of coastal engineering consultancy fees for the Quinns Beach Long Term Coastal Management Study and recently \$300,000 for 2016/17 beach re-nourishment works as part of the City's ongoing beach maintenance works at Quinns Beach.

## **Voting Requirements**

Simple Majority

## **Recommendation**

**That Council:-**

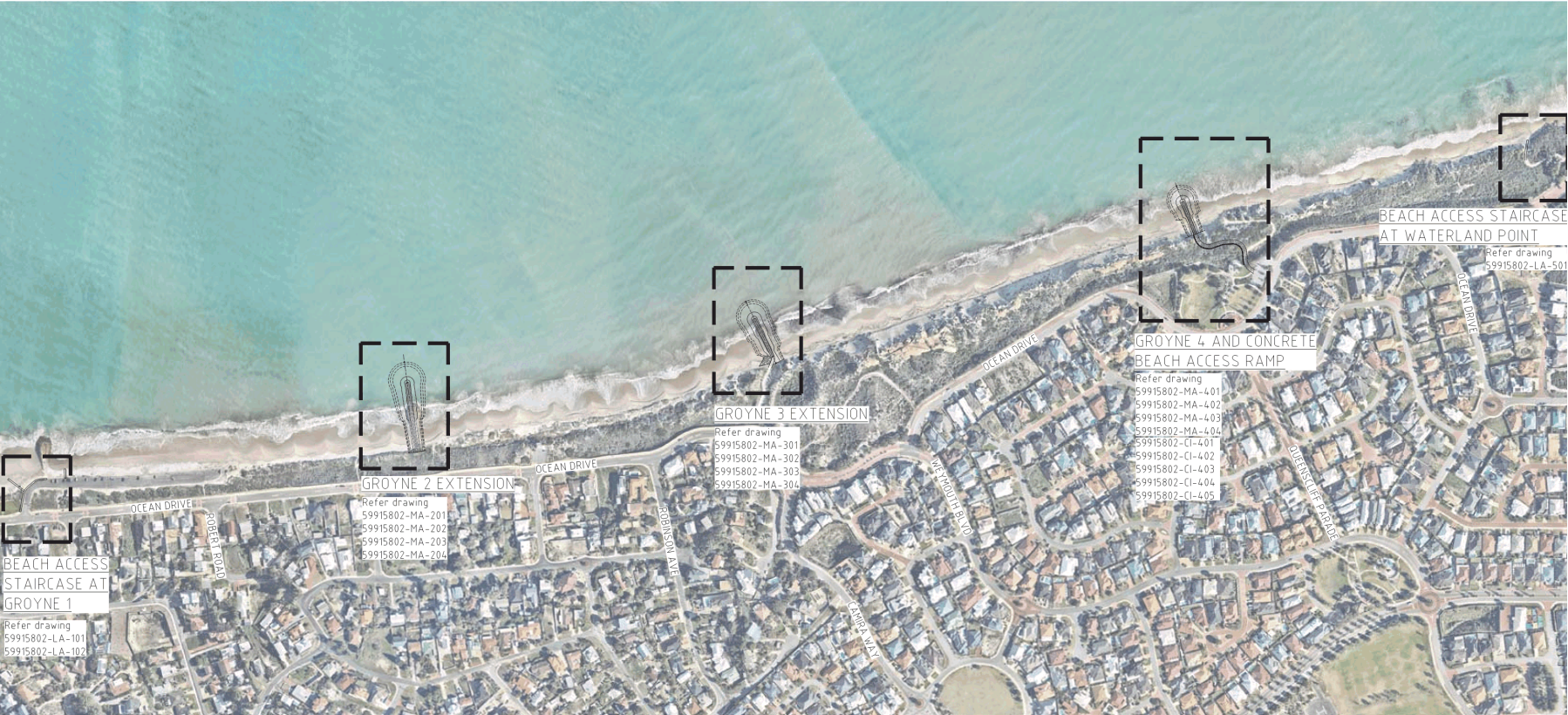
1. **RECEIVES** the Stage 3 Report and Detailed Design prepared by Cardno for the Quinns Beach Long Term Coastal Management Study;
2. **APPROVES** the following staging of Quinns Beach Long Term Coastal Management Works:
  - a) **2017/18: Construction of Groyne 4, beach re-nourishment and construction of a beach access ramp;**
  - b) **2018/19: Extension of Groyne 2 and beach re-nourishment; and**
  - c) **2019/20: Extension of Groyne 3 and beach re-nourishment;**

3. **NOTES** the funding submission submitted to the State Government in December 2016 for the Quinns Beach Long Term Coastal Management Works and **REQUESTS** the Mayor to write to the State Government seeking a response as a priority to enable delivery of the Project as per Resolution No. 2;
4. **AUTHORISES** Administration to prepare tender documentation and advertise for the construction of the Quinns Beach Long Term Coastal Management Works, staged over three years commencing 2017/18 including:
  - a) 2017/18: Construction of Groyne 4, beach re-nourishment and construction of a beach access ramp;
  - b) 2018/19: Extension of Groyne 2 and beach re-nourishment; and
  - c) 2019/20: Extension of Groyne 3 and beach re-nourishment;
5. **AUTHORISES** Administration to prepare tender documentation and advertise for the design and construction of pedestrian beach access staircases south of Groyne 1 and at Waterland Point with construction works to be undertaken in 2017/18;
6. **APPROVES** the allocation of a further \$1.8M in 2018/19 and \$1.7M in 2019/20 from the Strategic Projects/Initiatives Reserve for Stages 2 and 3 of the Quinns Beach Long Term Coastal Management Works respectively; and
7. **REQUESTS** Administration to prepare Coastal Adaptation and Protection Grant Funding submissions to the Department of Transport for the Quinns Beach Long Term Coastal Management Works.

*Attachments:*

[!\[\]\(6605b201d6f14d9b3bcb8ab5f274d107\_img.jpg\) Attachment 1 - Draft Design Drawings Rev1 - Quinns Beach Coastal Management](#) 17/81628





B	21/03/2017	ISSUED FOR REPORT	CS	CS	GH
A	16/03/2017	COMMUNITY CONSULTATION	RL	CS	GH

aerial source: nearmap June 2015



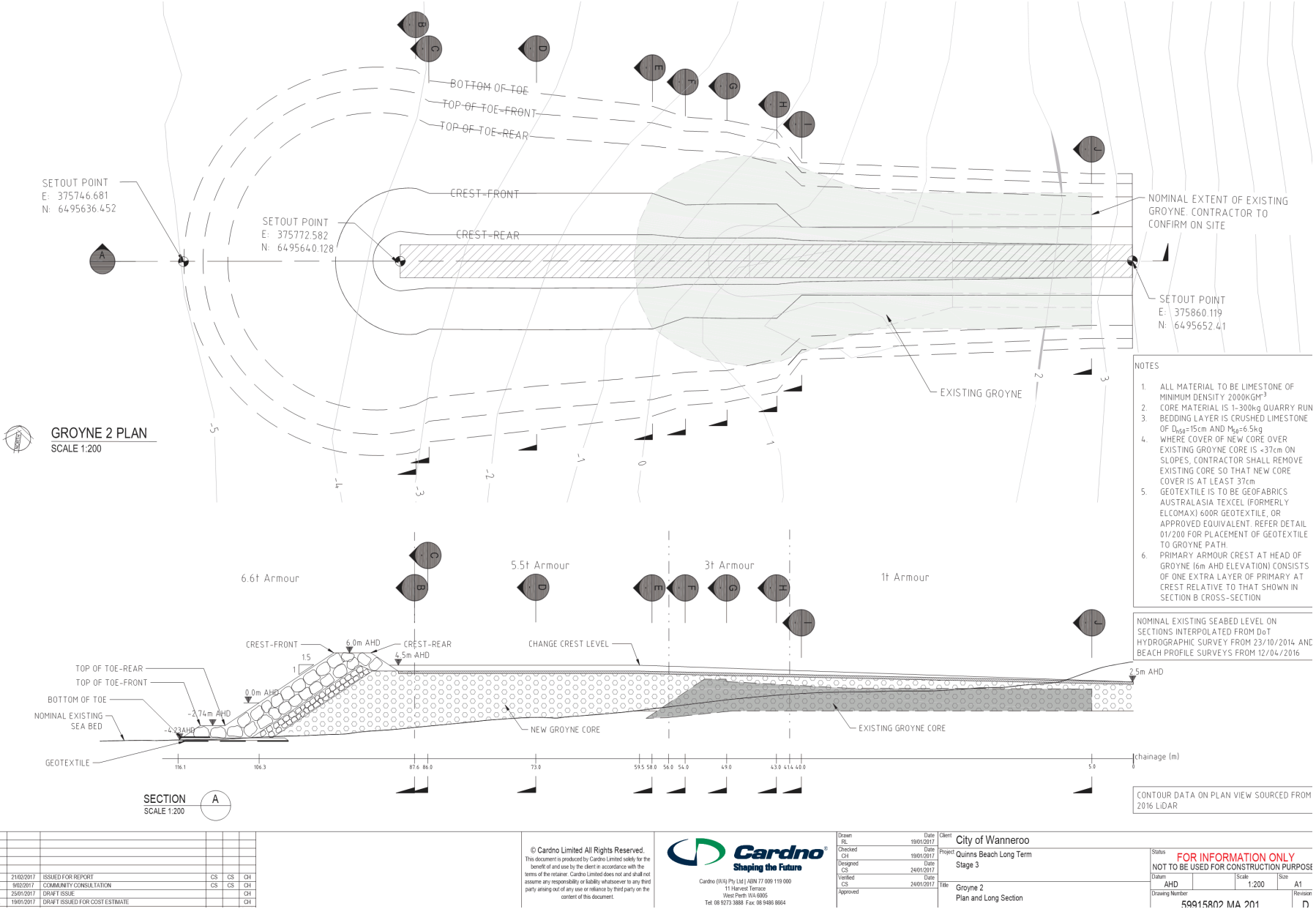
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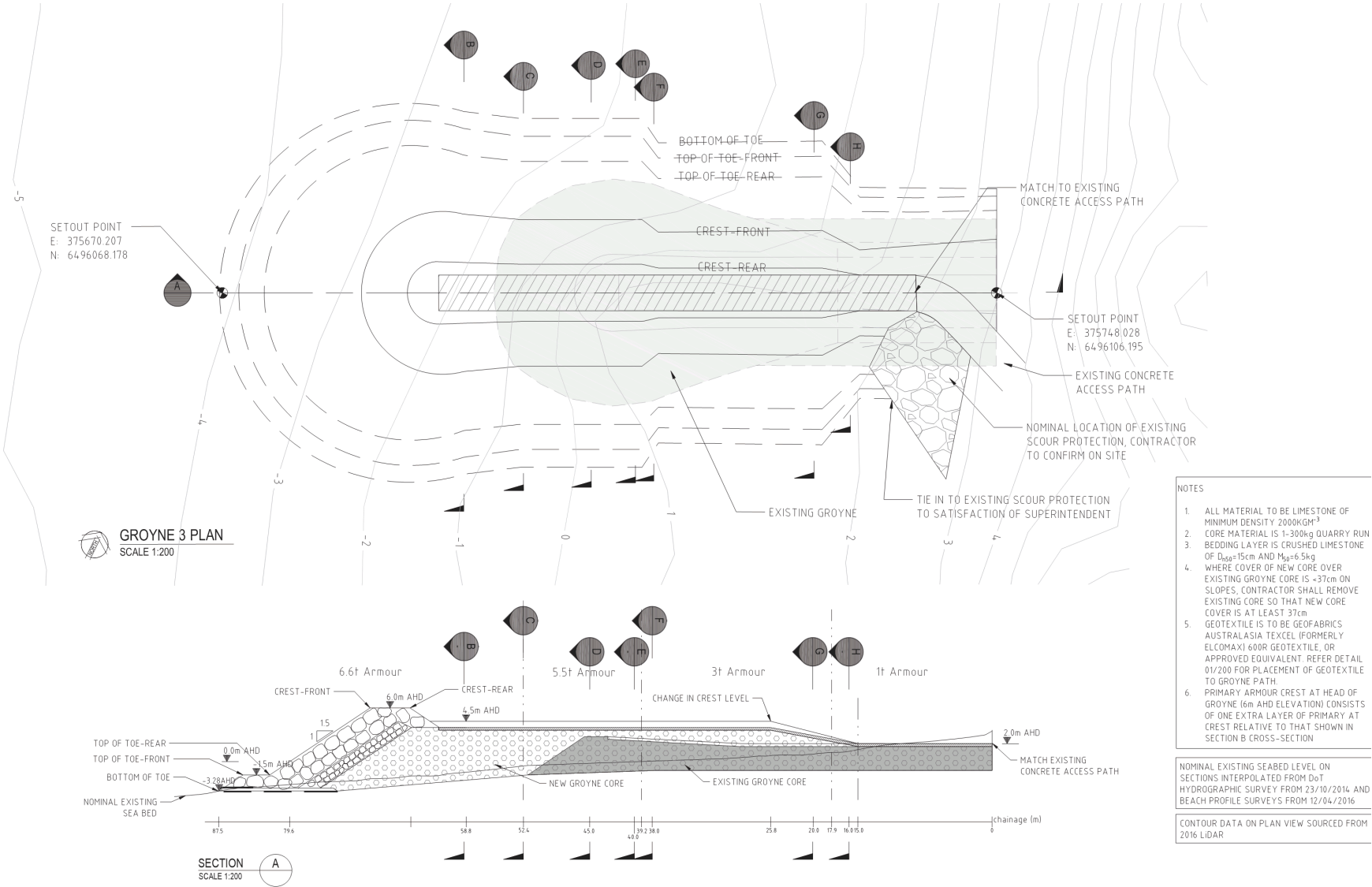
**Cardno**  
Shaping the Future

Cardno (WA) Pty Ltd | ABN 77 009 119 000  
11 Market Terrace  
West Perth WA 6005  
Tel: 08 9273 3888 Fax: 08 9486 8864

Drawn	Date	Client
RL	17/02/2017	City of Wanneroo
Checked	Date	Project
GH	17/02/2017	Quinn's Beach Long Term
Designed	Date	Stage 3
RL	17/02/2017	
Verified	Date	Title
CS	17/02/2017	Location Plan
Approved		

Status	FOR INFORMATION ONLY NOT TO BE USED FOR CONSTRUCTION PURPOSE		
Datum	AHD	Scale	1:2000
Drawing Number	59915802 GN 002	Size	A1
Revision			R





C	21/02/2017	ISSUED FOR REPORT	CS	CS	GH
B	09/02/2017	COMMUNITY CONSULTATION	CS	CS	GH
A	25/01/2017	DRAFT ISSUE			GH

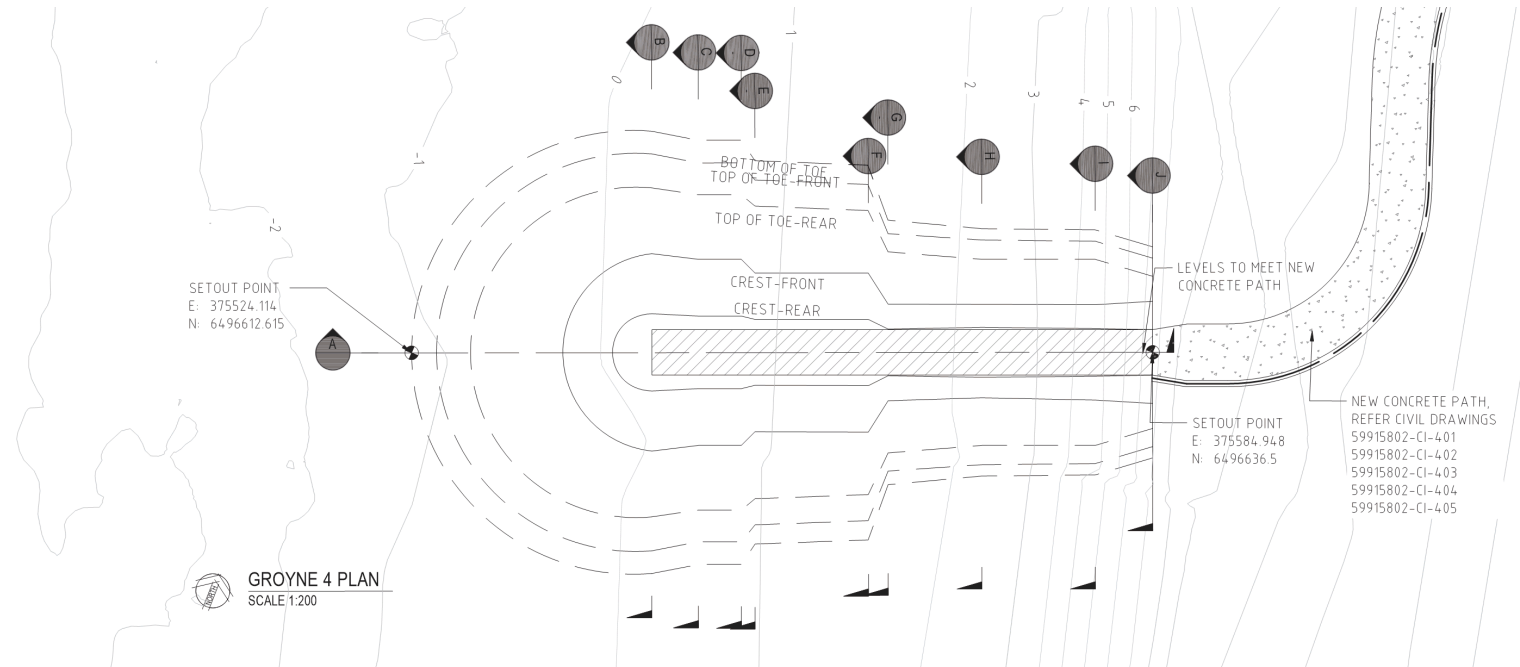
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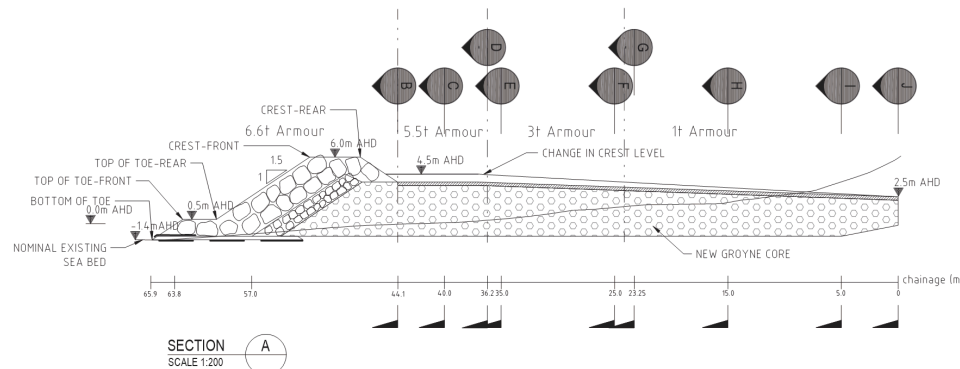
Drawn	RL	Date	24/01/2017	Client	City of Wanneroo
Checked	GH	Date	24/01/2017	Project	Quinn's Beach Long Term Stage 3
Designed	CS	Date	24/01/2017		
Verified	CS	Date	24/01/2017		
Approved				Title	Groyne 3 Plan and Long Section

Status	FOR INFORMATION ONLY NOT TO BE USED FOR CONSTRUCTION PURPOSE		
Drawn	AHD	Scale	1:200
Drawn Number	59915R02 MA 301	Size	A1
Revision			C





GROYNE 4 PLAN  
SCALE 1:200



SECTION A  
SCALE 1:200

- NOTES
1. ALL MATERIAL TO BE LIMESTONE OF MINIMUM DENSITY 2000KG/M<sup>3</sup>
  2. CORE MATERIAL IS 1-300kg QUARRY RUN
  3. BEDDING LAYER IS CRUSHED LIMESTONE OF D<sub>50</sub>=15cm AND M<sub>50</sub>=6.5kg
  4. WHERE COVER OF NEW CORE OVER EXISTING GROUYNE CORE IS <37cm ON SLOPES, CONTRACTOR SHALL REMOVE EXISTING CORE SO THAT NEW CORE COVER IS AT LEAST 37cm
  5. GEOTEXTILE IS TO BE GEOTEX AUSTRALASIA TEXCEL (FORMERLY ELCOMAX) 600R GEOTEXTILE, OR APPROVED EQUIVALENT. REFER DETAIL 01/200 FOR PLACEMENT OF GEOTEXTILE TO GROUYNE PATH.
  6. PRIMARY ARMOUR CREST AT HEAD OF GROUYNE (6m AHD ELEVATION) CONSISTS OF ONE EXTRA LAYER OF PRIMARY AT CREST RELATIVE TO THAT SHOWN IN SECTION B CROSS-SECTION

NOMINAL EXISTING SEA BED LEVEL ON SECTIONS INTERPOLATED FROM DoT HYDROGRAPHIC SURVEY FROM 23/10/2014, AND BEACH PROFILE SURVEYS FROM 12/04/2016

CONTOUR DATA ON PLAN VIEW SOURCED FROM DoT AND CoW SURVEYS

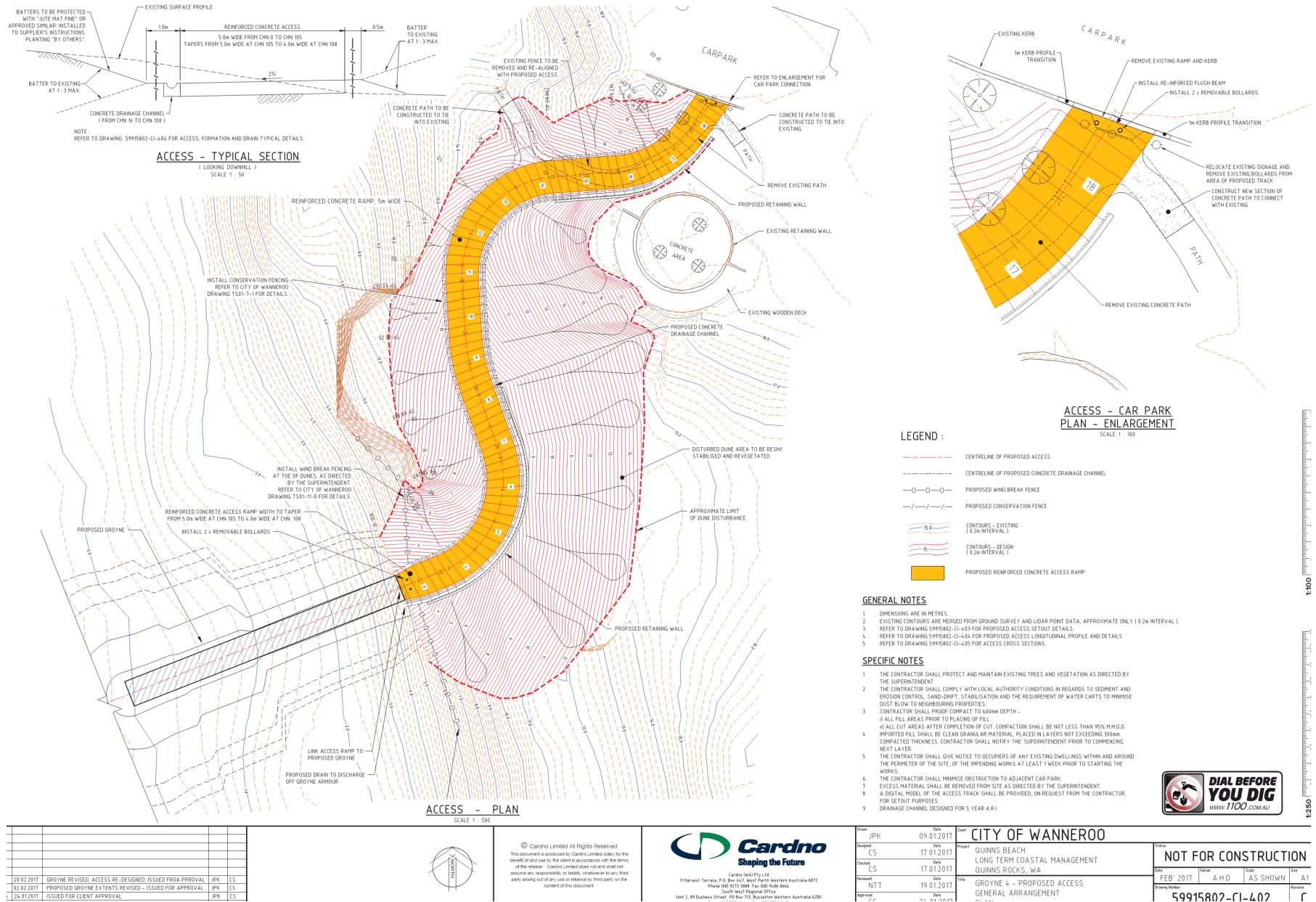
C	21/02/2017	ISSUED FOR REPORT	CS	CS	GH
B	09/02/2017	COMMUNITY CONSULTATION	CS	CS	GH
A	25/01/2017	DRAFT ISSUE			GH

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Drawn	RL	Date	24/01/2017	Client	City of Wanneroo
Checked	GH	Date	24/01/2017	Project	Quinn's Beach Long Term Stage 3
Designed	CS	Date	24/01/2017		
Verified	CS	Date	24/01/2017		
Approved		Date	24/01/2017	Title	Groyne 4 Plan and Long Section

Status	FOR INFORMATION ONLY NOT TO BE USED FOR CONSTRUCTION PURPOSE		
Drawn	AHD	Scale	1:200
Drawing Number	59915802 MA 401	Size	A1
Revision			C



20.02.2017	GROVNE REVISED - ACCESS RE-DESIGNED - ISSUED FOR APPROVAL	JPK	CS		
02.02.2017	PROPOSED GROVNE EXTENTS REVISED - ISSUED FOR APPROVAL	JPK	CS		
24.01.2017	ISSUED FOR CLIENT APPROVAL	JPK	CS		

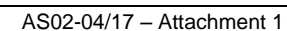


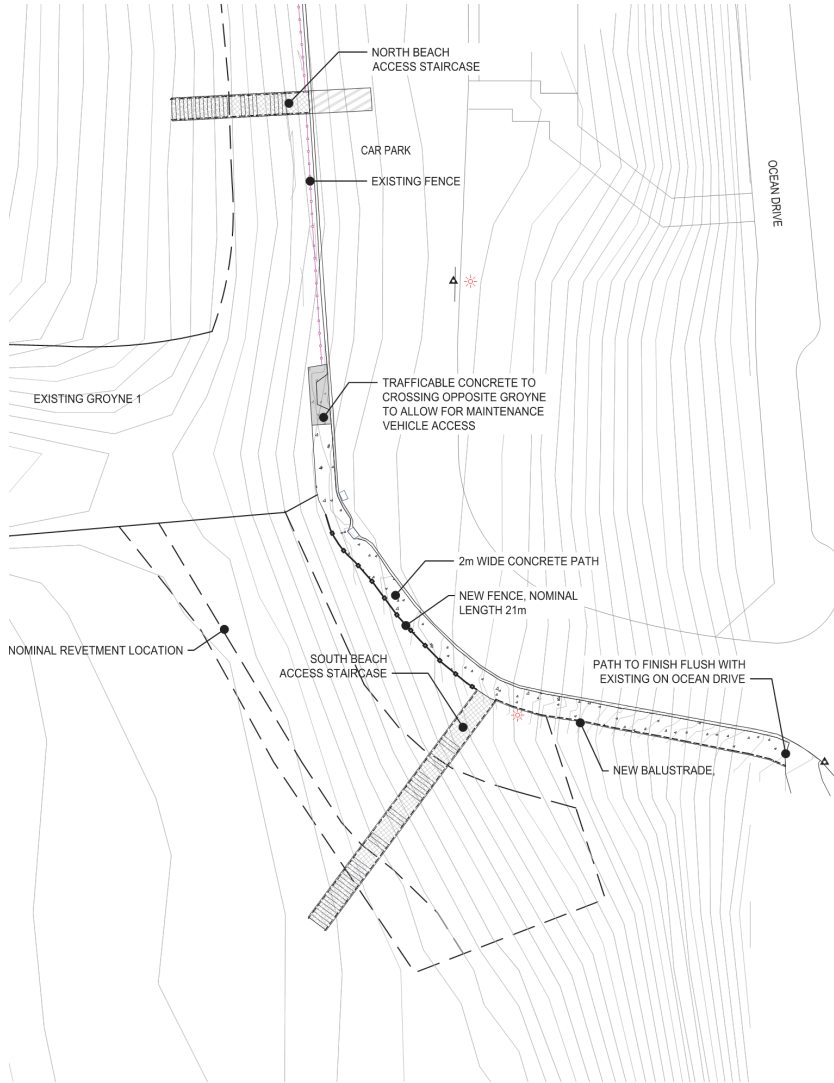
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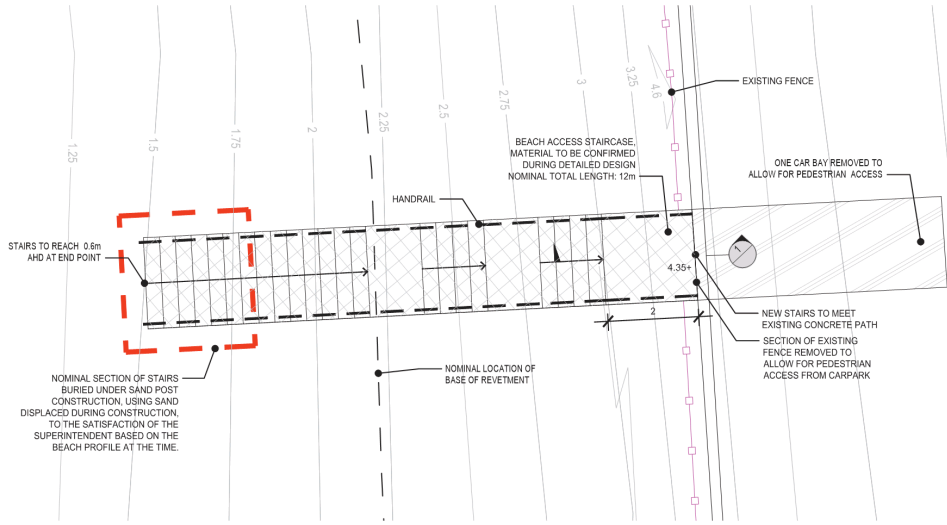
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Designed	CS	Date	17.01.2017	Project	QUINNS BEACH LONG TERM COASTAL MANAGEMENT QUINNS ROCKS, WA
Checked	CS	Date	17.01.2017		
Reviewed	NTT	Date	19.01.2017	For	GROVNE 4 - PROPOSED ACCESS GENERAL ARRANGEMENT
Approved		Date			
Drawn		Date			

Date	Feb' 2017	Drawn	A.H.D.	Scale	AS SHOWN	Site	AT
Drawing Number	59915802-CI-402	Revision					

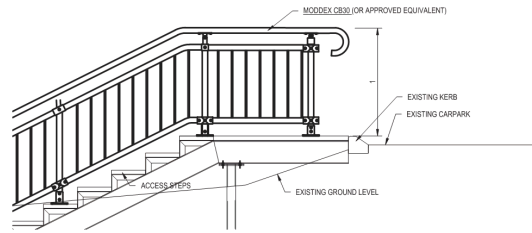




SITE PLAN  
SCALE: 1:200 @ A1



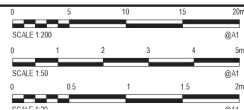
1 NORTH BEACH ACCESS - DETAIL PLAN  
SCALE: 1:50 @ A1



2 BEACH ACCESS - TYPICAL SECTION  
SCALE: 1:20 @ A1

- NOTES:
1. CONTOUR INFORMATION ON THE DRAWINGS DERIVED FROM LIDAR INFORMATION.
  2. DECKING MATERIAL TO BE CONFIRMED DURING DETAILED DESIGN.
  3. STRUCTURE IS TO BE PILED AT TOP AND BOTTOM, AVOIDING PILING INTO ROCK REVETMENT. LOCATION OF REVETMENT ONLY SHOW INDICATIVELY.
  4. BOTTOM SET OF STAIRS TO LARGELY BURIED POST CONSTRUCTION, USING SAND DISPLACED DURING CONSTRUCTION, TO THE SATISFACTION OF THE SUPERINTENDENT BASED ON THE BEACH PROFILE AT THE TIME.

3	20/02/2017	ISSUED FOR REPORT	RL	CC	CH
C	06/02/2017	COMMUNITY CONSULTATION	RL	CC	
B	30/01/2017	ISSUED FOR REVIEW	RL	CC	
A	27/01/2017	DRAFT ISSUE	RL		



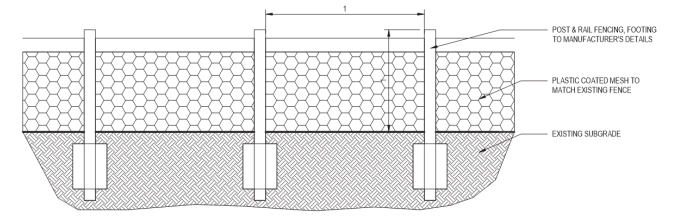
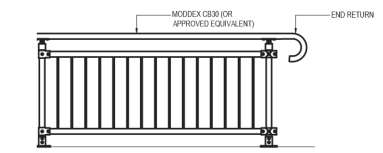
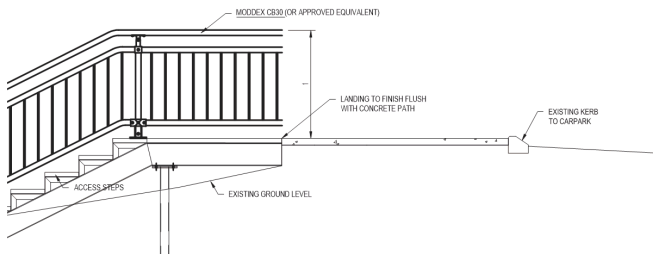
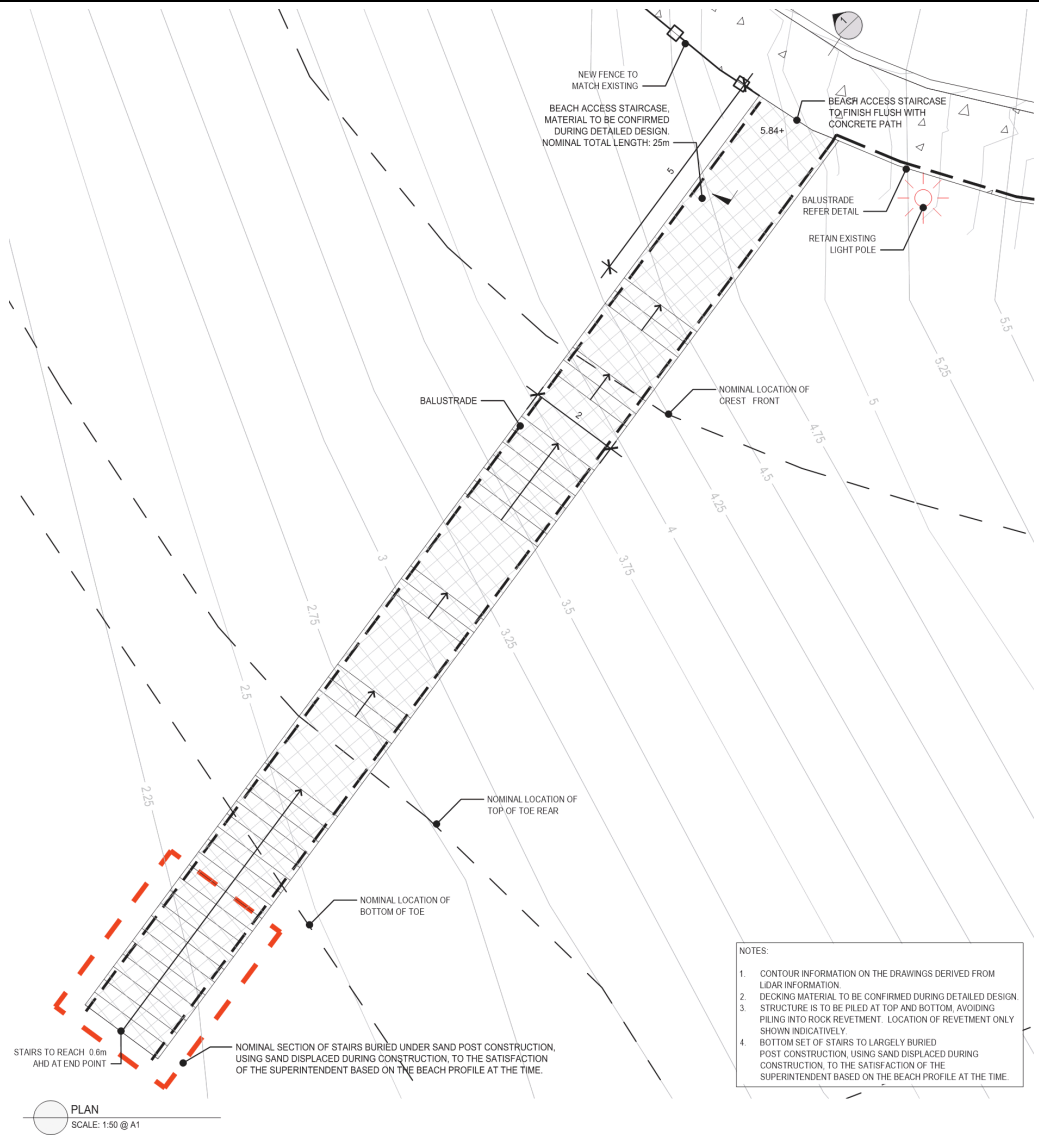
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Drawn	RL	Date	27/01/2017	Client	City of Wanneroo
Checked	VC	Date	25/01/2017	Project	Quinn's Beach Long Term Beach Access
Designed	RL	Date	25/01/2017		
Verified	CC	Date	25/01/2017	Title	Groyne 1
Approved					

Status	FOR INFORMATION ONLY NOT TO BE USED FOR CONSTRUCTION PURPOSE		
Drawn	AHD	Scale	AS SHOWN
Drawing Number	53015802	Size	A1
Revision	D		

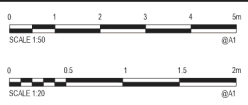




NOTES:

1. CONTOUR INFORMATION ON THE DRAWINGS DERIVED FROM LGRA INFORMATION.
2. DECKING MATERIAL TO BE CONFIRMED DURING DETAILED DESIGN.
3. STRUCTURE IS TO BE PILED AT TOP AND BOTTOM, AVOIDING PILING INTO ROCK REVELMENT. LOCATION OF REVELMENT ONLY SHOWN INDICATIVELY.
4. BOTTOM SET OF STAIRS TO LARGELY BURIED POST CONSTRUCTION, USING SAND DISPLACED DURING CONSTRUCTION, TO THE SATISFACTION OF THE SUPERINTENDENT BASED ON THE BEACH PROFILE AT THE TIME.

