BRIEFING PAPERS

FOR ELECTED MEMBERS'

BRIEFING SESSION

Draft Only

to be held at
the Council Chambers (Level 1), Civic Centre,
23 Dundebar Road, Wanneroo
on 03 March 2020 commencing at 6:00PM

PROCEDURE FOR FULL COUNCIL BRIEFING

PRINCIPLES

A Council Briefing occurs a week prior to the Ordinary Council Meeting and provides an opportunity for Elected Members to ask questions and clarify issues relevant to the specific agenda items before council. The briefing is not a decision-making forum and the Council has no power to make decisions. The briefing session will not be used, except in an emergency, as a venue or forum through which to invoke the requirements of the *Local Government Act 1995* and call a special meeting of Council.

In order to ensure full transparency the meetings will be open to the public to observe the process. Where matters are of a confidential nature, they will be deferred to the conclusion of the briefing and at that point, the briefing session closed to the public. The reports provided are the Officers' professional opinions. While it is acknowledged that Elected Members may raise issues that have not been considered in the formulation of the report and recommendation, it is a basic principle that as part of the briefing sessions Elected Members cannot direct Officers to change their reports or recommendations.

PROCESS

The briefing session will commence at 6.00 pm and will be chaired by the Mayor or in his/her absence the Deputy Mayor. In the absence of both, Councillors will elect a chairperson from amongst those present. In general, Standing Orders will apply, EXCEPT THAT Elected Members may speak more than once on any item, there is no moving or seconding items, Officers will address the Elected Members and the order of business will be as follows:-

Members of the public present may observe the process and there is an opportunity at the conclusion of the briefing for a public question time where members of the public may ask questions (no statements) relating only to the business on the agenda. The agenda will take the form of:

- Attendance and Apologies
- Declarations of Interest
- Reports for discussion
- Tabled Items
- Public Question Time
- Closure

Where an interest is involved in relation to an item, the same procedure which applies to Ordinary Council meetings will apply. It is a breach of the City's Code of Conduct for an interest to not be declared. The briefing session will consider items on the agenda only and proceed to deal with each item as they appear. The process will be for the Mayor to call each item number in sequence and ask for questions. Where there are no questions regarding the item, the briefing will proceed to the next item.

AGENDA CONTENTS

While every endeavour is made to ensure that all items to be presented to Council at the Ordinary Council Meeting are included in the briefing papers, it should be noted that there will be occasions when, due to necessity, items will not be ready in time for the briefing session and will go straight to the Full Council agenda as a matter for decision. Further, there will be occasions when items are TABLED at the briefing rather than the full report being provided in advance. In these instances, staff will endeavour to include the item on the agenda as a late item, noting that a report will be tabled at the agenda briefing session.

AGENDA DISTRIBUTION

The Council Briefing agenda will be distributed to Elected Members on the FRIDAY prior to the Council Briefing session. Copies will be made available to the libraries and the Internet for interested members of the public. Spare briefing papers will be available at the briefing session for interested members of the public.

DEPUTATIONS

Deputations will generally not be heard prior to the Council Briefing session and are reserved for prior to the Ordinary Council meeting.

RECORD OF BRIEFING

The formal record of the Council Briefing session will be limited to notes regarding any agreed action to be taken by staff or Elected Members. No recommendations will be included and the notes will be retained for reference and are not distributed to Elected Members or the public.

LOCATION

The Council Briefing session will take place in the Council Chamber in the Civic Centre.

COMMONLY USED ACRONYMS AND THEIR MEANING

Acronym	Meaning
ABN	Australian Business Number
ACN	Australian Company Number
Act	*Local Government Act 1995*
CBP	City of Wanneroo Corporate Business Plan
CHRMAP	Coastal Hazard Risk Management & Adaption Plan
City	City of Wanneroo
CPI	Consumer Price Index
DBCA	Department of Biodiversity Conservation and Attractions
DFES	Department of Fire and Emergency Services
DOE	Department of Education Western Australia
DOH	Department of Health
DPLH	Department of Planning Lands and Heritage
DPS2	District Planning Scheme No. 2
DLGSCI	Department of Local Government, Sport and Cultural Industries
DWER	Department of Water and Environmental Regulation
EPA	Environmental Protection Authority
GST	Goods and Services Tax
JDAP	Joint Development Assessment Panel
LTFP	Long Term Financial Plan
MRS	Metropolitan Region Scheme
MRWA	Main Roads Western Australia
POS	Public Open Space
PTA	Public Transport Authority of Western Australia
SAT	State Administrative Tribunal
SCP	City of Wanneroo Strategic Community Plan
WALGA	Western Australian Local Government Association
WAPC	Western Australian Planning Commission

City of Wanneroo

Briefing Papers for Tuesday 3 March, 2020

CONTENTS

ITEM 1	**ATTENDANCES**	**1**
ITEM 2	**APOLOGIES AND LEAVE OF ABSENCE**	**1**
ITEM 3	**REPORTS**	**1**
PLANNING & SUSTAINABILITY		**1**
STRATEGIC LAND USE PLANNING & ENVIRONMENT		**1**
3.1	PETITION PQ01-10/19 "REQUEST FOR THE CITY OF WANNEROO TO DECLARE A CLIMATE EMERGENCY"	1
3.2	REVIEW OF LOCAL PLANNING POLICY 3.3: FAUNA MANAGEMENT	10
3.3	YANCHEP-TWO ROCKS DEVELOPMENT CONTRIBUTION PLAN - ANNUAL REVIEW OF COSTS	19
3.4	DRAFT WA AVIATION STRATEGY 2020	41
APPROVAL SERVICES		**44**
3.5	CONSIDERATION OF AMENDMENT NO. 4 TO THE EAST WANNEROO CELL 3 APPROVED STRUCTURE PLAN NO. 5	44
3.6	LOCAL PLANNING POLICIES	71
ASSETS		**84**
INFRASTRUCTURE CAPITAL WORKS		**84**
3.7	TENDER NO 19192 - LEATHERBACK PARK SPORTS AMENITIES BUILDING CONSTRUCTION	84
WASTE SERVICES		**93**
3.8	BETTER BINS FUNDING AGREEMENT	93
COMMUNITY & PLACE		**116**
COMMUNITY FACILITIES		**116**
3.9	WANNEROO RACEWAY MASTER PLAN	116
3.10	NORTHERN COASTAL GROWTH CORRIDOR COMMUNITY FACILITIES PLAN REVIEW	131

3.11 OUTCOMES OF THE 2019 COMMUNITY SPORTING AND RECREATION FACILITIES FUND 180

3.12 HINCKLEY PARK, HOCKING - OUTCOMES OF COMMUNITY CONSULTATION 184

CORPORATE STRATEGY & PERFORMANCE 204

BUSINESS & FINANCE 204

3.13 FINANCIAL ACTIVITY STATEMENT FOR THE PERIOD ENDED 31 JANUARY 2020 204

TRANSACTIONAL FINANCE 233

3.14 WARRANT OF PAYMENTS FOR THE PERIOD TO 31 JANUARY 2020 233

COUNCIL & CORPORATE SUPPORT 296

3.15 DONATIONS TO BE CONSIDERED BY COUNCIL - MARCH 2020 296

CHIEF EXECUTIVE OFFICE 303

GOVERNANCE & LEGAL 303

3.16 COMPLIANCE AUDIT RETURN 2019 303

3.17 EXTENSION OF REVIEW DATES FOR COUNCIL POLICIES 320

3.18 INTERNAL AUDIT OF REGULATION 17 (2019) BY WILLIAM BUCK 324

ITEM 4 MOTIONS ON NOTICE 350

ITEM 5 LATE REPORTS (TO BE CIRCULATED UNDER SEPARATE COVER) 350

ITEM 6 PUBLIC QUESTION TIME 350

ITEM 7 CONFIDENTIAL 350

7.1 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER 350

ITEM 8 DATE OF NEXT MEETING 350

ITEM 9 CLOSURE 350

A G E N D A

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.

Item 1 Attendances

Item 2 Apologies and Leave of Absence

Item 3 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 & Sustainability

Strategic Land Use Planning & Environment

3.1 Petition PQ01-10/19 "Request for the City of Wanneroo to Declare a Climate Emergency"

File Ref:	26259 – 19/421108
Responsible Officer:	A/Director Planning & Sustainability
Disclosure of Interest:	Nil
Attachments:	2

Issue

The City received a petition requesting the Council to declare a climate emergency.

Background

On 9 October 2019, the City received a petition submitted by a secondary school student, including six signatures and a list of 733 electronic petition signatures, as well as four letters addressed to Mayor Tracy Roberts in support of the petition. The petition was formally received at Ordinary Council Meeting held on 15 October 2019.

This initiative arises from a global movement where 1,191 jurisdictions in 24 countries have declared a climate emergency. Populations covered by jurisdictions that have declared a climate emergency amount to 290 million citizens, with 18.3% of these living in the United Kingdom. A scientific paper declaring a climate emergency has been signed by more than 11,000 scientists around the world. The paper published in the journal BioScience states, that *"planet Earth is clearly and unequivocally facing a climate emergency"*. The paper highlights the issue of inaction in relation to reducing greenhouse gas (GHG) emissions and the consequent impacts on climate, environment and the society. Despite the 1997 Kyoto Protocol and 2015 Paris Agreement GHG emissions are still raising.

Detail

The petition states that *"by declaring a climate emergency, it would highlight that climate change is real and demonstrate that Council is willing to commit and work towards fighting one of the biggest threats against humanity"*.

The petition raises issues in relation to impacts of climate change and the need to take action to mitigate those. It requests the City to undertake the following initiatives:

- *More support for climate events (encourage people to attend climate strikes, i.e. Student Strike 4 Climate);*
- *Renewing and strengthening our commitment to climate action in reference with the Climate Change Adaptation and Mitigation Strategy (increase targets and threat levels);*
- *Helping in the education of youth about climate change and how they can help (more visits and programs ensuring the youth are educated on this crisis);*
- *Encouraging more public transport, walking, riding and reducing electricity use (benefits of catching public transport, for the environment); and*
- *An increase in climate propaganda, (social networks and presence at local areas such as shopping malls – climate change posters).*

In Western Australia, a number of local governments have declared a climate emergency, including the City of Fremantle, City of Swan, City of Vincent, Town of Victoria Park, Shire of Denmark, Augusta-Margaret River Shire Council and Shire of Mundaring.

A significant number of local governments from across Western Australia have committed to the Western Australian Local Government Association's (WALGA) Climate Change Declaration that demonstrates their acknowledgment of the impacts of climate change and their commitment to developing locally appropriate mitigation and adaptation strategies to manage climate change. To date, 40 Local Governments have signed the Declaration, representing 65% of the State's population. According to WALGA, becoming a signatory of the declaration will further support WALGA to advocate for the appropriate funding and development of legislative mechanisms to support Local Government climate change management.

Recently, the Australian Medical Association joined other health organisations around the world including the American Medical Association, the British Medical Association, and Doctors for the Environment Australia in recognising climate change as a health emergency.

The City is actively responding to the issue of climate change on many fronts that it has jurisdiction over and is addressing most of the initiatives requested by the petition. This includes the preparation and implementation of a number of strategies, policies and action plans relating directly or indirectly to mitigating factors contributing to climate change.

In line with the City's *Strategic Community Plan* outcomes relating to Resource Management (i.e. minimise impacts of climate change; seek alternative ways to improve energy efficiency; and proactively manage the scarcity of water through sustainable local water management strategies), on 24 September 2019 Council adopted its *Environment Policy.* The Policy is the City's commitment to protecting and enhancing its natural environment and incorporating the principles of ecologically sustainable development throughout its operations. The Policy states Council's commitment to address climate change including:

- Protecting the natural environment from pollution and degradation that are within the City's mandate and capability;
- Enhancing the natural and built environment through strategic planning and responsible operations;

- Aligning the City's practices with sustainable development principles to encourage efficient use of resources, reduced waste generation and minimise the City's corporate environmental footprint where practicable;
- Adapting to the changing climate and where practical, minimising its contribution towards climate change;
- Encouraging residents and businesses to implement ecologically sustainable practices;
- Establish clear objectives, targets and indicators to monitor environmental performance and sustainable development; and
- Incorporating a philosophy of continual improvement and innovation to ensure the City is responding appropriately to future growth, whilst improving its environmental performance and resource use over time.

As part of the City's integrated and holistic approach to manage the environment and promote sustainability, including addressing the issue of climate change, the City is currently implementing a range of strategies and plans (see Attachment 1 for visual representation):

- *Local Environment Strategy* - Encompasses biodiversity protection, waste reduction, liveability, energy reduction/efficiency, water availability/quality; and highlights the mitigation of climate change impacts and community preparedness to respond to climate change events;
- *Climate Change Adaptation and Mitigation Strategy* - Addresses urban heat, tree canopy, energy and water efficiency/reduction, and coastal monitoring;
- *Energy Reduction Plan* - Addresses the reduction of energy use by the City's operations which in turn will reduce emissions associated with climate change;
- *City's Investment Policy* - Council approved an amendment to the policy in April 2019 stating that in exercising its power of investment, preference is to be given to investments with institutions that have been assessed to have no current record of funding fossil fuels;
- *Water Conservation Plan & Waterwise Council Action Plan* - focusses on reducing water use across the City's operations, as well as community education;
- *Coastal Hazard Risk Management and Adaptation Plan* - Identifies coastal risks associated with climate change impacts and how the City should respond to these.
- *Strategic Waste Management Plan 2016 - 2022* - Addresses waste reduction and recycling, including community education;
- *Bushfire Risk Management Plan* - Planning to prevent negative outcomes from extreme weather events;
- *Environmental Management System* - Ensures management processes identify measures to protect the environment including climate change impacts;
- *Transport Strategy 2019/20* - Ensuring the City creates a balanced and sustainable transport future, including increased public transport use; and
- *Wanneroo Cycle Plan 2018/19 - 2021/22* - Aims to create a cycle friendly environment which provides a credible alternative to car use.

Consultation

No consultation has been undertaken in this regard.

Comment

The City acknowledges the need to address climate change and already implements a number of initiatives relevant to the petition. However it is not recommended that the Council declares a climate emergency but to become a signatory to the WALGA Climate Change Declaration. This is a more credible and balanced mechanism to acknowledge the importance of climate change, whilst demonstrating a commitment to initiatives that will address climate change within the context of the jurisdiction and influence of local government.

WALGA Climate Change Declaration is a voluntary opportunity for Councils to demonstrate their commitment to locally appropriate climate change management, and to participate in a sector-wide leadership approach. Becoming a signatory of the WALGA Climate Change Declaration would involve the Mayor signing a declaration document such as the draft prepared (**Attachment 2**) based on the WALGA supplied template. WALGA encourages the template to be modified to suit each Local Government, and as such form part of the process of becoming a signatory. WALGA will provide a certificate for signing and display by the City.

In addition, the City will:

- Continue implementing existing measures/plans to adapt to and mitigate climate change within City's jurisdiction and ability, including the Waterwise Council Action Plan, Bushfire Risk Management Plan, Energy Reduction Plan and Climate Change Adaptation and Mitigation Strategy;

- Continue improving emissions-related data collection and monitoring in order to allow for establishing baselines and monitor the progress;

- Align existing and develop new action plans to achieve set targets by reducing energy and water use, decreasing fossil fuel use, and incorporating better urban design and building practices. This addresses petition point number 2 relating to renewing and strengthening the City's commitment to climate action and the review of the Climate Change Adaptation and Mitigation Strategy;
- Increase community education and awareness through joining the Sustainable Schools Alliance Program, improving website content, and join programs such as the 'City Power Partnership' program that makes public pledges on reducing carbon emissions indicating the City's commitment towards climate change. These initiatives address petition points number 3 and number 5 relating to the education of youth about climate change, how they can help and climate related communication; and

- Continue implementation of the City's Transport Strategy 2019/20 and the Wanneroo Cycle Plan 2018/19 - 2021/22, which addresses petition point number 4 relating to encouragement of greater use of public transport, walking, and cycling.

It should be noted that target setting will require more research including finalisation of emissions-related data collection and monitoring process. Data collection process is in progress therefore additional work will only be required for target setting. Administration will report back to Council on the target setting approach recommended for the City. The City is also planning to undertake a review of the Climate Change Adaptation and Mitigation Strategy and the Energy Reduction Plan, which will incorporate the targets approved by the Council.

Becoming a signatory of the WALGA Climate Change Declaration will also provide leverage to the City when approaching State Government to obtain more support and funding for addressing the issues of climate change that are often State Government controlled but rest with LGA's to implement. Example of these includes transport, fire risk mitigation and regional fire management, illegal clearing, and density and urban planning.

Following the recent bush fires locally and interstate, it is important to place additional emphasis on implementation of the City's Bushfire Risk Management Plan to ensure the existent short-term risk to life and property is addressed. At the same time maintaining the focus on mitigating the impacts that are contributing to the cause is vital provided it is in jurisdiction and influence of local government.

Statutory Compliance

Nil

Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2017 – 2027:

"3 Environment (Natural)

3.1 Resource Management

3.1.1 Minimise impacts of climate change"

3.1.3 Proactively manage the scarcity of water through sustainable local water management strategies

3.2 Enhanced Environment

3.2.1 Maximise the environmental value of beaches nature reserves and parklands

3.2.2 Collaborate with relevant State agencies with a focus on the enhancement of the natural environment

4 Civic Leadership

4.1 Working with Others

4.1.1 Build effective partnerships and demonstrate leadership in local government at regional, state and national levels

Risk Management Considerations

Risk Title	**Risk Rating**
CO-O22 Environmental Management	Moderate
Accountability	**Action Planning Option**
Director Planning and Sustainability	Manage

Risk Title	**Risk Rating**
CO-O23 Safety of Community	Moderate
Accountability	**Action Planning Option**
Director Planning and Sustainability	Manage

Risk Title	**Risk Rating**
ST-S05 Water Availability	Moderate
Accountability	**Action Planning Option**
Director Planning and Sustainability	Manage

Risk Title	**Risk Rating**
ST-S06 Climate Change	Moderate
Accountability	**Action Planning Option**
Director Planning and Sustainability	Manage

The above risks relating to the issue contained within this report have been identified and considered within the City's Strategic and Corporate risk registers.

Policy Implications

Issues raised in this report align with the City's Environment Policy which states Council's commitment to adapt to changing climate and to minimise its contributions towards climate change.

Financial Implications

In the event Council becomes a signatory to the WALGA Climate Change Declaration, it is expected there would minimal financial implications. Potential actions identified through the planned review of the existing Climate Change Adaptation and Mitigation Strategy such as installation of additional solar photovoltaics on buildings would be considered under existing budgetary provisions or through the usual budget planning processes.

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. **ENDORSES the City of Wanneroo becoming a signatory of the Western Australian Local Government Association Climate Change Declaration;**

2. **NOTES the continuation of the City's integrated approach to climate change through implementing existing measures to adapt to and mitigate climate change, within the City's jurisdiction and ability, including the Climate Change Adaptation and Mitigation Strategy, Energy Reduction Plan, and Waterwise Council Action Plan; and**

3. **NOTES that the City will continue to improve data collection and management associated with greenhouse gas emissions to allow for setting baselines and targets and setup ongoing monitoring.**

Attachments:

1⇩.	*Diagram - Visual Representation of CoW approach to Climate Change*	*20/1391*
2⇩.	*WALGA Climate Change Declaration - CoW draft wording*	*20/6586*

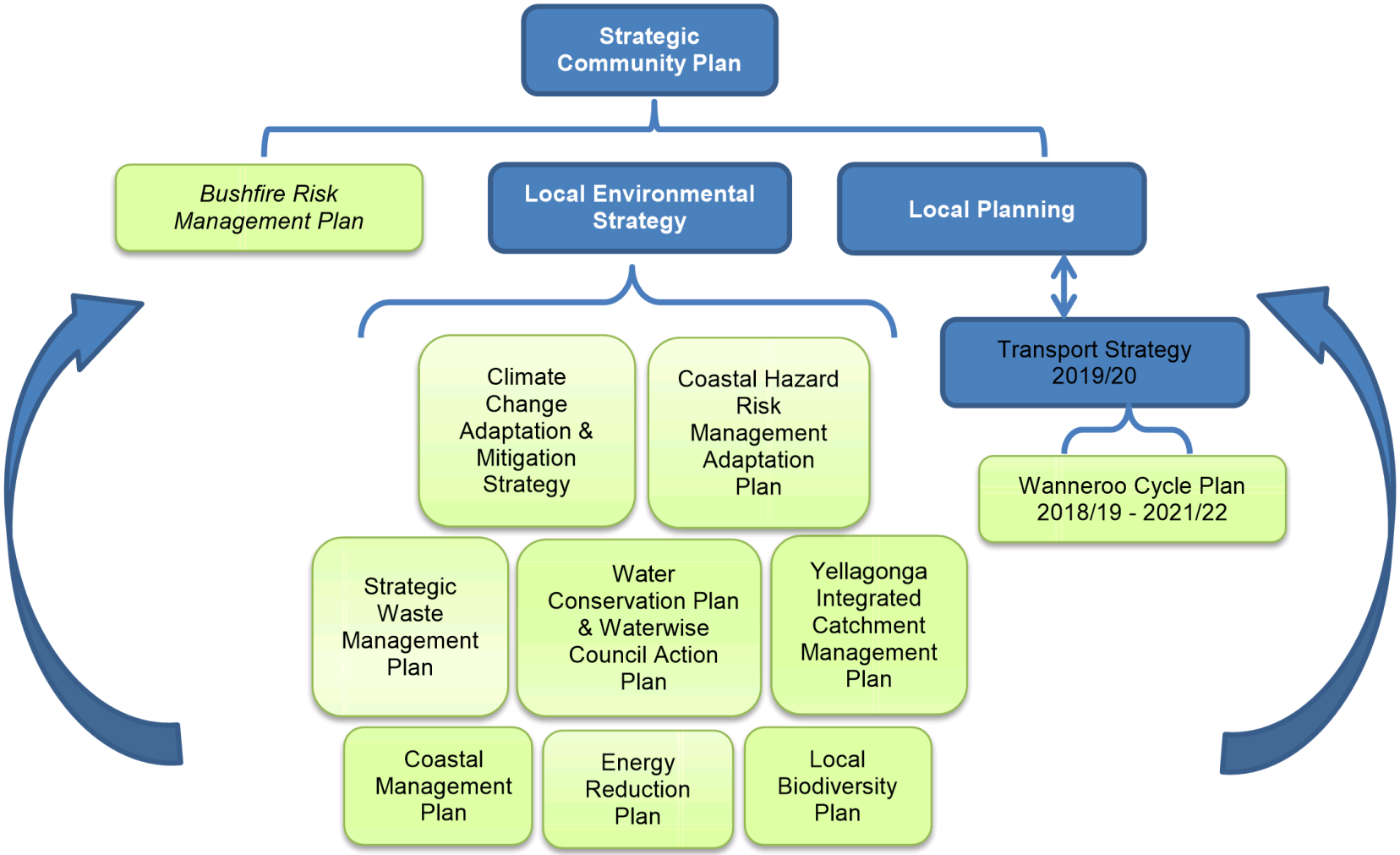


Figure 1: Visual representation of the City of Wanneroo's approach to addressing the issue of climate change

The Western Australian Local Government Declaration on Climate Change

City of Wanneroo acknowledges that:

- Evidence shows that climate change is occurring.
- Climate change will continue to have significant effects on the Western Australian environment, society and economy, and the Local Government sector.
- Human behaviours, pollution and consumption patterns have both immediate and future impacts on the climate and environment.

City of Wanneroo supports the:

- Environmental, social and economic benefits of addressing climate change immediately.
- Opportunity for Local Government to demonstrate leadership in climate change management within its ability and jurisdiction, and working with and encouraging the community to come along the journey.
- Development of equitable and implementable State and Commonwealth strategies for climate change management.

City of Wanneroo as a signatory to the Declaration commits to:

- Set an appropriate, individual Local Government emissions reduction target and work toward its achievement.
- Work with State and Federal Government to pursue appropriate funding for implementation of key actions and activities for climate change management at a local level.
- From time to time assess the regionally specific risks associated with climate change and implications for Local Government services, and identify areas where appropriate mitigation and/or adaptation strategies should be applied.

DRAFT

- Review and update the existing Climate Change Adaptation and Mitigation Strategy/ Action Plan for climate change actions across all Local Government functions.
- Ensure that, at appropriate intervals, the strategic plan and policies for the Local Government are reviewed and amended to reflect climate change management priorities and emissions reduction targets.
- In due course, as resources become available, further pursue encouragement and empowerment of local community and local businesses to adapt to the impacts of climate change and to reduce their greenhouse gas emissions.
- Monitor the progress of selective climate change initiatives and ensure achievements are communicated to Council and Community.

Signed:

Mayor - City of Wanneroo

Date:

Signed:

President - Western Australian Local Government Association

Date:

3.2 Review of Local Planning Policy 3.3: Fauna Management

File Ref: 34620 – 19/481019
Responsible Officer: A/Director Planning & Sustainability
Disclosure of Interest: Nil
Attachments: 2

Issue

To consider the draft revised Local Planning Policy 3.3: Fauna Management (LPP 3.3) included as **Attachment 1**.

Background

At its meeting on 13 November 2018 Council resolved to adopt LPP 3.3 (**Attachment 2**). The Policy provides guidance on fauna management within development sites with a focus on macro-fauna such as kangaroos and emus.

LPP 3.3 has recently been subject to an unscheduled review due to lessons learned with the implementation of the Policy that have demonstrated the Policy may not be as effective as originally intended under some circumstances. The review focuses on providing further clarity to the operation of the policy, specifically with regards to fauna containment, fencing, and fauna management options. These proposed changes are minor and they are intended to improve the effectiveness of the Policy.

Detail

The structure, objectives and overall intentions of the draft revised Policy remain unchanged from the previous version. However, modifications are proposed to some of the policy provisions in Parts 1 and 2 to make the requirements of the Policy more clear to developers and land owners.

The key changes proposed to be made to LPP 3.3 are shown in **Attachment 1** and are as follows:

<u>Proposed changes to Part 1</u>

- One change is proposed in Part 1, which outlines the principles of responsible fauna management in response to development. Provision 1.2 is proposed to be amended to include the landowner alongside the developer as the parties responsible for proactive fauna management.

<u>Proposed Changes to Part 2</u>

- Provision 2.2.2 in the revised LPP addresses fauna containment and fencing and has been moved higher up the list of provisions in this section in order to emphasise the importance of this step in fauna management and to ensure it is undertaken prior to any disturbance of the site. The provision has also been amended to more clearly specify the extent of fencing (that it is to encompass the land holding subject to development), as well as the duration for which the fencing is required to be present (i.e. across all stages of development).

- A new provision 2.2.3 has been added, requiring that the fencing when installed, include appropriate signage to direct enquiries to the developer/landowner, and the DBCA concerning native fauna.

- A new provision 2.2.4 has been added, explaining that developers and land owner must demonstrate that all available fauna management options have been considered. The intention of this provision is to reiterate the importance of seeking DBCA advice on all matters related to options for fauna management, and that this occurs early in the process.

- Provision 2.2.6 (previously provision 2.2.3) has also been updated to reiterate the position of the DBCA, adding reference to management programs needing to be informed by advice provided by the DBCA.

- Provision 2.2.8 (previously provision 2.2.5) and provision 2.2.10 (previously provision 2.2.7) are proposed to be removed as it is duplicating requirements of other provisions.

- Provision 2.3 is proposed to be added to require fauna management actions to be undertaken as early as possible in the planning and development stages.

- Provision 2.4 is now removed as this relates to operational procedures dealt with as appropriate.

Consultation

The Policy has been updated following consultation with relevant service units within the City.

Subclause 5(2) of the deemed provisions of DPS 2 states that modifications to Local Planning Policies that are considered to be minor in nature are not required to be publicly advertised. The amendments do not affect the objectives of the Policy and are to further clarify the intent and ensure that appropriate action is taken at the appropriate time by developers and landowners. There is no substantive change to the scope of the policy. On this basis Administration is of the opinion that a public advertising process is not required in this instance. Administration is therefore recommending to Council that it considers adopting draft revised LPP 3.3 without advertising for public comment.

Comment

LPP 3.3 was prepared and adopted by Council to address issues associated with kangaroo populations on the urban periphery and avoid resultant conflict with residents and traffic in urban settings. LPP 3.3 is intended to ensure land owners/developers meet their responsibilities under state legislation for native fauna on their land. The logic behind LPP 3.3 is that, first, kangaroo habitat on the urban periphery is at ‘over-capacity’ for the populations that exist, and second, that habitat continues to diminish as urban development continues.

Hence, LPP 3.3 is designed to make all developers and land owners ensure they deal with the kangaroo populations on their land in an appropriate and humane way prior to any disturbance of that habitat, and that they do not simply drive kangaroos on to other properties or adjacent habitat, thereby exacerbating the overall problem and placing the cost of taking action on other landowners.

While the LPP was initially prepared with ‘greenfield’ development sites in mind, Administration is confident that the LPP applies to ‘brownfield’ contexts as well (i.e. vegetated sites supporting kangaroos within the existing urban setting).

Since its initial adoption, LPP 3.3 has provided developers and landowners with much needed information on the City’s requirements for planning proposals that may have an adverse impact on fauna such as kangaroos and emus.

These proposed modifications have arisen as a result of experience in implementation of the policy. Administration has found the provisions in the existing Policy were not clear on the requirements to contain the entirety of the land holding for the duration of the development. This lack of clarity may have resulted in fauna being unmanaged due to inadequate or no fencing in some development sites.

The revised LPP 3.3 also reinforces the need for developers and landowners to liaise with the DBCA on fauna management options early in the planning and development process so that the correct advice can be received and to potentially reduce assessment and approval times for Vegetation and Fauna Management Plans.

Statutory Compliance

Clause 5 of the deemed provisions of DPS 2 outlines the procedure involved in amending a local planning policy. The procedure for amending a Policy is the same as creating a new one, with the exception that the Local Government can waive the requirement to advertise if, in its opinion, the amendment is of a minor nature.

Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2017 – 2027:

"3 Environment (Natural)

3.2 Enhanced Environment

3.2.1 Maximise the environmental value of beaches nature reserves and parklands"

Risk Management Considerations

Risk Title	**Risk Rating**
CO-O22 Environmental Management	High
Accountability	**Action Planning Option**
Director Planning and Sustainability	Manage

Ineffective environmental management systems may lead to a lack of environmental awareness, control and possible breach of environmental obligations resulting in financial losses, irreparable damage to the environment and the City's reputation.

Policy Implications

The revised LPP 3.3, if adopted by Council, would supersede the existing Policy.

Financial Implications

Nil

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. **Pursuant to Subclause 5 (2) of the deemed provisions of DPS 2, ADOPTS the final draft revised Local Planning Policy 3.3: Fauna Management included in Attachment 1;**

2. **Pursuant to Subclause 4 (4) of the deemed provisions of DPS 2, PUBLISHES notice of its adoption of the Policy in the Wanneroo Times and North Coast Times Community newspapers; and**

3. **FORWARDS a copy of the adopted Policy to the Western Australian Planning Commission for its information.**

Attachments:

1⇩.	*Local Planning Policy 3.3: Fauna Management - Tracked Changes*	*19/389759*	*Minuted*
2⇩.	*Local Planning Policy 3.3: Fauna Management*	*19/20707*	

Planning and Sustainability
Local Planning Policy Framework
Local Planning Policy 3.3: Fauna Management

City of Wanneroo

AUTHORISATION	Adopted 13 November 2018
REVIEW	Biennial. Next scheduled review 2020

Policy Objectives

The objectives of this Policy are to:

1. Ensure the effective management of macro-fauna by landowners and/or developers of land proposed for urban development; and

2. Avoid the unwanted impacts of displaced macro-fauna due to habitat disturbance.

For the purpose of this Policy, 'fauna' and 'macro-fauna' relates specifically to kangaroos and emus.

Related Documents

Environmental Management Plan Guidelines – These guidelines provide specific detail relating to all types of environmental management plans.

Policy Provisions

Part 1 - Principles of Fauna Management

1.1 The protection and management of all fauna located on a development site is the responsibility of the owner of the land and not the community, the City of Wanneroo, or the Department of Biodiversity, Conservation and Attractions (DBCA);

1.2 Fauna shall be managed in a proactive manner by the developer or land owner prior to the removal of vegetation or disturbance of habitat;

1.3 No fauna should be allowed to remain unmanaged within a developed area;

1.4 'Directional clearing' (referring to the method of land clearing in a predetermined direction so that fauna moves away from the site) in order to displace fauna populations into surrounding habitat will not be an accepted method of fauna management; and

1.5 Fauna shall be managed in a humane manner at all times and in accordance with all relevant animal welfare legislation, including post relocation. Costs associated with the appropriate and humane management of fauna are considered to be a normal cost of development borne by the developer.

Part 2 - Requirements for Fauna Management

2.1 In accordance with clause 4.24 of District Planning Scheme No. 2, a 'Vegetation and Fauna Management Plan' (VFMP) should be prepared in accordance with the City of Wanneroo Environmental Management Plan Guidelines to support Structure Plans, subdivision

applications or development applications for bulk earthworks. A VFMP should address the key principles of fauna management set out in Part 1 of this policy and include any of the fauna management measures listed in provision 2.2;

2.2 Prior to any disturbance or clearing of existing native vegetation/natural wildlife habitat and/or approvals given to commence modification of a site, the following measures will be required to be undertaken by a suitably qualified expert on behalf of the land-holders/landowners:

2.2.1 Survey the fauna (type and number) contained on the site/property intended to be cleared and developed, and document appropriately, including potential impacts to fauna and how those impacts will be avoided or minimised.

2.2.2 Install kangaroo and emu proof fencing to the satisfaction of the ~~DBCA and the~~ City of Wanneroo prior to the disturbance of existing habitat where macro-fauna is known to be present. Fencing needs to encompass the entire perimeter of the ~~section of land~~ land holding that is intended to be ~~either~~ disturbed ~~or cleared,~~ and needs to be in place for the duration of site works across all stages of development.~~:~~

2.2.3 Fencing will include signage at intervals of 75 metres or intervals as required by the City to direct any enquiries to the developer/landowner and the DBCA.

2.2.4 Consideration of all available options for effective and humane fauna management must be demonstrated. If the satisfactory relocation of the fauna is not possible, the advice of the DBCA and experienced wildlife management practitioners should be undertaken to develop alternative options for management.

2.2.5 If required, ~~O~~obtain relevant permits for the ~~relocation~~ management of fauna from the DBCA.

2.2.6 Undertake ~~full relocation of the fauna in question to an area which will not be detrimentally impacted by the fauna,~~ the management program in accordance with ~~necessary relocation~~ applicable permits and on advice from the DBCA.

2.2.7 If the satisfactory relocation of the fauna is not possible, the advice of the DBCA on alternative options for management of the fauna is required.

~~2.2.8 Obtain relevant permits for alternative fauna management options to relocation, from the DBCA.~~

~~2.2.9~~2.2.5 ~~Install kangaroo and emu proof fencing to the satisfaction of the DBCA and the City of Wanneroo prior to the disturbance of existing habitat where macro-fauna is known to be present. Fencing needs to encompass the entire perimeter of the section of land that is intended to be either disturbed or cleared, and needs to be in place for the duration of site works.~~

~~2.2.10 Undertake the approved alternative management option as advised by the DBCA for the fauna in question in accordance with the relevant specifications and permits.~~

2.3 Fauna management is to occur as early as possible in the planning and development stages before any development or clearing takes place. It should not be delayed to the final development stages.

~~2.43 The City will not clear conditions of subdivision for the implementation of an approved VFMP until such time as it can be adequately demonstrated that fauna has been safely, humanely, and effectively managed in accordance with the approved VFMP.~~

2.54 The standard monitoring period for a site that is subject to fauna management will be 3 years, unless otherwise agreed by the City. At the time of handover of a site to the City, this monitoring period may require extension until such time as fauna is adequately managed in accordance with the approved VFMP.

Planning and Sustainability
Local Planning Policy Framework
Local Planning Policy 3.3: Fauna Management

AUTHORISATION	Adopted 13 November 2018
REVIEW	Biennial. Next scheduled review 2020

Policy Objectives

The objectives of this Policy are to:

1. Ensure the effective management of macro-fauna by landowners and/or developers of land proposed for urban development; and

2. Avoid the unwanted impacts of displaced macro-fauna due to habitat disturbance.

For the purpose of this Policy, 'fauna' and 'macro-fauna' relates specifically to kangaroos and emus.

Related Documents

Environmental Management Plan Guidelines – These guidelines provide specific detail relating to all types of environmental management plans.

Policy Provisions

Part 1 - Principles of Fauna Management

1.1 The protection and management of all fauna located on a development site is the responsibility of the owner of the land and not the community, the City of Wanneroo, or the Department of Biodiversity, Conservation and Attractions (DBCA);

1.2 Fauna shall be managed in a proactive manner by the developer prior to the removal of vegetation or disturbance of habitat;

1.3 No fauna should be allowed to remain unmanaged within a developed area;

1.4 'Directional clearing' (referring to the method of land clearing in a predetermined direction so that fauna moves away from the site) in order to displace fauna populations into surrounding habitat will not be an accepted method of fauna management; and

1.5 Fauna shall be managed in a humane manner at all times and in accordance with all relevant animal welfare legislation, including post relocation. Costs associated with the appropriate and humane management of fauna are considered to be a normal cost of development borne by the developer.

Part 2 - Requirements for Fauna Management

2.1 In accordance with clause 4.24 of District Planning Scheme No. 2, a 'Vegetation and Fauna Management Plan' (VFMP) should be prepared in accordance with the City of Wanneroo Environmental Management Plan Guidelines to support Structure Plans, subdivision

applications or development applications for bulk earthworks. A VFMP should address the key principles of fauna management set out in Part 1 of this policy and include any of the fauna management measures listed in provision 2.2;

2.2 Prior to any disturbance or clearing of existing native vegetation/natural wildlife habitat and/or approvals given to commence modification of a site, the following measures will be required to be undertaken by a suitably qualified expert on behalf of the land-holders/landowners:

2.2.1 Survey the fauna (type and number) contained on the site/property intended to be cleared and developed, and document appropriately, including potential impacts to fauna and how those impacts will be avoided or minimised

2.2.2 Obtain relevant permits for the relocation of fauna from the DBCA.

2.2.3 Undertake full relocation of the fauna in question to an area which will not be detrimentally impacted by the fauna, in accordance with necessary relocation permits.

2.2.4 If the satisfactory relocation of the fauna is not possible, the advice of the DBCA on alternative options for management of the fauna is required.

2.2.5 Obtain relevant permits for alternative fauna management options to relocation, from the DBCA.

2.2.6 Install kangaroo and emu proof fencing to the satisfaction of the DBCA and the City of Wanneroo prior to the disturbance of existing habitat where macro-fauna is known to be present. Fencing needs to encompass the entire perimeter of the section of land that is intended to be either disturbed or cleared, and needs to be in place for the duration of site works.

2.2.7 Undertake the approved alternative management option as advised by the DBCA for the fauna in question in accordance with the relevant specifications and permits.

2.3 The City will not clear conditions of subdivision for the implementation of an approved VFMP until such time as it can be adequately demonstrated that fauna has been safely, humanely, and effectively managed in accordance with the approved VFMP.

2.4 The standard monitoring period for a site that is subject to fauna management will be 3 years, unless otherwise agreed by the City. At the time of handover of a site to the City, this monitoring period may require extension until such time as fauna is adequately managed in accordance with the approved VFMP.

3.3 Yanchep-Two Rocks Development Contribution Plan - Annual Review of Costs

File Ref: 23156V02 – 20/62008
Responsible Officer: A/Director Planning & Sustainability
Disclosure of Interest: Nil
Attachments: 4

Issue

To consider the revised cost estimates for the Yanchep-Two Rocks Development Contribution Plan (DCP).

Background

Amendment No. 122 to District Planning Scheme No. 2 was gazetted in September 2014 and introduced the DCP provisions into DPS 2. The Yanchep-Two Rocks Development Contribution Plan and Cost Apportionment Schedule were subsequently adopted by Council in April 2015 (PD07-04/15). The DCP identifies various community facilities and provides estimates on the total cost, estimated contributions and the timing for the delivery of infrastructure within the Yanchep-Two Rocks area, including:

- Yanchep Surf Life Saving Club;
- Yanchep District Open Space (Splendid Park); and
- Capricorn Coastal Node Facilities.

The DCP is subject to an annual review requirement to ensure that the cost contribution is correctly set to ensure the collection of sufficient funds to cover the cost of approved infrastructure items over the life of the DCP.

To assist in stakeholder engagement, the Yanchep-Two Rocks Development Contribution Plan Advisory Committee (TAC) was established to inform the implementation of the DCP. The TAC provides information to the City on the number of new dwellings created during the review period and predictions for dwelling yields in future years. It also provides advice on cost estimates for infrastructure, land valuations and the design, timing and preferred location of facilities.

The TAC consists of representatives of Parcel Property, Peet, Yanchep Beach Joint Venture (YBJV), Development WA, Primewest, Capricorn Village Joint Venture (CVJV), Fini Group, and Korda Mentha in accordance with the Terms of Reference agreed by Council on 10 November 2015 (PS07-11/15).

Council on 24 July 2018 resolved to increase the Yanchep-Two Rocks DCP cost contribution amount from $2,780 per dwelling to $3,485 per dwelling. On 13 November 2018, Council considered Amendment 166 to DPS 2 and resolved to extend the operating period of the DCP from 10 years to 16 years and approved the revised costs, subject to the gazettal of Amendment 166.

On the 18 June 2019, Amendment 166 to DPS 2 was gazetted and the cost per dwelling reduced from $3,485 to $3,175 (current rate). In addition to extending the operation period to 16 years, the annual review of costs introduced the ‘ID Forecast’ projections to estimate future dwelling yields rather than the use of landowner estimates, which were proven to be overly optimistic. Due to the current slow market conditions in the development sector, however, it is noted that even the ID Forecast projections are currently higher than the number of dwellings being created on the ground.

Detail

Technical Advisory Committee

At the meeting on 20 November 2019, the TAC considered the outcomes of the annual review for the Yanchep-Two Rocks DCP (as outlined in **Attachment 1)** and agreed that Council should proceed to advertise the revised costs in accordance with the provisions of DPS 2.

In addition, the TAC considered the 'disbanding' of the Committee in favour of a less formal working group and meet only as required; and the City undertaking further discussions with CVJV in relation to the coastal node design and associated DCP costs. The TAC also requested further updates to the landowners on the progress of the land acquisition for the Yanchep District Open Space/Splendid Park and other cost factors (including borrowing), in accordance with the consultation requirements of DPS 2.

The TAC was formed under the *Local Government Act 1995* and has no delegation for decision-making. There is no elected member representation and all matters requiring Council consideration require a separate report to Council, in accordance with DPS 2. The various landowner memberships, in effect, terminated on the day of the Ordinary Council elections in accordance with its Terms of Reference.

The majority of the infrastructure works have been completed with the only significant remaining costs being associated with the Capricorn Coastal Node and land compensation for the Yanchep District Open Space/Splendid Park. The provisions of DPS 2 provide the statutory basis for consultation and consideration of costs as part of the annual review process, which will be reported to Council on an annual basis. The disbanding of the Yanchep-Two Rocks TAC is therefore supported without the need to seek further membership. The intent to disband the TAC will be advertised to landowners along with the annual review of costs and reported back to Council in due course.

Infrastructure costs

A summary of the updated cost estimates for each facility is detailed below. The below costs include the actuals to date and the estimated remaining costs.

Facility	2018/2019 Approved Costs	2019/2020 Annual Review	Difference
Yanchep Surf Life Saving Club	$7,961,163	$7,939,850	-$21,313
Yanchep District Open Space			
- Land	$6,400,000	$6,080,000	-$320,000
- Oval groundworks	$2,873,996	$2,873,996	0
- Oval landscaping	$5,308,188	$5,318,646	$10,458
- Pavilion	$3,039,028	$2,781,721	-$246,849
Capricorn Coastal Node Facilities	$2,289,531	$2,158,873	-$130,658
TOTAL	**$27,871,906**	**$27,153,086**	**-$718,820**

Loans to fund Infrastructure

On behalf of the DCP, the City has borrowed funds from the Commonwealth Bank of Australia, equating to $9 million currently. Further borrowing of approximately $4.6 million will be required over the next 12 months to facilitate the DCP's portion of the land acquisition of Yanchep District Open Space/Splendid Park ($4.2mil) and to make a cost apportionment

adjustment between the City and the DCP, which is based on the total estimated dwelling yield proposed in the annual review.

The remaining interest payment of $3,627,301 has been included into the cost apportionment table. This borrowing cost relates to the total estimated loan servicing cost for the life of the DCP with the repayment of the principal borrowing not occurring until the end of the operational period (2030).

The remaining Coastal Node cost ($2,158,873) does not form part of the borrowing projections, as further borrowing by the DCP beyond current commitments is not recommended due to the high levels of borrowing already incurred. This position may be re-considered if market conditions improve during the operational period of the DCP.

To minimise any additional borrowing, the City will continue to liaise with CVJV who are progressing with the remaining coastal node design and construction works, as scheduled in the Capital Expenditure Plan (CEP) of the DCP for 2021/2022.

Consultation

As outlined above, the TAC was consulted in November 2019 on the outcomes of the annual review and accepted the findings of the review for the purpose of landowner consultation under DPS 2.

Clause 11.6 of Schedule 14 of DPS 2 requires that where the review recommends that costs increase, the City shall invite comment from affected landowners for a period of not less than 28 days before making any decision to increase the costs that will apply through the DCP.

In accordance with Clause 11.7 of Schedule 14 of DPS 2, Council is required to consider any submissions received and within 90 days decide whether or not to increase the costs applicable through the DCPs. As the DCP contribution rate is recommended to be increased, Administration will prepare a subsequent report for Council (post-advertising) to consider the submissions received and to adopt the revised costs.

Comment

The majority of infrastructure spending has been completed through the City's capital works programme, with the main exception being land compensation payable to the landowner (YBJV) for Yanchep District Open Space/Splendid Park, the Yanchep Coastal Code works and minor landscaping works associated with the Yanchep Surf Life Saving Club.

- *Yanchep Surf Life Saving Club* – This project is predominately complete with the exception of $56,000 required for the remaining rehabilitation works, which are scheduled for the 2019/2020 financial year. All other costs have been finalised and included into the cost estimates (actual costs). The total estimated cost for these works is $7,939,850 (including remaining rehabilitation works), which represents a minor reduction to the cost estimates used in 2018/2019 ($7,961,163) by $21,313.

- *Yanchep District Open Space* – Construction costs including oval groundworks, landscaping and pavilion construction were completed for $10,974,363, with no remaining expenditure. A saving of $246,849 was achieved for the pavilion component of this cost. The acquisition of the Yanchep District Open Space/Splendid Park land is due to be completed by April 2020 in accordance with the agreement between the City and YBJV. The current land valuation was prepared by Independent Valuers of WA and recommends a reduction in the land value from $6,400,000 to $6,080,000 (refer Attachment 2). The land acquisition discussions are ongoing with consideration for the recent valuation and the City's agreement with YBJV. In accordance with clauses 12.3 and 12.4 of Amendment 122 to DPS 2, YBJV may object to the valuation and request a

review of the valuation, and if after the review the parties do not agree the valuation, YBJV may apply to the State Administrative Tribunal for review of the valuation under part 14 of the Planning and Development Act 2005.

- *Capricorn Coastal Node Facilities* – The detailed design and relevant approvals are being progressed by CVJV in consultation with the City and the Western Australian Planning Commission (WAPC). A minor reduction in the estimated costs from $2,289,531 to $2,158,873 was recommended by quantity surveyors Donald Cant Watts Corke (refer **Attachment 3**). The coastal node cost estimates were based on a 'template' design for infrastructure works. However, CVJV has recently obtained detailed planning approval from the WAPC for the coastal node development, which is scheduled for construction in the 2020/2021 financial year. The City will use the detailed design costs to determine a reasonable scope of works that may be included based on the original template design and will report the findings to Council and affected landowners as part of the next annual review in 2021. In the recent meeting with CVJV it was discussed that this would be prefunded by CVJV as the DCP has not scheduled this cost until 2021/2022.

Despite a decrease in the overall costs of $718,820, the annual review recommends that the contribution rate increases from $3,175.25 to $3,398.77. The increase is associated with a lower than expected dwelling creation and a reduction in the total estimated dwelling yield from 10,868 to 10,220 by 2030. In this regard, dwelling creation is still tracking below the ID Forecasts for the area in this financial year, which is likely to result in further increases to rates and the City's proportion of the infrastructure costs, unless dwelling yields increase into the future during the operation period of the DCP (2030). This will depend on the recovery of the housing market and the improvement of the State's economy.

It should be noted that Administration has based the 2019/2020 budget on the estimated dwelling yields recommended in the ID forecast and has not lowered the income estimates in the budget as part of the mid-year review due to the significant uncertainty regarding dwelling creation for the remainder of the financial year, where a further 300 dwellings would need to be created to align with the ID Forecast of 348 dwellings (48 dwellings created to date) by 30 June 2020.

Although the term "dwelling" is used, the intent in the DCP is that it relates to a built dwelling. However, where contributions are to be made on subdivisions, the term dwelling may also be taken to mean the number of lots. Where multiple or grouped dwelling sites are proposed, their contributions will be based on the initial subdivided lot, as well as any additional planned dwellings at the time of application for planning approval.

Statutory Compliance

The annual review process, including consultation requirements, is outlined in DPS 2. It is noted that in terms of the provisions of DPS 2, landowners may object to the amount of a cost contribution and request a review by an independent expert. If this does not result in the cost contribution being acceptable to the landowners then landowners can request that the cost contribution be determined through a process of arbitration. A similar right exists for the process of determining the value of any land to be acquired through the DCP.

Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2017 – 2027:

"4 Civic Leadership

4.2 Good Governance

4.2.1 Provide transparent and accountable governance and leadership"

Risk Management Considerations

Risk Title	**Risk Rating**
ST-G09 Long Term Financial Plan	Moderate
Accountability	**Action Planning Option**
Director Corporate Strategy & Performance	Manage

Risk Title	**Risk Rating**
ST-S23 Stakeholder Relationships	Moderate
Accountability	**Action Planning Option**
CEO	Manage

The above risks relating to the issue contained within this report have been identified and considered within the City's Strategic Risk Registers. The Annual review of the DCP will assist in addressing the impacts of the strategic risk relating to Long Term Financial Planning (LTFP) as it will ensure that appropriate budget monitoring, timing and provisions are considered. In addition, the strategic risk relating to Stakeholder Relationships will apply as a key element in the DCP review process to maintain effective engagement with relevant stakeholders.

Policy Implications

Nil

Financial Implications

The annual review of costs has recommended a decrease in total costs by $718,820. This is primarily due to a reduction in the final costs for the Yanchep Surf Life Saving Club and District Open Space/Splendid Park. It should be noted that the final land acquisition costs for Splendid Park will not be known until April 2020 at the earliest and could be subject to determination by the State Administrative Tribunal in accordance with DPS 2 if disputed by the landowner. Despite the decrease in the overall costs, the annual review recommends that the contribution rate increase from $3,175.25 to $3,398.77. The increase is associated with a continued lower than expected level of dwelling creation in this DCP area and reduction in the total estimated dwelling yield from 10,868 to 10,220.

The cost of DCP facilities is required to be equitably apportioned between the City and developing landowners. This apportionment is required to reflect the proportionate contribution of the existing community (3089 dwellings) and new development (7131 dwellings estimated) towards the need for the facilities. This cost apportionment methodology was endorsed by Council and is set out in the DCP Report and Cost Apportionment Schedule.

The apportionment methodology was based on the 'user pays' principles and results in the City's and DCP liability changing each year depending upon the total estimated dwelling yield. The apportionment of costs is adjusted annually between the City and DCP to reflect this cost sharing methodology.

The annual review recommends a revised apportionment, where the City's obligation will increase from 28.42% to 30.23% and the DCP obligation will reduce from 71.58% to 69.77% to reflect the total estimated dwelling yield, as per the following.

- Existing community / City contribution - 30.23% of total DCP Cost (3089 dwellings)
- New growth / Development contribution - 69.77% of total DCP Cost (7131)

This cost apportionment between the City and the DCP directly related to the total dwelling yield estimate, which has reduced from 10,868 to 10,220, since the last review and consists of actuals to date and the remaining dwelling yield forecast for the remainder of the DCP operational period. Variations in the total dwelling yield will in-turn impact on the development contribution rate, as well as the City's proportion of municipal funding.

The annual review recommendation results in a greater contribution rate to landowners (increase of $224 per dwelling) and an increase in the City's proportion of the facility costs from $7,469,531 to $7,522,336 (increase of $52,805).

It should be noted that the City directly funds its proportion of the project costs at the time of construction and therefore loan borrowing costs and Administration costs are met entirely by the DCP.

The recommendations of the annual review were reviewed by the City's external auditors William Buck in January 2020 and a copy of their findings has been included as **Attachment 4**. The audit opinion is 'the DCP costs incurred, estimates for remaining development works, and proposed CPD rate of $3,398.77 (as per DPS 2 CPD formula) were fairly stated and in compliance to DPS 2 and SPP 3.6'.

Voting Requirements

Simple Majority

Recommendation

That Council as RECOMMENDED by the Audit and Risk Committee meeting held on 18 February 2020:-

1. **NOTES the outcome of the annual review of the Yanchep-Two Rocks Development Contribution Plan as depicted in Attachment 1;**

2. **ENDORSES the revised Yanchep-Two Rocks Development Contribution Plan cost estimates in accordance with Clause 11.4 of *District Planning Scheme No. 2* as outlined in Attachment 1, including:-**

    a) **A decrease in the total infrastructure costs from $27,871,906 to 27,153,086 as outlined in Attachment 1;**

    b) **An increase in the cost per dwelling from $3,175.25 to $3,398.77, as depicted in Attachment 1; and**

    c) **Pursuant to Clause 11.6 of Schedule 14 of *District Planning Scheme No. 2* NOTIFIES affected landowners of the recommendations of the Annual Review and INVITES comment in writing from those landowners for a period of 28 days, including the request for the termination of the Yanchep Two Rocks Technical Advisory Committee; and**

3. **NOTES that the Yanchep-Two Rocks Development Contribution Plan Technical Advisory Committee SUPPORTS the approach set out in 2 above.**

Attachments:

1⇩.	*YTR DCP Annual Review 2019 Attachment*	*19/500375*	*Minuted*
2⇩.	*Attachment 2 - YTR Valuation 2019*	*19/500413*	
3⇩.	*Community Facilities Cost Report - September 2019 (Final Issue) (2)*	*19/455969*	
4⇩.	*Attachment 4 - WILLIAM BUCK EXTERNAL AUDIT*	*19/501344*	

	Projected Costs			Catchment					Cost Apportionment					
Infrastructure Item	Total Cost	Grants & Other Contributions	Net Project Cost	Existing Dwellings pre-LPP 3.3	Lots/Dwellings contributed under LPP 3.3	Dwellings Contributed to date	New Dwellings to 2030	Total Catchment	City Contribution (%)	City Cost ($)	DCP Contribution (%)	DCP Cost ($)	Estimated Remaining Dwelling Yield	Cost per Dwelling
YANCHEP TWO ROCKS DCP														
Facility Costs														
Surf Life Saving Club, Yanchep Lagoon	$ 7,939,850	$ 500,000	$ 7,439,850	3089	541	828	5762	10220	30.23%	$ 2,248,698	69.77%	$ 5,191,152	5762	$ 900.93
Coastal Node Facilities, Capricorn Coastal Node	$ 2,158,873	$ -	$ 2,158,873	3089	541	828	5762	10220	30.23%	$ 652,520	69.77%	$ 1,506,353	5762	$ 261.43
Public Open Space (Active), Yanchep Metropolitan Centre														
- Oval groundworks	$ 2,873,996	$ -	$ 2,873,996	3089	541	828	5762	10220	30.23%	$ 868,667	69.77%	$ 2,005,329	5762	$ 348.03
- Oval landscaping	$ 5,318,646	$ 975,000	$ 4,343,646	3089	541	828	5762	10220	30.23%	$ 1,312,869	69.77%	$ 3,030,777	5762	$ 525.99
- Pavilion	$ 2,781,721	$ 790,333	$ 1,991,388	3089	541	828	5762	10220	30.23%	$ 601,898	69.77%	$ 1,389,490	5762	$ 241.15
- Land Costs	$ 6,080,000	$ -	$ 6,080,000	3089	541	828	5762	10220	30.23%	$ 1,837,683	69.77%	$ 4,242,317	5762	$ 736.26
Sub Total Facility Costs	**$ 27,153,086**	**$ 2,265,333**	**$ 24,887,753**							**$ 7,522,336**		**$ 17,365,417**		**$ 3,013.78**
Administration Costs														
Estimated Loan Servicing Costs - to 2030	$ 3,627,301	$ -	$ 3,627,301						0.00%	$ -	100.00%	$ 3,627,301	5762	$ 629.52
Estimated Administration Costs (Administer the DCP) ($70,500 p.a.)	$ 765,263	$ -	$ 765,263						0.00%	$ -	100.00%	$ 765,263	5762	$ 132.81
Sub Total Administrative Costs	**$4,392,564.11**	**$ -**	**$4,392,564.11**							**$ -**		**$ 4,392,564**	**5,762**	**$ 762.33**
Income/Expenses up to 31 October 2019														
Collected contributions										$ -		-$ 3,037,122	5762	-$ 527.10
Interest										$ -		-$ 156,626	5762	-$ 27.18
Existing loan costs												$ 709,889	5762	$ 123.20
Existing admin costs												$ 309,588	5762	$ 53.73
Sub Total Deductions										**$ -**		**-$ 2,174,272**	**5,762**	**-$ 377.35**
TOTAL										**$ 7,522,336**		**$ 19,583,710**	**5,762**	**$3,398.77**

Your Reference: Authority to Value Dated 6 August 2019
Our Reference: 201908003 LR:lr
Date of Issue: 25 September 2019
Enquiries: Luke Russell Ph 08 9271 9500

VALUATION – ENGLOBO PARCEL



Lot 8000 Splendid Avenue, Yanchep WA 6035

Prepared for	City of Wanneroo 23 Dundebar Road, Wanneroo WA 6065
Attention	Phil Bland, Land Acquisition Officer

INDEPENDENT VALUERS OF WESTERN AUSTRALIA
PO Box 277 Mt Lawley WA 6929
Tel (08) 9271 9500 Fax (08) 9271 9555
Email admin@ivwa.com.au

INDEPENDENT VALUERS OF WESTERN AUSTRALIA PTY LTD (ACN 147 630 064)
ATF LAMBERT TRADING TRUST (ABN 14 131 536 781)

EXECUTIVE SUMMARY

Property Address	**Lot 8000 Splendid Avenue, Yanchep WA 6035**	
Title	**Land Identifier**	Lot 8000 on Deposited Plan 406263
	Certificate of Title	Volume 2950, Folio 640 & 641
Registered Proprietor	This is a share title and the registered proprietors are as follows: • New Orion Investments Pty Ltd as sole proprietor of ½ undivided shares of Lot 8000 on Deposited Plan 406263 • St Andrews Private Estate Pty Ltd as sole proprietor of ½ undivided shares of Lot 8000 on Deposited Plan 406263	
Encumbrances	See main report	
Last Sale of Subject	None known within last 3 years	
Current Contract of Sale	None known	
Client's Estimate of Value	None known	
Planning	Local Authority	City of Wanneroo
	LG Zone	Urban Development
	MRS Zone	Urban
	Structure Plan Zone	Strategic Open Space
Brief Description As Is	A 12.8040 portion of residential englobo land (now public open space) that has been subdivided from a significantly larger englobo parent parcel of 110.9926ha.	
General Comments	The subject parent lot has been subdivided since the original agreement was made between the City of Wanneroo (the City) and Yanchep Beach Joint Venture (YBJV). The original parent lot was Lot 602 on Deposited Plan 56101 with a total area of 110.9926ha. The parent lot has since been subdivided and the subject portion is now known as Lot 8000 on Deposited Plan 406263 with a total area of 12.8040ha. However, as the original agreement was made while the subject portion was part of Lot 602, we have adopted the original parent lot (Lot 602), when calculating the pro rata englobo rate, in order to determine the market value of the subject portion.	

	It appears that the intent of the purchase/sale of the required parcel was that it formed part of the larger subdivision. Any reduction in the area of the parent lot should not affect the approach to valuation and consequent change in value of the required parcel.
Purpose	Market Value for Two Rocks Developer Contribution Scheme
Interest Valued (Freehold)	An estate in fee simple subject to encumbrances which affect the use or value of the land (if any) registered on the Title at the date of search and subject to current leases (fee simple in reversion) and special conditions noted elsewhere in this report.
Date of Inspection	12 September 2019
Date of Valuation	9 September 2019
Market Value "As Is"	**$6,080,000 (Six Million and Eighty Thousand Dollars, GST Exclusive)**

INDEPENDENT VALUERS OF WESTERN AUSTRALIA

VALUER	Luke Russell AAPI Valuer Certified Practising Valuer Licensed Valuer 44756 (WA)
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Community Facilities at Alkimos - Eglinton & Yanchep Two Rocks - Development Contribution Plans

2019 Updated Estimates

September 2019

CONFIDENTIAL

Client:	City of Wanneroo
DCWC Project No.	W19098

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Contents

EXECUTIVE SUMMARY 1
BASIS OF COST PLAN 2
COST PLAN SUMMARY 3
COST RISKS AND DEGREE OF UNCERTAINTY 4
ATTACHMENTS 5

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Executive Summary

All costs in this report exclude GST unless stated otherwise.

The City of Wanneroo prepared a Community Facilities Plan (CFP) in 2011 for the Northern Coastal Growth Corridor (incorporating the Alkimos - Eglinton and Yanchep – Two Rocks district areas) which identified the need for provision of community facilities of varying type and scale.

DCWC has been commissioned to review and update the previously issued estimates dated March 2016 and August 2018 respectively. The update is predicated on a desktop update only of the escalation allowances with all design information assumed unchanged from that which was previously issued.

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Basis of Cost Plan

Schedule of Input Information

The following information was used in the preparation of the indicative elemental cost plan:

- City of Wanneroo email(s) correspondence dated 31st July 2019;
- The previously issued report dated August 2018 and the information contained therein; and
- For the purposes of the escalation update the Australian Institute of Quantity Surveyors Construction Cost Index Forecast (CCIF) Perth, WA has been utilised (June Quarter 2019)

Methodology

The indicative cost estimates are based on escalation up to August 2020. The escalation will need to be reviewed upon the development of the programme for delivering the facilities which will take place over a significant period.

Exclusions

The following costs are excluded:

- GST.
- Government and Local Authority Charges (except for the Development Application fee).
- Government apprentice training scheme contribution.
- City of Wanneroo costs and consultant's fees associated with the preparation of the Development Contribution Plan and programme delivery.
- Loose furniture and equipment.
- Public art.
- Unforseen ground conditions.
- Land costs for the Multipurpose Hardcourts, Public Open Spaces for Alkimos, Eglinton and Alkimos Surf Life Saving Club.
- Financing costs.

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Cost Plan Summary

Facilities Located in Alkimos Eglinton & Two Rocks

Ref	Facility	GFA (m2)	Rate ($/m2)	Total ($)	Comments
	Eglinton District Centre				
1	Library District	1,547	4,689	7,253,863	Land cost Included
2	Community Centre District	1,449	3,837	5,560,100	Land cost Included
3a	Public Open Space District Pavilion	1,005	2,446	2,458,447	Land cost Excluded
3b	Public Open Space District Oval			4,294,906	Land cost Excluded
4	Indoor Recreation Centre District	3,116	3,456	10,769,638	Land cost Included
5	Multipurpose Hard Courts District			2,907,779	Land cost Excluded
	Alkimos				
6	Multipurpose Hard Courts District			2,907,779	Land cost Excluded
7	Indoor Recreation Centre District	3,116	3,346	10,427,475	Land cost Included
8	Surf Life Saving Club	1,166	4,143	4,830,686	Land cost Excluded
9a	Public Open Space District Pavilion	1,005	2,446	2,458,447	Land cost Excluded
9b	Public Open Space District Oval			4,294,906	Land cost Excluded
10	Community Secondary Centre	1,449	3,837	5,560,100	Land cost Included
11	Library Secondary Centre	1,547	4,689	7,253,863	Land cost Included
	Yanchep Two Rocks				
12	Beach Activity Community Facilities			2,158,873	Land cost Excluded

The cost plan summary is included in attachment 1

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Cost Risks and Degree of Uncertainty

The indicative cost estimates for some of the facilities are based on previously issued conceptual drawings and a design brief, for other facilities, cost plans were developed from the required functional areas within the Design Model with no specific design information other than for the reference scheme. There is therefore an inherent level of cost uncertainty involved in utilising these indicative cost plans during any negotiations with developers to assess their contributions towards the DCP.

The main cost risks in using the indicative cost plans to arrive at the developers cost contributions include the following:

COST RISK	MITIGATION
The building areas exceed the area assumed in the Design Model	A planning contingency of 5% has been included in the where no concept design is in place.
The building form and type of construction differs from the assumptions used to determine the building costs	A design contingency of 10% has been included in the cost plan for this risk.
The external works areas exceed the assumptions used to determine the external works costs	A planning and design contingency of 5% respectively has been included in the cost plan for Multipurpose Hardcourts and Alkimos SLS Club
Existing site conditions result in high costs of site preparation	Allowance will need to be made for this risk during negotiations with the developers otherwise the construction contingency will need to be sufficient enough.
Land costs exceeding the indicative costs provided in 2016	The purpose of providing land costs is for the apportionment of costs between the developers therefore they retain the risk.
Escalation in building costs after August 2020 until construction commences	Allowance will need to be made for this risk during negotiations with the developers.
Uncompetitive tender market at time of tender	Allowance will need to be made for this risk during negotiations with the developers.
Project delays, particularly in obtaining funding and approval to proceed	Allowance will need to be made for this risk during negotiations with the developers
Change in Building regulations to more stringent requirements resulting in construction cost increases	A design contingency of 10% has been included in the cost plan for this risk.

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Attachments

List of attachments

1. Cost Plan Summary

ATTACHMENT 1- COST PLAN SUMMARY

CITY OF WANNEROO
COMMUNITY FACILITIES

	Library District		Community Centre District		Indoor Recreation Centre District Alkimos		Indoor Recreation Centre District Eglinton		Multipurpose Hard Courts District		Public Open Space District - Alkimos Eglinton				Alkimos Surf Life Saving Club		Beach Activity Community Facilities	
											Pavilion		Oval					
Description	**Rate**	**Total**	**Rate**	**Total**	**Rate**	**Total**	**Rate**	**Total**	**Rate**	**Total**	**Rate**	**Total**	**Rate**	**Total**	**Rate**	**Total**	**Rate**	**Total**
FECA (m2)	1,547		1,171		2,975		2,975				665				1,060			
UCA (m2)	0		278		141		141				340				106			
GFA (m2)	1,547		1,449		3,116		3,116		0		1,005		0		1,166		0	
Substructure	115.85	179,225	103.24	149,600	102.57	319,600	102.57	319,600	0.00	0	106.57	107,100	0.00	0	39.82	46,425	0.00	0
Substructure Subtotal	**115.85**	**179,225**	**103.24**	**149,600**	**102.57**	**319,600**	**102.57**	**319,600**	**0.00**	**0**	**106.57**	**107,100**	**0.00**	**0**	**39.82**	**46,425**	**0.00**	**0**
Columns	61.75	95,520	31.39	45,480	65.18	203,100	65.18	203,100	0.00	0	31.97	32,130	0.00	0	36.84	42,960	0.00	0
Upper Floors		0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	83.36	97,200	0.00	0
Staircases		0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	17.24	20,100	0.00	0
Roof	313.24	484,590	305.68	442,935	328.00	1,022,045	328.00	1,022,045	0.00	0	303.29	304,805	0.00	0	180.48	210,440	0.00	0
External Walls	218.99	338,780	127.04	184,080	178.15	555,100	178.15	555,100	0.00	0	150.83	151,580	0.00	0	229.92	268,090	0.00	0
Windows	221.65	342,900	75.38	109,220	45.14	140,670	45.14	140,670	0.00	0	70.66	71,010	0.00	0	109.95	128,200	0.00	0
External Doors	36.20	56,000	20.01	29,000	16.37	51,000	16.37	51,000	0.00	0	26.37	26,500	0.00	0	55.38	64,575	0.00	0
Internal Walls	27.72	42,880	71.49	103,590	35.03	109,150	35.03	109,150	0.00	0	55.60	55,880	0.00	0	102.06	119,000	0.00	0
Internal Screens	17.45	27,000	16.22	23,500	26.06	81,200	26.06	81,200	0.00	0	57.31	57,600	0.00	0	10.29	12,000	0.00	0
Internal Doors	10.73	16,600	23.53	34,100	8.73	27,200	8.73	27,200	0.00	0	10.75	10,800	0.00	0	35.16	41,000	0.00	0
Superstructure Subtotal	**907.74**	**1,404,270**	**670.74**	**971,905**	**702.65**	**2,189,465**	**702.65**	**2,189,465**	**0.00**	**0**	**706.77**	**710,305**	**0.00**	**0**	**860.69**	**1,003,565**	**0.00**	**0**
Wall Finishes	47.75	73,865	42.07	60,955	38.06	118,595	38.06	118,595	0.00	0	32.52	32,680	0.00	0	56.76	66,185	0.00	0
Floor Finishes	218.37	337,825	133.69	193,720	143.35	446,690	143.35	446,690	0.00	0	108.58	109,120	0.00	0	81.12	94,590	0.00	0
Ceiling Finishes	116.65	180,450	93.85	135,994	98.66	307,438	98.66	307,438	0.00	0	106.75	107,280	0.00	0	76.14	88,785	0.00	0
Finishes Subtotal	**382.77**	**592,140**	**269.61**	**390,669**	**280.08**	**872,723**	**280.08**	**872,723**	**0.00**	**0**	**247.84**	**249,080**	**0.00**	**0**	**214.03**	**249,560**	**0.00**	**0**
Fitments	234.32	362,500	97.65	141,500	178.20	555,260	178.20	555,260	0.00	0	202.59	203,600	0.00	0	80.33	93,660	0.00	0
Special Equipment	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Fittings Subtotal	**234.32**	**362,500**	**97.65**	**141,500**	**178.20**	**555,260**	**178.20**	**555,260**	**0.00**	**0**	**202.59**	**203,600**	**0.00**	**0**	**80.33**	**93,660**	**0.00**	**0**
Sanitary Fixtures	51.21	79,223	42.43	61,478	15.18	47,303	15.18	47,303	0.00	0	47.64	47,880	0.00	0	43.74	51,000	0.00	0
Sanitary Plumbing	30.73	47,534	25.46	36,887	15.18	47,303	15.18	47,303	0.00	0	34.74	34,913	0.00	0	23.89	27,851	0.00	0
Water Supply	71.69	110,912	59.40	86,069	21.25	66,224	21.25	66,224	0.00	0	48.63	48,878	0.00	0	38.22	44,562	0.00	0
Gas Service	20.48	31,689	16.97	24,591	6.07	18,921	6.07	18,921	0.00	0	13.90	13,965	0.00	0	19.11	22,281	0.00	0
Space Heating	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Ventilation	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Evaporative Cooling	0.00	0	0.00	0	69.89	217,770	69.89	217,770	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Air Conditioning	307.26	475,335	254.57	368,865	91.08	283,815	91.08	283,815	0.00	0	208.43	209,475	0.00	0	286.63	334,215	0.00	0
Fire Protection	10.24	15,845	8.49	12,296	10.03	31,238	10.03	31,238	0.00	0	6.95	6,983	0.00	0	9.55	11,141	0.00	0
Light and Power	153.63	237,668	127.28	184,433	150.37	468,563	150.37	468,563	0.00	0	104.22	104,738	0.00	0	143.32	167,108	0.00	0
Communications	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Transportation Systems	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Special Services	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Services Subtotal	**645.25**	**998,206**	**534.59**	**774,619**	**379.06**	**1,181,137**	**379.06**	**1,181,137**	**0.00**	**0**	**464.51**	**466,832**	**0.00**	**0**	**564.46**	**658,158**	**0.00**	**0**
BUILDING COST	**2,285.93**	**3,536,341**	**1,675.84**	**2,428,293**	**1,642.55**	**5,118,185**	**1,642.55**	**5,118,185**	**0.00**	**0**	**1,728.28**	**1,736,917**	**0.00**	**0**	**1,759.32**	**2,051,368**	**0.00**	**0**
Centralised Energy Systems	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Alterations and Renovations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Site Preparation	15.76	24,381	16.75	24,267	6.74	21,012	14.35	44,724	0.00	31,689	0.00	0	0.00	96,053	30.02	35,000	0.00	38,418
Roads, Footpaths and Paved Areas	207.12	320,415	244.52	354,310	138.74	432,310	138.74	432,310	0.00	1,400,000	0.00	0	0.00	900,370	485.42	566,000	0.00	622,330
Boundary Walls, Fencing and Gates	22.01	34,050	23.60	34,200	40.00	124,650	18.82	58,650	0.00	35,750	0.00	0	0.00	95,875	36.02	42,000	0.00	65,000
Outbuildings and Covered Ways	61.41	95,000	0.00	0	0.00	0	0.00	0	0.00	267,000	0.00	0	0.00	0	0.00	0	0.00	182,500
Landscaping and Improvements	39.08	60,450	47.12	68,275	21.02	65,500	56.16	175,000	0.00	0	0.00	0	0.00	1,683,480	67.75	79,000	0.00	183,275
External Works Subtotal	**345.38**	**534,296**	**331.99**	**481,052**	**206.51**	**643,472**	**228.08**	**710,684**	**0.00**	**1,734,439**	**0.00**	**0**	**0.00**	**2,775,778**	**619.21**	**722,000**	**0.00**	**1,091,523**
External Stormwater Drainage	67.38	104,234	72.20	104,612	6.40	19,940	59.61	185,756	0.00	166,367	0.00	0	0.00	105,000	129.81	151,358	0.00	201,695
External Sewer Drainage	19.00	29,400	28.99	42,000	21.90	68,250	21.90	68,250	0.00	13,125	0.00	0	0.00	73,500	22.51	26,250	0.00	13,125
External Water Supply	5.09	7,875	5.43	7,875	2.53	7,875	2.53	7,875	0.00	7,875	7.84	7,875	0.00	7,875	6.75	7,875	0.00	7,875
External Gas	5.09	7,875	5.43	7,875	2.53	7,875	2.53	7,875	0.00	0	7.84	7,875	0.00	7,875	6.75	7,875	0.00	0
External Fire Protection	19.00	29,400	20.29	29,400	9.44	29,400	9.44	29,400	0.00	0	0.00	0	0.00	29,400	22.51	26,250	0.00	0
External Electric Light and Power	78.61	121,616	82.47	119,506	52.61	163,921	52.61	163,921	0.00	13,125	0.00	0	0.00	63,000	110.01	128,268	0.00	114,035
External Communications	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
External Special Services	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
External Services Subtotal	**194.18**	**300,400**	**214.82**	**311,268**	**95.40**	**297,261**	**148.61**	**463,077**	**0.00**	**200,492**	**15.67**	**15,750**	**0.00**	**286,650**	**298.35**	**347,876**	**0.00**	**336,730**
External Alterations and Renovations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
SUB TOTAL	**2,825.49**	**4,371,037**	**2,222.65**	**3,220,613**	**1,944.45**	**6,058,918**	**2,019.24**	**6,291,946**	**0.00**	**1,934,931**	**1,743.95**	**1,752,667**	**0.00**	**3,062,428**	**2,676.88**	**3,121,244**	**0.00**	**1,428,253**
Allowance for 5 Star Green Rating (3%)	84.76	131,131	66.68	96,618	58.33	181,767	60.58	188,758	0.00	0	0.00	0	0.00	0	80.31	93,637	0.00	0
Preliminaries (10%)	291.03	450,217	228.93	331,723	200.28	624,068	207.98	648,070	0.00	193,493	174.40	175,267	0.00	306,243	275.72	321,488	0.00	142,825
Locality Loading (2%)	64.03	99,048	50.37	72,979	44.06	137,295	45.76	142,575	0.00	42,568	38.37	38,559	0.00	67,373	60.66	70,727	0.00	39,277
NET PROJECT COST	**3,265.31**	**5,051,433**	**2,568.62**	**3,721,933**	**2,247.13**	**7,002,048**	**2,333.55**	**7,271,349**	**0.00**	**2,170,992**	**1,956.71**	**1,966,493**	**0.00**	**3,436,044**	**3,093.56**	**3,607,096**	**0.00**	**1,610,355**
Design Contingency (10%)	327.08	506,000	257.42	373,000	224.97	701,000	233.63	728,000	0.00	218,000	196.02	197,000	0.00	344,000	309.61	361,000	0.00	162,000
Planning Contingency (5%)	0.00	0	0.00	0	0.00	0	0.00	0	0.00	120,000	0.00	0	0.00	0	170.67	199,000	0.00	89,000
Unforseen Ground Conditions - excluded	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Construction Contingency (5%)	179.70	278,000	141.48	205,000	123.88	386,000	128.37	400,000	0.00	126,000	108.46	109,000	0.00	190,000	179.25	209,000	0.00	94,000
Clients Costs (1 Item)	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Public Art (excluded)	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Loose Furniture and Equipment (excluded)	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Professional Fees and Disbursements (12%)	460.77	712,804	363.07	526,091	316.41	985,942	328.48	1,023,551	0.00	321,629	226.12	227,249	0.00	397,004	459.46	535,731	0.00	239,781
GROSS PROJECT COST	**4,232.86**	**6,548,237**	**3,330.59**	**4,826,024**	**2,912.38**	**9,074,990**	**3,024.04**	**9,422,900**	**0.00**	**2,956,621**	**2,487.31**	**2,499,742**	**0.00**	**4,367,048**	**4,212.54**	**4,911,827**	**0.00**	**2,195,136**
Escalation to Tender/Commencement (2020)	-69.93	-108,174	-55.02	-79,724	-48.11	-149,915	-49.96	-155,662	0.00	-48,842	-41.09	-41,295	0.00	-72,142	-69.59	-81,141	0.00	-36,263
ESTIMATED TOTAL COMMITMENT	**4,162.94**	**6,440,063**	**3,275.57**	**4,746,300**	**2,864.27**	**8,925,075**	**2,974.08**	**9,267,238**	**0.00**	**2,907,779**	**2,446.22**	**2,458,447**	**0.00**	**4,294,906**	**4,142.96**	**4,830,686**	**0.00**	**2,158,873**
Land Costs (Alkimos Eglinton)	526.05	813,800	561.63	813,800	482.16	1,502,400	482.16	1,502,400	0.00	0	0.00	0	0.00		0.00	0	0.00	0
Land Costs (Yanchep Two Rocks)															0.00		0.00	
ESTIMATED TOTAL COMMITMENT (INCL. LAND COSTS IF APPLICABLE) - ALKIMOS EGLINTON	**4,688.99**	**7,253,863**	**3,837.20**	**5,560,100**	**3,346.43**	**10,427,475**	**3,456.24**	**10,769,638**	**0.00**	**2,907,779**	**2,446.22**	**2,458,447**	**0.00**	**4,294,906**	**4,142.96**	**4,830,686**	**0.00**	**2,158,873**

William Buck

Independent Auditors' Report to the City of Wanneroo ("the City") on the Annual Cost Review for Yanchep Two Rocks Development Contribution Plan

Scope

We have performed an audit of the Annual Cost Review of Yanchep Two Rocks Development Contribution Plan ("DCP") and reviewed the methodology used in calculating and estimating the costs for the remaining DCP works, to establish the accuracy of the Annual Cost Review of Yanchep Two Rocks DCP as per the requirement under the District Planning Scheme No. 2 ("DPS 2") and provide independent certification of such costs. Our audit of annual costs covered transactions from inception to 31 October 2019, while ascertaining that the actual expenditure incurred gives a true and fair view and ensure that the assumptions used in the estimations of DCP costs are in accordance with the DPS 2 and State Planning Policy 3.6 ("SPP 3.6").

The City's Responsibilities

The City is responsible for ensuring that the DCP costs incurred, estimated and the Cost Per Dwellings ("CPD") charged are in accordance with the DPS 2 and related regulations, policies and procedures. The City is responsible for ensuring that all DCP cost records are free of misstatements and omissions, and establish adequate internal controls for DCP cost incurring, estimating and the calculation of CPD rates, and ensure that adequate financial records have been maintained. The City is responsible for providing all financial records and related data, other information, explanations and assistance necessary for the conduct of the audit of the DCP cost reviews.

Compliance with Independence and Other Ethical Requirements

We have complied with the relevant independence and other ethical requirements relating to assurance engagements, which is founded on fundamental principles of integrity, objectivity, professional competence and due care, confidentiality and professional behaviour.

Auditor's Responsibilities

Our responsibility is to express an opinion on the reasonability of the methodology used, in calculating and estimating costs for the remaining works, and assess the documentation provided to certify that the costs are incurred and estimated as per the District Planning Scheme No. 2 ("DPS 2"). We conducted our audit in accordance with Auditing Standards. These Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the methodology used in forming the basis of cost incurring, CPD rate calculation and estimation is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the methodology used in forming the basis on the relevance of DCP costs incurred and estimations made for the remaining DCP development works.

The procedures selected depend on the auditor's judgement including the assessment of the risks of material misstatement of the methodology used. In making those risk assessments, the auditor considers internal control relevant to the City's preparation of the methodology used in forming the basis of cost incurring and DCP cost estimations in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control.

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Praxity ASSOCIATE GLOBAL ALLIANCE OF INDEPENDENT FIRMS

An audit also includes evaluating the appropriateness of accounting polices used and the reasonableness of accounting estimates made by the City, as well as the City's alignment to DPS 2 and SPP 3.6.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Limitation on the scope

- We have not performed any market evaluation for estimated costs and relied on the third-party report of Donald Cant Watts Corke for validating the reliability of estimated cost of works.
- We have not performed a market property valuation for land costs and relied on the third-party report of Independent Valuers of Western Australia for validating the reliability of the land costs.
- We have relied on the number of lots as outlined on the individual Landgate Deposited Plan ("DP") maps as provided by the City to determine each DP total number of lots.

Audit Opinion

In our opinion, other than stated under the Limitation of Scope Paragraph above, in all material respects, the DCP costs incurred, estimated for remaining development works, and proposed CPD rate of $3,398.77 (as per DPS 2 CPD formula) were fairly stated and in compliance to DPS 2 and SPP 3.6.

Basis of accounting and restriction of distribution

Without modifying our opinion, we draw your attention to Schedule 15 Developer Contribution Plan of DPS 2, which describes the basis of funding, method of calculating contribution and the CPD rate, for the purpose of reporting to the City. As a result, the methodology used in forming the basis of this may not be suitable for another purpose. Our report is intended solely for the City and should not be distributed or used by other parties' other than the City. The Audit Report is not to be used by any other party for any purpose nor should any other party seek to rely on the opinions, advices or any information contained within this Audit Report.

William Buck Audit (WA) Pty Ltd disclaim all liability to any party other than the City who choose to rely in any way on the contents of this Audit Report does so at their own risk.

William Buck

William Buck Audit (WA) Pty Ltd
ABN 67 125 012 124

CM

Conley Manifis
Director

Dated this 20th day of January 2020

3.4 Draft WA Aviation Strategy 2020

File Ref: 7324 – 20/68502
Responsible Officer: A/Director Planning & Sustainability
Disclosure of Interest: Nil
Attachments: Nil

Issue

To consider a submission on the draft Western Australian Aviation Strategy 2020 (Aviation Strategy), seeking support for a future airport in the northern part of the Perth region.

Background

In August 2010, the State Government released *'Directions 2031 and Beyond'*, a high-level spatial framework and strategic plan to establish a vision for the future growth of the metropolitan Perth and Peel region. *'Directions 2031 and Beyond'* included the following implementation initiative for a prosperous city:

"7. Evaluate rationale for the construction of a third airport to service the metropolitan region. A process is urgently required to enable suitable sites to be identified now so that buffer zones may be included in future planning projects for establishing the type of airports required."

It is understood that following this, a study on the matter was undertaken however, this study has not been completed.

Detail

The State Government released the draft Aviation Strategy for public comment on 10 February 2020. The draft Strategy is intended to set out the actions and future policy approach to foster improved airfare affordability and to ensure the aviation industry continues to support future growth of the State.

The draft Strategy acknowledges that the State Government has commenced investigations to identify suitable sites for a second civic aviation airport to Perth airport and a second general aviation airport to Jandakot airport.

In this regard, the action proposed in the draft strategy is that the State Government progresses investigations in relation to suitable sites for a second civil and general aviation airport to service the metropolitan region, and that this be undertaken by the Department of Planning, Lands and Heritage, on behalf of the Western Australian Planning Commission (WAPC).

The Strategy recognises that community access to air services is critical to regional liveability and attracting jobs to the regions. It also seeks to identify and realise tourism opportunities by drawing more visitors to the State through expanding the air route network. Achieving the actions within the Strategy will require collaboration, engagement, innovation and transparency from airlines, airport operators, State, Commonwealth and local governments, and the resources and tourism sector, to positively impact airfares and air services.

Consultation

Nil

Comment

Council has previously endorsed a number of submissions on draft State Government strategies which have included reference to the matter of a possible future airport in or near the north-west metropolitan sub-region. These include:

- A submission on the draft *North-West Sub-Regional Planning Framework*, which was endorsed by Council on 21 July 2015. This submission included a recommendation that the study being undertaken by the government on the siting of future airports for the Perth-Peel region should be required to give particular attention to the economic benefits such a proposal would have for this sub-region, and how this would support the broader strategic objectives for the region as a whole; and

- A submission on the draft *Perth Transport Plan @ 3.5 million and Beyond*, endorsed by Council on 11 October 2016. This included the same recommendation as the above.

Council has more recently endorsed, as part of its *Advocacy Factsheet: Freight*, that the City of Wanneroo and adjacent regions offer many advantages in terms of geography, links with freight corridors and land availability and that the City should be considered when undertaking a site selection study for Perth's second airport.

Low volume high margin and perishable exports such as flowers and live fish lend themselves to air freight. As Perth's population and freight tasks increase pressure will be placed on its current primary passenger airport to accommodate demand by freight providers in the State and also interstate and overseas markets who expect just in time delivery. This high degree of air traffic has many risks in a residential area and Perth will need to consider if the current site will provide enough capacity for future growth.

The fact sheet also includes a diagram showing a proposed 'Aerotropolis (2nd International Airport)' location in the north-east part of the City of Wanneroo (An Aerotropolis refers to an area or region whose infrastructure, land use and economy is centered on an airport).

There is considerable economic merit in locating an additional airport in Wanneroo. Wanneroo forms part of a $1 billion per annum regional food zone producing over 60 agricultural products. It alone contributes 34% of the total gross value of agricultural commodities produced in the Perth region. In 2017/18, agriculture in the City contributed $327.71 million to output/total sales and created 1,040 total jobs.

An airport could facilitate further growth in this sector by servicing export markets. Its location in Wanneroo, within close proximity to Perth's 'Northern Food Bowl', would allow for the faster and more direct transportation of fresh produce overseas as well as to other regions including the State's north-west. An airport in Wanneroo could also stimulate different land use options and new industries in the region such as fishing and aquaculture.

The release of the draft Aviation Strategy provides an opportunity for the City to advocate for an airport in the northern part of the Perth region. It is therefore recommended that a submission be made on this matter.

Statutory Compliance

Nil

Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2017 – 2027:

"2 Economy

2.2 Strategic Growth

2.2.5 Attract investment development and major infrastructure"

Risk Management Considerations

Risk Title	**Risk Rating**
ST-S12 Economic Growth	Moderate
Accountability	**Action Planning Option**
Chief Executive Officer	Manage

Lack of consideration towards opportunities for major infrastructure in the City could limit its prospects for economic growth and development.

Policy Implications

Nil

Financial Implications

The recommended submission will be prepared by Administration with the cost covered by the City's operating budget.

Voting Requirements

Simple Majority

Recommendation

That Council AUTHORISES the Chief Executive Officer to include a submission to the Department of Transport on the draft Western Australian Aviation Strategy 2020, supporting the progression of the current investigations to identify suitable sites for a second civil aviation and second general aviation airport, and requesting that these investigations consider the merits of siting these airports in or near the northern part of the Perth region.

Attachments: Nil

Approval Services

3.5 Consideration of Amendment No. 4 to the East Wanneroo Cell 3 Approved Structure Plan No. 5

File Ref: 20608-04 – 20/52101
Responsible Officer: A/Director Planning & Sustainability
Disclosure of Interest: Nil
Attachments: 8

Issue

To consider submissions received during public advertising of Amendment No. 4 to the East Wanneroo Cell 3 Approved Structure Plan No. 5 (ASP5).

Applicant	Catriona Tatum
Owner	Gabriel Morrow
Location	Lot 68 (71) High Road, Wanneroo
Site Area	2.0383 hectares
MRS Zoning	Urban
DPS 2 Zoning	Residential

Background

On 31 May 2017, the proponent requested the City consider an amendment to ASP5 to recode Lot 68 (71) High Road, Wanneroo (site) from Residential R20 to R40.

Detail

The site

The site is bounded by Amos Road to west and north and residential development to the east. A dwelling and shed gaining access from High Road are located on the site. The site is well vegetated. The East Wanneroo Primary School is approximately 150 metres south-west of the subject site. A location plan is provided as **Attachment 1**.

The Proposal

The applicant proposes to recode the site from Residential R20 to Residential R40 and justifies the proposal as follows:

- The site is located one kilometre from the Wanneroo Town Centre, 150 metres from the East Wanneroo Primary School and 400 metres from the Wanneroo Secondary College; and
- The site is serviced by public transport.

Consultation

On 10 July 2017, the Administration advised that the amendment would be advertised.

The Amendment was then advertised for public comment for a period of 28 days from 18 July to 15 August 2017 by means of an on-site sign, an advertisement in the Wanneroo Times newspaper, the City's website and letters written to adjoining landowners.

The City received 12 submissions including one from the Department of Education (DoE). One submitter supported the proposal; Nine submitters objected to the proposal; one supported but proposed that the lots should face inwards; and DoE did not object to the proposal.

Administration did not finalise a report to Council immediately following public consultation as the applicant had yet to submit a Bushfire Management Plan (BMP) as the site is identified as a bushfire prone area. A BMP was provided on 19 June 2019.

Due to the passage of time since the amendment was advertised on 18 July 2017, the City re-advertised the amendment for a period of 35 days (seven days more than the statutory period of 28 days) from 5 December 2019 to 9 January 2020 by way of writing to those to whom the City had written during the first round of advertising and placing a notice on the City's website. The City received three submissions including one from DoE. Two submissions objected to the proposal and DoE did not raise any objection to the amendment proposal. Of the two submissions objecting to the proposal one was a joint submission signed by 12 residents. None of the submitters during the second round made a submission during the first round excepting for DoE.

A summary of submissions received during the two rounds of public comment period and Administration's response to the issues raised in the submissions are included as **Attachment 3**.

The major issues raised in the submissions objecting to the proposal are;

- Increase in traffic;
- Loss of vegetation and Animal Habitat;
- Does not satisfy the objectives of LPP3.1 to provide affordable housing;
- R40 development could become a ghetto; and
- To consider the development as a private estate.

These issues are discussed in detail in the Comment section below.

Comment

Submitters Issues

Increase in Traffic

Concerns have been raised that the proposed amendment will generate a considerable volume of traffic that would affect the normal flow of traffic on Amos Road and High Road. To address the traffic issues the applicant submitted a Traffic Impact Assessment (TIA).

The amendment proposal could result in up to 64 dwellings. At a rate of 8 vehicle trips per dwelling per day, the total expected volume of traffic generated would be 512 vehicles per day (vpd) of which 40% (204 vpd) is expected to exit via Amos Road and 60% (308 vpd) via High Road.

Amos Road and High Road are 20 metres wide with a 7.2-metre wide carriageway. As per the provisions of the Western Australian Planning Commission's (WAPC) Liveable Neighbourhoods Policy, these roads have a capacity to carry an indicative traffic volume of 3,000 vpd. The 2018 traffic volumes on Amos Road and High Road were recorded as 419 and 1584 vpd respectively. On the basis of the above information, Administration considers

that the additional volume of traffic generated by the potential future development will not impact the normal flow of traffic on these roads.

Some submitters have pointed out that if the lots created along High Road were to gain access from High Road it could cause some traffic issues during the school hours. Further consideration on access can be addressed at the subdivision stage. However, it would not be reasonable to restrict access to High Road in this regard.

Some submitters have noted that vehicles parked on the road near the schools could cause some issues for the schools. In this regard it is noted that under the provisions of the City's Parking Local Law 2015 a person can park a vehicle in a thoroughfare unless there is a restriction (clause 4.1). If street parking becomes an issue during the school hours, then as per the provisions of the City's Parking Local Law, a no-parking sign during school hours could be installed by the City if it is determined to be necessary.

Loss of vegetation & Animal Habitat

The applicant provided a Flora and Fauna Management Plan, which identifies the vegetation conditions as ranging from very good to completely degraded. Approximately 60% of the vegetation is degraded to completely degraded, 35% is in good condition and only about 5% is in very good condition. **Attachment 4** is the vegetation condition map.

Recoding of the land to R40 is unlikely to result in any further loss of vegetation than would be lost if the land were to be developed at its current R20 coding. A condition requiring the identification and protection of any vegetation worthy of retention that is not impacted by the subdivisional works can be imposed by the WAPC in a future subdivision application.

Some submitters have strongly suggested that the owners of the amendment area be required to have an independent report on the number of bird species that use the area and perhaps breed in the several larger trees.

In this regard the applicant has advised as follows:

> *The summary of the Ecological report is that the subject site is too small to retain any areas of ecological value, and provides no linkages. There are a few foraging trees for the Carnaby's cockatoo on site, but does not provide for significant foraging or nesting habitat.*
>
> *The report conclusion states the following:*
>
> *The ecological surveys undertaken within the subject area have found that whilst the native vegetation present is a small and fragmented patch, it retains some ecological values. In particular, the potential of the vegetation to provide some habitat to black cockatoos is noted. It is recommended that measures be undertaken to retain habitat trees within the future development where possible. However given the future urban use of the land, it is recognised that there is limited opportunity for significant vegetation retention onsite. Prior to any clearing being undertaken within the subject area, approvals may be required at the state subdivision approval or Native Vegetation Clearing Permit and federal (EPBC Act referral assessment) level.*

Administration considers that the applicant has provided sufficient information which demonstrates recoding of the land from R20 to R40 is unlikely to result in further loss of vegetation, and notes that the applicant's report demonstrates the need to consider tree retention for the purposes of habitat where possible. Retention of vegetation will be considered in further detail at the subdivision stage.

Affordable Housing

One submitter raised concerns that the proposal does not align with Objective 2 of LPP 3.1 which is *to address housing affordability within the City by providing a variety of housing stock*. The submitter stated based on REIWA land sales figures and research on local WA buildings, that a three bedroom house and land package could cost between $320 - $380,000 (based on land coded R40 with a land size ranging from 220m^2 to 300m^2) which could result in costs being greater than the current median house price in Wanneroo of $332,000. The submitter also quotes a four bedroom house and land package on R20 coded land (average lot size of 450m^2) could be around $425,000, which is below the current median house price of $480,000. Whilst these figures do indicate the cost of a new house and land package on R40 land may be higher than the current median house price, it is important to understand that median house prices are derived from sales of established developments, In Wanneroo, this could include development that is several decades old the value of which may not be comparable with newer development. The amendment will introduce an alternative housing choice within the surrounding established R20 area at a lower cost than developing a new four bedroom dwelling at the current R20 code (based on the submitters figures) which demonstrates that Objective 2 of LPP 3.1 has been satisfied.

Additional Comments

Local Planning Policy 3.1- Local Housing Strategy Implementation (LPP3.1)

LPP3.1 provides the framework to guide the planning and development of increased housing density in the housing precincts that are identified in the policy. The policy also guides other infill development areas located outside those housing precincts. The amendment area is located outside of the Wanneroo Housing precinct as shown in **Attachment 5**. Therefore Section 9 in Part 2 of the policy relevant to Other Infill Development will apply.

Subsection 9.1 (b) of LPP3.1 states that:

> *Where the land concerned is the subject of an approved structure plan under DPS2*, *the application for amendment of that Structure Plan must include an assessment of how the proposal:*
>
> i. *Is appropriate within the broader planning framework provided by the Structure Plan;*
> ii. *Satisfies the criteria in Table 3 of this Policy relating to infill development and increased density; and*
> iii. *Supports the objectives and recommendations of the Local Housing Strategy.*

The proposed amendment satisfies these criteria as follows:

1. The ASP 5 area is well established and is comprised predominantly of single residential development at the R20 density with pockets of R40 coded residential land north of Belgrade Road. The proposed R40 lots will not be out of character within the existing structure plan area, particularly given the proximity of the land to a local school (150 metres) and a high frequency bus route. The proposed R40 Density is considered to be appropriate within the broader planning framework set out by ASP 5.

2. The proposal satisfies Table 3 of the policy as demonstrated below:

Table 3 Criteria for other Infill Development and increased Density

No.	Criterion	Policy Application	Comment
1.	Easy access/close proximity to Activity Centres	R40 between 401 and 800 metres from an edge of Activity Centre excluding Local Centres.	The subject land is approximately one kilometre from the edge of the Wanneroo Activity Town Centre. Therefore the proposal does not satisfy this criterion being greater than 800 metres from Wanneroo Activity Centre.
2.	Easy access/close proximity to public transport with priority towards rail nodes and bus interchanges.	R60 within 250 metres of a high frequency bus route designated stops. High frequency bus route is defined as having a minimum of four services per hour during peak periods.	The subject land is located between 200 and 400 metres from high frequency bus route No. 467 as shown in **Attachment 7**.

In regard to the above two criteria it is noted that Council, at its meeting of 1 March 2016, considered an amendment to LPP 3.1 (ref item PS01-03/16). The amendment only affected infill development outside the housing precincts. The purpose of the amendment was to ensure that high density development outside the housing precincts was only to be permitted in appropriate locations that were within a walkable catchment of an activity centre or to a well serviced public transport connection. Following public consultation the amendment to LPP3.1 was adopted by Council at its meeting of 26 April 2016 (ref item PS10-04/16). In view of the amendment to LPP3.1, the subject amendment proposal is required to satisfy one of the above two criteria. Administration is of the view that the proposal would satisfy Criterion No.2 as discussed below.

LPP3.1 does not define “Peak Periods” of the bus routes and therefore Administration has referred to the WAPC’s State Planning Policy 7.3 – Residential Design Codes (R-Codes) which defines “Peak Periods” as 7 a.m. to 9 a.m. and 5 p.m. to 7 p.m. Within these Peak Periods, there are 11 and 9 bus services provided respectively on Scott Road.

LPP3.1 was based on the City’s 2005 Housing Strategy, which was based on the WAPC’s then draft LN policy Edition 3, and recommended a target density of 20-30 dwelling units per site hectare within 250 metres of a main bus route.

The current LN policy makes provision for locating bus stops conveniently for the walkable catchment served at an average spacing of 300-400 metres (Element 2 – Requirement 26). The LN policy considers 400 metres to be a walkable distance for daily needs. Therefore applying the provisions of the LN policy, the amendment area is considered to be within a walkable distance of 400 metres to a high frequency bus route and stop.

Although LPP 3.1 identifies higher density development may be appropriate within 250 metres of a high frequency bus route, regard should also be given to walkable catchment efficiency as outlined in Liveable Neighbourhoods (LN). LN considers that typically, most people will walk up to 400 metres for daily activities and up to 800 metres to a train station or town centre. The amendment area falls predominantly within a 400 metre catchment area of high frequency bus route 467 (designated stop on Scott Road) which demonstrates the land is in close proximity to public transport as required by Criterion No. 2.

3. The objectives of LPP3.1 are as follows:

- To address State government policy to increase housing density within the existing urban footprint of the metropolitan region and meet State Government infill housing targets;
- To address housing affordability within the City by providing a variety of housing stock;
- To better utilise existing infrastructure and amenities in existing suburbs by providing additional dwellings in close proximity; and
- To promote higher density development in appropriate locations.

The proposed amendment supports the objectives of LPP3.1 as follows:

- It addresses the WAPC's State Planning Policy 3 – Urban Growth and Settlement by proposing higher density development in areas accessible to transport and services
- The proposed R40 density addresses housing affordability by providing a variety of housing stock;
- The proposed amendment would better utilise the existing infrastructure and amenities available in this locality; and
- As demonstrated in Table 3 above the amendment promotes R40 density in an appropriate location.

Bushfire Management Plan (BMP)

The applicant submitted a BMP prepared by a qualified consultant. **Attachment 8** is the Bushfire Attack Level (BAL) contour map identifying a BAL rating of 12.5 over most of the site except for some of the site fronting High Road, which is rated BAL29.

The BMP was referred to the Department of Fire Emergency Services (DFES) for comment. DFES advised that the BMP has adequately identified issues arising from the bushfire risk assessment and supported the recommendations of the BMP.

Proposed recoding

The proposed amendment depicts a road across the site between High Road and Amos Road. This is only a concept and is not part of a typical structure plan. The applicant has amended the proposal to remove the road reserve and correctly show the entire site being recoded from R20 to R40. A road reserve will be created through a future subdivision application if one is necessary for future development. Administration has discussed this with the applicant who is supportive of this change.

Considering the above matters it is recommended that the proposed amendment be supported.

Statutory Compliance

This Structure Plan Amendment has been processed in accordance with the requirements of DPS2 and the deemed Regulations.

Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2017 – 2027:

"1 Society
1.1 Healthy and Active People
1.1.1 Create opportunities that encourage community wellbeing and active and healthy lifestyles"

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

This proposal has been assessed under the provisions of the City's Local Planning Policy 3.1: Local Housing Strategy Implementation, the WAPC's State Planning Policy 3 – Urban Growth and Settlement, Liveable Neighbourhoods policy and State Planning Policy 7.3 – Residential Design Codes.

Financial Implications

Under the provisions of DPS2, at the time of either subdivision or development the applicant will be required make a developer contribution.

Voting Requirements

Simple Majority.

Recommendation

That Council:-

1. **Pursuant to subclause 20(2)(e) of the deemed provisions of the City of Wanneroo District Planning Scheme No. 2 RECOMMENDS to the Western Australian Planning Commission that the proposed Amendment No. 4 to the East Wanneroo Cell 3 Approved Structure Plan No. 5 as contained in Attachment 2 to the report be approved WITH MODIFICATION to recode the entire amendment area as Residential R40 and to delete the road reserve shown in the amendment plan;**

2. **Pursuant to subclause 20(2) of the deemed provisions of the City of Wanneroo District Planning Scheme No. 2 PROVIDES a copy of the report on the proposed amendment to the Western Australian Planning Commission including the schedule of submissions and the City's response and recommendations; and**

3. **ADVISES the submitters of its decision.**

Attachments:

1⇩.	*Attachment 1 - Location Plan*	*18/451853*	
2⇩.	*Attachment 2 - Part 1 of the Amendment*	*18/451632*	*Minuted*
3⇩.	*Attachment 3 - Schedule of submissions and Administration's response*	*20/65323*	
4⇩.	*Attachment 4 - Vegetation Condition*	*18/451636*	
5⇩.	*Attachment 5- Wanneroo Housing Precinct*	*18/451646*	
6⇩.	*Attachment 6 - Bus routes*	*20/5103*	
7⇩.	*Attachment 7 - Distance from the bus stop*	*20/2490*	
8⇩.	*Attachment 8 - BAL contour map*	*19/435996*	



City of Wanneroo	**AMENDMENT NO. 4 TO EAST WANNEROO CELL 3 APPROVED STRUCTURE PLAN NO. 5**	**LOCATION PLAN**	

AMENDMENT NO. 4

TO THE

EAST WANNEROO CELL 3

AGREED STRUCTURE PLAN NO. 5

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 EAST WANNEROO CELL 3

AGREED STRUCTURE PLAN NO. 5

Amendment No.	Description of Amendment	Finally Endorsed by Council	Finally Endorsed by WAPC
4	Recoding Lot 68 (71) High Road, Wanneroo from R20 to R40, and revising the proposed road layout.		

AMENDMENT NO. 4 TO THE
EAST WANNEROO CELL 3 AGREED STRUCTURE PLAN NO. 5

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

1. Recoding Lot 68 (71) High Road, Wanneroo from R20 to R40, and revising the proposed road layout.

AGREED STRUCTURE PLAN No. 5
EAST WANNEROO CELL 3
AMENDMENT No. 4

Lot 68 (71) High Road
WANNEROO

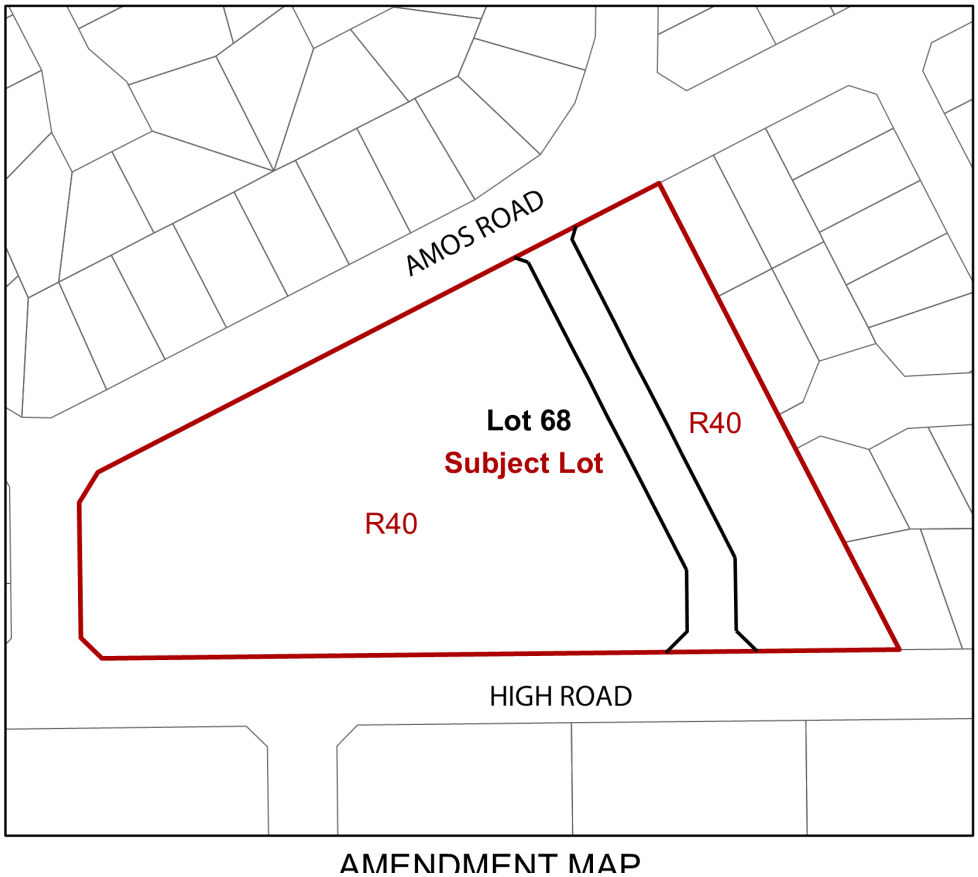


EXISTING

Metres
0 25 50 100

N

GDA



LEGEND

ROAD RESERVE REALIGNMENT

AMENDMENT MAP

City of Wanneroo
Produced by Planning & Sustainability

This Structure Plan Amendment is prepared under the provisions of the City of Wanneroo District Planning Scheme No. 2

IT IS CERTIFIED THAT THIS STRUCTURE PLAN AMENDMENT NO. 4 TO THE EAST WANNEROO CELL 3 AGREED STRUCTURE PLAN NO. 5

WAS APPROVED 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

…….. Date of Expiry

Schedule of Submissions and Administration's response

Amendment No.4 to East Wanneroo Cell 3 Approved Structure Plan No.5

No.	Submitter's number in the list of submitters	Submitter's Issues	Administration's response
1	3, 4, 5, 6, 7, 8, 9, 10, 11, 12 13, 15	Concerned that the amendment will increase traffic and also about the impacts of vehicles parked on the street, particularly given the proximity to Wanneroo Primary and Secondary schools.	The applicant submitted a Traffic Impact Assessment (TIA) which estimated that the amendment area could yield 64 R40 lots. At the rate of 8 vehicle trips per dwelling per day, the total volume of traffic generated would be 512 vehicles per day (vpd) of which, 40% (204 vpd) is expected to exit via Amos Road and 60% (308 vpd) via High Road. The width of the road reserve and carriageway of Amos Road and High Road are 20 and 7.2 metres respectively. As per the provisions of the Western Australian Planning Commission's (WAPC) Liveable Neighbourhoods Policy, these roads have a capacity to carry an indicative traffic volume of 3,000 vpd. The 2018 traffic volumes on Amos Road and High Road were 419 and 1584 vpd respectively. The additional volume of traffic generated by the proposed development is not likely to impact on the normal flow of traffic on these roads. The City's Transport and Traffic section has assessed the TIA and advised that the traffic generated by this development would not impact on the normal movement of traffic on Amos Road and High Road. In regard to vehicles parked on the street it is noted that every dwelling proposed when the land is subdivided will contain two parking bays as per the provisions of the Western Australian Planning Commission's Residential Design Codes. Under the provisions of the City's Parking Local Law 2015 a person can park a vehicle in a thoroughfare unless there is a restriction (clause 4.1). If street parking becomes an issue during the school hours, then as per the provision of Parking Local Law, a no-parking sign during school hours can be installed by the City.
2	4, 5, 7, 12, 13, 15	Concerns about driveways being located near the corner of Amos Road	The submitter is concerned that the driveways of the lots at the bend of Amos and High Roads will not be safe.