3	26/02/2017	ISSUED FOR REPORT	RL	CC	CH
C	06/02/2017	COMMUNITY CONSULTATION	RL	CC	
B	30/01/2017	ISSUED FOR REVIEW	RL	CC	
A	27/01/2017	DRAFT ISSUE	RL		



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Drawn	27/01/2017	Client	City of Wanneroo
RL		Project	Quinns Beach Long Term Beach Access
Checked	25/01/2017	Drawn	
VC		Designed	
Verified	25/01/2017	Date	
CC		Approved	
Approved	25/01/2017	Title	Groyne 1 South
Status	FOR INFORMATION ONLY NOT TO BE USED FOR CONSTRUCTION PURPOSE		
Drawn	AHD	Scale	AS SHOWN
Drawn Number	53915802	Size	A1
Revision	n		

## **Community & Place**

### **Community Facilities**

#### **CP01-04/17 Wanneroo Showgrounds Tennis Courts - Renewal Project**

---

File Ref:	24644 – 17/9065
Responsible Officer:	Director Community & Place
Disclosure of Interest:	Nil
Attachments:	4

### **Issue**

To consider the current status of the project and a revised scope of works.

### **Background**

Wanneroo Showgrounds is a District Active Park and located at (Lot 501) 21K Ariti Avenue, Wanneroo (**Attachment 1**). It should be noted that part of Lot 2 (21 Ariti Avenue) forms part of the Wanneroo Showgrounds that is inside the perimeter fence.

This Park has an open playing field with floodlighting and buildings surrounding the park including the Wanneroo Clubrooms and Margaret Cockman Pavilion. There are also three stand-alone toilet blocks, two playgrounds and CCTV. The Wanneroo Youth Centre sits just outside the Wanneroo Showgrounds boundary to the south and is now home to the new Skate Park.

The white wooden post and rail fencing around the main arena is listed on the City's Municipal Heritage Inventory. The bench seating surrounding the arena is also considered high in heritage and community value.

The existing tennis courts are a two court configuration and are located in the south east corner of the Wanneroo Showgrounds (**Attachment 1**), between the Wanneroo Agricultural Society shed and Wanneroo Road.

The closest tennis courts to these are at Elliot Road however they are not open under the City's free to access arrangements and require a key when the community wish to use them. The closest free community use courts are:

- Delamare Park, 71 Abbey Green Road, Banksia Grove;
- Hudson Park, 33 Hudson Avenue, Girrawheen and;
- Koondoola Park, 90 Koondoola Avenue, Koondoola.

### **Detail**

The project was initially endorsed as a part of the 2015/16 Capital Works Budget, with the original project scope being to re-surface the existing courts, as the court surface had become cracked and "puff balls" starting to grow through the surface.

A more detailed assessment of the court condition was undertaken by the Project Engineer to confirm the project scope. It was at this time that it was found that the underlying cause of the court surface issues was due to the proximity of the courts to the surrounding trees and tree root system, and also due to the contamination of the soil underneath the courts, which had led to the prevalence of puff balls in the court surface.

As a result, two initial court resurfacing/rehabilitation options were investigated, as outlined below:

Option	Description	Cost	Detail
1	<u>Court Re-surfacing</u>	\$25,600	As puff balls and cracking are likely to return to the court in time, this option is a simple patch up, resurface (acrylic only) and monitor.  Works include repair base/tree roots, patch, grind, resurface (three coat acrylic) and line marking
2	<u>Court Rehabilitation</u>	\$50,000	This rehabilitation option involves adding a geofabric intermediate layer and new asphalt which will help suppress cracking, although puff balls will eventually return and reflective cracking will occur, however it will last longer than Option 1. It is difficult to determine how long before puff balls or cracking will recur.  Works include repair base/tree roots, Asphalt/geofabric, Acrylic surfacing, line marking, etc.

It is the view of Administration that neither of these options will be value for money as there is no guarantee that these treatments will be effective in the long term due to the existing tree roots and subsoil make up.

As a result of the analysis of Options 1 and 2 above, Administration has investigated two further options involving the re-location of the courts. These are as outlined below:

#### Option 3 – Relocate Courts Further East

This option involves relocation of the courts further to the east of its current location, in an attempt to have the courts in an area free of the organics which are causing the puff ball issue. With treatment of the soil, this option could be viable however there is also the issue of damaging the trees on the western side between the Wanneroo Agricultural Society shed and the current court location.

The construction of new courts would need to be moved far enough east to avoid the tree root systems, which will require the relocation of the BBQ and the playground equipment on the eastern side (**Attachment 1**). It should be noted however that this option does not fully resolve the puff ball issue without removing the contaminated soil and treating the ground prior to rebuilding the courts in this location, thus entailing a significant increase in the scope of the project, which would be in excess of the current budget.

A summary of advantages and disadvantages is as follows:

Advantages	Disadvantages
Courts in a similar location	Relocation of other amenities such as lighting, BBQ's, fencing
Preferred - North/South Orientation	Significant increase in scope of works, beyond the current budget.
	No court facilities until works completed
	No opportunity to relocate the existing playground

#### Option 4 – Relocate to Old Skate Park Site (preferred option)

This option involves the relocation of the courts to the old skate park hard stand (**Attachment 2**). This option would see the courts being constructed over the existing asphalt, which has no signs of the issues related to the existing tennis court location.

In keeping with a recent inspection conducted by Paperbark Technologies (**Attachment 3**) it was found that the tree on the northern side of the old skate park is a Eucalyptus gomphocephala, which is a Western Australian native tree. To retain the tree, it is suggested to change the orientation of the courts from North/South to East/West, noting that Tennis West identifies a North/South orientation as preferable but not mandatory. The advice received from Tennis West is that:

*“Courts should be oriented so that the sun inconveniences players as little as possible. The best orientation will depend on the time of day and time of year that play is most likely to take place, with a north-south orientation preferred.” And ‘However, if it came down to the difference between keeping or losing the tennis courts, an east-west orientation would be preferable to losing the courts altogether and this would likely be okay if the courts are used only for recreational purposes; there would be concerns, however, about the popularity of their use in the early morning and late afternoon due to glare from the sun.’*

In addressing the issue of glare from the sun with an East/West orientation, it is suggested that there are large leafy trees surrounding the site to reduce the level of glare from the sun. It should also be noted that the main playing arena is an East / West orientation for AFL and that a North / South orientation is preferred for similar reasons. As the intent of these courts is to provide for community level tennis activity, and this option preserves the court footprint 4.5 metres clear from the base of the tree, which satisfies a requirement of the inspection report, the use of the existing old skate park hard stand is Administration's preferred option. This is noting that the project will also take into consideration the needs of event stakeholders in using this space.

A summary of advantages and disadvantages is as follows:

Advantages	Disadvantages
No known issues with the sub surface soil at the old skate park site	Court orientation not matching Tennis West preference.
Provide open access	
Increased passive surveillance	
Value for money	
Opportunity to design playground renewal to be conducive with the Wanneroo Skate Park	

Investigation was also undertaken in respect to the orientation of courts on the diagonal, however geometrically the existing hard stand dimension prevents this with a single court option far less than a twin court configuration (**Attachment 4**).

This option will include the removal of the existing courts and fence. The existing playground is due for renewal under the Asset Renewal Program and once the old tennis courts are removed, this site could be included in the footprint when designing the playground replacement. This option will also include a slight increase in the footprint of the existing hard stand.

Under the City's District Planning Scheme and the Local Heritage Survey the proposed works will require Council Approval. The Wanneroo Showgrounds is listed (52) on the City's Local Heritage Survey (LHS) as a Category 2 listing.

It is anticipated that this project will be delivered within the 2016/17 Capital Works Program.

### **Consultation**

The consultation process was undertaken in line with the City's Community Engagement Procedure.

The project and proposed direction (including Administration's preferred option) has been discussed with the existing hirers of the Wanneroo Showgrounds. The groups included:

- Wanneroo Junior Football Club
- Nollamara RSL
- Wanneroo Amateur Football Club
- Wanneroo Agricultural Society
- Fitness 4 Life
- Wanneroo Cricket Club
- Phoenix Calisthenics

The comments received from the hirers are supportive and that either location is acceptable to these groups.

The Wanneroo Agricultural Society expressed an interest in using the old skate park hard stand during the Wanneroo Show and this is possible if the new courts are relocated to this site. It is currently proposed to only fence the east and west sides and leave the north and south sides open.

### **Comment**

The provision of tennis courts at Wanneroo Showgrounds provides for casual recreation tennis with structured club tennis being based at Elliot Road Tennis Courts. While the proposed site allows for an east/west orientation only, it is considered to be the most feasible option, with the impact on use being minimal.

### **Statutory Compliance**

Under the City's District Planning Scheme and the Local Heritage Survey the proposed works will require Council Approval

The Wanneroo Showgrounds is listed (52) on the City's Local Heritage Survey (LHS) as a Category 2 listing. Category 2 definition as follows:

<i>Management Category</i>	<i>Category 2</i>
<i>Management Category Description</i>	<i>High Level of protection through the town planning scheme, Category 2 places are included in the City's Heritage List pursuant to the City of Wanneroo DPS2. Inclusion on the City's Heritage List provides maximum encouragement to the owner to conserve the heritage significance of the place.</i>

## Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2013 – 2023:

*"2 Society - Healthy, safe, vibrant and active communities.*

*2.2 Healthy and Active People - We get active in our local area and we have many opportunities to experience a healthy lifestyle."*

## Risk Management Considerations

An asbestos materials survey was carried out by Site Environmental Remediation Services on 13 September 2016 and identifies the site as a low risk. Appropriate methodology will be applied for the removal when making good the old tennis courts. Additional funding for asbestos removal or further investigation will be required in 2017.

There are no existing Strategic or Corporate risks within the City's existing risk registers which relate to the issues contained in this report.

## Policy Implications

The provision of tennis court at Wanneroo Showgrounds is consistent with the public open space hierarchy within the City Local Planning Policy – 4.3 – Public Open Space

## Financial Implications

The current budget under PR-2963 is \$29,000 with a balance remaining of \$26,302. Expenditure to date is:

- City of Wanneroo Project Management Fees \$800
- Find wise Location Services \$889
- Paperbark technologies \$1,809

An amount of \$154,000 has also been set aside under the Parks Asset Renewal Program (PR-1910) to contribute to the works in this project. As a result the total remaining budget for the project is \$180,302, which this report will seek to consolidate into PR-2963.

The construction estimate is \$153,875 and includes:

- Extension of the existing hard stand;
- Resurface of tennis court including line marking;
- New nets and poles;
- New Fence;
- Removal and disposal of Skate Park Structures and existing bench seats (due for renewal);
- Removal and disposal of the existing tennis court and fence; and
- Landscaping to existing tennis court which include irrigation and turf.

Total construction works is \$153,875 plus \$26,427 contingency (14.5%) = \$180,302

## Voting Requirements

Absolute Majority

## Recommendation

That Council:-

1. **APPROVES** the relocation of the Wanneroo Showgrounds Tennis Courts from the existing location to the site of the old skate park as per Attachment 1 of this report;
2. **NOTES** that the courts will be community use and open to the public, with the design taking into account the requirements of the Wanneroo Agricultural Society and other stakeholders undertaking events at the Wanneroo Showgrounds;
3. **NOTES** that the proposed project scope is within the existing budget allocation of \$180,302; and
4. **APPROVES BY ABSOLUTE MAJORITY** the following budget amendment, pursuant to Section 6.8(1)(b) of the Local Government Act 1995, to consolidate funding for the Wanneroo Showgrounds Tennis Court Resurfacing.

Project No	From	To	Description
PR-1910	154,000		Parks Asset Renewal Program
PR-2963		154,000	Wanneroo Showgrounds Tennis Court Resurfacing

### Attachments:

- |   |           |         |
|---|-----------|---------|
| 1. <a href="#">Location Plan - Wanneroo Showgrounds</a>                                     | 16/415914 | Minuted |
| 2. <a href="#">Wanneroo Showgrounds - Proposed Court Location - 2 Courts</a>                | 17/49776  |         |
| 3. <a href="#">Wanneroo Showgrounds Tree Survey - Tennis Court &amp; Playground upgrade</a> | 16/416438 |         |
| 4. <a href="#">Wanneroo Showgrounds Tennis Court Proposed Location - One Court</a>          | 17/49347  |         |









Wanneroo Showgrounds Tennis Courts  
Two Courts  
East / West Orientation

*Tree Inspections  
Wanneroo Showgrounds –  
Tennis Court & Playground  
upgrade  
Prepared for  
City of Wanneroo*



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*Tree Survey – Wanneroo Showgrounds – Tennis Court & Playground upgrade***TABLE OF CONTENTS**

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***Tree Survey – Wanneroo Showgrounds – Tennis Court & Playground upgrade*****BRIEF:**

The City of Wanneroo has commissioned this consultant to inspect and submit a report in respect of trees likely to be impacted by the proposed development of the removal of the existing Tennis Court and reinstatement in another area close by and the installation of a new playground where the old Tennis courts were located within the Wanneroo Showgrounds.

A walk through of the area was carried out with the assistance of Elwyn Lan – Landscape Design Construction Project Officer from City of Wanneroo as no specific plans were available for this consultant. Details of planned works proposed were discussed at this time.

The objectives of the survey are to:

1. Identify and document trees within close proximity of and likely to be impacted by the proposed development works.
2. Assess the current health and structural condition of the trees.
3. Consider the likely impact upon the trees of the proposed development and associated construction processes.
4. Make specific recommendations regarding remedial pruning works that may be required.
5. Provide Tree Protection Zone radius and Structural Root Zone radius details for each tree.
6. Provide general specifications of how to work around trees to minimise damage.

The Tree Protection Zone radius (TPZ), Structural Root Zone radius (SRZ), based upon the AS4970 – 2009 *Protection of trees on development sites* were given to assist in providing a guide to the likely impact of the proposed development upon the affected trees.

A total of 24 trees have been audited and photographed with tree numbers added to a site map to aid identification.

This consultant confirms that the site inspection was carried out on the 9<sup>th</sup> of March 2016.

**FORM AND APPROACH:**

Below are the definitions for the captured information provided.

**Botanical name Information:**

Botanical names are listed detailing the generic name followed by the specific epithet. The variety is named where applicable. Only the scientific and botanical names should be accepted to identify an exact tree species. The botanical name is used in the spread sheet in this report.

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*Tree Survey – Wanneroo Showgrounds – Tennis Court & Playground upgrade***Tree health:****Good**

The tree is demonstrating good or exceptional growth for the species. The tree should exhibit a full canopy of foliage, and have only minor pest or diseases problems. Foliage colour, size and density should be typical of a healthy specimen of that species.

**Fair**

The tree is in reasonable condition and growing well for the species. The tree should exhibit an adequate canopy of foliage. There may be some dead wood present in the crown, some grazing by insects or animals may be evident and/or foliage colour, size or density may be atypical for a healthy specimen of that species.

**Poor**

The tree is not growing to its full capacity; extension growth of the laterals may be minimal. The canopy may be thinning or sparse. Large amounts of dead wood may be evident throughout the crown. Significant pest and disease problems may be evident or symptoms of stress indicating tree decline.

**Very poor**

The tree appears to be in a state of decline and the canopy may be very thin and sparse. A significant volume of deadwood may be present in the canopy or pest and disease problems may be causing a severe decline in tree health.

**Dead**

The tree is dead.

**Tree Structure:**

Each tree surveyed was examined in detail to ascertain its overall structural condition.

The assessed tree was then placed into one of five categories:

- **Good:** The tree has a well-defined and balanced crown. Branch unions appear to be strong, with no defects evident in the trunk or the branches. Major limbs are well defined. The tree would be considered a good example of the species. Probability of significant failure is highly unlikely.
- **Fair:** The tree has some minor problems in the structure of the crown. The crown may be slightly out of balance, and some branch unions or branches may be exhibiting minor structural faults. If the tree is single trunked, this may be on a slight lean or be exhibiting minor defects. Probability of significant failure is low.
- **Poor:** The tree may have a poorly structured crown. The crown may be unbalanced or exhibit large gaps. Major limbs may not be well defined. Branches may be rubbing or crossing over. Branch unions may be poor or faulty at the point of attachment. The tree may have suffered major root damage. Probability of significant failure is moderate.

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**Tree Survey – Wanneroo Showgrounds – Tennis Court & Playground upgrade**

- **Very Poor:** The tree has a poorly structured crown. The crown is unbalanced or exhibits large gaps. Major limbs are not well defined. Branch unions may be poor or faulty at the point of attachment. A section of the tree has failed or is in imminent danger of failure. Active failure may be present or failure is probable in the immediate future.
- **Has Failed:** A significant section of the tree or the whole tree has failed.

**AS 4970 – 2009 Protection of trees on development sites****1. TPZ – Tree Protection Zone**

As per the Australian Standard (AS4970-2009 *Protection of trees on development sites*) the tree protection zone (TPZ) is the principal means of protecting trees on sites where development is to occur.

The TPZ is a combination of the root area and crown area requiring protection. It is an area isolated from construction disturbance, so that the tree remains viable.

The radius of the TPZ is calculated for each tree by multiplying its DBH x 12.

Eg. DBH is 0.5m x 12 = 6m radius (TPZ = 6m measured from the centre of the trunk at ground level.)

If the proposed encroachment is greater than 10% into the TPZ or SRZ the project as4970 – 2009 requires the Arborist to demonstrate that the tree(s) would remain viable.

**2. SRZ – Structural Root zone**

The structural root zone area of a tree is considered the minimum radius required for tree stability.

Using Australian Standards AS4970-2009 *Protection of trees on development sites* the structural root zone area can be calculated when major encroachment into a TPZ is proposed. This zone considers a tree's structural stability only and not the root zone required for a tree's health and long term viability, which is usually a much larger area. (As cited by AS4970-2009).

An indicative SRZ radius can be determined from the trunk diameter measured immediately above the buttress using the following formula. SRZ radius =  $(D \times 50)^{0.42} \times 0.64$  or using the guide from AS4970-2009.

Where multiple stems arise an adjustment to direct trunk diameter measurements have been made in a manner consistent with guidelines within the Standard to provide a single figure for the purposes of calculating both the SRZ and TPZ radius.

**Tree Survey Details over leaf.**

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*Tree Survey – Wanneroo Showgrounds – Tennis Court & Playground upgrade*

Tree No.	Botanical name	Age Class	Height (m)	Canopy spread (m)	Health	Structural Condition	Pruning Recommendations	TPZ (m)	SRZ (m)	Impact of works and recommendations
1	<i>Melaleuca raphiophylla</i>	Mature	5.8	9	Good	Consists of multiple stems with decay and fire damage visible. Sporadic sections of dead wood.	Carry out dead wood removal.	15	3.8	No changes are being made around this specimen
2	<i>Agonis flexuosa</i>	Mature	9.9	17	Good	Found in fair structural condition displaying an active bee hive & cracking stem on north side. Not considered excessive at this time. Minor dead wood not of a size or weight.	Monitor annually	15	4.4	No changes are being made around this specimen
3	<i>Eucalyptus globulus</i>	Mature	17.4	18	Good	Fair structural condition displaying fungal fruiting bodies on the southern side of the trunk. Sporadic sections of minor dead wood throughout. Will have bitumen installed 4.5m away on eastern side. Decay at basal flare on southern side.	Will require spotter when removing grass to ensure no roots are damaged.	15	4	Can be retained bitumen will need to be raised slightly above grade due to levels. May require spotter to check for tree roots when scraping topsoil.
4	<i>Eucalyptus gomphocephala</i>	Mature	18	10.6	Good	Sporadic sections of dead wood from an infestation of longicorn borer. Evidence of parrot browsing and decay on trunk. Has been previously reduced in size. Excellent shade tree.	No pruning works required.	15	3.8	Trenching for lighting conduit will be required. Will need to stay a minimum of 4.5m away from base of tree with spotter checking for roots on day of works.

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*Tree Survey – Wanneroo Showgrounds – Tennis Court & Playground upgrade*

5	<i>Agonis flexuosa</i>	Mature	9.2	8.3	Good	Fair structural condition displaying good form and minor dead wood not of a size to represent a hazard. No excessive limb loading.	No pruning works required.	9.1	3.1	No changes are being made around this specimen. Retain tree in existing limestone surrounds.
6	<i>Agonis flexuosa</i>	Semi mature	5.5	7	Good	Fair structural condition displaying crossed limbs. Has grown in limestone battered wall. Do not remove wall as tree may potentially become unstable.	No pruning works required.	6	2.6	No changes are being made around this specimen. Retain tree in existing limestone surrounds.
7	<i>Agonis flexuosa</i>	Semi mature	5.1	6.5	Good	Fair structural condition displaying crossed limbs. Has grown in limestone battered wall. Do not remove wall as tree may potentially become unstable.	No pruning works required.	9	3	No changes are being made around this specimen. Retain tree in existing limestone surrounds.
8	<i>Agonis flexuosa</i>	Semi mature	6.4	10.2	Good	Multiple stems displaying sound attachments. Evidence of roots extending under tennis court. Carefully remove tennis court without disturbing roots.	No pruning works required.	9.6	3.1	No changes are being made around this specimen. Retain tree in existing limestone surrounds.
9	<i>Agonis flexuosa</i>	Mature	8.6	10	Good	Good structural condition displaying multiple stemmed crown with minor dead wood throughout. No changes are being made around this specimen.	No pruning works required.	10.8	3.4	No changes are being made around this specimen

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**Tree Survey – Wanneroo Showgrounds – Tennis Court & Playground upgrade**

10	<i>Agonis flexuosa</i>	Mature	8.5	8	Good	Found to be leaning slightly north with sporadic sections of dead wood throughout. No changes are being made under this tree.	No pruning works required.	7.2	3	No changes are being made around this specimen
11	<i>Corymbia calophylla</i>	Semi mature	10	8.3	Poor	Chlorotic foliage with reduced leaf size. Sporadic sections of minor dead wood throughout. No changes are being made under this specimen.	Monitor annually	4.8	2.6	No changes are being made around this specimen
12	<i>Corymbia calophylla</i>	Mature	13.2	9	Fair	Displays a codominant stem without inclusion. Sporadic sections of dead wood consists of light material. Evidence of the beginning of Marri Canker, not excessive at this time.	No pruning works required.	6.6	2.8	Will require spotter to check for tree roots when lifting tennis court.
13	<i>Eucalyptus camaldulensis</i>	Mature	18.7	12	Good	Multiple stem formation in predominantly sound structural condition. No major dead wood. No changes are being made under this specimen.	No pruning works required.	6	2.6	Will need to take care when removing bbq and tennis court surface due to close proximity to trunk.
14	<i>Eucalyptus camaldulensis</i>	Mature	21	13	Good	Good structural condition displaying sound first order attachments. Minor dead wood throughout not of a size or weight to represent a hazard.	No pruning works required.	9.6	3.1	Will need to take care when removing bbq and tennis court surface due to close proximity to trunk.

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*Tree Survey – Wanneroo Showgrounds – Tennis Court & Playground upgrade*

15	<i>Corymbia calophylla</i>	Semi mature	12	4.6	Fair	Found to display a codominant twin stem formation with no included union. Has been previously reduced in height rendering the emergence of epicormic growth. Basal decay on southern side and on trunk 1m above ground level.	Monitor annually	3.6	2.4	Will need to take care when removing bbq and tennis court surface due to close proximity to trunk.
16	<i>Agonis flexuosa</i>	Mature	12	12	Good	Good structural condition displaying sound trunk and upper limbs. Sporadic sections of minor dead wood throughout consisting of light material. No cracks or separation of limbs visible from ground level.	No pruning works required.	15	4.3	No changes are being made around this specimen
17	<i>Agonis flexuosa</i>	Mature	12	12	Good	Found to be in fair structural condition displaying sound branch & stem formation. Minor limb loading however not considered excessive. Small amount of dead wood throughout consists of light material.	No pruning works required.	15	4.2	No changes are being made around this specimen

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**Tree Survey – Wanneroo Showgrounds – Tennis Court & Playground upgrade**

18	<i>Eucalyptus gomphocephala</i>	Mature	19	14.6	Fair	Comprises of 3 main stems with sections of decay at the base of trunk and at old pruning wounds. Active bee hive in upper decayed cavity. Main lateral limbs appear sound. Aerial inspection is warranted if increasing targets under this specimen.	Monitor annually	15	4.4	There are no particular changes scheduled under this tree at this time.
19	<i>Corymbia calophylla</i>	Mature	14.5	12	Fair-poor	Multiple stem formation with upper limbs displaying Marri canker infestation. Kino resin is exuding from select limbs ring barking them. This tree will slowly decline over the next 5 years.	Remove Cankorous limbs now to sound growth points to reduce spread of Canker and monitor annually	12	3.4	No changes are being made around this specimen
20	<i>Corymbia calophylla</i>	Mature	12	8.7	Fair	Displaying a twin stem formation and sporadic sections of dead wood consisting of light material. Has recently been pruned. Small areas of necrotic bark symptomatic of Marri canker is visible but not yet significant.	Monitor annually	10.8	3.3	No changes are being made around this specimen
21	<i>Corymbia calophylla</i>	Mature	13	8	Fair	Displaying a twin stem formation and sporadic sections of dead wood consisting of light material. Has recently been pruned.	Monitor annually	9.6	3	No changes are being made around this specimen

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*Tree Survey – Wanneroo Showgrounds – Tennis Court & Playground upgrade*

22	<i>Angophora costata</i>	Young	4.5	3.8	Good	Found to be in sound structural condition with good form and no included unions or dead wood at this time.	No pruning works required.	1.8	1.6	No changes are being made around this specimen
23	<i>Platanus acerifolius</i>	Semi mature	9.7	8.9	Good	Good structural condition displaying sound branch attachments and a balanced canopy. No evidence of dead wood or excessive limb loading.	No pruning works required.	5.7	2.4	No changes are being made around this specimen
24	<i>Eucalyptus rudis</i>	Mature	16	10.2	Good	Found to be in fair structural condition displaying a large basal decay on southern side. Upper limbs appear predominantly soundly attached and second order limbs have sound unions. Small amount of epicormic growth and minor dead wood throughout however not of a size or weight to represent a hazard at this time.	No pruning works required.	15	4.2	No changes are being made around this specimen

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**Tree Survey – Wanneroo Showgrounds – Tennis Court & Playground upgrade****Summary**

This consultant's inspection of 24 trees of nine species impacted by the Wanneroo Tennis Court & Playground development project revealed that they were predominantly in good health and fair structural condition at this time. Some of the Marri's were displaying symptoms of Marri Canker and will require minor pruning and monitoring.

**Species List**

<b>Botanical name</b>	<b>Common name</b>	<b>Type</b>
<i>Agonis flexuosa</i>	West Australian Peppermint	WA Native
<i>Angophora costata</i>	Smooth barked Apple	Eastern States Native
<i>Corymbia calophylla</i>	Marri	WA Native
<i>Eucalyptus camaldulensis</i>	River Red Gum	Eastern States Native
<i>Eucalyptus globulus</i>	Tasmanian Blue Gum	Eastern States Native
<i>Eucalyptus gomphocephala</i>	Tuart	WA Native
<i>Eucalyptus rudis</i>	Flooded Gum	Eastern States Native
<i>Melaleuca rhipiophylla</i>	Swamp Paperbark	WA Native
<i>Platanus acerifolius</i>	London Plane	Exotic

**Proposed Works**

The proposed removal of the existing Tennis court surface will involve careful excavation along the western and northern sides due to the close proximity to trees and evidence of surface roots within the Tennis court surface.

Trees 3, 4 & 12 will require spotters when trenching and excavation works are being carried out and it is recommended that a representative from Paperbark Technologies be on site when these works are scheduled. This is to ensure that no major structural roots are damaged or torn rendering the trees to become unstable.

The TPZ and SRZ radius have been worked out for each tree within the report. This is to be used as a guide and if roots over 30mm in diameter are to be pruned within these zones they are not authorised unless approved by Paperbark Technologies. Accumulation of roots removed can render trees to become unstable, therefore it requires documenting for future management.

**Tree Protection**

More than 90% of trees' roots are located in the upper 1.0m of soil depth and tree roots generally extend well beyond the canopy spread of the tree.

Machinery and vehicle movements in proximity to trees and the stock piling of building materials beneath trees can damage both tree roots and the lower sections of the canopy and need to be restricted.

Where trees are being retained it is crucial that designers, contractors and sub-contractors are informed of the likely extent of tree roots and the potential damage to roots and lower branches from the construction of infrastructure too close to trees.

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***Tree Survey – Wanneroo Showgrounds – Tennis Court & Playground upgrade***

It is recommended that:

- Tree Protection Fencing is erected around each tree or groups of trees to prevent damage to canopies and the root zone.
- Soil levels around trees out to the TPZ radius are not to be raised or lowered.
- Pavements are to be installed slightly above natural grade to reduce potential root disturbance.
- When clearing the site and removing overburden, excavators should be fitted with a flat edge bucket and a spotter employed to check for tree roots. Where damaged, roots are to be cleanly cut using a hand saw or secateurs. The project Arborist is to be advised if more than 3 x 30mm diameter roots are cut on any tree which is being retained to ensure the trees remain low risk and structurally stable.
- Irrigation main lines, pipes and sprinklers are to be hand dug within TPZ radius of trees.
- Services & electrical conduit design should seek to locate lines outside of the TPZ of trees to be retained wherever possible and ensure under boring is utilised within the TPZ radius or an authorised spotter is used when trenching.
- If the development works are to be carried out over summer months and reticulation is interrupted or turned off. It is recommended to minimise stresses upon the trees by providing supplementary water to the retained trees once per week with added wetting agent, approximately 600 – 1,000 litres per tree is required.

It is advised that all remedial tree surgery works be carried out by a competent Arborist to the relevant Australian Standards - Pruning of amenity trees 4373-2007.

The future management, maintenance and condition of the trees have a considerable bearing on their location, with safety to property and persons the main priority. Therefore each tree retained is recommended to be re-inspected on an annual basis to ensure that the trees remain healthy and in a structurally sound condition with a level of risk that is acceptable.



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### ***Tree Survey – Wanneroo Showgrounds – Tennis Court & Playground upgrade***

#### **Limitation of liability**

Trees can be managed, but they cannot be controlled. To live or work near a tree involves a degree of risk.

This report only covers identifiable defects present at the time of inspection. Paperbark Technologies accepts no responsibility and cannot be held liable for any structural defect or unforeseen event/situation or adverse weather conditions that may occur after the time of inspection.

Paperbark Technologies cannot guarantee that the tree/s contained within this report will be structurally sound under all circumstances, and is not able to detect every condition that may possibly lead to the structural failure of a tree. Paperbark Technologies cannot guarantee that the recommendations made will categorically result in the tree being made safe.

Unless specifically mentioned this report will only be concerned with above ground inspections, as such all observations have been visually assessed from ground level. Trees are living organisms and as such cannot be classified as safe under any circumstances. Trees fail in ways that the arboriculture industry does not fully understand.

The recommendations are made on the basis of what can be reasonably identified at the time of inspection therefore Paperbark Technologies accepts no liability for any recommendations made.

All care has been taken to obtain information from reliable sources, however Paperbark Technologies can neither guarantee nor be responsible for the accuracy of information provided by others.

In the event that re-inspection of the tree/s is recommended it is the client's responsibility to make arrangements with Paperbark Technologies.

#### **References**

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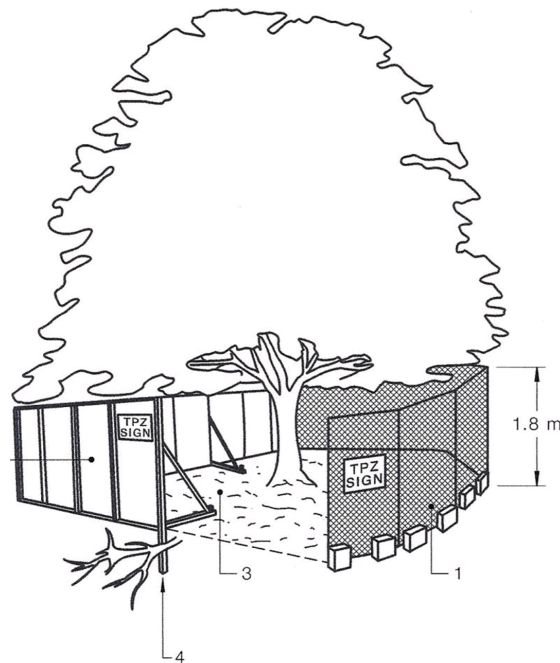
*Tree Survey – Wanneroo Showgrounds – Tennis Court & Playground upgrade*

**Site Map showing tree number locations**



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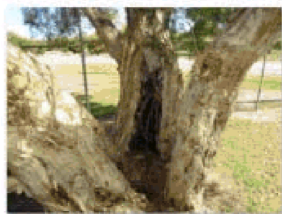
*Tree Survey – Wanneroo Showgrounds – Tennis Court & Playground upgrade***Example of Tree Protection Fencing from AS 4970-2009****LEGEND:**

- 1 Chain wire mesh panels with shade cloth (if required) attached, held in place with concrete feet.
- 2 Alternative plywood or wooden paling fence panels. This fencing material also prevents building materials or soil entering the TPZ.
- 3 Mulch installation across surface of TPZ (at the discretion of the project arborist). No excavation, construction activity, grade changes, surface treatment or storage of materials of any kind is permitted within the TPZ.
- 4 Bracing is permissible within the TPZ. Installation of supports should avoid damaging roots.

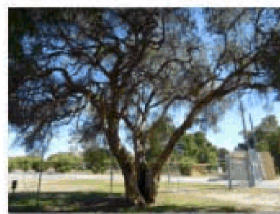
**FIGURE 1 PROTECTIVE FENCING FROM AS 4970-2009**

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*Tree Survey – Wanneroo Showgrounds – Tennis Court & Playground upgrade***Photos of trees**

Tree 1 (1).JPG



Tree 1 (2).JPG



Tree 2.JPG



Tree 3 (1).JPG



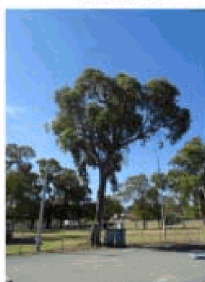
Tree 3 (2).JPG



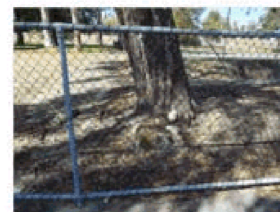
Tree 3 (3).JPG



Tree 4 (1).JPG



Tree 4 (2).JPG

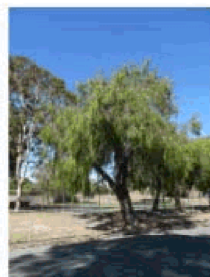


Tree 5 (1).JPG

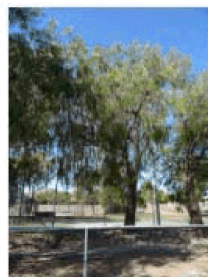
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*Tree Survey – Wanneroo Showgrounds – Tennis Court & Playground upgrade*

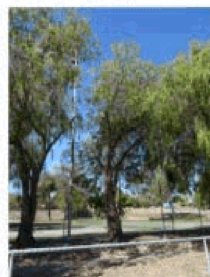
Tree 5 (2).JPG



Tree 6.JPG



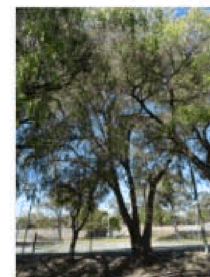
Tree 7 &amp; 8 limestone.JPG



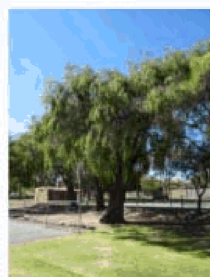
Tree 7.JPG



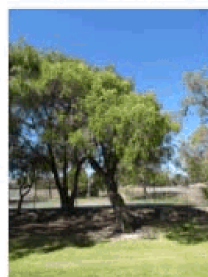
Tree 8 base of court.JPG



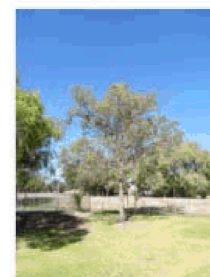
Tree 8.JPG



Tree 9.JPG



Tree 10.JPG



Tree 11.JPG

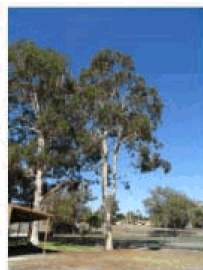
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*Tree Survey – Wanneroo Showgrounds – Tennis Court & Playground upgrade*



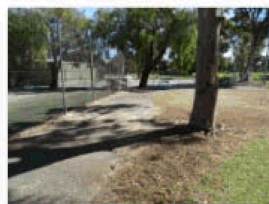
Tree 12.JPG



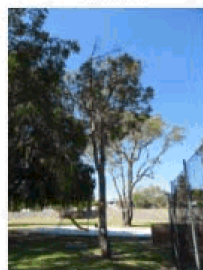
Tree 13.JPG



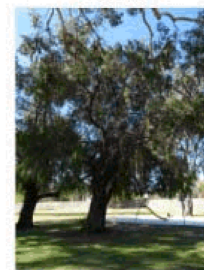
Tree 14.JPG



Tree 15 (1).JPG



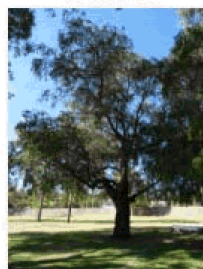
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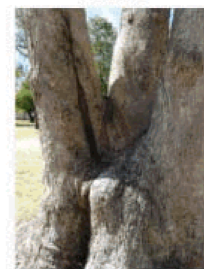
Tree 16.JPG



Tree 17 (1).JPG



Tree 17.JPG



Tree 18 (1).JPG

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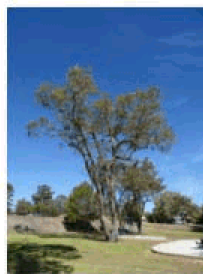
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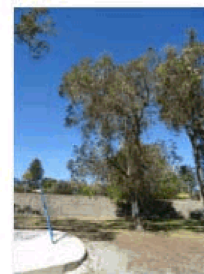
*Tree Survey – Wanneroo Showgrounds – Tennis Court & Playground upgrade*



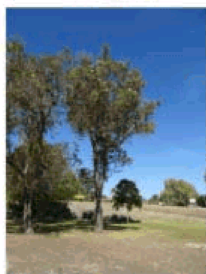
Tree 19 (1).JPG



Tree 19 (2).JPG



Tree 20.JPG



Tree 21.JPG



Tree 22.JPG



Tree 23.JPG



Tree 24.JPG

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Wanneroo Showgrounds Tennis Courts  
One Court  
NE/ SW Orientation

## CP02-04/17 PT01-02/17 Update - Upgrade of the existing BMX Track at Warradale Park, Landsdale

File Ref: 28876 – 17/73522  
 Responsible Officer: Director Community & Place  
 Disclosure of Interest: Nil  
 Attachments: 1

### Issue

To consider petition PT01-02/17 presented to Council at its meeting held on 7 February 2017 seeking an upgrade of the BMX track at Warradale Park, Landsdale.

### Background

Warradale Park is located at 31 Warradale Terrace, Landsdale (**Attachment 1**). The site has two lots; Lot Number 12938 located on Reserve No 45966 and Lot 13968 on Reserve No. 45966. Warradale Park has an overall land area of approximately 11 hectares classifying it as a District Park. The Park is Crown Land vested to the City of Wanneroo for the purpose of public recreation.

The Park is bounded by residential properties on the north, east and west. To the south is the Landsdale Primary School. The northern section of the reserve is a man-made lake with the playing field located in the southern section of the reserve. There is a level difference of two metres across the site.

The Park includes the following amenities:

- Warradale Community Centre (constructed 2001);
- Warradale Clubrooms Building (constructed 2009);
- Senior Sized Sports Oval (extensions undertaken in 2016);
- Path network and Barbeque (constructed 1999);
- Nature Playground (constructed 2016);
- Cricket Nets (relocated in 2016);
- Car Parking (increased in size 2016); and
- BMX Track (constructed 1999).