No.	Submitter's number in the list of submitters	Submitter's Issues	Administration's response
		and High Road due to the road gradient, conflict with reversing vehicles and existing issues with drivers speeding. The traffic impact plan does not assess the appropriateness of driveways in this area.	The applicant provided a concept (not definitive) subdivision plan which identifies how the land could be developed. If the land were to be developed in accordance with this plan it would result in driveways in this location. However, design matters such as location of driveways is considered in detail at the subdivision and development stage where the applicant would need to demonstrate sufficient sightlines can be achieved. The land is currently capable of being developed at an R20 density which could include driveways in this location.
3	12	The future lots at the Amos Road and High Road intersection should face inwards which would reduce safety concerns, or the garages should be accessed from the rear of the properties.	The proposal is to recode the amendment area from R20 to R40 and it is not appropriate to address detail design considerations. These matters will be considered at the subdivision and development stage.
4	13	The amendment should wait until the draft East Wanneroo District Structure Plan is finalised and should be incorporated into Precinct 4	The amendment area is within the boundaries of the East Wanneroo Cell 3 Approved Structure Plan No.5 and is not affected by the draft East Wanneroo District Structure Plan. The amendment should not be delayed pending the finalisation of the draft DSP.
5	3	Concerned that connecting Balcomore Gardens with High Road will result in Balcomore Gardens becoming a short cut to High Road from Anna Place..	The East Wanneroo Cell 3 Approved Structure Plan No.3 map shows a cul-de-sac head on Balcomore Gardens with a pedestrian connection through to another cul-de-sac head on the subject land. A two metre wide pedestrian pathway has been constructed at the end of Balcomore Gardens to the shared boundary with the subject lot. It is not proposed to reconfigure the existing cul-de-sac head on Balcomore Gardens to allow vehicle traffic through to the amendment area. The concept plan provided by the applicant does not propose a pedestrian connection with Balcomore Gardens. This matter will be considered in more detail at the subdivision stage.
6	3, 4, 5, 7	Concerned that the proposed R40 coding will result in lots considerably smaller than existing lot sizes which will reduce curb appeal of existing development.	The surrounding lots are coded R20 and generally range in size bewteen 600m^2 to 700m^2, which is greater than the average lot size of 450m^2 prescribed by the R-Codes. If approved, the amendment would enable development of lots with an average lot size of 220m^2. Whilst this is a reduction in lot size to the established development, the City's Local Planning Policy 3.1 Local Housing Strategy Implementation (LPP3.1) supports R60 density

No.	Submitter's number in the list of submitters	Submitter's Issues	Administration's response
			coding within 250 metres of a high frequency bus route designated stop. The subject site is located between 200 and 400 metres of a high frequency bus route 467 designated stop on Scott Road as shown on **Attachment 7**. LPP3.1 was based on the City's Housing Strategy of 2005, which was based on the WAPC's draft Liveable Neighbourhoods (LN) policy version 3 which recommended 20-30 dwelling units per site hectare within 250 metres of main bus route. The current LN policy makes provision for locating bus stops conveniently for the walkable catchment served at an average spacing of 300-400 metres (Element 2 – Requirement 26). The LN policy considers 400 metres as a walkable distance for daily needs. Therefore applying the provisions of the LN policy, the amendment area is considered to be within a walkable distance of 400 metres to the bus stop. Although the entire amendment area is not within 250 metres of the bus route, considering the above mentioned WAPC's Liveable Neighbourhoods policy provision, as a variation to the provision of LPP3.1, it is acceptable to recode the entire amendment area as R40 although LPP3.1 recommends R60 density.
7	3	Submitter queries whether development will be restricted to single storey or whether two storey town houses will be permitted.	Under the provisions of WAPC's Residential Design Codes (R-Codes), a two storey building is permissible.
8	3	Repercussions for the rest of the area being converted into high density living area.	Any application to amend the structure plan requesting for high density will be dealt with on its merits and assessed against the relevant planning framework.
9	3, 4, 5, 6, 8, 9, 10, 11	The proposal will result in the loss of flora and fauna.	The applicant has provided a Flora and Fauna Management Plan. The vegetation conditions range from very good to completely degraded. The condition of about 60% of the vegetation is degraded to completely degraded; 35% is in good condition and only about 5% is in very good condition. Currently in ASP5, the site is zoned Residential Precinct with a density coding of R20.

No.	Submitter's number in the list of submitters	Submitter's Issues	Administration's response
			Under this coding if the land were to be developed, most of the vegetation could be possibly lost. However, in order to save some vegetation at the subdivision stage, a condition requiring the identification and protection of any vegetation worthy of retention that is not impacted by the subdivisional works can be imposed by the WAPC at the recommendation of the City.
10	11	Concerned about the destruction of animal habitat and considers the landowners should be required to submit an independent report on the number of bird species in the area and that breed in the larger trees.	The applicant has advised as follows: *The summary of the Ecological report is that the subject site is too small to retain any areas of ecological value, and provides no linkages. There are a few foraging trees for the Carnaby's cockatoo on site, but again are few and does not provide for significant foraging or nesting habitat. The report conclusion states the following:* *The ecological surveys undertaken within the subject area have found that whilst the native vegetation present is a small and fragmented patch, it retains some ecological values. In particular, the potential of the vegetation to provide some habitat to black cockatoos is noted. It is recommended that measures be undertaken to retain habitat trees within the future development where possible. However given the future urban use of the land, it is recognised that there is limited opportunity for significant vegetation retention onsite. Prior to any clearing being undertaken within the subject area, approvals may be required at the state subdivision approval or Native Vegetation Clearing Permit and federal (EPBC Act referral assessment) level.*
11	4, 5, 13	The proposed lots on north-eastern corner of Amos Road and High Road should be replaced with a small park. This will enhance the appearance of the development and address safety concerns associated with vehicles reversing in this location.	There is no requirement for the proponent to set aside land for the purposes of POS. ASP5 has already made provision for 10% public open space areas and they have been created. Therefore the applicant will not be a required to provide public open space at the subdivision stage. The land is already capable of being developed at an R20 density with no such requirement.
12	4, 5	What would happen to the transmitter on the site?	This matter will be dealt with at the subdivision stage.
13	7, 8, 9, 10	The road between Amos Road to High	Further consideration on the detailed design of the amendment area, including the

No.	Submitter's number in the list of submitters	Submitter's Issues	Administration's response
		Road should be a cul-de-sac to prevent vehicle access to/from High Road.	appropriateness of an internal road configuration will be given at the subdivision stage.
14	8, 9, 10	The lots at the corner of Amos and High Road roundabout should be made larger which would result in fewer driveways in this location.	Please refer to response on submission issue no. 3 above.
15	8, 9, 10	Oppose any driveway access on to High Road. An internal road within the identify Grouped Housing area should be created to provide access to these lots	High Road is a public road with existing dwellings afforded access from it. It is not appropriate to deny access to the lots fronting High Road, which is a gazetted public road.
16	11	Concerned about noise at the construction stage, the length of time this will take and how it will impact on the submitters existing medical condition.	At the development stage, the hours of work will be limited between 7:00 a.m. and 5:00 p.m. Monday to Friday and between 7:30 a.m. and 5:00 p.m. on Saturday. Work will not be permitted on Sundays or public holidays without the prior approval from the City.
17	15	The states that the cost of purchasing R40 land and constructing a dwelling will be more than the median house price in Wanneroo, and therefore the proposal does not align with Objective 2 of LPP 3.1 relating to housing affordability.	The submitter has stated that considering the recent Wanneroo land sales as available on a real estate website, an R40 3-bedroom house and land package could cost A$320-380,000, whereas a R20 4-bedroom house and land package would cost around A$425,000. Based on the lot area and the size of the house in both scenarios, the submitter believes that an R40 block is not affordable. One of the objectives of LPP3.1 is to address housing affordability within the City to provide a variety of housing stock. In the discussion paper on Planning Provisions for Affordable Housing released by the former Department of Planning in 2013, affordable housing was referred to *individual dwellings that are sold or rented to low to moderate income household at a rate they can afford*. The submitter has demonstrated that an R40 house and land package is more affordable than and R20 house and land package. Therefore the amendment proposal satisfies the objective of LPP3.1.
18	15	The proposal does not satisfy the	Table 1 of 3.1 relates to amendment of a site located within a housing precinct. The

No.	Submitter's number in the list of submitters	Submitter's Issues	Administration's response
		criteria listed in Table 1 of LPP3.1.	subject site is located outside the housing precinct and therefore the criteria listed in Table 3 of LPP3.1 would apply and this has been discussed in the report.
19	15	To retain the verge trees on Amos Road.	The verge trees are a City asset. At the subdivision stage the retention of verge trees will be considered.
20	15	The distance to the bus stop should not be calculated as the crow flies and it should be the actual distance.	The method of calculating the distance between the amendment area and the bus stop is consistent with that of measuring walkable catchments in Liveable Neighbourhoods.
21	15	The number of lots at R40 development could exceed the estimated 64 lot yield.	The submitter is concerned that the amendment area could yield 94 R40 lots at an average lot size of 220m^2 in area. The submitters calculations do not take into account the land required for a 15-metre wide internal road and any common property access way(s) that may be required. The exact number of lots can be determined only at the subdivision stage.
22	15	The amendment document does not provide any information about the design of the grouped dwelling development?	The submitter has noted that there is no indication of what the grouped dwelling development would be - whether for retirement living, apartments, townhouses. This is a matter that will be considered at the subdivision and development stage.
23	7, 15	Submitter considers there should be a covenant on housing relating to design criteria on minimum building verge/street offsets/ building height restrictions, roof materials, minimum lot sizes/widths etc.	The proposal is to recode the amendment area from Residential R20 to R40. The applicant intends to subdivide the land to create R40 lots. The design of the dwellings on each lot will be determined as per the provisions of the R-Codes, which prescribes development standards such as setbacks, minimum lot size (180m^2) and building height. Therefore there is no need for a covenant to enforce the R-Code standards. If the developer, however, wishes to impose design standards over and above the R-Codes standards, on colour of the roof, brick, boundary fence etc. then they may do so through a private restrictive covenant with the prospective purchasers and the City will not be a party to this covenant.
24	15	The amendment does not consider any alternative scenarios such as area becoming a private estate.	The proposal is to recode the land from R20 to R40. There is no requirement for this level of detail to be provided at this stage of the planning process.
25	15	R40 development will impact on the property values in the area.	Impact on the property values is not a valid planning issue.

No.	Submitter's number in the list of submitters	Submitter's Issues	Administration's response
26	15	R40 development will be low cost and create a ghetto.	This is a matter of personal opinion and perception and there is no evidence provided by the submitter that this outcome could occur. There are several R40 developments within the City of Wanneroo which provide vibrant and attractive places for residents.
27	15	The amendment does not provide any certainty about the final layout of the amendment area.	There is no requirement for the final layout to be determined at a structure plan amendment stage. This will be considered in more detail at the subdivision stage.
28	15	Although the R40 lot is 220m^2 in area, the concept plan also shows 350m^2 lots.	The applicant provided a concept plan to illustrate how the amendment area could potentially be developed. The concept plan takes into account the irregular shape of the lot which indicates it is possible that lots greater than 220m^2 may be provided.
29	15	A brick/limestone wall around the amendment area should alleviate the concerns to traffic flows and curb appeals for the surrounding residents.	This is contrary to creating attractive and vibrant streetscapes within our community and is not supported.
30	15	There is no definitive indication on final verge design, particularly around verge trees and pathways. There are several large mature trees on the verge of Amos Road which will not be practical to keep given the higher density of lots bordering this road. Current pathways on Amos Road are not in compliance with the design criteria outlined in Liveable Neighbourhoods. Verge trees should be retained and a budget in place to replace/plant additional verge trees.	There is no requirement for this information to be included at the structure plan amendment stage. Further consideration to these matters is given at the subdivision stage.
31	15	Residents were not asked for input or observations into the traffic report. Many cars lose control at the High/Amos Road roundabout which cannot be picked up by traffic counts.	The Transport Impact Assessment was prepared by a suitably qualified professional. There is no requirement for residents to be asked to provide input into these type of documents.

No.	Submitter's number in the list of submitters	Submitter's Issues	Administration's response
32	15	The traffic report does not contain any traffic flow data for High Road or Amos Road or sufficiently model changes to the R40 zoning. A proper assessment and indication of impacts associated with an R40 zoning should be provided. As a minimum a comprehensive Transport Impact assessment should be provided to get an accurate model on the potential impacts on traffic flow.	The applicant provided a Transport Impact Assessment to support the proposal. The City's Transport and Traffic section has assessed the TIA and were satisfied with the level of information. They advised that the traffic generated by this development would not impact on the normal movement of traffic on Amos Road and High Road.
33	8, 9, 10	The lots are small which leaves no room for gardens and tall trees which have a cooling effect in summer. Removal of existing trees cannot be replaced in small housing lots.	Development of R40 lots will be in accordance with the WAPC's Residential Design Codes which requires the provision of open space and outdoor living areas.

List of submitters

First Round of advertising

No	Name of submitter	Details	Nature of submission
1	George and Bernyse Patmore	18 Aquanita Place, Wanneroo	Support.
2	Department of Education		Raises no objection to the proposal.
3	M & N Eddison	1 Balcomore Gardens Wanneroo	Object.
4	Anonymous		Object.
5	Anonymous		Object.
6	Elaine Kitto	31 Aquanita Place Wanneroo	Object.
7	A & E Williams	24 Aquanita Place Wanneroo	Object.
8	M & L McGann	12 Aquanita Place, Wanneroo	Object
9	R & P Bascombe	9 Aquanita Place Wanneroo	Object.
10	W & S Klymovich	23 Aquanita Place Wanneroo	Object
11	Anonymous		Object
12	Anonymous		Support R40 coding but object to the road alignment.

Second Round of advertising

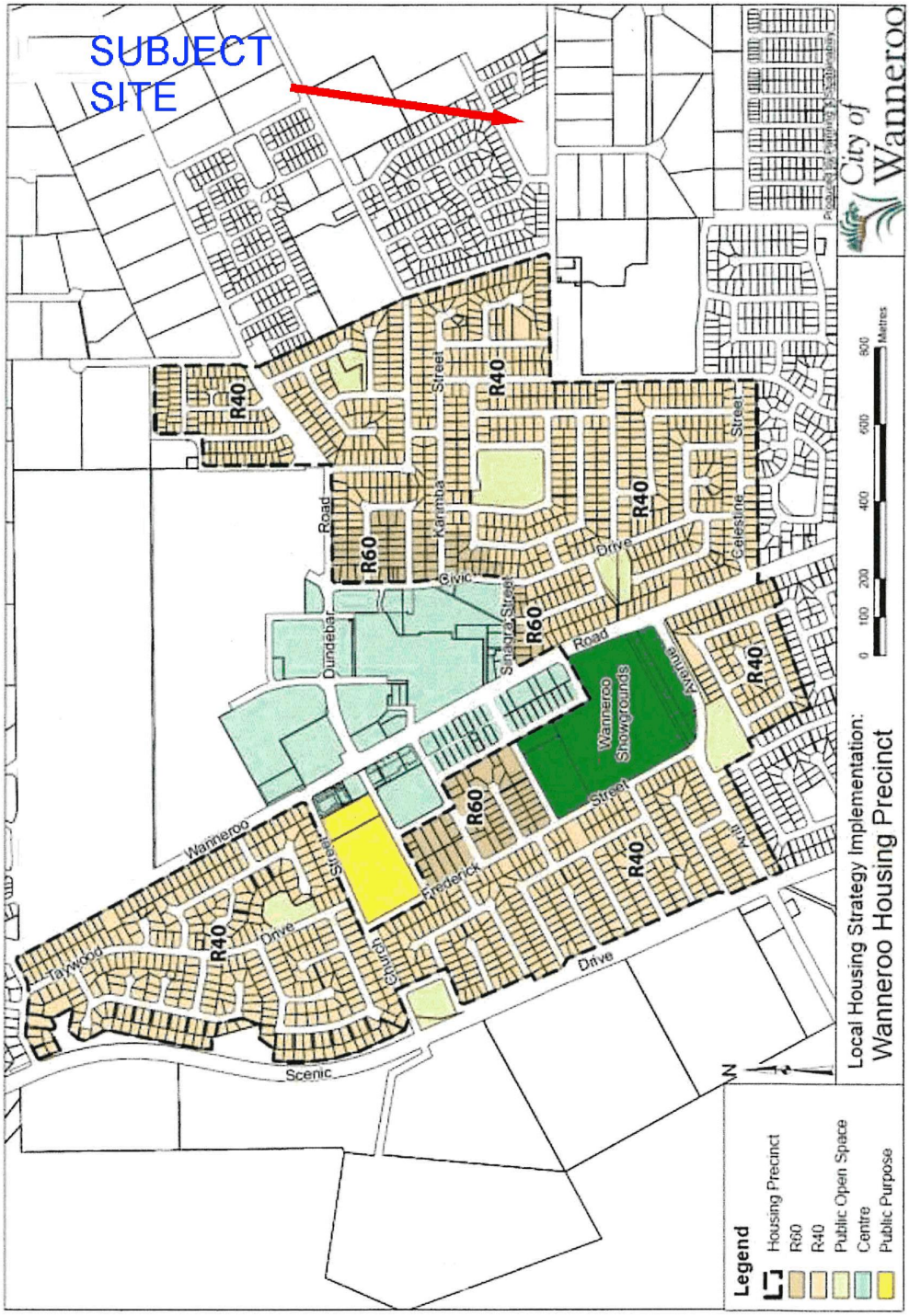
No.	Name of submitter	Details	Nature of submission
13	Anonymous		Object
14	Department of Education		Raises no objection to the proposal.
15	Kyle Roberts (includes 12 other signatories)	56 Amos Road, Wanneroo	Object

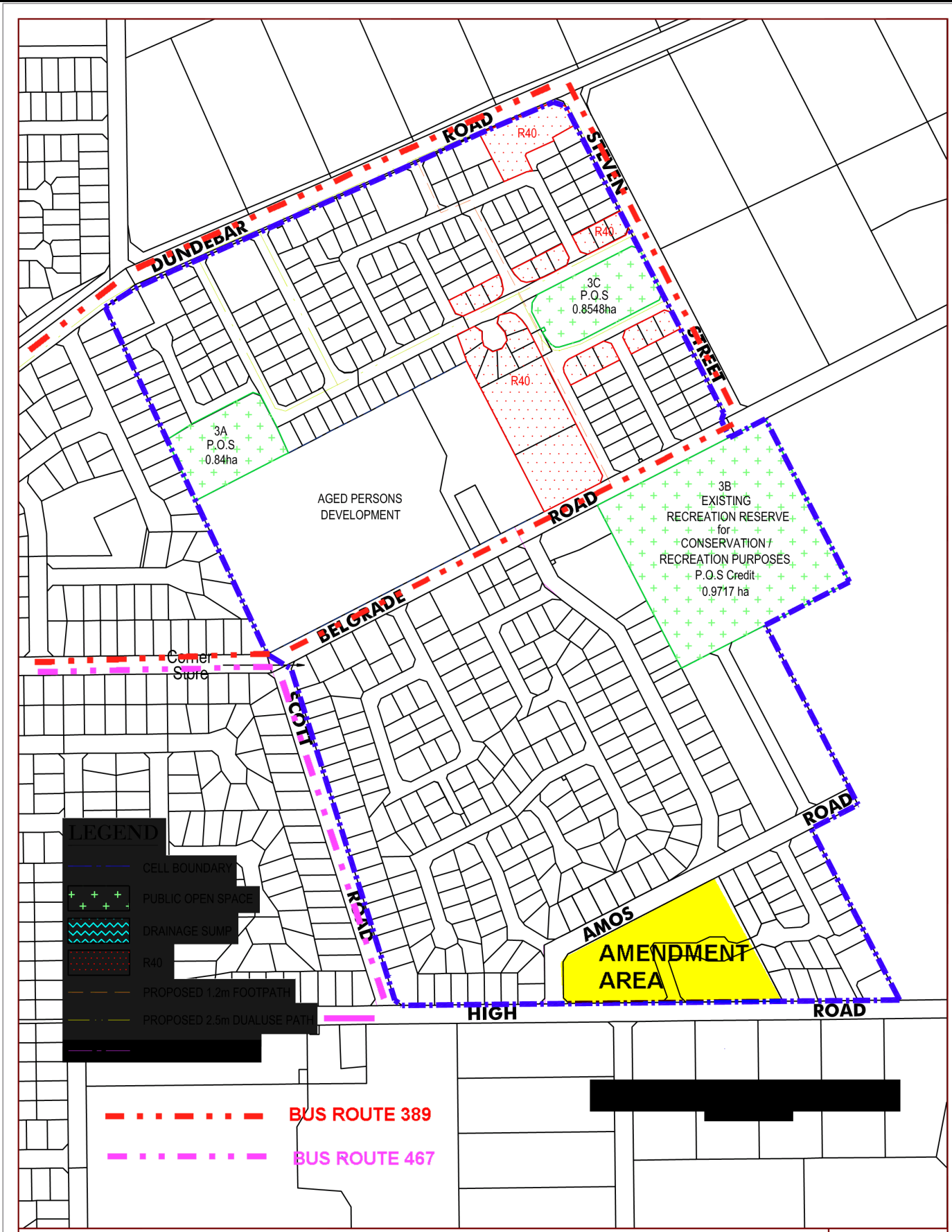

LEGEND
Site Boundary
Cadastre
Proposed Subdivision
Vegetation Condition
Very Good
Very Good to Good
Good
Degraded
Completely Degraded
N
0 3.75 7.5 15 22.5 30 m
Scale: 1:750 @ A3
GDA 1994 MGA Zone 50
SAMUEL PL
ANNA PL
AMOS RD
DANIEL WY
HIGH RD
AQUANITA PL
PROPOSED ROAD REALIGNMENT
GROUPED HOUSING
VG - G
VG
D
CD
G
Source: Cadastre - Landgate, 2017
Orthophoto - NearMaps, 19.12.17
ENVIRONMAPS
COTERRA ENVIRONMENT
Job: TATHIG01
Doc: 006
Date: 5/04/2018
Ph: (08) 9381 5513
Fax: (08) 9381 5514
E: info@coterra.com.au
G & J Morrow
ECOLOGICAL SURVEY REPORT
71 HIGH ROAD, WANNEROO
VEGETATION CONDITION
Figure 6

Planning and Sustainability
Local Planning Policy Framework
Local Planning Policy 3.1: Local Housing Strategy Implementation

City of Wanneroo

10 Appendix 1





City of Wanneroo

CELL 3 - AGREED STRUCTURE PLAN

N
W E
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Not to Scale

COMMENT : Includes Amendments 1, 2 & 3

Prepared by Cartographic Services on the 19 November 2009



City of Wanneroo	**AMENDMENT NO.4 TO EAST WANNEROO CELL 3 APPROVED STRUCTURE PLAN NO.5 - 71 HIGH ROAD, WANNEROO**	**MAP SHOWING THE DISTANCE BETWEEN THE AMENDMENT AREA AND THE BUS STOP ON SCOTT ROAD**	N

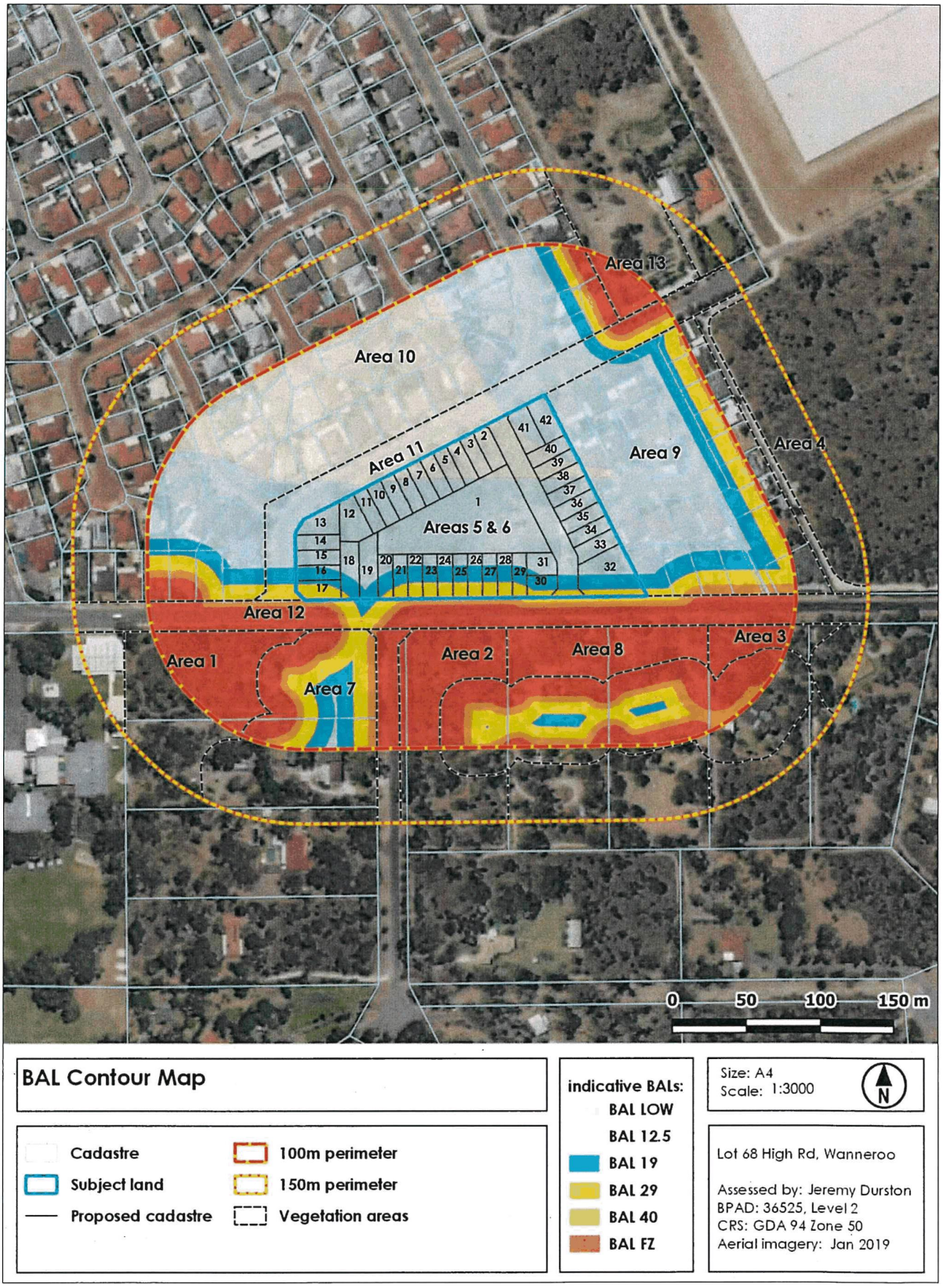


Figure 5D: *BAL Contour Map, concept subdivision*

Page | 28

3.6 Local Planning Policies

File Ref: 3446 – 20/65760
Responsible Officer: A/Director Planning & Sustainability
Disclosure of Interest: Nil
Attachments: 3

Issue

To consider proposed Local Planning Policies prior to the preparation of a report to Council.

Background

As part of the consideration of the City's planning framework, Administration has identified the need for a number of policies.

The three draft policies identified below were presented to Elected Members for discussion at the Council Forum held on 24 February 2020.

A copy of the draft policies is included as **Attachments 1, 2 and 3**.

Draft Policy	Purpose
LPP 4.25: Substantial Commencement	To provide guidance on what constitutes substantial commencement of development
LPP 4.11: Variations to Building Envelopes	To provide guidance on the circumstances that may be considered to modify Building Envelopes
LPP 2.10: Sea Containers	To guide the use of Sea Containers

Detail

Through the course of daily operations and delivery of the planning approvals service to the community, Administration has identified several opportunities to introduce new Local Planning Policies (LPPs) that will serve to clarify and make easier the requirements and processes for these matters.

LPP's are prepared under the provisions of District Planning Scheme No.2 and form an important part of the City's Planning framework. LPPs provide guidance and direction on the City's approach and position on various planning matters, particularly where discretion is being sought or expectations need to be made clear for the community. LPP's also provide for a level of consistency in approach and certainty in relation to planning proposals.

A brief explanation of each of the proposed new LPP's is provided below.

LPP 4.25: Substantial Commencement

The purpose of this proposed policy is to provide guidance on what amount of work determines when a development has been substantially commenced. This is important for dealing with matters where an approval has (or is nearly) expired and works may have commenced or little if any work has actually been undertaken on site.

It is necessary to be able to clearly advise developers and the community whether an approval has lapsed or if sufficient work has been undertaken enabling works or a land use to continue. However, this is not a matter that is clearly defined under the Planning and Development Act or regulations.

This proposed policy will assist with responding to enquiries regarding the validity of development approvals and to enable clear and consistent advice to be provided.

Applications for development approval are typically issued with a requirement that they are commenced within a specified timeframe (the default is two years) otherwise the approval lapses and a new approval will be required. Time limited approvals are necessary to ensure that development is commenced in a reasonable timeframe and because the planning framework changes from time to time.

LPP 4.11: Variations to Building Envelopes

The intent of this policy is to introduce objectives and standards to guide landowners who seek to vary the building envelope on their property. It will also assist Administration to consider such applications in a consistent manner against a clear set of objectives.

Building envelopes are created in various zones for the purpose of restricting the area of a lot which may be built upon. This policy is intended to apply to lots with building envelopes in the various zones. The purpose of Building Envelopes is usually to contain development and prevent clearing of sites in order to protect and retain vegetation while allowing sensitively located development.

Administration often receives applications for seeking to modify the size, location or extent of a building envelope. However there is no specific criteria in DPS 2 that sets out the basis for considering requests to vary building envelopes.

The proposed criteria includes the need to have regard to matters such as loss of vegetation, geophysical constraints (karst etc), the location of dwellings on adjoining lots, impact on neighbours and the landscape. The policy also clarifies that more than one building envelope on a site can be considered as well as variations to the size and shape of the envelope provided the objectives are met.

LPP 2.10: Sea Containers

This policy has been developed to guide and control the use of Sea Containers and ensure that they meet an acceptable standard and do not adversely impact on the amenity of a locality. This is to be achieved through the introduction of objectives and criteria dealing with the standard, nature and positioning of sea containers.

The use of sea containers has become increasingly common in a variety of building applications. Due to their material strength and that they are relatively cheap they are seen by some as a cost effective solution for a range of building needs from dwellings to sheds and even for commercial structures such as shops and hotels.

Sea containers come in a variety of sizes and are typically used for temporary or permanent storage in a variety of situations. They are also used as transportable site offices among a range of other uses. The City has received only a small number of development applications for sea containers over recent years and there have been no complaints related to their use or appearance.

The use of Sea Containers as a building material can be permitted in all areas of the City, but their use and appearance needs to be managed as they can have a negative impact due to their height and scale on adjoining properties and affect the amenity of a locality.

Consultation

In accordance with Clause 4 of the DPS2 Deemed Provisions, it is necessary to formally advertise a proposed LPP for a period of not less than 21 days.

Administration is proposing to advertise the proposed LPPs for a period of 42 days. This is consistent with the way other LPPs have been advertised and allows more time for the provision of comments. Advertising will be undertaken by way of the following:

- Notification in the Wanneroo Times newspaper;
- Display at the Civic Centre and on the City's website; and
- Letter to the Department of Planning, Lands and Heritage.

Comment

The procedures for preparing, amending and revoking LPPs are set out in the Deemed Provisions of DPS 2, which prescribe that a LPP can be prepared on any matter related to the planning and development of its Scheme area, and must be based on sound town planning principles and may address either strategic or operational considerations in relation to matters to which the policy applies.

The proposed LPPs are based on sound planning principles and address operational considerations in the assessment and consideration of development applications. The proposed policies have been set out to improve the manner in which development and other planning proposals are processed and considered and will enhance the City's planning framework by setting appropriate controls and putting in place consistent measures.

The LPP's will guide potential applicants on what the City will and will not take into account when considering proposals.

Statutory Compliance

The above draft LPPs have been prepared in accordance with Division 2 – Local Planning Policies of DPS 2 which outlines the circumstances and procedures for which a local government may prepare a local planning policy.

Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2017 – 2027:

"4 Civic Leadership

4.2 Good Governance

4.2.2 Provide responsible resource and planning management which recognises our significant future growth"

Risk Management Considerations

Risk Title	**Risk Rating**
CO-C01 Compliance Framework	Moderate
Accountability	**Action Planning Option**
Executive Manager Governance and Legal	Manage

Risk Title	**Risk Rating**
CO O01 Relationship Management	Moderate
Accountability	**Action Planning Option**
Director Corporate Strategy and Performance	Manage

The above risks relating to the issues contained within this report have 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.

The preparation of these draft policies will provide additional guidance and direction to assist in achieving the City's objectives of delivering orderly and proper planning.

Policy Implications

The preparation of the above policies is undertaken by Administration to ensure that the City achieves its strategic goals and by conforming to current statutory and legislative provisions through the use of local planning policies.

Financial Implications

The costs associated with undertaking the preparation of the proposed LPPs can be met from the current Planning and Sustainability operational budget.

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. Pursuant to Clause 4 of the Deemed Provisions of the City of Wanneroo District Planning Scheme No.2, resolves to PREPARE the following Local Planning Policies, as contained in Attachments 1,2 and 3:

a) Local Planning Policy 4.25: Substantial Commencement;

b) Local Planning Policy 4.11: Variations to Building Envelopes;

c) Local Planning Policy 2.10: Sea Containers; and

2. ADVERTISES the Local Planning Policies, as shown in Attachments 1, 2 and 3, for a period of 42 days by way of the following:-

a) An advertisement published in the Wanneroo Times newspaper at the commencement of the advertising period;

b) Display at the City of Wanneroo's Civic Centre Building and on the City of Wanneroo's website; and

c) Letter to the Department of Planning, Lands and Heritage.

Attachments:

1⇩.	*Local Planning Policy No. 4.25: Substantial Commencement*	*20/59902*	*Minuted*
2⇩.	*Local Planning Policy No. 4.11: Variations to Building Envelopes*	*20/67641*	*Minuted*
3⇩.	*Local Planning Policy No. 2.10: Sea Containers*	*20/60005*	*Minuted*

Planning and Sustainability
Local Planning Policy No. 4.25
Substantial Commencement of Development

City of Wanneroo

AUTHORISATION	Adopted [insert date of adoption]
REVIEW	Next scheduled review 2024

PART 1 – POLICY OPERATON

Application and purpose

This purpose of this policy is to provide guidance on what constitutes substantial commencement of development in order to determine whether or not a development approval has been activated within the stipulated timeframe.

Objective

The objectives of this policy are:

- To provide a clear description of what constitutes substantial commencement of development approval;
- To provide certainty about the validity of a development approval;
- To provide a clear and consistent manner of determining whether a development approval has been activated within the prescribed timeframe.

Relationship to Other Policies, Guidelines and Documents

This policy is to be read in conjunction with the development standards and requirements of District Planning Scheme No. 2 and its associated policies.

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PART 2 – POLICY PROVISIONS

1. Definitions

For the purposes of this policy, the following definitions apply. For other definitions the District Planning Scheme No. 2 definitions apply.

Substantial commencement	means that some substantial part of work in respect of a development approved under a planning scheme or under an interim development order has been performed;

Development approval	means development approval of the local government obtained under District Planning Scheme No. 2.
Works	in relation to land, means — (a) any demolition, erection, construction, alteration of or addition to any building or structure on the land; and (b) the carrying out on the land of any excavation or other works; and (c) in the case of a place to which a Conservation Order made under the *Heritage of Western Australia Act 1990* section 59 applies, any act or thing that — (i) is likely to damage the character of that place or the external appearance of any building; or (ii) would constitute an irreversible alteration to the fabric of any building;

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2. General policy provisions

Commencement of Development

Where development approval has been granted under clause 68 of District Planning Scheme No. 2:

(a) the development must be substantially commenced —
  (i) if no period is specified in the approval — within the period of 2 years commencing on the date on which the determination is made; or
  (ii) if a period is specified in the approval — within that period; or
  (iii) in either case — within a longer period approved by the local government on an application made under clause 77(1)(a); and

(b) the approval lapses if the development has not substantially commenced within the period determined under paragraph (a).

Where approval has lapsed, no development or works can be commenced until such time that further approval has been sought and obtained.

For the purpose of determining that substantial commencement of a development approval has been undertaken and in order to determine that the approval is valid and has been activated, the following shall be considered to be substantial commencement:

Works considered to be Substantial Commencement of Development

Type of Development	Extent of Works
Development involving construction or works	Earthworks and the laying of the whole slab or flooring of the ground or basement level
Development involving use of land or building	Carrying out the fitting out of premises, where required, and the approved activity has commenced

Works not considered to be Substantial Commencement

Type of Works/Action	Comment
Demolition of existing structures	Not consistent with the definition of substantial commencement
Demolition of structure where the development approval involves partial demolition and/or alteration of an existing building	Not consistent with the definition of substantial commencement
Preparatory works such as surveys, investigations and reports	Considered as preparatory works in relation to a development approval but not actual works
Lodgement or granting of Building Permit	Considered as documentation process and not construction

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Planning and Sustainability
Local Planning Policy No. 4.11
Variations to Building Envelopes

City of Wanneroo

AUTHORISATION	Adopted [insert date of adoption]
REVIEW	Next scheduled review 2024

PART 1 – POLICY OPERATON

Application and purpose

Building envelopes are used in various parts of the City as a means of protecting and retaining vegetation that is deemed to be worthy of retention and as means of ensuring that the proximity of development does not conflict with the use or amenity of the locality in which they are provided. This policy applies to all areas of the City to provide guidance to applicants and the City in regards to the circumstances that may be considered to modify an existing building envelope.

Objective

The objectives of this policy are:

- To ensure that building envelopes are sited to minimise the loss and removal of vegetation;
- To reduce land use conflicts between adjoining properties; and
- To promote the orderly and proper development of land by identifying in what circumstances a building envelope may be varied.

Relationship to Other Policies, Guidelines and Documents

This policy should be read in conjunction with the development standards and requirements of District Planning Scheme No. 2. This policy does not apply to general residential development sites where a local development plan is in place.

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PART 2 – POLICY PROVISIONS

1. Definitions

Building envelope: means an area of land within a lot marked on a plan approved by the responsible authority within which all buildings (not including boundary fences) and effluent disposal facilities on the lot must be contained.

For the purposes of clarity a building envelope excludes areas used for:

- open air car parking areas;

- access driveways;
- boundary fencing;
- firebreaks; and
- services to the dwelling such as water, sewer, power, gas, telecommunications.

2. General policy provisions

Building envelopes are created for various reasons, such as controlling the extent of development and the retention of vegetation and natural landscape features.

Landowners and developers may seek to vary the location, extent and shape of building envelopes in some cases, to accommodate development. This policy has been prepared to provide guidance to applicants for matters to consider when submitting proposals for development approval which seek to vary a building envelope.

In dealing with applications to vary the location and size of an approved building envelope, the City must be satisfied that the proposed envelope will be able to accommodate development that is consistent with the objectives of the zone for the specific area. In this regard the City will require supporting information with an application that demonstrates the form of future development.

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In considering variations to building envelopes, the City will have due regard to the following matters:

- Whether the proposed envelope is similar in area to the area of the current building envelope;
- It is located to avoid and minimise the removal of vegetation that is considered worthy of retention by the City;
- The level of bushfire risk;
- Any geophysical constraints;
- Any building setback distances in the District Planning Scheme No. 2 or other policy;
- The location of any dwellings or other buildings and outdoor living areas on adjoining lots for the purpose of maintaining separation and protection of amenity.

Building envelopes are to generally be of a regular shape and comprise one contiguous area. More than one building envelope may be considered provided that there are no more than three envelopes on any one lot and that the total land area is similar to the total area of the current building envelope.

Notwithstanding the requirements above, an increase in the size of a building envelope may be considered, but any increase should be a maximum of 10% of the area of the original approved building envelope and is required to address the above criteria.

Justification will need to be provided to accompany any proposal to vary a building envelope that is relevant to the purpose such as:

- Environmental reports;
- Bushfire Management Plan;
- Geotechnical study

Such reports or supporting information must be prepared by a suitably qualified expert at the applicants expense.

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Planning and Sustainability
Local Planning Policy No. 2.10
Sea Containers

City of Wanneroo

AUTHORISATION	Adopted [insert date of adoption]
REVIEW	Biennial. Next scheduled review 2024

PART 1 – POLICY OPERATON

Application and purpose

To guide and control the use of sea containers on private property throughout the City in order to ensure that an acceptable standard of development is achieved that does not detrimentally affect the amenity of the locality.

This Policy applies to the use of sea containers on private property throughout the City. Sea containers used in construction or for storage on a site constitute "development" under the City of Wanneroo District Planning Scheme No. 2 and are subject to the requirement for development approval unless otherwise specified in this Policy.

For the purposes of this Policy, the use of sea containers shall be assessed for compliance with this Policy and are not to be assessed as "Outbuildings" as defined by the Residential Design Codes (R-Codes).

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Objective

The objectives of this Policy are:

- To provide guidance and control for the installation and use of sea containers within the City;
- To ensure the visual impact of sea containers does not unreasonably detract from the amenity of adjoining properties and the area generally.

Relationship to Other Policies, Guidelines and Documents

This Policy should be used and read in conjunction with the development standards and requirements of District Planning Scheme No. 2 and the R-Codes.

Planning and Sustainability
Local Planning Policy No. 2.10
Sea Containers

City of Wanneroo

PART 2 – POLICY PROVISIONS

1. Definitions

For the purposes of this Policy a Sea Container is defined as: A large prefabricated metal box of a standard design and size used for the transport of goods by road, rail, sea, or air that can be used for holding or storing goods and equipment temporarily or permanently.

2. General

1. Sea containers will be permitted where used for the storage of building materials and equipment in connection with a building under construction, subject to:

   (a) being on-site only for the time the building works are being carried out; and
   (b) it is only placed on-site after the issue of a building permit on the site; and
   (c) it is removed within 14 days after the building works are completed.

2. Sea containers used for temporary storage purposes will be permitted where on-site for a maximum period of 7 days for the purpose of relocating personal goods to/from a property.

3. Development approval is not required to be obtained for sea containers compliant with Clause 1 or 2 or where compliant with the requirements of District Planning Scheme No. 2 or the deemed to comply requirements of the R-Codes. In all other instances development approval is to be obtained and is to be the subject of consultation with owners and/or occupiers of affected land.

4. In all cases the sea container will:

   (a) Not result in a detrimental impact on the amenity of adjoining land or the area in general
   (b) Not compromise the approved development or use by:
      i. Impinging on any car parking bays required to satisfy the minimum car parking requirement for the approved development or use; or
      ii. Obstructing access; or
      iii. Obstructing a visual truncation provided to an accessway.
   (c) Be in good repair and of a uniform colour to complement the building to which it is ancillary or surrounding natural landscape features; and
   (d) Be appropriately screened (vegetation or otherwise) where considered necessary by the City.

5. Where used for habitable purposes, sea containers are required to comply with all relevant legislation.

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Planning and Sustainability
Local Planning Policy No. 2.10
Sea Containers

City of Wanneroo

Residential zoned land or land used for residential purposes

Development approval is required to be obtained where any variations to the requirements of District Planning Scheme No. 2 or the deemed to comply requirements of the R-Codes is proposed and will be subject to consultation with owners and/or occupiers of affected land. Sea containers may be permitted having regard to the provisions of clause 4 above.

Land not zoned Residential or not used for residential purposes

Development approval is required and may be granted having regard to the provisions of clause 4 above. Consultation with owners and/or occupiers of affected land will be required where stipulated by District Planning Scheme No. 2 or where deemed necessary.

Roads and Reserves

This policy does not apply to the placement of sea containers within local reserves or road reserves, but shall be subject to the City's Local Laws where applicable.

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Assets

Infrastructure Capital Works

3.7 Tender No 19192 - Leatherback Park Sports Amenities Building Construction

File Ref: 32966 – 19/357186
Responsible Officer: Director Assets
Disclosure of Interest: Nil
Attachments: 1

Issue

To consider Tender No. 19192 for the Construction of Leatherback Park Sports Amenities Building, Alkimos.

Background

The project is listed in the 2019/2020 Capital Works Program and involves the design and construction of a sport amenities building at Leatherback Park, an active public recreation reserve located off Fairy Parade in Alkimos. The site is on Lot 9337 on Reserve Number 33506 with a total land area of approximately 4.46ha and is City managed Crown land. There are currently three transportable structures on site; one is used as a storage shed and the other two as change areas/toilets. There are no other existing community or changeroom facilities on site or within the vicinity of Leatherback Park. The reserve is currently used by Alkimos Pirates Lacrosse Club, Alkimos Ball Club, Brighton Seahawks Junior Football Club, Eglinton District Cricket Club, Alkimos Beach Primary School and the West Perth District Football Development for competitions.

Tender No 19192 includes site preparation works, construction of the new sports amenities building and fit out, and will include a multi-purpose room, two changerooms, kiosk, first aid room, umpire room, cleaner's room, timer locked public toilets, verandas, electrical and communications room, bin store and other associated services.

Detail

Tender No. 19192, for the Construction of Leatherback Park Sports Amenities Building, was advertised on 9 October 2019 and closed on Wednesday 30 October 2019.

A non-mandatory site briefing was held on 15 October 2019 at Leatherback Park in Alkimos to provide tenderers the opportunity to inspect the existing site and 4 addendums were issued prior to the closing of the tender.

Essential details of the proposed contract are as follows:

Item	Detail
Contract Form	Major Works AS4000
Contract Type	Lump Sum
Contract Duration	32 weeks (from site possession date and excluding defects liability period)
Contract Award Date	11 March 2020
Site Possession	Late March 2020
Completion Date	Early November 2020

Item	Detail
Defects Period	12 Months
Extension Permitted	No
Rise and Fall	Maximum Perth All Groups CPI increases upon extensions.

Tender submissions were received from the following companies:

Company (full entity name)	Company (abbreviated name)	Business Address (Suburb)
Hoskins Investments Pty Ltd ATF M R Hoskins Family Trust T/A AE Hoskins Building Services	AE Hoskins	Osborne Park
Bistel Construction Pty Ltd	Bistel	Hillarys
Geared Construction Pty Ltd	Geared	Gnangara
LKS Constructions (WA) Pty Ltd	LKS	Malaga
M Construction (WA) Pty Ltd	M Construction	Leederville
Maintenance & Construction Services Australia Pty Ltd	MACS	Kwinana
Mitie Construction Pty Ltd	Mitie	Hillarys
Shelford Construction Pty Ltd	Shelford	East Rockingham

Tender validity for all compliant tender submissions was successfully extended until 30 March 2020 to enable award postponement pending the Community Sporting and Recreation Facilities Fund (CSRFF) grant funding outcomes.

Shortlisting Criteria

The tender included a provision that submissions exceeding 5% over the City's construction pre-tender estimate may not be considered and excluded from further assessment. On that basis, the following four submissions were evaluated further:

Company (abbreviated name)
AE Hoskins
Bistel
Geared
Shelford

Tender Evaluation Panel

The Tender Evaluation panel comprised:

- Project Manager (Chair) – Infrastructure Capital Works;
- Project Manager – Infrastructure Capital Works;
- Planning Officer – Community Facilities;
- Project Architect – Lee Syminton Architect Pty Ltd; and
- Occupational Safety & Health Officer – People and Culture.

Probity Oversight

Oversight to the tender assessment process was undertaken by the City's Contracts Officer.

Tender submissions were evaluated in accordance with the Procurement Evaluation Plan (**PEP**). The PEP included the following selection criteria:

Item No	Description	Weighting
1	Organisational Experience	25%
2	Key Personnel Experience	25%
3	Methodology	25%
4	Occupational Health & Safety	20%
5	Quality Management	5%

Price was not included in the Qualitative Criteria, but was considered as part of the overall value for money assessment and the minimum acceptable baseline for Qualitative Criteria being set at 50%.

Evaluation Criteria 1 – Organisational Experience (25%)

Assessment of this criterion considered the tenderers experience in successfully supplying services of similar nature and circumstance with consideration given to project relevance, type, size and complexity. Based on the response provided by the tenderers the assessment of this criterion has resulted in the following ranking:

Tenderer	Ranking
Geared	1
Shelford	1
Bistel	3
AE Hoskins	4

Evaluation Criteria 2 – Key Personnel Experience (25%)

The tenderers' resources as presented in its tender submissions were assessed in order to evaluate their capacity to meet the requirements of the contract. Assessment of this criterion considered the tenderer's key personnel who will be involved in the project with consideration given to project experience, relevant industry qualifications and type, size and complexity of projects previously undertaken. Based on the response provided by the tenderers, the assessment of this criterion has resulted in the following ranking:

Tenderer	Ranking
Geared	1
Shelford	1
Bistel	3
AE Hoskins	4

Criteria 3 - Methodology (25%)

The tenderers' methodology as presented in the tender submissions was assessed in order to evaluate their capacity and capability to meet the requirements of the contract. Assessment of this criterion considered the tenderers' project management procedures and project methodology, as presented in their tender submissions to evaluate the tenderers' understanding, methods and construction programme to meet the relevant timeframe of the contract. Based on the response provided by the tenderers, the assessment of this criterion has resulted in the following ranking:

Tenderer	Ranking
Geared	1
Bistel	2
Shelford	3
AE Hoskins	4

Evaluation Criteria 4 – Occupational Health & Safety (20%)

Evidence of safety and quality management policies and practices was assessed from the tender submissions. The assessment for safety management was based on the tenderers' responses to an Occupational Health and Safety Management System Questionnaire included within the tender documentation. All tenderers provided details of their safety management systems. Based on the response provided by the tenderers, the assessment of this criterion has resulted in the following ranking:

Tenderer	Ranking
AE Hoskins	1
Shelford	2
Bistel	3
Geared	3

Evaluation Criteria 5 - Quality Management Systems (5%)

Evidence of quality management certification and quality management policies, practices and procedures was assessed from the tender submissions. All tenderers provided details of their quality management systems. Based on the response provided by the tenderers, the assessment of this creation has resulted in the following ranking:

Tenderer	Ranking
Bistel	1
Geared	1
Shelford	1
AE Hoskins	4

Overall Weighted Assessment and Ranking

Tenderer's submissions were reviewed in accordance with the Procurement Evaluation Plan and were assessed for the necessary resources, previous experience, capability, safety and quality management systems to undertake the construction works.

The overall weighted assessment resulted in the following tender ranking:

Tenderer	Ranking
Geared	1
Shelford	2
Bistel	3
AE Hoskins	4

The baseline for the Qualitative Criteria was set at 50% with the four shortlisted tenderers achieving an acceptable qualitative assessment.

Tendered Price Ranking

Tenderers' price submissions were reviewed and **confidential Attachment 1** provides the detailed price information. Price comparisons were undertaken for the primary scope and also the full works, including the optional item. This tender report and recommendation considers the full works including the option to construct the multipurpose room.

Tenderer	Ranking
Bistel	1
Shelford	2
Geared	3
AE Hoskins	4

Overall Comment

Of the four tenderers who achieved an acceptable qualitative assessment, the combined assessments for Price vs Qualitative scores were reviewed. Whilst all conforming tenderers presented good quality submissions, Bistel provided the best value for money. Bistel is therefore recommended as the successful tenderer for this project.

Consultation

Throughout the design phase of the project the City worked collaboratively with key stakeholders, sports clubs and user groups. The public comment process with nearby residents, various sporting clubs and user groups was undertaken from February to March 2019.

As reported in CP03-04/19 *Concept Design – Leatherback Park Sports Amenities Building,* the public comment period for the project was open for a period of four weeks from 18 February to 15 March 2019. An information letter which included the concept and site plan was posted to 835 residents within a 400m radius of the park. Liaison with Department of Education and the Alkimos Beach Primary School regarding the approval of concept plans was carried out on 6 March 2019.

Key internal stakeholders have been engaged during various stages of the design phase, and were invited to provide comment at several stages.

Post tender award and during the construction phase, the City will provide regular progress updates on key project milestones or events; post information on City's webpage and media channels.

Statutory Compliance

Tenders were invited in accordance with the requirements of Section 3.57 of the *Local Government Act 1995*. The tendering procedures and evaluation complied with the requirements of Part 4 of the *Local Government (Functions and General) Regulations 1996*.

Necessary building permit application will be made by the recommended tenderer following the tender award.

Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2017 – 2027:

"1 Society

1.1 Healthy and Active People

1.1.2 Facilitate opportunities within the City to access peak and elite activities"

"3 Environment (Built)

3.4 Activated Places

3.4.2 Provide safe spaces, centres and facilities through our infrastructure management and designs for community benefit and recreation"

Enterprise Risk Management Considerations

Risk Title	**Risk Rating**
CO-O07 Purchasing	Moderate
Accountability	**Action Planning Option**
Executive Management Team	Manage

Risk Title	**Risk Rating**
CO-O08 Contract Management	Moderate
Accountability	**Action Planning Option**
Executive Management Team	Manage

Risk Title	**Risk Rating**
CO-O17 Financial Management	Moderate
Accountability	**Action Planning Option**
Executive Management Team	Manage

Financial and Performance Risk

Financial Risk

An independent financial risk assessment was undertaken as part of the tender evaluation process by Equifax Australasia Credit Ratings Pty Ltd. The outcome of this assessment advised that Bistel has a 'Satisfactory' financial capacity to undertake the contract.

As per tender requirements, Bistel Constructions Pty Ltd is required to provide two bank guarantees with a combined total of 5.0% of the contract value, 2.5% to be returned at practical completion and 2.5% to be returned at finalisation of defects liability, to be paid to the City within 14 days of acceptance of tender.

Performance Risk

Bistel undertook the works for the Yanchep Surf Club including civil works and Yanchep Sports Amenities Building for the City in 2017, delivering an excellent quality build on schedule and within budget. No claims, disputes or notices of default are registered against the company.

Independent reference check from City of Rockingham confirmed the recommended tenderer has achieved positive results across all criteria for a similar contract and is highly recommended to undertake work included in this contract.

Social and Environmental (Sustainable Procurement) Considerations

The Tender document included this consideration as a non-weighted criterion and all conforming submissions were deemed to satisfy this requirement.

Broader Economic Impact Implications for the City of Wanneroo

The Tender document included broader economic impact implications as a non-weighted criterion through the use of a *Buy Local* questionnaire. Tender Number 19192 was advertised in October 2019, before the City's current tender selection criteria was updated to include 'Buy Local' as a weighted criteria.

Bistel confirmed that it has seven employees and seven subcontractors living and operating locally and are committed to materials and manufacturing goods from Wanneroo and surrounds where possible.

Policy Implications

Tenders were invited in accordance with the requirements of the City's Purchasing Policy.

Financial (Budget) Implications

The table below summarises the available funding for the project, current expenditures and the recommended tender price by Bistel Construction Pty Ltd for the provision of major works for construction of Leatherback Park Sports Amenities Building and Multipurpose Room and associated expenses:

PR-2990 Leatherback Park Sports Amenities Building

Description	Expenditure	Budget
Budget:		
Allocated Capital Works Budget for 2018/19 (PR-2990)		$40,000
Allocated Capital Works Budget for 2019/20 (PR-2990) ($165,000 reallocated to 20/21 at MYR)		$255,000
Allocated Capital Works Budget for 2020/21 (PR-2990)		$1,478,000
Expenditure:		
Expenditure incurred in 2018/2019	$35,407	
Expenditure incurred to date (2019/2020)	$53,718	
Commitment to date	$40,568	
Project Management & Professional Fees	$40,000	
RFT 19192 – For construction of Leatherback Park Sports Amenities Building (Total Lump Sum including Multipurpose room) Recommended Tenderer – Bistel Constructions Pty Ltd	$1,420,773	
Other Works (Transportable building relocation, pave extra footpath area as per school request, design & install reticulation, CCTV and turf etc.)	$75,976	
Construction Contingency (for main works & multipurpose room)	$106,558	
Total Expenditure	**$1,773,000**	
Total Funding		**$1,773,000**

The City requested an amount of $555,667 through the CSRFF grant funding process; however, only $400,000 was successful. Therefore, it is proposed that the shortfall of $155,667 in the draft 2020/21 Capital Budget will be sourced from Municipal Funds.

Voting Requirements

Simple Majority

Recommendation

That Council:

1. **ACCEPTS the tender submitted by Bistel Constructions Pty Ltd for Tender No.19192, for the provision of Major Works for Construction of Leatherback Park Sports Amenities Building and Multipurpose Room at the Fixed Lump Sum Price of $1,420,772.28 in accordance with the terms and conditions specified in the tender document and subject to the City receiving all necessary permits and approvals; and**

2. **NOTES the addition of $155,667 of Municipal Funding in the draft 2020/2021 capital budget to cover the shortfall of the Community Sporting and Recreation Facilities Fund (CSRFF) grant for the construction of Leatherback Park Sports Amenities Building and Multipurpose Room.**

Attachments:

1⇩. Attachment 1 - Tender 19192 Leatherback Park Confidential attachment 20/57709

Attachment 1

Tender 19192 for the Provision of Construction Services for the proposed Leatherback Park Sports Amenities Building

This attachment is confidential and distributed under separate printed cover to all Elected Members.

Administration Use only

Attachment 1 – TRIM# 19/447420

Waste Services

3.8 Better Bins Funding Agreement

File Ref: 1458V02 – 20/65987
Responsible Officer: Director Assets
Disclosure of Interest: Nil
Attachments: 1

Issue

To consider Better Bins Kerbside Collection Program Funding Agreement with the Department of Water and Environmental Regulation.

Background

The Waste Authority, on behalf of the Department of Water and Environmental Regulation (DWER), offers funding to local governments through the Better Bins Kerbside Collection Program (Better Bins). The Better Bins program encourages the use of a three bin system, general waste, commingled recycling and food organics and/or garden organics, to support greater source separation and higher recovery rates.

Better Bins funding is determined by the type of kerbside services provided by local governments and the number of households to which services are provided. The Better Bins funding methodology is provided below:

Kerbside Collection Preference	Kerbside Collection Services—Households			Funding allocation per household
	General waste Red lid	Comingled recycling Yellow lid	Green waste/ organic Lime green lid	
Preference 1 Three bin system, small general waste	140L or less weekly	240L or more fortnightly	240L or more fortnightly	$30
Preference 2 Three bin system, standard general waste	240L or less weekly	240L or more fortnightly	240L or more fortnightly	$24
Preference 3 Two bin system, small general waste	140L or less weekly	240L or more fortnightly	–	$10
Preference 4 Two bin system, standard general waste	240L or less weekly	240L or more fortnightly	–	$4

Council considered Item No AS04-03/18 - Better Bins Program Application at its meeting on 6 March 2018 and resolved to:

"1. AUTHORISES Administration to prepare an application for funding under the Waste Authority's "Better Bins" program for the introduction of a three bin system;

2. AUTHORITISES the Chief Executive Officer to consider, approve and submit an application for the Waste Authority's "Better Bins" program which will include the

program objectives, community education and information program, roll out details and ongoing data collection, development of key performance indicators (KPIs) and reporting program;

3. *REQUESTS that a further report be prepared and presented to Council to provide full details of the 'Better Bins Program' including financial analysis, risk and implications associated with the Program before any final decision on the implementation of the Program or the acceptance of any offer of funding; and*

4. *NOTES that the Director Assets will present to Council the outcome of the Waste Service Review by mid-2018 which will provide strategic direction on the preferred service model for waste and which will have a direct bearing on this application."*

Administration initiated action to implement Council's decisions, with Council considering a further report at its meeting on 21 August 2018, Item No AS02-08/18 - *Service Delivery Review - Waste Services* and resolved (in part) to:

"1. RECEIVES the "Waste Services Service Delivery Review 2018 – Report";

2. *ENDORSES the implementation of the Draft "Waste Services Service Delivery Review 2018 – Transition Plan" as detailed in Attachment 2;*

3. *ENDORSES the City's application for funding through the Better Bins Kerbside Collection Program;"*

This report considers the details of the action taken by Administration and the funding agreement negotiated with DWER.

Detail

Implementing a FOGO three bin system fully aligns with the objectives of the recently published Western Australia Waste Avoidance and Resource Recovery State Waste Strategy 2030.

To fully understand all waste management options available to the City for organics processing, a non-procurement *Expression of Interest* was developed and published in January 2019. Six submissions were received that concluded Food Organics and Garden Organics (FOGO) processing could be available locally (within the City's boundary) and information on the likely costs.

In line with the Better Bins Program, Waste Services Service Delivery Review Transition Plan and the City's Strategic Waste Management Plan, a detailed business case was developed to assess the suitability of a Three Bin Kerbside Collection System (Better Bins program) for separately collected food and garden organics waste.

The business case for the implementation of a Three Bin Kerbside Collection System was considered by Council at its meeting on 2 July 2019; Item No AS06-07/19, and resolved in part, to:

"1. APPROVES the implementation of the Three Bin Kerbside Collection System (as per Options 2B and 3B in the Business Case) in line with the Waste Authority's Better Bins program, that separately collects Food and Garden Organics wastes for onward processing by a third party contractor in to an Australian Standard AS 4454-2012 compliant product;

2. *AUTHORISES administration to invite tenders for the commissioning of a suitable contractor to process the City's Food and Garden Organics waste;*

3. *SEEKS a further report following the completion of the tender process as per Recommendation 2, detailing the implementation schedule including key milestones and dates, risk mitigation strategies, and deployment details;*

4. *AUTHORISES the Chief Executive Officer to finalise and authorise the Better Bins Program Funding Agreement with the Waste Authority."*

In September 2019 a tender for the Provision of FOGO Processing was advertised; six responses were received. Following the City's evaluation of the tender submissions, it became apparent that the waste management industry had not developed its FOGO processing options significantly since the EOI process conducted by the City in December 2018. As a result:

- No FOGO option would be available by the City's target date of 1 July 2020;
- No processing options are available within the City's boundaries; and
- The gate fee proposed by tenderers was higher than previously indicated from the earlier EOI process.

Following this, Council considered Item No AS02-12/19 at its meeting on 10 December 2019 and resolved, in part to:

"1. DECLINES all tender submissions for Tender No. 19168 Provision of Food Organics and Garden Organics Processing, in accordance with the conditions of tendering; and

2. *AUTHORISES administration to invite tenders for the commissioning of a suitable contractor for the processing City's Garden Organic materials to enable the implementation of the Three Bin Kerbside Collection System (as per Options 2A and 3A as explained in the report); that separately collects Garden Organics for onward processing by a third party contractor."*

In line with Council's decision, Administration is now developing the Three Bin Kerbside System project based on separate garden organics (GO) processing until such time as industry matures and FOGO processing becomes available locally. This project would be based on households on 400sqm lots and over receiving a third GO bin (approximately 56,000 households); all other households remaining on a two bin system with the option for all other households to opt in to the three bin system.

As per the above Council decision of 2 July 2019, a Better Bins Kerbside Collection Application was submitted to the Waste Authority/Department of Water and Environmental Regulation on 11 July 2019.

A Funding Agreement offer was made to the City on 11 October 2019. The $2,520,000 grant funding offered was in line with the City's intention to provide a FOGO service to approximately 84,000 properties, information below refers:

Payment type	Amount	Timeframe
Preliminary (first) instalment	$1,230,728	2019-20
Second (milestone) instalment	$800,000	2020-21
Third and final instalment	$489,272	2021-22

The Funding Agreement was reviewed by the City's Legal Services and after consultations, changes to the Funding Agreement were and accepted by both DWER and the City; and an amended Funding Agreement was received on 17 December 2019.

Following receipt of the amended Funding Agreement, the City informed DWER of the Council decision of 10 December 2019 to implement a three bin system based on Garden

Organics (GO) process and not FOGO processing; and highlighted the potential change in funding allocation as not all households would receive a third bin.

Administration met with DWER on 3 January 2020 to discuss the proposed changes that were required to funding agreement. DWER was satisfied that the City had fully exhausted all avenues to secure FOGO processing associated with the implementation of a Three Bin FOGO Kerbside Collection System. Administration subsequently secured the best outcome the City could achieve and obtained DWER's agreement to provide the full $2.52M funding. DWER advised that all households (up 84,000) will receive the $30 full funding allocation per household on the proviso the City commits to transitioning to FOGO in line with the objectives of *The Waste Avoidance and Resource Recovery Strategy 2030* (State Waste Strategy and subject to market readiness). As per the proposed funding agreement, funding is allocated across three financial years as per the following the payment schedule:

Payment type	Amount	Timeframe
Preliminary (first) instalment	$1,230,728	2019-20
Second (milestone) instalment	$800,000	2020-21
Third and final instalment	$489,272	2021-22

A copy of the Better Bins Program Funding Agreement is provided as **Attachment 1** to this report.

Consultation

Consultation has occurred with external stakeholders including the Department of Water and Environmental Regulation and Waste Authority.

Comment

In line with Council decisions, Administration has liaised with DWER on an ongoing basis and negotiated an outcome for the City which enabled the receipt of maximum funding under the Better Bins Program. It is noted that in agreeing to the provision of this funding, DWER has taken into account the City's efforts to implement waste management solutions as per *The Waste Avoidance and Resource Recovery Strategy 2030* (State Waste Strategy); and that the City is now proposing to implement the Three Bins Kerbside Collection System based on separate Green Organics (GO) processing as responses for the tender for the Provision of Food Organics and Garden Organics Processing confirmed that the waste management industry has not developed its FOGO processing options yet.

It is recommended that Council endorses the Funding Agreement for Better Bins Kerbside Collection Program between the City and the State of Western Australia; and authorises the Chief Executive Officer to execute the agreement as provided in **Attachment 1**.

Statutory Compliance

Waste Avoidance and Resource Recovery Act 2007, Western Australian Waste Avoidance and Resource Strategy 2030.

Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2017 – 2027:

"3 Environment (Natural)

3.3 Reduce, Reuse, Recycle, Waste

3.3.3 Create and promote waste management solutions"

Risk Management Considerations

Risk Title	**Risk Rating**
CO-O22 Environmental Management	High
Accountability	**Action Planning Option**
Director Planning & Sustainability	Manage

Risk Title	**Risk Rating**
CO-O17 Financial Management	Moderate
Accountability	**Action Planning Option**
Director Corporate Strategy and Performance	Manage

Risk Title	**Risk Rating**
CO-O21 Competitive Services Costings	High
Accountability	**Action Planning Option**
Director Community and Place	Manage

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

Council also concluded when developing their risk appetite in line with Enterprise Risk Management that it in terms of the strategic implications 3, Environmental Natural, 3.3.3 Create and promote waste management solutions, ***Council is prepared to accept moderate risk to reputation and financial risk in assisting and guiding a change in community perceptions and behaviours to achieve sustainable outcomes.***

Policy Implications

The details and recommendation made in this report are in alignment with the Waste Management Services Policy, Strategic Waste Management Plan and Waste Local Law 2016.

Financial Implications

Subject to Council's decisions on the recommendations made in this report, the City will receive Better Bins Program funding allocation of $2,520,000 as per the following payment schedule:

Payment type	**Amount**	**Timeframe**
Preliminary (first) instalment	$1,230,728	2019-20
Second (milestone) instalment	$800,000	2020-21
Third and final instalment	$489,272	2021-22

A financial analysis of the Three Bin Kerbside Collection System project has been undertaken. It is noted that there will likely be significant capital and operational expense to

purchase and roll out the waste bins, including the extra annual cost of collection. Indicative financial modelling concludes the Three Bin Kerbside Collection System project will require approximately $7M capital funding and $1.2M operational funding over three financial years; appropriate funding provision including the receipt of the Better Bins Program funding allocation of $2,520,000 will be listed for Council's consideration in the City's annual budgets and Long Term Financial Plan.

Voting Requirements

Absolute Majority

Recommendation

That Council:-

1. **ENDORSES the Funding Agreement for Better Bins Kerbside Collection Program between the City and the State of Western Australia as referenced in this report; and**

2. **AUTHORISES, BY ABSOLUTE MAJORITY, the Chief Executive Officer to execute the Funding Agreement for Better Bins Kerbside Collection Program between the City and the State of Western Australia.**

Attachments:
1⇩. City of Wanneroo/Better Bins - Funding Agreement - final revision 3 Feb 2020 20/49450

The State of Western Australia

and

City of Wanneroo

CONTRACT DWERVT1935

Funding Agreement

Better Bins Kerbside Collection Program

Department of Water and Environmental Regulation
Waste Avoidance and Resource Recovery Division
Locked Bag 10
JOONDALUP DC WA 6919
Telephone: (08) 6364 6965
betterpractice@dwer.wa.gov.au

FUNDING AGREEMENT

This Agreement is made on: _____

BETWEEN:

The **State of Western Australia**, represented by the Department of Water and Environmental Regulation acting for the Waste Authority, a statutory body established by section 8 of the *Waste Avoidance and Resource Recovery Act 2007*, of Prime House, 8 Davidson Terrace, Joondalup in the State of Western Australia.

AND:

City of Wanneroo (ABN 64 295 981 165), a local government established as a body corporate under section 2.5 of the *Local Government Act 1995* (WA), of 23 Dundebar Road, Wanneroo, in the State of Western Australia ("**Recipient**").

BACKGROUND

A. The Better Bins Kerbside Collection Program (**Program**) is a scheme funded from the Western Australian State Government's Waste Avoidance and Resource Recovery Account (**WARR Account**), which under section 80(1)(a) of the *Waste Avoidance and Resource Recovery Act 2007* (WA) may be used to fund programs relating to the management, reduction, reuse, recycling, monitoring or measurement of waste.

B. The Program has been developed by the Waste Authority to provide financial incentives for local governments to implement the *Better Bins: Kerbside Collection Guidelines.*

C. The Waste Authority has agreed to provide the Recipient with a grant of funds subject to the terms and conditions of this agreement.

THE PARTIES AGREE AS FOLLOWS:

1. DEFINITIONS AND INTERPRETATION

In this Agreement, unless the context otherwise requires:

Agreement means this Funding Agreement, including any schedules or annexures (if any) as signed and dated by the Parties.

Acquittal occurs when:

(a) the Recipient has provided the Waste Authority with all reports and financial information required by clause 3 and Schedule 2;

(b) the Waste Authority has advised the Recipient in writing that all information provided by the Recipient in accordance with clause 3 and Schedule 2 is satisfactory; and

(c) the Waste Authority has paid all Grant Funds to the Recipient.

Auditor General means the Auditor General for the State of Western Australia.

Business Day means a day other than a Saturday, Sunday or public holiday in Western Australia.

Commencement Date is the date specified in item 1 of Schedule 1.

Complementary Measures means education, information, promotion, training, enforcement and waste audit activities undertaken as part of the Project.

Complementary Measures Plan means a document describing any Complementary Measures that will be undertaken as part of the Project and timeframes for undertaking the Complementary Measures.

Department means the Department of Water and Environmental Regulation or any other department, body or instrumentality charged with the administration of this Agreement from time to time on behalf of the State of Western Australia.

Execution Date means the date on which the last Party signs this Agreement.

Government Authorisations means all approvals, consents, authorisations, permits, clearances, licences, or other requirements that are required from any government agency for a Party to carry out the Project and perform its obligations under this Agreement.

Grant Funds means the amount or amounts specified in item 6 of Schedule 1.

Law means any law in force in the jurisdiction of Western Australia and the Commonwealth of Australia, including common or customary law, equity, judgment, legislation, order, regulation, statute, by-law, rule, ordinance or other legislative or regulatory measure and includes any amendment, modification or re-enactment.

Party means each of the Waste Authority or the Recipient as the context requires and **Parties** means both of them.

Personnel includes employees, officers, contractors, subcontractors, agents and authorised representatives**.**

Project means the initiative or activities described in item 3 of Schedule 1.

Project End Date is the date specified in item 2 of Schedule 1.

Project Material means all and any information, data, reports, design or other work or material arising from or associated with the Project created by or on behalf of the Recipient.

WARR Account means the Waste Avoidance and Resource Recovery Account established under the WARR Act.

WARR Act means the *Waste Avoidance and Resource Recovery Act 2007* (WA).

Written Approval means approval in writing by the Chair of the Waste Authority or the Program Coordinator of the Better Bins Kerbside Collection Program, Waste Avoidance and Resource Recovery Division, and includes an approval via email.

2. TERM

This Agreement shall commence on the Execution Date and, unless terminated earlier, shall continue until Acquittal.

3. PAYMENT OF GRANT FUNDS

3.1 Preliminary (first) payment

(a) At any time after the Execution Date, the Recipient shall provide a Tax Invoice to the Waste Authority in respect of the amount specified in item 6(b) of Schedule 1.

(b) The Waste Authority will pay this amount within 30 days of receiving the Tax Invoice.

(c) The Recipient must submit a preliminary report that complies with the requirements of item 1 of Schedule 2 by no later than 2 months after the Execution Date.

(d) The Waste Authority shall engage an independent auditor, at the Waste Authority's expense, to provide an audited version of the report submitted under paragraph (c) above.

3.2 Milestone payments

(a) After the Recipient has completed a milestone set out in item 6(b) of Schedule 1, the Recipient may make a claim for the corresponding milestone payment by providing to the Waste Authority:

(i) a Tax Invoice in relation to the milestone payment; and

(ii) a milestone report that complies with the requirements of item 3 of Schedule 2.

(b) The Waste Authority shall pay the Recipient the amount claimed within 30 days of receipt of the claim if it is satisfied that the milestone report provides sufficient evidence that the relevant milestone has been achieved.

3.3 Final payment

(a) At any time after the Project End Date, the Recipient may make a payment claim for the amount specified in item 6(b) of Schedule 1.

(b) The payment claim shall include:

(i) a Tax Invoice in respect of the amount claimed; and

(ii) a final report that complies with the requirements of item 4 of Schedule 2, and attaches copies of all receipts and any evidence of expenditure incurred in relation to the Project.

(c) The Waste Authority shall engage an independent auditor, at the Waste Authority's expense, to provide an audited version of the report submitted under paragraph (b)(ii) above.

(d) If the Waste Authority is satisfied with the Recipient's progress in relation to the Project, it shall pay the amount claimed within 30 days of receipt of the audited report.

4. REDUCTION OF PAYMENTS – UNDERSPENDING

The Waste Authority may reduce the amount of any payment of Grant Funds where it is satisfied that the actual expenditure incurred by the Recipient in relation to the Project at the date of a payment claim is less than the amount due for payment under clause 3 above.

5. OBLIGATIONS OF RECIPIENT

5.1 Use of Grant Funds

The Recipient must use the Grant Funds solely for the purpose of carrying out the Project in accordance with this Agreement.

5.2 Acknowledgment of the Waste Authority

The Recipient shall acknowledge the Waste Authority and the State of Western Australia in the manner set out in Schedule 3.

5.3 Request for information

The Recipient shall provide the Waste Authority with any documents or information relating to this Agreement or the Project within 10 Business Days of receiving such a request from the Waste Authority.

5.4 Accounts

(a) The Recipient must provide a detailed financial status report by 1 March each year, detailing expended Grant Funds and financial commitments to the end of each financial year.

(b) Where Grant Funds are not yet expended, Grant Funds must be committed by the dates specified in the schedules and, regardless, no later than 1 June of the relevant financial year. Evidence of commitments must be included in the financial status report.

5.5 Special conditions

The Recipient agrees to comply with the special conditions specified in item 4 of Schedule 1.

5.6 Recipient's general obligations

The Recipient must:

(a) at all times duly perform and observe its obligations under this Agreement and must inform the Waste Authority of any occurrence which might adversely affect its ability to do so in a material way, as soon as practicable and no later than 21 days;

(b) undertake its responsibilities under this Agreement with integrity, good faith and probity in accordance with good corporate governance practices;

(c) not, nor attempt to, sell, transfer, assign, mortgage, charge or otherwise dispose of or deal with any of its rights, entitlements and powers or obligations under this Agreement;

(d) comply with all Laws;

(e) obtain (prior to the release of any Grant Funds), and comply with throughout the term of this Agreement, all Government Authorisations necessary in order to carry out the Project;

(f) cooperate fully with the Waste Authority in the administration of this Agreement;

(g) use open and fair contracting processes when procuring goods and services;

(h) upon 14 days of written notice, provide the Waste Authority, or its authorised agents, with access at a reasonable time to the Recipient, and from time to time, to the Recipient's premises, financial records, other documents, equipment and other property

for the purpose of audit and inspection by the Waste Authority in order to verify compliance by the Recipient with this Agreement.

5.7 Disclosure obligations

The Recipient must disclose to the Waste Authority, as soon as practicable:

(a) any private interest or pecuniary benefit it or any of its Personnel may obtain by reason of the Project or the payment of the Grant Funds; and

(b) any funding obtained at any time prior to this Agreement, or during the term of this Agreement, from any government or non-government source in relation to the Project other than the Grant Funds provided under this Agreement.

5.8 Cooperation with auditor

The Recipient must:

(a) provide the Waste Authority's auditor with any information requested by the auditor within ten business days of receiving a written request;

(b) meet with the Waste Authority's auditor if requested, at an agreed time; and

(c) provide the Waste Authority's auditor with all reasonable assistance requested.

6. REPAYMENT OF GRANT FUNDS

If:

(a) any of the Grant Funds are spent for any purpose not authorised by this Agreement;

(b) for any reason, the amount of the Grant Funds paid to the Recipient is more than that required to carry out the Project; or

(c) at the Project End Date, there remains any portion of Grant Funds which has not been spent,

the Waste Authority may send the Recipient a written request requiring it to repay any misspent, overpaid or unused portion of the Grant Funds to the WARR Account within 30 days, and the Recipient must comply with such a direction.

This clause continues in force following the expiry or termination of this Agreement.

7. LIMITATION OF LIABILITY

The Waste Authority does not accept any responsibility or liability for the success or otherwise of the Project and is not liable for any losses which may be suffered by the Recipient in undertaking the Project. This clause continues in force following the expiry or termination of this Agreement.

8. INSURANCE

In connection with the undertaking of the Project, the Recipient must have and maintain during the term of this Agreement valid and enforceable insurance policies for:

(a) public liability insurance with indemnity cover of not less than $10,000,000.00 per occurrence in respect of activities undertaken under this Agreement or in carrying out the Project;

(b) workers' compensation insurance as required by Law for the term of this Agreement; and

(c) insurance against any loss or damage to an asset purchased with Grant Funds for the term of this Agreement.

The Recipient shall provide, upon request of the Waste Authority, evidence of the existence and currency of the insurance required by this clause.

9. INDEMNITY

The Recipient indemnifies (and agrees to keep indemnified) the State of Western Australia, the Waste Authority, the Department and all of their respective Personnel, against all costs, losses, expenses, claims, damages and other liabilities (including, without limitation, legal costs and expenses) (**Claim**) resulting from any action, suit, claim, demand or proceeding taken or made by any third party arising from:

(a) any negligent or unlawful act or omission of the Recipient, or any of its officers, employees, contractors or agents, arising out of or in connection with this Agreement; or

(b) any breach by the Recipient of the terms of this Agreement, except to the extent that the Claim is caused by the negligent or unlawful act or omission of the State of Western Australia, the Waste Authority, the Department and all of their respective Personnel.

The indemnity shall continue in force following the expiry or termination of this Agreement.

10. *FREEDOM OF INFORMATION ACT 1992* AND *FINANCIAL MANAGEMENT ACT 2006*

(a) The Recipient acknowledges and agrees that this Agreement and information regarding it is subject to the *Freedom of Information Act 1992* and that the Waste Authority may publicly disclose information in relation to this Agreement, including its terms and the details of the Recipient.

(b) The Parties acknowledge and agree that, despite any other provision of this Agreement to the contrary, the powers and responsibilities of the Auditor General under the *Financial Management Act 2006* are not limited or affected by this Agreement.

(c) The Recipient must allow the Auditor General, or an authorised representative, to have access to and examine the Recipient's records and information concerning this Agreement.

11. ADMINISTRATION OF AGREEMENT

The Recipient acknowledges that:

(a) the Waste Authority is serviced by Personnel of the Department (**Department Personnel**) under section 16 of the WARR Act;

(b) the Waste Authority has authorised Department Personnel to administer this Agreement, exercise its rights or perform its obligations on its behalf;

(c) Department Personnel comprise of Director, Waste Avoidance and Resource Recovery Division, and Executive Director, Strategic Policy; and

(d) any such administration, exercise of rights or performance by Department Personnel will be deemed to be administration, exercise or performance by the Waste Authority for the purposes of this Agreement.

12. INTELLECTUAL PROPERTY

(a) The Recipient agrees to grant the Waste Authority a non-exclusive licence to:

(i) use, publish and disseminate the Project Material for the purposes of carrying out the Waste Authority's functions; and

(ii) with the Recipient's prior written consent, permit other local governments to use, publish and disseminate the Project Material for the purposes of carrying out waste-related programs.

(b) The Recipient warrants that it will, where appropriate, obtain all licences, consents and approvals required from third parties in order for the Waste Authority to exercise its rights in relation to the Project Material.

(c) The Waste Authority may, from time to time, and upon 14 days' notice, require the Recipient to provide the Waste Authority with copies of any existing drafts or plans for Project Material that has not, at the time of notice, been publicly disseminated.

(d) The Recipient indemnifies, and will keep indemnified, the State of Western Australia (**State**) against all actions, suits, proceedings, claims, demands and costs occasioned to the State resulting from the actual or alleged infringement of the intellectual property rights of any third party arising in relation to the Project.

13. NOTICES

Any notice or other communication that may or must be given under this Agreement:

(a) must be in writing;

(b) may be given by a Party's agent or their authorised Personnel;

(c) must be:

(i) hand delivered or sent by prepaid post to the address of the Party receiving the notice as set out in item 5 of Schedule 1; or

(ii) sent by email to the email address of the Party receiving the notice as set out in item 5 of Schedule 1.

(d) subject to paragraph (e), is taken to be received:

(i) in the case of hand delivery, on the date of the delivery;

(ii) in the case of post, on the third Business Day after posting; or

(iii) in the case of email, on the date of the transmission; and

(e) if received after 5:00pm on a day other than a Business Day, is taken to be received on the next Business Day.

14. DEFAULT AND TERMINATION

14.1 Event of Default by Recipient

An Event of Default occurs if:

(a) the Recipient uses any part of the Grant Funds for an unauthorised purpose;

(b) the Recipient breaches its duty of disclosure in clause 5.7 above;

(c) the Recipient breaches any of its other obligations under this Agreement, which breach continues for 10 Business Days after notice in writing has been given to Recipient by the Waste Authority identifying the breach and requiring it to be remedied;

(d) the Recipient is abolished or amalgamated with another local government under Schedule 2.1 of the *Local Government Act 1995* (WA), and this agreement has not been novated in order to transfer the obligations and rights of the Recipient under this Agreement to a new local government; or

(e) the Waste Authority has reasonable grounds to believe that the Recipient is unable to comply with its obligations under this Agreement.

14.2 Effect of Event of Default

If an Event of Default occurs, the Waste Authority may:

(a) terminate this Agreement with immediate effect by written notice to the Recipient; or

(b) suspend payment of the Grant Funds until the Event of Default is remedied.

14.3 Recommencement of Grant Payment

Where the Waste Authority has suspended payment under clause 14.2(b), the Waste Authority may, in its absolute discretion, recommence payment of the Grant Funds if and when the Recipient has rectified the Event of Default.

15. CRIMINAL LIABILITY

The Recipient acknowledges that breach of this Agreement may amount to an offence under section 80(4) of the WARR Act, and that any penalties under the WARR Act shall be additional to the remedies available against the Recipient for default under this Agreement.

16. GOODS AND SERVICES TAX

(a) For the purposes of this clause:

(i) **GST** means the goods and services tax applicable to any taxable supplies as determined by the GST Act;

(ii) **GST Act** means *A New Tax System (Goods and Services Tax) Act 1999* (Cth) and includes all associated legislation and regulations, including any amendments; and

(iii) **Tax Invoice** has the same meaning as in the GST Act.

(b) The Grant Funds are exclusive of GST.

(c) All Tax Invoices provided to the Waste Authority by the Recipient in respect of payments of Grant Funds must comply with the GST Act and must identify the amount of GST payable.

(d) If the Recipient does not have a registered Australian Business Number, the Waste Authority will deduct PAYG withholding tax from the Grant Funds.

17. RELATIONSHIP

The Parties agree that nothing in this Agreement may be construed to make either of them a partner, agent, employee or joint venturer of the other.

18. WAIVER

(a) No right under this Agreement shall be deemed to be waived except by notice in writing.

(b) A waiver by either Party will not prejudice that Party's rights in relation to any further breach of this Agreement by the other Party.

(c) Any failure to enforce this Agreement, or any forbearance, delay or indulgence granted by one Party to the other Party will not be construed as a waiver of any right.

19. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the Parties and supersedes all representations, warranties, covenants, communications, negotiations, arrangements and agreements, whether oral or written, between the Parties with respect to the subject matter of the Agreement.

20. VARIATION

Any modification, amendment or other variation to this Agreement must be agreed in writing between the Parties.

EXECUTED as an Agreement

For and on behalf of the City of Wanneroo by authority of the Council:

_____ _____

Signature Date

_____

Name of signatory

_____

Designation

Signed on behalf of the **STATE OF WESTERN AUSTRALIA** represented by the Waste Authority:

_____ _____

Reg Howard-Smith
Chairman, Waste Authority

Date

SCHEDULE 1

1. Project Commencement Date

The Project Commencement Date is the same as the Execution Date.

2. Project End Date

The Project End Date is the date the Recipient completes the roll out of the three bin food organics and garden organics collection system.

3. Project details

The Recipient will deliver the Project in accordance with the following specifications:

(a) Kerbside Bin System

The Recipient will provide within its local government area mobile garbage bins, with dark green bodies and lid colours consistent with *Australian Standard 4123.7-2006* and bin sizes as specified in the following table, which shall be additional to those bins already provided as at the Commencement Date.

A three bin kerbside collection system will be implemented in all homes on lots over 400sqm for the disposal of garden organics. Households on lots under 400sqm will be given the option to opt in to the new service also.

The City will implement a phased roll out commencing Quarter 4 2020, calendar year, and will transition to food organics and garden organics in line with the objectives of the State's *Waste Avoidance and Resource Recovery Strategy 2030*.

Multi-residential dwellings with shared waste services may be provided with waste containers of different sizes, but will be provided with the equivalent of 50 per cent of the bin volume specified in the following table per dwelling.

Kerbside Collection Preference	Number of households	Number of MUD residences with equivalent service	Total households
Preference 1 Three bin system ≤140L general waste/week ≥240L comingled recycling/fortnight ≥240L food organics and garden organics/week	78,000	6,000	84,000
Preference 2 Three bin system ≤240L general waste/week ≥240L comingled recycling/fortnight ≥240L food organics and garden organics/week			
Preference 3 Two bin system ≤140L general waste/week ≥240L comingled recycling/fortnight			

Preference 4 Two bin system ≤240L general waste/week ≥240L comingled recycling/fortnight			
Other systems Specify			
TOTAL HOUSEHOLDS	78,000	6,000	84,000

(b) Complementary measures

(i) The Recipient will deliver Complementary Measures relating to the systems and services specified in Schedule 1 clause 3(a).

(ii) The Complementary Measures will aim to maximise the recovery performance of the kerbside collection system, and increase the number of households using the collection system.

(iii) The Recipient will deliver communications based on the Waste Authority's *WasteSorted toolkit* templates, available at www.wastesorted.wa.gov.au.

(iv) All communication activities conducted by the Recipient will be consistent with the Waste Authority Acknowledgement Guidelines, will refer to the *Waste Authority Communications Guidelines: Communicating effectively for improved recycling and waste minimisation*; will consider local demographics and the needs of culturally and linguistically diverse community members; and any overarching waste education branding or messaging specified by the Waste Authority. This may include links or references to websites and programs nominated by the Waste Authority.

(v) The Complementary Measures will include the activities specified in Schedule 4.

(c) Treatment of organic products

The Better Bins program is focused on increased resource recovery and diversion of materials from landfill. All organic material collected in the food organics and garden organics bin (lime green lid) must be processed for reuse, for example mulched or composted.

(d) Use of organic products

The Recipient must demonstrate it has actively sought opportunities to take back and re-use the material, for example mulch or compost, produced from the food organics and garden organic material collected through this Project.

4. Special conditions of grant

(a) Bins to comply with Australian Standard

All bins and bin lids purchased using Grant Funds will comply with the bin body and lid colours listed in the *Australian Standard 4123.7-2006 Mobile Waste Containers – Colours, markings and designation requirements*.

(b) Application of funding

Grant Funds must be expended on the Project. Once the Recipient can demonstrate that optimal provision of kerbside infrastructure and services has been achieved, remaining Grant Funds may be applied to Complementary Measures.

5. Notice addresses

(a) Waste Authority

Mail: Better Bins Program Coordinator
Department of Water and Environmental Regulation
Waste Avoidance and Resource Recovery Division
Locked Bag 10
JOONDALUP DC WA 6919
Telephone: (08) 6364 6965

Email: betterpractice@dwer.wa.gov.au

(b) Recipient

Mail: Scott Cairns
Manager, Waste Services
City of Wanneroo
Locked Bag 1
WANNEROO WA 6946

Email: scott.cairns@wanneroo.wa.gov.au

6. Grant Funds

(a) Total Grant Funds

$2,520,000

This amount has been calculated based on the number of households receiving services as specified in item 3(a) of Schedule 1 being:

- 84,000 households x $30 per household with a general waste bin (maximum 140 litres weekly) provided as the standard service, co-mingled recycling bin (minimum 240 litres fortnightly) and food organics and garden organics waste bin (minimum 240 litres weekly);
- Nil households x $24 per household with a general waste bin (no more than 240 litres weekly), co-mingled recycling bin (minimum 240 litres fortnightly) and food organics and garden organics waste bin (minimum 240 litres weekly);
- Nil households x $10 per household with a general waste bin (maximum 140 litres weekly) and a co-mingled recycling bin (minimum 240 litres fortnightly); and
- Nil households x $4 per household with a general waste bin (no more than 240 litres weekly) and a co-mingled recycling bin (minimum 240 litres fortnightly).

This amount may be varied by up to $30 per household based on the actual services provided by the Recipient to households at the Project End Date.

(b) Payment schedule

Payment type	Amount	Timeframe
Preliminary (first) instalment	$1,230,728	2019-20
Second (milestone) instalment	$800,000	2020-21
Third and final instalment	$489,272	2021-22

SCHEDULE 2

Reporting requirements

The Recipient must submit the following written reports over the course of the program.

1. ***Preliminary report***

   A preliminary report must be submitted within two months after the Execution Date.

   It shall provide information about the local government's existing kerbside collection system, including services provided, costs, recovery rates and community education.

2. ***Biannual reports***

   A brief summary of the progress of the Project must be submitted every six months following the Execution Date.

   If the final report is due within two months of the due date of a biannual report, that biannual report is not required.

3. ***Milestone reports***

   A milestone report must be submitted with any claim for payment under clause 3.2.

   The milestone report must provide evidence which proves, to the satisfaction of the Waste Authority, that a milestone has been achieved. It shall attach copies of receipts as evidence of all expenditure relating to the achievement of the relevant milestones, as well as any further information requested by the Waste Authority.

4. ***Final project evaluation report***

   A final project evaluation report must be submitted within two months after the Project End Date.

   The Project Evaluation Report shall provide information about how the Grant Funds have been used and shall include an assessment by the Recipient of the outcomes of the Project, as well as any other information reasonably requested by the Waste Authority.

Templates for each category of report set out above are available from the Department. The Recipient shall use the format, and provide the specific information, required by these templates.

Personnel contracted by the Department will verify the waste collection and recovery data, and financial data provided by the Recipient.

SCHEDULE 3

ACKNOWLEDGEMENT GUIDELINES

The contracts and funding agreements with all organisations and individuals that receive State Government funding from the Waste Avoidance and Resource Recovery (WARR) Account, administered by the Waste Authority, require that the funding support is acknowledged in all media statements, articles and printed materials associated with the funded activity, including advertisements, annual reports, newsletters, brochures, banners, posters, websites and multimedia materials.

The acknowledgement guidelines are published at:
www.wasteauthority.wa.gov.au/media/files/documents/Acknowledgement_Guidelines.pdf.

SCHEDULE 4

Minimum requirements for complementary measures. Please note these must be consistent with the WasteSorted Toolkit, as per 3b(iii) of Schedule 1.

Minimum requirement	Actions	Dates
Printed communications	Media releases to local newspapers Development and distribution of leaflets/fact sheets/brochures/other print media. Advertising in local newspapers Letters to householders and Multi Unit Dwellings (MUDs); three bin guide with rollout.	Phased communications, 6 months prior to rollout, building in frequency and variety ~1 month prior to, and during, rollout followed by maintenance phase.
Website communications	Digital versions of printed communications on City's website. FAQs, educational videos, tips and guides explaining the changes and illustrating how to use the new bin system. Use of 'Your Say', online community engagement hub. Statistics of diversion and audit results.	Phased communications, 6 months prior to rollout, building in frequency and variety ~1 month prior to, and during, rollout followed by maintenance phase. The relevant web pages will be reviewed at least quarterly.
Staff training	Face to face sessions to present bin system, key dates, required householder actions, why these changes are happening and answer any queries. FAQs sheet for front line staff and Councillors, updated as required. Copies of all produced materials to be distributed via internal communications.	Beginning at least 10 months prior to rollout; ongoing updates increasing in frequency in lead up to and during rollout.
Data collection	Engagement with social media posts. Documentation of communication activities, including face to face and printed. Reports of Customer Request Management queries related to three bins. Website hits and downloads.	Frequency to be clarified. Ongoing from project start. Collated monthly.
Other	Community events and interactive displays, at events and shopping centres. School education program. On hold messages. Press releases. Social media posts.	Phased communications, 6 months prior to rollout, building in frequency and variety ~1 month prior to, and during, rollout followed by maintenance phase.

Community & Place

Community Facilities

3.9 Wanneroo Raceway Master Plan

File Ref: 35395 – 19/470455
Responsible Officer: Director Community and Place
Disclosure of Interest: Nil
Attachments: 2

Issue

To consider the draft Wanneroo Raceway Master Plan.

Background

Wanneroo Raceway (**the Raceway**) is Crown land vested under a management order to the City of Wanneroo. The City leases the site to the WA Sporting Car Club (WASCC). The land comprises of an area of approximately 60 hectares, being a portion of 440 (Lot 12748) Wattle Avenue, Neerabup. The City receives an annual rent from WASCC based on a turnover formula in the lease.

The WASCC has occupied the site since 1969 and more recently under a lease that commenced on 1 October 2001 for a term of 21 years which is due to expire 30 September 2022. The permitted purpose of the site under the lease arrangement is "motor racing, any other sporting activities, any charitable or philanthropic use and any other activity involving the use of the racing circuit". At its meeting held on 27 November 2018, Council resolved to extend the existing lease, by way of an option, for a further 11 years.

The WASCC oversees the management of the Raceway which is used extensively throughout the year by its members and other motoring entities, including the Perth leg of the annual V8 Supercars Australia event. In addition to the track, the lease area comprises numerous buildings such as the media and administration centre, and pit lane and associated structures.

Wanneroo Raceway is identified in the State Sporting Facilities Plan (2013) as the State's primary venue for national and international level motorsport events. In 2009 the Department of Sport and Recreation (**DSR**) completed a Business Case and supporting master plan for the Raceway. The Business Case supported State Government investment of $13.76 million to upgrade the facility and provide the minimum infrastructure to meet the needs of the V8 Super Cars Australia (V8SCA) event. These works were completed in 2012. The 2009 Business Case identified that demand for track time exceeds that currently available and an option existed for a second track to the north of the existing Raceway.

The development of the Master Plan has come about as a result of discussions which occurred in 2017 between the City's Chief Executive Officer, the WA Sporting Car Cub and the then Director General of the Department of Sport and Recreation (now the Department of Local Government Sport and Cultural Industries – **DLGSCI**) in respect to the future development of the Raceway post the completion of the 2009 DSR Business Case and Master Plan report.

Detail

David Lanfear Consulting was appointed in June 2018 to undertake the development of the Wanneroo Raceway Master Plan (**the Master Plan**), in accordance with the 2018/19 Corporate Business Plan action.

The purpose of the Master Plan has been to guide the long term development of the site to enable the Raceway to become a focus of motor sport activity within WA, and to consolidate existing and potential future related activities within the one connected precinct.

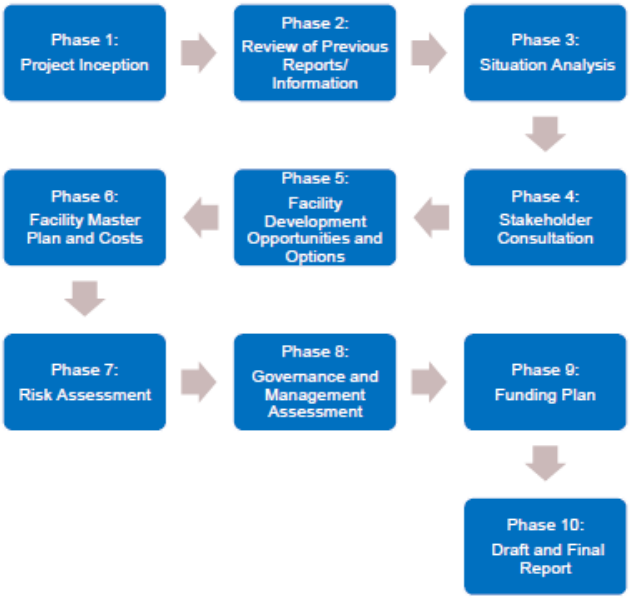
The overall scope for the development of the Master Plan is as follows:

1. Opportunities and limitations for the reconfiguration and expansion of the Raceway and associated infrastructure, using the existing site and the two Department of Biodiversity, Conservation and Attractions lots to the north;
2. Prepare a cost plan for new and upgraded infrastructure;
3. Development of a 10 year funding model, including routine and restorative maintenance requirements, to support the staging plan; and
4. Review the governance and management model recommendations of the 2009 Business Case and Master Plan for the current and expanded Raceway facilities.

The identified Master Plan objectives are as follows:

- Provision of separate, but interconnected, racing circuits for car and motor cycle racing (based on a notional multi use tracks ‘A’ and ‘B’);
- Integrated and connected pit, administrative and ancillary facilities;
- Considered linkages to existing motor-cross and go-kart facilities within the precinct;
- Potential development of other motor sport and cycling facilities, including but not limited to the following:
    - Drift track;
    - Jet boat racing;
    - 4WD training and rally;
    - Mountain bike trails;
    - BMX track.
- Opportunities to link to ECU’s Motor Sport Program and motorsport opportunities within Australia and South East Asia.
- Opportunities for the development of the site as a significant events precinct including the development of other ancillary activities which could co-exist on the current or future extended site, such as motor museum, function centre or other more visitor/family friendly attractions.

The methodology used in the development of the Master Plan is outlined below:



The draft Wanneroo Raceway Master Plan report (**the Report**) has been included as **Attachment 1**, with a copy available within the Elected Member's Reading Room.

The key considerations taken into account in the development of the Master Plan included:

- Wanneroo Raceway is a unique facility that has been identified as having the potential to deliver both community and economic benefit to the City;
- The population within the Raceway's 10km catchment will increase from 122,616 (2016) to 178,515 (2036);
- Opportunity to attract tourism through an integrated events strategy;
- The Raceway has an number of existing design deficiencies that will require addressing within the existing circuit;
- The site has ageing infrastructure that is in need of improvement, in terms of both renewal and upgrades, notwithstanding required new infrastructure;
- A number of existing environmental, water management, bush fire risk, Aboriginal heritage, planning and conservation constraints (refer to Section 3 of the Report);
- Potential to accommodate a variety of non-motorised cycle sports, in particular the Wanneroo BMX Club; and
- Identified a number of opportunities (based on industry benchmarking) to develop the site and surrounding land into a comprehensive motorsport and events destination.

The key design principles that underpinned the development of the Master Plan include:

- Provision of a multi-functional extended event space which can be used by a variety of activities at one time;
- Increase in potential use of the existing and proposed circuits by improving track split for simultaneous use, particularly for the club circuit, but also with the new proposed higher grade circuit infrastructure for attracting international events;
- Maximise the opportunity to develop discrete functional elements into land parcels that can be tested in the commercial market. To achieve this, the two circuits are not linked. On the basis that (and advice from the track designers) the additional cost would provide no commercial benefit. In addition, the non-compliant aspects of the existing circuit, if incorporated, would need to be addressed as the current grandfather clause would be negated;
- A main event space between the two paddocks. The central area is designed to function like a park, with pathways, pedestrianised roads and cycle tracks that link all the major facilities together. It is this area that is recommended as being the major

event area allowing access to the paddock areas, with elevated viewing in close proximity;

- Accommodating major event populations by utilising adjacent land to the east (subject to statutory approvals and securing access by the land manager) as a large car park where people can come directly onto the site and into grandstands or walk to the central parkland area.
- The grouping of the hotel, drivers club and museum in a central location. It is considered that the unification of these facilities could offer benefit to all, creating a hub of activity and providing the commercial motor club with catering and spa facilities from the hotel, and also with the motorsport heritage that can be found in the museum. These facilities have been grouped towards the south end of the secondary pit building where direct track access and 'close to the action' viewing can benefit both hotel guests and club/corporate members. The location is also closer to the main through road, providing relatively easy transport links and reducing the amount of vehicular traffic through the parkland.
- An expanded parkland area which incorporates a number of paths and natural walkways. The intent is to ensure the parkland joins a number of activity areas via natural, parkland-style footpaths.
- Provision of 'Parkland' and 'Extreme' zones identified on the Plan by blue and green boundaries which is intended to provide a pleasant and inviting environment where walking between events becomes part of the reason why visitors are attracted to the site.
- The use of 'natural' paths to gain access to spectator areas. An example of this is in gaining access to Turn 1 of the new circuit to a temporary grandstand location overlooking one of the most exciting corners on the track.
- Allowance for simultaneous use of the dirt oval/criterium circuit (use to be determined) with all FIA/FIM circuit permutations. This area also forms the central attraction for the extreme park and extreme park building, generating an attractive dynamic where track activity can be seen from all sides of the building. The extreme centre sits on the edge of the parkland and offers a secondary 'club' environment for the more extreme individual. This building should offer viewing areas, cafes and bars within walking distance to all the extreme activities.

Based on the potential need for additional infrastructure and to provide a development that maximises commercial opportunities, the following facility development components have been considered as part of the development of the Master Plan and have been ranked in accordance with the following priority list:

- Priority 1: Essential element to drive income and sustainability of the site and/or essential club infrastructure components;
- Priority 2: Marginal economic value but important extension of club activities;
- Priority 3: Marginal development options to be considered. Possible future developments under investigation.

The following table provides a summary of key features included within the Master Plan, noting the probable cost of each priority area.

Development	Priority 1	Priority 2	Priority 3
FIA Grade 2 FIM Grade B Circuit, including	• 4.27 km | Main FIA Circuit • 2.6 Km National Circuit • 1.7 Km Club Circuit • Enhanced Spectator Area • Temporary Grandstand • Primary Paddock • Primary Pit Building	• Secondary Paddock • Secondary Pit Building • 750m Straight for Informal Drag Racing	• Dedicated Extreme Sports Area – including speedway and/or dedicated criterium area and/or jet boat area (subject to further consideration).

Wanneroo Raceway	• 2.41km circuit with extended run-off noting Rationalise current infrastructure and improve as per previous 2009 Master Plan. • Links to enable existing track to be split for simultaneous use; • Vehicle overpass on the south side to gain entry to the central paddock area within impacting on users; • Temporary grandstand; • Existing hospitality; • Existing pedestrian overpass.		
Driver experience centre	• Operate within the existing Wanneroo Raceway circuit and where necessary be closed off to run as a separate smaller circuit. • Include pit lane, operations building, dynamic pad (180m x 60m), skid pan, irrigated kick plate, land change and 1.11km handling circuit.		
Off Road Facilities	• Integrating the existing FIM Motocross circuit within an extreme sport zone	• Multi-Use Off Road Area	• Dirt Speedway Oval (cars); • Alternative use of the speedway site for a criterium circuit. • Off road trails.
Non-automotive facilities	• Existing Infrastructure and Storage – upgrade, refurbishment and eventual replacement; • Open Parkland; • Hotel; • Luxury Villas; • Potential Amphitheatre Location(s); • Commercial / Retail Units; • Extreme Park Welcome Centre; • BMX Track; • Pump Track; • Camping Area and Event Parking; • Existing Natural Trails;	• Motor Museum; • Automotive Club House;	• Infield Jet Boat Area; • Mountain Bike opportunities via existing trail networks.
Ancillary facilities	• Site Welcome Structure ; • Parking Area ; • Protected Bushland; • Primary Access ; • Secondary Access;		
COST	**$183,436,175**	**$33,695,598**	**$13,898,002**

Overall, the total estimate of probable cost is $231M, noting that each area of development will be subject to detailed business cases and feasibility studies.

Section 9 of the Report considers funding options, with the development of Public Private Partnerships and Private Sector Investment being the main focus. The indicative implementation plan for the Master Plan (Section 10 of the Report) has been included within **Attachment 2**, and identifies an 11 phase process from 2019 to 2030. This table also identifies high level responsibilities in respect to the project phases.

It should be noted that the role of the City will primarily be to advocate and facilitate the implementation of the Master Plan, noting that the Master Plan will be used to seek support at State and Federal Government levels and to further explore and develop partnership opportunities for infrastructure development.

Consultation

The development of the Master Plan included consultation with the following stakeholders:

- Department of Local Government, Sport and Cultural Industries;
- Department of Biodiversity, Conservation and Attractions;
- Tourism WA (attempted);
- WA Sporting Car Club;
- Wanneroo BMX Club;
- Confederation of Australian Motor Sport (CAMS);
- Motorcycling WA (MWA);
- Australian Drag Racing Association (ADRA);
- Westcycle;
- BMX WA;
- Edith Cowan University; and
- Queensland Raceway.

The consultation outputs have been outlined within Section 4 of the Report.

Following Elected Member's consideration of the draft Master Plan in June 2019, Administration undertook specific stakeholder engagement with the WA Sporting Car Club and the Wanneroo BMX Club. The outcomes of this stakeholder engagement were as follows.

WA Sporting Car Club
Administration met with the President and General Manager of the WA Sporting Car Club on 14 August 2019. Administration was represented by the Chief Executive Officer, Director Community and Place, Executive Manager Governance and Legal and the Manager Community Facilities. Mr David Lanfear, from David Lanfear Consulting was also present and provided the WA Sporting Car Club representatives with an overview of the Master Plan, in terms of the process and key outcomes.

Overall the WA Sporting Car Club indicated their strong support for the proposed Master Plan and in supporting the City of Wanneroo in the implementation of the Master Plan.

Wanneroo BMX Club
Administration met with the Committee of the Wanneroo BMX Club on 5 September 2019, with Administration being represented by the Manager Community Facilities. Mr David Lanfear, from David Lanfear Consulting was also present and provided the Committee with an overview of the Master Plan, in terms of the process and key outcomes.

Overall, the Wanneroo BMX Club were very supportive of the draft Master Plan and in particular in regards to the future re-location of the Club to the Wanneroo Raceway site. Key considerations for the Club were the timeframes associated with the relocation of the club and the management and upkeep of its existing facilities in the period until their re-location. Discussions with the Club in this regard were based on an indicative re-location timeframe of 10 years. Administration continues to work with the Club in respect to interim facility upgrades which are seen as been of a critical nature to its continued operations at the current site.

Feedback received from Elected Members has identified consideration of an underpass (as opposed to the current proposed overpass) at the southern end of the existing track and the provision of fixed grandstands rather than the temporary option currently identified within the plan. These options will be considered when the Master Plan moves to a more detailed level of design in the future.

This report will seek approval for the release of the draft Wanneroo Raceway Master Plan for the purposes of a 42 day public comment process, which is to include the following consultation strategy:

- Information provided on the City's "Your Say" page;
- Advertising for feedback on the City's various social media platforms;
- Direct communication with relevant stakeholders, as identified above; and
- Consideration by the Wanneroo Business and Tourism Development Working Group.