Other existing wheeled sports facilities within the City of Wanneroo include:

Type	Location	Distance from Landsdale BMX
BMX track	Koondoola Park, Koondoola	4km
BMX track	Nanatee Park, Wanneroo	7km
BMX track	Peridot Park, Banksia Grove	12km
BMX track	Houghton Park, Carramar	12.4km
BMX track	Key Largo Drive, Clarkson	18.4km
BMX track	Anthony Waring Park, Clarkson	18.6km
BMX track	McCoy Park, Quinns Rocks	22km
Skate park	Paloma Park, Marangaroo	3.5km
Skate park	Hainsworth Park, Girrawheen	5km
Skate park	Ariti Avenue, Wanneroo	7.3km
Skate park	Key Largo Drive, Clarkson	18km
Skate park	Kingsbridge Park, Butler	23km
Skate park	Charnwood Reserve, Two Rocks	42.5km

## Detail

Petition PT01-02/17 specifically seeks the following:

*"... that Council consider either upgrading the existing BMX track at Warradale Park, Landsdale; or  
The repurposing of the current BMX track at Warradale Park, Landsdale into a skate park / track; or  
A combination of both....."*

The Landsdale Residents Association have received a number of contacts through the Association's social media platform requesting upgrades to the existing track and several suggestions to have the space converted to a skate park.

In considering these requests, further investigation needs to be undertaken to understand the most suitable outcome for the BMX Track. This will involve consultation with local residents and users of the facility to determine the preferred outcome for the site with consideration made to the locality's demographics, existing provision, and proximity to other facilities and residential properties.

## Consultation

The proposed consultation strategy to address the intent of the petition will be undertaken in line with the City's Engagement Policy.

The objective of the consultation process will be to determine the Community's preference for the site through both online and in person processes. The proposed consultation strategy will be based upon consultation with the following stakeholders including:

- Young People;
- Relevant Government and Non-Government agencies;
- Existing user groups of Warradale Park;
- Local residents; and
- The Landsdale Residents Association.

The proposed consultation process will be undertaken in four stages as detailed below.

### Stage 1

A desktop analysis to determine the needs and requirements, which will include the following:

- Review and analysis of existing City of Wanneroo wheeled sports facilities;
- Demographical review of the locality; and
- Broader analysis of participation trends.

### Stage 2

Conduct small, informal on-site meetings at the following City of Wanneroo BMX tracks and skate parks, supported by targeted on-line consultation:

- Landsdale BMX track;
- Banksia Grove BMX track;
- Carramar BMX track;
- Koondoola BMX track;
- Nannatee Park BMX track;
- Paloma Skate Park; and
- Hainsworth Skate Park.

The aforementioned locations have been selected as they are located within reasonable proximity to the Landsdale BMX track and therefore may capture current and future users of the BMX track at Warradale Park.

The consultation will engage with interested young people and facility users, with the information gained from these sessions to be included in the overall consultation results. This consultation will be undertaken with the involvement of the City's Youth Services staff.

### Stage 3

This stage in the consultation process will involve the collation and analysis of the consultation outcomes to inform facility requirements. This in turn will be used as a basis for the development of preliminary concepts and cost estimates.

At this stage a report will be tabled to Council regarding the consultation outcomes, preliminary concepts and cost estimates. This report will also seek approval to undertake the stage 4 broader community consultation.

### Stage 4

Based on the outcomes of the three previous stages, broader consultation will be conducted with residents to inform and seek feedback on the requirements and proposed concept for the site.

This consultation with the community will be done in accordance with the City's Engagement Policy, and it is proposed to include:

- Distribution of an information letter with survey link to residents within a 400m radius of the boundaries of the Park, welcoming their feedback via an online survey;
- Inclusion of the survey and comment form on the City's web site under the 'Your Say' section and Facebook page; and
- Distribution to key community groups.

At the conclusion of this stage a final report will be presented to Council reporting on the community consultation outcomes and proposed direction resulting from this process.

The envisaged timeframe for this consultation process (including Council report cycles) is outlined within the table below:

<b>Consultation Stage</b>	<b>Duration</b>	<b>Proposed Start Date</b>	<b>Proposed End Date</b>
Stage 1	2 weeks	17 April 2017	28 April 2017
Stage 2	6 weeks	17 April 2017	30 May 2017
Stage 3	6 weeks	31 May 2017	9 July 2017
Stage 4	11 weeks	3 July 2017	19 September 2017

### Comment

Whilst the City recognises the current facility at Warradale is approximately 17 years old and has deteriorated in condition, a detailed understanding of the needs and requirements of facility users, young people and surrounding residents is firstly required to determine the provision type and demand for a wheeled sports facility at Warradale Park.

Outcomes of the consultation process will require consideration alongside other project requirements within the City and will be subject to both resource and budget availability.

## Statutory Compliance

Nil

## Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2013 – 2023:

*“2 Society - Healthy, safe, vibrant and active communities.*

*2.1 Great Places and Quality Lifestyle - People from different cultures find Wanneroo an exciting place to live with quality facilities and services.”*

## Risk Management Considerations

There are no existing Strategic or Corporate risks within the City's existing risk registers which relate to the issues contained in this report.

## Policy Implications

The development of the public open space is required to be consistent with Local Planning Policy 4.3 - Public Open Space.

## Financial Implications

The proposed consultation process and preliminary concept development can be accommodated within existing operational budget.

## Voting Requirements

Simple Majority

## Recommendation

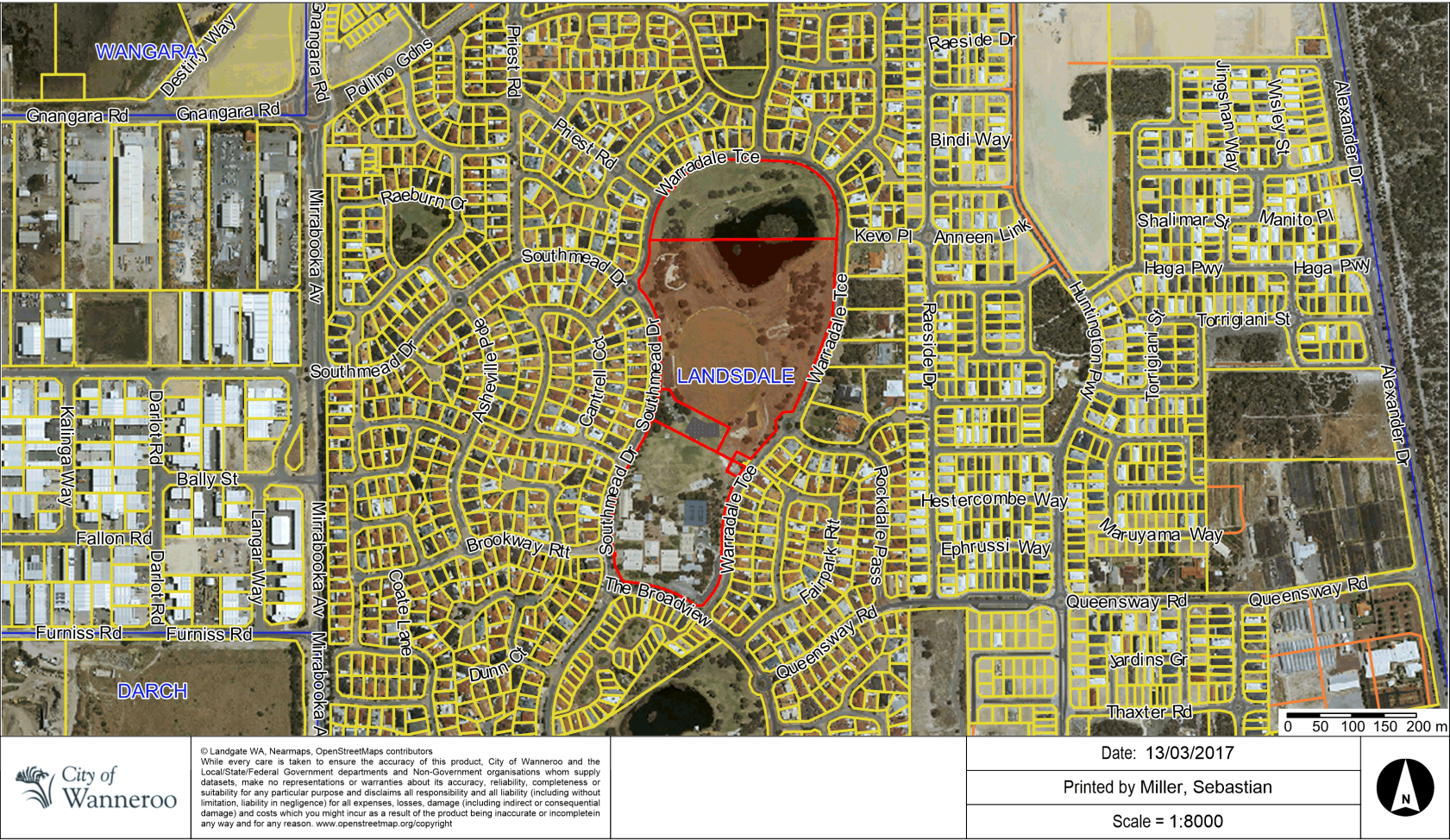
That Council:-

1. **NOTES** the Petition PT01-02/17 tabled at its Ordinary Council Meeting of 7 February 2017;
2. **NOTES** the proposed consultation strategy and timeframes for investigating the requirements for a wheeled sports facility at Warradale Park; and
3. **AUTHORISES** the Director Community and Place to advise the petition organisers of the outcomes of this report.

Attachments:

1  Warradale Park Location Map 17/79736







## CP03-04/17 Banksia Grove Skate Park Proposal

File Ref: 28852 – 17/74039  
 Responsible Officer: Director Community & Place  
 Disclosure of Interest: Nil  
 Attachments: 6

### Issue

To consider a proposal for a skate park in Banksia Grove.

### Background

The Banksia Grove District Open Space (District Open Space) is located on Grandis Park, being Lot number 8020, 2 Grandis Boulevard, Banksia Grove (**Attachment 1**). The property type is Crown land vested in the City of Wanneroo for the purposes of recreation.

The District Open Space forms part of joint use facility with Joseph Banks Secondary College, which is a 9.7 hectare high school site on the corner of Splendens Avenue and Pinjar Road, Banksia Grove. Adjacent to the High School site is a 3.5 hectare Primary School site and the 6.2 hectare District Public Open Space (**Attachment 1**).

In 2009 discussions occurred with representatives of Banksia Grove District Nominees (BGDN) and Department of Education (DoE) to discuss the purpose of the precinct. The City received a formal request from BGDN to partner in the project and share the cost of appointing a consultant to complete the planning and design work on a one third basis with the developer and DoE. Administration endorsed this partnership and in 2009 Gresley Abas Pty Ltd was appointed to undertake the planning and design work.

Following a thorough design and stakeholder consultation process the Banksia Grove Education and District Open Space Precinct Plan Report, including a concept plan (**Attachment 2**), was completed and presented to the City, DoE and BGDN.

The plan provided for the development of the 19.4Ha site to incorporate the following:

Facility	Associated Infrastructure
High school	School Administration and classrooms; Shared Library; Performing Arts Centre; Sports Hall;
Primary school	Early Childhood; School Administration and classrooms; School Library; Covered Assembly;
Playing Fields	2 full-sized multi-purpose playing fields ; 1 senior size rectangular playing field; Floodlighting;
Hard Courts	8 multipurpose hard courts with space to expand to 12 courts;
Clubrooms/Changerooms	To serve the playing fields and hard courts;

In October 2016, the City received a revised proposal from Banksia Grove Development Pty Ltd (BGD) for the development of a skate park at the District Open Space. The original proposal received by the City sought to have the project pre-funded by Banksia Grove, with a view of the City reimbursing this amount in future years. Concern was expressed about this

funding model and subsequently a revised proposal was put forward which proposed the project cost being equally split between the City and Banksia Grove, based on an estimated cost of \$608,000. In addition to this, the proposal saw Banksia Grove maintain the surrounds of the proposed skate park until 30 June 2022 (aligning with their current agreement with the City in respect to maintenance of the District Open Space). A copy of the revised proposal and concept layout has been included within **(Attachment 3 and 4)**.

## Detail

### Proposed Concept, Funding and Schedule

Key components of the proposed concept are as follows:

#### Skate elements

- Wave Ramp
- Leaf Bank
- Ramp/Ledge/Step Combo
- Slappy Bank
- Ramp/Gap/Rail Combo
- Curved Ledge
- Kidney Bowl

#### Non skate elements

- Circular Manual Pad
- Feature Shade structures
- Limestones walls
- Steps
- Native Planting

Key aspects of the proposed funding model and the envisaged project schedule is as follows:

#### *Proposed funding model:*

Project Stage	Funding Contribution	
	BGD	COW
Concept & Cost Revision (including independent QS)	100%	
Lotterywest Grant funding EOI & Application		100%
Needs & Feasibility Assessment	100%	
COW Project Manager resource (est \$50k)	100%	
Detail Design (including independent QS)	100%	
Tender Drawings & Build Specification	100%	
Construction Cost	\$308K	\$300K (max)
Construction Supervision		100%

It should be noted that a revision of the concept costs was undertaken in February 2017 and has seen the total project cost remain within the initial estimate of \$608,000. As outlined above, the funding model is based on the City's contribution being capped to a maximum of \$300,000.

*Proposed Project Schedule:*

Key Tasks	Target Date	Who
Needs & Feasibility Assessment	Feb 2017	BGD
Concept & Cost Revision	Feb 2017	Both
COW Budget bid for 2017/18	March 2017	COW
Council endorsement of concept & approval for consultation	April 2017	COW
Lotterywest grant EOI	April 2017	COW
Consultation process	April/May 2017	COW
Council report – consultation outcomes and concept, cost and funding model	June 2017	COW
Design Development	April 2017 onwards	BGD
Tender Drawings & Build Specification	April 2017 onwards	BGD
Tender	Sept/Oct 2017	COW
Council report – tender outcome	Dec 2017	COW
Construction – approx. 22 wks.	Feb 2018	COW

It should be noted that the project schedule is subject to further revision as the project progresses and more detailed planning undertaken.

*Assessment of Need and Feasibility*

An assessment of need and feasibility has been undertaken on a joint basis between the City and Banksia Grove and has been provided as **(Attachment 5)**. A summary of key findings identified within the assessment has been provided below.

*Site Analysis*

The Needs and Feasibility Assessment report has highlighted that the average percentage of the population in Banksia Grove, Carramar and Tapping aged 24 years and under (i.e the potential users) in 2017 is estimated to be 42.1%. The high percentage of potential users of the skate park in Banksia Grove, supplemented by potential users in adjacent suburbs suggests that the amenity will be well used and target the interests of a large demographic cohort for the local area in which it will be situated.

As a result, the report suggests it is reasonable that as well as supporting the needs of the local area surrounding the proposed facility, the skate park will also meet the needs of users at district level.

The proposed skate park is well positioned in Banksia Grove. Access to the facility will be via Grandis Boulevard and Pinjar Road Bus services along Joondalup Drive and Pinjar Road will provide public transport options for skate park visitors. The proximity of the skate park to Joseph Banks Secondary College suggests that the facility will be well utilised after school each day. The college has an enrolment of approximately 1100 students and is growing by approximately 250 students each year. In addition, St John Paul II Catholic Primary School

with enrolment of 360, Banksia Grove Primary School with enrolment of 620 and the proposed primary school on the Grandis Park location having an expected enrolment of 430 pupils (date of opening still to be confirmed), will include students who are expected to be regular users of the park. Close access to the Shopping Centre precinct means that skate park visitors have reasonable access to shopping facilities. Opportunities may also exist for the local schools to use the facility as part their curricular activities.

The location of the skate park adjacent to the playing fields and Pinjar Road means that the amenity is highly visible and offers opportunity for positive CPTED (Crime Prevention through Environmental Design) principles to be considered in the design and provision of amenities. The skate park is well separated from adjacent properties with 10 houses and a group housing site on Grandis Boulevard being the closest residents (approximately 100m away).

#### *Demand and Support for the Facility*

In addition to the above, it has been noted that the skate park facility is eagerly anticipated by a significant number of residents in Banksia Grove and surrounding suburbs. A community survey commissioned by BGD in June 2014, and completed by 86 residents across a range of age demographics, rated the provision of facilities for children and young people and community meeting places in the top 10 of desired changes that residents would like to see in the suburb. This is supported by anecdotal feedback particularly from young people and families living in the suburb, who indicate that a skate facility will be a very well utilised asset in their local area.

Feedback from residents, community representatives and service organisations, confirms that there is strong demand and identified need that the skate park will address. These are captured within the Needs and Feasibility Assessment and include:

- The high proportion of young people living in the suburb who will use the park.
- The desire for the park to be multi-generational and used by a range of age groups - youth, young children, parents and children.
- The lack of existing youth oriented amenities in the local area.
- Acknowledgement and preparedness of the BGD and City to partner in delivering the facility and to co-fund the cost of construction.
- Community expectations arising from the skate park being promoted over a number of years as a facility that would be provided.
- Opportunities associated with collocated facilities and suggestions for the inclusion of additional amenities to encourage broader use such as provision of shade, BBQ facilities, fitness equipment and half-court basketball/multisport facilities.
- The potential and suitability for the area to become a focus for youth activities and a venue for young people to access services.
- The opportunity for key service providers to interact and interface with young people and other cohorts within the community.
- The promotion of social cohesion across the community.

The skate park will provide a meeting place, expand the range of recreational offerings in east Wanneroo and meet the needs and interests of particular demographics for whom available facilities in the local area are limited. Whilst the Banksia Grove project has significantly enhanced the amenities in the suburb, the focus has tended to be toward providing playgrounds and facilities for families and younger children.

#### *Demographic Analysis*

From data provided through .idcommunity, the report notes that Banksia Grove currently has a very large cohort of young people under 24 years of age (46.1%). Projected population size for the suburb, using .idcommunity data, identifies that the 10-24 years age bracket

represents 25.5% of the total age demographic and is projected to be of a similar size as the suburb matures i.e. 2023 – 24.4%, 2029 – 24.8%.

#### *Current Facility Provision*

The report provides a detailed summary of current facility provision within Banksia Grove and the City. Whilst BMX facilities exist in the local area, the closest skate park facility to Banksia Grove is at the Wanneroo Showgrounds. Other skate parks that users might access are the Clarkson facility (12.4 km), Kingsbridge Park at Butler (14.6 km) or Mirror Park (City of Joondalup) in Ocean Reef (13.2 km).

Banksia Grove has numerous recreational spaces to enable residents to pursue a variety of interests. In the provision of amenities, the estate has also appealed to groups with the largest representation such as young families. As a consequence, the majority of parks are most suitable for young children. As the suburb matures however, children become older and demands change. The audit of recreational facilities demonstrates that purpose built facilities for young people aged over ten years need to be provided and a skate park will be an amenity that addresses this need.

#### *Strategic Alignment*

The report notes that the proposed facility is strategically aligned to the future directions of the City as outlined below:

City of Wanneroo Strategic Community Plan 2013/14 – 2022/23

##### *Society*

##### *2.2. Healthy and Active People*

##### *2.2.2 Create opportunities that encourage people to be active and healthy*

##### *2.2.3 Provide physical environments that encourage healthy activity*

##### *2.3 Safe Communities*

##### *2.3.1 Promote a sense of safety in the community*

#### *Benefits Analysis*

The report notes that the proposed shared funding model demonstrates to the community a partnership between the key stakeholders responsible for the delivery of community infrastructure in Banksia Grove.

The report notes that the provision of the skate park will provide a return on social investment. It is anticipated that the facility will see a reduction in damage caused by skateboards, scooters and bicycles being used inappropriately at other venues and amenities around the area. Positive outcomes that will be derived from the skate park will be a source of celebration and further promote the area as an attractive place to live with facilities that cater for all demographics in the community.

The proposed skate park will provide a recognised meeting place for young people and provide an interface for service providers to interact in a positive manner with these young people.

Research relating to the benefits of skate parks suggests that well-designed facilities provide:

- Community ownership of a local resource
- A healthy and exciting challenge
- Exciting, urban integrated landscaping
- A safe and attractive place for young people to gather
- A sport growing in popularity

- A street culture based on respect
- Bringing the community together

#### *Link to Banksia Grove District Open Space Master Plan*

The proposal to provide a skate park within Grandis Park has received input for the Department of Education through the Principal of Joseph Banks Secondary College. The provision of a skate park rated very highly in a curriculum activity for Year 7 students who undertake an exercise in the design of a perfect community. A letter of support from the Principal can be found on page 3 of the Appendix in **(Attachment 5)**.

The provision of the proposed skate park at the District Open Space is considered to be consistent with the intent of the original Master Plan and the current and future uses.

#### *Standards of Provision*

In respect to Standards of Provision, a skate park facility of this nature is considered to be a district level facility. This is based on the location of the proposed facility (being on a district open space) and also other like facilities which have been previously developed within the City of Wanneroo (i.e Wanneroo Showgrounds and Clarkson Youth Centre).

In respect to population growth within the catchment area, the table below outlines the anticipated growth within the locations of Banksia Grove, Carramar and Tapping. As can be seen, the level of growth over the 10 year period will be significant, with the population threshold meeting the 1:25,000 ratio for District POS (Active) (Northern Coastal Growth Corridor Community Facilities Plan, 2011).

The population of Banksia Grove is expected to increase by 80% by the year 2024 and a 16% rise in population is anticipated for the suburb of Carramar.

<b>Suburb</b>	<b>2014</b>	<b>2024</b>	<b>Difference</b>	<b>%</b>
Banksia Grove	7,462	13,456	+ 5,994	80%
Carramar	7,134	8,339	+ 1,205	16%
Tapping	9,369	9,943	+ 574	6%
<b>Total</b>	<b>23,965</b>	<b>31,738</b>	<b>+7,773</b>	<b>32%</b>

*Source – Population Forecast id*

In respect to geographical context, **(Attachment 6)** provides an overview of the proposed location of this facility in respect to other skate parks located within the City of Wanneroo. From this it can be seen that there the distance to alternative facilities and physical barriers (Wanneroo Road and Pinjar Road) are significant. This, coupled with the population within the area of Banksia Grove, Carramar and Tapping, provides a strong degree of support for the delivery of a facility within this locality.

## **Consultation**

Consultation, in line with the City's Engagement Policy is proposed to be undertaken within the Banksia Grove community and this involves a mail out to residents within a 400 metre radius of the park seeking feedback on the indicative designs. Specific groups such as local schools, Skate Boarding WA and the Banksia Grove Residents Association will receive this information for comment.

Consultation with key stakeholders will also be undertaken to finalise the indicative designs with a further report to Council at its meeting scheduled in June 2017.

## Comment

Administration is of the view that the proposal for the development of a skate park at Banksia Grove District Open Space is sound and will be of benefit to the community within Banksia Grove and surrounding areas.

## Statutory Compliance

### *Development Approval*

The development associated with this skate park proposal is considered to be public works and exempt from the requirement to obtain development approval under Section 6 of the Planning and Development Act 2005 (the Act). In fulfilling its obligations under this section of the Act, Administration will consult with the Western Australian Planning Commission to confirm this.

### *Developer Contribution Plan*

There is no Development Contribution Plan (DCP) in effect for Banksia Grove that sets out a formal approach to the apportionment of costs between the City and land developers for community infrastructure. As a result, it has not been necessary to assess the proposal against the provisions of State Planning Policy 3.6: Development Contributions for Infrastructure (SPP 3.6) and the City's District Planning Scheme No. 2 (DPS 2), as is the case for formal DCPs in Alkimos-Eglinton and Yanchep-Two Rocks.

The proposed cost sharing arrangement has therefore been considered on its merits, having consideration to the principles of SPP 3.6 and the needs and demographics of the local area. Furthermore, it is important to note that SPP 3.6 allows for genuinely voluntary agreements for the provision of infrastructure, provided that all parties are willing signatories.

Where development contributions are made under a formal DCP, SPP 3.6 and DPS 2 require development contributions to be based only on the proportion of need for a facility generated by new residential growth. This proportion is always specific to the location of the DCP and the catchment of the proposed facility.

Developers in Alkimos Eglinton are funding 100% of the district facilities in that DCP and in Yanchep Two Rocks approximately 71%. However, given that new growth in Banksia Grove is adjacent to existing communities in Carramar and Tapping, and that the facilities provided in Banksia Grove will cater for latent need in those areas, the proposed 50% cost arrangement is considered to be reasonable and equitable.

## Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2013 – 2023:

*“2 Society - Healthy, safe, vibrant and active communities.*

*2.2 Healthy and Active People - We get active in our local area and we have many opportunities to experience a healthy lifestyle.”*

## Risk Management Considerations

There are no existing Strategic or Corporate risks within the City's existing risk registers which relate to the issues contained in this report.



## Policy Implications

The City's Local Planning Policy 4.3 Public Open Spaces was used as the guiding framework for the development of the draft concept plan.

## Financial Implications

The funding model for this project is based on the following components:

Funding Year	Funding Contribution	Detail
2017/18	\$308,000	Developer Contribution (Banksia Grove Development Pty Ltd)
2017/18	\$300,000	City of Wanneroo – Municipal Funds
<b>Total</b>	<b>\$608,000</b>	
2017/18	\$200,000	Lotterywest Grant Application

As previously noted, the City's contribution is to be capped at a maximum of \$300,000 with the total project cost based on the review undertaken in February 2017 estimated at \$608,000.

An application to Lotterywest for \$200,000 will also form part of the project funding model and will be actioned post Council consideration of this report. Should this application be successful, it is intended that the grant received will be deducted from the City's and BGD contributions on an equal basis. A successful grant outcome will reduce the City's contribution to \$200,000.

This report will seek to have the project listed for consideration within the 2017/18 Capital Works Budget.

## Voting Requirements

Simple Majority

## Recommendation







That Council:-

- ENDORSES** the proposed Banksia Grove Skate Park Concept Plan, as per Attachment 4 of this report, for the purposes of community consultation;
- NOTES** the proposed funding model as outlined within the table below, noting that Administration will submit a Lotterywest grant application for the project:

Funding Year	Funding Contribution	Detail	
2017/18	\$308,000	Developer Contribution (Banksia Grove Development Pty Ltd)	
2017/18	\$300,000	City of Wanneroo – Municipal Funds	
Total	\$608,000		
2017/18	\$200,000	Lotterywest Grant Application	

3. **NOTES** that the project will be listed for consideration within the 2017/18 Capital Works Budget; and
4. **NOTES** that a further report will be tabled to Council at the conclusion of the community consultation period.

*Attachments:*

- |  |   |           |         |
|--|---|-----------|---------|
| 1. <a href="#"></a> | Banksia Grove District Open Space - Aerial Layout                   | 17/83913  |         |
| 2. <a href="#"></a> | Banksia Grove - DOS - FINAL Concept Plan                            | 16/89241  |         |
| 3. <a href="#"></a> | Banksia Grove Skate Park Proposal - Correspondence                  | 16/371705 |         |
| 4. <a href="#"></a> | Skate Park Plan Proposal for Banksia Grove                          | 17/46977  | Minuted |
| 5. <a href="#"></a> | Banksia Grove Skate Park - Needs and Feasibility Assessment - FINAL | 17/75142  |         |
| 6. <a href="#"></a> | City of Wanneroo Skate Park Locations                               | 17/50380  |         |









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31 October 2016

Mr Shane Spinks  
Manager Community Facilities.  
City of Wanneroo  
Locked Bag 1, Wanneroo WA 6946

Dear Shane

**Re: Banksia Grove Skate Park Facility**

Following recent discussions with the City of Wanneroo in relation to the construction of a skate park facility at the Banksia Grove district open space site, the Banksia Grove Development wishes to submit the following proposal.

**Rationale**

The skate park facility is eagerly anticipated by a significant number of residents in Banksia Grove and surrounding suburbs. A community survey commissioned by the Banksia Grove Development in June 2014, and completed by 86 residents across a range of age demographics, rated the provision of facilities for teenagers and community meeting places in the top 10 of desired changes that residents would like to see in the suburb. This is supported by anecdotal feedback and inquiries, particularly from young people and families living in the suburb, who indicate that a skate facility will be a very well utilised asset in their local area.

The skate park will provide a meeting place, expand the range of recreational offerings in east Wanneroo and meet the needs and interests of particular demographics for whom available facilities in the local area are limited. Whilst the Banksia Grove project has significantly enhanced the amenities in the suburb, the focus has tended to be toward providing playgrounds and facilities for families and younger children.

At times, this has resulted in some amenities, such as the very popular Pitstop Playground which is designed primarily for 5- 10 year olds, being utilised extensively by older children. On occasions, this has contributed toward conflict between users due to the differing ways it is utilised and the mix of demographics. It is envisaged that a purpose built skate and wheeled facility will attract users from a wide area with common interests as well as provide a venue for a mix of age groups who can interact and enjoy a shared recreational pursuit

A PRM Walker Joint Venture



Banksia Grove Realty Pty Ltd  
Licensee Trading as Banksia Grove Realty  
Licensed Real Estate Agent



**Costs**

Banksia Grove Development has engaged landscape architects Emerge Associates to provide plans for the skate park, which is located in the area of the District Open Space bound by Grandis Boulevard and Pinjar Road. Indicative costs for construction of the concept plans are \$607,054.34 + gst. These costs will be revised when and if approval to proceed is agreed to.

Whilst the plans are conceptual of the skate park's elements and design, they provide parameters for the project's scope and budget and will form the basis of negotiation with the City and community consultation.

**Project Funding**

To ensure timely provision of the skate park, the Banksia Grove Development is prepared to contribute 50% of the cost to construct the skate park and maintain the facility until June 30, 2022. The landscaping of the surrounds of the skate park is covered in the Deed of Agreement – District Open Space.

**Project Delivery Timeframes**

The Banksia Grove Development is keen for construction of the skate park facility to commence at the earliest opportunity. This timeframe will ensure that community demand, needs and aspirations are addressed and that the sporting and recreational hub being developed at the district public open space site adjoining Joseph Banks Secondary College continues to progress.

We look forward to partnering with the City of Wanneroo on the provision of the Banksia Grove skate park.

Yours Sincerely

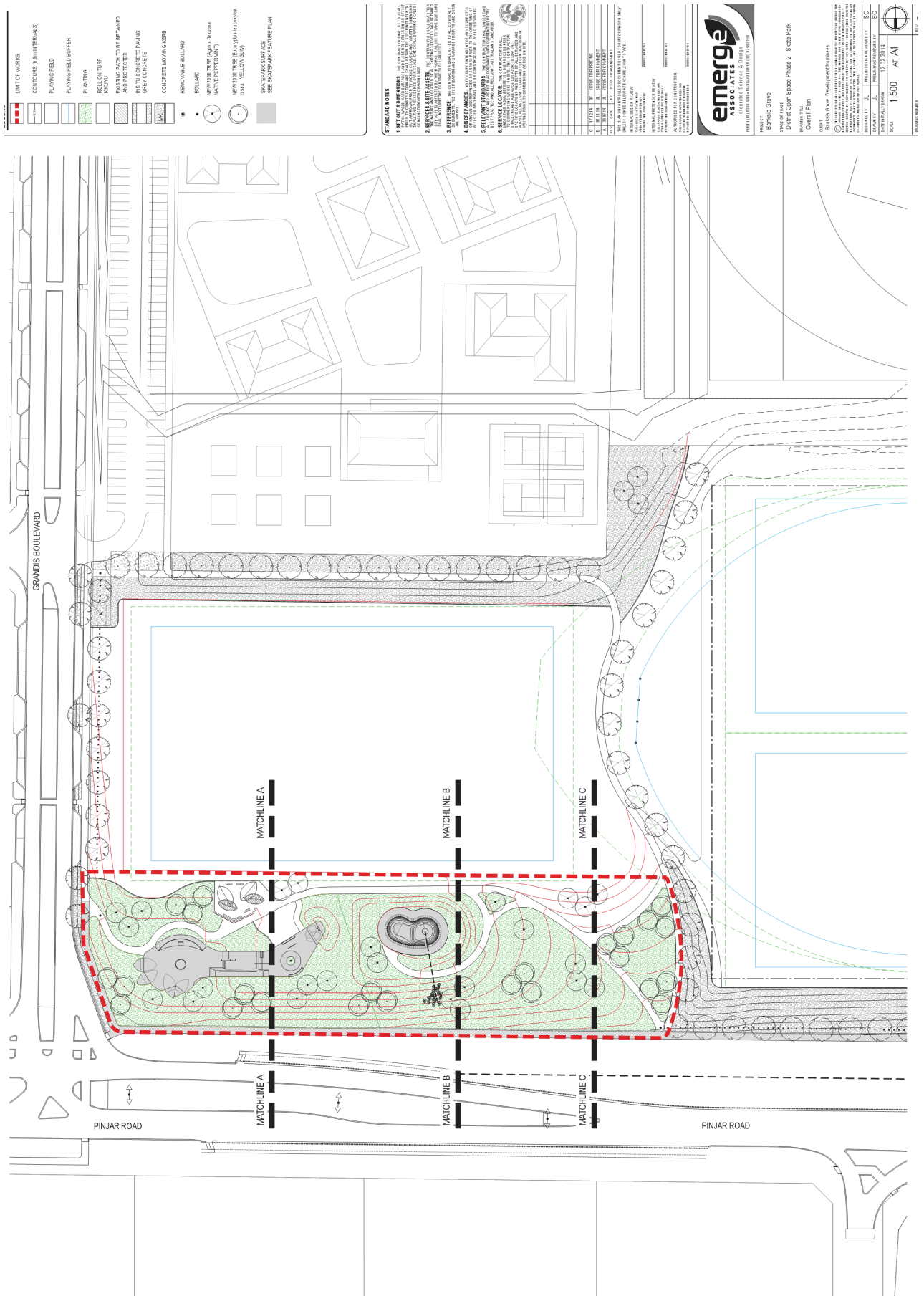


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Tony Naughtin  
General Manager  
Banksia Grove Management Pty Ltd









# Needs and Feasibility Study

**Grandis Park Wheeled Sport Facility  
(Skate Park)**

**March 2017**





Needs and Feasibility Study  
Banksia Grove Skate Park

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## 1. Introduction and Overview

This Needs and Feasibility Study has been prepared by Banksia Grove Development, at the request of the City of Wanneroo, to support consideration of a proposed Wheeled Sport Facility (Skate Park) for the suburb of Banksia Grove.

The provision of the wheeled sport facility has been a long term commitment of the Banksia Grove Development. The desire and need for such an amenity has been identified through numerous consultations and forums and demographic data analysis in the development and refinement of its Community Plan. This plan, which has been shared with the City of Wanneroo, articulates the strategies that address the community development outcomes relevant to the project's overall objectives.

In September 2016, to support the provision of a skate park in a timely manner i.e. July 2017 to June 2018, the Banksia Grove Development board offered a contribution to the City of Wanneroo of 50% of the total project costs, based on a concept design and cost schedule developed by Emerge and Associates in 2015. This schedule identified an amount of \$600,000 to construct the facility as per the design specifications and therefore a commitment by the Banksia Grove Development of \$300,000.

This proposal was communicated to the City of Wanneroo and favourable initial correspondence was received in November 2016 and the request for a Needs and Feasibility study arose out of the City's response to Banksia Grove Development's funding offer. The study provides an overview and analysis of the demonstrated demand, need and expected outcomes for the proposed facility. The information will be used by the City of Wanneroo in its decision making process related to committing fifty per cent of project costs to match Banksia Grove Management's contribution and enable a partnering opportunity for the provision of the skate park.

Should funding arrangements for the skate park be agreed to, Banksia Grove Development is committed to overseeing design, approvals and construction processes associated with the skate park. In addition, as the facility forms part of the Grandis Park precinct, then management and upkeep will be the responsibility of Banksia Grove Management as per the maintenance agreement with the City of Wanneroo that is in place until 2022.

Agreement on a shared funding commitment constitutes the first of three stages in relation to provision of the skate park. Should this stage achieve a suitable outcome, then two subsequent stages will be undertaken. In summary, these include:

- Stage Two - The Banksia Grove Project Team will partner with City of Wanneroo Officers to review the preliminary design as prepared by Emerge and Associates in 2015. This review will include consultation with the key stakeholders and potential user groups and will be conducted within project parameters that consider factors such as cost, location and comparison with other "like" facilities of similar scope and scale that the City of Wanneroo has provided in other suburbs.
- Stage Three - The Banksia Grove Project Team and City of Wanneroo will collaborate on the identification and implementation of activities that focus on the launch, activation of the space and promotion of the facility. This will include a strategy to engage users in developing a "code of usage" that encourage shared understandings, ownership and self-regulated management for the use and care for the skate park so that it is considered to be a positive asset for the whole community.







## 2. Background

Banksia Grove is 27km north of Perth's CBD and is within the City of Wanneroo. The suburb is bound by Flynn Drive in the north, Pinjar Road, Greenvale Place, Mornington Drive and Old Yanchep Road in the east, and Pinjar Road in the south and west. Banksia Grove adjoins the suburb of Carramar and along with Tapping, which adjoins Carramar, forms an area that has experienced high population growth in the area north and south of Joondalup Drive and east of Wanneroo Road.

The growth the suburb has experienced since 2008, when the Banksia Grove project commenced, has transformed and renewed the existing community that began in the early 1990s as the suburb of Greenhaven. The project, a partnership between the Department of Housing and Works, Walker Corporation and PRM Property Group, is focused on developing the 338ha site into a master planned community that provides affordable living, retention of natural vegetation, positive social outcomes and economic opportunities.

On project completion the suburb of Banksia Grove will consist of approximately 4500\* dwellings. The primary area of construction, for the Banksia Grove Development, has been on land to the northern side of Joondalup Drive and bound by Flynn Drive, Pinjar Road and Old Yanchep Road. To February 2017, approximately 2500 lots have been developed. These consist of a range of sizes and densities including traditional lots, cottage lots, villa lots, townhouse lots, terrace lots and apartment sites.

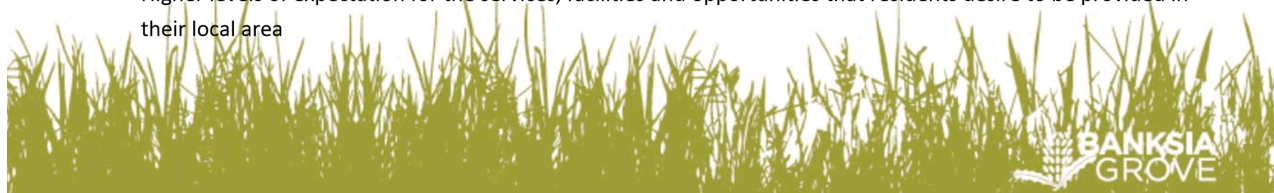
\* = includes approx. 1100 existing dwellings north and south of Joondalup Drive prior to project commencement and Delamere Park – portion of suburb west of Tumbleweed Drive, south of Joondalup Drive bound by Pinjar Road (developed by Peet & Co).