The public comment period will commence on 30 March 2020 and conclude on 10 May 2020. The outcomes of public comment period will be reported back to Council for consideration and for Council's formal adoption of the Master Plan.

Comment

The Master Plan provides a clear indication of the possible future expansion and development opportunities at the Wanneroo Raceway and the State Government land to the north of the existing site. The Master Plan shows that the City has a unique opportunity in this regard to not only further advance existing motor sport activities (bitumen based four wheel and two wheel), but to also accommodate other forms of motor sport activity, non-automotive sporting activity, commercial, event and community outcomes.

Critically, the implementation of the Master Plan will be dependent on the buy-in and support of the key stakeholders identified within the Master Plan process.

It should also be noted that the identification and development of key public private partnerships and private sector investment will also be fundamental to the successful implementation of the Master Plan.

Given the scale of the proposed development and the significance of the Master Plan to not only the City but also to bitumen based motor sport in WA, it is proposed that Administration will develop an advocacy campaign for the development of the Raceway once the Master Plan has been endorsed by Council. This plan would work alongside the indicative implementation plan outlined within the Report. This advocacy campaign will include the development of an Fact Sheet for Council's approval, providing an overview of the proposal, need, benefits, consequences of non-delivery, current project status, indicative budget implications and what is required (the "ask"). Key steps within this process will include the following:

- State Government and WASCC endorsement of the draft Wanneroo Raceway Master Plan;

- Advocate to the State Government to secure the land parcels to the north of the existing raceway;
- City of Wanneroo partner with the State Government in respect to investment attraction.

Statutory Compliance

Nil

Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2017 – 2027:

"1 Society
1.1 Healthy and Active People
1.1.2 Facilitate opportunities within the City to access peak and elite activities"
"2 Economy
2.4 Place of Destination
2.4.1 Actively build on cultural heritage and distinctive identity to promote Wanneroo as a place to visit"
"3 Built Environment
3.4 Activated Places
3.4.2 Provide safe spaces, centre and facilities through our infrastructure management designs for community benefit and recreation"

Risk Management Considerations

Risk Title	**Risk Rating**
Long Term Financial Planning	Low
Accountability	**Action Planning Option**
Director Corporate Strategy & Performance	Manage

Risk Title	**Risk Rating**
Stakeholder Relationships	Moderate
Accountability	**Action Planning Option**
Chief Executive Officer	Manage

The above risks relating to the issues contained within this report have been identified within the City's Strategic and corporate risk registers. Action plans have been developed, within the Master Plan to manage these risks to improve the existing management systems.

Policy Implications

Nil

Financial Implications

As outlined within the Report, the total estimate of probable cost is $231M, which has been itemised based on priority areas as per the table below.

Priority 1 Items	$183,436,175
Priority 2 Items	$33,695,598
Priority 3 Items	$13,898,002
Total	**$231,029,775**

It should be noted that at this point in time no provision has been made for the above costs in the long-term financial plan, noting also the Report's consideration of funding options, with the development of Public Private Partnerships and Private Sector Investment being the main focus

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. **ENDORSES, for the purposes of public comment, the draft Wanneroo Raceway Master plan, as shown in Attachment 1 of this report; and**

2. **NOTES that the draft Wanneroo Raceway Master Plan will be released for a 42 day public comment period from 30 March 2020 to 10 May 2020, with the outcome to be reported to Council at its meeting held on 30 June 2020.**

Attachments:

1⇩.	*Wanneroo Raceway Master Plan - May 2019*	*20/75826*	*Minuted*
2⇩.	*Implementation Plan*	*19/216843*	

Attachment 1 – Wanneroo Raceway Master Plan – May 2019

This attachment is currently available on the City's Web site through the following link:

Click here to access Attachment 1

Administration Use only

Attachment 1 – HPE # 19/212630

10. Implementation Plan

The following is provided as an indicative high level implementation plan. Clearly, at Master Planning Stage, this would be subject to change and would be reliant on developing the business case further for each potential element.

The following table draws upon the information collated to date and identifies the critical aspects of the development process which will need to be undertaken to ensure the effective implementation of the Wanneroo Raceway Master Plan. The pre-planning phase is naturally the most critical aspect and detailed due to the critical site development and future proofing necessary to ensure long-term investment can be secured to develop key service infrastructure, which would need to be presented to the market for testing and commercial validation.

Project Phases	Deliverables	Major Activities	Key Milestone	Responsibility	Timeline
PHASE 1: Obtaining Council Support					
A. Master Plan to be reported to members for consideration and endorsement to move to undertaking detailed water management, environmental and traffic impact studies.	Endorsement of the approach and need to secure land for potential future planning as an extended motorsport and events precinct	Reporting to Council	Council meeting and decision to progress / put on hold / reject the Wanneroo Raceway Master Plan	City of Wanneroo	2019
PHASE 2: Pre-Planning					
B. Present outcomes of the Master Plan to relevant government departments to secure a commitment to allocate the land for potential future investment.	Agreement with Dept of Lands, DCBA, DLGSC, DoP, WAPC and DoW	Individual representation of project options to secure 'in principle' support	In principle support by all departments provided	City of Wanneroo	2019/2020
C. Brief other project stakeholders on the outcome of the master plan and future planning requirements (including potential future review of lease with WASCC after current lease arrangement expires).	Advise Wanneroo BMX Club, WASCC and relevant State Sporting Associations of Master Plan outcome	Briefing and confirmation of probable development timelines	In principle agreement by relevant bodies	City of Wanneroo	2019/2020

Project Phases	Deliverables	Major Activities	Key Milestone	Responsibility	Timeline
D. Appoint Internal City Project Control Group (including input from relevant state government departments).	Confirm PCG to take carriage of development of the project.	PCG terms of reference established	PCG membership signed off	City of Wanneroo	2019/2020
E. Appoint Project Manager.	Project Manager appointed within City of Wanneroo	Appointment Process to be undertaken	Appointment confirmed	City of Wanneroo	2020
F. Ongoing dialogue with relevant departments to secure the following approvals: **a. Department of Environment Regulation for the granting of a clearing permit;** **b. Department of Water – To seek approval of development adjacent to (and potentially within) Priority 1 area of the Gnangara Underground Water Pollution Control Area;** **c. Forest Products Commission approval;** **d. The South West Aboriginal Land and Sea Council regarding potential Aboriginal Heritage issues;** **e. Department of Aboriginal Affairs;** **f. Department of Mines, Industry Regulation and Safety – confirmation that the existing exploration licence and/or mining lease will not prevent development;** **g. Department of Planning, Lands and Heritage;**	The development of briefs and supplementary study work to obtain all approvals prior to progressing the project to the next stage. Budget commitment to undertake necessary studies over a 5-year period.	Research into all aspects of the sites development to secure: • Clearance permit • DoW approval for development adjacent to P1 drinking water area • Forest Products Commission approval • Dept of Aboriginal affairs endorsement. • SWALC and representative body approval • DMIRS approval	Agreement from all relevant state government departments and South West Aboriginal Land and Sea Council (and representative body)	Project Manager, City of Wanneroo	2020 to 2024

Project Phases	Deliverables	Major Activities	Key Milestone	Responsibility	Timeline
h. Conservation and Parks Commission – the vesting body for the land to be consulted for comment on any lease proposal; **i. The Minister for Environment's approval for the granting of a CALM Act lease;** **j. Traffic Impact Assessment and agreement of any mitigation measures;** **k. Department of Planning and WAPC approval in principle for each element of the development and potential Metropolitan Scheme Amendment.**		• CPC lease approval • Minister for Environment's approval under the CALM Act • MRWA traffic impact mitigation approvals • DoP and WAPC in principle approvals			
G. Explore the potential commercial opportunities available to secure funding for discrete elements of the Master Plan.	Initial identification of potential partners and investment opportunities	Detailed cost model to be developed and initial briefing of potential partners/ investors	Ongoing evolution of the investment model for consideration by elected members and implementation prior to commencement of development	City of Wanneroo	2020/2024
H. Undertake detailed combined Feasibility Study and Business Case for all site elements. To include: **a. Identification of major infrastructure and civil works required;** **b. Additional environmental approvals;** **c. Cost benefit analysis;** **d. Commercial market testing;**	Detailed business case for all site elements undertaken in accordance with the SAMF and State Treasury guidelines	Detailed Feasibility and Business Case completed	All potential funding elements proofed and commercial opportunities clarified	City of Wanneroo	2024

Project Phases	Deliverables	Major Activities	Key Milestone	Responsibility	Timeline
e. Phased development and implementation.					
I. Finalise Funding Plan	Clarify position with regard to investment commitment from investment partners, state and federal governments. Explore potential investment from Private Partners through an EOI process	Funding applications submitted EOI to be placed in the market to ascertain commercial funding options	Funding for project confirmed and legally-bound	City of Wanneroo	2025/2026
J. Obtain Council Approval to proceed to market	Completion of all studies, business case and securing of land	Reporting to elected members (on an ongoing basis)	Elected member approval to proceed	City of Wanneroo	2026/2027
PHASE 3: Design Consultant Appointment for Phase 1 Development (to be determined following Feasibility and Business Case Approval)					
K. Prepare brief	Design brief development produced	Documentation produced in accordance with City of Wanneroo requirements	Brief approved by PCG	Project Manager, City of Wanneroo	2027
L. Advertise for tender submissions	Open tender application process, assess submissions and appoint	Appointment of preferred consultant	Design Consultant contracted	Project Manager and PCG	2027
M. Schematic Design	Scope of design brief clarified	Refine preferred feasibility design	Scope clarification and rationalisation	Design Consultant	2027
N. Design Development	Detailed design	Explore design options and clarify user requirements	Finalise design for planning approval purposes	Design Consultant	2027

Project Phases	Deliverables	Major Activities	Key Milestone	Responsibility	Timeline
O. Preparation of Design report	Design Report	Assessment of inter-relationships within and external to the site.	Design Report completed	Design Consultant	2027
P. Approval of Schematic Design	PCG sign off schematic design	Report and presentation to PCG	Schematic Design Approved	Project Manager and PCG	2027
PHASE 4: Planning and Site Approvals					2027
PHASE 5: Design Development					2027/28
PHASE 6 Contract Documentation					2028
PHASE 7: Main Contract Tender process					2028
PHASE 8: Main Works					2028/2029
PHASE 9: Practical Completion					2029
PHASE 10: Management Agreements and Operational Requirements of the Phase 1 development					2029/2030
PHASE 11 Initial development opening					**2030**

3.10 Northern Coastal Growth Corridor Community Facilities Plan Review

File Ref:	37000 – 20/52741
Responsible Officer:	Director Community and Place
Disclosure of Interest:	Nil
Attachments:	6
Previous Items:	PS02-02/12 - Finalisation of Northern Coastal Growth Corridor Community Facilities Plan - Ordinary Council - 07 Feb 2012 7.00pm

Issue

To consider the draft Northern Coastal Growth Corridor Community Facilities Plan Review (the **Review**).

Background

In 2010, Administration prepared a Community Facilities Plan (**CFP**) for the Alkimos/ Eglinton and Yanchep/ Two Rocks District Structure Plan areas that comprise the Northern Coastal Growth Corridor (**NCGC**). The CFP identified the required level of community facility provision and the proposed location and staging of these facilities within the NCGC in response to projected population growth.

The CFP was adopted by Council at its Ordinary Council Meeting held on 7 February 2012 (PS02-02/12), and has since served as the guiding document for facility provision in the NCGC and informed the Developer Contribution Plans (**DCP's**) for Alkimos/ Eglington and Yanchep/ Two Rocks.

In order to ensure the plan continues to be appropriate for the area, Administration commenced a review of the existing CFP in March 2019, with the view of the reviewed CFP informing the five year review of the DCP's.

Detail

David Lanfear Consulting was appointed in March 2019 to undertake the review of the CFP. The overall scope was to review the existing CFP in respect to the following:

- The demographic profile of the northern coastal growth corridor;
- Standards of Provision and Community Facility Hierarchy (**CFH**);
- Community facility provision principles;
- Community facility provision (existing and proposed);
- Community facility models and cost estimates;
- Proposed facility staging; and
- Community facility costings (for duration of the CFP).

Specific considerations in respect to each element of the scope are summarised as per the following:

- Review the demographic profile of the NCGC:
    - Historic and forecasted trends across the City related to population levels, density and distribution, age, gender, number of households, ethnicity and socio-economic levels etc.; and

- Report on projected demographic changes and establish the implications for future Public Open Space (**POS**) and community facility development within the NCGC.

- Standards of Provision and CFH:
  - Undertake a review of industry based community facilities/infrastructure standards (ratios) of provision against the existing Standards of Provision and CFH contained within the CFP, to determine if the City's adopted standards and hierarchy remain current, making suitable recommendations; and
  - Review future population levels for the NCGC to determine approximate future levels of provision and extrapolate the expected year of development.

- Community facility provision principles:
  - Review the existing facility provision principles as outlined within the adopted CFP in respect to relevance (now and into the future) and against existing industry principles and guidelines.

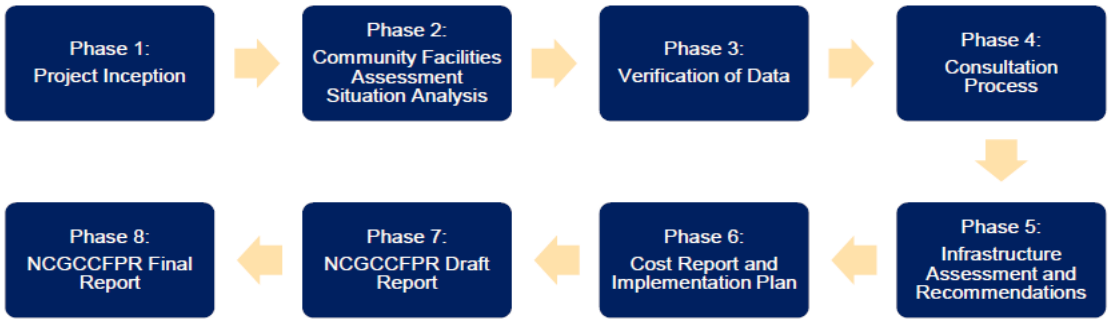
- Community facility provision (existing and proposed):
  - Review and audit existing community facilities, documenting in broad terms the status of the existing facility and implications in respect to future provision or replacement (e.g. facility lifecycle assessment);
  - Review future provision outlined within the CFP in respect to existing provision and outcomes in respect to the analysis of population and demographics, facility provision principles, facility hierarchy, facility provision principles and standards of provision; and
  - Review of approved district and local structure plans in respect to amendments made post the adoption of the CFP.

- Community facility models and cost estimates:
  - Review existing Community Facility Models in respect to providing contemporary facilities which support service needs for current and future communities; and
  - Review the existing NCGC Facilities Plan - Cost Report, providing cost estimates based on 2019 construction rates and review of base assumptions.

- Proposed facility staging:
  - Review community facility staging scenarios as outlined within the existing CFP, in respect to the outcomes of the existing analysis and make recommendations.

- Community facility costings (for duration of the CFP):
  - Review and represent the cost implications for the provision of the proposed community facilities, over the duration of the plan, by facility hierarchy category and facility type; and
  - Identification and assessment of potential funding sources and sensitivity analysis of these sources.

The methodology used for the development of the review is outlined below:



The draft Northern Coastal Growth Corridor Community Facilities Plan Review has been included as **Attachment 1,** with a copy available in the Elected Members Reading Room.

Guiding Principles

The guiding principles under which the Review has been undertaken follow a similar approach to that identified in the 2012 CFP, and include the following:

- Equality of access to all members of the community;
- Developing a sound evidence base to identify both perceived and normative need;
- Ensuring that, wherever possible, the capacity of existing infrastructure is maximised having regard to design and operational limitations;
- Co-locating and rationalising infrastructure to minimise cost and maximise the effective sharing of limited resources;
- Integrating, wherever possible, community facilities with land use and transport planning in an environmentally sustainable way and by entering into partnership with alternative service providers to develop alternative and cost-effective delivery models;
- Ensuring community facilities are planned and delivered in a timely manner which is flexible to changing demographic and development profiles; and
- Facilities to be designed and located to cater for all members.

City of Wanneroo Strategic Influences

Key factors identified by the Review in the context of current documentation include:

- A key focus of future investment is to meet the needs of projected future residents of the NCGC;
- The ability to have a choice of infrastructure and services is important for such a diverse population base and for a combined urban and rural setting;
- The development of regional sporting infrastructure, including an aquatic centre and indoor courts will need to be considered;
- It is evident from the structure planning process undertaken that there is likely to be a more intense and higher density development along the coastal corridor than that which was previously envisaged;
- Connectivity between sites is important in order to maintain a high level of social integration across all ages and users;
- The close proximity of community facilities to activity centres (e.g. retail, transport hubs and other commercial areas) is important;
- The role of local government in facilitating the provision of services (through access to infrastructure) at an appropriate level to enable other service providers to deliver what the community is identifying as a need; and
- The growth in female sport which is requiring an alternative approach to the design and development of changing facility infrastructure to be far more diverse and inclusive.

Standards of Provision

The Review considered the POS Classifications developed by the Department of Local Government, Sport and Cultural Industries (**DLGSCI**) in respect to classification function, purpose and description and also by hierarchy and catchment, as per the tables below.

- POS Classification by function, purpose and description:

Function	Purpose	Description
Recreation Spaces	Recreation spaces provide a setting for informal play and physical activity, relaxation and social interaction.	Recreation spaces enhance physical and mental health through activity that provides relaxation, amusement or stimulation. Recreation spaces can be accessed by all to play, socialise, exercise, celebrate or participate in other activities that provide personal satisfaction or intrinsic reward.
Sport Spaces	Sport spaces provide a setting for formal structured sporting activities.	Sport spaces provide a venue for formal structured sporting activities such as team competitions, physical skill development and training. Sport spaces are designed to accommodate playing surface, buffer zones and infrastructure requirements of specific or general sporting activity. Most sport spaces can also be accessed by community members for informal sport and recreation.
Nature Spaces	Nature spaces provide a setting where people can enjoy nearby nature and protect local biodiversity and natural area values	Nature spaces provide opportunity for low-impact recreational activities, such as walking, cycling, picnicking, playing, watching or exploring natural features. Nature spaces may include bushland, coastal areas, wetlands and riparian habitats, and geological and natural features. Sites are managed to enable recreational access while protecting local ecological and biodiversity values.

- POS hierarchy by description and catchment:

Level	Description	DLGCS Catchment	2011 Catchment
Regional	Regional Open Space (ROS) serves one or more geographical or social regions and is likely to attract visitors from outside any one local government area.	Size is variable and dependent on function	Catering for 50,000+ people or more with a catchment radius that extends across two or more districts (10km+).
District	Be located central to the catchment to maximise accessibility. Consist of sufficient space to accommodate a variety of concurrent uses, including organised sports, children's play,	5ha to 15+ha Within 2 kilometres or 5-minute drive	catering for 20,000 – 30,000 people, with a catchment radius of 5-10km that encompasses several local or neighbourhood

	picnicking, exercising the dog, social gatherings and individual activities		centres
Neighbourhood	Neighbourhood Open Space (NOS) serves as the recreational and social focus of a community. Residents are attracted by the variety of features and facilities and opportunities to socialise.	1ha to 5ha Be central to surrounding neighbourhoods	Local: Small to medium scale facilities that primarily meet the needs of the immediate surrounding community.
Local	Local Open Space (LOS) is usually small parklands that service the recreation needs of the immediate residential population. LOS is primarily used for recreation and may include small areas of nature space.	0.4ha to 1ha Within 400 metres or 5-minute walk	

As a result of this analysis, the Review recommends that the DLGSCI Classification Framework should be adopted for the CFP. It should be noted there are some differences in the framework currently adopted by the City. These largely relate to size and catchment areas. The City's guidelines are outlined in Local Planning Policy 4.3: Public Open Space.

In respect to Community Facility Provision, the Review provides a detailed review (refer Section 4.2) of existing Community Facility Classification Framework and recommendations as it relates to the provision of regional, district and local level infrastructure provision. This analysis was undertaken using the Parks and Leisure WA Community Facility Guidelines 2012 (revised draft 2019) and is informed by the DLGSCI Classification Framework as noted above.

In addition to this, the Review also provides additional Community Facility Classifications (refer Section 4.3), as it relates to infrastructure such as skate parks, BMX facilities, cycling facilities, performing arts facilities etc.

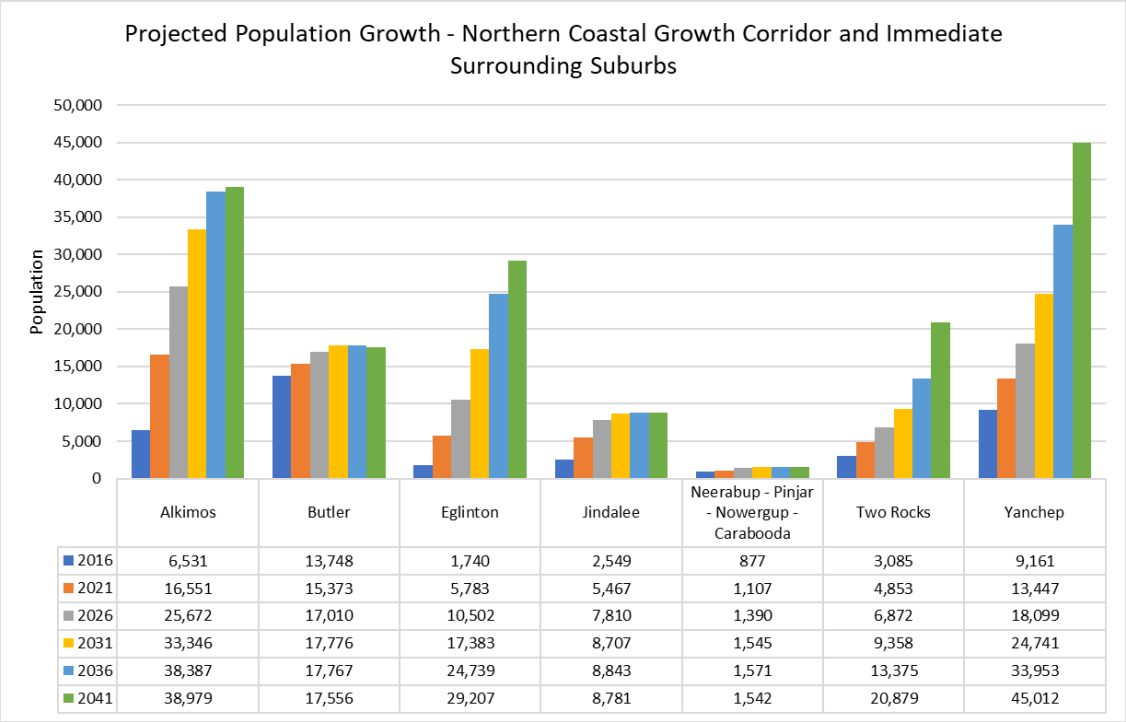
The combination of these POS and Community Facility Classification Frameworks form the basis of the POS and community facility provision recommended by the Review.

Population Growth and Demographic Analysis

The demographic analysis undertaken by the Review utilised the following data sources:

- Australian Bureau of Statistics 2016 Census;
- Community Profile and Social Access;
- Forecast.id for the City's Local Government Area; and
- WA Tomorrow (2015).

The analysis focussed on the current population profile and future population growth, age composition and components of population change. Future population growth for the NCGC has been summarised within the table below (refer Page 36 of the Review):



	Alkimos	Butler	Eglinton	Jindalee	Neerabup - Pinjar - Nowergup - Carabooda	Two Rocks	Yanchep
2016	6,531	13,748	1,740	2,549	877	3,085	9,161
2021	16,551	15,373	5,783	5,467	1,107	4,853	13,447
2026	25,672	17,010	10,502	7,810	1,390	6,872	18,099
2031	33,346	17,776	17,383	8,707	1,545	9,358	24,741
2036	38,387	17,767	24,739	8,843	1,571	13,375	33,953
2041	38,979	17,556	29,207	8,781	1,542	20,879	45,012

The following aspects are key considerations in the development of community infrastructure having regard to population growth and potential future use:

- Population projections indicate a complex demographic mix where there is a growing ageing population over time but an immediate need to address required demands of a significant youth population which shows a high degree of disaffection currently;
- Established rural areas will see a growth in people ageing in place, whereas the new developing areas will experience a higher influx of younger working age households. In order to support these households, access to child and family support will be important as will the growth in access to sporting infrastructure and readily accessible public open space/ safe beaches;
- There are significant demographic variances projected across all of the suburb areas and it is not possible to incorporate a bland population driven assessment which identifies a suite of new community facilities which should be developed in each suburb area;
- There are some community facility deficiency issues emerging in the outer-lying areas of Butler and Jindalee, which if repeated in the NCGC will give rise to a significant deficit in infrastructure. This will adversely impact on social connectivity and the viability of new communities;
- The importance of support infrastructure for family units and increase in accessibility to sporting infrastructure will be high in all growth communities due to the relatively young demographic anticipated in all identified new development areas, due in part to the relatively low cost and mix of residential unit sizes;
- In all growth communities, the initial growth in young families and high family units in the southern part of the NCGC will see a higher level of retirees emerge which, as a percentage of the population, becomes gradually more dominant; and
- The growth to 2041 in and around Yanchep and Two Rocks does not fully articulate the overall development potential to full build out. Allocation of land for community infrastructure will need to recognise a population which is likely to grow within the catchment of the two suburbs by a further 100%.

<u>Trends in Community Facilities Provision and Use</u>

The analysis of trends in relation to community facility provision and use considered a number of key areas including:

Generic Trends

- Pressures facing community groups in declining volunteerism and increased risk management and governance;
- The need for modern facilities to meet statutory building requirements;
- The importance of considering full life cycle costs is becoming increasingly critical in budget planning;
- Increasing expectations of the community as it relates to the quality of infrastructure;
- The value of community facilities in providing a social land community resource (community hubs);
- The increasing use of information technology to connect people across spatial and activity areas;
- The lack of space and availability of space at a reasonable cost; and
- The trend towards commercialising aspects of community facilities and services to assist in offsetting operational costs.

Design Principles

- A coordinated network of facilities within the context of a defined facility hierarchy;
- Facility provision should be central to catchment and equitable access;
- Facilities should be located to promote visibility and accessibility;
- Integrated/ co-located;
- Multiple-use;
- Responding to social need;
- Inclusive and welcoming;
- Contributing to the public domain and sense of place;
- Proximity to open space for activities and events;
- Connected to public transport, pedestrian and cycle network;
- Be of sufficient size and design to enable expansion and adaptation;
- Financial sustainability;
- Environmental sustainability;
- Safety and security; and
- Master planned.

In addition to this, the Review also considers trends in respect to delivery models (development of community hubs, community facilities providing a range of integrated and compatible services etc.), sport and recreation facility trends, and trends as it relates to museums, cultural centres, Men's Sheds, community gardens etc.

As far as delivery models, the Review recommends the community hub models as the preferred solution to ensure the level of infrastructure provided can achieve an optimum return on investment. Increased flexibility and access to the widest range of community groups should be the objective within all these facilities.

Current Facility Infrastructure Provision

The Review provides a thorough outline of the existing facility provision within the NCGC, with the following summary conclusions identified:

- Current provision responds to the existing road network and future planning assumes a level of accessibility (although not fully formulated as yet). There will be a need to review accessibility on an ongoing basis;
- Provision is generally catching up with development with very little community infrastructure, with the exception of the Yanchep Active Open Space and Yanchep Surf Lifesaving Club, having been developed in advance of development. This is obviously a concern as DCP investment is reliant on lot development trigger points;

- The NCGC is linear in its development and therefore many catchments will be compromised. It is important to consider a variety of assessments related to known participation rates, levels of population growth, accessibility and benchmarking to inform assessment process and recommended facility development requirements. A solely population-driven analysis will not provide the desired facility infrastructure;
- The extent of school infrastructure is high and there will be a need to consider more extensive shared use/ dual use agreements to maximise return on investment and off-set excessive capitalisation in additional assets. This is particularly important to offset the provision of:
    - Indoor courts;
    - Outdoor courts; and
    - Performing arts.
- All of the above infrastructure is potentially available for public use outside of core school hours and would be subject to agreements which incorporate a degree of flexibility and potential cost sharing;
- The Phil Renkin Centre and Library is ageing and in need of replacement. This would need to be factored into any future facility development;
- Oldham Reserve and St Andrews will all require effective master planning to maximise their use and increase functionality as active reserves and will need to be factored into any future investment and new active reserve development; and
- Yanchep Community Centre will provide limited functionality to service future anticipated growth. There will be a need to provide a replacement multi-functional facility within close proximity to support future growth.

Projected Demand Indicators

The assessment of future demand for facility provision within the NCGC has been undertaken using a standards approach based on the Facility Planning Guidelines developed by Parks and Leisure WA and from a participation perspective using the most recent AusPlay (Sports Australia) data.

The outcome of the standards approach demand assessment has been included within **Attachment 2**, which is further supported by Appendix E within the Review report.

In respect to the participation approach, the Review undertook this assessment based on projected participation across the top 10 sporting activities by adults and children. Consideration was also given to the percentage of the population between the ages of 5 and 49, which are considered to be predominant sporting facility users. This has been provided in a graphical format within **Attachment 3.**

Key outcomes of this analysis included:

- The growth profile of the 5 to 49 age cohort, indicates a high degree of potential club-based activity and therefore demand;
- Of the traditional outdoor pitch-based team sports, there would be high demand to service the needs of children aged between 0-14 across the NCGC for soccer, Australian football, cricket and hockey. Usage numbers projected need to be considered against a potential number of teams, training requirements and competition requirements;
- Of the traditional court sports, there is a relatively high demand to service the needs of children aged between 0-14 across the NCGC for basketball, netball and tennis;
- Other high demand activities are dancing, gymnastics and swimming;
- Dancing, netball and gymnastics are dominated by female participation while football/soccer, Australian rules and cricket are dominated by male participation. The remainder of the sports is relatively evenly split, although tennis does indicate male participation is twice that of female participation;

- Of the traditional outdoor pitch-based team sports, there would be high demand to service the needs of adults over 14 across the NCGC for soccer, Australian football and cricket. Usage numbers projected need to be considered against a potential number of teams, training requirements and competition requirements;
- Of the traditional court sports, there is a relatively high demand to service the needs of adults over 14 across the NCGC for basketball, netball, volleyball and tennis;
- Fitness/gym is the main sporting activity amongst adults which needs to be accommodated across the City with overall participation estimated at 28.9% across the population. This is over three times the next core activity of swimming (9.2%) and eight times that of other sporting activity. Females are more likely to demand such provision with a 33.9% participation rate compared to a 24% participation rate amongst males;
- Other high demand activities are yoga, golf, Pilates, athletics (including jogging), walking and bowls;
- Yoga, Pilates, netball and swimming are dominated by female participation while football/soccer, Australian rules, golf, basketball and cricket are dominated by male participation. The remainder of the sports and activities are either relatively low in participation across both sexes, or are relatively evenly split; and
- For adult participation, the sports of rugby union, rugby league and hockey operate at a sub-regional level and will operate outside of normal local government boundaries. These sports are not to be ignored, but the demand identified in accordance with specific local circumstance may give rise to a unique level of demand.

The Review then considered this demand analysis within the context of playing surface demand for training and match play (on an hourly basis) for both children and adult players, which then was translated into potential facility need based on population and participation data. This information is provided within **Attachment 4**.

Additional demand assessment was also undertaken for discrete community facilities including aquatic facilities, coastal swimming pools, basketball and netball facilities, Men's Shed provision and synthetic hockey pitch provision.

In respect to aquatic facility demand, the report found that:

- Swimming across all age ranges is in high demand. The increase in child participation from 2016 to 2041 is estimated to be over 8,266 with the majority of these likely to participate in *learn to swim* and squad development programs. Adult participation in the same period is estimated at 7,725. Sufficient capacity needs to be available within the available water space in the NCGC to accommodate such growth;
- Based on a CERM PI (University of South Australia Performance Indicator benchmarking) it suggests a footfall of between 5 and 7 visits per head of population for aquatic centres within a 5km population catchment; and
- This would necessitate, an indoor aquatic facility capacity to service the NCGC of between 202,245 and 283,143 users (based on the 2021 population projections) and between 552,275 and 773,185 (based on 2036 population projections) and between 670,375 and 938,525 (based on 2041 population projections). This would necessitate a regional level aquatic facility to be in place to service the NCGC by 2036. It would also indicate a district level facility may also be required to cater for the projected population growth and catchment of the southern NCGC by 2041 onwards.

Community Facility Requirements – Conclusion and Recommendations

The summary of overall conclusion relating to community facility requirements has been provided within **Attachment 5** and provides an overview of facility requirements.

The full suite of draft recommendations have been provided within **Attachment 6** and include the following:

- Minimum spatial requirements for sporting infrastructure, including AFL, soccer, cricket, hockey, rugby, baseball/ softball, tennis, bowling, athletics, netball and basketball; and
- Policy, process and strategic interventions relating to future investment in multi-purpose facilities, adoption of guiding principles, adoption of standards of provision, financial model for facility development, accessibility, floodlighting provision, provision of gender neutral changing facilities as a standard, skate park and informal BMX provision, dog exercise provision, community use of school sites, consideration of alternative service providers and development of partnerships (commercial and not-for-profit).

Attachment 6 also includes Table 21 from the Review report which outlines suburb specific recommendations as it relates to facility provision, which has been summarised as follows:

Alkimos:

- Libraries – provision of a regional facility will be required at the Alkimos Secondary Centre by 2026;
- Community Centres – provision of a regional facilities at the Alkimos Secondary Centre by 2026, with district level provision in 2029 and neighbourhood level provision (x4) between 2020 and 2034 in East Alkimos and the Alkimos Secondary Centre;
- Youth, Cultural and Performing Arts – provision of a district youth centre/space in the Alkimos Secondary Centre by 2026, with provision of district level performing arts and cultural centres in the secondary centre being aligned to school development in the area;
- Regional surf lifesaving club – development of one facility at the Alkimos South Coastal Village;
- Sport/Recreation spaces – provision of three district sport spaces, five neighbourhood spaces between 2023 and 2032 and a regional sport space subject to land availability;
- Leisure centre – provision of an indoor aquatic and recreation centre (regional/district level) by 2026 at either the Alkimos Secondary Centre or East Alkimos;
- Courts and Synthetic Surfaces – development of a regional (6 court) indoor basketball court facility and four court (outdoor) netball facility by 2026; and
- Other facilities – development of neighbourhood level skate and BMX facilities based on an agreed facility provision strategy, district tennis facility and a lawn bowls facility in East Alkimos by 2024-26.

Eglington:

- Libraries – provision of a district-level facility will be required at the Eglington District Centre by 2031;
- Community Centres – provision of a district facility at the Eglington District Centre by 2031, with neighbourhood level provision (x3) between 2028 and 2039 in North Eglinton;
- Youth, Cultural and Performing Arts – provision of a district youth centre/space in the Eglinton District Centre by 2031, with provision of district level performing arts and cultural centres in North Eglinton being aligned to school development in the area;
- Sport/Recreation spaces – provision of a district sport space, and two neighbourhood spaces between 2023 and 2034;
- Courts and Synthetic Surfaces – development of a district (3 to 4 courts) indoor basketball court facility and six court (outdoor) netball facility by 2031; and
- Other facilities – development of neighbourhood level skate and BMX facilities based on an agreed facility provision strategy, district tennis facility and a lawn bowls facility in Eglinton District Centre and North Eglinton by 2025-41.

Yanchep:

- Libraries – provision of a regional facility will be required at the Yanchep Metropolitan Centre by 2036;
- Community Centres – provision of a regional facilities at the Yanchep Metropolitan Centre by 2026, with 2 x district level provision in 2032 and beyond 2041 and

neighbourhood level provision (x 5) between 2022 and beyond 2041 in Yanchep Metropolitan Centre, North Yanchep Activity Centre and West Yanchep Activity Centre;
- Youth, Cultural and Performing Arts – provision of a district youth centre/space in the Yanchep Metropolitan Centre by 2036, with provision of district level performing arts and cultural centres in the metropolitan centre being aligned to school development in the area;
- Sport/Recreation spaces – provision of two additional district sport spaces between 3024 and 2041, five neighbourhood spaces between 2026 and 2041 and a regional sport space subject to land availability;
- Leisure centre – provision of an indoor aquatic and recreation centre (regional/district level) by 2036 at the Yanchep Metropolitan Centre or within close proximity;
- Courts and Synthetic Surfaces – development of a regional (6 to 8 court) indoor basketball court facility and 8 to 16 court (outdoor) netball facility commencing in 2026 and expanding in 2036; and
- Other facilities – development of neighbourhood level skate and BMX facilities based on an agreed facility provision strategy, regional tennis facility and a lawn bowls facility in North Yanchep Activity Centre by 2034-36.

Two Rocks:
- Libraries – provision of a district-level facility will be required at the Two Rocks Coastal Centre by 2031;
- Community Centres – provision of a district facility at the Two Rocks Coastal Centre by 2031, with neighbourhood level provision (x3) between 2036 and 2041 in the Two Rocks Coastal Centre and North Two Rocks Activity Centre;
- Youth, Cultural and Performing Arts – provision of a two district youth centre/space in various potential locations by 2031, with provision of district level performing arts and cultural centres in Two Rocks North Secondary Centre being aligned to school development in the area;
- Sport/Recreation spaces – provision of two district sport spaces and three neighbourhood spaces between 2026 and 2039 and a regional sport space subject to land availability;
- Courts and Synthetic Surfaces – development of a district (3 to 4 courts) indoor basketball court facility and six court (outdoor) netball facility by 2031; and
- Other facilities – development of neighbourhood level skate and BMX facilities based on an agreed facility provision strategy and a district tennis facility Two Rocks North Secondary Centre by 2038-2040.

Consultation

The review was conducted in consultation with the following external stakeholders:

- Department of Education;
- State Sporting Associations:
    - Aquatic Sports;
    - Bowls WA;
    - Hockey WA;
    - Football West;
    - West Australian Football Commission;
    - Softball WA;
    - Baseball WA;
    - Volleyball WA;
    - Athletics WA;
    - Little Athletics WA;
    - Rugby WA;
    - WA Rugby League;

- Gymnastics WA;
- Netball WA;
- Basketball WA;
- Tennis West;
- Westcycle; and
- Western Australian Cricket Association.

The above entities have contributed towards the recommendations within the report.

This report will seek approval for the release of the draft Northern Coastal Growth Corridor Community Facilities Plan for the purposes of a 28 day public comment process, which is to include the following consultation strategy:

- Information provided on the City's "Your Say" page;
- Advertising for feedback on the City's various social media platforms;
- Direct communication with relevant stakeholders, as identified above; and
- Workshop with Developers within the northern coastal corridor.

The public comment period will commence on 30 March 2020 and conclude on 26 April 2020. The outcomes of public comment period will be reported back to Council for consideration and for Council's formal adoption of the Master Plan.

Should any projects be derived from the review, the City will engage the community in separate consultations, dependant on the needs of each project. These consultations will be conducted as per the City's Community Engagement Framework.

Comment

Overall the Review provides clear indications as to the level of facility provision that is and will be required in the future. Given the population growth the area has experienced since the publication of the 2012 CFP, it is apparent the City needs to ensure that provision of community infrastructure is appropriate for current levels of need.

There is considerable future need for facilities identified in the plan. With this in mind, the City should ensure the recommended dates for facility provision indicated in the plan are adhered to, particularly in regards to larger facilities (e.g. district and regional level).

The plan recommends more than eighty separate facilities to be constructed in the NCGC over the duration of the CFP. It should be noted that this includes several projects that could be incorporated into the same facility e.g. community centres and indoor recreation spaces. Multiuse facilities, such as the potential Regional Aquatic and Recreation Centre would be beneficial as it would serve to provide for several of the recommended facilities, particularly in the near future.

In addition, the City should continue to lobby State and Federal governments in regards to the upcoming provision of the site for the mooted Alkimos Regional Open Space (**AROS**). A 50ha site, such as AROS would prove beneficial in ensuring the current and future provision requirements are met in the short to medium term. The City is currently working on the development of a business case to the State Government to commence acquisition of the AROS.

There is also sufficient detail in the Review to provide a clear indication that there is an identifiable need for the staged provision of a regional aquatic and recreation facility within the northern coastal corridor. The population of the NCGC is currently at a point, particularly considering the young demographic, where an aquatic facility with supporting indoor sports

hall would be meet the needs of the community and be adequately utilised (based on population and participation estimates) over time.

Statutory Compliance

Nil

Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2017 – 2027:

"1 Society

1.1 Healthy and Active People

1.1.1 Create opportunities that encourage community wellbeing and active and healthy lifestyles"

1.1.2 Facilitate Opportunities within the City to access peak and elite activities"

"2 Economy

2.4 Place of Destination

2.4.1 Actively build on cultural heritage and distinctive identity to promote Wanneroo as a place to visit"

"3 Built Environment

3.4 Activated Places

3.4.2 Provide safe spaces, centre and facilities through our infrastructure management designs for community benefit and recreation"

Risk Management Considerations

Risk Title	**Risk Rating**
Long Term Financial Planning	Moderate
Accountability	**Action Planning Option**
Director Corporate Strategy & Performance	Manage

Risk Title	**Risk Rating**
Stakeholder Relationships	Moderate
Accountability	**Action Planning Option**
Chief Executive Officer	Manage

Risk Title	**Risk Rating**
Financial Management	Moderate
Accountability	**Action Planning Option**
Director Corporate Strategy & Performance	Manage

Risk Title	**Risk Rating**
Productive Communities	Moderate
Accountability	**Action Planning Option**
Director Community and Place	Manage

The above risks relating to the issues contained within this report have been identified within the City's Strategic and Corporate risk registers. Action plans have been developed, within the Master Plan to manage these risks to improve the existing management systems.

Policy Implications

Nil

Financial Implications

As outlined in the report and its attachments, the total estimate of costs is circa $683M over the 21 years of the draft report timeline. This is broken down into suburbs below:

Suburb	Amount
Alkimos	$197,979,085
Eglinton	$107,114,190
Two Rocks	$118,012,427
Yanchep	$260,535,880
Total	**$683,641,582**

In terms of timeframes, the five year breakdown as indicated on the draft report is provided below:

Period	Years	Amount
1	2019/20 to 24/25	$37,168,500
2	2025/26 to 29/30	$200,680,720
3	2030/31 to 2034/35	$170,817,802
4	2035/36 to 2040/41	$274,974,560
Total		**$683,641,582**

It should be noted that there are additional costs that have not yet been considered, and they will impact the costing figures. It is anticipated these final costs will be included in the final version of the review.

As outlined in the table below, the Review has seen an increase in funding requirements from the initial plan in 2012 to 2020 of more than $170M. It should be noted that the 2012 figures include only Regional and District Facilities, whereas the Review's figures include smaller, neighbourhood facilities in addition to the Regional and District facilities.

NCGC Community Facilities Plan Year	Alkimos / Eglinton	Yanchep / Two Rocks	Total
2012	$122,375,023	$389,909,534	**$512,284,557**
2020	$305,093,307	$378,548,307	**$683,641,614**

According to the City's current Long Term Financial Plan, there is approximately $97M allocated to the provision of sporting facilities in the Northern Corridor. As indicated in the draft review, there is significant additional funding that will be required over the life of the CFP. It should be noted the City will need to investigate potential external funding sources in order to ensure the minimum facility requirements are met in the short, medium and long term.

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. **ENDORSES, for the purposes of public comment, the draft Northern Coastal Growth Corridor Community Facilities Plan Review, as shown in Attachment 1 of this report; and**

2. **NOTES that the draft Northern Coastal Growth Corridor Community Facilities Plan Review will be released for a 28 day public comment period from 30 March to 26 April 2020, with the outcome to be reported to Council at its meeting held on 30 June 2020.**

Attachments:

1⇩.	*Draft Northern Coastal Growth Corridor Community Facilities Plan Review*	*20/75788*	*Minuted*
2⇩.	*NCGC CFP Review - Projected Community Facility Requirements*	*20/10560*	
3⇩.	*NCGC CFP Review - Projected Participation and Population Figures*	*20/10571*	
4⇩.	*NCGC CFP Review - Projected Demand and Current & Future Provision Requirement*	*20/10625*	
5⇩.	*NCGC CFP Review - Community Facility Requirements Table*	*20/10641*	
6⇩.	*NCGC CFP Review - Recommendations*	*20/12357*	

Attachment 1 – Draft Northern Coastal Growth Corridor Community Facilities Plan Review

This attachment is currently available on the City's Web site through the following link:

Click here to access Attachment 1

Administration Use only

Attachment 1 – HPE # 20/26576

Extract from Northern Coastal Growth Corridor Community Facilities Plan Draft

Table 1: Projected Community Facility Requirements Based on Community Facility Guidelines (CFG) (Source: Parks and Leisure WA)

Facility Type	2016	2041	Rationale
	20,517	**134,077**	
Multi-functional branch library	1 (R) 1 (D)	4 (R) 9 (D)	The level of provision to 2041 is excessive given the current trends in library service provision which is moving towards on-line, virtual and e-book lending. The likelihood is that such provision will diminish and the focus for libraries will be as lifelong learning and family educational and service support. The current CFG population indicators are likely to be reviewed having regard to this changing approach where the likely demand would be for: two regional level facilities in Alkimos by 2026 and Yanchep by 2036. one district level facility in Eglinton by 2026 and a replacement district level facility in Two Rocks Town Centre by 2031. 2 to 3 satellite learning centres combined with other service opportunities (community hubs) should be considered to service smaller communities.
Neighbourhood Community Centre	3	18	The level of stand-alone provision at a neighbourhood level is high given the likely use and potential return on any investment. Neighbourhood facilities should be incorporated within sporting complexes, wherever possible, to maximise the use. 1:7,500 head of population would necessitate a maximum of 18 facilities at this level covering the full residential catchment of the NCGC. The full build out of the NCGC is, however, likely to need land allocated for a further 9, given the projected growth. The majority of these facilities will cater for neighbourhood/voluntary organisation group meetings and social activities.
District Community Centre	1	6-9	The main population centres ideally should have access to a dedicated multi-functional community centre/community hub providing for all ages. It is more critical to co-locate infrastructure and develop flexible community building space in a centralised location and within close proximity to public transport and retail centres. As with neighbourhood community centres, the focus should be on adequate size and functionality of district level provision. 6-9 facilities to service the broader needs of the City would not be unreasonable. The main consideration would be to potentially redevelop/replace existing infrastructure to be more flexible in serving a more diverse community use (i.e. Yanchep Community Centre and Phil Renkin Community Centre and Library).
Regional Public Open Space/Park	0	0-1	The surrounding state forests and associated infrastructure provides a high level of provision for the City. However, there will be a need for a regional sporting space (see below). It is consistent with the Classification Framework for Public Open Space 2012
District Park	1	5-9	The current provision of district and neighbourhood parks is

Facility Type	2016	2041	Rationale
(recreational use)			identified in the mapping process undertaken to identify the catchments, functionality and relative accessibility. It is evident from this analysis that the general level of provision of neighbourhood parks is reasonable in serving the current development front. There are, however, a number of identifiable gaps. District level infrastructure is limited to Yanchep and the imminent development in Butler. The provision of an additional three DOS facilities incorporating sports spaces (see below) will be required to meet the projected full build out of the NCGC. This should be supplemented with up to 15 Neighbourhood Park areas which provide a mixture of smaller satellite sporting spaces but predominantly passive and active areas for social connectivity and community gatherings. It is consistent with the Classification Framework for Public Open Space 2012.
Neighbourhood Park	4	27	
Sports Space (to potentially incorporate sports identified below)	4-5	27-33	This could be combined with neighbourhood, district or regional park provision (as referenced above). The provision of one district level active recreational space at Yanchep addressed the short to medium term requirements in that locale. Halesworth Park similarly will offset an immediate need in Alkimos, although this has to service a catchment which is well-established in Butler and Jindalee. An alternative participation analysis has been undertaken for the oval and rectangular pitch space. The full build out of the NCGC will, however, necessitate the allocation of a minimum of 33 sports spaces to service the ongoing needs of pitch sports. It is consistent with the Classification Framework for Public Open Space 2012. Generally, an independent sports space will vary from 1.4 hectares per rectangular pitch to 2.4 hectares per oval but can be a multiple of these.
AFL ovals*	2-3	17-22	See alternative participation analysis.
Rugby Union/League*	Local Need	Local Need	See alternative participation analysis.
Diamond pitch sports*	1-2	9-13	See alternative participation analysis.
Soccer pitches*	5-7	33-45	See alternative participation analysis.
Cricket ovals*	3-4	17-27	See alternative participation analysis.
Athletics (grass and synthetic)*	0	0	The provision of a synthetic athletics track is unlikely to be justified based on current planning which indicates a track in the northern suburbs (State Athletics Centre) and southern suburbs (currently Ern Clark Reserve) fulfilling the needs of Metropolitan Perth. The State Sporting Infrastructure Plan indicates a robust business case would be necessary to justify any investment of this nature. Grass athletics provision can overlay existing infrastructure and be potentially combined with school.
Hockey pitches (grass and synthetic – water, sand-based and alternatives)*	Local Need	Local Need	Current Hockey WA facility strategy specifies a turf is required to service 1:75,000 head of population. This is likely to be reviewed within the next 12 months. The population driven justification is recognised as being inappropriate as the need for a synthetic turf is invariably justified by club membership, rather than local population growth, as members will travel 20km to a turf. As a sport, participation

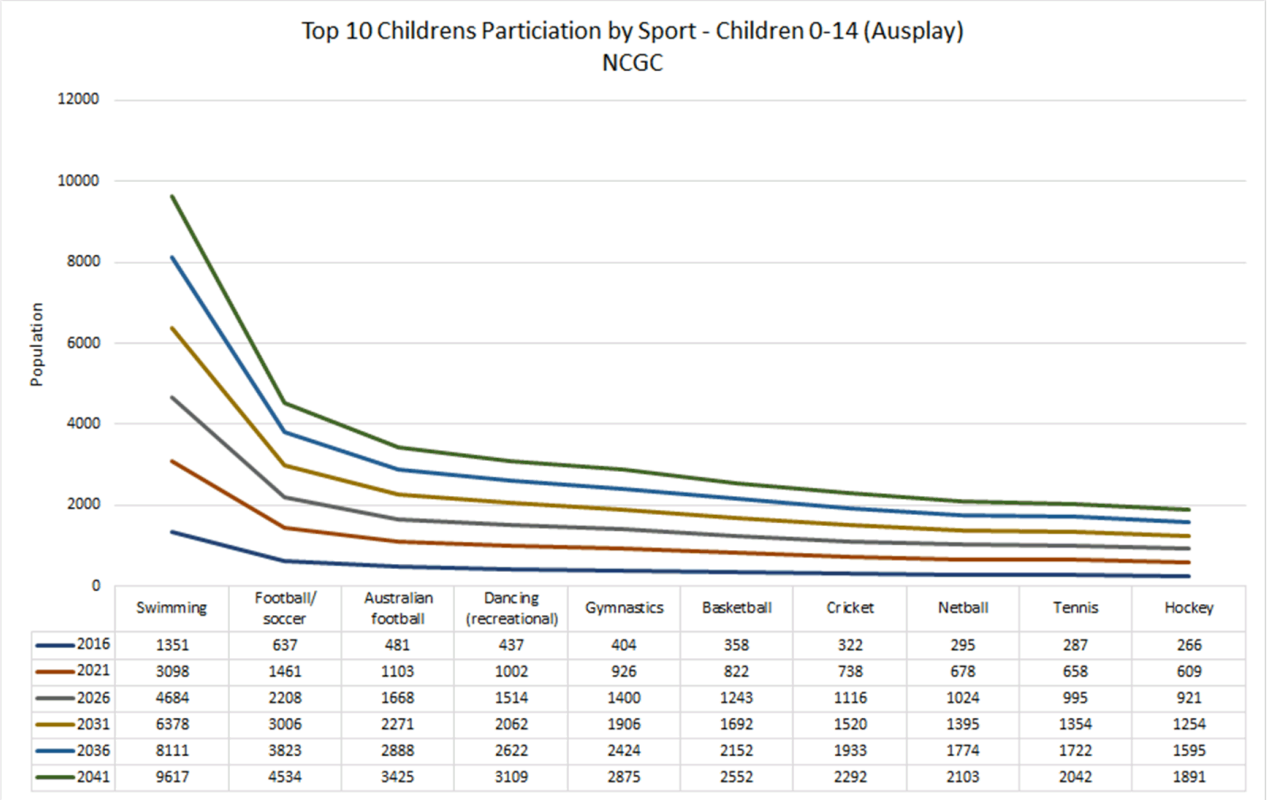
Facility Type	2016	2041	Rationale
			rate growth is limited and based on current club capacity. In the northern suburbs the recent development of a turf at Warwick and provision at Arena Joondalup will offset further turf needs currently. It will be necessary to allocate a minimum three grass court provision within the Regional Open Space (active sports space) to cater for potential demand. The State Sporting Infrastructure Plan indicates a robust business case would be necessary to justify investment in synthetic turf provision.
Indoor Sport and Recreation Centre (generic)	0	2-3	School provision within the NCGC could potentially cater for additional need for neighbourhood indoor/outdoor wet and dry infrastructure. There is, however, a recognised shortfall in court space and accessibility in the NCGC and surrounding area Space for district level infrastructure ideally should be made available through the current planning processes. 1-2 district level combined aquatic and court facilities may be needed to accommodate a full build out of the area (2041 and beyond).
Regional Leisure Centre (including aquatics)	0	0-1	Needs to be considered as part of the regional aquatic facility which ideally should be located with regional playing fields to minimise management and operational costs and within close proximity to Activity Centres. This will be required from 2036 onwards. It is likely that a regional level facility will be required by 2036..
Skate Park	0-1 (R) 1-2 (D) 2-4 (N)	3-5 (R) 5-13 (D) 13-27 (N)	Due to the youthful demographic across all suburbs, the justification for additional infrastructure and enhancement of provision needs to be considered, with alignment to neighbourhood and district POS. Core focal point will be the southern portion of the NCGC to 2031 and northern portion within Yanchep and Two Rocks from 2031 onwards. Guidance should be provided from an additional consultation process to establish need and the design of infrastructure to reflect youth within a specific given catchment. At a regional level the infrastructure should include a range of street furniture and bowl for multi-age and abilities with hang out shelters, water, cycle parking and good dual use path links. Integration with other wheeled sports and youth centres should also be considered.
BMX dirt track facility	2-4	13-27	The development of BMX dirt infrastructure ideally should be co-located with skate park infrastructure within a contained wheeled sport precinct and within a multi-functional neighbourhood open space. Guidance should be provided from an additional consultation process to establish need and the design of infrastructure to reflect youth within a specific given catchment.
BMX facility (formal bitumen track)	0	0-1	The redevelopment and relocation of Wanneroo BMX Club will likely satisfy the demand for BMX infrastructure to 2036. Currently across Metropolitan Perth, sufficient BMX infrastructure exists to accommodate growth to 2041 without the need for additional provision. The key consideration is the modernisation and improvement of existing facilities to meet UCI standards.
Aerobics/Fitness/ Gym (Local	Local	Local	This would be incorporated in a Regional Leisure Centre (including aquatics) and within various community facilities

Facility Type	2016	2041	Rationale
Government)	Need	Need	based on local need. This would also be provided by the commercial sector where the demand is expressed.
Multi-use synthetic surfaces	Local Need	Local Need	The provision of multi-use synthetic or tarmacadam surface can provide opportunities for youth hang outs and gathering areas (including shade sails or formal shelters). The development of such surfaces can offset the need for excessive indoor space and the need for dedicated court space for one activity (i.e. tennis or basketball). These will be based on local need and incorporated within neighbourhood and district open space. Consideration should be given to: • Multi-use synthetic surfaces for multiple sporting activities. • Multi-use games areas (MUGA). The provision of hard surfaces for a variety of sporting uses. • Sports specific synthetic turf pitches.
Netball Courts	5-7	33-45	This does not include multi-use court provision. Traditionally access to school provision is provided to offset significant additional court costs. See alternative participation analysis.
Basketball courts (indoor and outdoor)	5-7	33-45	School provision ideally should be accessed through shared use agreements to offset excessive expenditure on court space. A district/sub-regional centre should be identified as 4-8 indoor courts. See alternative participation analysis.
Indoor Volleyball	Local Need	Local Need	Ideally should be incorporated on a leisure centre site as part of the use of indoor court provision, shared with netball and basketball. The option exists to attract commercial beach volleyball to main mixed use development areas.
Outdoor Beach Volleyball	Local Need	Local Need	Generally provided as part of a multi-functional district or regional leisure centre. Alternative provision would be subject to the attractiveness to the commercial market.
Lawn Bowls	1	3-5	There will be demand for up to two bowls clubs within the NCGC which could facilitate the growth and development of the sport beyond 2041. Current population parameters indicate that while there will be an ageing population, it will still be relatively young. The over-provision of bowls facilities within Metropolitan Perth has resulted in a significant issue in relation to their financial viability. The current over-provision has resulted in a focus on income generation through function areas and limited sporting activity. One bowls club within Alkimos and Eglinton could be justified by 2026 with a second around Yanchep and Two Rocks from 2036 onwards. This however could be developed and provided by a commercial entity (club) and not necessarily the responsibility of the City, other than to facilitate the development.
Squash	Local Need	Local Need	If a need is justified, squash will be incorporated within a multi-functional leisure centre and/or provided by commercial racquet centre providers. Not currently identified as a specific requirement.
Tennis (multi surface courts and grass)	1 club	4-9 clubs	The current level of provision across metropolitan Perth is excessive, particularly in the provision of grass court and small tennis court infrastructure. The demand for 72 courts (9 clubs) appears excessive and could be consolidated into two district/large community facilities in accordance with Tennis Australia Guidelines and up to four smaller club venues of eight courts each. This would provide the capacity for club

Facility Type	2016	2041	Rationale
			growth and development. Alternative tennis infrastructure could be accommodated on multi-marked, multi-use games areas.
Golf Course	Local Need	Local Need	Existing course infrastructure exists within Two Rocks and is not a priority for local government investment. Should a need be expressed, this would be facilitated by a commercial operator. No additional local government provision is justified.
Youth Centre/Youth Space	1	4-7	The level of infrastructure would be reasonable and would require the integration of activities within new integrated community hubs/lifelong learning centres and BMX / skate parks. Service delivery will take place where the youth are using indoor and/or outdoor facilities.
Community and Performing Arts	0 (R) 0 (D)	1 (R) 2-3 (D)	Ideally such provision should be accommodated within a public or private school and subject to a shared use agreement. The level of provision detailed to 2041 would be reasonable to service the needs of the community subject to those agreements being in place. Any development should be supported by a well-researched business case.
Seniors' Centre	Local Need	Local Need	Requires further detailed analysis of functionality and accessibility of existing infrastructure. Ideally seniors' centres should not be stand alone but integrated within a larger multi-functional community facility. This plan is not recommending separate seniors' provision.
Amphitheatres	Local Need	Local Need	Capability for event infrastructure should be incorporated within District and Regional Open Space. Small amphitheatre areas combined with skate parks and social gathering / meeting places are likely to be in demand within all estates. Supporting infrastructure would merely be access to power and effective water servicing.
Cultural Meeting Place	Local Need	Local Need	To be integrated with community centre development (neighbourhood or district) and combined with amphitheatres where the need is proven.
Arts and Cultural Centre	0	1	This provision should be part of the Yanchep City Centre development and will be required post 2036. Smaller arts and cultural spaces should be incorporated within multi-functional community buildings where space is generic in function.

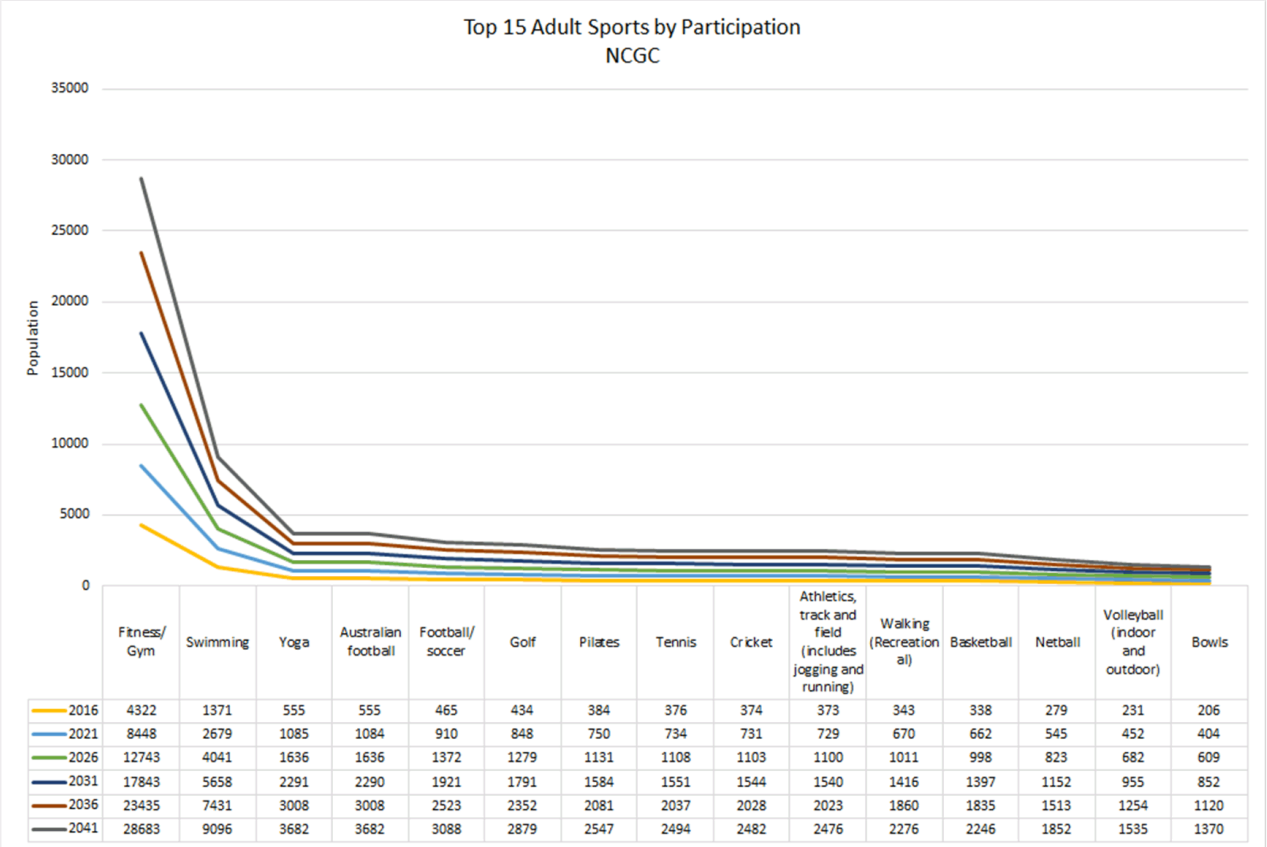
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Figure 1: Projected Participation Across the Top 10 Sporting Pursuits by Children within the NCGC (Source AusPlay WA)



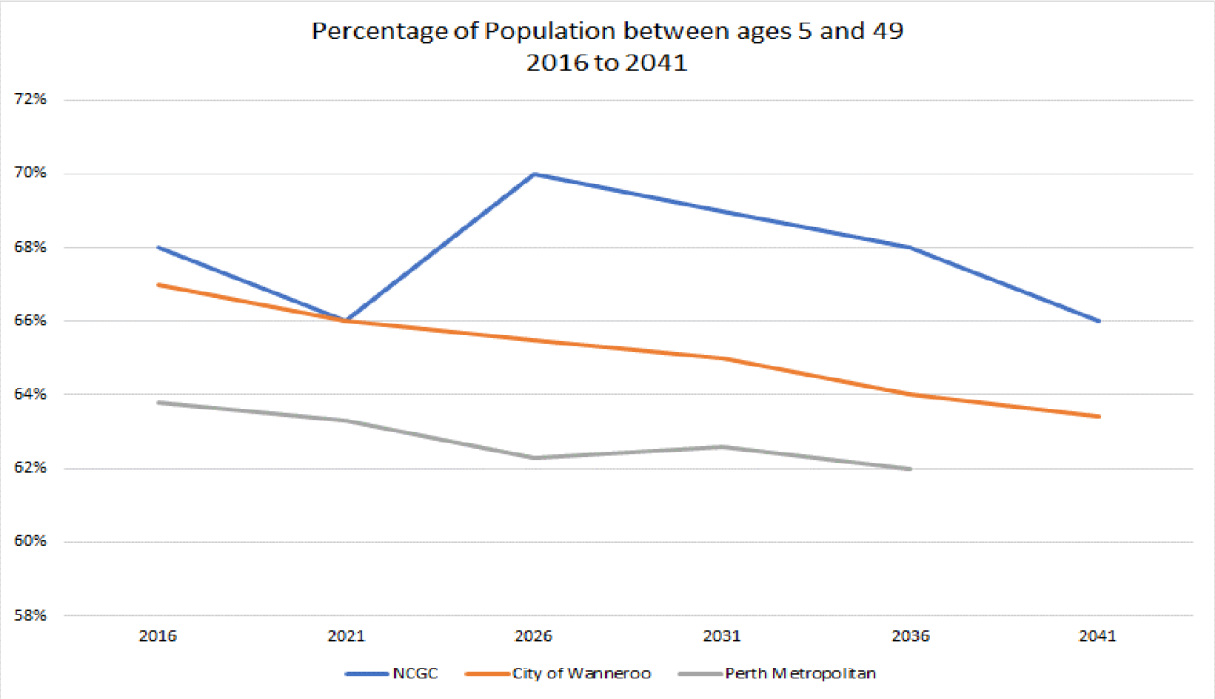
	Swimming	Football/ soccer	Australian football	Dancing (recreational)	Gymnastics	Basketball	Cricket	Netball	Tennis	Hockey
2016	1351	637	481	437	404	358	322	295	287	266
2021	3098	1461	1103	1002	926	822	738	678	658	609
2026	4684	2208	1668	1514	1400	1243	1116	1024	995	921
2031	6378	3006	2271	2062	1906	1692	1520	1395	1354	1254
2036	8111	3823	2888	2622	2424	2152	1933	1774	1722	1595
2041	9617	4534	3425	3109	2875	2552	2292	2103	2042	1891

Figure 2: Top 15 Adult Participation Recreational Activities and Projected Growth within the NCGC (Sourc AusPlay WA)



	Fitness/ Gym	Swimming	Yoga	Australian football	Football/ soccer	Golf	Pilates	Tennis	Cricket	Athletics, track and field (includes jogging and running)	Walking (Recreational)	Basketball	Netball	Volleyball (indoor and outdoor)	Bowls
2016	4322	1371	555	555	465	434	384	376	374	373	343	338	279	231	206
2021	8448	2679	1085	1084	910	848	750	734	731	729	670	662	545	452	404
2026	12743	4041	1636	1636	1372	1279	1131	1108	1103	1100	1011	998	823	682	609
2031	17843	5658	2291	2290	1921	1791	1584	1551	1544	1540	1416	1397	1152	955	852
2036	23435	7431	3008	3008	2523	2352	2081	2037	2028	2023	1860	1835	1513	1254	1120
2041	28683	9096	3682	3682	3088	2879	2547	2494	2482	2476	2276	2246	1852	1535	1370

Figure 3: Percentage of Population Between the Ages of 5-49 (predominant sporting facility users) (Source: Forecast.id)



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Table 14: Projected Adult Playing Surface Demand Based on Population Growth and Alignment with AusPlay Data

Top 15 Adult Venue Based Participation Activities - AusPlay available data	Oval/Rectangular Pitch/Court Demand in hours per week (assuming home only for all sports except Netball and Basketball which play at the same venue)			Training Demand in hours per week (assuming home and half a pitch only)			Weekly Pitch and Court Demand in hours			Rectangular/Oval Pitch Demand - Rectangular pitch weekly carrying capacity is 16 hours and Oval is 26 hours		
	2021	2031	2041	2021	2031	2041	2021	2031	2041	2021	2031	2041
Australian football	84	96	110	203	232	263	186	212	241	7	8	9
Football/ soccer	78	89	101	233	266	302	194	221	252	12	14	16
Cricket	151	172	196	113	129	147	207	237	269	8	9	10
Tennis	68	77	88	180	206	234	248	283	321	12	14	16
Basketball	77	88	100	155	177	201	155	177	201	6	7	8
Hockey	40	46	52	80	92	104	80	92	104	5	6	7
Netball	224	256	291	112	128	145	280	320	363	9	11	12

Table 15: Projected Junior Playing Surface Demand Based on Population Growth and Alignment with AusPlay Data

Top 10 Children's Participation by Sport - Children 0-14 (AusPlay)	Oval/Rectangular Pitch /Court Demand in hours per week (assuming home only for all sports except Netball and Basketball which play at the same venue)			Training Demand in hours per week (assuming home and half a pitch only)			Weekly Pitch and Court Demand in hours			Rectangular /Oval Pitch Demand - Rectangular pitch weekly carrying capacity is 16 hours and Oval is 26 hours		
	2021	2031	2041	2021	2031	2041	2021	2031	2041	2021	2031	2041
Football/soccer	81	91	100	325	365	399	244	273	299	15	17	19
Australian football	96	107	117	382	428	469	287	321	352	11	12	14
Basketball	107	120	131	427	479	524	320	359	393	11	12	13
Cricket	110	123	134	164	184	202	192	215	235	7	8	9
Netball	66	74	81	264	296	324	198	222	243	7	7	8
Tennis	114	128	140	171	192	210	199	224	245	8	9	9
Hockey	23	25	28	136	152	166	90	101	111	6	6	7

Table 161: Current Provision compared to Potential Need Based on Population Growth and AusPlay Participation Statistics

Top 15 Adult Venue-Based Participation Activities	Alkimos					
	2016	2021	2026	2031	2036	2041
Australian football	1	2	3	4	4	4
Football/soccer	1	3	5	6	7	7
Cricket	1	2	3	4	5	5
Tennis	1	2	3	4	5	5
Basketball	1	1	2	3	3	4
Hockey	0	1	2	3	3	3
Netball	1	2	4	5	5	6
Top 15 Adult Venue-Based Participation Activities	**Eglinton**					
	2016	2021	2026	2031	2036	2041
Australian football	0	1	1	2	3	3
Football/soccer	0	1	2	3	4	5
Cricket	0	1	1	2	3	4
Tennis	0	1	1	2	3	4
Basketball	0	1	1	2	2	3
Hockey	0	0	1	1	2	2
Netball	0	1	1	2	3	4
Top 15 Adult Venue-Based Participation Activities	**Two Rocks**					
	2016	2021	2026	2031	2036	2041
Australian football	0	1	1	1	1	2
Football/soccer	1	1	1	2	2	4
Cricket	0	1	1	1	2	2
Tennis	0	1	1	1	2	3
Basketball	0	0	1	1	1	2
Hockey	0	0	1	1	1	2
Netball	0	1	1	1	2	3
Top 15 Adult Venue-Based Participation Activities	**Yanchep**					
	2016	2021	2026	2031	2036	2041
Australian football	1	2	2	3	4	5
Football/soccer	2	3	3	5	7	9
Cricket	1	2	2	3	4	6
Tennis	1	2	2	3	5	6
Basketball	1	1	2	2	3	4
Hockey	1	1	1	2	3	4
Netball	1	2	3	4	5	7

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Facility Type	Facility Requirements
Libraries	Provision within the NCGC is likely to be delivered on the basis of lifelong learning and as part of a multi-functional service hub. It is considered that two regional level facilities will be required in Alkimos by 2026 and Yanchep by 2036. One district level facility in Eglinton by 2026 and a replacement district level facility in Two Rocks Town Centre by 2031. Local neighbourhood level provision is considered excessive and can be administered through mobile libraries and / or a small, unmanned lending service at multi-functional district and neighbourhood centres.
Neighbourhood level community centre	A maximum of 18 neighbourhood level community centre facilities covering the full residential catchment of the NCGC will be required to 2041. The full build out of the NCGC is, however, likely to need land allocated for a further nine, given the projected growth. It is recommended that the City review their current process of disposing of freehold land pending the allocation / land siting of each of these facilities to meet the extended anticipated growth in population as a result of more intensive high density development within the NCGC.
District level community centres	6-9 district level community centres to service the broader needs of the NCGC would not be unreasonable. The location of the district level centres is identified across the four NCGC suburbs and where appropriate are combined with regional / neighbourhood centres to maximise the potential return on investment and reduce ongoing asset management obligations.
Regional Community Centre	This must be located within the main and secondary activity centres performing a multi-functional use of seniors, youth, arts, playgroup, craft, personal fitness, social areas and library functions. The regional centres will be the focal point for place planning activity and a direct connection between the City and the resident community.
Regional POS	Regional publicly-accessible public open space /park is sufficiently catered for with the provision of National Parks in and surrounding the NCGC. A specific sporting regional level facility will, however, be required at Alkimos and subsequently Yanchep to ensure the full build out of the NCGC can be appropriately catered.
District and Neighbourhood level PO	District and Neighbourhood level POS is currently limited and there will be a need, in particular to provide passive POS with social gathering and event spaces within all emerging development fronts. It is best practice to locate District level infrastructure into the provision of formalised sports spaces.District level infrastructure should be tied into the provision of formalised sports spaces.
District level sporting infrastructure	District level sporting infrastructure is limited to Yanchep and the imminent development in Butler (which would service part of the southern area of the NCGC). The provision of an additional three DOS facilities incorporating sports spaces will be required to meet the projected full build out of the NCGC. Yanchep addressed the short to medium term requirements in that locale. Halesworth Park similarly will offset an immediate need in Alkimos. This will need to be supplemented with up to 15 Neighbourhood Park areas which provide a mixture of smaller satellite sporting spaces but predominantly passive and active areas for social connectivity and community gatherings. This conforms to the outcome of the more detailed sporting oval and court space analysis.
Sports Spaces	The full build out of the NCGC will, however, necessitate the allocation of a minimum of 33 sports spaces (individual oval and rectangular facilities) to service the ongoing needs of pitch sport. The following oval, rectangular and court facility developments will be required to 2041 by Suburb. The sports spaces for each component has been generated

through calculating the likely demand based on current participation rates for each sport and the projected population growth as identified in Table 16 (p.81). These sport spaces will need to be allocated against a regional, district and neighbourhood level of provision (i.e. provision of multiple ovals, courts and rectangular facilities within one multi-functional sports space). At a district level this is likely to be a minimum of two ovals while at a neighbourhood level it would be one oval or one rectangular space. At a regional level it is only limited by the space available. In referencing junior oval / rectangular / court development, it is recognised that in all circumstances senior level provision will accommodate the need for junior competition and training and where additional oval access is required, these will be provided under shared use agreements on school sites within close proximity of the main senior club provision:

- Alkimos:
    - 5 x senior AFL Ovals and 13 junior (combined with 5 x senior cricket and 7 x junior cricket ovals). Overall, it is assumed 50% of junior ovals can be accommodated within dual use school provision and the remainder on the senior oval area.
    - Diamond Sports. The provision of one diamond area to service the needs of all diamond sports could be considered on one of the five local government provided ovals.
    - 7 x senior and 13 x junior rectangular pitches to service soccer. It is assumed that 80% of the junior activity will be accommodated at senior rectangular sites or on school sites with only the need for an additional 3 rectangular surfaces to meet the needs of the future growth in the sport. Overall provision of 10 rectangular pitches.
    - 5 x senior tennis courts and 7 x junior courts (potentially an 8 court district tennis club facility).
    - 4 x senior and 9 x junior basketball courts (indoor). It is assumed school hall use can accommodate 80% of junior indoor court space subject to the implementation of effective shared use agreements. Overall indoor court provision likely to be required: 4-6 courts.
    - 6 x senior and 6 x junior netball courts (outdoor). It is assumed school court provision can accommodate 80% of junior outdoor court requirements subject to the implementation of effective shared use agreements. Overall outdoor court provision likely to be required: 6-8 courts.
    - 3 x senior and 5 x junior grass hockey pitches. It is assumed senior infrastructure will cater for 60% of junior use. Overall rectangular pitch provision required: 5.
- Eglinton:
    - 3 x senior AFL Ovals and 8 x junior (combined with 4 x senior cricket and 5 x junior cricket ovals). Overall, it is assumed 50% of junior ovals can be accommodated within dual use school provision and the remainder on the senior oval area.
    - Diamond Sports: The provision of one diamond area to service the needs of all diamond sports could be considered on one of the four local government provided ovals
    - 5 x senior and 11 x junior rectangular pitches to service soccer. It is assumed that 80% of the junior activity will be accommodated at senior rectangular sites or on school sites with only the need for an additional 3 rectangular surfaces to meet the needs of the future growth in the sport. Overall provision of 8 rectangular pitches.
    - 4 x senior tennis courts and 5 x junior courts (potentially a small 6

court tennis club facility to cater for full build out).

- 3 x senior and 7 x junior basketball courts (indoor). It is assumed school hall use can accommodate 80% of junior indoor court space subject to the implementation of effective shared use agreements. Overall indoor court provision likely to be required: 3-4 courts.
- 4 x senior and 5 x junior netball courts (outdoor). It is assumed school court provision can accommodate 80% of junior outdoor court requirements subject to the implementation of effective shared use agreements. Overall outdoor court provision likely to be required: 5-6 courts.
- 2 x senior and 4 x junior grass hockey pitches. It is assumed senior infrastructure will cater for 60% of junior use. Overall rectangular pitch provision required: 3.

- Two Rocks
  - 2 x senior AFL Ovals and 6 x junior (combined with 2 x senior cricket and 4 x junior cricket ovals). Overall, it is assumed 50% of junior ovals can be accommodated within dual use school provision and the remainder on the senior oval area. The provision of one diamond area to service the needs of all diamond sports could be considered on one of the four local government provided ovals.
  - 4 x senior and 8 x junior rectangular pitches to service soccer. It is assumed that 80% of the junior activity will be accommodated at senior rectangular sites or on school sites with only the need for an additional 3 rectangular surfaces to meet the needs of the future growth in the sport. Overall provision of 6 rectangular pitches.
  - 3 x senior tennis courts and 4 x junior courts (potentially a 4 court local tennis club facility which could be expanded to a 6 court facility to cater for full build out).
  - 2 x senior and 5 x junior basketball courts (indoor). It is assumed school hall use can accommodate 60% of junior indoor court space subject to the implementation of effective shared use agreements. Overall indoor court provision likely to be required: 3 courts.
  - 3 x senior and 3 x junior netball courts (outdoor). It is assumed school court provision can accommodate 80% of junior outdoor court requirements subject to the implementation of effective shared use agreements. Overall outdoor court provision likely to be required: 4 courts.
  - 2 x senior and 3 x junior grass hockey pitches. It is assumed senior infrastructure will cater for 60% of junior use. Overall rectangular pitch provision required: 3.
- Yanchep:
  - 5 senior x AFL Ovals and 10 x junior (combined with 6 x senior cricket and 7 x junior cricket ovals). Overall, it is assumed 50% of junior ovals can be accommodated within dual use school provision and the remainder on the senior oval area. The provision of one diamond area to service the needs of all diamond sports could be considered on one of the six local government provided ovals
  - 9 x senior and 14 x junior rectangular pitches to service soccer. It is assumed that 80% of the junior activity will be accommodated at senior rectangular sites or on school sites with only the need for an additional 3 rectangular surfaces to meet the needs of the future growth in the sport. Overall provision of 8 rectangular pitches.
  - 6 x senior tennis courts and 7 x junior courts (potentially an 8 court

	district tennis club facility which could be expanded to a 12 court facility to cater for full build out and provision of a large community / regional centre). o 4 x senior and 10 x junior basketball courts (indoor). It is assumed school hall use can accommodate 80% of junior indoor court space subject to the implementation of effective shared use agreements. Overall indoor court provision likely to be required: 6-8 courts. o 7 x senior and 6 x junior netball courts (outdoor): It is assumed school court provision can accommodate 80% of junior outdoor court requirements subject to the implementation of effective shared use agreements. Overall outdoor court provision likely to be required: 8 courts initially – to potentially 16 courts. o 4 x senior and 5 x junior grass hockey pitches. It is assumed senior infrastructure will cater for 60% of junior use. Overall rectangular pitch provision required: 6. Yanchep is the only suburb which could potentially justify the provision of a synthetic turf in the medium to long term, i.e. post 2036.
Rugby league/rugby union	It is assumed that rectangular pitch infrastructure to service the needs of rugby league/rugby union will be determined by the emerging local needs. It is likely based on current regional sporting facilities within Metropolitan Perth that a facility of four rectangular pitches would be required for the full build out of the NCGC.
Synthetic athletics track	The provision of a purpose-built synthetic athletics track and associated event infrastructure cannot be justified due to existing infrastructure at the State Athletics Centre and Ern Clark Reserve, Canning, fulfilling the needs of Metropolitan Perth. The State Sporting Infrastructure Plan indicates a robust business case would be necessary to justify any future investment in facilities of this nature.
Skate park provision	The level of skate park provision needs to be explored at a local level with the potential to develop district level infrastructure within district open space / regional sporting. This should be combined within an overall wheeled sports strategy (to incorporate BMX and other cycle sport opportunities).
BMX club infrastructure	The current BMX club infrastructure across Metropolitan Perth services a regional wide need and there is no rationale identified for investing in further formalised club infrastructure. BMX dirt facilities ideally should be co-located with skate park infrastructure within a contained wheeled sport precinct and within a multi-functional district / neighbourhood open space. This should be combined within an overall wheeled sports strategy as referenced above.
Local government gym provision	Local government gym provision would be incorporated in a Regional Leisure Centre (including aquatics) and within various community facilities based on local need.
Outdoor and indoor volleyball	Outdoor and indoor volleyball will generally be provided as part of a multi-functional district or regional leisure centre and are not therefore considered to demand separate investment identified through demand indicators.
Multi-use synthetic or tarmacadam surface	There will be a need to determine, at a local level, the provision of multi-use synthetic or tarmacadam surface that can provide for a variety of sporting activities and youth areas, within or adjacent to neighbourhood and district parks. It is to be noted that 3 on 3 Basketball has from 2020 become an Olympic sport and as a result is likely to see substantial growth due to marketing and exposure..
Lawn bowls	Two lawn bowls facilities are indicatively identified. One bowls club within Alkimos and Eglinton could be justified by 2026 with a second around Yanchep and Two Rocks from 2036 onwards. This however would be subject to the local need being proven and a concerted increase by the State Sporting Association

	to arrest the current diminishing participation rates in the sport amongst the youth and pre-retirement ages. A further study will be necessary to inform the City's approach in the growth corridor beyond the population driven demand. .
Squash	If a need is identified, squash court facilities can be incorporated within a regional level indoor court facility.
Youth provision	Youth provision indicates the need to provide up to seven centres which are to be integrated within part of extended district level community hubs, as will the provision for seniors (non-age care services).
Community and Performing Arts Centre	Community and Performing Arts centres are to be provided within a public or private school and subject to a shared use agreement. The level of provision detailed to 2041 indicates a need for one regional and 2 to 3 localised facilities as being reasonable to service the needs of the community subject to those agreements being in place.
Amphitheatres and outdoor meeting places	Should be provided within district and neighbourhood public open space in strategic locations based on local need. No defined standard for such provision is detailed.
A Regional Arts and Cultural Centre	Should be considered for Yanchep post 2036. Smaller arts and cultural spaces should be incorporated within multi-functional community buildings where space is generic in function.
Aquatic infrastructure:	A regional aquatic centre will be required post 2031 and a further district level facility can be justified based on full build out and likely bather numbers which need to be accommodated. The regional facility should be combined with a 4 court (minimum) dry side facility at Yanchep and a secondary district aquatic and dryside facility (4 court maximum) should be provided in Alkimos/Eglinton to service the southern portion of the NCGC.
Coastal pools	It is recommended that coastal pools not be pursued due to the ongoing asset management and excessive maintenance costs. In addition, the limited seasonality would indicate that such facilities would not be able to supply the level of bather access required in the NCGC.
Men's Shed	Provision of up to two facilities should be considered in Two Rocks and Eglinton where accessibility by an ageing demographic is important. It is likely that the use will expand and broaden to be combined with senior services and where possible should be co-located adjacent to complimentary user groups / usages..
Surf Life Saving infrastructure	The provision of Surf Life Saving infrastructure is limited to defined beach nodes identified in current structure planning. It is unlikely additional club facilities are required, although equipment storage and temporary watch towers may be required and facilitated by the new surf life saving club at Yanchep as the growth front emerges.

Extract from Northern Coastal Growth Corridor Community Facilities Plan Draft

Table 20: Recommendations: Across the NCGC: Strategic, Policy, Processes and Planned Investment

Recommendation/Action	Priority and Timeline	Responsibility	Funding	Indicative Capital or Funding Cost	Monitoring
Policy, Processes and Strategic Interventions					
1. **Future Investment:** City investment in community facility provision within the NCGC will only be considered (except in exceptional circumstances) where it is proposed to develop a multi-purpose facility which can satisfy the needs of a number of community users/ groups.	H Ongoing	City of Wanneroo:	N/A	Annual Operational Budget / DCP / Grant Funding	Annual Asset Management Review. Ongoing user needs assessment.
2. **Guiding Principles:** The City will ensure the provision of community facilities within the NCGC is in line with the identified guiding principles of development: • Equality of Access. • Non-discrimination on age, gender, sexual orientation, race, colour, etc. • Wherever possible, promoting self-sufficiency of community organisations by establishing appropriate governance and financial management structures. • To work in partnerships to develop opportunities across community clubs and other organisations to maximise the return on limited resources. • Effective and efficient management of assets	H Ongoing	City of Wanneroo:	N/A	Annual Operational Budget	Annual Asset Management Review. User feedback and reporting processes.
3. **Standards of Provision:** The City commits to undertaking a hierarchy of documents, focusing on policies, strategies, design guidelines and specifications to inform the planning and design of open space and community buildings. These standards will take precedence, as they are developed for the provision of all new infrastructure and ongoing asset management planning.	H Ongoing	City of Wanneroo:	Established program of investment prioritised in accordance with the Long-Term Financial Plan	Annual Operational Budget	Annual Asset Management Review User feedback and reporting processes.
4. **Financial Contributions:** As part of any new	H	City of Wanneroo:	N/A	Fees and Charges	Annual Review

Recommendation/Action	Priority and Timeline	Responsibility	Funding	Indicative Capital or Funding Cost	Monitoring
development being considered the City will seek a commitment (financial) to the development of new infrastructure from State and Federal government, national and state sporting associations and external grant funding agencies as applicable. .	Ongoing			established annually	Annual Reporting Process agreed with user groups.
5. **Accessibility:** The development of new or upgraded/modernised infrastructure adheres to the principles of the Disability Access and Inclusion Plan and in accordance with the states Age Friendly Community Framework to develop and maintain a high level of equitable access to community facilities for all members of the community.	H Ongoing	City of Wanneroo:	N/A	Prioritisation of access established and linked to Annual Operational Budget	Annual survey of facilities and identification of anomalies with users and building functionality.
6. **Floodlighting:** The City, within the NCGC, provides floodlighting to a minimum standard of 50 lux for large ball sports on designated neighbourhood, district and regional sporting open spaces. Consideration will be given to future-proofing a site by providing up to 100 lux for large ball sports, when external funding opportunities and / or significant contributions from user groups is able to be acquired. (this is consistent with current processes which will be informed by the floodlighting policy review). Consideration for higher specification lighting for small ball sports will be assessed and funding secured on a case by case basis and as the need arises.	H Ongoing	City of Wanneroo	Established program of investment prioritised in accordance with the Long-Term Financial Plan	Annual Operational Budget	Annual Asset Management Review User feedback and reporting processes.
7. **Provision of Changing Accommodation:** Within the NCGC, the City will only develop gender neutral changing facilities in accordance with an agreed specification to ensure no user groups are disadvantaged or prevented from accessing necessary supporting infrastructure.	H Ongoing	City of Wanneroo:	Established program of investment prioritised in accordance with the Long-Term Financial Plan	Annual Operational Budget / Grant Funding	Annual Asset Management Review Annual Budget setting process informed by outcomes. User feedback and reporting processes.
8. **Skate Park Provision:** Within the NCGC, the City is committed to developing skate parks at strategic locations in accordance with local need as determined through consultation with youth	H Ongoing	City of Wanneroo:	Established program of investment prioritised in	Annual Operational Budget / DCP / Grant	Engagement with Youth Representatives. Annual Survey.

Recommendation/Action	Priority and Timeline	Responsibility	Funding	Indicative Capital or Funding Cost	Monitoring
representatives. A hierarchy will be developed in accordance with neighborhood, district and regional needs, informed by strategy development. For the purposes of the NCGC Plan a population trigger of 1:10,000 has been adopted solely for neighbourhood level provision and this will be subject to revision.			accordance with the Long-Term Financial Plan	Funding	
9. **Dirt BMX Provision:** Within the NCGC, the City is committed to developing dirt BMX tracks at strategic locations in accordance with local need as determined through consultation with youth representatives. A hierarchy will be developed in accordance with neighbourhood, district and regional needs, informed by strategy development, For the purposes of the NCGC Plan a population trigger of 1:10,000 has been adopted solely for neighbourhood level provision and this will be subject to revision.	H Ongoing	City of Wanneroo:	Established program of investment prioritised in accordance with the Long-Term Financial Plan	Annual Operational Budget / DCP / Grant Funding	Engagement with Youth Representatives. Annual Survey.
10. Multi-Use Games Areas: Within the NCGC, the City is committed to developing Muti-Use Games Areas at strategic locations in accordance with local need as determined through consultation with youth representatives. A hierarchy will be developed in accordance with neighbourhood, district and regional needs, informed by strategy development, For the purposes of the NCGC Plan a population trigger of 1:7,500 has been adopted solely for neighbourhood level provision and this will be subject to revision.	H Ongoing	City of Wanneroo:	Established program of investment prioritised in accordance with the Long-Term Financial Plan	Annual Operational Budget / DCP / Grant Funding	Engagement with Youth Representatives. Annual Survey.
11. **Dog Exercise Areas:** Within the NCGC the City will identify preferred locations as fenced off-lead dog exercise areas with the intention of minimising potential conflict with other users. A hierarchy will be developed in accordance with neighborhood, district and regional needs, informed by strategy development.	H Ongoing	City of Wanneroo:	Established program of investment prioritised in accordance with the Long-Term Financial Plan	Annual Operational Budget	Outcomes of Feasibility Study Assessed. Subject to implementation, annual survey.
12. **Community Use of School Sites:** To offset the potential deficit in access to the provision of sporting and community space across the	H Ongoing	City of Wanneroo / Dept of Education / Private Schools	Annual Operational Budget / Through Community Use		Shared Use Agreements established (No.), Review of Community use

Recommendation/Action	Priority and Timeline	Responsibility	Funding	Indicative Capital or Funding Cost	Monitoring
NCGC, both public and private schools will be approached to identify opportunities for community use that are consistent with agreed development principles.			Agreement		agreements (No.), Usage Reports.
13. **Alternative Service Providers:** The City will undertake a review of alternative service providers to ascertain the potential opportunity to work in partnership to deliver facility infrastructure which has been identified as a need. The City will investigate the identification and securing of potential land or co-location opportunities that may provide an agreed community facility / service.	M Ongoing	City of Wanneroo	Annual Operational Budget / Through Partnership Agreement		Market Evaluation.
14. **Commercial Partnerships:** Wherever practicable the City should enable and/or facilitate development by not-for-profit or commercial entities who wish to establish a service within the NCGC which meets an identified or perceived need within the City.	M Ongoing	City of Wanneroo	Annual Operational Budget / Commercial Partnership		Gradual implementation program reports and performance managed against desired outcomes.

Table 21: Suburb Specific Recommendations

Facility Recommendation/Rationale	Date Required	Location	Potential Size (floor area in m^2)	Funding	Indicative Capital or Funding Cost	Monitoring
Alkimos						
a. Regional multi-functional branch library: Development of one regional level branch library: As the secondary centre, the facility is required to service the needs of the growing population to the south NCGC. (Review – not for all facilities cost for floor area only – 2012 had 17661 and 2,923m2 – need to take into account comments on floor size	2026	Alkimos Secondary Centre	1,200	City of Wanneroo / DCP	$3.3M	Community Consultation and user feedback. Ongoing reporting requirements
b. Neighbourhood Community Centre: Development of up to four neighbourhood Community	2020 2025	East Alkimos and Alkimos Secondary	350	City of Wanneroo /	4 x $1.31M	

Facility Recommendation/Rationale	Date Required	Location	Potential Size (floor area in m^2)	Funding	Indicative Capital or Funding Cost	Monitoring
Centres. Alignment to pavilion and active reserves is preferable.	2031 2034	Centre		DCP		
c. District Community Centre (including youth and seniors' provision): Development of two multi-functional District Community Centres.	2029 2034	Alkimos Secondary Centre	700	City of Wanneroo / DCP / Grant Assistance	2 x $2.62M	
d. Regional Community Centre: Development of one regional community centre co-located with the branch library: As the secondary centre, the facility is required to service the needs of the growing population to the south NCGC.	2026	Alkimos Secondary Centre	1,000	City of Wanneroo / DCP	$3.75M	Community Consultation and user feedback. Ongoing reporting requirements Developer Engagement and Acceptance of DCP requirements
e. Neighbourhood Park: An additional five Neighbourhood Park areas which provide a mixture of smaller satellite sporting spaces but predominantly passive and active areas for social connectivity and community gatherings.	2023 2028 2032	East Alkimos	1ha - 5ha	City of Wanneroo / DCP	TBC	
f. Regional, or District or Neighbourhood Sports Space (to potentially incorporate sports identified below): • AFL ovals: 5 x senior AFL Ovals (25ha). Leatherback Park fulfils the need for one oval. Forestay Park facilitates the need for the second oval. A further three will need to be planned. • Rugby Union/League: No provision deemed necessary. • Diamond pitch sports: one diamond area (4.5ha) to service the needs of all diamond sports could be	TBD with alignment to District and Regional Park Developm ent	East Alkimos	5ha - 20ha Clubhouses and pavilions Regional: 900 District: 600 N'hood:	City of Wanneroo / DCP / Grant Assistance	Grass Oval Provision: $1.25M Grass Rectangular Pitch Provision: $750k	

Facility Recommendation/Rationale	Date Required	Location	Potential Size (floor area in m^2)	Funding	Indicative Capital or Funding Cost	Monitoring
considered on one of the five local government provided ovals. • Soccer pitches: Up to 10 rectangular pitches 10ha) provided within the broader structure planning area. Forestay Park has the capability of providing for two pitches, although use would be compromised by AFL activity. • Cricket ovals (combined with AFL Ovals above) (4ha each). • Hockey pitches: Up to five grass hockey pitches to be incorporated within the Regional Open Space (5ha) 3 x District level infrastructure should be tied into the provision of formalised sports spaces. Leatherback Park and Forestay Park provide for district level sporting use.			200			
g. Regional Leisure Centre: The need for an indoor recreation centre has been identified with the provision of a six-court facility with potential to extend to eight courts (2ha). This should incorporate gym, programmable spaces for group and personal fitness, spin room, storage and site management and administration. This should be located within the Regional Sporting Precinct (POS) where shared services can be maximised. Sufficient space should be provided to accommodate a district level aquatic facility to offset the anticipated need for additional aquatic space post 2041.	2026	Alkimos Secondary Centre or East Alkimos	5,600 And Regional POS Space TBC	City of Wanneroo / DCP / Grant Assistance	$14.56M (dryside only)	
h. Neighbourhood Skate Park: Up to 3 additional skate parks to be developed in strategic locations in accordance with a City wide Strategy (to be developed) within district open space /	2021 2026 2036	Various locations within or adjacent to district or neighbourhood POS	120	DCP / Grant Assistance	$300k each	

Facility Recommendation/Rationale	Date Required	Location	Potential Size (floor area in m^2)	Funding	Indicative Capital or Funding Cost	Monitoring
regional sporting space, subject to consultation with youth representatives.						
i. Neighbourhood BMX dirt track facility: Up to 3 to be co-located with strategic positioning of skate park infrastructure within a contained wheeled sport precinct in accordance with a City wide Strategy (to be developed) and within a multi-functional district / neighbourhood open space.	2021 2026 2041	Various locations within or adjacent to district or neighbourhood POS	260	DCP / Grant Assistance	$250k each	
j. Aerobics/Fitness/ Gym: To be incorporated within the Regional Leisure Centre.	2026	Alkimos Secondary Centre	N/A	City of Wanneroo	N/A	
k. Neighbourhood multi-use synthetic surfaces: Up to 5 to be developed in strategic locations within district and neighbourhood open space in accordance with a City wide Strategy (to be developed) subject to consultation with user groups and the local community.	2021 2023 2026 2029 2034	Various locations within or adjacent to district or neighbourhood POS	600	City of Wanneroo / DCP / Grant Assistance	$120k	
l. Regional basketball courts (indoor): Development of a six-court facility with potential to extend to 8 courts (within the Regional Sporting POS and as part of the Regional Leisure Centre). (2ha)	2026	Alkimos Secondary Centre	782 each (34m x 23m incl runoff)	City of Wanneroo / DCP / Grant Assistance	$1.95M each	
m. District netball courts (outdoor) Development of a four-court facility with options for multi-marked court infrastructure to service other court activities). (0.7ha)	2026		772 (36.15 x 21.35 incl runoff)	City of Wanneroo / DCP / Grant Assistance	$174k each	
n. District Lawn Bowls: Potentially one additional bowls club to service the needs of both Alkimos and Eglinton will be required, subject to a 2020 strategic review of bowls infrastructure across the City. (Up to 1ha)	2024-26	East Alkimos	Clubhouse: 400 Green (1) (31m x 40m)	Grant Assistance	$1.2M $235k	

Facility Recommendation/Rationale	Date Required	Location	Potential Size (floor area in m^2)	Funding	Indicative Capital or Funding Cost	Monitoring
o. District tennis club Development of an eight-hard court district level tennis club facility has been identified as a facility which would meet the needs of the suburb. (1.4ha)	2024-26	East Alkimos	Clubhouse: 400 Courts: 660 each (18m x 37m)	Grant Assistance	$1.2M $66k each	
p. District Youth Centre/Youth Space: Potentially two youth centres are required to service Alkimos at the Regional Community Centre and District Community Centre.	2026	Alkimos Secondary Centre	N/A	City of Wanneroo / DCP / Grant Assistance	TBC	
q. District Community and Performing Arts: To be provided within a public or private school and subject to a shared use agreement or as a part of the regional or district community centre.	TBD	Alkimos Secondary Centre	N/A	City of Wanneroo / Dept of Education	TBC	
r. District Arts and Cultural Centre: To be provided within a public or private school and subject to a shared use agreement.	TBD – School Provision	Alkimos Secondary Centre	N/A	City of Wanneroo / Dept of Education	TBC	
s. Regional Surf Life Saving Club: The current surf life saving club meets the needs of the Alkimos and NCGC community to full build out at a regional beach. No additional provision is required with the exception of extended beach patrols at activity nodes.	N/A	Alkimos South Coastal Village	N/A	N/A	N/A	
Eglinton						
a. District Level Multi-functional branch library: One district level branch library to service the immediate needs of Eglinton community will be required and co-located within a district level community facility.	2031	Eglinton District Centre	700	City of Wanneroo / DCP	$2.1M	Community Consultation and user feedback. Ongoing reporting requirements

Facility Recommendation/Rationale	Date Required	Location	Potential Size (floor area in m^2)	Funding	Indicative Capital or Funding Cost	Monitoring
b. Neighbourhood Community Centres: Three neighbourhood community centres will be required to meet the needs of the local community and should be determined on an 'as needs' basis. Opportunities may exist to partner with commercial service providers to offset the need to develop additional infrastructure.	2028 2034 2039	North Eglinton	350	City of Wanneroo / DCP	4 x $1.31M	
c. District Community Centre (including youth and seniors' provision): One district level community centre will be required incorporating the multi-functional branch library, youth, seniors and associated services.	2031	Eglinton District Centre	700	City of Wanneroo / DCP / Grant Assistance	$2.62M	
d. Neighbourhood Park: Heath Park currently provides a level of provision which will offset some of the need expressed in the research. A neighbourhood Park should be located within each estate and be walkable. Two additional neighbourhood parks will be required to service North Eglinton.	2023 2029 2034	North Eglinton	1ha - 5ha	City of Wanneroo / DCP	TBC	
e. District and Neighbourhood Sports Space to potentially incorporate sports identified below): • AFL ovals: 4 x senior AFL Ovals. (20ha) • Rugby Union/League: Allara Estate, Amberton provides opportunities for rugby league and touch. • Diamond pitch sports: One diamond area to service the needs of all diamond sports could be considered on one of the four local government provided ovals. (4.5ha) • Soccer pitches: eight rectangular pitches to be provided. (8ha) • Cricket ovals: (combined with AFL Ovals above).	TBD with alignment to District Park Development	Eglinton District Centre North Eglinton	5ha - 20ha Clubhouses and pavilions Regional: 900 District: 600 N'hood: 200	City of Wanneroo / DCP / Grant Assistance	Grass Oval Provision: $1.25M Grass Rectangular Pitch Provision: $750k	

Facility Recommendation/Rationale	Date Required	Location	Potential Size (floor area in m^2)	Funding	Indicative Capital or Funding Cost	Monitoring
Allara Estate, Amberton provides reasonable cricket infrastructure opportunities. This will provide further opportunities with the development of a second oval. • Hockey pitches: 3 x senior pitches (maximum). (3ha) A minimum of 1 x District level sports space is required to provide an extensive club based infrastructure to service the suburb.						
f. Neighbourhood Skate Park: Up to 3 to be developed in strategic locations in accordance with a City wide Strategy (to be developed) within district open space / regional sporting space subject to consultation with youth representatives.	2025 2034 2041	Eglinton District Centre North Eglinton	120	DCP / Grant Assistance	$300k each	
g. Neighbourhood BMX dirt track facility: Up to 2 co-located with strategic positioning of skate park infrastructure within a contained wheeled sport precinct in accordance with a City wide Strategy (to be developed) and within a multi-functional district / neighbourhood open space.	2030 2041	Eglinton District Centre North Eglinton	260	DCP / Grant Assistance	$250k each	
h. Neighbourhood multi-use synthetic surfaces: Up to 4 to be developed in strategic locations within district and neighbourhood open space in accordance with a City wide Strategy (to be developed) subject to consultation with user groups and the local community.	2023 2028 2034 2041	Eglinton District Centre North Eglinton	600	City of Wanneroo / DCP / Grant Assistance	$120k	
i. District basketball courts (indoor): Development of a 3 to 4 court facility. Consideration be given to the development of the facility on a shared use basis with the local secondary schools. (1ha)	2031	Eglinton District Centre North Eglinton	782 each (34m x 23m incl runoff)	City of Wanneroo / DCP / Grant Assistance	$1.95M each	

Facility Recommendation/Rationale	Date Required	Location	Potential Size (floor area in m^2)	Funding	Indicative Capital or Funding Cost	Monitoring
j. District netball courts (outdoor): Development of a six outdoor court facility to service local needs (potentially provided through a shared use agreement with local secondary schools). (1ha)	2031	Eglinton District Centre North Eglinton	772 (36.15 x 21.35 incl runoff)	City of Wanneroo / DCP / Grant Assistance	$174k each	
k. District tennis club: Development of a six court tennis club facility has been identified as serving the requirements of current and future growth. (1ha)	2034-36	North Eglinton	Clubhouse: 200 Courts: 660 each (18m x 37m)	Grant Assistance	$600k $66k each	
l. District Youth Centre/Youth Space: One youth centre / youth space is required to service Eglinton and should be incorporated within or adjacent to the District Community Centre.	2031	Eglinton District Centre North Eglinton	N/A	City of Wanneroo / DCP / Grant Assistance	TBC	
m. District Arts and Cultural Centre: To be incorporated as a neighbourhood / district level function within newly developing community centres. Should be flexible space, capable of being shared with other uses.	TBD – School Provision or community facility provision	North Eglinton	N/A	City of Wanneroo / Dept of Education	TBC	
n. District Men's Shed Provision: The provision of a Men's Shed would become more evident as the community ages in place. The provision of a Men's Shed in close proximity to the main centre is likely to be required from 2026 onwards.	2036	North Eglinton	600	Grant Assistance	$1.32M	
o. Regional Surf Life Saving Club: No additional provision is deemed necessary with the exception of temporary patrols facilitated from the Alkimos SLSC in locations deemed to require a small surf life saving beach presence at high beach use time .	N/A	N/A	N/A	N/A	TBC	

Facility Recommendation/Rationale	Date Required	Location	Potential Size (floor area in m^2)	Funding	Indicative Capital or Funding Cost	Monitoring
Two Rocks						
a. District multi-functional branch library One district level branch library to service the immediate needs of Two Rocks (to replace the existing Phil Renkin Centre Library).	2031	Two Rocks Coastal Centre	700	City of Wanneroo / DCP	$2.1M	
b. Neighbourhood Community Centre: Up to three neighbourhood community centres will be required to meet the needs of the local community and should be determined on an 'as needs' basis. Opportunities may exist to partner with commercial service providers to offset the need to develop additional infrastructure.	2036 2039 2041+	Two Rocks Coastal Centre and North Two Rocks Activity Centre	350	City of Wanneroo / DCP	3 x $1.31M	
c. District Community Centre (including youth and seniors' provision): The replacement of the Phil Renkin Centre will be required during the life of this plan. A multi-functional facility incorporating indoor court space, library, seniors, youth and place planning base should be considered.	2031	Two Rocks Coastal Centre	700	City of Wanneroo / DCP / Grant Assistance	$2.62M	
d. Neighbourhood Park: A neighbourhood Park should be located within each estate and be walkable. Two additional neighbourhood parks will be required to service North Two Rocks and East Two Rocks.	2026 2033 2039	Two Rocks Coastal Centre and North Two Rocks Activity Centre and East Two Rocks Activity Centre	1ha - 5ha	City of Wanneroo / DCP	TBC	
e. District and Neighbourhood Sports Space (to potentially incorporate sports identified below): • AFL ovals: 3 to 4 AFL Ovals (15ha) • Rugby Union/League: No provision deemed necessary	TBD with alignment to District Park Development	Two Rocks Coastal Centre and North Two Rocks Activity Centre and East Two Rocks Activity Centre	5ha - 20ha Clubhouses and pavilions Regional: 900	City of Wanneroo / DCP / Grant Assistance	Grass Oval Provision: $1.25M Grass Rectangular Pitch	Community Consultation and user feedback. Ongoing reporting requirements

Facility Recommendation/Rationale	Date Required	Location	Potential Size (floor area in m^2)	Funding	Indicative Capital or Funding Cost	Monitoring
• Diamond pitch sports: Potential utilisation of one additional oval space (if four ovals are provided).. (4.5ha) • Soccer pitches: Overall provision of six rectangular pitches. (6ha) • Cricket ovals: (combined with AFL Ovals above). • Hockey pitches: A maximum provision of three rectangular hockey pitches. (3ha) Charnwood Reserve has the potential to provide district level provision subject to implementation of the approved Master Plan. Two additional district parks (Active Reserves) will be necessary to facilitate the provision of the oval and rectangular space required.			District: 600 N'hood: 200		Provision: $750k	
i. Neighbourhood Skate Park: Up to 2 to be developed in strategic locations in accordance with a City wide Strategy (to be developed) within district open space / regional sporting space subject to consultation with youth representatives.	2026 2040	Various locations within or adjacent to district or neighbourhood POS	120	DCP / Grant Assistance	$300k each	
j. Neighbourhood BMX dirt track facility: Up to1 to be co-located with strategic positioning of skate park infrastructure within a contained wheeled sport precinct in accordance with a City wide Strategy (to be developed) and within a multi-functional district / neighbourhood open space.	2031	Various locations within or adjacent to district or neighbourhood POS	260	DCP / Grant Assistance	$250k each	
k. Aerobics/Fitness/ Gym: Incorporated within district community centre.	2031	Within Regional Recreation Centre	N/A	City of Wanneroo	N/A	
l. Neighbourhood multi-use synthetic surfaces: Up to 3 to be developed in strategic locations within district and neighbourhood open space in accordance with a City wide Strategy (to be developed), subject to	2027 2037 2041	Various locations within or adjacent to district or neighbourhood POS	600	City of Wanneroo / DCP / Grant Assistance	$120k	