In addition to the construction of residential housing that will be home to approximately 13,000 residents, the project includes significant community infrastructure to enhance liveability and attractiveness of the suburb. This includes:

- 2 primary schools – Banksia Grove (formerly Neerabup) Primary School and St John Paul II Catholic Primary School.
- Joseph Banks Secondary College that is currently being expanded to cater for more students and to offer a broader range of curriculum opportunities.
- Banksia Grove Child and Parent Centre to support children 0-4 years and their parents.
- District Shopping Centre that is commencing stage 2 construction of two additional supermarkets, specialty stores and other facilities to increase the size of the retail space to 20,000 square metres.
- Numerous recreational spaces including small neighbourhood parks, Discovery Park – an 11 hectare central linear park and Grandis Park playing fields that are provided through a shared use agreement between Joseph Banks Secondary College and the City of Wanneroo
- 42 hectares of bushland retained as a Bush Forever on the northern boundary of the estate

A key objective of the Banksia Grove project has been to focus on the community through the development and implementation of a Community Plan. In the initial phase of the project, strategies explicitly addressed pre-existing social and community concerns. As the suburb has developed, the demographic profile has changed, reputation of the suburb has been enhanced and new infrastructure has provided a wider range of recreational, social and cultural opportunities. As such, the community plan has evolved to support:

- A significantly larger population that is demographically and culturally diverse.
- Residents who collectively have a broader range of interests, hobbies, sports and social/cultural that they wish to pursue
- Higher levels of expectation for the services, facilities and opportunities that residents desire to be provided in their local area





- More aspirational attitudes toward the lifestyle and neighbourhoods that community members wish to create in the place where they live.

The provision of a skate park in the local area is a facility that aligns with the community profile described in the previous paragraph. According to data provided through .idcommunity, Banksia Grove currently has a very large cohort of young people under 24 years of age (46.3%\*).

Within this age demographic is the cohort 12-24 years, that is defined as representing the youth sector of the community. Projected population size for the suburb, using .idcommunity data, identifies that the 10-24 years age bracket for 2017 represents 25.5%\*\* of the total age demographic and is projected to be of a similar size as the suburb matures i.e. 2023 – 24.4%\*\* , 2029 – 24.8%\*\*.

This age group of residents have needs and interests that differ significantly from other age groups. Within the suburb, up to this point in time, there has been minimal provision of recreational and social amenities that meet the expectations and aspirations of this cohort. It is envisaged that a skate park will provide a venue which young people will use for recreational pursuits and be a place with which youth in Banksia Grove identify.

\*Ref: <http://forecast.id.com.au/wanneroo/population-age-structure>.

\*\*Ref: <http://forecast.id.com.au/wanneroo/population-age-structure>.

*Note: percentage figures are for 10-24 years cohort due to data being reported in 5 year increments.*

The demographic profile of Banksia Grove, very much reflects the maturity of the suburb itself. The recent phase of the Banksia Grove project between 2011 and 2016, saw significant lot production and provision of community infrastructure that has been reflected in rapid population growth. The largest demographic group of land purchasers in Banksia Grove are first time home buyer couples under 30 with young children or intentions to start a family. As such, whilst provision of land for building will taper as the project reaches maturity, the age demographic for the suburb for at least the next twelve to fifteen years will be characterised by significant numbers of people in younger age groupings.

### 3. Methodology

The development of this Needs and Feasibility Study has occurred using three sources of data and information. This includes a desk top study of existing documents as they relate to Banksia Grove and the proposed skate park, discussions with key stakeholders, service providers and community groups with interests Banksia Grove and or the construction of the skate park and some limited consultation mainly through social media via the Banksia Grove Development Facebook page.







## 4. Site Analysis

### 4.1 Skate Park and Surrounding Suburbs



**Figure 1: Site of Skate Park In Relation to Surrounding Suburbs**

Figure 1 shows the proposed site for the skate park at Grandis Park in relation to surrounding suburbs. The average percentage of the population in Banksia Grove, Carramar and Tapping aged 24 years and under for 2017 is estimated to be 42.1%\*.

The percentage of residents under 24 years is highest in Banksia Grove 46.3%, followed by Tapping 40.6% and Carramar 39.5%. The high percentage of potential users of the skate park in Banksia Grove, supplemented by potential users in adjacent suburbs suggests that the amenity will be well used and target the interests of a large demographic cohort for the local area in which it will be situated.

In addition, it is a common practice for wheeled sports participants to travel considerable distances to access different facilities that are specifically constructed to support their interests. It is therefore reasonable to propose that as well as supporting the local area surrounding the proposed facility that the skate park will also serve a purpose in meeting the needs of users at “district” (and beyond) level.

\*Ref: .idcommunity demographic resources website

<http://forecast.id.com.au/wanneroo/population-age-structure>







#### 4.2 Banksia Grove Suburb



**Figure 2: Key Banksia Grove Community Infrastructure**

The skate park is well positioned in Banksia Grove. Road access to the facility will be via Grandis Boulevard or Pinjar Road. It is anticipated that the most common types of access to the site will be via dual use paths alongside the roads identified, as well as Joseph Banks Boulevard on the eastern boundary of Grandis Park. Bus services along Joondalup Drive and Pinjar Road will also provide public transport option for skate park visitors.

The proximity of the skate park to Joseph Banks Secondary College suggests that the facility will be well utilised after school each day. The college has an enrolment of approximately 1100 students in 2017 and is growing by approximately 250 students each year. In addition, St John Paul II Catholic Primary School (1 km from park) with enrolment of 360 and Banksia Grove Primary School (1.4 km from park) and enrolment of 620 will include students who will be regular users of the park. Close access to the District Shopping Centre precinct means that skate park visitors have reasonable access to shopping facilities.







It is anticipated that the skate park will significantly reduce misuse and wear and tear of facilities at Discovery Park, in particular the amphitheatre seating and popular Pit Stop Playground, a “race track” themed amenity targeting children 4-10 years to ride their scooters and bicycles – under parent supervision.

Due to lack of youth oriented amenities in the suburb, the Pit Stop Playground has at times, been used by older children in an inappropriate manner. This has caused significant damage to the rubberised softfall by older children on large bicycles for which the playground was not designed to cater.

The provision of the skate park will attract older children to a purpose built amenity that meets their needs.

Figure 3: Pit stop Playground

#### 4.3 Grandis Park – Skate Park



Figure 4: Grandis Park – Banksia Grove

The proposed skate park is to be located at Grandis Park, which is approximately 8 hectares District Open Space. The area allocated for the skate park is 0.5 hectares (5000 m<sup>2</sup>) of which approximately 1000 m<sup>2</sup> will consist of concrete skating surfaces. Due to shared use arrangements with the adjoining Joseph Banks Secondary College, the park comprises both City of Wanneroo and Department of Education amenities. This includes rectangular and oval playing fields for a range of sports such as AFL, cricket, football (soccer), rugby, hockey, future change rooms/clubroom facilities, cricket practice nets and multi-use hardcourt surfaces for basketball, netball or tennis.





The precinct includes an area of land allocated for future use as a school site by the Western Australian Department of Education. The location of the skate park adjacent to the playing fields and Pinjar Road means that the amenity is highly visible and offers opportunity for positive CPTED (Crime Prevention Through Environmental Designs) principles to be considered in the design and provision of amenities. The skate park is well separated from adjacent properties with 10 houses and a group housing site on Grandis Boulevard being the closest residents. Location of the skate park elements as far south as possible on the footprint provided, will provide a buffer with adjacent housing and consultation on the design will be undertaken with residents in close proximity to the amenity.

It is considered that proposed future special residential housing on the western side of Pinjar Road will not be inconvenienced by the position of the skate park on the basis of:

- the distance between the skatepark and housing.
- a planning requirement that these lots will require the retention of natural vegetation and therefore to be screened from Pinjar Road.
- Natural topography of the area is favourable toward minimising potential disturbance from the skate park.

With funding secured by the City of Wanneroo for the construction of changerooms, storage and multipurpose hall, appropriate toilet facilities will be available to all users of amenities at Grandis Park. The position of the skate park, within the District Open Space area, provides options for families and groups to engage in multiple activities when visiting the facility.

As youth are considered to be the demographic that will make greatest use of the skate park, it is envisaged that the facility will become a place with which young people identify. This will present an opportunity for services that support young people to provide outreach services and/or provide activities where young people are likely to congregate. The City of Wanneroo has in the past conducted youth activities from the Banksia Grove Community Centre with varying success. The skate park will provide the opportunity for services to go to where young people are anticipated to gather.

## 5. Preliminary Facility Design – Skate Park

A preliminary skate park concept and landscaping design (2014) has been developed for Banksia Grove Development by Emerge and Associates and is presented in the document *Banksia Grove District Open Space: Phase 2 – Skate Park 2 Landscape and Irrigation Plans* document.

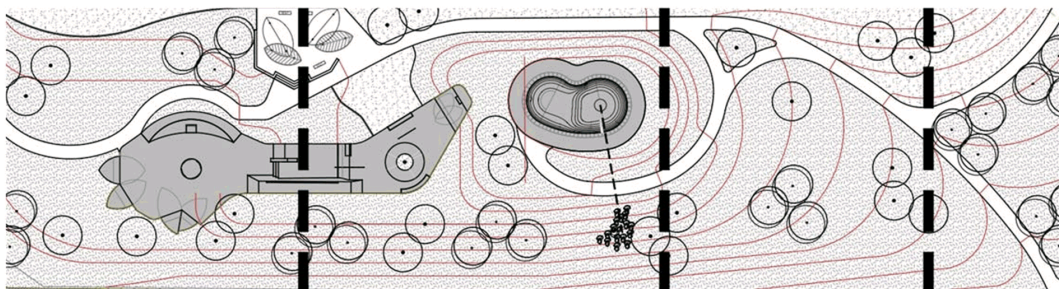
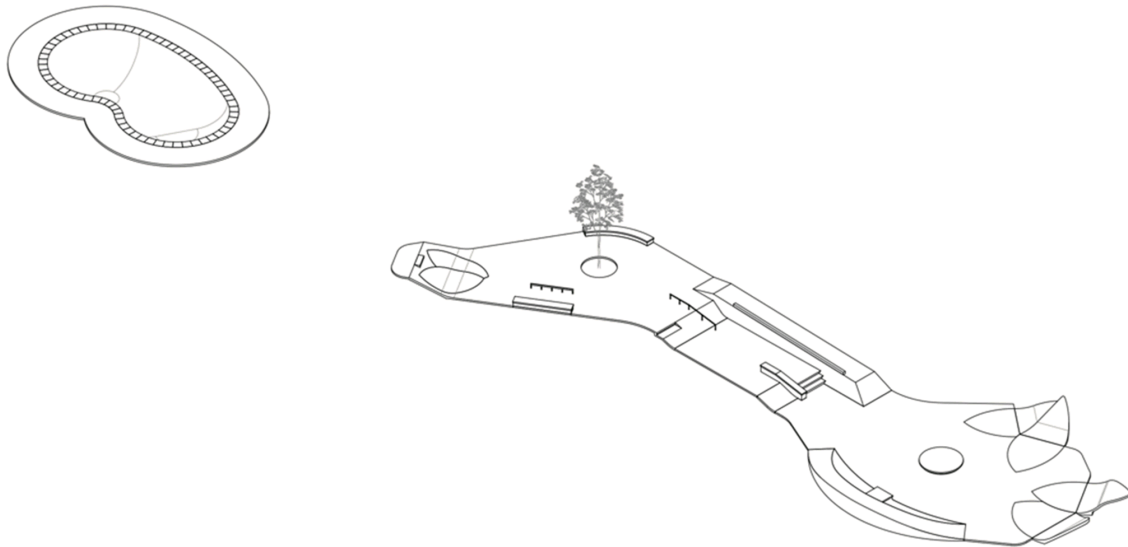


Figure 5: Overhead Indicative Skate Park Design In Context of Allocated Land at Grandis Park







**Figure 6: Indicative Features and Layout – Grandis Skate Park**

Costing for the facility has been estimated at \$600,000 (ex GST). This amount sets the funding parameters around which the final design, following Stage 2 community and key stake holder consultations, will be based. It is also the total approximate amount around which the Banksia Grove Development and the City of Wanneroo, subject to approval, will agree to jointly fund the project.

Features of the indicative concept design include:

- Skate park elements such as a wave ramp, leaf bank with acid stain, ramp/ledge/step combo, sloppy bank, ramp/gap/rail combo, curved ledge, kidney bowl and circular manual pad
- Feature shade features, limestone walls, steps and native plantings

The Stage 2 consultation phase will provide opportunities for public comment and input with explicit strategies to seek contributions from prospective users of the facility and key stakeholders with interests and/or commitments to the facility about the features of the skate park and the fixtures and facilities that the surrounding precinct could include.

This consultation phase will also consider the features and elements of skate parks elsewhere in the City of Wanneroo. Given that facilities like that being considered for Banksia Grove, have recently been completed in Clarkson and at the Wanneroo Showgrounds, the features and elements of these parks will be considered as the Banksia Grove skate park is to be of similar scope to these projects





Needs and Feasibility Study  
Banksia Grove Skate Park

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## 6 Demand and Support for Facility



Demand for a skate park in Banksia Grove is high and has been identified as an asset that the community has requested since consultation was conducted to develop the initial Community Plan in 2007. Follow up community consultation and administration of a Community Wellness Survey was conducted by Pastel Blue Consulting in 2014 for Banksia Grove Development, as part of a comprehensive review of the Community Plan. Consistent, with initial Community Plan consultation findings, a skate park was identified as an asset for which there was community demand.

Banksia Grove Development team has, over time, raised the prospect of a skate park with the City of Wannon and signalled to the community that is an asset that is supported and to which it is willing to financially support. The inclusion of a skate park as a facility within the suburb has been featured in the marketing of the estate reflects the project team's desire for such an asset.

To gauge current levels of support, the Banksia Grove team recently posted on its Facebook page an opportunity for page followers (approx. 3500), to share their views about a skate park for the suburb.

As at 3/3/17, 97 people "liked" the post. 94 comments were posted and included 93 people who were positive and one person who was opposed. Feedback included.

**"Josh Thompson:** 100% must happen in that location as well. Needs to be a big park as there is so many kids in the district who use the new parks they fill quickly."

**"Marcus Devitt:** COW did a great job of the Carramar BMX track and the new skate park in Wannon. I'm sure with the support of the community they will provide something decent."

**"Victoria Ryan:** Awesome idea!!! Learning to roller blade at the age of 31 and loving every minute 😊☐ you need to have a good mix of things... Have some flat areas with ramps on the outside edges etc. so that beginners like me have enough space to build up the confidence 😊☐ need a decent sized bowl and a couple of ramps."

**"Kimberley Markham-Schwarz:** 100% has to happen. Lots of things for the little kids to do but once you are too old for pitstop (12 years if I remember correctly) there isn't too much to do, so they stay at pit stop which annoys a lot of the parents of the little kids."





Needs and Feasibility Study  
Banksia Grove Skate Park

10

**“Duane Healey:** A skate park would be great I built here over 5 years ago and have had a hand in building a couple of skate parks in Perth I was in contact with the councils coordinator years ago and he was going to keep me informed. I would be keen to help out in any way possible it's so important to have safe area for kids to play and develop skills to help them in growing up and life not only developing balance confidence it's also free exercise and so much more. I have been a skateboard coach and to see kids learn these skills and it change their lives in such positive ways is amazing we need more skate parks... a lot of people used to frown upon skateboarders but it helped me be who I am today and u always have a friend if u have a board under your feet. Let's push for this not for us but for the kids ohh maybe some of big kids too 😊”

**“Christine Low:** An outdoor gym and play area would be great too. But skate park in that location would make sense.”

**“Christopher Clark:** YES I agree with the skate park for the kids it's what was advertised for the development of Banksia Grove”

**“Ange Dawson:** We need this park for the kids around here and of the adults that love to skate”

Using social media as a tool to gauge community interest was useful as it affirmed feedback that was provided from representatives of key organisations, services and community groups that support Banksia Grove. Letters of endorsement for the skate park (see Appendix 1) were received from:

- Eleanor Hughes – Principal Joseph Banks Secondary College
- Michael Richards – Chairperson Banksia Grove Residents Association
- David Drabble – Principal Banksia Grove Primary School
- Bill McClelland- Coordinator Spring In The Grove Inc.
- Lynne Scotland – Goodstart Early Learning Centre

Feedback from residents, community representatives, service organisations, community consultation processes and feedback from other stakeholders, confirm that there is strong demand, identified need and opportunities that the skate park will address ad support. These include:

- The high proportion of young people living in the suburb who will use the park.
- The desire for the park to be multi-generational and used by a range of age groups - youth, young children, parents and children.
- The lack of existing youth oriented amenities in the local area.
- Acknowledgement and preparedness of the Banksia Grove Development and City of Wanneroo to partner in delivering the facility and to co-fund the cost of construction.
- Community expectations arising from the skate park being promoted over a number of years as a facility that would be provided.
- Associated opportunities associated with collocated facilities and suggestions for the inclusion of additional amenities to encourage broader use such as provision of shade, BBQ facilities, fitness equipment and half court basketball/multisport facilities.
- The potential and suitability for the area to become a focus for youth activities and a venue for young people to access associated services
- The opportunity for key service providers to interact and interface with young people and other cohorts within the community.
- The promotion of social cohesion across the community.

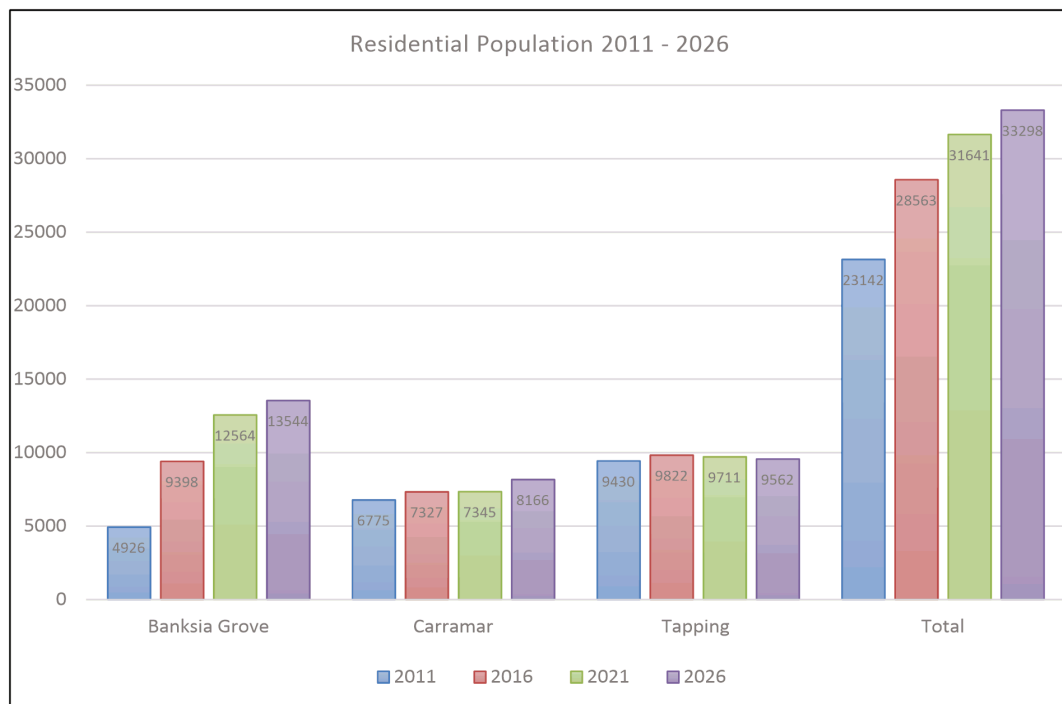






## 7. Demographics

### 7.1 Population of Banksia Grove and Surrounding Suburbs



**Chart 1: Estimated Residential Population (ERP) of Banksia Grove & Surrounding Suburbs 2011-26**

Ref: .idcommunity demographic resources website City of Wanneroo website

<http://forecast.id.com.au/wanneroo/population-summary>

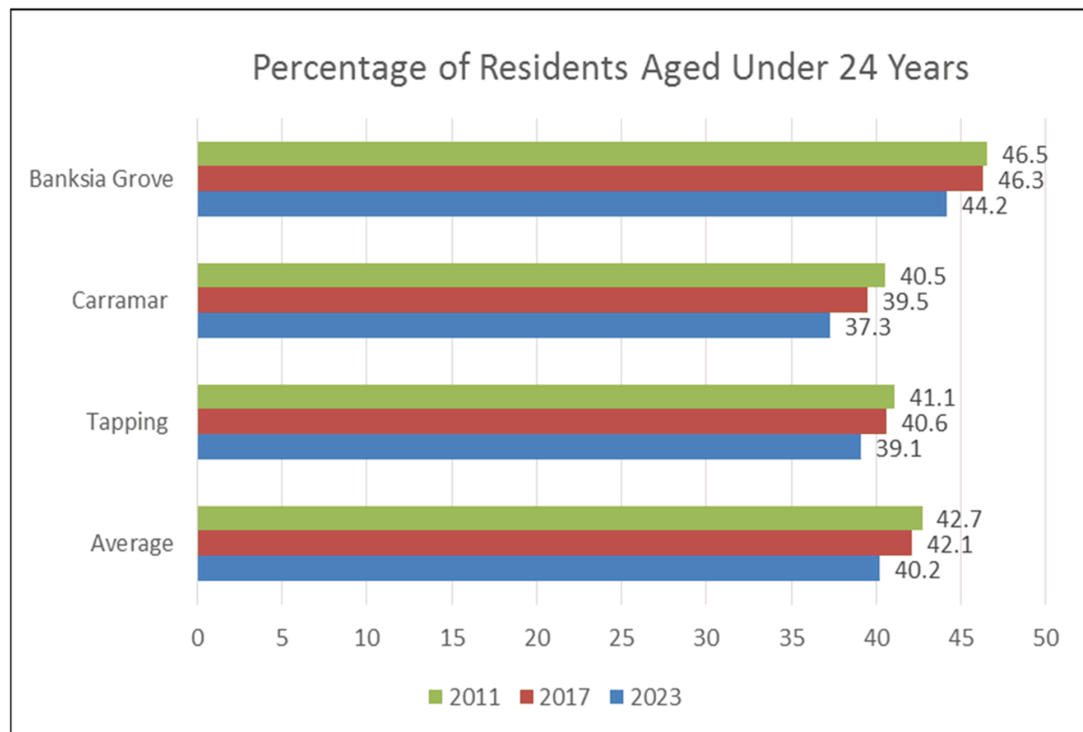
Chart 1 shows the current and projected populations for Banksia Grove, Carramar and Tapping for the period 2011-26. Growth rates for each suburb reflect the maturity of the suburbs. Whilst Carramar and Tapping are relatively established suburbs with minimal expected growth, Banksia Grove's population trends reflect the growth and renewal of the suburb that has occurred through increased land supply and the age demographic of the community of residents. For the period 2011 to 2026 Banksia Grove's average annual growth rate will be 17.5% whilst for Carramar the rate is 2% and Tapping 0.15%

Based on data provided by .idcommunity, that includes information on all City of Wanneroo suburbs, the total population of the communities from where the potential users of the skate park are most locally to reside, is 28 563 (2016) with further annual expected growth of 4.4% over the next ten years.





## 7.2 Percentage of Population 24 Years and Under – Banksia Grove & Surrounding Communities



**Chart 2: Percentage of Residents Aged Under 24 Years for Banksia Grove and Surrounding Suburbs**

Ref: .idcommunity demographic resources website City of Wanneroo website

<http://forecast.id.com.au/wanneroo/population-age-structure>

Chart 2 show the percentage of the total demographic in Banksia Grove, Carramar and Tapping who are aged 24 years and under. This cohort is highlighted, as it can be assumed that it is from this group that the majority of current and future skate park will be derived. Based on .idcommunity data for 2017 46.3% of the Banksia Grove population are aged 24 years and under, with Carramar and Tapping respectively having 39.5% and 40.6% of their populations in this population sector.

Numerically, .idcommunity data predicts there are 2585 residents in the 10-24\* years age bracket. Whilst for Carramar this is 1647 and for Tapping the amount is 2116. Therefore, a total 6,348 residents are within the category that is generally defined as representing the youth age demographic. From a community infrastructure perspective, it is recognised that the provision of facilities to meet the needs and wants of young people across these three suburbs is limited. As such, it is foreseen that a skate park will be a well patronised addition to the local area.

\* Youth is most commonly defined as the age bracket 12-24 years. However, .idcommunity data is presented in five year blocks





## 8. Current Wheeled Sports Facilities /Banksia Grove Recreational Amenities

### 8.1 Current City of Wanneroo Wheeled Sport Facilities <15 km distance from Banksia Grove

Facility	Distance from Banksia Grove District Centre
<b>BMX Track</b> Between Millendon St and Rawlinna Parkway <b>Carramar</b> . Recently upgraded	1.8 km
<b>BMX Track</b> Peridot Park <b>Banksia Grove</b> Medium sized sand track. Minimal use, requires upgrade	1.7 km
<b>BMX Track</b> Nannatee Way - <b>Wanneroo</b>	8.0 km
<b>Skate Park</b> Key Largo Drive <b>Clarkson</b> 1 curved grind rail, 1 large straight grind rail, 1 small straight grind rail, 1 large concrete grind box, 2 small grind boxes, 5 quarter pipes, 5 wedge ramps, stairs	12.4 km
<b>Skate Park</b> Ariti Avenue <b>Wanneroo</b> 1 quarter pipe, 1 Wedge, 2 kinked grind rails, 1 table top on a box, 1 bank ramp	7.5 km
<b>Skate Park</b> Kingsbridge Park <b>Butler</b> 1 small grind rail, stairs, 1 concrete grind ledge, Euro gap drop off & ledge, 1 large quarterpipe switchback, 1 quarterpipe spine with rollover, 1 quarterpipe with ledge top, 1 bank start	14.6 km
CoW skate parks also at Two Rocks, Marangaroo and Girrawheen and BMX tracks at Clarkson, Landsdale, Koondoola and Quinns Rocks	
City of Joondalup skatepark facilities <15 km from Banksia Grove. Mirror Park - Ocean Reef (13.2 km)	





Whilst BMX facilities exist in the local area to meet the needs of residents with interests in this pursuit, the closest skate park facility to Banksia Grove is at the Wanneroo Showgrounds. Since completion, this amenity has been well received by users. Other skate parks that users might access, although distance from the proposed facility are considerable, are the Clarkson facility (12.4 km), Kingbridge Park at Butler (14.6 km) or Mirror Park (City of Joondalup) in Ocean Reef (13.2 km).

The location of Banksia Grove at the north east fringe of major urban development, meant that in the past, accessing community facilities, services and shopping required significant travel out of the local area. As people have moved into the suburb and supplemented the more established communities of Carramar and Tapping, a critical mass of people has been established. As such, to meet the needs and demands of approximately 30 000 people, community infrastructure has been provided. A skate park in Banksia Grove is considered a facility that can be justified for the size of the area it will support and the age/interest profiles of residents who live in these communities.

## 8.2 Banksia Grove Recreational Facilities

Facility	Target age	Comment
Grandis Park		8 hectares District Open Space. Rectangular and oval playing fields– share use with Department of Education. Future changerooms/clubroom, toilets and storage facilities. Cricket practice nets. Multi-use hardcourt surfaces for basketball, netball or tennis – JBSC facilities.
Pit Stop Playground	4 -8 years	Themed “racetrack”, climbing, playground and shade facilities.
BMX Track	8-14 years	Located at Peridot Park the track is outdated and ill equipped to accommodate events or activities to attract young people to the area. The facility is highly unlikely to attract families or non-riders who could participate if the amenities were available
Community Centre	All ages	Meeting rooms, toy library, playground equipment. Adjacent basketball / hard courts – shared use with BGPS.
Discovery Park	All ages	11 hectare central linear park. BBQs, walk trails, living stream, cleared grass area, retained vegetation.
Joseph Banks Gardens	2-8 years	Grassed area, play equipment.
Burma Loop	Adult	Small grassed area, fitness equipment
Pulchella Park		Grassed area.
Bentham Park		Grassed area.
Parakeelya Park	4- 10 years	Grassed area, play equipment.
Celadon Park	All ages	Retained vegetation, walk trails.
Peridot Park	All ages	Playing field, cricket nets.
Echidna Park	2-8 years	Play equipment and grassed area.
Velvet Park		Grassed area.
Bush Forever Site		44 hectares retained bushland. Minimal firebreak, no defined paths.
Pollen Park	2-8 years	Grassed area, play equipment



Consistent with the master planning approach of the Banksia Grove project, the suburb features numerous recreational spaces to enable residents to pursue a variety of interests. In the provision of amenities, the estate has also appealed to groups with the largest representation such as young families. As a consequence, the majority of parks are most suitable for young children.

As the suburb matures however, children become older and demands change. The audit of recreational facilities as indicated above, demonstrates that purpose built facilities for young people aged over ten years need to be provided and a skate park will be an amenity that addresses this need.

## 9. Relationship to Existing Strategies, Reports and Plans

References and commitments to Grandis Park and its various elements, are cited or supported in numerous plans, reports, publications and documents. As such, the facility is closely aligned to the overall planning and aspirations Banksia Grove residents and key stakeholders.

Report/ Plan	Areas of Alignment
City of Wanneroo Strategic Community Plan 2013/14 – 2022/23	<p>Aligns with and will address the desired outcomes being sought and strategies intended within the key areas of:</p> <ul style="list-style-type: none"> <li> <b>Society</b> <ul style="list-style-type: none"> <li>2.2. Healthy and Active People <ul style="list-style-type: none"> <li>2.2.2 Create opportunities that encourage people to be active and healthy</li> <li>2.2.3 Provide physical environments that encourage healthy activity</li> </ul> </li> <li>2.3 Safe Communities <ul style="list-style-type: none"> <li>2.3.1 Promote a sense of safety in the community</li> </ul> </li> </ul> </li> <li> <b>Economy</b> <ul style="list-style-type: none"> <li>3.3 Easy to get Around <ul style="list-style-type: none"> <li>3.3.4 Increase walking and cycling opportunities</li> </ul> </li> </ul> </li> <li> <b>Leadership</b> <ul style="list-style-type: none"> <li>4.3 A strong and progressive organisation <ul style="list-style-type: none"> <li>4.3.1 Drive continuous improvement and creative solutions</li> <li>4.3.2 Ensure our resources address our growth demands</li> </ul> </li> </ul> </li> </ul>
Banksia Grove Community Development and Wellness Assessment Report: June 2014	<p>Key Recommendations:</p> <ul style="list-style-type: none"> <li>Support for establishment of sporting/group fitness style activities</li> <li>Plan for the provision of facilities such as public toilets, seating, lighting, bush walk trails, skate park, community garden and sheltered places for community to gather</li> </ul> <p>Wellness Survey (86 respondents - 7% under 24 years ) identified :</p> <ul style="list-style-type: none"> <li>The following <i>Perceived Development Priorities</i> “More community meeting places (11.6%)”, “more for teenagers (10.5%)”, “Deal with drugs in our community” (4.7%) and Skate Park (4.7%)</li> </ul>





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	<p>The Report also noted under Economic Drivers that:</p> <ul style="list-style-type: none"> <li><i>Unemployment, youth truancy and drug related crime are the negative economic drivers within this community, and surrounding suburbs, and any programs to support young people in the community in these areas would have a positive contribution to overall community wellbeing.</i></li> </ul> <p>Under Communication and Networks, respondents requested:</p> <ul style="list-style-type: none"> <li><i>Programs that also bring together broader groups of the community should also continue to be encouraged.</i></li> </ul>
Banksia Grove Community Plan 2015	<p>Aligns and addresses desired outcomes being sought within key areas:</p> <p><b>Amenities and Services</b></p> <ul style="list-style-type: none"> <li>Active Youth Facilities</li> <li><i>Partner with the City of Wanneroo plan for provision of a skate park / multipurpose activity facility</i></li> </ul> <p><b>Cultural and Community Life</b></p> <ul style="list-style-type: none"> <li><i>Support club development and capacity building programs initiatives</i></li> <li><i>Provide seeding grants and/or brokerage that supports encouragement and promotion for relocation/establishment of a diverse range of sporting/leisure clubs and enterprises that meets interests of children/youth/adults in Banksia Grove</i></li> </ul>
Banksia Grove Project Profile 2017	<p><b>Planned and Existing Location Attributes</b></p> <ul style="list-style-type: none"> <li><i>Sporting and Recreation</i> - The estate will contain a myriad of sporting facilities and play areas within its parkland and playing fields. These are complemented by two adjacent golf courses and many nearby recreation facilities including the outstanding 'Aquamation' recreation centre in the Wanneroo Town Centre.</li> </ul>
Banksia Buzz: Banksia Grove Community Newsletter ref. <a href="http://www.banksiagrove.com.au/downloads/banksia-buzz">http://www.banksiagrove.com.au/downloads/banksia-buzz</a>	<p>Banksia Grove Residents Association December 2016 noted that:</p> <ul style="list-style-type: none"> <li><i>"In regards to non-riding infrastructure, the BGRA will continue in 2017 to seek a commitment from the City of Wanneroo for funding and development of the Skate Park at the corner of Pinjar Road and Grandis Boulevard. This is a much needed facility for the youth of Banksia Grove"</i></li> </ul>







## 10. Benefits of the Facility

### 10.1 Cost Effectiveness and Value for Money

It is proposed that the Banksia Grove Development and the City of Wanneroo each contribute fifty per cent of the total cost (approximately \$600,000) for construction of the skate park. Should this funding model be agreed, it will ensure that the skate park is delivered in a timeline far sooner than that which would be possible (if at all) had funding been required to be provided by an individual party.

The proposed shared funding model demonstrates to the community a partnership between the key stakeholders responsible for the delivery of community infrastructure to the suburb of Banksia Grove. It also enables each partner to be seen responding to the needs and demands of the community, whilst also meeting long standing commitments.

Upon completion of the skate park, the initial upkeep for the facility will be attended to through Banksia Grove Development's maintenance agreement with the City of Wanneroo for Grandis Park. This arrangement will ensure that the asset is well maintained and in a condition such that when it is handed over to the City of Wanneroo in 2022, it will not have an adverse impact on council resources.

The provision of the skate park, whilst requiring a financial contribution from both parties can be viewed as providing a return on social investment. It is anticipated that the facility will see a reduction in damage caused by skateboards, scooters and bicycles being used inappropriately at other venues and amenities around the area. Positive outcomes that will be derived from the skate park will be a source of celebration and further promote the area as an attractive place to live with facilities that cater for all demographics in the community.

### 10.2 Social, Economic and Environmental Benefits

The Grandis Park skate park will deliver many benefits for young people and the broader community. The park will provide a recognised meeting place for young people and provide an interface for service providers to interact in a positive manner with these young people. In addition to the social benefits, there will be significant health benefits associated with the park - in terms of promoting physical activity and well being. The park will provide a venue for youth as well as whole of community events and because it is located in the Grandis Park precinct, it will contribute to activation of the area and divert young people from potentially engaging in anti-social behaviour or inappropriate use of other facilities.

Research relating to the benefits of skate parks suggests that well-designed facilities provide:

- **Community ownership of a local resource**  
Gathering a group of creative individuals from many sections of the community can contribute to a sense of ownership of the space. This results in more respect from local users and lessens risk of vandalism whilst positively contributing to the cultural heritage of an area.
- **A healthy and exciting challenge**  
The personal challenges offered by extreme sports create enjoyment through learning how to overcome obstacles and use energy creatively. In an encouraging social environment, this excitement is a positive way of promoting exercise and maintaining good health.





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- **Exciting, urban integrated landscaping**

Well designed parks are sympathetic to the local environment, give an intriguing visual focus and help preserve other community assets. The damage to an area's landscapes mainly due to 'grinding' along kerbs, benches or low walls is often because skaters or BMX riders have nowhere else to go.

- **A safe and attractive place for young people to gather**

Providing a positive space for young people is proven to be a constructive way to produce a happier more vibrant community. These kinds of social and environmental strategies are a vital part of combating street crime and anti-social behaviour.

- **A sport growing in popularity**

Both skateboarding and BMX riding are Olympic sports and have grown at exponential rates since the 1970's. They are still rapidly developing past times and are no longer considered as niche activities. As mainstream sports they should therefore be supported and actively encouraged.

- **A street culture based on respect**

The skating and BMX culture is based on mutual respect, social networking, artistic expression and an appreciation of the environment. It is a way of life that can be learned early, and is proven to positively affect those who take part. This is particularly evident at skate parks, which are nurturing the potential for a more caring community.

- **Bringing the community together**

We are all aware of the need to channel young people's potential, and bring the community together. Time and time again creating a skate park has also helped create a more positive and diverse community, as young people, local residents, local councils, and others unite around a shared vision.

Ref: <http://www.wheelscape.co.uk/why-skateparks.php>

## 11. Community Consultation and Facility Activation

As indicated previously, reaching agreement to fund the Banksia Grove skate park is considered as the first stage of a three stage project. On confirmation of the availability of funds, subsequent project stages will be initiated collaboratively between City of Wanneroo officers and Banksia Grove Development team members.

- **Suggested Stage 2**

- i. Design

- Consider reports, workshop feedback and design processes for previous "like projects" i.e Clarkson, Wanneroo Showgrounds
- Recruit community members through social media, approaches to local schools with interest in contributing ideas to the skate park.
- Facilitate workshops with key stakeholders (user groups) - using indicative designs and including organisations / individuals with design expertise. Guiding criteria to be determined at commencement of workshops e.g. cost, interests of all users, safety and accessibility of all users.
- Identify other activities as future projects, or within this project's parameters, that can be incorporated into or around the park e.g. picnic facilities, playground, fitness equipment, half court basketball

- ii. Consider feedback in development of final design presentation to experts for final input

- iii. Develop final design and present to community





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- **Suggested Stage 3**

Upon the final design being approved and construction timelines being agreed to, consideration will be given toward the launch and activation of the amenity.

- i. Launch.
  - What should the launch look like?
  - To whom it will it be promoted?
  - What activities will it involve?
  - How can it “set the tone” for how the skate park will be used in the future
- ii. Activation events
  - How to encourage different user groups to access the facility (equipment- skateboarders/scooter riders/ BMX cyclist, age groups – primary/youth/families/adults, gender -male/female)
  - Engagement with users on developing an agreed self- managing “code” for how the facility is used, shared and agreed to
  - Conducting workshops conducted by experienced board, scooter, BMX riders
  - Planning other activities at the area surrounding the skate park
  - Promoting the skate park to the broader community
  - Address issues in a timely manner if they arise
  - Advising youth oriented services of the park as a venue to potentially engage with young people





Needs and Feasibility Study  
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## Appendix 1

### Letters of Endorsement







Banksia Grove Residents' Association Inc.

Banksia Grove Residents' Association Inc.  
c/- 109 Boomerang Loop  
Banksia Grove WA 6031

**19 February 2017**

To Whom It May Concern

**Re: Banksia Grove Skate Park Facility**

The Banksia Grove Residents' Association supports the proposed Banksia Grove Skate Park Facility. This facility has been under discussion for a number of years now, with there being a strong expectation from the residents of Banksia Grove. Residents are increasingly becoming more frustrated and vocal in regards to seeking a timeframe for its installation.

Banksia Grove has a high percentage of young families and it is widely recognised within the community that there is a lack of facilities for youth. This is having a negative impact on existing amenities such as Pit Stop Park where damage is occurring due to inappropriate use by teenagers on bikes. The lack of an outdoor youth facility is also seeing these teenagers using Pit Stop Park as a meeting place, displacing the young families and children that it was designed for. Additionally as the children in these young families grow older the need for a Skate Park will increase further.

Banksia Grove Development's Master Plan shows a Skate Park at the District Open Space adjacent to Joseph Banks Secondary College, and this is the location that the BGRA supports. The BGRA understands that Banksia Grove Development and the City of Wanneroo are prepared to partner to provide the Skate Park, and that both parties will co-fund the cost of construction which we fully support and appreciate, and see this as an important step forward in getting the Park constructed.