Facility Recommendation/Rationale	Date Required	Location	Potential Size (floor area in m^2)	Funding	Indicative Capital or Funding Cost	Monitoring
consultation with user groups and the local community.						
m. District basketball courts (indoor): Development of a three court facility (potential replacement of Phil Renkin Centre with a dedicated two court facility and secured access to High School infrastructure). (0.5ha)	2031	Two Rocks North Secondary Centre	782 each (34m x 23m incl runoff)	City of Wanneroo / DCP / Grant Assistance	$1.95M each	
n. District netball courts (outdoor): Development of a four-court facility (with options for multi-marked court infrastructure to service other court activities). (0.7ha)	2031	Two Rocks North Secondary Centre	772 (36.15 x 21.35 incl runoff)	City of Wanneroo / DCP / Grant Assistance	$174k each	
o. District tennis club: Development of a four-court local tennis club facility which could be expanded to a six-court facility to cater for full build out. (0.7ha)	2038-2040	Two Rocks North Secondary Centre	Clubhouse: 200 Courts: 660 each (18m x 37m)	Grant Assistance	$600k $66k each	
p. District Youth Centre/Youth Space: Two youth centres / youth space is required to service Two Rocks and East Two Rocks and should be incorporated within or adjacent to a District Community Centre.	2031	Two Rocks Coastal Centre and North Two Rocks Activity Centre and East Two Rocks Activity Centre	N/A	City of Wanneroo / DCP / Grant Assistance	TBC	
q. District Community and Performing Arts: To be as part of district level community centre.	TBD – School Provision	Two Rocks North Secondary Centre	N/A	City of Wanneroo / Dept of Education	TBC	
r. District Arts and Cultural Centre: To be as part of district level community centre..	TBD – School Provision	Two Rocks North Secondary Centre	N/A	City of Wanneroo / Dept of Education	TBC	
s. Regional Surf Life Saving Club:	N/A	N/A	N/A	N/A	TBC	

Facility Recommendation/Rationale	Date Required	Location	Potential Size (floor area in m^2)	Funding	Indicative Capital or Funding Cost	Monitoring
The Yanchep Beach Surf Life Saving Club provides sufficient coverage. No additional provision is deemed necessary with the exception of temporary patrols from Yanchep Beach SLSC.						
Yanchep						
a. Regional level: multi-functional branch library One regional level branch library is required: As the main NCGC Activity Centre, the facility will service the needs of the growing population in the north of the NCGC.	2036	Yanchep Metropolitan Centre	1,200	City of Wanneroo / DCP	TBC	Community Consultation and user feedback. Ongoing reporting requirements.
b. Neighbourhood Community Centre: Yanchep Community Centre serves a purpose as a locally-accessible community centre. It will, however, not be readily converted to anything other than a neighbourhood level of provision. An additional four facilities should be provided within the suburb, meeting a local need. Opportunities may exist to partner with commercial service providers to offset the need to develop additional infrastructure.	2022 2027 2033 2038 2041+	Yanchep Metropolitan Centre, North Yanchep Activity Centre and West Yanchep Activity Centre	350	City of Wanneroo / DCP	TBC	
c. District Community Centre (including youth and seniors' provision): Up to three additional district level community centres will need to be provided to meet the growing needs of the community to full build out. These could be aligned to District Open Space (active reserve) provision. Opportunities exist to combine the north and south DOS into one co-located facility subject to negotiation with developers.	2032 2041+	Yanchep Metropolitan Centre, North Yanchep Activity Centre and West Yanchep Activity Centre	700	City of Wanneroo / DCP / Grant Assistance	TBC	
d. Regional Community Centre: Development of one regional community centre co-	2036	Yanchep Metropolitan Centre	1,000	City of Wanneroo /	TBC	

Facility Recommendation/Rationale	Date Required	Location	Potential Size (floor area in m^2)	Funding	Indicative Capital or Funding Cost	Monitoring
located with the branch library: As the primary centre, the facility is required to service the needs of the growing population to the north NCGC.				DCP		
e. Neighbourhood Park: An additional five Neighbourhood Park areas which provide a mixture of smaller satellite sporting spaces but predominantly passive and active areas for social connectivity and community gatherings.	2026 2031 2036 2041+	Yanchep Metropolitan Centre, North Yanchep Activity Centre and West Yanchep Activity Centre	1ha - 5ha	City of Wanneroo / DCP	TBC	
f. Regional, District or Neighbourhood Sports Space (to potentially incorporate sports identified below): • AFL ovals: 6 x senior AFL Ovals. Oldham Reserve provides for one of the ovals although limited to cricket and football with little athletics infrastructure. Splendid Park similarly provides for one oval at the district level for AFL. (30ha total) • Rugby Union/League: Provision potentially incorporated within the Regional Sporting POS. • Diamond pitch sports: Potential utilisation of one oval space on Regional Sporting POS. (4.5ha) • Soccer pitches: Provision of six rectangular pitches. One soccer pitch (full size exists at St Andrews to offset this provision, but its future is uncertain), Splendid Park provides for two rectangular pitches at the district level. (4ha additional to current provision) • Cricket ovals: (combined with AFL Ovals above). St Andrews provides for cricket and soccer but is compromised by bushland to the north and south and its future is uncertain. Splendid Park provides for one oval at the district level for cricket (shared	TBD with alignment to District and Regional Park Development 2 x District Provision required 2034 2040/41+	Yanchep Metropolitan Centre, North Yanchep Activity Centre and West Yanchep Activity Centre	5ha - 20ha Clubhouses and pavilions Regional: 900 District: 600 N'hood: 200	City of Wanneroo / DCP / Grant Assistance	Grass Oval Provision: $1.25M Grass Rectangular Pitch Provision: $750k	

Facility Recommendation/Rationale	Date Required	Location	Potential Size (floor area in m^2)	Funding	Indicative Capital or Funding Cost	Monitoring
with soccer). • Hockey pitches: three potential grass hockey pitches (potential). (3ha) District level infrastructure should be tied into the provision of formalised sports spaces. provide for district level sporting use. Splendid Park performs the first of three district level facilities which will be required to service the needs of the emerging population to 2041 and provide capacity for full build out						
g. Regional Leisure Centre: Yanchep is identified as the focal point for a regional wet and dryside facility to incorporate 1,200m^2 minimum of water space, gym, group fitness, four court facility and other ancillary use. As the major regional recreation centre servicing the NCGC, facility to be combined with regional sporting precinct.	2036	Yanchep Metropolitan Centre or within close proximity	12,600 Regional POS TBC	City of Wanneroo / DCP / Grant Assistance	$47.5m Broader Precinct TBC	
i. Neighbourhood Skate Park: Up to 5 to be developed in strategic locations in accordance with a City wide Strategy (to be developed) within district open space / regional sporting space subject to consultation with youth representatives.	2021 2028 2033 2037 2041+	Various locations within or adjacent to district or neighbourhood POS	120	DCP / Grant Assistance	$300k each	
j. Neighbourhood BMX dirt track facility: Up to 3 to be co-located with strategic positioning of skate park infrastructure within a contained wheeled sport precinct in accordance with a City wide Strategy (to be developed) and within a multi-functional district / neighbourhood open space.	2023 2033 2041	Various locations within or adjacent to district or neighbourhood POS	260	DCP / Grant Assistance	$250k each	
l. Aerobics/Fitness/ Gym: To be incorporated within the Regional wet and dry	2036	Within Regional Recreation Centre	N/A	City of Wanneroo	N/A	

Facility Recommendation/Rationale	Date Required	Location	Potential Size (floor area in m^2)	Funding	Indicative Capital or Funding Cost	Monitoring
Leisure Centre.						
m. Neighbourhood multi-use synthetic surfaces: Up to 6 to be developed in strategic locations within district and neighbourhood open space in accordance with a City wide Strategy (to be developed) subject to consultation with user groups and the local community.	2021 2023 2029 2034 2038 2041	Various locations within or adjacent to district or neighbourhood PO	600	City of Wanneroo / DCP / Grant Assistance	$120k	
n. Regional basketball courts (indoor): Development of a six-court facility with potential to expand to eight courts for full build out. (2ha) aligned to regional leisure centre	2026 2036	Yanchep Metropolitan Centre	782 each (34m x 23m incl runoff)	City of Wanneroo / DCP / Grant Assistance	$1.95M each	
o. Regional netball courts (outdoor): Development of an eight-court facility initially with the potential to develop a 16-court regional competition venue. (2. 6 ha)	2026 2036	Yanchep Metropolitan Centre	772 (36.15 x 21.35 incl runoff)	City of Wanneroo / DCP / Grant Assistance	$174k each	
p. District Lawn Bowls: One bowls club to service the needs of both Yanchep and Two Rocks will be required subject to the outcome of a 2020 strategic review of bowls infrastructure across the City. (Up to 1ha).	2034-36	North Yanchep Activity Centre	Clubhouse: 400 Green (1) (31m x 40m)	Grant Assistance	$1.2M $235k	
q. District and Potential Regional Tennis Club: Development of an 8-court district tennis club facility which could be expanded to a 12-court facility to cater for full build out and provision of a large community / regional centre. (2ha)	2034-36	North Yanchep Activity Centre	Clubhouse: 400 Courts: 660 each (18m x 37m)	Grant Assistance	$1.2M $66k each	
r. District Youth Centre/Youth Space: Potentially two youth centres are required to service Yanchep at the Regional Community Centre and District	2036	Yanchep Metropolitan Centre and North Yanchep	N/A	City of Wanneroo / DCP / Grant	TBC	

Facility Recommendation/Rationale	Date Required	Location	Potential Size (floor area in m^2)	Funding	Indicative Capital or Funding Cost	Monitoring
Community Centre.		Activity Centre		Assistance		
s. District Community and Performing Arts: To be provided as a part of district/regional arts and cultural centr.	TBD – School Provision	Yanchep Metropolitan Centre	N/A	City of Wanneroo / Dept of Education	TBC	
t. District and potential Regional Arts and Cultural Centre: The current arts space at Mary Lindsay Homestead fulfils the need within Yanchep for a low level arts facility. This could be supplemented by a larger multi-functional facility within the Yanchep Regional Centre to cater for NCGC performing arts and local artistry display needs.	TBD – School Provision	Yanchep Metropolitan Centre	N/A	City of Wanneroo / Dept of Education	TBC	
u. District Men's (Community) Shed Provision: The provision of a Men's Shed would become more evident as the community ages in place. With the projected population growth in Yanchep, the likely timescale for a facility of this nature is 2036 onwards.	2038	North Yanchep Activity Centre	600	Grant Assistance	$1.32M	
v. Regional Surf Life Saving Club: The current surf life saving club will meet the needs of the Yanchep and NCGC community to full build out. No additional provision is required with the exception of extended beach patrols at activity nodes.	N/A	Yanchep Lagoon	**N/A**	N/A	N/A	

3.11 Outcomes of the 2019 Community Sporting and Recreation Facilities Fund

File Ref: 21392V02 – 20/56944
Responsible Officer: Director Community and Place
Disclosure of Interest: Nil
Attachments: Nil
Previous Items: CP01-09/19 - Community Sporting and Recreation Facilities Fund (CSRFF) - 2020/21 Funding Round - Ordinary Council - 24 Sep 2019

Issue

To consider the outcomes of the Department of Local Government, Sports and Cultural Industries (**DLGSCI**) Community Sporting and Recreation Facilities Fund (**CSRFF**) 2019 grant round.

Background

Through the CSRFF grant, DLGSCI allocated $9.35M (annual and forward planning) for the 2019 round to provide financial assistance to community groups and Local Governments to develop basic infrastructure for sport and recreation. The program aims to increase participation in sport and recreation with an emphasis on increasing physical activity, through the development of sustainable, good quality, well-designed and well-utilised facilities.

At its meeting held on 24 September 2019, Council considered report CP01-09/19 and resolved the following:

That Council:

1. *SUBMITS the following Community Sport and Recreation Facilities Fund applications to the Department of Local Government, Sport and Cultural Industries for the 2020/21 funding round with the following assessment, project rating and prioritisation, noting a total grant amount sought of $790,667*:

Project	*Assessment*	*Project Rating*	*Priority*
PR-2990 Leatherback Park Sports Amenities Building Design and Construction	*Satisfactory*	*Well planned and needed by the municipality*	*1*
PR-4214 Paloma Park Sports Floodlighting Installation	*Satisfactory*	*Well planned and needed by the municipality*	*2*
PR-4213 Ferrara Park Sports Floodlighting Installation	*Satisfactory*	*Well planned and needed by the municipality*	*3*

2. *NOTES that a further report will be presented to Council in March 2020 advising the outcomes of all Community Sport and Recreation Facility Fund applications for the 2020/21 funding round and related funding implications for the City's Long Term Financial Management Plan.*

Detail

Administration has received advice from DLGSCI in regards to the outcomes of the 2019 CSRFF grant round, with the results being as follows:

Project	Project Cost	CSRFF Requested	CSRFF Approved (2019/20)
PR-4213 Ferrara Park Sports Floodlighting Upgrades	$373,000	$115,000	$0
PR-4214 Paloma Park Sports Floodlighting Upgrades	$399,000	$120,000	$0
PR-2990 Leatherback Park Sports Amenities Building	$1,667,000	$555,667	$400,000
Total	**$2,439,000**	**$790,667**	**$400,000**

A summary of each project in respect to project status, impact of the funding outcome and recommended action is as follows:

PR-2967 Ferrara Park Sports Floodlighting Upgrades

Unsuccessful for CSRFF and a budget adjustment for an additional $115,000 in municipal funds will be required for the project to continue. Concept plan and initial costings have been completed in the 2019/20 year, with construction proposed to occur in the 2020/21 financial year.

PR-2792 Paloma Park Sports Floodlighting Upgrades

Unsuccessful for CSRFF and a budget adjustment for an additional $120,000 in municipal funds will be required for the project to continue. Concept plan and initial costings have been completed in the 2019/20 year, with construction proposed to occur in the 2020/21 financial year.

PR-4156 Leatherback Park Sports Amenities Building Design and Construction

Successful with a CSRFF grant of $400,000 (grant application was for $555,667). As a result a budget adjustment for an additional $155,667 in municipal funds will be required for the project to continue. Concept plan and initial costings have been completed in the 2018/19 year, with construction proposed in the 2020/21 financial year.

Consultation

Consultation has been ongoing with the relevant stakeholders/sporting clubs to ensure they are kept updated with the progress of the projects. Future project specific consultation will be undertaken as per the City's Community Engagement Policy.

Comment

The City has been successful in obtaining $400,000 in funding requested from the 2019 CSRFF grant round. The remaining projects that were unsuccessful are still recognised as needed by the community. It is acknowledged that a review of funding capacity through the budget will be required and may impact on project schedules.

Statutory Compliance

Nil

Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2017 – 2027:

"1 Society

1.1 Healthy and Active People

1.1.1 Create opportunities that encourage community wellbeing and active and healthy lifestyles"

Risk Management Considerations

Risk Title	**Risk Rating**
ST-G09 Long Term Financial Planning	Low
Accountability	**Action Planning Option**
Director Corporate Strategy & Performance	Manage

Risk Title	**Risk Rating**
ST-S23 Stakeholder relationships	Moderate
Accountability	**Action Planning Option**
Chief Executive Officer	Manage

The above risk/s relating to the issue contained within this report have 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

Nil

Financial Implications

The projects are currently listed within the Long Term Financial Plan as follows:

Description	Municipal (3)	Cont.	CSRFF Funds (2)	Reserve	Total Cost (1)
PR-4213 Ferrara Park Sports Floodlighting Upgrades	$228,000	$0	$115,000	$0	**$343,000**
PR-4214 Paloma Park Sports Floodlighting Upgrades	$248,000	$0	$120,000	$0	**$368,000**
PR-4156 Leatherback Park Sports Amenities Building	$1,333,000(4)	$0	$400,000	$165,000	**$1,898,000**(4)

Notes:
(1) Total project cost estimate.
(2) CSRFF grant amount sought based on eligible project costs.
(3) Municipal contribution being two thirds of the total cost.
(4) Leatherback Park SAB budget allocation has been adjusted as part of the review process.

As not all of the projects were successful in securing funding there exists a funding shortfall for the 2020/21 financial year as follows:

Project	*Grant Requested*	*Grant Award*	*2020/21 Shortfall*
PR-4213 Ferrara Park Sports Floodlighting Upgrades	$115,000	$0	$115,000
PR-4214 Paloma Park Sports Floodlighting Upgrades	$120,000	$0	$120,000
PR-2990 Leatherback Park Sports Amenities Building	$555,667(4)	$400,000	$155,667
		TOTAL	**$390,667**

As a result, this report will note that a further review of funding capacity through the development of the 2020/21 budget will be required.

Voting Requirements

Simple Majority

Recommendation

That Council:

1. **NOTES the outcome of the City of Wanneroo's Community Sport and Recreation Facilities Fund applications for the 2019 funding round resulting in the budget shortfall as follows:**

Project	*Grant Requested*	*Grant Award*	*2020/21 Shortfall*
PR-4213 Ferrara Park Sports Floodlighting Upgrades	**$115,000**	**$0**	**$115,000**
PR-4214 Paloma Park Sports Floodlighting Upgrades	**$120,000**	**$0**	**$120,000**
PR-4156 Leatherback Park Sports Amenities Building	**$555,667**	**$400,000**	**$155,667**
		TOTAL	**$390,667**

2. **NOTES that the following projects are still considered to be needed by the community, however will be subject to a review of funding capacity through the 2019/20 budget process (based on the prioritisation identified below), which may result in revised delivery timeframes:**

Project	Priority	2020/21
PR-2990 Leatherback Park Sports Amenities Building Design and Construction	**1**	**$155,667**
PR-4213 Ferrara Park Sports Floodlighting Upgrades	**2**	**$115,000**
PR-4214 Paloma Park Sports Floodlighting Upgrades	**3**	**$120,000**

3. **REQUESTS that the Mayor write to the Minister for Sport and Recreation seeking an increase in the allocation for the CSRFF Fund and the establishment of a separate funding allocation, available to Local Government for the development of regional sport and recreation infrastructure.**

Attachments: Nil

3.12 Hinckley Park, Hocking - Outcomes of Community Consultation

File Ref:	32950 – 20/21656
Responsible Officer:	Director Community and Place
Disclosure of Interest:	Nil
Attachments:	7
Previous Items:	CP02-12/19 - Hinckley Park - Passive Park Development and Concept Design - Ordinary Council - 10 Dec 2019

Issue

To consider the proposed concept plan for the development of Hinckley Park, Hocking and related community engagement outcomes.

Background

Hinckley Park is situated at 14 & 16 Hinckley Parkway and 17 Copenhagen Drive, Hocking **Attachment 1.** These are known as Lots 93, 300 and 8002 respectively and together are 4.1ha public open space. Under the Local Planning Policy 4.3 the classification of this park is a Neighbourhood Recreation Park and is Crown Land under City management.

There are no existing amenities on site with the exception of a small playground on Lot 93 and a set of goals on Lot 300. A GIS investigation indicates the following:

Item	Current Status
Park Size / Hierarchy	4.1 ha / Neighbourhood Passive Park
Reserve No.	47202, 49443
Lot No.	93, 300 & 8002
Property Type	Public recreation
Ownership	Crown Land – City of Wanneroo managed
Aboriginal Sites	None listed on GIS
Bush Forever	None listed on GIS.

At its meeting held of 10 December 2019, Council considered report CP02-12/19 Hinckley Park – Passive Park Development and Concept Design and resolved the following:

"That Council:-

1. *ENDORSES for the purposes of community engagement, the Hinckley Park Concept Plan, as shown in Attachment 2 of this report;*

2. *NOTES that the Hinckley Park Concept Plan will be released for a period of community engagement from 13 January until 7 February 2020, with the outcome to be reported to Council at its meeting held in March 2020; and*

3. *NOTES the revised total project cost of $1,397,727 and that an additional sum of $396,227 will be sought as a part of the 2020/21 budget process."*

As noted in the previous report the closest parks to Hinckley Park are:

Park	Size	Proximity	Features
Covent Park, Pearsall	3.3ha	380 metres south	Medium combination unit, swings, BBQ and seating
Bembridge Park, Hocking	4.9ha	790 metres east	Large combination unit, sporting goals and seating
Chesterfield Park, Hocking	4.8ha	696 metres north	Medium combination unit, sporting goals, BBQ and seating

It should also be noted that Lot 300 has now been transferred to the City.

Detail

Administration prepared the concept design **Attachment 2** for consideration by the community, which included the following key elements:

- Nature play areas that have been placed within a children's bike circuit;
- 3 on 3 basketball court;
- Embankment slide and rock wall that makes use of the topography at the edge of the park;
- Turf kick about space;
- Traditional play space with rubber softball and shade sails; and
- BBQ and Picnic Shelters.

Some existing areas of turf have been re-configured within the draft concept plan to better utilise the space and to create a reasonable sized area for a kick about space. The remaining area of 2.8 ha consists of the above elements and landscaping.

Proposed Schedule

The proposed schedule for the project is as per the following:

Task	Timeframe
Community Engagement	January 2020 – February 2020
Report to Council – Concept approval and consultation outcomes	March 2020
Detail Design	April – June 2020
RFT for Construction	July – August 2020
Report to Council – Tender Outcome	August – September 2020
Construction	October 2020 – April 2021

The project is currently planned to be developed as one stage and an allowance of 22 weeks has been made for the construction period. This is taking into account contractor downtime over the school holidays during December 2020 and January 2021.

Consultation

The consultation process has been undertaken in line with the City's Community Engagement Policy. Community consultation was conducted for a period of four weeks from 13 January to 7 February 2020 and included the following consultation strategy:

- Distribution of an information letter **Attachment 3** and the concept plan illustrating the design to 1,120 residents and landowners within 400m of the Park;

- Inclusion of the concept design and online survey link on the City's website and advice that a hard copy plan and survey **Attachment 4** could be sent directly;

- Onsite signage **Attachment 5** advertising the community consultation period with the concept design and information on how to make comment on the design.

Public Comment Outcomes

At the close of the community consultation period, Administration received a total of 103 responses to the survey, which is a return rate of approximately 9.2%. Of these responses, two (2%) respondents did not support the park, while 48 (46.6%) support the park as depicted within the concept plan and 52 (50.5%) supported the park with some changes. One survey was incomplete.

The community were asked to rate in order of preference (1 being most important – 6 being least important) what part of the park they would use the most. The options were:

- Children's bike circuit;
- 3 on 3 basketball court;
- Nature play elements;
- Embankment slide;
- Turd kick about space; and
- BBQ & Shelters.

The top three number one ranked items were:

- Nature Play elements – 25;
- Children's Bike circuit – 23; and
- BBQ & Shelters – 21.

Some of the reasons given in support of the above rankings are shown below with a full list detailed on **Attachment 6:**

- *"My children are at the age where they love to scooter and bike and kick the footy.*
- *We are very excited! Love the plan.*
- *I CANNOT wait to see this development finished. We have been waiting a long time for it and the kids are very excited.*
- *As a young family building their first home on Memphis ridge, this park would be used almost daily and add value to our household and the area.*
- *More playgrounds would be beneficial for the demographic of the local residents."*

Those residents who did not support the proposed development were of the view that:

- The funds could be better spent on assisting the homeless and elderly within the community and improving road markings on local streets; and
- There are other parks within Hocking which are underutilised and more toilet facilities required on parks.

Residents were also asked how often they would use the park once it was completed. The results to this question have been summarised in the table below;

Frequency	No.
Daily	26
Fortnightly	6
Weekly	35
Monthly	10

More than once a week	14
Less than once a month	5
Did not answer	7

Administration sought to capture other requirements that the community were seeking when developing this park. The main requests that the community would like to see included additional parking, fitness equipment, toilets and a secured dog area. Key comments include the following:

- *Would be great to include adult exercise equipment;*
- *Separate dog fenced play area so kids can play without having to deal with dogs on the loose when playing;*
- *Would love to see some more parking implemented, especially if it's parallel around the perimeter. Would also be great if the trees planned don't obstruct our lovely view of the city;*
- *Pia's place in Whiteman Park is a great example of an inclusive playground/park for all children including people with all disabilities;*
- *Multiple bbq's would be good. If the park is dog friendly or has a dog friendly area. Getting some gym equipment around like some parks do would be awesome;*
- *I would like to think that ample roadside parking would be provided along with toilet facilities. Oh and can you hurry this along please.*

A full list of comments is detailed at **Attachment 7.**

Comment

In considering the responses noted above, the following advice is provided:

Comment	Response
Inclusion of toilets and additional parking	Administration acknowledges that these facilities may be required and is able to investigate design and costs for a universal access toilet and additional car parking at a future point in time.
Goals	There are currently goals on the existing southern side of the park. These will be moved within the detail design and included on the turf space during construction.
Dog park	There is no designated dog exercise area for this park. Dogs are permitted on public open space however must be kept under effective control at all times. Edgar Griffiths Dog Park has recently opened to the public and is 5kms north of Hinckley Park, noting that Kingsway Dog Park is 5 kms south.
Additional BBQ's & Fitness Equipment	There is no requirement under the City's current Local Planning Policy 4.3 – Public Open Space to include additional BBQ's or fitness equipment.
Seating	There will be an additional six benches included in the detail design phase that were not shown on the concept plan.
Drink Fountain	This will be included in the final detailed plan for the park.

There are nine car parking spaces along Copenhagen Drive and one on Moscow Retreat. If the park proves to be a popular destination park, then additional parking may be required. A preliminary investigation has identified Lot 8002 which is the corner of Bonython Avenue and Copenhagen Drive as a possible location for toilet facilities and car parking however this would require further consultation with residents adjacent to the park. Service locations and feasibility are not yet known however once this work is completed, could be included in the City's LTFP.

Statutory Compliance

The City will be required to secure the necessary development approvals prior to the commencement of construction.

Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2017 – 2027:

"1 Society

1.1 Healthy and Active People

1.1.1 Create opportunities that encourage community wellbeing and active and healthy lifestyles"

Risk Management Considerations

ST-S23 Stakeholder Relationships	Moderate
Accountability	**Action Planning Option**
Executive Leadership Team	Manage

Risk Title	**Risk Rating**
CO-O20 Productive Communities	Moderate
Accountability	**Action Planning Option**
Director Community and Place	Manage

Risk Title	**Risk Rating**
CO-O17 Financial Management	Moderate
Accountability	**Action Planning Option**
Director Corporate Strategy & Performance	Manage

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

Policy Implications

The City's Local Planning Policy 4.3 Public Open Space was used as the guiding framework for the development of the concept design. The community consultation process was undertaken as per the City's Community Engagement Policy.

The design of the proposed park development has also taken into account the City's Access and Inclusion Plan.

Financial Implications

Under PR-4172, a budget of $25,750 was allocated in 2018/19 and $51,500 was allocated in 2019/20 to develop and complete a design for Hinckley Park, Hocking. A further $1,346,227 is proposed for the construction of Hinckley Park as part of the draft 2020/21 budget.

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. **ENDORSES the Hinckley Park Concept Plan, as shown within Attachment 2;**

2. **NOTES that a budget of $1,346,227 for the construction of Hinckley Park has been listed for consideration in the draft 2020/21 budget;**

3. **NOTES that Administration will investigate car parking options and toilet facilities for inclusion in the City's Long Term Financial Plan;**

4. **NOTES that construction of the proposed development is planned to commence in October 2020 and be concluded by April 2021; and**

5. **RECOGNISES and THANKS the community for its involvement in the community consultation component of the project.**

Attachments:

1⇩.	*Location Plan - Hinckley Park, Hocking*	*19/401596*	
2⇩.	*Hinckley Park Concept Plan - Consultation Final*	*19/419435*	*Minuted*
3⇩.	*Community Consultation Letter - Hinckley Park - Development - December 2019*	*20/55903*	
4⇩.	*Hinckley Park Development - Public Comment Form*	*19/480999*	
5⇩.	*Onsite - Hinckley Park Signage*	*20/55925*	
6⇩.	*Element ratings - order of preference – Hinckley Park Concept Plan*	*20/55401*	
7⇩.	*Other comments - Hinckley Park*	*20/55957*	



	Location Plan - Hinckley Park, Hocking	Date: 15/10/2019	
		Printed by Hamling, Lita	
	© Landgate WA, Nearmaps, OpenStreetMaps contributors. While every care is taken to ensure the accuracy of this product, City of Wanneroo and the Local/State/Federal Government departments and Non-Government organisations whom supply datasets, make no representations or warranties about its accuracy, reliability, completeness or suitability for any particular purpose and disclaims all responsibility and all liability (including without limitation, liability in negligence) for all expenses, losses, damage (including indirect or consequential damage) and costs which you might incur as a result of the product being inaccurate or incomplete in any way and for any reason. www.openstreetmap.org/copyright	Scale = 1:2000	N

City of Wanneroo

HINCKLEY PARK, HOCKING

Proposed Park Development



HAVE YOUR SAY ON THE PROPOSED HINCKLEY PARK DEVELOPMENT IN HOCKING

Background

Hinckley Park consists of three land parcels situated at 14 and 16 Hinckley Parkway and 17 Copenhagen Drive, Hocking.

These are known as Lots 93, 300 and 8002 respectively and together make up a 4.1ha public open space.

The classification of this park is a and as part of the City's forward planning and Capital Works Program, Council has allocated funding to develop this park.

This park is unique in that it is the largest Neighbourhood Recreation Park that the City has developed in recent years - however, it has little vegetation or trees.

The development of the park has been somewhat challenging for the designers. However we have been able to achieve responsible water usage, exciting elements and economical spending.

The City has taken into account the views of local residents, and the proposed design of the park seeks to capture local community needs now and into the future.

The City would like to hear your views on the proposed park development and encourages all interested community members to provide written submission to leisure.planning@wanneroo.wa.gov.au

Proposed works

The City has developed the concept plan for Hinckley Park based on the workshop held with residents in October 2018 at the Pearsall Hocking Community Centre.

The main features of this proposal include:

- Informal turf area for recreation activities
- Play equipment with rubber and sand soft-fall
- Barbecue with sheltered picnic settings
- Bike skills track with surrounding nature play elements
- Basketball court - 3 on 3 style
- Bench seating
- Internal path network connection to the existing perimeter pathway

Frequently asked questions

Why can't the park have more natural turf spaces?

The City has the responsibility of managing its groundwater allocations on all open spaces. Every space within the City has its own water allocation, as governed by the Department of Water, and this has been considered within the design.

What type of equipment is being planned?

The design includes a nature play area, a traditional playground, 1.3ha of natural turf, a 3 on 3 basketball court and a children's bike skills track.

Will organised sport be able to be played in the park?

The park has been designed as a recreational space. It will not be available for sporting clubs to hire for training or games. The park will be available to the community for leisure activities such as picnicking, children's play and other recreation usage.

How did you come up with this design?

In October 2018, City staff met with community members at Pearsall Hocking Community Centre to seek their ideas for this park. The result of this feedback has been incorporated within the design.

How long will this take to build?

It is proposed that the construction will take approx. 14 weeks commencing October 2020.

How will the project be funded?

The project is being funded through the City's Capital Works Program 2019/20 and 2020/21.

What access will be available for park users?

The proposed internal pathways within the new park have been designed to accommodate universal access.

This allows movement through and around the park by pedestrians, people with prams, people in wheelchairs and cyclists.

When does the community consultation period close and how can I make comment?

The community consultation period will commence 13 January 2020 and will conclude 7 February 2020, allowing a four-week period for feedback.

Comments can be made by written submission to leisure.planning@wanneroo.wa.gov.au quoting Hinckley Park Proposal (19002) in the subject title.

If I want more information on Hinckley Park Development, who do I contact?

Please contact the Facilities Planning Officer on 9405 5000 or email leisure.planning@wanneroo.wa.gov.au


HINCKLEY PARK CONCEPT
LEGEND
IRRIGATED GRASS
UNIRRIGATED SPACE
SAND
MULCH
PLANTED AREAS
RUBBER SOFTFALL
CONCRETE FOOTPATHS
SHADE SAILS
EXISTING TREE
PROPOSED TREE
1 Nature Play Elements: Logs/Rocks/Steppers
2 Bike Path
3 Bike 'Parking Bays'
4 Shelter and BBQ
5 Limestone Walls and Steps
6 Rock Climbing /Nature Play
7 Hill Slide
8 Combination Play Equipment Unit
9 Swing Set
10 Existing Playground
11 Basketball Court
12 Existing Drainage

File Ref: 32950 (19/481673)
Your Ref:
Enquiries: Lita Hamling – 9405 5050

11 January 2020

«OwnerName»
«OwnerAddr1»
«OwnerAddr2»

Dear «OwnerName»

DEVELOPMENT OF HINCKLEY PARK, HOCKING

The City of Wanneroo's 2019/20 and 2020/21 Capital Works Program includes funding for the development of Hinckley Park, located across three land parcels, 14 and 16 Hinckley Parkway and 17 Copenhagen Drive, Hocking.

In October 2018 the City held a design workshop with local residents, with outcomes forming the basis of the draft concept plan for the Park (enclosed).

To ensure the proposed development meets the needs of the community, this concept plan is available for public comment between 13 January and 7 February 2020. You can review the concept plan and provide feedback through the online survey on the City's website www.wanneroo.wa.gov.au/yoursay.

If you have any questions or would like a hard copy of the plan and survey sent to you please contact leisure.planning@wanneroo.wa.gov.au or 9405 5050.

We thank you for your interest in this project and look forward to receiving your feedback.

Yours sincerely

Shane Spinks
MANAGER COMMUNITY FACILITIES

City of Wanneroo

HINCKLEY PARK DEVELOPMENT PUBLIC COMMENT FORM

In October 2018 the City held a design workshop with local residents, with outcomes forming the basis of the draft concept plan for the Park. Council approved funding for the development of Hinckley Park which is located at 14 and 16 Hinckley Parkway and 17 Copenhagen Drive, Hocking.

So that the City can make an informed decision regarding this project, we would appreciate it if you could complete this short survey and **return** it by **7 February 2020.**

1. Do you reside or own property in the City of Wanneroo?

   Yes [ ]
   No [ ]

   Street Name _____

   Suburb _____

2. Which best represents your household?

   [ ] Adults (18-50yrs)
   [ ] Adults (over 50 years)
   [ ] Family with children - under 12
   [ ] Family with children - between 12 - 18 years
   [ ] Family with children - under and over 18 years
   [ ] Other

3. How many occupants usually live in your home? _____

The development of the concept plan has proven to be challenging in that Hinckley Park is a 4.1 hectare site with very few trees, sparse vegetation and limited water supply.

Given the limited water supply for the site, the concept plan has made an allowance of 1.3 hectares of turf to be included in the design, which is equivalent to the size of a single soccer field.

4. Do you support the development of Hinckley Park?

   Yes, as depicted in the concept design [ ]
   Yes, but with some changes [ ]
   No [ ]

5. What part of the park do you think you would use the most (Please rate 1 – 6 with one being the most to 6 being the least)

   [ ] Children's bike circuit
   [ ] 3 on 3 basketball court
   [ ] Nature play area
   [ ] Embankment Slide
   [ ] Turf kick about space
   [ ] BBQ & Shelters

19/480999

City of Wanneroo

HINCKLEY PARK DEVELOPMENT PUBLIC COMMENT FORM

6. Do you want to provide a reason for your response?

Yes [ ]

No [ ]

_____

_____

7. How often do you think your household members would use the play facilities at Hinckley Park?

[ ] Daily
[ ] More than once a week
[ ] Fortnightly
[ ] Weekly
[ ] Monthly
[ ] Less than once a month

8. Do you visit other playground facilities in other suburbs

[ ] Yes
[ ] No

If yes, where are they located

_____

_____

9. Do you wish to provide any other comments

_____

_____

For further information, please contact the Community Facilities Planning Officer on 9405 5050.

Public comment closes Friday 7 February 2020.

Comments forms can be returned in the following manner;

In person:
City of Wanneroo Civic Centre
23 Dundebar Road
Wanneroo, WA 6065

By mail: In the Reply Paid Envelope

By email: leisure.planning@wanneroo.wa.gov.au

19/480999

HINCKLEY PARK
Passive park consultation

City of Wanneroo



The City of Wanneroo would like to hear your views on the proposed Hinckley Park development.

Have your say on the concept plan at **wanneroo.wa.gov.au/yoursay**

The consultation period closes Friday 7 February 2020.

For further information, contact Community Facility Planning 9405 5050.

1. NATURE PLAY ELEMENTS: LOGS/ROCKS/STEPPERS
2. BIKE PATH
3. BIKE 'PARKING BAYS'
4. SHELTER AND BBQ
5. LIMESTONE WALLS AND STEPS
6. ROCK CLIMBING / NATURE PLAY
7. HILL SLIDE
8. COMBINATION PLAY EQUIPMENT UNIT
9. SWING SET
10. EXISTING PLAYGROUND
11. BASKETBALL COURT
12. EXISTING DRAINAGE

wanneroo.wa.gov.au

Element ratings - order of preference – Hinckley Park Concept Plan

There isn’t enough parks in surrounding suburbs and it’ll be a great addition to hocking
There needs to be toilets
Don't have young children.
I have a 2 year old and 7 month old
I have a small child so these aspects are the most useful to us.
There is no parking included. The streets are narrow, meaning street parking would cause traffic chaos for locals and create dangerous situations, especially for children.
Full size court would be beneficial
Please put afl footy goals in the park space
I’d like an outdoor gym
Our daughter had significant physical and intellectual disabilities. Unfortunately a lot of parks do not cater to people with disability other than making it accessible. The parks are not truely inclusive for my daughter to be able to use the facilities other than as an onlooker. So other than go for a BBQ as a family and maybe use the bike path with her wheelchair, we wouldn’t be able to use much of the playground.
Needs a fitness zone/ circuit.
I would like to see some Australian Rules Football goals and point posts so that my son can practice his kicking for goals with me. It would also be great to see a flying fox (zip line) installed on the embankment next to the 'Hill Slide" or somewhere else suitable as my children love these.
I’m an adult
Having lived in Hocking for 9yrs it’s nice to see better outside space for the children in the area
Request a soccer goals, drink fountains & toilet facilities. There are no soccer goals in the area to practice on. It is difficult to have gatherings without toilets.
I think there should be at least two BBQ areas and gazebos for the amount of activities the park will attract. Also an enclosed Dog excersise area would be a good idea as many people use the current park to let there dogs off there lead.
Will there be public toilets
Basketball Court Much needed in the area, plans look good as the area is a dead spot right now
Would not actually use most of them. Too old
I don’t have any kids but have 2 dogs.

20/55401

Element ratings - order of preference – Hinckley Park Concept Plan

I like the park design however Northern Area looks very bare. Would be good to have a few more trees in this area of the park
We will use the BBQ areas and lawn areas regulary. Will there be a section of the park that is dog friendly? or all of it? as we feel as though dogs should be able to be exercised at this park.
We will utilize the lawn areas frequently.(Is the park dog friendly?) Also we will use the BBQ area and the grandchildren will use the rest.
I just feel that more parking needs to be accomodated around the park to allow for people living outside the area
My children are at the age where they love to scooter and bike amd kick the footy.
We are very excited! Love the plan
Lack of parking
There should be at least two BBQ areas as these are normally popular.
Don’t have children but have 2 dogs which I would we would like to be able to take for a walk/run and play. A designated dog area would be great for everyone as there is a lot of dogs living in the area who get walked around the park.
Please provide more BBQ and shelters located around the park for multiple group use
I CANNOT wait to see this development finished. We have been waiting a long time for it and the kids are very excited
As a young family building their first home on Memphis ridge, this park would be used almost daily and add value to our household and the area
put in an exercise circuit, chin up bars etc
There are no toilets which can be an issue when you don’t live close by, also parking?
Was the only way I could put it in. Question was poorly worded
Looking forward tk being able to kick the footy at the park
More playgrounds would be beneficial for the demographic of the local residents
Would have liked a fountain area

20/55401

Other comments – Hinckley Park

It needs to have toilets
1. Would be great to include adult exercise equipment 2. Seperate dog fenced play area so kids can play without having to deal with dogs on the loose when playing
If bbq facilities are provided that would mean extended visits to the park which would require toilet facilities near the bbq are or the play areas.
I don't support the park as is as there is no separated place space where dogs aren't allowed. Currently the park area is used primarily as a dog walking area and this is not acceptable for a new space. My wife is frightened of dogs and will not use the space with our son if the current dog usage continues. It doesn't matter how many times a dog owner says it is ok the dog wouldn't hurt you, if you are terrified of dogs that is no help. The park needs to have a dedicated no dogs, fenced off area, as bars upon the state of the current park and amount of complaints from locals the dog owners that use it are not responsible.
Include a car park! Don't make the same mistake as Amery Park in Hocking. You built a beautiful large amphitheater, but didn't include any parking and now it goes to waste!
Challenge and stimulating narure playground suitable for 7-12 yr olds
Full size basketball court or brick wall between a full court to use half as basketball and half for tennis/handball
I'd like an outdoor gym
Would love to see some more parking implemented, especially if it's parallel around the perimeter. Would also be great if the trees planned don't obstruct our lovely view of the city.
I think the playground could be a bit bigger. I have a 7 month old babe and will be using this park often as it is so close. A toilet wouldn't go astray so we could spend more time there
Pia's place in Whiteman Park is a great example of an inclusive playground/park for all children including people with all disabilities.
Please include a fitness park/ area or circuit
I would hope you will give the opportunity to construct the new playground equipment to a company who actually operates in the city of Wanneroo not a company outside the city.
Thank you for developing Hinckley Park - my family is very excited about the project. I would like to see some Australian Rules Football goals and point posts so that my son can practice his kicking for goals with me. It would also be great to see a flying fox (zip line) installed on the embankment next to the 'Hill Slide" or somewhere else suitable as my children love these. Thank you and good luck with the project.

20/55957

Other comments – Hinckley Park

We visit this playground 3-4 times a week, more in summer. There are also a lot of families with children under 10 that visit and live within walking distance of the area. Some things we all agree on are: The play equipment to not be in sand (safety reasons like hidden needles etc) Shade sails over swing sets and please more than 1 swing set! There's always an argument over just 2 swings.. perhaps 2 toddler swings and 2 regular swings. Several slides also are better than rope climbing equipment! Nature play would be much better than a fabricated ropes course as well. The bike track is an amazing idea!! Can't wait to utilize that! And please please please can you include lots of bins with dog poo bags to encourage people to pick it up and dispose of rubbish. Poo bags also desperately need to be included at chesterfield park.. it's disgusting the amount of poo that's left down there. Lastly, can the trees that get planted please be well mulched and planted in winter so have time to establish, it's a shame to see new trees planted that die from under watering. Thanks for your time! [redacted]
It will be so good to see that area sorted as it is currently just an eyesore
I noticed "bench seating" is a main feature of the proposal but are they or will there be sheltered bench seating? If not, could you please consider as my feedback. Want to stay sun safe when resting at the new park :)
As Bembridge Park playground is becoming old (updates are required in the next 2 financial years), it's nice to finally have some decent outdoor space without having to drive to Rotary Park.
Multiple bbq's would be good.If the park is dog friendly or has a dog friendly area. Getting some gym equipment around like some parks do would be awesome.
A water feature would be great
On previous field
It has a dog exercise area
I jog everyday and would like to see public toilet block on this site as most sites do not have one
Only one with a basketball court
I wanted to comment that there are not enough car parking spaces for people who cannot easily walk to the park. For us they are on the far side (i.e. east + one on the north side) of the park.
If possible, an enclosed dog area would be great.
We would like to recommend "LifeTrail Equipment" stations designed specifically to meet the needs of active adult residents. Outdoor Gym equipment and LifeTrail fitness and wellness stations

20/55957

Other comments – Hinckley Park

In fairness amongst all residents, we believe that there should also be a large grassed area on the eastern side as apposed to sand/woodchips given the severity of the strong winds that predominatley blow from the west to the east. We wish to suggest that evergreen trees be planted on the eastern side to minimalise green waste from the trees. Will there be a secure permimeter to the entire park given the fact that there have been people driving over the park already? This will keep the residents and flora and fauna safe. Given the population increasing in Hocking and the large size of this open space, one BBQ will not be sufficient to meet the needs of the local residents. We please request to expland the amount of bbq's and shelter areas so everyone has a chance to enjoy the space. Majority of embankments to be grassed to reduce erosion. We hope you consider these requests to ensure that it is fair and equitable for all in the local community.
More lawn on the eastern side of the park as the winds predominately come from the west and are gale force. All sand, leaves and debri get blown into the yards of the residents on the eastern side continually. The sand and wood chip section proposed on the east side will erode very quickly, ending up on the road and peoples yards again due to the severity of the continual winds. It is not practical to have this situated on the eastern side. One BBQ will not be sufficient for the amount of people that will use the park. Lawn area needs to be larger and more on the embankments to reduce erosion. Are the verges around the park grassed? Will evergreen trees that do not lose their leaves be planted on the eastern side? IE: peppermint trees/Norfolk island pines? We hope that the park will have pine poles around the circumference as hoons in 4WD and off road bikes are already driving over it.
I will not support development of another park in Hocking because the existing ones are ALWAYS empty! Why spend taxpayers money on yet another park with beautiful (no doubt expensive) playgrounds and BBQ facilities but NO TOILETS! How can we enjoy food and drink in a lovely park without using a bathroom !!!. Proposing another park without public amenities shows lack of common sense and logic! Surely, we can forgo a basketball court or nature play elements for example in favor of a small ablution block in at least one park.
1. Given the small housing blocks approved by shire, more BBQ areas are required. 2. Sand areas replaced by rubber matting - sand can hide sharp objects for children. 3. Retention of the current grass area with soccer/rugby posts. Seems crazy to uproot infrastructure already in place and replace it with unirrigated space
Are you planning to dig up the grass that is infested with prickles alongside Copenhagen Drive? This is completely unusable at present. I note that it will become unwatered which is fine but it all needs RIPPING UP as the weeds will spread everywhere. We are unable to use this area at present - even the dog can't walk on it it is so bad. Really looking forward to the development.
Thank you! We have been here for ten years and so grateful an amazing park is finally being planned
I would request that the city provide at least two BBQ areas, as well as possibly some AFL goals at one end of the turf area.

20/55957

Other comments – Hinckley Park

Looks a very good plan, we would use it very frequently. The riding area in particular looks brilliant. I only have some minor suggestions. 1. It would be great if some AFL and soccer goals were placed around the flat irrigated turf in the middle for older kids/teens to kick at (like Chesterfield Park, Hocking) 2. If possible could there be several parking bays added on the western side of the park (like there are on the eastern side). Although, I know the expense may be prohibitive. 3. The addition of cricket nets somewhere appropriate would also make the park more usable by older kids/teens as well.
Designated dog play area. It would be great to be able to walk to a play area like this. We have 2 border collies who we walk everyday at this park. There is lots of other dogs in the area.
The grass area should include AFL goals/point posts and soccer goals. There should be benches for the BBQ area. A water play area should also be considered.
More bbq areas or sheltered picnic tables to allow family's to meet and spend a few hours there
get some good lawn and solid retic, other parks in the area have the poorest quality lawn. no good for allergies and pets etc
We have park days and like to explore as there aren't a lot of good ones within Hocking
I think the money would rather be usefull to help the homeless and struggling elderly in the community doing it tough . We have many parks in Hocking and at times they are not being utilised .Or rather put street markings/lines in ranworth street towards st elizabeth catholic school as some cars drive in the middle of the street.
Needs more car parking. Already an issue and it's a big sand pit
I feel that the parking for the propose works wont be adequate enough. As it is now with the original playground parents are either parking on the side of the road blocking one lane of traffic or parked on the verge imposing access to the footpath.
Yes - I don't understand the non irrigated spaces near Bonython ave - which is already reticulated. What happens to this space - the lawn is just left to die and look horrible? As a home owner who has already put up with all the works during this development, had my front yard ruined from sand and dust not being secured as it is - I want this area to be usable to me and my family, not just dead lawn. Can I please be contacted on [redacted] to discuss
I would like to think that ample roadside parking would be provided along with toilet facilities. Oh and can you hurry this along please 🙏☺

20/55957

Corporate Strategy & Performance

Business & Finance

3.13 Financial Activity Statement for the period ended 31 January 2020

File Ref: 30724V05 – 20/45295
Responsible Officer: Director Corporate Strategy & Performance
Disclosure of Interest: Nil
Attachments: 6

Issue

To consider the Financial Activity Statement for the period ended 31 January 2020.

Background

In accordance with *Local Government (Financial Management) Regulations 1996*, the Financial Activity Statement has been prepared in compliance with the following:

> *"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 2019/20 financial year the statement of financial activity will be presented by nature and type.*
>
> *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 2019/20 financial year 10% and a value greater than $100,000 will be used for the reporting of variances."*

Detail

Council adopted the Annual Budget for the 2019-20 financial year on 28 June 2019 (SCS01-06/19). The figures in this report are compared to the Adopted Budget.

The Mid Year Review (MYR) was conducted in January and adopted by Council on 10 February 2020. The Revised Budget will reflect the MYR adjustments from February 2020.

Comments Month-to-Date

The Financial Activity Statement report for the month of January 2020 shows an overall unfavourable variance from Operations before Other Revenue & Expenses of $1.4m.

The unfavourable variance is due to lower Rates, Interest Earnings and accruals in Employment Costs expenses.

Comments Year-to-Date

The Financial Activity Statement report for the year-to-date of January 2020 shows an overall favourable variance from Operations before Other Revenue & Expenses of $2.7m.

The favourable variance is due to underspend in Employment Costs and Materials and Contracts expenses offset by lower Rates, Interest Income and Fees & Charges.

Results from Operations

Description	Current Month - January 2020				
	Actual $m	Budget $m	Variance $m	Variance %	Comments
Operating Revenue	2.6	3.7	(1.1)	(29.5)	The unfavourable variance relates to lower income from Rates, Fees and Charges and Interest Earnings. Please refer to Note 1, 2 and 3 for further details.
Operating Expense	(17.0)	(16.7)	(0.3)	(1.7)	The unfavourable variance is mainly arising from catch up accrual in Employment Costs, Materials and Contracts Expenses and offset by underspend in Insurance Costs. Please refer to Note 4, 5 and 6 for further details.
Result from Operations	(14.3)	(12.9)	(1.4)	(10.8)	

Capital Program

Description	Month Actual $m	Month Budget $m	% Complete of Month Budget
Expenditure	3.8	6.6	58.2%

Overall Comments on Year-to-Date (YTD) Figures

Results from Operations

Description	Year-To-Date January 2020				
	Actual $m	Budget $m	Variance $m	Variance %	Comments
Operating Revenue	183.3	185.1	(1.8)	(1.0)	The unfavourable variance relates to reduction in generating Interim Rates due to successful objections to valuations, lower income from Fees & Charges and reduced Interest Earnings. Please refer to Note 1, 2 and 3 for further details.
Operating Expense	(112.1)	(116.6)	4.5	3.9	The favourable variance is mainly arising from underspend in Employment Costs, Materials and Contracts Expenses and Insurance Expenses. Please refer to Note 4, 5 and 6 for further details.
Result from Operations	71.2	68.5	2.7	3.9	

Capital Program

Description	YTD Actual $m	YTD Budget $m	% Complete of YTD Budget	Annual Revised Budget $m	% Complete of Annual Budget
Expenditure	42.9	54.9	78.1%	98.8	43.4%

Investment Portfolio Performance

Portfolio Value $m	Monthly Weighted Return	Comments
415.5	1.91%	Portfolio balance has increased by $2.1m from December 2019 due to receipts of Grants and Contributions during the month. Return is 0.51% above benchmark (12 months UBS Australia Bank Bill Index).

Detailed Analysis of Statement of Comprehensive Income (Attachment 1)

Comments relating to the Statement of Comprehensive Income are provided under the following two sections:

a) Current month comparison of Actuals to Budgets; and
b) Year to date of Actuals to Budgets

where the variance is higher than reporting threshold or item of interest to Council.

CITY OF WANNEROO

STATEMENT OF COMPREHENSIVE INCOME BY NATURE OR TYPE

FOR THE PERIOD ENDED 31 JANUARY 2020

Description	Current Month					Year to Date					
	Actual	Revised Budget	Variance		Notes	Actual	Revised Budget	Variance		Notes
	$	$	$	%		$	$	$	%	
Revenues										
Rates	212,245	1,200,000	(987,755)	(82.3)	1	133,421,212	134,861,200	(1,439,989)	(1.1)	1
Operating Grants, Subsidies & Contributions	364,956	292,048	72,908	25.0		4,221,352	4,143,927	77,425	1.9	
Fees & Charges	1,356,228	1,445,291	(89,063)	(6.2)	2	39,869,700	40,132,690	(262,990)	(0.7)	2
Interest Earnings	640,553	751,536	(110,984)	(14.8)	3	5,479,936	5,606,480	(126,544)	(2.3)	3
Other Revenue	62,183	52,157	10,026	19.2		292,452	364,520	(72,068)	(19.8)	
Total Operating Revenue	**2,636,165**	**3,741,032**	**(1,104,867)**	**(29.5)**		**183,284,650**	**185,108,817**	**(1,824,167)**	**(1.0)**	
Expenses										
Employee Costs	(7,080,148)	(6,782,272)	(297,876)	(4.4)	4	(43,242,247)	(45,275,287)	2,033,040	4.5	4
Materials & Contracts	(5,191,252)	(5,178,678)	(12,574)	(0.2)	5	(36,555,925)	(38,582,836)	2,026,911	5.3	5
Utility Charges	(851,002)	(843,456)	(7,546)	(0.9)		(5,317,488)	(5,497,998)	180,510	3.3	
Depreciation	(3,410,909)	(3,410,909)	0	0.0		(23,876,363)	(23,876,363)	0	0.0	
Interest Expenses	(342,599)	(341,853)	(746)	(0.2)		(2,401,106)	(2,459,786)	58,680	2.4	
Insurance	(93,179)	(124,534)	31,355	25.2	6	(678,386)	(886,738)	208,352	23.5	6
Total Operating Expenditure	**(16,969,088)**	**(16,681,702)**	**(287,386)**	**(1.7)**		**(112,071,516)**	**(116,579,008)**	**4,507,492**	**3.9**	
RESULT FROM OPERATIONS	**(14,332,923)**	**(12,940,670)**	**(1,392,253)**	**(10.8)**		**71,213,135**	**68,529,809**	**2,683,326**	**3.9**	
Other Revenue & Expenses										
Non Operating Grants, Subsidies & Contributions	2,156,736	1,619,403	537,333	33.2	7	9,421,326	7,221,699	2,199,627	30.5	7
Contributed Physical Assets	0	1,356,209	(1,356,209)	(100.0)	8	5,156,025	9,493,459	(4,337,434)	(45.7)	8
Profit on Asset Disposals	80,104	48,749	31,355	64.3	9	432,962	341,243	91,719	26.9	9
Loss on Assets Disposals	0	(34,260)	34,260	100.0	10	0	(239,820)	239,820	100.0	10
Town Planning Scheme (TPS) Revenues	1,439,706	1,883,891	(444,185)	(23.6)	11	7,593,393	7,726,237	(132,844)	(1.7)	11
Town Planning Scheme (TPS) Expenses	(81,374)	(188,487)	107,113	56.8	12	(5,106,824)	(2,932,373)	(2,174,451)	(74.2)	12
Total Other Revenue and Expenses	**3,595,173**	**4,685,505**	**(1,090,332)**	**(23.3)**		**17,496,882**	**21,610,445**	**(4,113,563)**	**(19.0)**	
NET RESULT	**(10,737,751)**	**(8,255,165)**	**(2,482,586)**	**(30.1)**		**88,710,016**	**90,140,254**	**(1,430,238)**	**(1.6)**	
Other Comprehensive Income	**0**	**0**	**0**	**0.0**		**0**	**0**	**0**	**0.0**	
TOTAL COMPREHENSIVE INCOME	**(10,737,751)**	**(8,255,165)**	**(2,482,586)**	**(30.1)**		**88,710,016**	**90,140,254**	**(1,430,238)**	**(1.6)**	

Revenues

Note 1 Rates

Month to Date - (Actual $212k, Revised Budget $1.2m)

The variance is unfavourable by $988k relates to reduction in generating Interim Rates due to successful objections to valuations from Developers and Residential Properties.