It is important to note that outdoor play improves children's physical and mental health and wellbeing, and the provision of quality spaces such as a skate park clearly assists with this. A design competition held at Joseph Banks Secondary College in 2015 for students to design their own community (as reported in the *West Australian* in November 2015) saw skate parks included in the designs of a large number of the students. The Skate Park has the potential to become the optimum social hub in Banksia Grove for our youth, and as such can also become the focus for youth activities and access to services. The location next to the Secondary College will ensure that this area becomes a youth precinct into the future, and will lift the public profile of youth in the Community. Once the Park is open, the BGRA will discuss with the likes of Wanneroo LPT4 (Local Policing Team) and the City of Wanneroo Place

Development Team what services and education can be incorporated to further the positive externalities for the Banksia Grove community.

In regards to the facility design the BGRA requests a multi-generational, multi-purpose facility. The Skate Park design should incorporate features that are suitable to a range of ages from young children with parents, to teenagers. A multi-generational, multi-purpose design will help build a vibrancy and energy with the park in regular use and will help to ensure the safety of Park users - reducing the frequency of negative activities such as bullying, graffiti or any anti-social or criminal activity including by adults. The design should ensure a number of different skate elements and obstacles to provide continued progression for beginners and learners, to more advanced and experienced skaters, BMX riders and scooter riders, whilst additional amenities within the Park should encourage broader use.

The Park will require shade on targeted areas. Other amenities which BGRA members have identified include seating, a BBQ area and water (drinking) fountains. The BGRA would also like to see some space within the Park allocated for multi-sport activities such as parkour and a half-court basketball court (as for example at Kinkuna Adventure Playground in Eglinton). We see these amenities being provided so that funds do not affect the provision of a comprehensive, complete and innovative Skate Park. It is important also that construction delivers a smooth surface, and consideration of lighting to extend the hours of use.

From a design point of view the likes of Esplanade Youth Plaza (Fremantle), Bato Yard (NSW), St Kilda Skate Park (VIC) and Belconnen Skate Park (ACT) all have features and innovations that the Banksia Grove Skate Park Facility could benefit from. Consultation with industry experts such as Skateboarding WA and Convic are recommended. The BGRA requests that our group be provided the opportunity to comment on the draft design plans for the Park before they are finalised.

The potential exists with the Skate Park for the scheduling of workshops, demonstrations, competitions, live music and food vendors – all of which will be welcomed by the Community.

The BGRA requests that the Skate Park Facility is designated as a dog-on-leash area (if dogs are to be allowed at all), and that it is enforced as such to prevent dog owners from taking their dogs to the park and letting them run loose amongst the children enjoying the facility.

Thank you for your consideration of this issue.

*Kind Regards*



Michael Richards  
BGRA, Chairperson  
[bgrachair@outlook.com](mailto:bgrachair@outlook.com)



40 JOSEPH BANKS BLVD, BANKSIA GROVE  
Perth Western Australia 6031  
Telephone: 9303 7400  
JosephBanks.SC@education.wa.edu.au  
jbsc.wa.edu.au



Dear Brad,

The purpose of this letter is to provide support for the proposed skate park to be constructed on the northern corner of Grandis Park nearby to Joseph Banks Secondary College.

Since being appointed as Foundation Principal, I have been aware of the skatepark footprint on the Banksia Grove Development plan and there has been much talk about the proposal amongst students and parents who attend the college, as well as the broader community. In fact, the Banksia Grove Development plan has been a key feature of our Year 7 curriculum from 2015, whereby students have engaged in reviewing the plan for the purposes of designing the perfect community. This work was undertaken in collaboration with Banksia Grove Development and the Urban Planning Association of WA.

In many students' review the skatepark was a concept that would offer a place of activity for the young people who live in the area. Currently, our college has a student population of nearly 1100 students. By 2022, the population is predicted to be beyond 2000. These numbers, coupled with the burgeoning numbers at our local primary schools indicate that there is a need for places of positive activity in the community. There is therefore a sense of anticipation that such a community facility will be provided in the near future.

The college community believes that a skatepark can provide added value to the community by being a venue from where youth, medical, well-being and other services that target young people could engage. The college grounds are frequented by young people after hours, many who use the grounds to skate and practise their tricks. This is not ideal as there is the chance of damage to college facilities and there is potential injury risk for the young people. A skatepark will minimise the risk of damage to the college and harm through injury. During 2015 and some of 2016 Joseph Banks Secondary College worked with the City of Wanneroo Youth workers to offer mentoring to youth at risk. This did not continue through 2016 and beyond though we thought there was value in the service. A skatepark would provide an ideal location for these services to be offered again.

There is also potential for the college to have students involved in the design and development of the skatepark, as well creating a specialist program for the sport, if there is an appetite for this from the community.

At our most recent College Board meeting, held on Monday 20 February, the concept of a skate park was discussed. The Board voted to endorse a letter of support being provided to the Developers and this has been minuted.

The community is excited about this prospect and Joseph Banks Secondary College staff and students look forward to being involved in the design and development process.

Yours sincerely

A handwritten signature in black ink, appearing to read "Eleanor Hughes".

Eleanor Hughes  
Foundation Principal  
1 March 2017



“United We Learn”

14 Viridian Drive  
Banksia Grove, WA, 6031  
Ph: 9404 6244  
Fax: 9404 6544

Email: [banksiagrove.ps@education.wa.edu.au](mailto:banksiagrove.ps@education.wa.edu.au)

Thursday, 23 February 2017

To whom it may concern,

I am writing on behalf of Banksia Grove Primary School in support of the proposed skate park at Grandis Park. I am also including the support of the Banksia Grove Primary School Board who at their recent meeting on 20 February provided unanimous endorsement for this facility, which has long been anticipated by the Banksia Grove and broader community, and especially the children of the area.

Banksia Grove Primary School's student enrolment numbers are increasing rapidly and the need for amenities to cater for young people in our community is growing as the suburb continues to quickly expand. Students often discuss the need for more facilities in this suburb and in the in the past have completed school projects, as part of their Studies of Society and the Environment, on amenities they believe would benefit their community. Not surprisingly, a skate park is often identified by many students as a facility they would like and consider is needed in their local area.

The skate park will provide opportunity to engage youth in positive pursuits that would keep them focused and motivated in a productive and healthy activity. Use of the skate park after school and on weekends will provide a healthy alternative to other mainstream team oriented sports in which many students choose to not participate. Many children can feel inadequate if they can't participate at the same level as their peers, or simply don't enjoy team game pursuits. The benefit of alternative activities to these children's mental health and physical well-being is clearly evident. To have an outlet, such as a skate park, provides an option that may have appeal and engage a broad range of young people in positive pursuits where they are actively engaged and interacting with peers

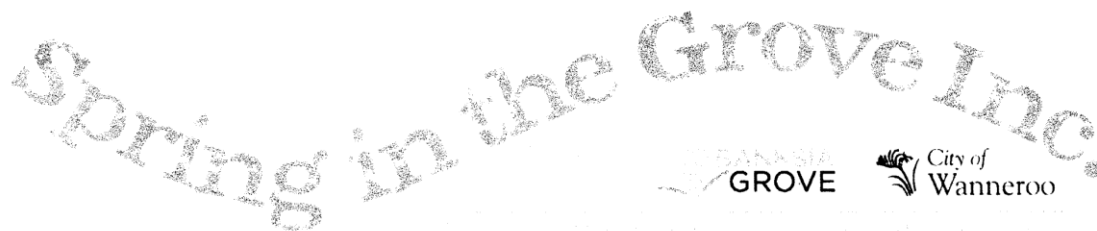
If the City of Wanneroo and Banksia Grove Development are able to reach agreement to joint fund this project, I am sure that the opportunity for the youth in the area to participate in the design process would be highly beneficial and greeted with enthusiasm. The input of a cross section of young people from both Primary Schools and Joseph Banks Secondary College would be invaluable and develop a sense of ownership for the facility that a large number of them will visit and utilise.

I have personal experience of a skate park being built in my local area, that was built after consultation with the community. I have been pleasantly surprised by the patronage and positive benefits of this facility for local youth and also of the young families who I see visit from time to time. Whilst initially I was sceptical about the facility, I am now very impressed by the behaviour of the young people, the pride they have in what they do, the care they take in looking after the area and the way the facility has become an extremely positive focal point in the community.

It would be very encouraging to see this project move forward and deliver similar outcomes as well for the Banksia Grove community. Please feel free to contact me if you wish to discuss this matter further.

Kind regards

David Drabble  
Principal



**Unit 4 / 7 Grasstree Bend  
Banksia Grove 6031**

**23 February 2017**

**To whom it may concern.**

**I am writing to show my support for the proposed Skate Park and Amenities to be situated on Grandis Park Banksia Grove 6031. I have been the organiser of Spring in the Grove an annual Family Day held in our suburb for the past 8 years and through this position I have been able to keep in touch with a wide selection of the community both in a formal and informal capacity.**

**Due to the increasing number of young people now living in the area the amount of facilities available should grow proportionally whenever it is feasible and financially possible and this project would be a step in the right direction to closing the gap. Hopefully the surrounding expanse would include BBQ access and possibly a games area where other members of the attending families or observers could pass an hour or so in a pleasant environment. Maybe the provision of some shade and a few tables and benches would not go amiss.**

**The Skate Park Project is not a new request to the City and Developers as I can recall at one of the first Banksia Grove Residents Assoc. meetings I attended almost 10 years ago, two young lads around 15 or 16 years of age asked if they could address the meeting and the topic they spoke on was the possible construction of a Skate Park in the area. It was followed up by the BGRA but it never came to any final conclusion.**

**Maybe this time round it could be promoted as a joint venture between the City of Wanneroo and the Banksia Grove Developers and payed for by some sort of mutual agreement.**

**On observing like facilities at the Showground and Carramar it indicates to me that the resource would be well used and a benefit to the local community and the many visitors it would attract.**

**In my opinion the Proposed Skate Park and Amenities would be well supported by the Residents of Banksia Grove and be an asset to our ever growing suburb.**

**Bill McClelland**

**I may be contacted on [mmc1940@bigpond.net.au](mailto:mmc1940@bigpond.net.au)**

A handwritten signature in black ink, appearing to be 'Bill McClelland', written over the printed name and contact information.



24/02/2017

To whom it may concern,

**RE: Banksia Grove Skate park proposal**

We here at Goodstart Early Learning would like to voice our support of the skate park proposal for our community here at Banksia Grove.

Our early year's children attending our service are tomorrow's primary school students and adolescents of the future who will be users of the facility such as a skate park.

Currently we have 145 families who attend the centre some of which have older children and the message we hear is that there is a gap in facilities for children age 10+ which sometimes leads to behavioural issues around the suburb.

I have heard a number of this age group children voice their interest in a skate park with some often travelling to other suburbs to access this which might not be an option for all children

In my opinion this would be a venue where youth groups and other agencies could engage with children and families of the youth age.

We have worked closely with the secondary college in community projects and the children of this age are keen to help develop the community for the future and be involved in the planning.

We also hear regularly from our families that the pit stop park and other parks in the local area are over run with children and the youth age group and there is nowhere for the older children to go.

Regards  
Lynne Scotland  
Centre Director

A handwritten signature in black ink, appearing to be "Lynne Scotland", written over a faint circular stamp.

Goodstart Early Learning Banksia Grove, 10 Viridian Drive, Banksia Grove, WA, 6031  
t 08 9404 7337  
abr 69 139 967 794 bag@[goodstart.org.au](mailto:goodstart.org.au)





## **Corporate Strategy & Performance**

### **Business & Finance**

#### **CS01-04/17 Financial Activity Statement for the Period Ended 28 February 2017**

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File Ref:	25973 – 17/57824
Responsible Officer:	Director Corporate Strategy and Performance
Disclosure of Interest:	Nil
Attachments:	5

### **Issue**

To consider the Financial Activity Statement for the period ended 28 February 2017.

### **Background**

In accordance with *Local Government Regulations*, the Financial Activity Statement has been prepared in compliance with the following:

1. *Regulation 34(1) of the Local Government (Financial Management) Regulations 1996*, which requires a local government to prepare a statement of financial activity each month, presented according to nature and type, by program, or by business unit. For the 2016/17 financial year the statement of financial activity will be presented by nature and type.
2. *Regulation 34(5) of the Local Government (Financial Management) Regulations 1996*, which requires a local government to adopt a percentage or value, calculated in accordance with Australian Accounting Standards, to be used in statements of financial activity for reporting material variances. For the 2016/17 financial year 10% and a value greater than \$10,000 will be used for the reporting of variances.

### **Consultation**

This document has been prepared in consultation with Responsible Officers for review and analysis.

### **Comment**

The budget figures within this report incorporate approved budget amendments.

As per item 2 in Background, comments on material variances are provided below.

In reference to tables provided in the report, the following colours have been used to categorise three levels of variance:

- Green >+10%,
- Orange <+/-10%, and
- Red >-10%.



## Summary

### OVERALL SUMMARY OF CURRENT MONTH FINANCIAL FIGURES

#### Result from Operations

Description	Current Month				Comments
	Actual \$m	Budget \$m	Variance \$m	Variance %	
Operating Revenue	3.8	4.4	(0.5)	(13.4)	Rates income produced an unfavourable variance of \$584K through lower interim rates of which the bulk was processed in December.
Operating Expense	(13.5)	(14.5)	1.0	6.8	The favourable variance relate to lower bulk and domestic waste expenditure, contract expenses and general material expenses.
Result from Operations	(9.7)	(10.2)	0.5	4.7	

#### Capital Program

Description	Month Actual \$m	Annual Budget \$m	% Complete
Expenditure	4.05	80.28	5%

### OVERALL COMMENTS ON YEAR-TO-DATE (YTD) FIGURES

#### Result from Operations

Description	Year-To-Date				Comments
	Actual \$m	Budget \$m	Variance \$m	Variance %	
Operating Revenue	169.7	170.0	(0.3)	(0.2)	The main contributor was lower Fees & Charges.
Operating Expense	(113.9)	(122.0)	8.0	6.6	The main contributor was lower Materials & Contracts.
Result from Operations	55.7	48.0	7.7	16.1	

#### Capital Program Progress

Description	YTD Actual \$m	Annual Budget \$m	% Complete
Expenditure	36.64	80.28	46%

#### Investment Portfolio Performance

Portfolio Value \$m	YTD Return &	Comments
363.90	2.76%	Balance has decreased from a draw on the new loan facility. Return is 0.78% above benchmark.

### DETAILED ANALYSIS OF STATEMENT OF COMPREHENSIVE INCOME (ATTACHMENT 1)

Comments relating to the Statement of Comprehensive Income are provided under the following two sections:

- Current month comparison of actuals to budgets, and
- Year to date and end of year comparison of actuals to budgets.

**a) Current Month Comparison of Actuals to Budgets**

The below table highlights the operating performance for the current month and identifies variances of actual to budget for each category of Revenue & Expense.

Description	Current Month			
	Actual	Revised Budget	Variance	
	\$	\$	\$	%
<b>Revenues</b>				
Rates	206,897	791,867	(584,970)	(74)
Operating Grants, Subsidies & Contributions	1,763,809	1,642,913	120,896	7
Fees & Charges	1,145,424	1,169,417	(23,993)	(2)
Interest Earnings	656,776	697,925	(41,149)	(6)
Other Revenue	70,673	56,317	14,356	25
<b>Total Operating Revenue</b>	<b>3,843,578</b>	<b>4,358,439</b>	<b>(514,861)</b>	<b>(13)</b>
<b>Expenses</b>				
Employee Costs	(5,771,589)	(5,524,023)	(247,566)	(4)
Materials & Contracts	(3,287,154)	(4,382,076)	1,094,922	25
Utility Charges	(677,838)	(723,858)	46,020	6
Depreciation	(3,329,826)	(3,377,075)	47,249	1
Interest Expenses	(351,041)	(384,557)	33,516	9
Insurance	(112,152)	(132,067)	19,915	15
<b>Total Operating Expenditure</b>	<b>(13,529,601)</b>	<b>(14,523,656)</b>	<b>994,055</b>	<b>7</b>
<b>RESULT FROM OPERATIONS</b>	<b>(9,686,023)</b>	<b>(10,165,217)</b>	<b>479,194</b>	<b>5</b>
<b>Other Revenue &amp; Expenses</b>				
Non Operating Grants, Subsidies & Contributions	304,487	1,420,140	(1,115,653)	(79)
Contributed Physical Assets	0	0	0	0
Profit on Asset Disposals	160,363	71,589	88,774	124
Loss on Assets Disposals	(10,041)	(41,650)	31,609	76
Town Planning Scheme Revenues	252,905	716,594	(463,689)	(65)
Town Planning Scheme Expenses	(26,788)	(11,130,107)	11,103,319	100
<b>Total Other Revenue and Expenses</b>	<b>680,927</b>	<b>(8,963,434)</b>	<b>9,644,361</b>	<b>(108)</b>
<b>NET RESULT</b>	<b>(9,005,096)</b>	<b>(19,128,651)</b>	<b>(10,123,555)</b>	<b>(53)</b>
<b>Other Comprehensive Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL COMPREHENSIVE INCOME</b>	<b>(9,005,096)</b>	<b>(19,128,651)</b>	<b>10,123,555</b>	<b>53</b>

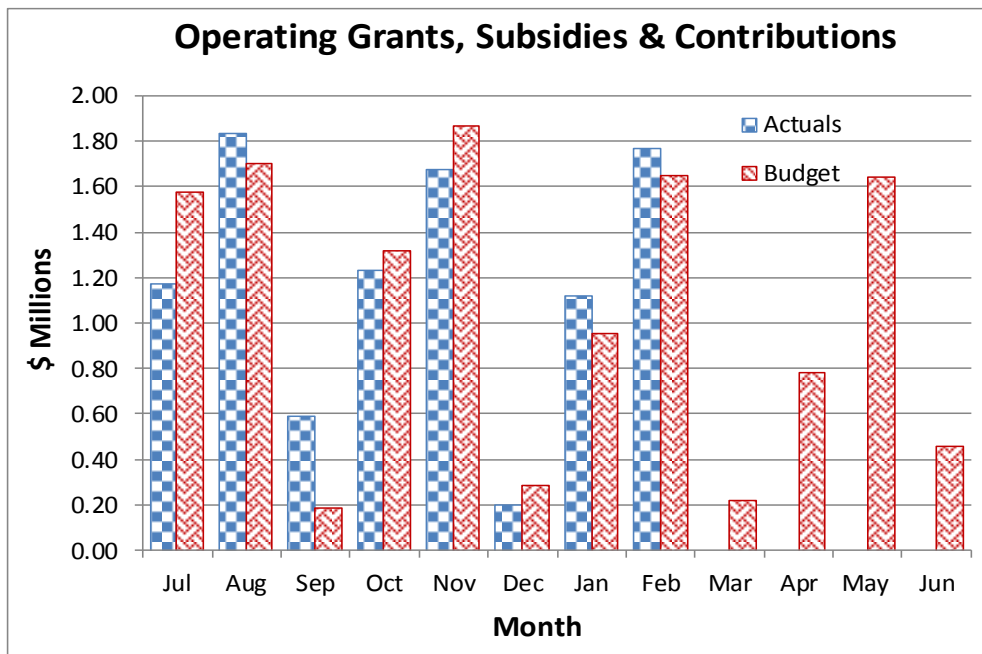
**Total Comprehensive Income**

The month of February produced a positive variance (+\$10.1m) due mainly to lower Town Planning Scheme expenses as a result of Lot 22 East Road POS development having begun however yet to be completed and settled. A meeting has been scheduled next week to confirm timing of practical completion. Estimated costs are \$6.7m.

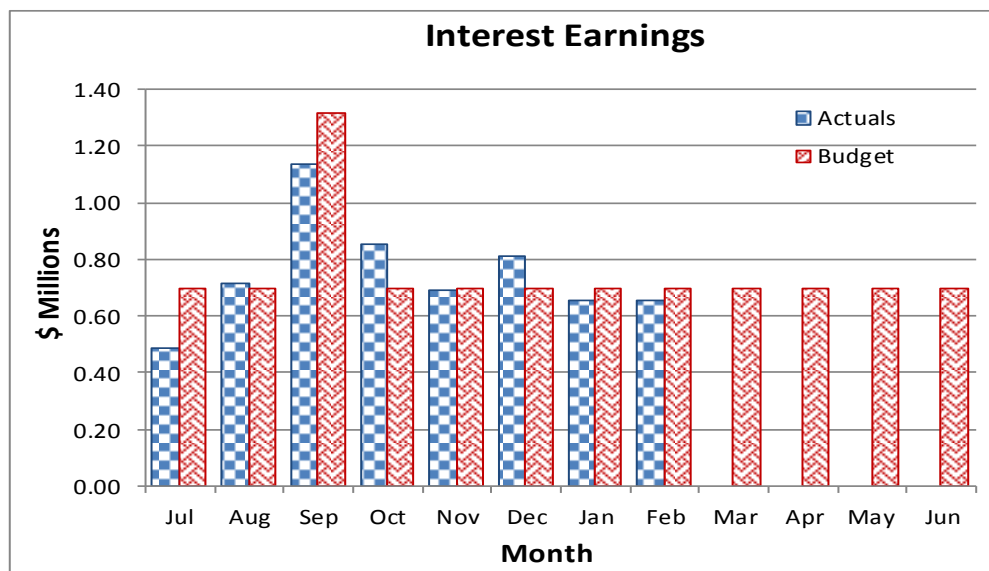
In addition, Cell 5 and 8 land acquisitions are awaiting pending decisions from the Supreme Court. The matter has been heard but we are awaiting the decision to be handed down. Costs are estimated at \$3.6m across the Cells pending this outcome. Materials & Contracts have also contributed to the positive variance through lower bulk and domestic waste expenditure, contract expenses and general material expenses. The overall favourable position was somewhat offset by adverse variances caused by Non-Operating Grants budgeted for February receipted in November from Main Roads and the Roads to Recovery grant as well as lower interim rate revenue due to receipting the majority of interim rates in December however still being budgeted to February.

## Operating Revenues

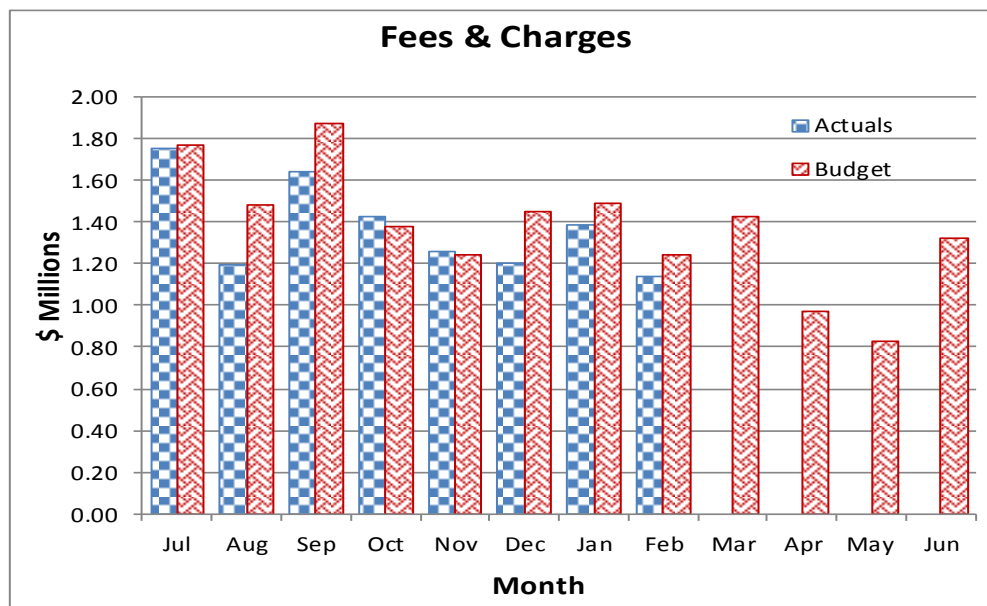
The month of February displayed an unfavourable variance for operating revenues (-\$514K). This is mainly a result of interim rates having been captured in December, however being budgeted for the December to February period. This was marginally offset by higher grant income through Financial Assistance Grants as well as an Office of State Revenue grant.



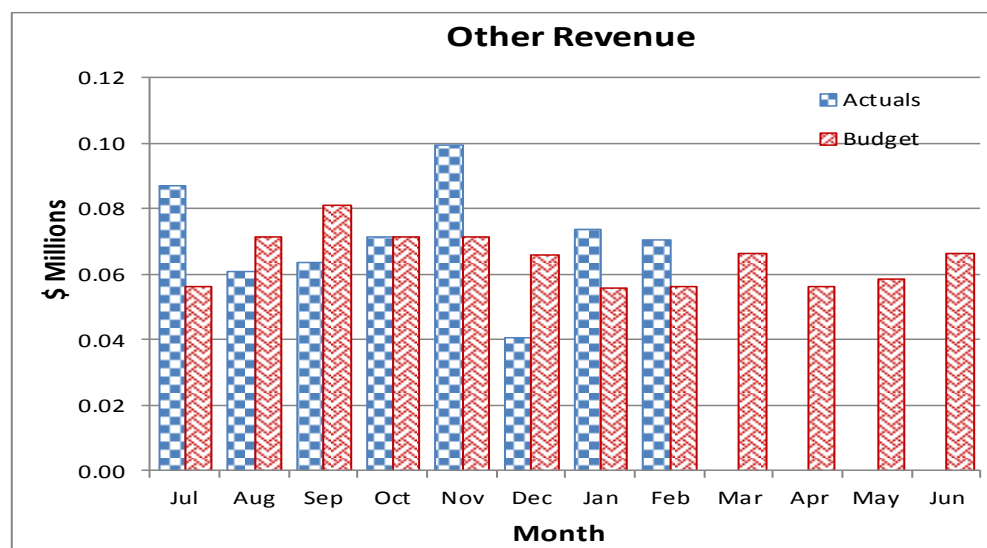
The variance for February is mainly through higher Financial Assistance grants as well as an Office of State Revenue grant.



February produced a slight unfavourable variance (-\$41K) mainly through lower Reserve interest income (-\$62K) being offset marginally by higher rates non-payment penalty income (+\$42K)



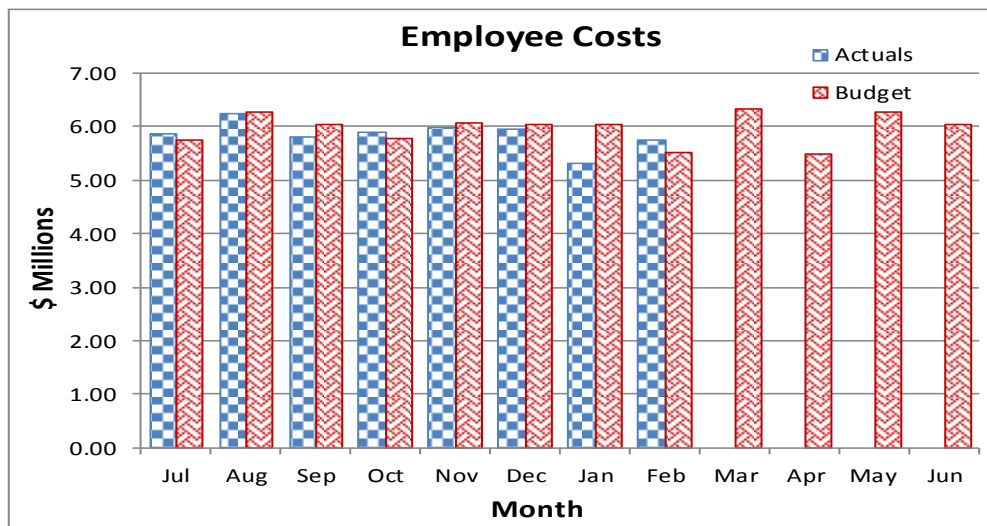
The slight unfavourable result for February is attributed to bulk rubbish collection fees (-\$35K) as well as lower levels of building assessment activity (-\$19K).



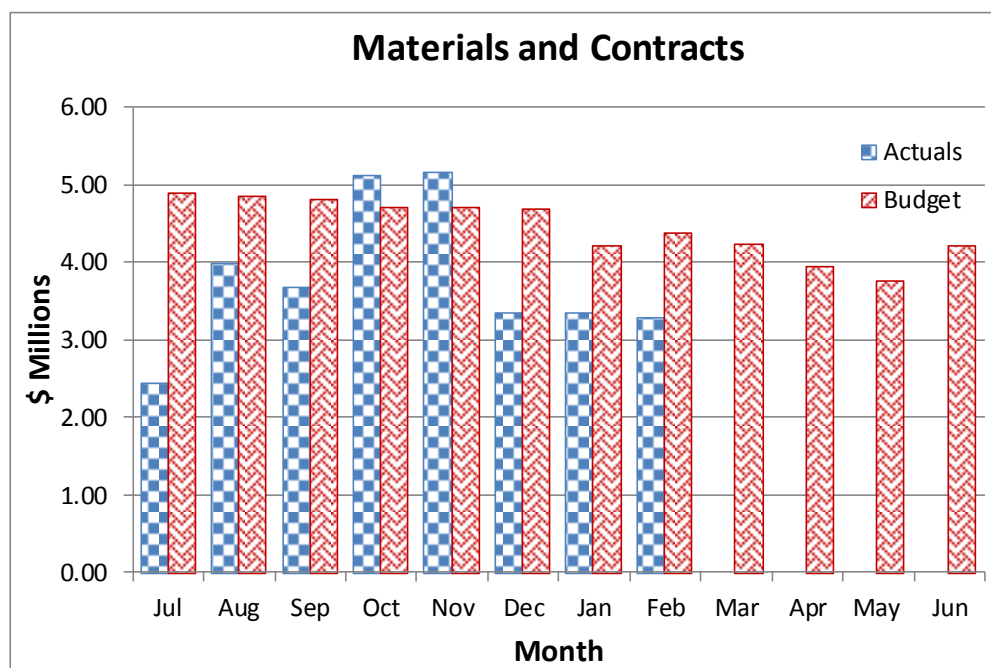
The positive variance in February was mainly attributed to higher sale of product income relating to abandoned vehicles. This category of income is budgeted quarterly and so there was no budget for the month of February leading to the variance.

## Operating Expenses

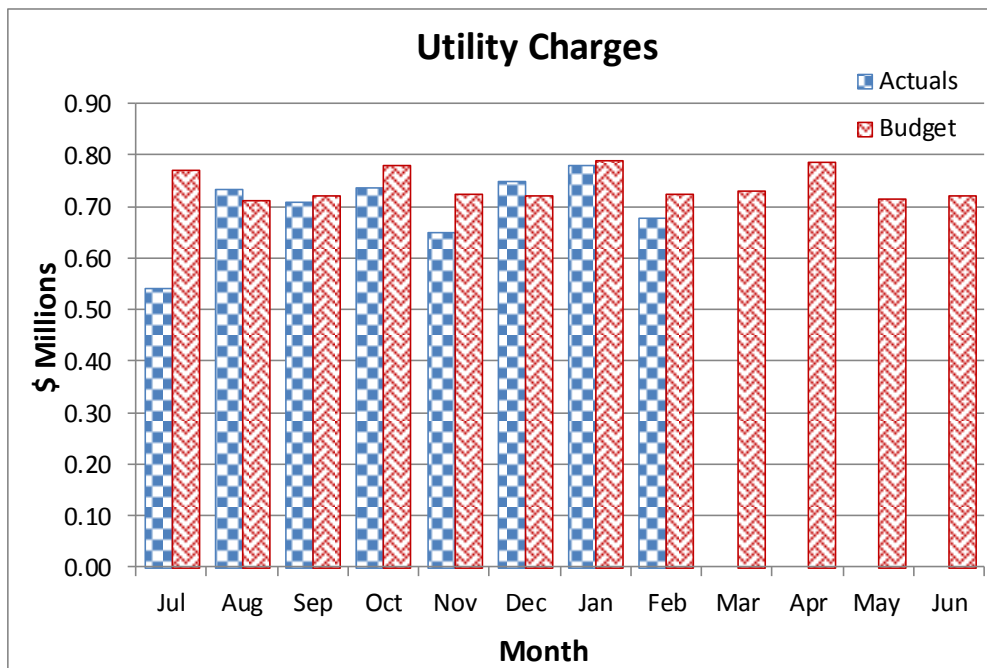
The favourable variance for February is mainly a result of lower Material & Contracts expenses, which was caused by lower Bulk Rubbish and Domestic Waste Expenses (+\$290K), Contract Expenses through lower Road and Parkland Maintenance (+\$297K) and General Material Expenses (+\$105K).



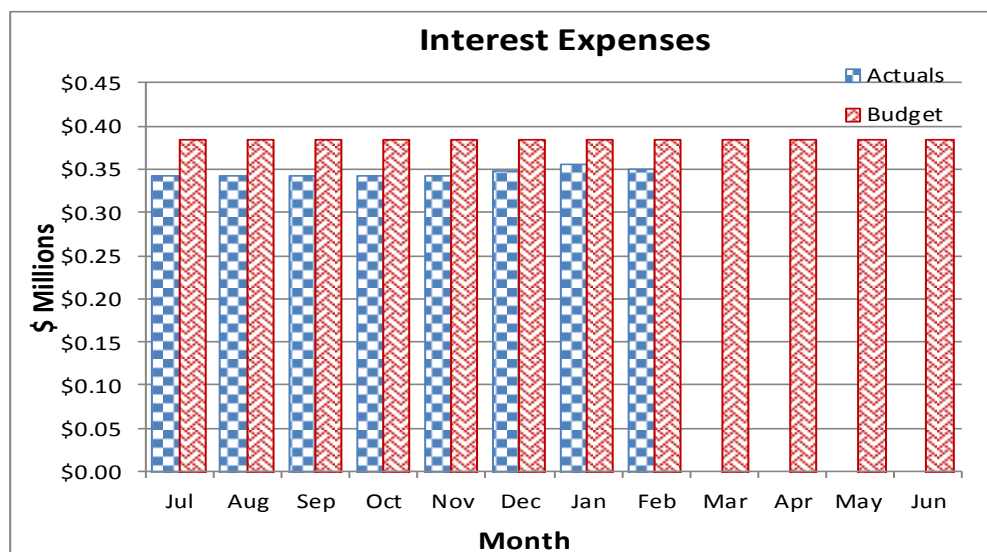
The variance for February is attributed to higher annual leave provision expenses as well slightly higher salary expenses. It was observed that there were lower overtime expenses which partially offset the overall unfavourable variance.



Bulk and Domestic Waste Expenses for February produced a positive variance of +\$290K. Contract Expenses have also produced a positive variance of +\$297K through lower road and parkland maintenance requirements.

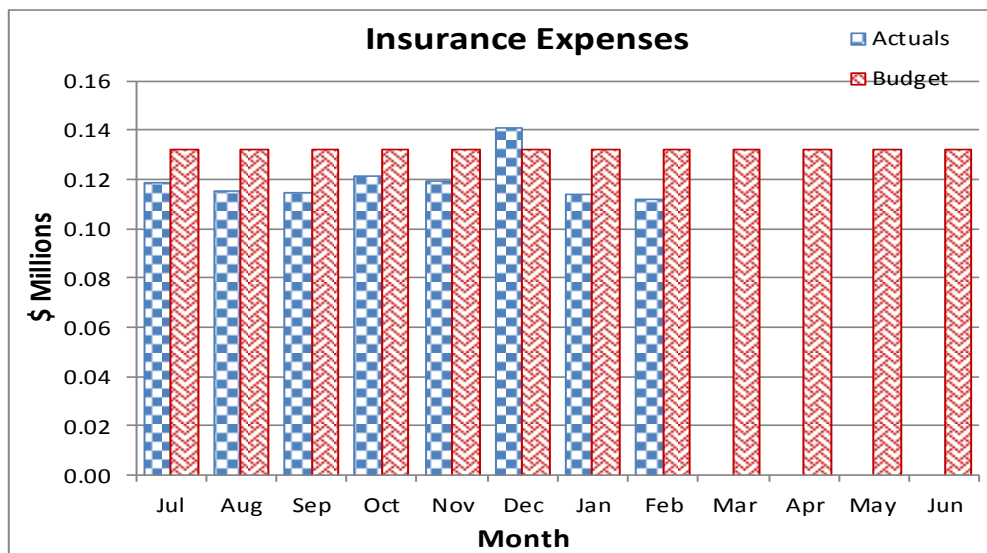


The February favourable variance was largely due to lower water consumption expenses for park buildings as well as lower gas usage at the Aquamotion building.

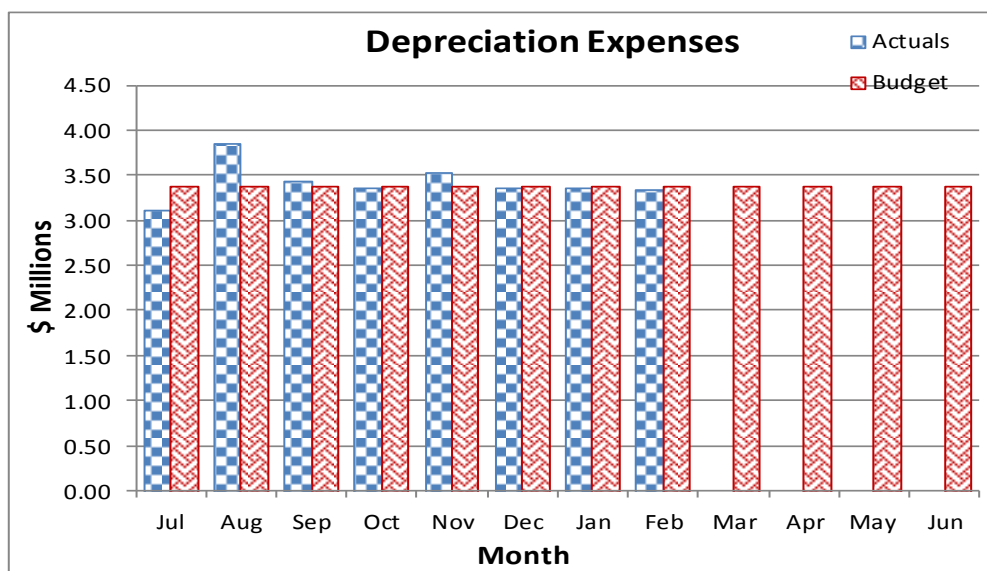


The positive variance to February is a result of only a portion of the proposed new loan being drawn for the Yanchep DCP (interest expense was budgeted for the entire amount).





The result for February is due to annual premiums being lower than budgeted.



The marginal positive variance for February relates to lower depreciation in heavy vehicles.

### Other Revenue & Expenses

The month of February produced a positive variance (+\$10m) due mainly to lower Town Planning Scheme expenses as a result of Lot 22 East Road POS development having begun however yet to be completed and settled as well as Cell 5 and 8 land acquisitions pending decisions from the Supreme Court. This was offset marginally by lower grants revenue through yet to be recognised project progress works.

TPS revenues presented an unfavourable variance of -\$463K. This is a result of no income being recognised in February from lot sales. It is noted that works undertaken are not under the City's direct control.

Non-operating Grants, Subsidies and Contributions produced an unfavourable variance of \$1.1m which were budgeted for February however were receipted in November from Main Roads and the Roads to Recovery grant

**b) Year to Date and End of Year Comparison of Actuals to Budgets**

	Year to Date				Annual			
	Actual	Rev. Budget	Variance		Orig. Budget	Rev. Budget	Variance	
	\$m	\$m	\$m	%	\$m	\$m	\$m	%
Revenues	169.67	169.97	(0.30)	(0.18)	183.67	181.41	2.25	0.01
Expenses	(113.95)	(121.99)	8.04	6.59	(181.96)	(180.89)	(1.07)	(0.59)
Result From Operations	<b>55.72</b>	<b>47.98</b>	<b>7.74</b>	<b>16.13</b>	<b>1.70</b>	<b>0.52</b>	<b>1.18</b>	<b>227.61</b>
Other Rev. & Exp.	44.47	39.83	4.63	11.63	76.50	81.15	(4.65)	(5.73)
<b>Net Result</b>	<b>100.19</b>	<b>87.81</b>	<b>12.37</b>	<b>14.09</b>	<b>78.20</b>	<b>81.67</b>	<b>(3.47)</b>	<b>(4.25)</b>

Details for the variances are outlined below.

**Operating Revenues**Fees and Charges (Actual \$11.0m, Revised Budget \$11.4m)

- The unfavourable variance to February mainly relates to lower bulk rubbish collection fees (-\$151K) as a result of lower Green waste collection activity. It is noted that the variance on rubbish collection has now been greatly reduced as a result of the mid-year review outcomes and as at February the total variance for Fees and Charges is 3%.

**Operating Expenses**Materials and Contracts (Actual \$30.4m, Revised Budget \$37.3m)

- The main contributor for the positive variance pertains to Contract Expenses which produced a YTD variance of (+\$2.9m). There is an additional \$5.0m in commitments for asset maintenance that will be incurred by June 2017. It is also noted that rating services contract expenses are currently tracking at +\$485K under YTD budget due to property valuations not taking place by the Valuer General.
- Refuse removal expenses also produced a positive variance (+\$943K) to February which was a result of lower bulk rubbish collection tonnages. It is noted that whilst receipting had been conducted for February, amounts relating to the February invoices were not recognised until the following month due to system processing limitations.
- Consulting fee expenses has a favourable variance of +\$1.0m due to various organisational reviews and planning for City Growth consultancy which have yet to take place.

Interest Expenses (Actual \$2.8m, Revised Budget \$3.1m)

- The positive variance to February is a result of only a portion of the loan being obtained for the Yanchep DCP whilst the interest expense budgeted was for the entire loan.

Insurance Expenses (Actual \$955K, Revised Budget \$1.1m)

- The positive variance relates to lower public professional insurance premiums than expected.

## **Other Revenue & Expenses**

### Non-Operating Grants, Subsidies and Contributions (Actual \$9.6m, Revised Budget \$11.4m)

- The unfavourable variance to February is attributed to the timing of progress payments for projects which are yet to be realised. These grants are mainly related to Main Roads funding.

### Town Planning Scheme (TPS) Revenues (Actual \$9.8m, Revised Budget \$15.3m)

- The YTD adverse variance is attributed to Lot Sale contributions across various TPS Cells. The Cells with YTD unfavourable variances are Cell 9 (-\$2.9m), Cell 4 (-\$1.9m), Cell 1 (-\$851K), Cell 7 (-\$234K) and Cell 6 (-\$81K) which are a result of lower lot creations due to current property market conditions.
- It is also noted that the cell 4 (East Road) developers advised they will now be completing the project in stages and is driven by the downturn in the property market.
- Cell 7 has also been postponed under advice from the developer for which no more revenue will likely be realised in this financial year.
- These unfavourable variances were partially offset by Cell 2 (+\$1.1m) and Cell 5 (+\$56K).

### Town Planning Scheme Expenses (Actual \$4.8m, Revised Budget \$17.6m)

- The main contributor for the positive variance is a result of Lot 22 East Road POS development having begun however yet to be completed and settled. A meeting has been scheduled next week to confirm timing of practical completion. Estimated costs are \$6.7m
- The positive YTD variance is also contributed by Cell 5 and 8 land acquisitions which are awaiting pending decisions from the Supreme Court. The matter has been heard but we are awaiting the decision to be handed down. Costs are estimated at \$3.6m across the Cells pending this outcome.

### Profit / Loss on Asset Disposals (Actual \$1.1m, Revised Budget \$1.6m)

- The unfavourable variance is a result of lower sale of asset activities than anticipated as well as lower TPRC contributions due to lower lot sales. As the timing of asset disposals cannot be reliably estimated, results to budgets can be subject to variations.

### Contributed Assets (Actual \$28.6m, Revised Budget \$30.0m)

- The year to February recognised a parcel of developer contributed assets totalling \$28.6m.
- Historically this category of income is recognised at year end. However through requests to developers relevant interim data has been received and recorded. The budgets have now also been reflected quarterly. It is also noted that after the mid- year review process an additional \$10m in contributed assets is anticipated by financial year end.

**STATEMENT OF FINANCIAL POSITION (Attachment 2)**

Description	1 July Actual \$	YTD Actual \$	Annual	
			Adopted Budget \$	Revised Budget \$
Current Assets	340,058,914	399,707,977	288,016,586	288,016,586
Current Liabilities	(39,716,356)	(34,473,600)	(35,277,160)	(35,277,160)
<b>NET CURRENT ASSETS</b>	<b>300,342,558</b>	<b>365,234,377</b>	<b>252,739,426</b>	<b>252,739,426</b>
Non Current Assets	2,137,808,815	2,175,353,306	2,040,974,990	2,040,974,990
Non Current Liabilities	(62,199,414)	(65,445,201)	(62,358,802)	(62,358,802)
<b>NET ASSETS</b>	<b>2,375,951,959</b>	<b>2,475,142,482</b>	<b>2,231,355,614</b>	<b>2,231,355,614</b>
<b>TOTAL EQUITY</b>	<b>(2,375,951,959)</b>	<b>(2,475,142,482)</b>	<b>(2,231,355,614)</b>	<b>(2,231,355,614)</b>

**Net Current Assets**

When compared to the opening position as at 01 July 2016 Net Current Assets have increased by \$64.9m which largely reflects the timing of Rates receipts for 2016/17.

**Non-Current Assets**

Year to date Non-Current Assets have increased by \$37.5m from 2015/16 which is attributed mainly to the recognition of contributed physical assets from developers in February as well as capital works in progress.

Current Receivables are largely related to collectable Rates income (\$30.4m). Remaining current receivables relates to claimable GST tax offsets (\$2.3m) and sundry debtor accounts. Non-Current receivables largely relate to Deferred Pensioner Rebates; being funds that cannot be collected until the Pensioner ceases to reside at the rateable property.

The year to date Work in Progress balance is largely contributed to Pathways, Purchase & Upgrade of Residential Land, Waste Domestic Plant and various Capital Infrastructure Projects.

**Non-Current Liabilities**

Year to date Non-Current Liabilities have increased by \$3.2m which is mostly attributed to the new loan facility for the Yanchep DCP. The existing loan with the Western Australia Treasury Corporation remains unchanged and when combined with the new loan make up 98% of total Non-Current Liabilities.

**FINANCIAL PERFORMANCE INDICATORS**

The table below presents data on relevant financial ratios, comparing the minimum standard expected as per the Department of Local Government & Communities, status at beginning of the financial year and year to date figures.

An explanation of the purpose of each ratio is also provided, together with commentary where a ratio does not meet the minimum standard (highlighted in Red). A green highlight is used where the minimum standard is met or exceeded.

Details	Minimum Standard	1 July	YTD
<b>Current Ratio</b>			
The ability to meet short term financial obligations from unrestricted current assets.			
Current Assets - Restricted Current Assets (RCA)	=>1.00:1	0.88:1	<b>3:1</b>
Current Liabilities (CL) - CL Associated with RCA			
<b>Debt Service Cover Ratio</b>			
The ability to produce enough cash to cover debt payments.			
Operating Surplus before Interest & Depreciation	=>2.00:1	13.26:1	<b>43.57:1</b>
Principle & Interest Repayments			
<b>Operating Surplus Ratio</b>			
The ability to cover operational costs and have revenues available for capital funding or other purposes.			
Operating Revenue - Operating Expense	=>0.01:1	0.08:1	<b>0.39:1</b>
Own Source Operating Revenue			
<b>Own Source Revenue Coverage Ratio</b>			
The ability to cover costs through own revenue efforts.			
Own Source Operating Revenue	=>0.40:1	1.02:1	<b>1.44:1</b>
Operating Expense			

## CAPITAL PROGRAM

The current status of the Capital Program is summarised below by Sub-Program category.

Sub-Program	No. of Projects	Current Month Actual \$	YTD Actual \$	Annual Budget \$	% Spend
Bus Shelters	2	51,260	51,260	60,000	85%
Community Buildings	22	781,720	5,088,882	10,331,579	49%
Community Safety	5	126,914	175,914	601,885	29%
Conservation Reserves	4	2,117	24,013	161,000	15%
Corporate Buildings	5	43,361	6,580,562	13,658,026	48%
Environmental Offset	4	26,911	214,795	614,860	35%
Fleet Mgt - Corporate	7	5,574	1,066,945	3,690,783	29%
Foreshore Management	11	139,745	691,190	1,063,414	65%
Golf Courses	4	2,625	1,260,227	1,761,744	72%
Investment Projects	10	12,555	351,098	3,107,307	11%
IT Equipment & Software	6	207,512	999,457	2,901,981	34%
Other Corporate Items	6	0	46,165	105,875	44%
Parks Furniture	10	41,376	802,701	2,279,814	35%
Parks Rehabilitation	1	193,856	482,596	1,951,000	25%
Passive Park Development	9	21,400	676,521	1,797,646	38%
Pathways and Trails	8	14,874	87,619	860,875	10%
Roads	24	1,012,468	11,849,327	17,258,970	69%
Sports Facilities	43	1,153,522	4,907,718	11,916,420	41%
Stormwater Drainage	6	5,170	82,725	168,187	49%
Street Landscaping	7	4,912	110,908	655,905	17%
Street Lighting	5	0	35,909	310,625	12%
Traffic Treatments	22	112,528	766,142	2,153,827	36%
Waste Management	4	92,635	289,710	2,854,851	10%
Land Acquisition	1	166	166	10,000	2%
<b>Grand Total</b>	<b>226</b>	<b>4,053,203</b>	<b>36,642,552</b>	<b>80,276,574</b>	<b>46%</b>

The year to date expenditure relating to Carry Forward Projects has increased by \$0.5m from January to \$12.7m as at the 28th of February. A review of the actual spend indicates that key projects involved with this underspend include the Vehicle Replacement program for Domestic Waste Management, Enterprise Software Renewal Program and the Construction of Flynn Drive, Neerabup.

Construction of the Yanchep District Amenities Building and the Sports Floodlighting at both Shelvock Park and Lake Joondalup Park have all now commenced, with 20% of the carried forward amounts for these projects being expended in February.

The Mid-Year Review process has led to the return of \$1.2m in the remaining carried forward funding being returned for reallocation to other projects, resulting in a decrease from \$5.2m to \$4m in carried forwards funds yet to be expended

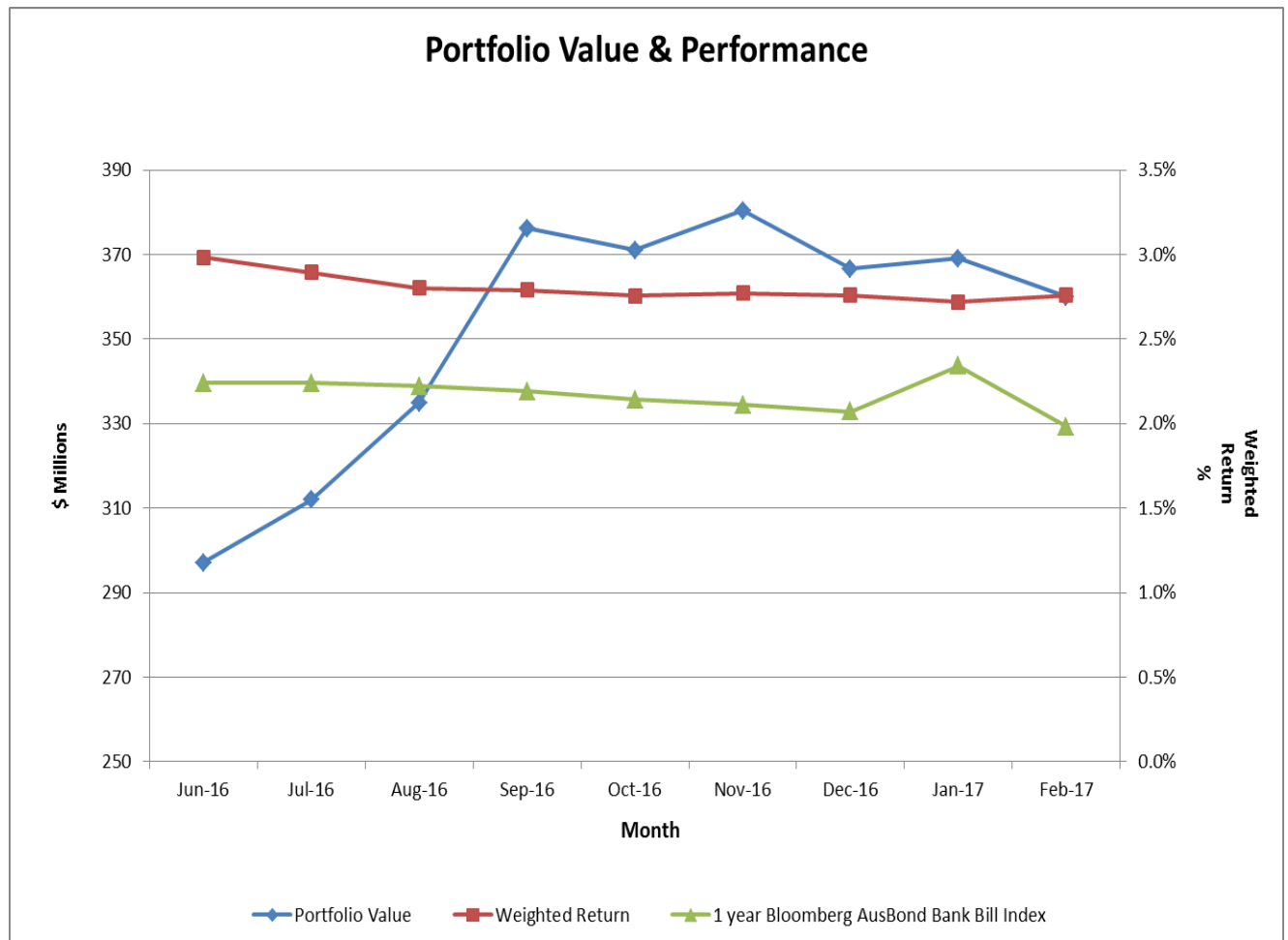
To further expand on the Capital Works Program information above, key capital projects are selected to be specifically reported on, which are itemised in the Top Capital Projects attachment to this report (**Attachment 3**).



## INVESTMENT PORTFOLIO (Attachment 4)

In accordance with the *Local Government (Financial Management) Regulations 1996* (and per the City's Investment Policy), the City only invests in the following highly secured investments in Australian currency:

1. Deposits with authorised deposit taking institutions and the Western Australian Treasury Corporation for a term not exceeding 12 months;
2. Bonds that are guaranteed by the Commonwealth Government or a State or Territory for a term not exceeding three years.



As at the current month end, the City holds an investment portfolio (cash & cash equivalents) of \$360.0m (Face Value), equating to \$363.9m inclusive of accrued interest. YTD the City's investment portfolio return has exceeded the Bank Bill index benchmark by 0.78% pa (2.76% pa vs. 1.98% pa), however it is noted that Interest Earnings were budgeted at a 3.00% yield.

## RATE SETTING STATEMENT (Attachment 5)

The Rate Setting Statement represents a composite view of the finances of the City, identifying the movement in the Surplus/(Deficit) based on the Revenues (excluding Rates), Expenses, Capital Works and Funding Movements, resulting in the Rating Income required. It is noted that the closing Surplus/(Deficit) will balance to the reconciliation of Net Current Assets Surplus/(Deficit) Carried Forward (detailed below).

Description	1 July Actual \$	YTD Actual \$	Annual	
			Adopted Budget \$	Revised Budget \$
<b>Current Assets</b>				
Cash & Cash Equivalents - Unrestricted	14,372,314	68,798,346	15,983,481	15,983,481
Cash & Cash Equivalents - Restricted	305,254,552	296,170,489	254,320,040	254,320,040
Receivables	20,047,001	34,333,878	17,343,457	17,343,457
Inventory	385,056	405,264	369,608	369,608
<b>TOTAL CURRENT ASSETS</b>	<b>340,058,923</b>	<b>399,707,977</b>	<b>288,016,586</b>	<b>288,016,586</b>
<b>Current Liabilities</b>				
Payables	(24,937,538)	(19,022,398)	(33,696,546)	(33,696,546)
Provisions	(14,778,818)	(15,451,202)	(1,580,614)	(1,580,614)
<b>TOTAL CURRENT LIABILITIES</b>	<b>(39,716,356)</b>	<b>(34,473,600)</b>	<b>(35,277,160)</b>	<b>(35,277,160)</b>
<b>Net Current Assets</b>	<b>300,342,567</b>	<b>365,234,377</b>	<b>252,739,426</b>	<b>252,739,426</b>
<b>Adjustments for Restrictions</b>				
Cash & Cash Equivalents - Restricted	(305,254,552)	(296,170,489)	(254,320,040)	(254,320,040)
Provisions Cash Backed	1,486,033	4,920,802	1,580,614	1,580,614
<b>TOTAL RESTRICTED ASSETS</b>	<b>(303,768,519)</b>	<b>(291,249,687)</b>	<b>(252,739,426)</b>	<b>(252,739,426)</b>
<b>Surplus/(Deficit) Carried Forward</b>	<b>(3,425,952)</b>	<b>73,984,690</b>	<b>0</b>	<b>0</b>

## Statutory Compliance

This monthly financial report complies with *Section 6.4 of the Local Government Act 1995* and *Regulations 33A and 34 of the Local Government (Financial Management) Regulations 1996*.

## Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2013 – 2023:

- “4 Civic Leadership - Working with others to ensure the best use of our resources.*
- 4.3 A Strong and Progressive Organisation - You will recognise the hard work and professionalism delivered by your council through your interactions and how our community is developing.”*

## Risk Management Considerations

Risk Title	Risk Rating
Financial Management	Moderate
<b>Accountability</b>	<b>Action Planning Option</b>
Executive Management Team	Manage

The above risk relating to the issue contained within this report has been identified and considered within the City's corporate risk register. Action plans have been developed to manage this risk to improve the existing management systems.

## Policy Implications

- Accounting Policy
- Strategic Budget Policy
- Investment Policy

## Financial Implications

As outlined above and detailed in **Attachments 1 - 5**.

## Voting Requirements

Simple Majority

## Recommendation

**That Council RECEIVES the Financial Activity Statements and commentaries on variances to YTD Budget for the period ended 28 February 2017, consisting of:**

- 1. 2016/17 Annual Adopted and Revised Budget;**
- 2. February 2017 YTD Revised Budgets;**
- 3. February 2017 YTD Actuals;**
- 4. February 2017 Statement of Financial Position and Net Current Assets; and**
- 5. February 2017 YTD Material Financial Variance Notes.**

### *Attachments:*

<a href="#"><u>1</u></a>	<i>February Income Statement</i>	<i>17/81014</i>
<a href="#"><u>2</u></a>	<i>February Balance Sheet</i>	<i>17/81016</i>
<a href="#"><u>3</u></a>	<i>Top Projects 2016-17 - February 2017 - 20170313</i>	<i>16/151914[v12]</i>
<a href="#"><u>4</u></a>	<i>February Inv</i>	<i>17/81020</i>
<a href="#"><u>5</u></a>	<i>February RSS</i>	<i>17/81017</i>

**CITY OF WANNEROO**  
**STATEMENT OF COMPREHENSIVE INCOME BY NATURE OR TYPE**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2017**

Description	Year to Date				Annual			
	Actual	Revised Budget	Variance		Original Budget	Revised Budget	Variance	
	\$	\$	\$	%	\$	\$	\$	%
<b>Revenues</b>								
Rates	142,483,224	142,375,855	107,369	0	142,127,655	142,529,958	402,303	0
Operating Grants, Subsidies & Contributions	9,562,549	9,500,043	62,506	1	12,583,297	12,585,681	2,384	0
Fees & Charges	11,031,075	11,358,637	(327,562)	(3)	19,763,958	16,521,742	(3,242,216)	(16)
Interest Earnings	6,023,881	6,203,400	(179,519)	(3)	8,546,744	8,998,283	451,539	5
Other Revenue	567,340	529,842	37,498	7	644,408	777,841	133,433	21
<b>Total Operating Revenue</b>	<b>169,668,068</b>	<b>169,967,777</b>	<b>(299,709)</b>	<b>(0)</b>	<b>183,666,062</b>	<b>181,413,505</b>	<b>(2,252,557)</b>	<b>(1)</b>
<b>Expenses</b>								
Employee Costs	(46,931,510)	(47,604,857)	673,347	1	(71,299,429)	(71,815,636)	(516,207)	(1)
Materials & Contracts	(30,401,283)	(37,290,685)	6,889,402	18	(55,557,400)	(53,458,925)	2,098,475	4
Utility Charges	(5,578,928)	(5,943,938)	365,010	6	(8,852,923)	(8,895,149)	(42,226)	(0)
Depreciation	(27,313,312)	(27,016,600)	(296,712)	(1)	(40,054,948)	(40,524,793)	(469,845)	(1)
Interest Expenses	(2,768,471)	(3,076,456)	307,985	10	(4,614,682)	(4,614,684)	(2)	(0)
Insurance	(955,275)	(1,056,536)	101,261	10	(1,584,844)	(1,584,844)	0	0
<b>Total Operating Expenditure</b>	<b>(113,948,777)</b>	<b>(121,989,072)</b>	<b>8,040,295</b>	<b>7</b>	<b>(181,964,226)</b>	<b>(180,894,031)</b>	<b>1,070,195</b>	<b>1</b>
<b>RESULT FROM OPERATIONS</b>	<b>55,719,292</b>	<b>47,978,705</b>	<b>7,740,587</b>	<b>16</b>	<b>1,701,836</b>	<b>519,474</b>	<b>(1,182,362)</b>	<b>69</b>
<b>Other Revenue &amp; Expenses</b>								
Non Operating Grants, Subsidies & Contributions	9,642,007	11,404,967	(1,762,960)	(15)	19,224,353	17,093,224	(2,131,129)	(11)
Contributed Physical Assets	28,599,819	30,000,000	(1,400,181)	(5)	50,000,000	60,000,000	10,000,000	20
Profit on Asset Disposals	1,408,743	1,063,822	344,921	32	22,569,911	19,864,972	(2,704,939)	(12)
Loss on Assets Disposals	(144,965)	(333,200)	188,235	(56)	(18,600,500)	(17,639,746)	960,754	5
Town Planning Scheme Revenues	9,810,831	15,288,715	(5,477,884)	(36)	3,806,662	2,333,333	(1,473,329)	(39)
Town Planning Scheme Expenses	(4,849,252)	(17,590,356)	12,741,104	72	(500,000)	(500,000)	0	0
<b>Total Other Revenue and Expenses</b>	<b>44,467,183</b>	<b>39,833,948</b>	<b>4,633,235</b>	<b>12</b>	<b>76,500,426</b>	<b>81,151,783</b>	<b>4,651,357</b>	<b>6</b>
<b>NET RESULT</b>	<b>100,186,474</b>	<b>87,812,653</b>	<b>12,373,821</b>	<b>14</b>	<b>78,202,262</b>	<b>81,671,257</b>	<b>3,468,995</b>	<b>4</b>
<b>Other Comprehensive Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL COMPREHENSIVE INCOME</b>	<b>100,186,474</b>	<b>87,812,653</b>	<b>12,373,821</b>	<b>14</b>	<b>78,202,262</b>	<b>81,671,257</b>	<b>3,468,995</b>	<b>4</b>

**STATEMENT OF FINANCIAL POSITION**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2017**

Description	01-Jul Actual \$	YTD Actual \$	Annual	
			Adopted Budget \$	Revised Budget \$
<b>Current Assets</b>				
Cash at Bank	27,798,638	1,068,684	5,639,773	5,639,773
Investments	291,828,219	363,900,151	264,663,748	264,663,748
Receivables	20,047,001	34,333,878	17,343,457	17,343,457
Inventory	385,056	405,264	369,608	369,608
	<b>340,058,914</b>	<b>399,707,977</b>	<b>288,016,586</b>	<b>288,016,586</b>
<b>Current Liabilities</b>				
Payables	(24,937,538)	(19,022,398)	(21,859,805)	(21,859,805)
Provisions	(14,778,818)	(15,451,202)	(13,417,355)	(13,417,355)
	<b>(39,716,356)</b>	<b>(34,473,600)</b>	<b>(35,277,160)</b>	<b>(35,277,160)</b>
<b>NET CURRENT ASSETS</b>	<b>300,342,558</b>	<b>365,234,377</b>	<b>252,739,426</b>	<b>252,739,426</b>
<b>Non Current Assets</b>				
Receivables	2,360,587	2,279,467	16,496,520	16,496,520
Investments	19,040,464	19,578,291		
Land	349,143,680	349,143,680	343,894,773	343,894,773
Buildings	169,291,204	167,163,109	160,880,704	160,880,704
Plant	20,174,507	17,575,640	18,844,336	18,844,336
Equipment	59,513,934	55,432,670	59,029,132	59,029,132
Furniture & Fittings	6,440,515	5,871,649	5,426,970	5,426,970
Infrastructure	1,505,641,274	1,517,323,557	1,433,479,823	1,433,479,823
Work in Progress	6,202,650	40,985,243	2,922,732	2,922,732
	<b>2,137,808,815</b>	<b>2,175,353,306</b>	<b>2,040,974,990</b>	<b>2,040,974,990</b>
<b>Non Current Liabilities</b>				
Interest Bearing Liabilities	(60,778,188)	(63,878,188)	(60,778,188)	(60,778,188)
Provisions	(1,421,226)	(1,567,013)	(1,580,614)	(1,580,614)
	<b>(62,199,414)</b>	<b>(65,445,201)</b>	<b>(62,358,802)</b>	<b>(62,358,802)</b>
<b>NET ASSETS</b>	<b>2,375,951,959</b>	<b>2,475,142,482</b>	<b>2,231,355,614</b>	<b>2,231,355,614</b>
<b>Equity</b>				
Accumulated Surplus	(1,229,790,021)	(1,343,096,966)	(1,106,938,996)	(1,106,938,996)
Municipal Reserves	(1,146,161,938)	(1,132,045,516)	(1,124,416,618)	(1,124,416,618)
Non Cash Reserves	0	0	0	0
<b>TOTAL EQUITY</b>	<b>(2,375,951,959)</b>	<b>(2,475,142,482)</b>	<b>(2,231,355,614)</b>	<b>(2,231,355,614)</b>

Top Capital Projects 2016/17 - January 2017												
PMO Project Registration			Financial Summary				Project Indicators				Project Information	
PMO Code	Name of Project	Executive Summary 2016/17	Finance Code(s)	Project Budget Current Year	Actual Expenditure	Commitment Spend Current Year	Schedule Indicator	Current Year Budget Indicator	Total Budget Indicator	Overall Risk Rating	Actual % Complete	Comment
PMO 1502	Develop Industrial Estate Neerabup	Phase 2. Prepare the City's landholding to meet all requirements for developable ready lots.	PR-1006	881,250	78,656	31,906	G	G	G	G	15%	Approvals Underway
PMO 1505	Yanchep Surf Life Saving Club	Design & Construction of the new Yanchep Surf Life Saving Club.	PR-1048	3,332,973	1,310,245	74,572	G	G	G	A	65%	Procurement Phase New contract to be awarded in March 2017.
PMO 1512	Yanchep Active Open Space	Design Development & Construction of the Yanchep District Playing Fields.	PR-2072	3,994,063	2,462,175	1,245,663	G	G	G	G	70%	Construction Phase Contract commenced September 2016.
PMO 1515	Yanchep District Sports Amenities Building	Design Development & Construction of the Yanchep District Sports Amenities Building.	PR-2253	1,298,928	195,792	1,103,136	G	G	G	G	57%	Construction Phase Construction commenced February 2017.
PMO 1517	Wanneroo Civic Centre Extension	Construction of a 2 storey, with basement, office building linked to and refurbishment of the existing Civic Centre.	PR-2332	13,177,769	6,390,316	6,625,151	G	G	G	A	40%	Construction Phase Financial sources are being reviewed. Scope refinement completed.
PMO 1523	Quinns Beach Long Term Coastal Management	Design of long-term coastal protection works at Quinns Beach.	PR-2561	250,000	112,483	73,767	G	G	R	G	30%	Design Phase Draft construction cost estimate higher than estimated.
PMO 1530	Connolly Drive Dualling	Design & Construction from Hester Avenue to Lukin Drive.	PR-2775	2,374,852	2,132,709	42,000	G	G	G	G	95%	Defect Liability Period
PMO 1531	Connolly Extension	Survey, design & construction - Neerabup Road to Hester Avenue.	PR-2779	3,128,908	2,777,236	165,000	G	G	G	G	95%	Defect Liability Period
PMO 16029	Mary Lindsay Homestead Development of Public Open Space	Development of the Mary Lindsay Homestead Building and Public Open Space, including car parking.	PR-2487 PR-2571	829,770	105,231	843	G	G	G	G	55%	Project Progressing to Plan Scope to be extended to include crossover.
PMO 16053	Upgrade Neerabup Road Marmion Avenue to Connolly Drive	Neerabup Road Second Carriageway (Marmion Avenue to Neerabup Road).	PR-3072	1,762,058	1,496,109		G	G	G	G	95%	Defect Liability Period Construction completion December 2016. Preparation for landscaping in winter.



Top Capital Projects 2016/17 - January 2017												
PMO Project Registration			Financial Summary				Project Indicators				Project Information	
PMO Code	Name of Project	Executive Summary 2016/17	Finance Code(s)	Project Budget Current Year	Actual Expenditure	Commitment Spend Current Year	Schedule Indicator	Current Year Budget Indicator	Total Budget Indicator	Overall Risk Rating	Actual % Complete	Comment
PMO 16054	Upgrade Marmion Ave - Lukin Dr to Butler Boulevard	Construct dual carriageway from Marmion Avenue to Lukin Drive to Butler Boulevard.	PR-3073	2,039,793	150,959	1,880,000	G	G	R	G	6%	<b>Procurement Phase</b> <i>Tender price less than estimate. Potential project savings identified.</i>
PMO 16076	Riverlinks Park Clarkson	(1) Design and construct sports amenities building and carpark; and; (2) Transportable Hire and Maintenance.	PR-2961	1,481,272	307,977	1,155,486	G	G	G	G	60%	<b>Construction Phase</b>
PMO 16084	Old Yanchep Road Upgrade Works - Stage 2	Realignment of bends, reconstruct superelevation and curves, seal shoulders, edge lines and raised pavement. Old Yanchep Rd. Pinjar -	PR-3074	1,161,200	231,045	295,980	G	G	G	G	45%	<b>Construction Phase</b>
PMO 16096	Quinns Mindarie Life Saving Club	Construction of the Quinns Mindarie Community Centre as an addition alongside and as a first floor above the existing Quinns Mindarie Surf Lifesaving Club.	PR-1121	3,954,133	1,975,254	1,197,869	G	G	G	G	60%	<b>Construction Phase</b>
PMO 17018	Quinns Beach Shark Barrier	Design, Approvals, Supply and Installation of a shark barrier at southern Quinns Beach in front of the Surf Life Saving Club.	PR-4057	450,000	438,658	0	G	G	G	G	60%	<b>Project Progressing to Plan</b> <i>Enclosure formally opened by Mayor and Premier on January 2017.</i>
PMO 17038	Mary Lindsay Homestead Building	Development of the Mary Lindsay Homestead Building.	PR-2467	1,150,000	468,500	134,750	G	G	G	G	55%	<b>Procurement Phase</b> <i>Construction tender released.</i>
PMO17084	Yanchep Active Open Space Oval Groundworks	Financial agreement for 2 portions of works, being rock removal and payment of 2nd oval by the City, under Deed of Agreement with YBJV	PR-4032	1,399,423	159,630	0	G	G	G	G	100%	<b>Implementation</b> <i>Budget allocation finalised.</i>
			TOTAL	42,666,392	20,792,975	14,026,123						

Schedule Status-Indicator	Current Year Budget & Total Budget Indicator	Overall Risk Indicator
On Target-Baseline(<10%timeincrease)	On Target (Variance <10%)	Low
Behind Schedule(10-20%timeincrease)	Almost on Budget (Variance of 10-20%)	Medium
Behind Schedule(>20%timeincrease)	Under / Over Budget (Variance > 20%)	High

## INVESTMENT SUMMARY - As At 28 February 2017

Face Value \$	Interest Rate %	Borrower	Rating	Maturity	Purchase price	Purchase Date	Current Value \$	YTD Accrued Interest \$	Accrued Interest
<b>Current Account Investment Group</b>									
16,000,100.00	1.45	Commonwealth Bank of Australia Perth	A1	N/A		N/A	16,000,100.00		
1,165.79	0.00	Commonwealth Bank of Australia Perth	A1	N/A		N/A	1,165.79		
<b>Term Investment Group</b>									
28,000,000.00	2.80	Westpac Banking Corporation	A1	01-July-2017	28,000,000.00	01-September-2016	28,386,630.14	386,630.14	386,630.14
15,000,000.00	2.80	Bendigo Bank	A2	05-September-2017	15,000,000.00	04-September-2016	15,203,671.23	203,671.23	203,671.23
10,000,000.00	2.80	Westpac Banking Corporation	A1	14-September-2017	10,000,000.00	14-September-2016	10,128,109.59	128,109.59	128,109.59
18,000,000.00	2.82	Bendigo Bank	A2	20-October-2017	18,000,000.00	21-October-2016	18,180,789.04	180,789.04	180,789.04
20,000,000.00	2.85	Westpac Banking Corporation	A1	26-October-2017	20,000,000.00	26-October-2016	20,195,205.48	195,205.48	195,205.48
30,000,000.00	2.84	Members Equity Bank Melbourne	A2	07-July-2017	30,000,000.00	07-November-2016	30,263,769.86	263,769.86	263,769.86
15,000,000.00	2.75	Members Equity Bank Melbourne	A2	20-August-2017	15,000,000.00	20-February-2017	15,009,041.10	9,041.10	9,041.10
10,000,000.00	3.05	Bendigo Bank	A2	15-May-2017	10,000,000.00	13-May-2016	10,243,164.38	203,054.79	243,164.38
13,000,000.00	3.05	Bendigo Bank	A2	03-June-2017	13,000,000.00	03-June-2016	13,293,301.37	263,971.23	293,301.37
13,000,000.00	2.80	Bank of Queensland	A2	17-August-2017	13,000,000.00	17-August-2016	13,194,465.75	194,465.75	194,465.75
7,000,000.00	3.00	Westpac Banking Corporation	A1	17-August-2017	7,000,000.00	17-August-2016	7,112,191.78	112,191.78	112,191.78
18,000,000.00	2.79	Westpac Banking Corporation	A1	19-March-2017	18,000,000.00	19-August-2016	18,265,546.85	265,546.85	265,546.85
10,000,000.00	2.80	Bank of Queensland	A2	20-April-2017	10,000,000.00	23-August-2016	10,144,986.30	144,986.30	144,986.30
15,000,000.00	2.75	Bank of Queensland	A2	29-March-2017	15,000,000.00	29-August-2016	15,206,815.07	206,815.07	206,815.07
22,000,000.00	2.70	Westpac Banking Corporation	A1	29-June-2017	22,000,000.00	29-August-2016	22,297,813.70	297,813.70	297,813.70
10,000,000.00	2.72	Bank of Queensland	A2	03-May-2017	10,000,000.00	01-September-2016	10,134,136.99	134,136.99	134,136.99
25,000,000.00	2.65	Suncorp	A1	07-April-2017	25,000,000.00	07-September-2016	25,315,821.92	315,821.92	315,821.92
20,000,000.00	2.92	Bendigo Bank	A2	17-November-2017	20,000,000.00	18-November-2016	20,163,200.00	163,200.00	163,200.00
20,000,000.00	2.99	Westpac Banking Corporation	A1	06-December-2017	20,000,000.00	06-December-2016	20,137,621.92	137,621.92	137,621.92
25,000,000.00	2.75	Bank of Queensland	A2	15-February-2018	25,000,000.00	16-February-2017	25,022,602.74	22,602.74	22,602.74
	<b>Weighted Return</b>								
<b>360,001,265.79</b>	<b>2.76%</b>	<b>Totals</b>					<b>363,900,151.00</b>	<b>3,829,445.48</b>	<b>3,898,885.2</b>

**1.98%** 12 month Bloomberg AusBond Bank Bill Index for 28 February 2017

**0.78%** Differential between Council's Weighted Return and Bloomberg AusBond Bank Bill Index

**Notes:** Face Value - refers to the principal amount invested.

Interest Rate - refers to the annual interest rate applicable to the investment.

Borrower - refers to the institution through which the City's monies are invested.

Rating - refers to the Standard & Poor Short Term Rating of the Borrower which, per Council Policy, must be a minimum of A2.

Current Value - refers to the accumulated value of the investment including accrued interest from time invested to current period.

## INDIVIDUAL ADI LIMITS - As At 28 February 2017

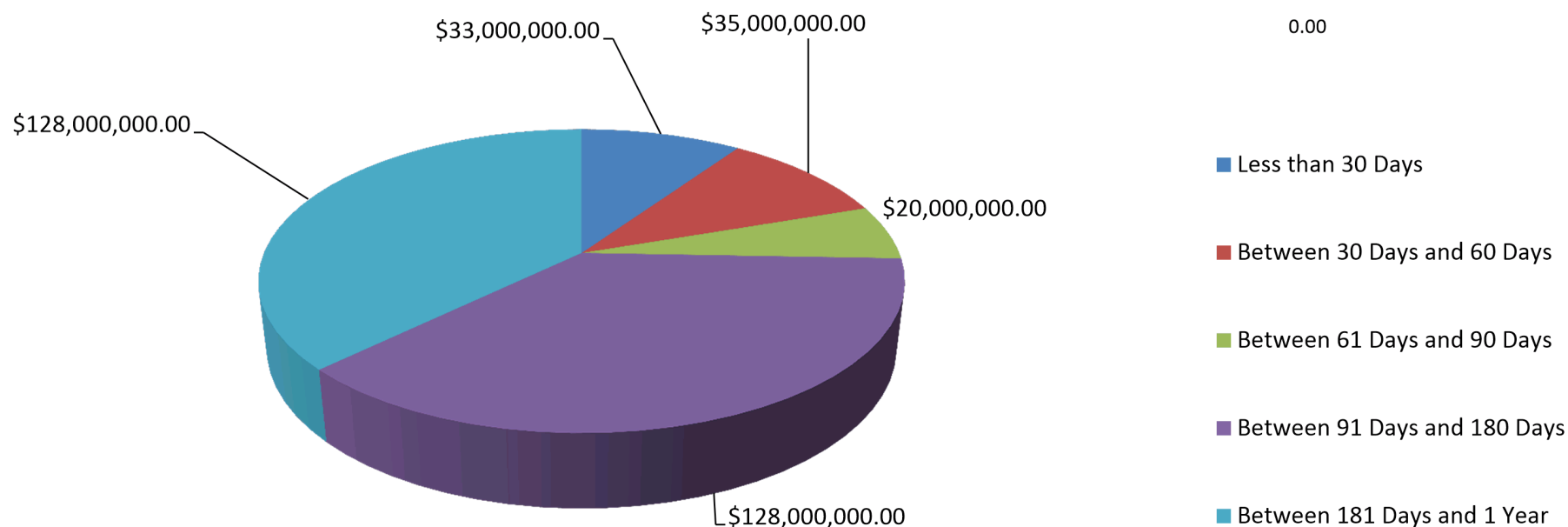
BORROWER	INVESTMENT RATING	FACE VALUE (\$)	MAXIMUM LIMIT PER INVESTMENT POLICY (\$)	INVESTMENT BALANCE (%)	MAXIMUM LIMIT PER INVESTMENT POLICY (%)
Commonwealth Bank of Australia Perth	A1	16,001,265.79	180,000,632.90	4.44	50.00
National Australia Bank	A1	-	180,000,632.90	0.00	50.00
Westpac Banking Corporation	A1	125,000,000.00	180,000,632.90	34.72	50.00
Suncorp	A1	25,000,000.00	180,000,632.90	6.94	50.00
Bank of Queensland	A2	73,000,000.00	90,000,316.45	20.28	25.00
Bendigo Bank	A2	76,000,000.00	90,000,316.45	21.11	25.00
Members Equity Bank Melbourne	A2	45,000,000.00	90,000,316.45	12.50	25.00
<b>Totals</b>		<b>360,001,265.79</b>		<b>100.00</b>	

## OVERALL CREDIT PROFILE - As At 28 February 2017

	INVESTMENT RATING	FACE VALUE (\$)	MAXIMUM LIMIT PER INVESTMENT POLICY (\$)	INVESTMENT BALANCE (%)	MAXIMUM LIMIT PER INVESTMENT POLICY (%)
Subtotal of Securities	A1	166,001,265.79	360,001,265.79	46.11	100.00
Subtotal of Securities	A2	194,000,000.00	288,001,012.63	53.89	80.00
<b>Totals</b>		<b>360,001,265.79</b>		<b>100.00</b>	

## Maturity Breakdown - As At 28 February 2017

Maturity Profile	Face Value	% Portfolio	Number of Investments	Minimum Investment Value	Maximum Value Investment
Current Account	\$16,001,265.79	4.44%	2.00	\$1,165.79	\$16,000,100.00
Less than 30 Days	\$33,000,000.00	9.17%	2.00	\$15,000,000.00	\$18,000,000.00
Between 30 Days and 60 Days	\$35,000,000.00	9.72%	2.00	\$10,000,000.00	\$25,000,000.00
Between 61 Days and 90 Days	\$20,000,000.00	5.56%	2.00	\$10,000,000.00	\$10,000,000.00
Between 91 Days and 180 Days	\$128,000,000.00	35.56%	7.00	\$7,000,000.00	\$30,000,000.00
Between 181 Days and 1 Year	\$128,000,000.00	35.56%	7.00	\$10,000,000.00	\$25,000,000.00
<b>Totals</b>	<b>\$360,001,265.79</b>	<b>100.00%</b>	<b>22.00</b>		



**RATE SETTING STATEMENT**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2017**

Description	Year To Date				Annual			
	Actual	Revised Budget	Variance		Adopted Budget	Revised Budget	Variance	
	\$	\$	\$	%	\$	\$	\$	%
Opening Surplus/(Deficit)	0	0	0	0	0	0	0	0
<b>OPERATING ACTIVITIES</b>								
<b>Revenues</b>								
Operating Grants, Subsidies & Contributions	9,562,549	9,500,043	62,506	1	12,583,297	12,585,681	2,384	0
Fees & Charges	11,031,075	11,358,637	(327,562)	(3)	19,763,958	16,521,742	(3,242,216)	(16)
Interest Earnings	6,023,881	6,203,400	(179,519)	(3)	8,546,744	8,998,283	451,539	5
Other Revenue	567,340	529,842	37,498	7	644,408	777,841	133,433	21
	<b>27,184,844</b>	<b>27,591,922</b>	<b>(407,078)</b>	<b>(1)</b>	<b>41,538,407</b>	<b>38,883,547</b>	<b>(2,654,860)</b>	<b>(6)</b>
<b>Expenses</b>								
Employee Costs	(46,931,510)	(47,604,857)	673,347	1	(71,299,429)	(71,815,636)	(516,207)	(1)
Materials & Contracts	(30,401,283)	(37,290,685)	6,889,402	23	(55,557,400)	(53,458,925)	2,098,475	4
Utility Charges	(5,578,928)	(5,943,938)	365,010	7	(8,852,923)	(8,895,149)	(42,226)	(0)
Depreciation	(27,313,312)	(27,016,600)	(296,712)	(1)	(40,054,948)	(40,524,793)	(469,845)	(1)
Interest Expenses	(2,768,471)	(3,076,456)	307,985	11	(4,614,682)	(4,614,684)	(2)	(0)
Insurance	(955,275)	(1,056,536)	101,261	11	(1,584,844)	(1,584,844)	0	0
	<b>(113,948,777)</b>	<b>(121,989,072)</b>	<b>8,040,295</b>	<b>7</b>	<b>(181,964,226)</b>	<b>(180,894,031)</b>	<b>1,070,195</b>	<b>1</b>
<b>Non-Cash Amounts Excluded</b>								
Depreciation	27,313,312	27,016,600	296,712	(1)	40,054,948	40,524,793	469,845	(1)
	<b>(59,450,621)</b>	<b>(67,380,550)</b>	<b>7,929,929</b>	<b>12</b>	<b>(100,370,871)</b>	<b>(101,485,691)</b>	<b>(1,114,820)</b>	<b>(1)</b>
<b>INVESTING ACTIVITIES</b>								
Non Operating Grants, Subsidies & Contributions	9,642,007	11,404,967	(1,762,960)	(18)	20,929,857	17,093,224	(3,836,633)	(18)
Contributed Physical Assets	28,599,819	30,000,000	(1,400,181)	(5)	50,000,000	60,000,000	10,000,000	20
Profit on Asset Disposals	1,408,743	1,063,822	344,921	24	3,806,662	2,333,333	(1,473,329)	(39)
Loss on Assets Disposals	(144,965)	(333,200)	188,235	130	(500,000)	(500,000)	0	0
Town Planning Scheme Revenues	9,810,831	15,288,715	(5,477,884)	(56)	22,569,911	19,864,972	(2,704,939)	(12)
Town Planning Scheme Expenses	(4,849,252)	(17,590,356)	12,741,104	263	(18,600,500)	(17,395,758)	1,204,742	6
Capital Expenditure	(36,642,552)	(53,517,716)	16,875,164	46	(92,428,387)	(80,276,574)	12,151,813	15
Proceeds From Disposal Of Assets	883,872	2,054,029	1,170,157	132	5,481,043	3,081,043	(2,400,000)	78
	<b>8,708,503</b>	<b>(11,629,739)</b>	<b>20,338,242</b>	<b>175</b>	<b>(8,741,414)</b>	<b>4,200,240</b>	<b>12,941,654</b>	<b>148</b>
<b>Non-Cash Amounts Excluded</b>								
Contributed Physical Assets	(28,599,819)	(30,000,000)	1,400,181	5	(50,000,000)	(60,000,000)	(10,000,000)	20
Profit on Asset Disposals	(1,408,743)	(1,063,822)	(344,921)	(24)	(3,806,662)	(2,333,333)	1,473,329	(39)
Loss on Assets Disposals	144,965	333,200	(188,235)	(130)	500,000	500,000	0	0
	<b>(29,863,597)</b>	<b>(30,730,622)</b>	<b>4,633,235</b>	<b>(16)</b>	<b>(53,306,662)</b>	<b>(61,833,333)</b>	<b>(8,526,671)</b>	<b>16</b>
	<b>(21,155,094)</b>	<b>(42,360,361)</b>	<b>21,205,267</b>	<b>50</b>	<b>(62,048,076)</b>	<b>(57,633,093)</b>	<b>4,414,983</b>	<b>7</b>
<b>FINANCING ACTIVITIES</b>								
Contributions from New Loans	3,100,000	0	3,100,000	100	11,100,000	7,510,616	(3,589,384)	(48)
Transfers from Restricted Grants, Contributions & Loans	610,899	(34,013)	644,912	106	510,838	(51,020)	(561,858)	1,101
Transfers to Restricted Grants, Contributions & Loans	(895,241)	0	(895,241)	(100)	0	0	0	0
Transfers from Reserves	14,116,425	23,577,083	(9,460,658)	(67)	37,681,298	35,365,625	(2,315,673)	(7)
Transfers to Reserves	0	(16,007,446)	16,007,446	100	(25,761,433)	(24,011,169)	1,750,264	7
Transfers from Schemes	0	11,759,831	(11,759,831)	100	19,330,500	17,639,746	(1,690,754)	(10)
Transfers to Schemes	(4,824,902)	(15,288,715)	10,463,813	217	(22,569,911)	(19,864,972)	2,704,939	14
	<b>12,107,181</b>	<b>4,006,740</b>	<b>8,100,441</b>	<b>67</b>	<b>20,291,292</b>	<b>16,588,826</b>	<b>(3,702,466)</b>	<b>(22)</b>
<b>BUDGET DEFICIENCY</b>	<b>(68,498,534)</b>	<b>(105,734,172)</b>	<b>(37,235,638)</b>	<b>(54)</b>	<b>(142,127,655)</b>	<b>(142,529,958)</b>	<b>(402,303)</b>	<b>(0)</b>
<b>Amount To Be Raised From Rates</b>	<b>(142,483,224)</b>	<b>(142,375,855)</b>	<b>(37,235,638)</b>	<b>(26)</b>	<b>(142,127,655)</b>	<b>(142,529,958)</b>	<b>(402,303)</b>	<b>0</b>
<b>Closing Surplus/(Deficit)</b>	<b>73,984,690</b>	<b>36,641,683</b>	<b>(37,343,007)</b>	<b>(50)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Transactional Finance

### CS02-04/17     Review of the Accounting Policy

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File Ref:	5115 – 17/81877
Responsible Officer:	Director Corporate Strategy and Performance
Disclosure of Interest:	Nil
Attachments:	1

#### Issue

To review the City's Accounting Policy (the **Policy**).

#### Background

The Policy was first adopted by Council in 1999, with the formation of the City of Wanneroo. There have been subsequent revisions, with the last of which being adopted by Council in September 2015. The Policy includes the significant accounting policies, which are required to be administered and thoroughly monitored for compliance and accountability. It is to be noted that the significant accounting policies will be incorporated as Notes to both the Annual Financial Statements and Annual Budget which will be made available to the public once adopted.

#### Detail

The purpose of the Accounting Policy is to provide a framework to ensure all City accounts are reported to Council with consistent application of the Australian Accounting Standards and in compliance with statutory requirements under the *Local Government Act 1995* (the **Act**) and *Local Government (Financial Management) Regulations 1996* (the **Regulations**).

The Policy contains a set of specific policies known as "Summary of Significant Accounting Policies" to be applied in the preparation of the City's 2016/2017 Annual Financial Statements. These include any methods, measurement systems and procedures for presenting disclosures as required by the Australian Accounting Standards (**AAS** or **AASB**). *AASB 101 Presentation of Financial Statements* requires the City to use the summary of significant accounting policies to disclose how the City prepared its annual financial statements in order to assist users in making informed decisions.

#### Consultation

The City's external Auditors, Grant Thornton, provided support as the majority of this Accounting Policy formed the majority part of Note 1 of the City's Annual Financial Statements for 2015/2016.

#### Comment

The following extract from the Audit and Risk Committee Terms of Reference is related to the Committee's role in the review of the Policy:

*"To review the report prepared by the CEO on any actions taken in respect of any matters raised in the report of the auditor and presenting the report to Council for adoption prior to the end of the next financial year or six months after the last report prepared by the auditor is received, whichever is the latest in time.*

*To review the local government's draft annual financial report, focusing on:*

- *accounting policies and practices;*
- *changes to accounting policies and practices;*



- *the process used in making significant accounting estimates;*
- *significant adjustments to the financial report (if any) arising from the audit process;*
- *compliance with accounting standards and other reporting requirements; and*
- *significant variances from prior years.*

*To consider and recommend adoption of the annual financial report to Council, and to review any significant changes that may arise subsequent to any such recommendation but before the annual financial report is signed."*

This report was presented to the Audit and Risk Committee on 14 March 2017 for consideration and has been endorsed for reporting to Council. The proposed revised Accounting Policy can be found in **Attachment 1**.

## **Statutory Compliance**

The Policy complies with the City accounting requirements as detailed in:

- *Local Government Act 1995;*
- *Local Government (Financial Management) Regulations 1996; and*
- *Australian Accounting Standards Board (AASB) Standards.*

## **Strategic Implications**

The proposal aligns with the following objective within the Strategic Community Plan 2013 – 2023:

*"4 Civic Leadership - Working with others to ensure the best use of our resources.*

*4.3 A Strong and Progressive Organisation - You will recognise the hard work and professionalism delivered by your council through your interactions and how our community is developing."*

## **Risk Management Considerations**

Risk Title	Risk Rating
CO-017 Financial Management	Low
Accountability	Action Planning Option
Executive Management Team	Manage

*The above risk relating to the issue contained within this report has been identified and considered within the City's Corporate risk register. Action plans have been developed to manage this risk to support existing management systems.*

## **Policy Implications**

If adopted by Council, the revised Policy will form the major part of Note 1 of the City Annual Financial Report and will supersede the current Accounting Policy.

## **Financial Implications**

Adoption of the Policy will ensure consistent application of accounting principles and treatments to aid comparative analysis for decision making.

## **Voting Requirements**

Simple Majority

## Recommendation

**That Council on the recommendation of the Audit and Risk Committee ADOPTS the proposed revised Accounting Policy as shown in Attachment 1.**

*Attachments:*

1  Proposed Revised Accounting Policy (Clean Copy As At cob 14 March 2017) 17/34812 Minuted



## Policy Manual

### Accounting Policy

**Policy Owner:** Transactional Finance  
**Contact Person:** Manager Transactional Finance  
**Date of Approval:**

#### POLICY OBJECTIVE

To provide a framework to ensure the City's financial information is reported to Council with consistent application of Australian Accounting Standards and in compliance with statutory requirements under the *Local Government Act 1995* (the "Act"), and *Local Government (Financial Management) Regulations 1996* (the "Regulations").

#### POLICY STATEMENT

This policy will apply to the development and presentation of the City's:

- Management accounts,
- Annual Financial Report,
- Annual Budget, and
- Long Term Financial Plan

#### 1. Summary of Significant Accounting Policies

##### (a) Basis of Preparation of the Annual Financial Report

The Annual Financial Report is a general purpose financial statement which is to be prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), other authoritative pronouncements of the Australian Standards Board, the Act and accompanying regulations. The report is prepared on an accrual basis, under the convention of historical cost accounting modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

##### Critical Accounting Estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires the use of certain critical accounting estimates. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances. The results of this experience and other factors combine to form the basis of making judgements about carrying values of assets and liabilities not readily apparent from other sources

Balances shown in the City's Annual Budget and Long Term Financial Plan as end of year estimated actual for the preceding year, are as forecast at the time of budget preparation and are subject to final adjustments.

##### (b) The Local Government Reporting Entity

All Funds, through which the City controls resources to carry on its functions are to be included in the financial statements. In the process of reporting on the local government as a single unit, all transactions and balances between those Funds (for example, loans and transfers between Funds) are to be eliminated. All monies held in the Trust Fund are to be excluded from the financial statements. A separate statement of those monies is to be appended to the Annual Financial Report.



## Policy Manual

**(c) Goods and Services Tax ("GST")**

In accordance with recommended practice, revenues, expenses and assets capitalised are to be stated net of any GST recoverable. Receivables and payables in the Statement of Financial Position are to be stated inclusive of applicable GST.

**(d) Cash and Cash Equivalents**

Cash and cash equivalents in the Statement of Financial Position comprise cash at bank and on hand and short-term deposits with an original maturity of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Statement of Cash Flows, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities on the Statement of Financial Position.

**(e) Trade and Other Receivables**

Collectability of trade and other receivables are to be reviewed on an ongoing basis. Debts that are known to be uncollectible are to be written off when identified. An allowance for doubtful debts will be raised when there is objective evidence that the debt will not be collectible.

**(f) Inventories**

**(i) Raw materials and stores, work in progress and finished goods**

Raw materials and stores, work in progress and finished goods are to be stated at the lower of cost and net realisable value. Cost will comprise of direct materials, direct labour and an appropriate proportion of variable and fixed overhead expenditure, the latter being allocated on the basis of normal operating capacity. Costs are to be assigned to individual items of inventory on the basis of weighted average costs. Net realisable value is to be the established selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**(ii) Land held for resale/capitalisation of borrowing costs**

Land held for resale is to be stated at the lower of cost and net realisable value. Cost will be assigned by specific identification and includes the cost of acquisition, and development and borrowing costs during development. When development is completed borrowing costs and other holding charges are to be expensed as incurred. Borrowing costs included in the cost of land held for resale are those costs that would have been avoided if the expenditure on the acquisition and development of the land had not been made. Borrowing costs incurred while active development is interrupted for extended periods are to be recognised as expenses.

Revenue arising from the sale of property is to be recognised in the Statement of Comprehensive Income as at the time of signing a binding contract of sale. Land held for resale is classified as current except where it is held as non-current based on the City's intentions to release for sale.

**(g) Fixed Assets**

**Initial recognition**

All assets are to be initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed includes the cost of all materials, direct labour and variable and fixed overheads.





## Policy Manual

### Revaluation

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. For infrastructure and other asset classes where no active market exists, fair value will be determined as the current replacement cost of an asset less, where applicable, accumulated depreciation. Depreciation will be calculated on a basis to reflect the already consumed or expired future economic benefits of the asset.

Increases in the carrying amount arising on revaluation of assets are to be credited to a revaluation surplus in equity. Decreases in the carrying amount that offset previous increases of the same asset are to be charged against fair value reserves directly in equity; all other decreases are to be charged to the statement of comprehensive income.

Any accumulated depreciation at the date of revaluation is to be eliminated against the gross carrying amount of the asset. The net carrying amount of the asset is to be restated to the revalued amount of the asset.

Those assets carried at a revalued amount, being their fair value at the date of revaluation less any subsequent accumulated depreciation and accumulated impairment losses, are to be revalued with sufficient regularity to ensure the carrying amount does not differ significantly from that determined using fair value at reporting date.

### Land under roads

In Western Australia, all land under roads is Crown land. The responsibility for managing land under roads is vested in the local government.

Effective as at 1 July 2008, the City elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard *AASB 1051 Land Under Roads* and *Local Government (Financial Management) Regulation 16(a)(i)*, which prohibits local governments from recognising such land as an asset.

Consequently, any land under roads acquired on or after 1 July 2008 is not to be included as an asset of the City.

### (h) Depreciation of Non-Current Assets

All non-current assets that have a limited useful life are to be separately and systematically depreciated over their useful lives in a manner that reflects the consumption of the future economic benefits embodied in those assets. Assets are to be depreciated from the date of acquisition or, in respect of internally constructed assets, from the time the asset is completed and held ready for use.

Depreciation for infrastructure assets is to be calculated from the end of the year in which the asset was completed and brought into account.

Expenditure on items of equipment under \$1,000 are not to be capitalised but are placed on an "Attractive Items" list for reference and maintenance.



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Depreciation is to be recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

Buildings	40 years
Bus Shelters*	30 - 50 years
Computer Hardware	3 years
Computer Software	2 years
Pathways*	25 - 70 years
Furniture & Equipment	10 years
Heavy Vehicles - 1,201 kg to 4,000 kg	6 years/100,000 km's (45% residual)
Heavy Vehicles - 4,001 kg to 9,000 kg	6 years/200,000 km's (40% residual)
Heavy Vehicles - 9,001 kg to 12,000 kg	8 years/500,000 km's (48% residual)
Heavy Vehicles – Refuse	5 years (20% residual)
Irrigation Piping	30 years
Land	Not Applicable
Light Vehicles	3 years (60% residual)
Other Infrastructure*	15 – 30 years
Other Plant and Equipment	10 years
Parks & Reserves*	12 - 85 years
Plant	10 years (50% residual)
Reserves/Playground Equipment*	12 - 15 years
Sealed Car Parks – Pavement	85 years
Road – Kerb	55 years
Road – Seal*	18 – 40 years
Road Pavement – Seal*	85 – 100 years
Street Lighting	33 years
Tennis/Basketball Courts (Acrylic)	12 years
Underpasses	100 years
Water Supply Piping & Drainage Systems*	50 - 100 years

\*Due to useful lives of the individual assets within each asset type varying despite being of a similar nature, the asset types denoted have a range of depreciation periods.

The assets residual value and useful lives are to be reviewed and adjusted if appropriate, at the end of each reporting period. An asset's carrying amount is to be written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are to be determined by comparing proceeds with the carrying amount. These gains and losses are to be included in the Statement of Comprehensive Income. When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are to be transferred to retained earnings.

### (i) Financial Instruments

#### Initial recognition and measurement

Financial assets and financial liabilities are to be recognised when the City becomes a party to the contractual provisions to the instrument. For financial assets, this is to be equivalent to the date that the City commits itself to either the purchase or sale of the asset (i.e. trade date accounting is adopted).

Financial instruments are to be initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are to be expensed to profit or loss immediately.



## **Classification and subsequent measurement**

Financial instruments are to be subsequently measured at amortised cost using the effective interest rate method or cost.

Fair value represents the amount for which an asset could be exchanged or a liability settled, between knowledgeable, willing parties. Available, quoted prices in an active market are to be used to determine fair value. In other circumstances, valuation techniques are to be adopted.

Amortised cost is to be calculated as:

- (a) the amount at which the financial asset or financial liability is measured at initial recognition;
- (b) less principal repayments;
- (c) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest rate method; and
- (d) less any reduction for impairment.

The effective interest method to be used is to allocate interest income or interest expense over the relevant period and is equivalent to the rate that exactly discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term of the financial instrument to the net carrying amount of the financial asset or financial liability). Revisions to expected future cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

### **(i) Financial assets at fair value through profit or loss**

Financial assets at fair value through profit or loss are financial assets held for trading. A financial asset is to be classified in this category if acquired principally for the purpose of selling in the short term. Derivatives are to be classified as held for trading unless they are designated as hedges. Assets in this category are to be classified as current assets.

### **(ii) Loans and receivables**

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They are to be included in current assets, except for those with maturities greater than 12 months after the Statement of Financial Position date that are classified as noncurrent assets. Loans and receivables are to be included in trade and other receivables in the Statement of Financial Position.

### **(iii) Held-to-maturity investments**

Held-to-maturity investments are non-derivative financial assets with fixed or determinable payments and fixed maturities that the City has the intention and ability to hold to maturity. If the City was to sell, other than an insignificant amount, of held-to-maturity financial assets, the whole category would be tainted and is to be reclassified as available-for-sale. Held-to-maturity financial assets are to be included in non-current assets, except for those with maturities less than 12 months from the reporting date, which are classified as current assets.

### **(iv) Available-for-sale financial assets**

Available-for-sale financial assets, comprising principally marketable equity securities, are non-derivatives that are either designated in this category or not classified in any of the other categories. They are to be included in non-current assets unless there is the intention to dispose of the investment within 12 months of the Statement of Financial Position date. Investments are to be designated as available-for-sale if they do not have fixed maturities and fixed or determinable payments; and there is the intention to hold



## Policy Manual

them for the medium to long term.

**(v) Financial Liabilities**

Non-derivative financial liabilities (excluding financial guarantees) are to be subsequently measured at amortised cost.

**Impairment**

At the end of each reporting period, the City will assess whether there is objective evidence that a financial instrument has been impaired. In the case of available-for-sale financial instruments, a prolonged decline in the value of the instrument is to be considered to determine whether impairment has arisen. Impairment losses are to be recognised in the Statement of Comprehensive Income.

**(j) Fair Value Estimation**

The fair value of financial assets and financial liabilities must be estimated for recognition and measurement or for disclosure purposes.

The fair value of financial instruments traded in active markets is to be determined using valuation techniques. The City uses a variety of methods and makes assumptions that are based on market conditions existing at each balance date. Quoted market prices or dealer quotes for similar instruments are to be used for long-term debt instruments held. Other techniques, such as estimated discounted cash flows, are to be used to determine fair value for the remaining financial instruments.

The nominal value less estimated credit adjustments of trade receivables and payables are assumed to approximate their fair values. The fair value of financial liabilities for disclosure purposes is to be estimated by discounting the future contractual cash flows at the current market interest rate that is available to the City for similar financial instruments.

**(k) Provisions**

Provisions are to be recognised when the City has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation and the amount has been reliably estimated. Provisions are not to be recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is to be recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations, may be small.

**(l) Leases**

Leases of property, plant and equipment where the City has substantially all the risks and rewards of ownership, are to be classified as finance leases. Finance leases are to be capitalised at the lease's inception recorded at the lower of the fair value of the leased property and the present value of the minimum lease payments. The corresponding rental obligations, net of finance charges, are to be included in other long term payables. Each lease payment is to be allocated between the liability and finance charges so as to achieve a constant rate on the finance balance outstanding. The interest element of the finance cost is to be charged to the Statement of Comprehensive Income, over the lease period so as to produce a constant periodic rate of interest on the remaining balance of the liability for each period. The property, plant and equipment acquired under finance leases are to be depreciated over the shorter of the asset's useful life and the lease term. Lease payments under operating leases, where substantially all the risks and benefits remain with the lessor, are to be charged as expenses in the periods in which they are incurred.



**(m) Investments in Associates**

An associate is an entity over which the City has significant influence. Significant influence is the power to participate in the financial operating policy decisions of that entity but is not control or joint control of those policies. Investments in associates are to be accounted for in the financial statements by applying the equity method of accounting, whereby the investment is initially recognised at cost and adjusted thereafter for the post-acquisition change in the City's share of net assets of the associates. In addition, the City's share of the profit or loss of the associate is included in the City's profit or loss.

The carrying amount of the investment is to include, where applicable, goodwill relating to the associate. Any discount on acquisition, whereby the City's share of the net fair value of the associate exceeds the cost of investment, is to be recognised in profit or loss in the period in which the investment is acquired.

Profits and losses resulting from transactions between the City and the associate are to be eliminated to the extent of the City's interest in the associate.

When the City's share of losses in an associate equals or exceeds its interest in the associate, the City discontinues recognising its share of further losses unless it has incurred legal or constructive obligations or made payments on behalf of the associate. When the associate subsequently makes profits, the City will resume recognising its share of those profits once its share of the profits equals the share of the losses not recognised.

**(n) Impairment**

In accordance with Australian Accounting Standards the City's assets, other than inventories, are to be tested annually for impairment. Where such an indication exists, an estimate of the recoverable amount of the asset is made in accordance with *AASB 136 Impairment of Assets* and appropriate adjustments are to be made. Assets that are subject to amortisation are to be reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is to be recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use. Impairment losses are to be recognised in the Statement of Comprehensive Income.

For non-cash generating assets of the City such as roads, drains, public buildings and the like, value in use to be is represented by the asset's written down replacement cost.

**(o) Trade and Other Payables**

Trade and other payables are to be carried at amortised cost. They represent liabilities for goods and services provided to the Municipality prior to the end of the financial year that are unpaid and arise when the Municipality becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

**(p) Interest-bearing Loans and Borrowings**

All loans and borrowings are to be initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are to be subsequently measured at amortised cost using the effective interest method. Fees paid for the establishment of loan facilities that are yield related are to be included as part of the carrying amount of the loans and borrowings.

Borrowings are to be classified as current liabilities unless the City has an unconditional right to defer settlement of the liability for at least 12 months after the Statement of Financial

Position date. Borrowing costs are to be recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are to be capitalised as part of the cost of the particular asset.

**(q) Employee Benefits**

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are to be calculated as follows:

***Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)***

The provision for employees' benefits wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the City has a present obligation to pay resulting from employees' services provided to balance date. The provision is to be calculated at nominal amounts based on remuneration rates the City expects to pay and includes related on-costs.

***Long Service Leave (Long-term Benefits)***

The liability for long service leave is to be recognised in the provision for employee benefits. It is to be measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the projected unit credit method. Consideration is to be given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are to be discounted using market yields at the reporting date on national government bonds with terms to maturity, and currency that match as closely as possible, the estimated future cash outflows.

Where the City does not have the unconditional right to defer settlement beyond 12 months, the liability is to be recognised as a current liability.

**(r) Superannuation**

The City contributes to a number of Superannuation Funds on behalf of their employees. Contributions to defined contribution plans are to be recognised as an expense as they become payable. Prepaid contributions are to be recognised as an asset to the extent that a cash refund or a reduction in the future payments is available.

**(s) Interests in Joint Arrangements**

Joint arrangements represent the contractual sharing of control between parties in a business venture where unanimous decisions about relevant activities are required.

Separate joint venture entities providing joint venturers with an interest to net assets are to be classified as a joint venture and accounted for using the equity method. Joint operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The Council's interests in the assets, liabilities, revenue and expenses of joint operations are to be included in the respective line items of the financial statements.

**(t) Rates, Grants, Donations and Other Contributions**

Rates, grants, donations and other contributions are to be recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is to be obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

Where contributions recognised as revenues during the reporting period were obtained on the condition that they be expended in a particular manner or used over a particular period, and those conditions were undischarged as at the reporting date, the nature of and amounts





## Policy Manual

pertaining to those undischarged conditions are to be disclosed in the Annual Financial Report. The Annual Financial Report is also to disclose the amount of contributions recognised as revenues in a previous reporting period which were obtained in respect of the local government's operation for the current reporting period.

**(u) Current and Non-Current Classification**

In the determination of whether an asset or liability is current or non-current, consideration is to be given to the time when each asset or liability is expected to be settled. The asset or liability is to be classified as current if it is expected to be settled within the next 12 months, being the City's operation cycle. In the case of liabilities where the City does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is to be classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are to be classified as current even if not expected to be realised in the next 12 months. An exception exists for land held for resale, where it is to be held as non-current based on the City's intentions to release for sale.

**(v) Rounding Off Figures**

All figures shown in the reporting of accounts, other than a rate in the dollar, are to be rounded to the nearest dollar.

**(w) Comparative Figures**

Where required, comparative figures are to be adjusted to conform with changes in presentation for the current financial year.

When the City applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statement, a statement of financial position as at the beginning of the earliest period will be disclosed.

**(x) Budget Comparative Figures**

Unless otherwise stated, the budget comparative figures shown in reports of accounts are to relate to the original budget estimates for the relevant item of disclosure.

**(y) Investment Property**

Investment property, principally comprising freehold office buildings, is to be held for long-term rental yields. Investment property is carried at fair value, representing open-market value determined annually by external users.

**(z) Non-Current Assets (or Disposal Groups) "Held for Sale" & Discontinued Operations**

Non-current assets (or disposal groups) are to be classified as held for sale and stated at the lower of either:

- (i) their carrying amount or
  - (ii) fair value less costs to sell,
- if their carrying amount will be recovered principally through a sale transaction rather than through continuing use.

The exception to this is plant and motor vehicles which are to be turned over on a regular basis. Plant and motor vehicles are to be retained in Non-Current Assets under the classification of Property, Plant and Equipment - unless the assets are to be traded in after 30 June and the replacement assets were already purchased and accounted for as at 30 June.

For any assets or disposal groups classified as Non-Current Assets "held for sale", an impairment loss is to be recognised at any time when the assets carrying value is greater than its fair value less costs to sell.



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Non-current assets "held for sale" are not to be depreciated or amortised while they are classified as "held for sale".

Non-current assets classified as "held for sale" are to be presented separately from the other assets in the Statement of Financial Position.

A Discontinued Operation is a component of the City's operations that has been disposed of or is classified as "held for sale" and that represents a separate major line of business or geographical area of operations, is part of a single co-ordinated plan to dispose of such a line of business or area of operations, or is a subsidiary acquired exclusively with a view to resale.

The results of discontinued operations are to be presented separately on the face of the Statement of Comprehensive Income.

### (aa) Intangible Assets

The City is not expected to classify any assets as Intangible.

## 2. Budget Variations

In order to maintain sound budgetary control the City maintains a Revised Budget. Budget revisions (or reallocations) are required in a number of circumstances, and should be actioned appropriately, as follows:-

Circumstances	Action
(a) Where expenditure is required to be incurred for a purpose for which there was no provision in the budget; (b) Where grant or other monies are received that necessitate expenditure to be incurred and no provision was included in the budget; or (c) Where the budget allocation for a new initiative, the acquisition of an asset or a capital works project is insufficient	In accordance with Section 6.8 of the <i>Local Government Act 1995</i> , by way of a report and recommendation to the City seeking authorisation of the expenditure and to endorse the necessary budget variation.
(a) Where an over-expenditure has occurred, or is likely to occur; or (b) Where incomes are expected to fall substantially short of the budget.	By way of an end of month forecast change in consultation with Finance. Such forecast changes should clearly identify whether this is a once off change for the current financial year or if the change will impact on future financial years. This will enable these changes to be properly reflected in the Long Term Financial Plan.

To facilitate proper accountability requirements, each Director will be presented with a report summarising all forecast changes within their Directorate for their endorsement.

## CONSULTATION WITH STAKEHOLDERS

The City's external Auditors, Grant Thornton, were consulted in the production of this Policy. This consultation is considered appropriate as a large portion of this Accounting Policy will form the majority part of Note 1 of the City's Annual Financial Statements.





## Policy Manual

### **IMPLICATIONS (Financial, Human Resources)**

At the time of adoption, the City maintains sufficient financial and human resources to result in successful implementation of this policy. Further, there are sufficient and appropriate resources to ensure that changes in legislation affecting this policy are monitored and the policy is duly updated to reflect relevant changes.

### **ROLES AND RESPONSIBILITIES**

The Chief Executive Officer has a duty to ensure that accounts and records are kept in accordance with this policy. Through the directives of the Chief Executive Officer all staff are required to comply with this policy and other relevant policies, management procedures, documents or delegations to ensure the City is in compliance with the Act, the Regulations and Australian Accounting Standards.

### **DISPUTE RESOLUTION**

All disputes in regard to this policy will be referred to the Director Corporate Strategy and Performance in the first instance and in the event that an agreement cannot be reached the matter will be submitted to the Chief Executive Officer for arbitration.

### **WHO NEEDS TO KNOW ABOUT THIS POLICY?**

All City of Wanneroo employees should be aware of the Policy.

### **EVALUATION AND REVIEW PROVISIONS**

This Accounting Policy will be reviewed every year, prior to the production and the adoption of the City's annual financial statements. Where, as a result of an amendment to legislation the need arises to action contrary to the provisions of this policy, the Director Corporate Strategy and Performance may initiate such variations as deemed necessary.

### **RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS**

This policy is supported by the following policies, procedures and delegations:

1. Investment Policy
2. Setting of Fees and Charges Policy
3. Purchasing Policy
4. Financial (Cash Backed) Reserves Policy
5. Financial (Cash Backed) Reserves Management Procedure
6. Money Handling Procedure
7. Revenue Collection Management Procedure
8. Use of Corporate Credit Cards Management Procedure
9. Procurement of Goods and Services Management Procedure
10. Part 3 Financial Management of the Delegated Authority Registry

### **REFERENCES**

- The *Local Government Act 1995*;
- The *Local Government (Financial Management) Regulations 1996*;
- Australian Accounting Standards Board (AASB) Standards; and
- Western Australian Local Government Accounting Manual.



## Policy Manual

### RESPONSIBILITY FOR IMPLEMENTATION

Manager Transactional Finance

Versions:	Next Review:	Record No:
1 July 1999		
9 January 2002		
26 April 2005 - GS04-04/05		
28 August 2007 - CS05-08/07	July 2009	892532
May 2010 – CS06-05/10	October 2014	10/1334
November 2014	October 2015	14/289534[v1]
September 2015	September 2016	14/289534[v2]
March 2017	September 2018	17/34812

## Property Services

### **CS03-04/17 Proposed Commercial Lease of a Portion of Lot 9740, Brazier Road, Yanchep (Yanchep Lagoon Cafe)**

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File Ref:	4229 – 17/90732
Responsible Officer:	Director Corporate Strategy and Performance
Disclosure of Interest:	Nil
Attachments:	1
Previous Items:	CR01-09/16 - Ordinary Council - 13 Sep 2016 7.00pm 3.2 - Yanchep Lagoon Cafe - Portion of Lot 9740, Brazier Road, Yanchep - Forum - 20 Mar 2017 6.00 pm

## Issue

To consider the proposed commercial lease of a 320m<sup>2</sup> (approximate) portion of Crown Reserve 43792, Lot 9740, Brazier Road, Yanchep (known as “Yanchep Lagoon Café”) (the Premises) to Bernardo Alalid as Trustee for the Alalid Family Trust trading as “Orion Café, Yanchep Lagoon” for a term of one (1) year with four additional one (1) year option renewal terms.

## Background

### Land

The Premises is located at Crown Reserve 43792, Lot 9740 on Deposited Plan 182685, (10) Brazier Road, Yanchep, being the whole of the land comprised in Certificate of Title LR3047 Folio 837 (Lot 9740) (**Attachment 1** refers).

Lot 9740 comprises an area of 527m<sup>2</sup> and is a category “C” reserve vested in the City for “Recreation” purposes under a Management Order with power to lease for a term not exceeding twenty-one (21) years, subject to the consent of the Minister for Lands.

Lot 9740 is zoned “Parks and Recreation” under the Metropolitan Region Scheme and “Regional Parks and Recreation” in the City of Wanneroo District Planning Scheme No.2.

A 320m<sup>2</sup> (approximate) portion of Lot 9740 is utilised as a café/kiosk (also stocking ancillary beach, curio and local produce supplies). The lease area is relatively small as the remaining 207m<sup>2</sup> (approximate) portion of Lot 9740 comprises male and female public toilets and change rooms. These ablutions, whilst outside the leased area and maintained by the City, are utilised by the Premises’ patrons.

### Building Condition Assessment

The Premises was constructed circa late 1960s/early 1970s and is of brick/iron construction. The main roof was replaced circa late 1980s/early 1990s and consists of a hipped colorbond custom orb roof.

Administration appointed JDI Projects (**JDI**) to undertake a building condition assessment report on the Premises on 24 February 2016. JDI’s report on 11 March 2016 determined that the estimated remaining life of the Premises is twenty (20) years.

### Expressions of Interest

Administration commenced an Expression of Interest (EOI) process in April 2016 to identify the most suitable candidate to lease the Premises prior to the expiration of the previous long-

term tenancy arrangements (Head Lease and Sublease, expired 30 September 2016). It was envisaged that a competent lessee would be appointed (subject to Council and Ministerial approval) to re-fit (at the lessee's cost), modernise and operate the existing Premises as a café/kiosk from 1 October 2016.

The EOI process was a two stage undertaking with a total of eleven (11) formal submissions were received.

A report detailing Administration's preferred candidate was presented to Council at its Ordinary Council Meeting of 13 September 2016 (CR01-09/16). Council resolved the following:

*"That Council:-*

- 1. REJECTS all submissions received under the Expression of Interest process for a commercial Lease of a portion of Lot 9740 Brazier Road, Yanchep (Yanchep Lagoon Café);*
- 2. AUTHORISES the Chief Executive Officer to investigate securing:*
  - a) a temporary vendor (or vendors) to operate a portion of Lot 9740 Brazier Road, Yanchep (Yanchep Lagoon Café) for a term or terms not exceeding six (6) months in each case; and/or*
  - b) food vans (or similar service providers) to operate in the locality of Brazier Road, Yanchep;*
- 3. DELEGATES BY ABSOLUTE MAJORITY to the Chief Executive Officer the authority to advertise for interested parties, negotiate commercial terms, execute all documents and comply with all applicable legislation as is required to effect items 2a) and 2b);*
- 4. ENDORSES the City conducting a strategic review into the use of Lot 9740 Brazier Road, Yanchep, including (but not limited to) the retention of the existing building and the potential to redevelop the site and REPORT to Council for the mid-year budget review;.."*

The EOI process allowed the City the right to reject all and any EOI submissions at its absolute discretion.

#### Previous Tenancy Agreements

As a result of the business type historically undertaken at the Premises, the Cafe tenancy is classified as a "Retail Shop" under the *Commercial Tenancy (Retail Shops) Agreements Act 1985* (WA) (CTA).

The previous long term tenancy agreements between the City, Minister for Lands and the previous tenant (Previous Operator) expired 30 September 2016.

#### Remedial Works Undertaken

Following vacant possession of the Premises, Administration arranged for remedial maintenance works to be undertaken.

#### Food Vans

Further to Council Resolution 2 (CR01-09/16), the expiration of the Previous Operators tenancy agreement and the subsequent closure of the Premises, Administration arranged for two coffee vans to operate from nearby Fisherman's Hollow on a temporary basis.

Both Licences have now been terminated following the appointment of the short term tenant and the reopening of the Premises.

### Short Term Lease

Further to Council Resolution 2 (CR01-09/16), Administration commenced investigating short term tenancy options for a term or terms not exceeding six (6) months. Resolution 3 granted the Chief Executive Officer delegated authority to investigate and secure a new tenant at the Premises.

Administration recommended that the Chief Executive Officer (CEO) grant a short term six (6) month lease to Bernardo Alalid, as trustee for the Alalid Family Trust. This request was authorised by the CEO. Bernardo Alalid's submission addressed all aspects of the selection criteria comprehensively and professionally. Subsequent reference checks were satisfactory.

Bernardo Alalid (who is also the owner-operator of "Orion Café" (Orion) at Westfield Whitford City (Westfield)) was subsequently appointed on a short term six (6) month lease of the Premises that commenced 9 November 2016 and will expire 8 May 2017.

Public Notices detailing the proposed short term lease and inviting public submissions were advertised in both the Wanneroo Times and North Coast Times and listed on the City's website. Public submissions closed 4.30pm, 24 October 2016.

One submission was received from the Previous Operator objecting to the proposed lease to Orion. The CEO authorised Administration's recommendation to continue with a short term lease with Orion.

### Commercial Tenancy (Retail Shops) Agreements Act 1985 (WA)

Orion is currently operating under the CTA. Orion was appointed for a six (6) month term and will be required to vacate the Premises on 8 May 2017.

The CTA prohibits the extension of the existing six (6) month term to Orion for a further six (6) month period. Only a five (5) year term is able to be offered to Orion (no termination clause as per CTA legislation).

### Strategic Review

Further to Council Resolution 4 (CR01-09/16), Administration has undertaken initial research regarding current and future initiatives for the Premises and for the wider Yanchep Lagoon Precinct (YLP). Administration is in the process of investigating potential land swaps of Class C and Class A Reserves within the YLP and is currently in negotiations with the Department of Lands (DOL) over feasibility. Further to this work, Administration invited submissions for consultancy services via a Request for Quotation process (RFQ).

The purpose of the RFQ is to assist the City to plan and implement infrastructure and facility development to meet the needs of the growing local Yanchep community. A consultant has now been appointed and will compile a comprehensive report and associated recommendations to enable the City to better understand the needs and development potential of the Premises as well as the overall YLP. The consultant's report will comprise a place evaluation, vibrancy assessment and a destination development plan for the YLP.

It should be noted that the Strategic Review of the YLP will focus on the new single storey surf lifesaving facility (New Surf Club) building (including a potential second storey for commercial use), the refurbishment/expansion or demolition of the old surf club, as well as considering the future of the existing Yanchep Lagoon Cafe Premises, and the review of all surrounding properties within the YLP (all subject to relevant statutory applications, permits

and approvals). Once the consultant's report is finalised (anticipated May/June 2017) a further report discussing the consultant's recommendations in detail will be presented to Council for comment/adoption.

### Current Works on Brazier Road

The New Surf Cub is being constructed by a City contractor on land situated to the north of the Premises in Reserve 12439 (Crown land vested in the City). The New Surf Club is scheduled to be completed by December 2017. It does not incorporate any facilities for the retail sale of food and drink (such as via a café or kiosk), but there is potential that a future second storey addition / upgrade of the New Surf Club could be designed to include such operations.

### **Detail**

The Premises at the expiration of the previous long term tenancy agreements were dated and tired, but had provided a service to the public and tourists through its prime location and current lack of competition. Orion's fit out and change of image, in conjunction with the City's remedial maintenance works has improved the Premises potential to increase patronage and provide a quality service.

Whilst Administration and Orion have improved the condition of the Premises in the short term, there are continued concerns over:

- the lack of a cool room condenser (removed by the Previous Operator);
- the requirement to replace the existing cool room evaporator that is in poor condition with a new evaporator;
- the need to replace the internal 20mm internal copper pipe work with 25mm copper piping to supply enough gas to the existing appliances;
- the location of the existing gas isolation valve is potentially unsafe and is required to be relocated to a safer, accessible area; and
- the current lack of ventilation in the kitchen area that will either require the installation of louvered windows in the kitchen to increase ventilation or alternatively the installation of a gas and air conditioning interlock mechanism whereby the gas cannot be used unless the air conditioning unit is operating.

Orion (as an interim 6 month tenant) previously has not had security of tenure to warrant undertaking the above works but will be required to address these issues under a new lease.

The existing six (6) month lease to Orion is scheduled to expire 8 May 2017 with no holdover provisions.

Under the terms of the City's Leasing Policy approved by Council, Orion is categorised as a "commercial" entity, being a non-exempt disposition under the CTA. In accordance with the Leasing Policy, any future rent would be negotiated at market rate.

A market valuation report has previously been provided to the City by a licenced valuer (Valuer) on 4 March 2016 that concluded that the market rent at that time was \$20,000 (plus GST) per annum plus outgoings. Further to discussions with the valuer on 22 March 2017, the valuer advised Administration that a further market valuation is required. At this stage, the valuer has advised Administration that it does not expect there to be much evidence that would indicate a significant change in market rent.



The kiosk provides important amenity to near-by residents and tourists and therefore there is the need to retain this service and ensure that the tenant has a level of security of tenure to encourage further investment. Given the strategic review of the precinct though, it is equally important that the City retains a greater level of control over the term of tenancy to ensure it is able to act in a timely basis on recommendations that may arise from this review.

Subject to Council and Ministerial approval and the requirements of the CTA being satisfied, Administration proposes to enter into a “private treaty” one (1) year lease arrangement with Orion with the option of four additional one (1) year terms. Relevant clauses associated with the Strategic Review timeline will be inserted into any potential new lease with Orion so that the project is not impeded by the lease term such as relocation clauses and those relating to potential disruption to business from neighbouring works.

Accordingly, the following essential terms are proposed for the commercial lease should Council and the Minister for Lands approve the terms:

<b>Leased Premises:</b>	Exclusive use of the Yanchep Lagoon Cafe being an area of approximately 320m <sup>2</sup> ( <b>Attachment 1</b> refers) to Bernardo Alalid (as Trustee for the Alalid Family Trust) trading as “Orion Café, Yanchep Lagoon” ( <b>the Lessee</b> )
<b>Permitted Purpose:</b>	Café/Kiosk and ancillary purposes
<b>Lease Term:</b>	One (1) year with an option for a further four additional one (1) year terms (1)+(1)+(1)+(1)+(1)
<b>Lease Commencement Date:</b>	9 May 2017
<b>Rent Commencement Date:</b>	9 May 2017
<b>Lease Rental:</b>	Market Rate: To be determined by a licensed valuer. Estimate: \$20,000 per annum (plus GST) (approximate). Turnover rent at 1% above gross sales turnover of \$590,000
<b>CPI/Rent Reviews:</b>	Annual increase in accordance with CPI.
<b>Outgoings:</b>	Lessee responsibility – including (but not limited to) utility connections/outgoings for water, electricity and gas consumption and telephone/broadband use, connection and consumption
<b>Rates &amp; Taxes:</b>	Lessee responsibility for Commercial Council rates and Emergency Services Levy and any other rates, taxes, assessments and impositions
<b>HVAC/Mechanical Services:</b>	Lessee responsibility
<b>Building Insurance:</b>	Lessor responsible to implement (Lessor to on charge insurance premium to the Lessee)
<b>Public Liability Insurance:</b>	Lessee responsibility - \$20 million (minimum)
<b>Other Insurances:</b>	Including (but not limited to) Plate Glass, Workers Compensation, Breakdown Insurance and Property Damage Cover
<b>Cleaning:</b>	Lessee responsibility (including the non-leased bin store structure identified in <b>Attachment 1</b> )
<b>Beach &amp; Local Produce Area:</b>	Lessee responsible to designate a small area of the tenancy for ancillary beach equipment and local produce items
<b>Lessee Services:</b>	Lessee responsible for the provision of any special requirements
<b>Compliance:</b>	Lessee responsibility
<b>Existing Fixtures, Fitting and Appliances:</b>	Lessee responsibility. The Premises will be leased by the lessor to the Lessee on an “as is” basis
<b>Required Refurbishment Works:</b>	Lessee responsibility (at its cost):

	<p><i>External:</i></p> <ul style="list-style-type: none"> <li>Remove or replace shade cloth to covered al-fresco.</li> </ul> <p><i>Internal:</i></p> <ul style="list-style-type: none"> <li>paint cool room floor;</li> <li>install cool room condenser;</li> <li>install cool room evaporator;</li> <li>install new range hood and associated splashback (if required by legislation);</li> <li>relocate existing gas isolation valve to a safer, accessible location - City to organise works and on-charge lessee;</li> <li>install louvered windows to increase ventilation or alternatively, install a gas and air conditioning interlock mechanism whereby the gas cannot be used unless the air conditioning unit is operating - City to organise works and on-charge lessee;</li> <li>install any other required ventilation equipment (if required by legislation);</li> <li>replace 10m run of 20mm internal copper pipe work with 25mm copper piping to meet current appliances on-site mega joule rating – City to organise works and on-charge lessee; and</li> <li>provide relevant certificates of compliance.</li> </ul> <p>The above works are to be completed eight (8) weeks from the lease Commencement Date.</p> <p>Failure to perform the works will provide scope for the City to terminate the lease.</p> <p>The Lessee will also be responsible for any additional fit out works at the Premises that will be required to adhere to (but not limited to) building and gas compliance and Australian Standard regulations</p>
<b>Fit Out Works:</b>	Lessee responsibility – Works obligations will include submission to the City of required Development Approval and Building Licence applications and associated fees. Failure to complete the fit out works will be a breach of the Lessee's obligations
<b>Signage:</b>	Lessee responsibility – Signage application, plans and associated fees to be submitted to the City
<b>Food Act and Health Services Assessment:</b>	Lessee responsibility to notify and register with the City the relevant forms and associated fees
<b>Maintenance:</b>	Lessee responsibility. Failure to maintain the Premises is a breach of the lease.
<b>Structural Maintenance:</b>	Lessor responsibility, save for any structural works arising from the lessee's renovations and fit out (which will be the Lessee's responsibility)
<b>Bank Guarantee:</b>	The Lessee is to provide a bank guarantee or security bond of \$5,000
<b>Quiet Enjoyment:</b>	<p>The Lessor cannot guarantee against interruptions to Quiet Enjoyment. It has the care, control and management of Lot 9740 along with other roads, reserves and road reserves in the vicinity of the Premises that may require essential works to be undertaken from time to time that may impact on the Lessee's business. Restrictions (not limited to):</p> <ul style="list-style-type: none"> <li>disruption to utilities;</li> <li>pedestrian movement and access;</li> <li>vehicle movement, damage, access and parking;</li> <li>vibration and noise levels;</li> <li>dust and dirt; and</li> <li>varying timeframes of works.</li> </ul> <p>As a result, City or its agents and contractor works will not be considered as having breached the Lessee's "quiet enjoyment" of the Premises.</p>

**Special Conditions**

- Relocation of the Café (if required) under Section 14A of the CTA.  
(Note that this would involve the City providing the Lessee with a minimum six months' notice and the potential for the City to pay reasonable costs of relocation)

It should be noted that no break clause can be inserted into the lease in accordance with the CTA. However a lease can be terminated if mutually agreed by all parties.

Under the CTA, Orion has the right to trade during whatever time Orion wishes. The City cannot compel Orion to open at specific days and times.

It is proposed that, subject to Council and Ministerial approval to the indicative lease terms, formal commercial lease documentation will be prepared to reflect those terms and to comply with the disclosure requirements of the CTA.

**Consultation**

Section 18 of the *Land Administration Act 1997* requires the City to obtain Ministerial endorsement to the proposed lease from the DOL on behalf of the Minister for Lands. Once the lease has been prepared and is accepted by Orion, Administration will forward the document to the DOL for its consideration and endorsement.

It is proposed that, subject to Council approval to the proposed lease, formal commercial lease documentation will be prepared by a solicitor and will include the disclosure requirements of the *Commercial Tenancy (Retail Shops) Agreements Act 1995*.

**Comment**

There is no guarantee of finding a new short term tenant who would be willing to operate in the traditionally quieter autumn / winter trading period and undertake the full cost of fit out and Required Refurbishment Works.

The proposed new lease of the Premises to Orion (Bernardo Alalid) is supported in the manner outlined in this report. The proposed lease conditions will protect the City's interest in the Premises.

It is anticipated that the City would likely receive objections from the public to the closure of the Premises and the Orion business model itself, which appears to have been generally well received by the public and media to-date and is now a known quantity to the City.

The lease will remove any scope for claims relating to other works conducted by the City in the vicinity of the Premises (e.g. completion of the New Surf Club), as it is appropriate for the City to conduct works as the managing authority of the locality (including managing the adjoining road reserve).

Administration is also investigating improving the non-leased toilets and change room portion of the building. The existing toilet and change room cleaning schedule will be monitored and reviewed accordingly.

**Inviting Submissions**

Should Council agree to the proposed lease, given it is not an "exempt disposition", it will be necessary to publish a local notice of the proposal inviting public submissions. Subject to no submissions being received from the advertising process, formal consent to the lease as outlined in this report is sought from Council.

Should any submissions be received, Administration recommends that no further report is presented to Council due to timeframe considerations and the expiration of the existing short term lease on 8 May 2017. Administration recommends that the CEO be granted delegation to consider and reject any submissions, negotiate private treaty commercial lease terms and effect any documentation relating to it to enable a timely and expedient resolution. Public expectation is for the Café to remain open to provide a service and the Premises closing again (even for a limited period) is not recommended.

It should be noted that Administration advised all EOI applicants in writing on 20 September 2016 that all EOI submissions had been rejected. Administration gave no commitment to EOI applicants that the City would go back to market in the future or at the expiration of any appointed short term six (6) month lease operator.

### Statutory Compliance

The public notice advertisement will comply with the requirements of Section 3.58 of the *Local Government Act 1995* with respect to the proposed disposition.

In addition, the proposed lease tenure complies with the requirement of the CTA whereby a minimum tenure term of five (5) years (including options) is required along with the provision of a Disclosure Statement.

### Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2013 – 2023:

“3 *Economy - Progressive, connected communities that enable economic growth and employment.*

3.2 *Growing Business - Our community is a preferred place for business to locate and grow.”*

### Risk Management Considerations

Risk Title	Risk Rating
ST-S12 Economic Growth	Moderate
Accountability	Action Planning Option
CEO	Manage

Risk Title	Risk Rating
CO-001 Relationship Management	Moderate
Accountability	Action Planning Option
Executive Leadership Team	Manage

Risk Title	Risk Rating
CO-004 Asset Management	Moderate
Accountability	Action Planning Option
Executive Leadership Team	Manage

Risk Title	Risk Rating
CO-O20 Productive Communities	Moderate
Accountability	Action Planning Option
Director Community & Place	Manage

The above risks relating to the issue contained within this report has been identified and considered within the City's Strategic and Corporate risk registers. Action plans have been developed to manage this risk to improve the existing management systems.

There is also a reputational risk related to public expectations that Orion will improve the operation of the Premises. This risk will be managed by the lease and the obligations imposed on Orion to conduct its fit out and improvements. Orion proposes to continue to improve the appearance of the Premises and install required mechanical infrastructure, and the lease will ensure that Orion completes those works.

As a further consideration, Orion's future capital investment in the fit out and mechanical infrastructure should encourage Orion to maintain a successful business, with customer service to be a significant element of business performance.

### **Policy Implications**

The proposed lease will be negotiated in accordance with the commercial guidelines as outlined in the City's Leasing Policy under private treaty negotiations.

### **Financial Implications**

- It is anticipated (subject to receipt of a new commercial market rent valuation) that the proposed commercial lease will generate an annual income stream to the City in the region of \$20,000 (plus GST) (approximate) per annum plus turnover rent at 1% above gross sales turnover of \$590,000. Annual CPI increases will apply throughout the term and option period (should Orion elect to exercise the options);
- Commercial valuation to ascertain the current market rent - \$1,800 (plus GST) cost to the City;
- Public Notice in the Wanneroo Times and North Coast Times - \$1,000 (plus GST) (approximate) cost to the City;
- All fit out works and infrastructure upgrades to be at cost of the tenant and detailed in the lease;
- Full cost of required ventilation, gas, extraction and cool room modification works are to be at the cost of the tenant and detailed in the lease; and
- Whilst it is anticipated that the commercial lease can be prepared in-house, should timeframes and work constraints delay preparation given the limited timeframe until the expiration of the existing short term lease, a commercial lease can be prepared by one of the City's external solicitors - \$2,000 (plus GST) (approximate) cost to the City. Note that changes to the CTA in 2013 prohibit lessors from claiming legal expenses relating to the preparation, negotiation or execution of leases and associated documentation.

### **Voting Requirements**

Absolute Majority

## Recommendation

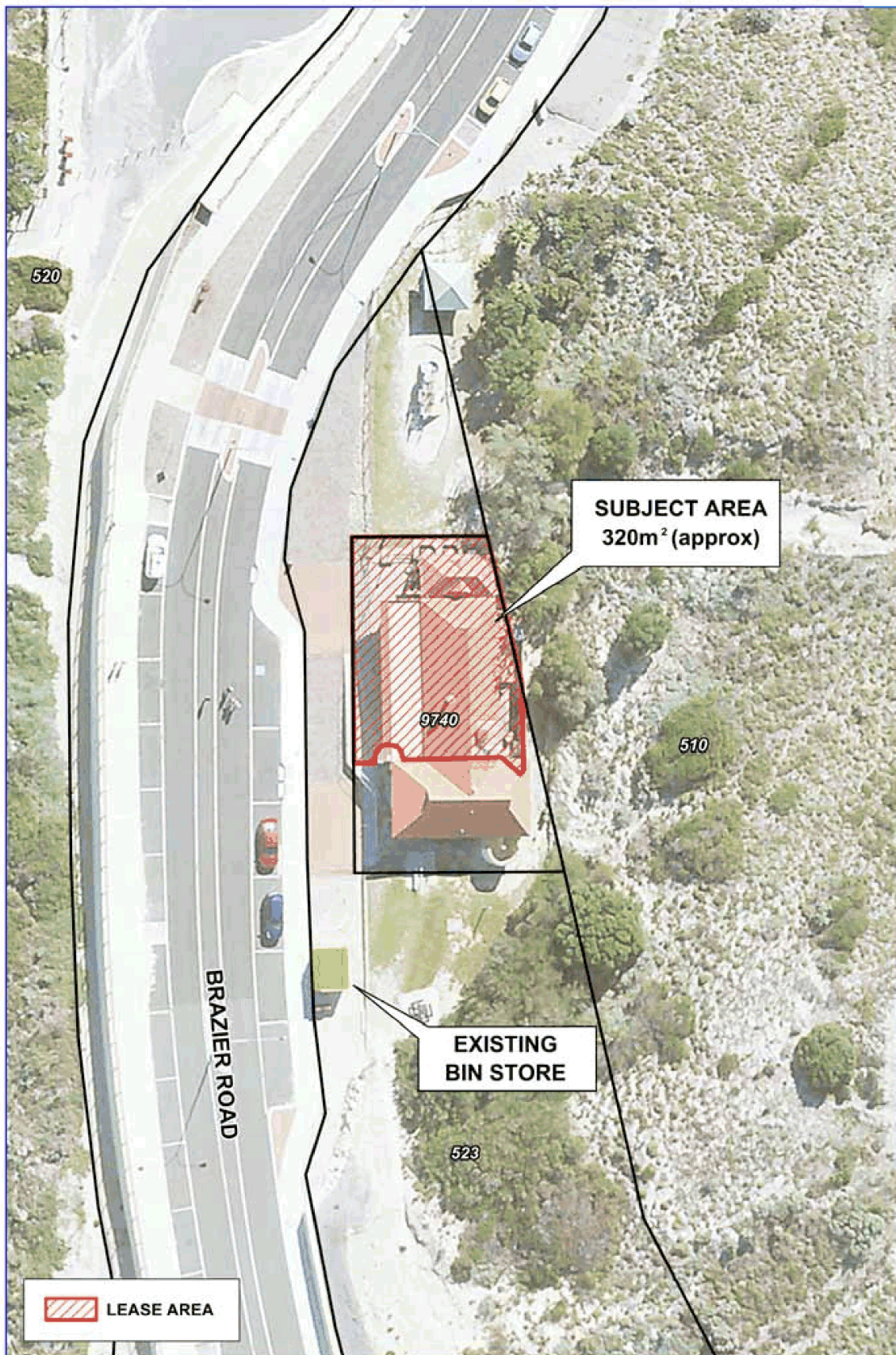
### That Council:-

1. **APPROVES**, in principle, a commercial lease of the Yanchep Lagoon Café, being an approximate 320m<sup>2</sup> portion of Reserve 43792, Lot 9740 (10) Brazier Road, Yanchep (Attachment 1 refers) to be formalised pursuant to private treaty lease negotiations with Bernardo Alalid (as trustee for the Alalid Family Trust) trading as “Orion Café, Yanchep Lagoon”, for a term of one (1) year together with four (4) additional option terms of one (1) year (the Lease), subject to the requirements of the *Commercial Tenancy (Retail Shops) Act 1985* (WA) and the approval of the Minister for Lands;
2. **AUTHORISES** the publication of a local public notice of the intention to enter into the Lease in accordance with Section 3.58 of the *Local Government Act 1995* (WA);
3. **DELEGATES BY ABSOLUTE MAJORITY** to the Chief Executive Officer the **AUTHORITY** to:
  - (a) negotiate commercial terms, execute all documentation, consider and reject any submissions and comply with all applicable legislation as is required to effect items 1) and 2); and/or
  - (b) appoint any operator at Reserve 43792, Lot 9740 (10) Brazier Road, Yanchep via private treaty negotiations or via Expressions of Interest for a term of one (1) year together with four (4) additional option terms of one (1) year (the Lease);
4. **AUTHORISES** the affixing of the Common Seal of the City of Wanneroo to the Lease in accordance with the City's Execution of Documents Policy; and
5. **NOTES** that Administration will commence investigations regarding improving the male and female public toilets and change room facility that are contained outside of the leased area but used by Café patrons and maintained by the City.

#### Attachments:

1. [!\[\]\(5a132f13505a6571904d622757b7a8f0\_img.jpg\)](#) Attachment 1 - Lease Area and Bin Store 16/223376 Minuted





*City of Wanneroo*



**LEASE AREA - YANCHEP LAKE KIOSK  
LOT 9740 (10) BRAZIER ROAD, YANCHEP**

Scale 1: 500

Date: June 2016

REF 2016-06 yanchep kiosk lease



NOTE: While the City of Wanneroo has made every effort to ensure the accuracy and completeness of data it accepts no responsibility or liability for any errors or omissions within the information presented.

## Council & Corporate Support

### CS04-04/17 Donations to be Considered by Council - April 2017

File Ref: 2855V02 – 17/84566  
 Responsible Officer: Director Corporate Strategy and Performance  
 Disclosure of Interest: Nil  
 Attachments: Nil

#### Issue

To consider requests for sponsorships, donations and waiver of fees in accordance with the City's Donations, Sponsorships and Waiver of Fees and Charges Policy (Policy).

#### Background

The Policy requires applications over \$500 from individuals and organisations to be determined by Council. Consequently a report is prepared for Council meetings, coinciding with a period where applications of this nature have been received.

With respect to requests for sponsorships, the Policy specifies that for National Events the amount provided will be \$200.00 per individual, capped at \$600.00 per team, and for International Events the amount provided is \$500.00 per individual capped at \$1,500.00 per team. Schools are capped at \$2,000.00 per school per financial year.

#### Detail

During this period, the City has received one sponsorship request, one community donation request and one request for a waiver of fees and charges, which are summarised as follows.

#### Comment

#### Sponsorship Donations

<b>Applicant 1 – Keady Upton School of Irish Dancing</b>	
Name of Individual/s	Caoimhe McAleer and Jade Ryan
Reside in City of Wannon 18years of age or under	Yes Yes
Event Details	World Irish Dancing Championships, Dublin Ireland 9 – 16 April 2017
Commitment to providing a written report regarding the event	Yes
Commitment to acknowledgement of the City of Wannon	Yes
Eligibility Level	International (\$500 each)
Comments	As per policy \$500 per individual (capped at \$1,500 per team).

<b>Recommendation</b>	<b>APPROVE a request for sponsorship in the sum of \$1,000.00 to Keady Upton School of Irish Dancing for the participation of Caoimhe McAleer and Jade Ryan in the World Irish Dancing Championships to be held in Dublin, Ireland from 9 – 16 April 2017.</b>
<b>Reason</b>	<b>This request is in accordance with Council's policy.</b>

### Community Group Donations

<b>Applicant 2 – Ashdale Special Families Inc</b>	
Requested amount	\$930.00 (consisting of \$630 for Manual and Workbooks and \$300 for training)
Description of request	To provide training in the Sibworks Program to 3 members of the group and to provide the Manual and Workbooks for 60 participants.
<b>Criteria</b>	<b>Evaluation</b>
Potential for income generation	Nil
Status of applicant organisation	Registered Charity
Exclusivity of the event or project	For siblings of children with special needs
Alignment with Council's existing philosophies, values and strategic direction	<i>2.2 Healthy and Active People - We get active in our local area and we have many opportunities to experience a healthy lifestyle."</i>
Alternative funding sources available or accessed by the organisation	Nil
Contribution to the event or activity made by the applicant or organisation	Nil
Previous funding assistance provided to the organisation by the City	Nil - although there is a pending request from the organisation in the Community Funding Program to hold an event.
Commitment to acknowledge the City of Wanneroo	Yes
Comments	It is not the Policy's intention to pay for training for individuals however the Policy does support a donation to cover costs for the Manual and workbooks component of this application. The Policy also states that only one application per financial year can be supported and, whilst not yet determined, this group currently have another application in the Community Funding round to hold a proposed event.
<b>Recommendation</b>	<b>APPROVE a donation to Ashdale Special Families Inc. in the sum of \$630.00 for the purchase of the Manual and 60 Workbooks for participants in the Sibworks Program and NOT APPROVE a donation in the sum of \$300 for training of 3 members of Ashdale Special Families Inc in the Sibworks Program.</b>

<b>Reason</b>	<b>This request does not completely satisfy the criteria of the Policy and therefore Administration is recommending approval for the component of this application that the Policy supports.</b>
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<b>Applicant 3 – Narcotics Anonymous</b>	
Request amount	\$2,231.70
Description of request	Request for 100% waiver of fees in the sum of \$2,231.70 for hire of the Jenolan Community Centre from March to December 2017 to provide a weekly support group for recovering addicts.
<b>Criteria</b>	<b>Evaluation</b>
Potential for income generation	Gold coin donation
Status of applicant organisation	Not for profit
Exclusivity of the event or project	Open to all
Alignment with Council's existing philosophies, values and strategic direction	<i>Objective 2.2 – Healthy and active people – we get active in our local area and we have many opportunities to experience a healthy lifestyle.</i>
Alternative funding sources available or accessed by the organisation	Nil
Contribution to the event or activity made by the applicant or organisation	Nil
Previous funding assistance provided to the organisation by the City	CS12-03/15 \$940.50 (100% waiver supported by Council) CS08-04/16 \$2,193.00 (100% waiver supported by Council)
Commitment to acknowledge the City of Wanneroo	Yes
Comments	Item 4.3 of the Policy states that <i>“only 50% of the amount charged for a waiver of fees will be considered...”</i> Whilst this group has requested a 100% waiver which results in a recommendation to Not Approve in accordance with Council's Policy, Elected Members have supported this group in the past and may wish to consider a 50% waiver for which they are eligible in accordance with Council's policy.
<b>Recommendation</b>	<b>NOT APPROVE a 100% waiver of fees in the sum of \$2,231.70 to Narcotics Anonymous for hire of the Jenolan Community Centre from March to December 2017 to provide a weekly support group for recovering addicts.</b>
<b>Reason</b>	<b>This request does not comply with Council's policy.</b>

### Statutory Compliance

Nil

## Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2013 – 2023:

“2 Society - Healthy, safe, vibrant and active communities.

2.2 Healthy and Active People - We get active in our local area and we have many opportunities to experience a healthy lifestyle.”

## Risk Management Considerations

There are no existing Strategic or Corporate risks within the City's existing risk registers which relate to the issues contained in this report.

## Policy Implications

The Policy states that sponsorship applications for attendance at National Events will be capped at \$600.00 per team (up to four teams) and Regional or State capped at \$600 per club. International events will be capped at \$1,500.00 per team and schools capped at \$2,000.00 per school per financial year.

## Financial Implications

Budget 2016/2017	\$90 000.00
Additional amount approved by Council - CS08-03/17	<u>\$20 000.00</u>
	<b>\$110 000.00</b>
Amount expended to date (as at 17.03.17)	\$88,184.04
Balance	\$21,815.96
Total of requests for this round: Donations (in this report):	\$4,161.70
<b>Total this Round (recommended)</b>	<b>\$1,630.00</b>
<b>BALANCE</b>	<b>\$20,185.96</b>

## Voting Requirements

Simple Majority

## Recommendation

That Council:-

1. **APPROVE** a request for sponsorship in the sum of \$1,000.00 to Keady Upton School of Irish Dancing for the participation of Caoimhe McAleer and Jade Ryan in the World Irish Dancing Championships to be held in Dublin, Ireland from 9 – 16 April 2017;
2. **APPROVE** a donation to Ashdale Special Families Inc. in the sum of \$630.00 for the purchase of the Manual and 60 Workbooks for participants in the Sibworks Program and **NOT APPROVE** a donation in the sum of \$300 for training of 3 members of Ashdale Special Families Inc in the Sibworks Program; and

3. **NOT APPROVE a 100% waiver of fees in the sum of \$2,231.70 to Narcotics Anonymous for hire of the Jenolan Community Centre from March to December 2017 to provide a weekly support group for recovering addicts.**

*Attachments: Nil*



## **CS05-04/17 To Seek Approval from the Western Australian Electoral Commissioner to Allow the Vacancy in the North Coast Ward to Remain Unfilled**

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File Ref: 11792 – 17/80060  
Responsible Officer: Director Corporate Strategy and Performance  
Disclosure of Interest: Nil  
Attachments: Nil

### **Issue**

To request approval from the Western Australian Electoral Commissioner to allow the vacancy in the North Coast Ward to remain unfilled.

### **Background**

Under Clause 2.20 of the *Local Government Act 1995* (the Act), a person is disqualified for membership of a council if the person is a member of a parliament. As a result of Sabine Winton being successfully elected as the Member for Wanneroo to the Western Australian State Parliament at the election held on 11 March 2017, Sabine Winton is disqualified from holding the office of Councillor. Sabine Winton has also submitted her resignation from Council as a representative of the North Coast Ward, effective immediately.

### **Detail**

Having been elected to parliament as the Member for Wanneroo, Sabine Winton is automatically disqualified for the membership of the Council.

In accordance with Clause 2.27(3) of the Act, if a Member is disqualified from office, the CEO is required to give the Member written notice without delay indicating the reasons why the member is believed to be disqualified. Such written notice was issued following the WA State election and Sabine Winton's resignation advice is considered to meet the requirement of Clause 2.27(4)(b) of the Act to notify the CEO in return, that she accepts this disqualification.

In accordance with Clause 4.16(4) and 4.17 of the Act, if a vacancy occurs in an ordinary election year after the third Saturday in January, but before the third Saturday in July, the Council may, with the approval of the Western Australian Electoral Commissioner, allow the vacancy to remain unfilled if:

- (i) the office is for a ward for which there are 5 or more offices of Councillor; and
- (ii) at least 80% of the number of offices of Councillor for the ward are still filled.

2017 is an ordinary election year and Sabine Winton's natural term of office was due to expire in October 2017. With four remaining Councillors in the North Coast Ward, an 80% Ward representation remains. It is therefore recommended that Council support seeking approval from the Western Australian Electoral Commissioner to allow the vacancy left by Sabine Winton to remain unfilled, and to fix the next ordinary elections day, being Saturday 21 October 2017, as the day for holding any poll needed to fill this vacancy.

### **Consultation**

Nil

## Comment

Due to the ordinary local government elections to be held on 21 October 2017, it is considered practical and financially prudent that the vacancy in the North Coast Ward, which has resulted from Sabine Winton's election to State Parliament, remain unfilled. The circumstances of this vacancy meets all criteria within the *Local Government Act 1995* to seek the approval of the Western Australian Electoral Commissioner, to allow this vacancy to remain unfilled until October 2017.

## Statutory Compliance

This vacancy has been assessed in accordance with the *Local Government Act 1995* – Part 2 – Constitution of local government - Section 2.20 – Members of parliament disqualified for election and Part 4 – Elections and other polls - Section 4.16(4) and Section 4.17(3) and 4A.

## Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2013 – 2023:

*“4 Civic Leadership - Working with others to ensure the best use of our resources.*

*4.3 A Strong and Progressive Organisation - You will recognise the hard work and professionalism delivered by your council through your interactions and how our community is developing.”*

## Risk Management Considerations

There are no existing Strategic or Corporate risks within the City's existing risk registers which relate to the issues contained in this report.

## Policy Implications

Nil

## Financial Implications

To conduct an extraordinary election will incur a considerable cost to the City for which there is no budget allocated in the current financial year.

## Voting Requirements

Absolute Majority

## Recommendation:-

That Council:

1. **NOTES** the vacancy in the North Coast Ward as a result of Sabine Winton's successful election to State Parliament;
2. **BY ABSOLUTE MAJORITY** seeks the approval of the Western Australian Electoral Commissioner, to allow the vacancy to remain unfilled;
3. **subject to approval received in Part 2 above, BY ABSOLUTE MAJORITY** fixes the next ordinary elections day, being Saturday 21 October 2017, as the day for holding any poll needed to fill this vacancy; and

4. **ADVISES the Minister for Local Government, Culture, the Arts and Heritage of Council's intention not to hold an extraordinary election in the North Coast Ward.**

*Attachments: Nil*

## **Chief Executive Office**

### **Item 9 Motions on Notice**

#### **MN01-04/17 Cr Dianne Guise – Information and Communication Technology**

File Ref:	5336 – 17/101523
Author:	Cr Dianne Guise
Action Officer:	Chief Executive Officer
Disclosure of Interest:	Nil
Attachments:	Nil

### **Issue**

City of Wanneroo residents experience ongoing issues with phone and internet services.

### **Background**

A recent article in the Wanneroo Times edition of Tuesday, 14<sup>th</sup> March 2017, highlighted the problems being experienced by Mariginiup residents due to ongoing issues with phone and internet services. These issues are not unique to Mariginiup residents and similar connection and service complaints need to be addressed within the City of Wanneroo.

### **Detail**

We are constantly hearing from other residents throughout the City that internet services are less than satisfactory and with an increasing number of people wishing to work from home and with the need for students to be able to study after hours online, this problem needs to be addressed.

The City is going to need a fast and reliable Information and Communication Technology (ICT) system for the Neerabup Industrial Area, if we are to successfully encourage companies to locate their business in our region.

### **Statutory Compliance**

Nil

### **Strategic Implications**

The proposal aligns with the following objective within the Strategic Community Plan 2013 – 2023:

“3 *Economy - Progressive, connected communities that enable economic growth and employment.*

3.4 *Smart Communities - Our community and businesses have access to the right information, education and technology they need to be successful.”*

### **Risk Management Considerations**

There are no existing Strategic or Corporate risks within the City's existing risk registers which relate to the issues contained in this report.

### **Policy Implications**

Nil

## **Financial Implications**

Nil

## **Voting Requirements**

Simple Majority

## **Recommendation**

**That Council:-**

- 1. SUPPORTS effective telecommunications coverage throughout the City of Wanneroo; and**
- 2. REQUESTS the Chief Executive Officer to engage in a public awareness campaign on behalf of Mariginiup residents encouraging them to nominate Mariginiup as a black spot area through the Federal Department of Communications “mobile coverage” email address; and**
- 3. FURTHER the public awareness campaign to also ask residents and business operators to highlight areas in Wanneroo where internet services remain a major problem; and**
- 4. REQUESTS the City use current data to assist the City in continuing to lobby the Federal Minister(s) to ensure these vital services are made available to our local community.**

## **Administration Comment**

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### **Mobile Telecommunications Infrastructure**

The proposed motion is consistent with the approach that Administration has taken to create a strong awareness of the mobile coverage blackspots that exist within the City of Wanneroo.

Administration will work with the community to highlight the need for better service provision in order to support the economic development aspirations of the Mariginiup community and continues to work with key stakeholder groups such as the Wanneroo Business Association.

### **NBN Roll-out to Existing Areas**

Administration has regular and ongoing communications with NBN Co in regards to the roll-out of NBN to existing areas in the City of Wanneroo. The City is working closely with NBN Co to ensure residents and businesses are aware of when the roll-out is occurring in their suburb and what this means for them.

NBN Co. current three year roll-out plan includes the following exchanges, and associated suburbs in the City of Wanneroo. The table below summarises the indicative current three year NBN roll-out plan for the City of Wanneroo (please note this is subject to change). Once NBN construction is complete within an area, residents have 18 months to switch over to NBN before the copper wire is decommissioned.

Exchange	Areas where construction scheduled to commence before end-September 2018	Estimated commence of Construction	Estimated completion of construction
Girrawheen	Alexander Heights, Marangaroo	First half, 2017	First half, 2018
Girrawheen	Girrawheen, Koondoola	Second half, 2017	Second half, 2018
Quinns Rocks	Butler, Carabooda, Clarkson, Jindalee, Merriwa, Mindarie, Quinns Rocks, Ridgewood, Tamala Park	Mar-16	Most complete. Part of Merriwa - Mar-17
Quinns Rocks	Carabooda, Neerabup West	First half, 2017	First half, 2018
Wanneroo	Ashby, Banksia Grove, Carramar, Gngara, Hocking, Jandabup, Mariginiup, Neerabup, Pearsall, Sinagra, Tapping, Wangara, Wanneroo	Second half, 2017	Second half, 2018
Yanchep	Two Rocks, Yanchep	Second half, 2018	Second half, 2019

### High Speed Internet in New Development Areas

In all new development areas, including Neerabup Industrial Area, the developer is responsible for providing telecommunications infrastructure as part of the development process. This is not part of the national NBN roll-out program. There are a number of telecommunications infrastructure providers which developers use, and NBN Co is able to bid for work on a competitive basis, along with other companies.

Administration works closely with developers and telecommunications service providers to achieve the best outcome for the community. Administration has been active in the community through attendance and presentation at events that raise the awareness of the issue and will continue to work with stakeholders in an advocacy capacity.

*Attachments: Nil*



**Item 10 Urgent Business**

**Item 11 Confidential**

Nil

**Item 12 Date of Next Meeting**

The next Elected Members' Briefing Session has been scheduled for Tuesday on 02 May 2017, to be held at Council Chambers, Civic Centre, 23 Dundobar Road, Wanneroo.

**Item 13 Closure**



City of  
Wanneroo

## Council Chamber Seating Diagram