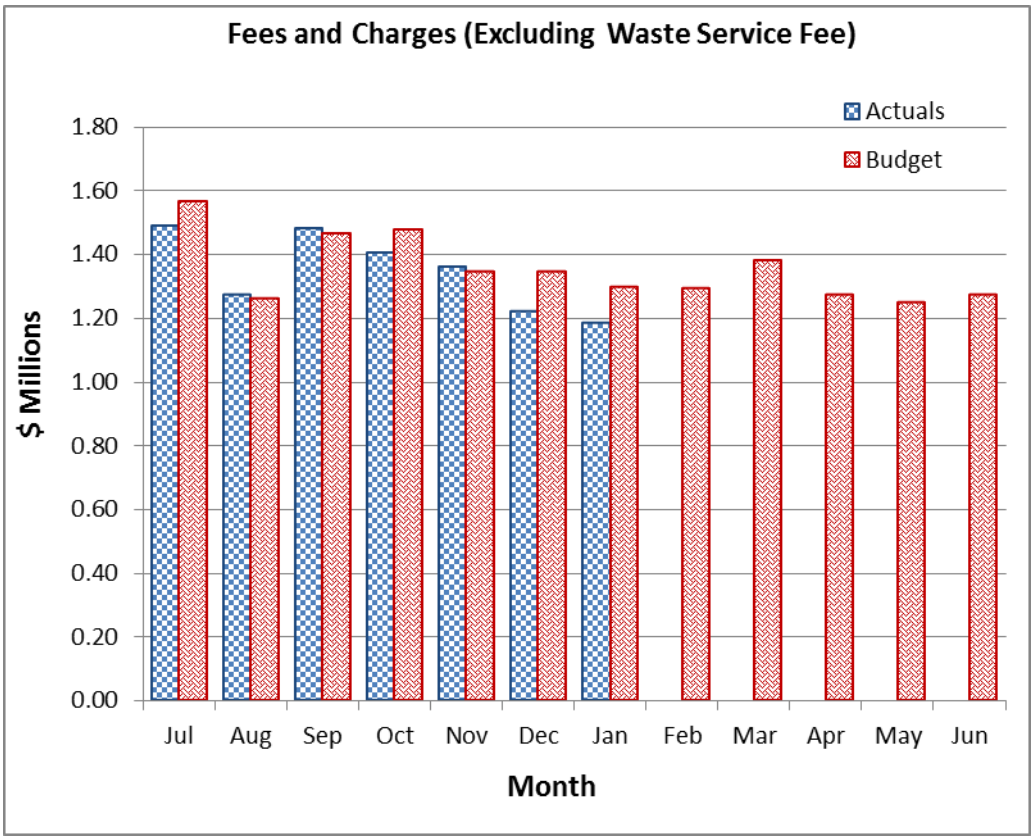
Year to Date - (Actual $133.4m, Revised Budget $134.9m)

The variance is unfavourable by $1.4m as noted above but within the reporting threshold.

Note 2 Fees and Charges

Month to Date - (Actual $1.4m, Revised Budget $1.4m)

The variance is unfavourable by $89k relates to reduced facility booking fees income, application licence permit fee income offset by increased user entry fees for Aquamotion swim school and membership.



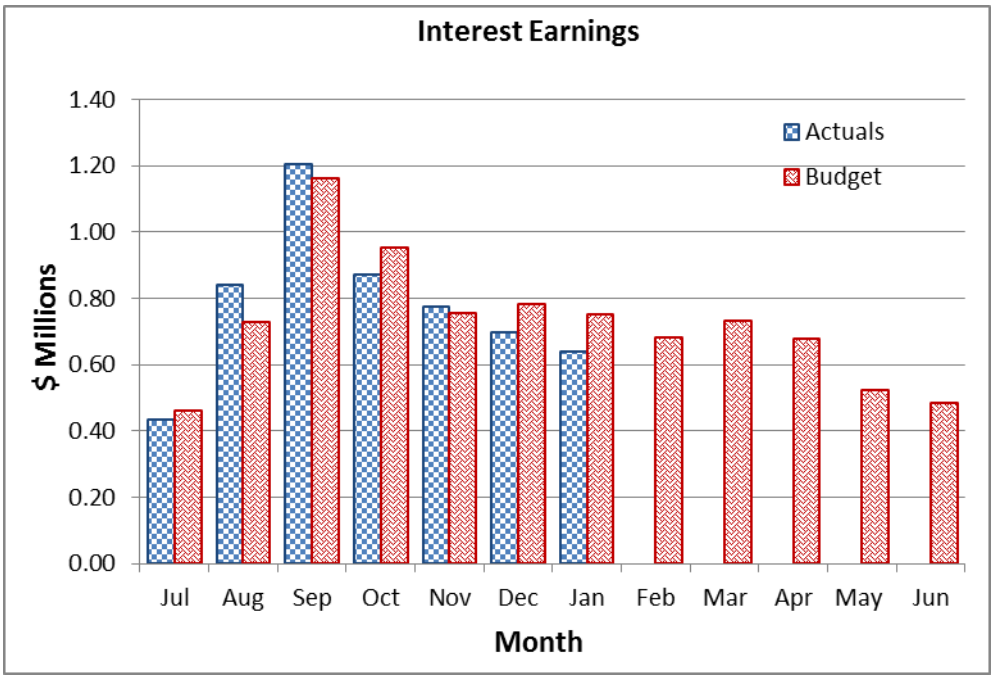
Year to Date - (Actual $39.9m, Revised Budget $40.1m)

The variance is unfavourable by $263k with the main activities noted above resulting in the variance.

Note 3 Interest Earnings

Month to Date - (Actual $641k, Revised Budget $752k)

The unfavourable variance of $111k for the month is attributable to lower portfolio return due to historically low Reserve Bank of Australia (RBA) Cash Rate (currently at 0.75%).



Year to Date - (Actual $5.5m, Revised Budget $5.6m)

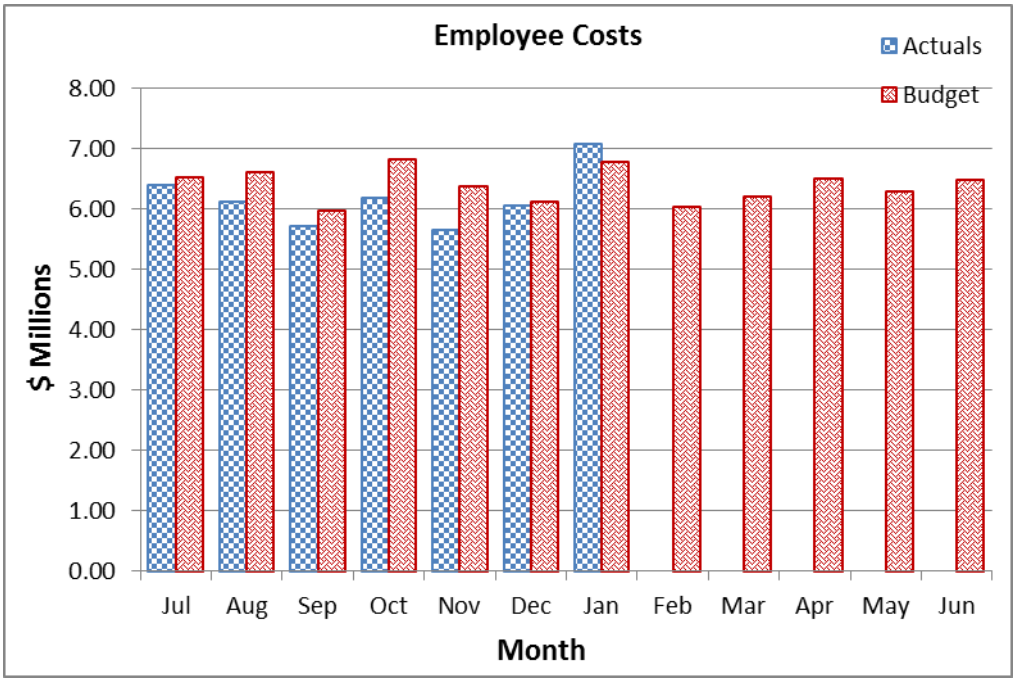
The unfavourable variance of $127k is due to the reason noted above.

Expenses

Note 4 Employee Costs

Month to Date - (Actual $7.1m, Revised Budget $6.8m)

The unfavourable variance of $298k for the month is mainly attributable to catch up accrual in workers compensation costing offset by staff vacancies.



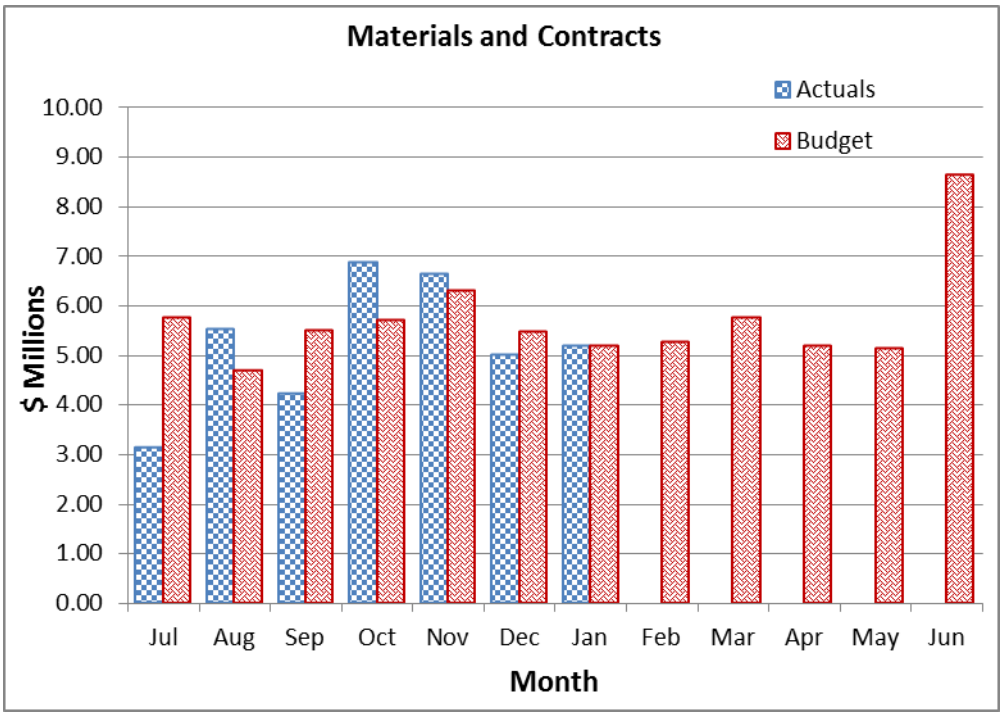
Year to Date - (Actual $43.2m, Revised Budget $45.3m)

The favourable variance of $2.0m mainly attributable to staff vacancies not been filled and $244k related to underspent corporate training.

Note 5 Materials and Contracts

Month to Date - (Actual $5.2m, Revised Budget $5.2m)

The variance is unfavourable by $12k but within the reporting threshold.



Year to Date - (Actual $36.6, Revised Budget $38.6m)

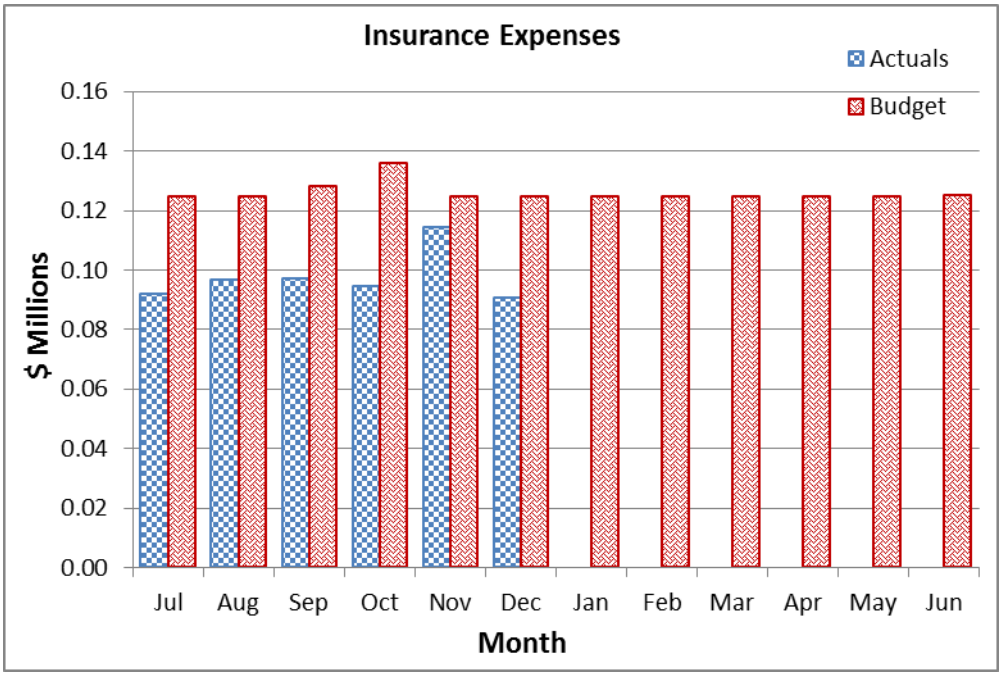
The favourable variance of $2.0m mainly relates to:

- Lower consulting fees of $1.0m due to underspend on various projects;
- Lower refuse removal expenses of $337k due to lower than expected collection of waste tonnage;
- Lower material expenses of $181k from various operational areas;
- Lower audit fee expenses of $109k due to timing of billing;
- Lower lease/rental fee expenses of $64k mainly due to lower than expected expenses for Yanchep Beach JV;
- Lower membership subscription expenses of $62k for various areas;
- Lower software licence expenses of $61k;
- Lower fuel and oil expenses of $46k;
- Lower sponsorship fee of $43k; and
- Lower postage expenses of $37k.

Note 6 Insurance

Month to Date - (Actual $93k, Revised Budget $125k)

The favourable variance of $31k reflects improved claims experience.



Year to Date - (Actual $678k, Revised Budget $887k)

The favourable variance of $208k reflects improved claims experience.

Other Revenue & Expenses

Note 7 Non-Operating Grants, Subsidies & Contributions

Month to Date – (Actual $2.2m, Revised Budget $1.6m)

The variance is favourable by $537k due to earlier receipt of Main Roads Western Australia (MRWA) road grants for service relocation on Marmion Avenue.

Year to Date – (Actual $9.4m, Revised Budget $7.2m)

The favourable variance of $2.2m year to date reflects the early recognition of restricted cash to income.

Note 8 Contributed Physical Assets

Month to Date – (Actual $0, Revised Budget $1.4m)

The unfavourable variance of $1.4m is due to the phasing of the Budget. The anticipated asset handover was budgeted for January 2020. However the actual asset recognition is recorded as and when assets are handed over to the City.

Year to Date – (Actual $5.2m, Revised Budget $9.5m)

The unfavourable variance is due to lower than anticipated level of asset handover from developers.

Note 9-10 Profit / Loss on Asset Disposals

Month to Date – (Combined Actual $80k, Combined Revised Budget $15k)

The favourable variance is a result of higher numbers of lots sales relating to Tamala Park Regional Council (**TPRC**) than anticipated.

Year to Date – (Combined Actual $433k, Combined Revised Budget $101k)

The favourable variance relates to Tamala Park Regional Council (**TPRC**) lot sales as explained above.

Note 11 Town Planning Scheme (TPS) Revenues

Month to Date – (Actual $1.4m, Revised Budget $1.9m)

The unfavourable result is due to delay in receipt of headworks levy for Yanchep/Two Rocks community facilities of $250k, Cell 2 for $195k, Cell 6 for $120k and offset by receipt of headworks for Cell 9 for $159k.

Year to Date – (Actual $7.6m, Revised Budget $7.7m)

The unfavourable variance of $133k relates to under receipt of headworks levy for Cell 1,4 and 8.

Note 12 Town Planning Scheme (TPS) Expenses

Month to Date – (Actual $81k, Revised Budget $188k)

The favourable result relates to delay in contract expenses for Cell 6 offsets by unbudgeted legal expenses for Cell 4, 5 and 6.

Year to Date – (Actual $5.1m, Revised Budget $2.9m)

The unfavourable result is due to land acquisition for Cell 9 for $3.2m which offsets by deferral in contract expense for Woodvale Structure Plan by $600k, Cell 8 by $289k, Cell 9 by $150k and Cell 6 by $143k.

Statement of Financial Position (Attachment 2)

CITY OF WANNEROO

STATEMENT OF FINANCIAL POSITION

FOR THE PERIOD ENDED 31 JANUARY 2020

Description	30 June 2019 Actual $	31 Jan 2020 Actual $	Variance $m	Variance %	30 June 2020 Revised Budget $	Notes
Current Assets	403,439,111	460,090,517	56,651,406	14.0	356,756,446	
Current Liabilities	(56,252,922)	(69,494,167)	(13,241,245)	(23.5)	(50,034,382)	
NET CURRENT ASSETS	**347,186,189**	**390,596,350**	**43,410,161**	**12.5**	**306,722,064**	**1**
Non Current Assets	2,365,909,507	2,389,793,234	23,883,727	1.0	2,509,043,661	**2**
Non Current Liabilities	(80,773,253)	(86,376,891)	(5,603,638)	(6.9)	(78,068,455)	**3**
NET ASSETS	**2,632,322,443**	**2,694,012,693**	**61,690,250**	**2.3**	**2,737,697,270**	
TOTAL EQUITY	**(2,632,322,443)**	**(2,694,012,693)**	**61,690,250**	**2.3**	**(2,737,697,270)**	

Note 1 - Net Current Assets

When compared to the opening position at 30 June 2019 Net Current Assets have increased by $43.4m which is predominately due to the impact of 2019/20 Rates and Waste Service Fees levied.

Within the Current Assets, Current Receivables of $43.3m are mainly comprised of collectable Rates and Waste Service Fees debtors of $37.0m and Emergency Services Levy of $1.7m, with the remaining balance attributed to General Debtors of $4.6m.

Note 2 - Non-Current Assets

Non-Current Assets as at 31 January 2020 have increased by $23.9m from 30 June 2019 Actuals. The movement is due to increase in Work in Progress of $47.5m partially offset by accumulated depreciation of $23.9m (estimated).

Note 3 - Non-Current Liabilities

Non-Current Liabilities as at 31 January 2020 have increased by $5.6m due to change in the Australian Accounting Standards Board (AASB) Standard 15 for Revenue from Contracts. The revised AASB 15 requires the City to recognise Grants and Contributions as liability when performance obligations have are not been met.

The existing loan with the Western Australia Treasury Corporation remains unchanged making up 81% 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, Sport and Cultural Industries **(DLGSCI)** status at the beginning of the financial year, and year to date figures (where relevant).

A green highlight is used where the minimum standard is met or exceeded. Highlighted in red are below the standard for financial year end 30 June 2019.

Details	DLGSCI Minimum Standard	30 June 2019 Actual	As at 31/01/2020	For the month - Minimum Standard Met
Current Ratio The ability to meet short term financial obligations from unrestricted current assets. Current Assets - Restricted Current Assets (RCA) / Current Liabilities (CL) - CL Associated with RCA	=>1.00:1	**0.80 : 1** **Note 1**	**1.6:1**	YES
Debt Service Cover Ratio The ability to produce enough cash to cover debt payments. Operating Surplus before Interest & Depreciation / Principle & Interest Repayments	=>2.00:1	**6.71 : 1**	**43.97:1**	YES
Own Source Revenue Coverage Ratio The ability to cover costs through own revenue efforts. Own Source Operating Revenue / Operating Expense	=>0.40:1	**1.03 : 1**	**1.6:1**	YES
Operating Surplus Ratio The ability to cover operational costs and have revenues available for capital funding or other purposes. Operating Revenue - Operating Expense / Own Source Operating Revenue	=>0.01:1	**0.08 : 1**	**0.4:1**	YES
Asset Consumption Ratio . by comparing their written down value to their replacement cost. Depreciated Replacement Cost of Depreciable Assets / Current Replacement Cost of Depreciable Assets	=>0.50:1	**0.69 : 1**	**Calculated at year end**	N/A
Asset Sustainability Ratio Indicates whether assets are replaced or renewed at the same rate that overall assets are wearing out. Capital Renewal & Replacement Expenditure / Depreciation Expense	=>0.90:1	**0.44 : 1** **Note 2**	**Calculated at year end**	N/A
Asset Renewal Funding Ratio The ability to fund projected asset renewal/replacements in the future. NPV of Planned Capital Renewal over 10 Years / NPV of Required Capital Renewal over 10 Years	=>0.75:1	**0.96 : 1**	**Calculated at year end**	N/A

DLGSCI - Department of Local Government, Sport and Cultural Industries

The following comments with regard to Ratios relates to the benchmarks not met for the period 30 June 2019.

Note 1 - Current Ratio

The Standard was not met primarily as a result of the internal restrictions of municipal funds. Most of the municipal funds are kept in special purpose cash backed Reserves.

Note 2 – Asset Sustainability Ratio

The DLGSCI Asset Management Framework and Guidelines publication provides the following explanation in respect to the Asset Sustainability Ratio (ASR):

"If capital expenditure on renewing or replacing assets is at least equal to depreciation on average over time, then the local government is ensuring the value of its existing stock of physical assets is maintained. If capital expenditure on existing assets is less than depreciation then, unless a local government's overall asset stock is relatively new, it is likely that it is underspending on renewal or replacement."

A large percentage of the City's assets are in new to very good condition with approximately 85% of the total asset base at or below condition 2 (a rating of '0' represents a new asset and a '10' represents an asset that has failed). Less than 1% of the asset base is at or above condition 8, which represents assets that require intervention.

With the City's current mix of old and new assets and continued high growth, a lower than average ASR is expected, and the current condition of assets and level of renewal expenditure confirms this position. As the stock ages and renewal expenditure incrementally increases the ratio should increase, however continued growth may keep it relatively lower than the industry standard.

Taking a long term outlook, the level of asset stock and renewal demand necessitates the development of strategies to address the future impact and ensure that the City can continue to grow and maintain its assets in a financially sustainable manner. Given that renewal expenditure is lower than the depreciation being charged and that certain years' experience significant spikes in demand, a specific Asset Renewal Reserve has been established.

Capital Works Program

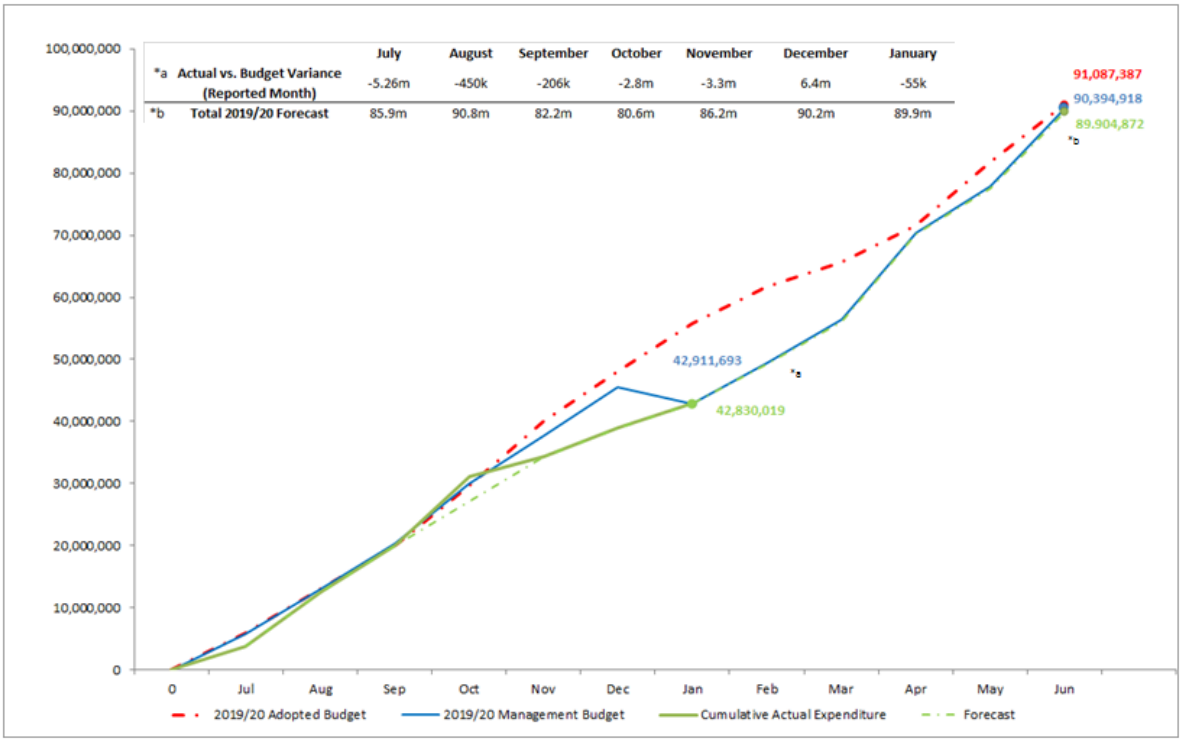
The current status of the Capital Works Program is summarised by Sub-Program in the table below:

Sub-Program	No. of Projects	Current Month Actual $	YTD Actual $	Revised Budget $	% Spend
Community Buildings	14	65,512	407,183	1,666,001	24.4%
Community Safety	2	6,095	172,602	320,242	53.9%
Conservation Reserves	4	1,874	206,101	337,407	61.1%
Corporate Buildings	3	18,135	250,941	476,262	52.7%
Environmental Offset	6	17,730	335,130	712,600	47.0%
Fleet Mgt - Corporate	6	134,934	1,649,648	6,483,528	25.4%
Foreshore Management	8	7,050	1,920,100	3,148,743	61.0%
Golf Courses	1	0	6,941	7,000	99.2%
Investment Projects	6	3,673	351,997	1,614,590	21.8%
IT Equipment & Software	15	142,431	1,364,523	8,229,262	16.6%
Parks Furniture	13	115,702	1,964,050	2,792,733	70.3%
Parks Rehabilitation	1	16,370	389,875	1,252,033	31.1%
Passive Park Development	11	35,507	465,637	1,831,428	25.4%
Pathways and Trails	6	68,394	762,336	882,000	86.4%
Roads	16	1,830,273	23,871,288	35,977,979	66.3%
Sports Facilities	49	1,242,452	7,361,622	29,258,892	25.2%
Stormwater Drainage	5	14,872	187,680	740,000	25.4%
Street Landscaping	5	18,360	59,567	1,045,720	5.7%
Traffic Treatments	17	99,559	1,034,086	2,043,499	50.6%
Waste Management	1	-	117,077	-	0.0%
Grand Total	**189**	**3,838,925**	**42,878,386**	**98,819,919**	**43.4%**

During January 2020 $3.8m was spent. Details of significant expenditure for the month are included in **Attachment 3.** As at 31 January 2020 the City has spent $42.9m, which represents 43.4% of the $98.8m Capital Works Budget.

The City forecasts spend of $89,907,872 which represents 99% of the 2019/20 revised Capital Works Budget (Which includes the MYR adjustments) including contingencies and savings.

Capital Expenditure to January 2020 – Portfolio View Only



To further expand on the Capital Works Program information above, updates in key capital projects are selected to be specifically reported on, is provided in the Top Capital Projects attachment to this report (**Attachment 4**).

Capital Changes

The following changes are proposed to be made to the 2019/20 Capital Works budget.

PR-4078 Kingsway Aquatic Play Space – The City has received funding of $300,000 from the Federal Government to assist with construction. This has resulted in a saving to the City of $270,000 in Municipal Funds, and offsets the additional costs associated with improvements required to the splash pad identified through early operations.

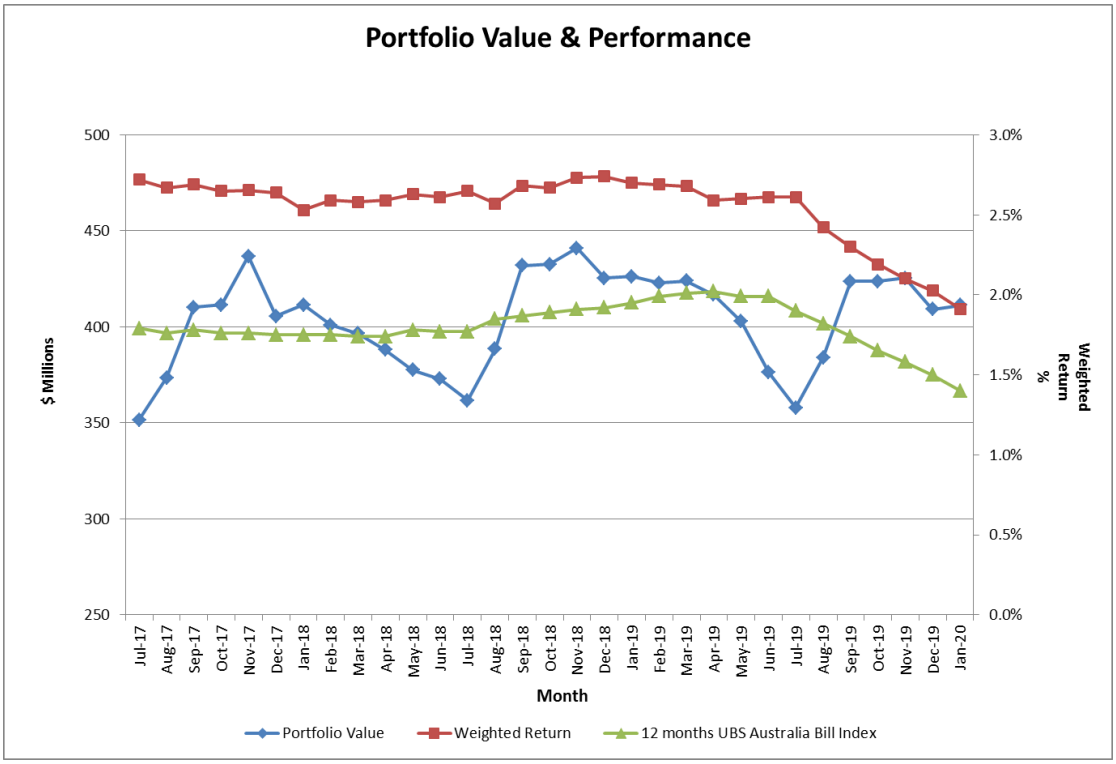
PR-4108 Wanneroo City Soccer New Change Rooms – The City has received funding of $400,000 from the Federal Government to assist with construction. This has resulted in a direct saving to the City of $350,000 in Municipal Funds, and offsets the increased cost in relation to gas connection to the site.

PR-4034 Hudson Park, Upgrade Dennis Cooley Pavilion – During construction of the building extension unexpected issues relating to the existing building were identified which deemed the building to be structurally unsound; hence requiring its reconstruction. These are latent conditions that were not found in pre-construction planning investigations.

Additional $190,000 is required for demolition and re-builds works of the existing building associated with structural integrity issues. It is proposed that these funds are sourced from Municipal Fund.

Investment Portfolio (Attachment 5)

In accordance with the *Local Government (Financial Management) Regulations 1996* (and per the City's Investment Policy), the City invests solely in Authorised Deposit taking Institutions (**ADIs**):



At the end of January 2020, the City held an investment portfolio (cash & cash equivalents) of $411.2m (Face Value), equating to $415.4m inclusive of accrued interest. The City's year to date investment portfolio return has exceeded the UBS Australia Bank Bill rate index benchmark by 0.51% pa (1.91% pa vs. 1.40% pa), however it is noted that Interest Earnings were budgeted at a 2.25% yield.

Rate Setting Statement (Attachment 6)

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):

NET CURRENT ASSETS SURPLUS/(DEFICIT) CARRIED FORWARD

FOR THE PERIOD ENDED 31 JANUARY 2020

Description	30 June 2019 Actual $	31 Jan 2020 Actual $	30 June 2020 Adopted Budget $	30 June 2020 Revised Budget $
Current Assets				
Cash & Cash Equivalents - Unrestricted	21,443,860	67,337,637	22,376,948	22,235,828
Cash & Cash Equivalents - Restricted	358,270,965	349,121,432	308,449,131	308,590,251
Receivables	23,409,420	43,317,248	25,595,130	22,176,752
Inventory	314,348	314,200	335,237	314,347
TOTAL CURRENT ASSETS	**403,438,593**	**460,090,517**	**356,756,446**	**353,317,178**
Current Liabilities				
Payables	(38,910,679)	(52,073,146)	(34,523,724)	(39,079,751)
Provisions	(17,342,243)	(17,421,021)	(15,510,658)	(17,342,241)
TOTAL CURRENT LIABILITIES	**(56,252,922)**	**(69,494,167)**	**(50,034,382)**	**(56,421,992)**
Net Current Assets	**347,185,671**	**390,596,350**	**306,722,064**	**296,895,186**
Adjustments for Restrictions				
Cash & Cash Equivalents - Restricted	(358,270,965)	(349,121,432)	(308,449,131)	(308,590,251)
Restricted Unspent Grants*	-	19,006,811	-	-
Provisions Cash Backed	11,085,294	3,306,161	1,727,067	11,695,065
TOTAL RESTRICTED ASSETS	**(347,185,671)**	**(326,808,460)**	**(306,722,064)**	**(296,895,186)**
Surplus/(Deficit) Carried Forward	**-**	**63,787,890**	**-**	**-**

*The change in the AASB Standard 15 has resulted in the City now recognising Grants and Contributions received as a liability when performance obligations have not been met.

Consultation

This document has been prepared in consultation with Responsible Officers for review and analysis.

Comment

In reference to Statement of Comprehensive Income in the report, the following colours have been used to categorise three levels of variance:

Revenues:

- Green > 0%;
- Amber -0% to -10%; and
- Red < -10%.

Expenses:

- Green > 0%;
- Amber -0% to -10%; and
- Red < -10%.

Statutory Compliance

This monthly financial report complies with *Section 6.4 of* the Act and *Regulations 34 (5) of the Local Government (Financial Management) Regulations 1996.*

Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2017 – 2027:

"4 Civic Leadership

4.2 Good Governance

4.2.2 Provide responsible resource and planning management which recognises our significant future growth"

Risk Management Considerations

Risk Title	**Risk Rating**
Financial Management	Moderate
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

- Accounting Policy;
- Strategic Budget Policy; and
- Investment Policy.

Financial Implications

As outlined in the report and detailed in **Attachments 1 to 6.**

Voting Requirements

Absolute Majority

Recommendation

That Council:

1. RECEIVES the Financial Activity Statement and commentaries on variances year to date Budget for the period ended 31 January 2020 consisting of:

a) January 2020 year to date Actuals;

b) January 2020 year to date Statement of Financial Position and Net Current Assets; and

c) January 2020 year to date Material Financial Variance Notes.

2. APPROVES BY ABSOLUTE MAJORITY the following changes to the 2019/20 Capital Work Budget:

Number	From	To	Amount	Description
PR-4078	Federal Gov't Grant	PR-4078 Kingsway Aquatic Play Space	$300,000	Federal Grant received
PR-4078	PR-4078 Kingsway Aquatic Play Space	Municipal Fund	$270,000	Saving due to receipt of Grant
PR-4108	Federal Gov't Grant	PR-4108 Wanneroo City Soccer New Change Rooms	$400,000	Federal Grant received
PR-4108	PR-4108 Wanneroo City Soccer New Change Rooms	Municipal Fund	$350,000	Saving due to receipt of Grant
PR-4034	Municipal Fund	PR-4034 Hudson Park, Upgrade Dennis Cooley Pavilion	$190,000	Demolition and re-build works of the existing building

Attachments:

1⇩.	*Statement of Comprehensive Income January 2020*	*20/48340*	*Minuted*
2⇩.	*Statement of Financial Position January 2020*	*20/63343*	*Minuted*
3⇩.	*Significant Capital Expenditure January 2020*	*20/48320*	*Minuted*
4⇩.	*Top Projects 2019-20 January 2020*	*16/151914[v46]*	*Minuted*
5⇩.	*Investment Report January 2020*	*20/48377*	*Minuted*
6⇩.	*Rate Setting Statement January 2020*	*20/63337*	*Minuted*

CITY OF WANNEROO

STATEMENT OF COMPREHENSIVE INCOME BY NATURE OR TYPE **Attachment 1**

FOR THE PERIOD ENDED 31 JANUARY 2020

Description	Current Month					Year to Date				Annual			
	Actual	Revised Budget	Variance		Notes	Actual	Revised Budget	Variance		Original Budget	Revised Budget	Variance	
	$	$	$	%		$	$	$	%	$	$	$	%
Revenues													
Rates	212,245	1,200,000	(987,755)	(82.3)	1	133,421,212	134,861,200	(1,439,989)	(1.1)	135,581,907	135,581,907	0	0
Operating Grants, Subsidies & Contributions	364,956	292,048	72,908	25.0		4,221,352	4,143,927	77,425	1.9	10,860,681	10,750,296	(110,385)	(1)
Fees & Charges	1,356,228	1,445,291	(89,063)	(6.2)	2	39,869,700	40,132,690	(262,990)	(0.7)	46,787,670	46,787,670	0	0
Interest Earnings	640,553	751,536	(110,984)	(14.8)	3	5,479,936	5,606,480	(126,544)	(2.3)	8,715,234	8,715,234	0	0
Other Revenue	62,183	52,157	10,026	19.2		292,452	364,520	(72,068)	(19.8)	627,194	627,194	0	0
Total Operating Revenue	**2,636,165**	**3,741,032**	**(1,104,867)**	**(29.5)**		**183,284,650**	**185,108,817**	**(1,824,167)**	**(1.0)**	**202,572,686**	**202,462,301**	**(110,385)**	**(0)**
Expenses													
Employee Costs	(7,080,148)	(6,782,272)	(297,876)	(4.4)	4	(43,242,247)	(45,275,287)	2,033,040	4.5	(76,825,787)	(76,825,796)	(9)	(0)
Materials & Contracts	(5,191,252)	(5,178,678)	(12,574)	(0.2)	5	(36,555,925)	(38,582,836)	2,026,911	5.3	(68,528,997)	(68,529,696)	(699)	(0)
Utility Charges	(851,002)	(843,456)	(7,546)	(0.9)		(5,317,488)	(5,497,998)	180,510	3.3	(9,695,193)	(9,695,197)	(4)	(0)
Depreciation	(3,410,909)	(3,410,909)	0	0.0		(23,876,363)	(23,876,363)	0	0.0	(40,947,313)	(40,947,295)	18	0
Interest Expenses	(342,599)	(341,853)	(746)	(0.2)		(2,401,106)	(2,459,786)	58,680	2.4	(4,111,186)	(4,111,186)	0	0
Insurance	(93,179)	(124,534)	31,355	25.2	6	(678,386)	(886,738)	208,352	23.5	(1,510,000)	(1,510,000)	0	0
Total Operating Expenditure	**(16,969,088)**	**(16,681,702)**	**(287,386)**	**(1.7)**		**(112,071,516)**	**(116,579,008)**	**4,507,492**	**3.9**	**(201,618,476)**	**(201,619,170)**	**(694)**	**(0)**
RESULT FROM OPERATIONS	**(14,332,923)**	**(12,940,670)**	**(1,392,253)**	**(10.8)**		**71,213,135**	**68,529,809**	**2,683,326**	**3.9**	**954,210**	**843,131**	**(111,079)**	**(13)**
Other Revenue & Expenses													
Non Operating Grants, Subsidies & Contributions	2,156,736	1,619,403	537,333	33.2	7	9,421,326	7,221,699	2,199,627	30.5	28,798,613	34,930,347	6,131,734	18
Contributed Physical Assets	0	1,356,209	(1,356,209)	(100.0)	8	5,156,025	9,493,459	(4,337,434)	(45.7)	16,274,500	16,274,500	0	0
Profit on Asset Disposals	80,104	48,749	31,355	64.3	9	432,962	341,243	91,719	26.9	585,217	585,217	0	0
Loss on Assets Disposals	0	(34,260)	34,260	100.0	10	0	(239,820)	239,820	100.0	(14,110,346)	(14,110,346)	0	0
Town Planning Scheme (TPS) Revenues	1,439,706	1,883,891	(444,185)	(23.6)	11	7,593,393	7,726,237	(132,844)	(1.7)	15,288,167	15,288,168	1	0
Town Planning Scheme (TPS) Expenses	(81,374)	(188,487)	107,113	56.8	12	(5,106,824)	(2,932,373)	(2,174,451)	(74.2)	(8,031,975)	(7,650,733)	381,242	5
Total Other Revenue and Expenses	**3,595,173**	**4,685,505**	**(1,090,332)**	**(23.3)**		**17,496,882**	**21,610,445**	**(4,113,563)**	**(19.0)**	**38,804,176**	**45,317,153**	**6,512,977**	**14**
NET RESULT	**(10,737,751)**	**(8,255,165)**	**(2,482,586)**	**(30.1)**		**88,710,016**	**90,140,254**	**(1,430,238)**	**(1.6)**	**39,758,386**	**46,160,284**	**6,401,898**	**14**
Other Comprehensive Income	**0**	**0**	**0**	**0.0**		**0**	**0**	**0**	**0.0**	**0**	**0**	**0**	**0**
TOTAL COMPREHENSIVE INCOME	**(10,737,751)**	**(8,255,165)**	**(2,482,586)**	**(30.1)**		**88,710,016**	**90,140,254**	**(1,430,238)**	**(1.6)**	**39,758,386**	**46,160,284**	**6,401,898**	**14**

CITY OF WANNEROO

Attachment 2

STATEMENT OF FINANCIAL POSITION

FOR THE PERIOD ENDED 31 JANUARY 2020

Description	30/06/2019 Actual	31/01/2020 Actual	Annual	
			Adopted Budget	Revised Budget
	$	$	$	$
Current Assets				
Cash at Bank	3,489,483	975,669	3,308,261	3,308,261
Investments	376,225,860	415,483,400	327,517,818	373,157,395
Receivables	23,409,420	43,317,248	25,595,130	22,176,752
Inventories	314,348	314,200	335,237	314,347
	403,439,111	**460,090,517**	**356,756,446**	**398,956,755**
Current Liabilities				
Payables	(38,910,679)	(52,073,146)	(34,523,724)	(39,079,751)
Provisions	(17,342,243)	(17,421,021)	(15,510,658)	(17,342,241)
	(56,252,922)	**(69,494,167)**	**(50,034,382)**	**(56,421,992)**
NET CURRENT ASSETS	**347,186,189**	**390,596,350**	**306,722,064**	**342,534,763**
Non Current Assets				
Receivables	3,421,480	3,278,303	3,061,000	3,407,870
Investments	19,669,497	20,060,212	19,017,000	19,669,497
Inventories	21,396,956	21,396,956	21,396,956	22,117,151
Land	133,558,669	133,558,669	159,148,799	134,227,006
Buildings	172,425,478	170,511,687	185,505,768	183,333,456
Plant	17,419,406	17,226,064	23,721,259	23,631,444
Equipment	82,634,639	81,718,327	69,002,438	58,957,695
Furniture & Fittings	7,419,363	7,337,881	17,020,429	14,941,825
Infrastructure	1,871,272,395	1,850,502,696	1,974,478,388	1,955,678,328
Work in Progress	36,691,624	84,202,439	36,691,624	-
	2,365,909,507	**2,389,793,234**	**2,509,043,661**	**2,415,964,272**
Non Current Liabilities				
Interest Bearing Liabilities	(69,078,188)	(69,778,188)	(76,341,388)	(73,641,388)
Provisions & Payables	(11,695,065)	(16,598,703)	(1,727,067)	(11,695,065)
	(80,773,253)	**(86,376,891)**	**(78,068,455)**	**(85,336,453)**
NET ASSETS	**2,632,322,443**	**2,694,012,693**	**2,737,697,270**	**2,673,162,582**
Equity				
Retained Surplus	(1,241,456,854)	(1,311,938,117)	(1,376,417,279)	(1,289,517,450)
Reserves - Cash/Investment Backed	(229,713,212)	(225,389,368)	(209,195,371)	(237,336,812)
Reserves - Asset Revaluation	(1,064,248,225)	(1,064,248,225)	(1,060,339,858)	(1,064,248,263)
Town Planning Schemes	(96,904,152)	(92,436,983)	(91,744,762)	(82,060,057)
TOTAL EQUITY	**(2,632,322,443)**	**(2,694,012,693)**	**(2,737,697,270)**	**(2,673,162,582)**

Attachment 3

Significant Capital expenditure for January 2020

- *$1.12m Marmion Ave, Upgrade to Dual Carriageway from Butler Blvd to Yanchep Beach Rd*
- *$586K Belhaven Park, Quinns Rocks, New Sports Amenities Building*
- *$267K Connolly Drive, Butler, Upgrade to Dual Carriageway from Lukin Dr to Benenden Ave*
- *$222K Edgar Griffiths Park, Wanneroo, Net Sports Amenities Building*
- *$207K Shelvock Park, New Sports Amenities Building*
- *$123K Recurring Program, Renew Transport Infrastructure Assets*
- *$115K Hepburn Avenue, Marangaroo, Upgrade Intersection at Highclere Blvd*

Significant (LTD) commitments in the Capital Works Program as at 31 January 2020

- *$2.13m Connolly Drive, Butler, Upgrade to Dual Carriageway from Lukin Dr to Benenden Ave*
- *$2.02m Recurring Program, Renew Domestic Waste Vehicles*
- *$1.88m Renew Finance System*
- *$1.87m Marmion Ave, Upgrade to Dual Carriageway from Butler Blvd to Yanchep Beach Rd*
- *$1.01m Shelvock Park, New Sports Amenities Building*
- *$814K Hudson Park, Refurbish and Extend Sports Amenities Building*
- *$757K Pinjar Road, Banksia Grove, Upgrade to Dual Carriageway from Blackberry Dr to Joondalup Dr*
- *$588K Warradale Park, Landsdale, New Skate Park*
- *$516K Hardcastle Park, Landsdale, Upgrade Passive Park*
- *$421K Hepburn Avenue, Marangaroo, Upgrade Intersection at Highclere Blvd*
- *$420K Recurring Program, Renew Transport Infrastructure Assets*
- *$411K Wanneroo City Soccer Clubrooms, Madeley, New Changerooms and Store Room*
- *$409K Recurring Program, Renew Light Vehicles*
- *$324K Recurring Program, Renew Park Assets*
- *$296K Casserley Park, Girrawheen, Upgrade Passive Park*
- *$293K Neerabup Industrial Area, Neerabup, New Development*
- *$223K Coastal Dual Use Path, Burns Beach to Mindarie, New Pathway*
- *$222K Recurring Program, Renew IT Equipment and Software*
- *$210K Hainsworth Park, Girrawheen, Upgrade Sports Floodlighting*
- *$206K Koondoola Park, Koondoola, Upgrade Sports Floodlighting*
- *$197K Recurring Program, New Light Vehicles*
- *$191K Addison Park, Merriwa, Upgrade Sports Floodlighting and Oval Extension*
- *$190K Recurring Program, Renew Sporting Structures*
- *$183K Recurring Program, Renew Irrigation Infrastructure and Upgrade Installations*
- *$170K Coastal Protection Works, Quinns Rocks Beach*
- *$154K Belhaven Park, Quinns Rocks, New Sports Amenities Building*

LTD – Life to Date

As at 31 January 2020, the City has spent $9.10m (72%) of the revised $12.58m carry forward budget from 2018/2019 (originally $14.24m). Significant Actual (YTD) expenditure against carry forward projects include (% shown as Actual expenditure against revised Carry Forward budget only):

- *$3.36m Marmion Ave, Upgrade to Dual Carriageway from Butler Blvd to Yanchep Beach Rd (100%)*
- *$948K Pinjar Road, Banksia Grove, Upgrade to Dual Carriageway from Blackberry Dr to Joondalup Dr (100%)*
- *$651K Recurring Program, Renew Domestic Waste Vehicles (100%)*
- *$426K Kingsway Aquatic Play Space (100%)*
- *$381K Renew Finance System (100%)*
- *$333K Belhaven Park, Quinns Rocks, New Sports Amenities Building (100%)*

Attachment 3

- *$311K Coastal Protection Works, Quinns Rocks Beach (100%)*
- *$273K Recurring Program, Renew Heavy Trucks (100%)*
- *$220K Recurring Program, New IT Equipment and Software (21%)*
- *$211K John Moloney Park, Marangaroo, Upgrade Sports Floodlighting (74%)*
- *$173K Recurring Program, Renew Corporate Building Assets (72%)*
- *$169K Abbeville Park, Mindarie, Upgrade Storage Rooms (100%)*
- *$169K Recurring Program, Renew Plant (95%)*
- *$133K Renew Assets Management System (46%)*
- *$125K Recurring Program, Renew IT Equipment and Software (27%)*
- *$114K Connolly Drive, Butler, Upgrade to Dual Carriageway from Lukin Dr to Benenden Ave*

Top Capital Projects 2019/20 - January 2020

PMO Project Registration				Financial Summary (Annual Funding)				Total Project Budget			Project Indicators				Project Progress		
PMO Code	Finance Code	Container	Project Name	Project Budget Current Year	Actual Expenditure	Forecast to End of Year	Budget Variance Under /(Over)	Total Project Budget	Estimate at Completion	Total Budget Variance Under /(Over)	Schedule	Current Year Budget	Total Budget	Overall Risk Rating	Work % Complete	Stage	Comments
PMO1523	PR-2561	24684	Quinns Beach, Quinns Rocks, New Long Term Coastal Management Works	2,114,387	1,803,638	310,749	(0)	11,375,725	11,546,580	(170,855)					98	Delivery	Stage 3 coastal management works underway and all major works were completed in December 2019. Minor works including landscaping, carpark maintenance and dune rehabilitation works to be undertaken from January to June 2020. Groyne 1 maintenance design to be undertaken February to June. Forecast expenditure 2019/20 includes contingency of $30,000.
PMO16050	PR-3098	23725	Hepburn Avenue, Marangaroo, Upgrade Intersection at Highclere Blvd	1,200,000	324,265	875,735	(0)	1,235,000	1,232,450	2,550					49	Delivery	Pre-construction meeting held 19 December 2019 all items clarified with leadership team, Design, Survey, Traffic Management and Service locations. Forecast for 2020/21 includes contingency of $93,805.
PMO16061	PR-2955	23756	Halesworth Park, Butler, New Sports Facilities	1,492,500	70,480	1,420,391	1,629	22,139,790	19,609,689	2,530,101					35	Delivery	Environmental Clearing Permit - Dept. of Water and Environment Regulation (DWER) approved. Federal government commenced assessment (40 day). Request for Tender 20019 issued 1 February 2020 for retendering of Ovals and Landscaping. Risk; Overall delivery project program impacted is currently estimated 12 months as a result of clearing permit issues. Forecast expenditure for 2019/20 includes contingency of $100,000. Total Budget to be reviewed as currently forecasting a surplus.
PMO16064	PR-2621	23809	Kingsway Olympic Clubrooms, Madeley, New Changerooms and Grandstand	1,088,246	954,036	133,169	1,041	2,898,333	3,054,049	(155,716)					98	Defects Liability Period	Practical completion granted 17 September 2019 with conditions. Occupancy permit, not required Risk; 'Design Matters' raised by the club under review. Forecast expenditure for 2019/20 includes contingency of $10,000. Total Budget to be adjusted to accommodate additional funds allocated at mid-year review.
PMO16135	PR-4010	24615	Edgar Griffiths Park, Wanneroo, New Sports Amenities Building	804,748	657,113	138,588	9,047	1,700,000	1,699,326	674					98	Defects Liability Period	Building works for new Sports Amenities Building completed and handed over to the City. Additional external works for landscaping anticipated for completion by June 2020. Forecast expenditure for 2019/20 includes contingency of $70,000.
PMO17006	PR-4111	24676	Belhaven Park, Quinns Rocks, New Sports Amenities Building	1,308,223	1,063,726	230,874	13,623	1,399,000	1,392,095	6,905					87	Delivery	Project in construction phase. Variations being monitored, currently within budget allowance and within time constraints. No apparent risks at this time. Project is ahead of schedule. Forecast expenditure for 2019/20 includes contingency of $50,000.

Top Capital Projects 2019/20 - January 2020

PMO Project Registration				Financial Summary (Annual Funding)				Total Project Budget			Project Indicators				Project Progress		
PMO Code	Finance Code	Container	Project Name	Project Budget Current Year	Actual Expenditure	Forecast to End of Year	Budget Variance Under /(Over)	Total Project Budget	Estimate at Completion	Total Budget Variance Under /(Over)	Schedule	Current Year Budget	Total Budget	Overall Risk Rating	Work % Complete	Stage	Comments
PMO17008	PR-4031	24879	Kingsway Netball Clubrooms, Madeley, Upgrade Building	1,698,415	1,346,343	346,701	5,371	3,147,716	3,142,346	5,370					94	Delivery	Practical completion (PC) on 23 January 2020, two months ahead of schedule. Community consultation ongoing with Wanneroo District Netball Association (WDNA). Risk; Potential variations resulting from WDNA requests at PC, or in finalising project / items. Forecast expenditure for 2019/20 includes contingency of $188,700.
PMO17021	PR-4145	25887	Splendid Park, Yanchep, New Skate Park	698,779	12,365	686,414	(0)	700,000	719,801	(19,801)					52	Delivery	Issues with the clearing permit and land access issues is now resolved. Construction tender closed and tender evaluation & consensus meeting conducted. Preparation of Tender Recommendation Report is currently in progress. Clearing permit has a mandatory 21-day appeal period. Site possession is anticipated for 3 March 2020 (first working way after the appeal period). With 18-week construction duration, the anticipated Practical Completion 10 July 2020. Sponsor requested to communicate the activated Practical Completion to relevant external stakeholders. Forecast expenditure 2019/20 includes contingency of $60,807.
PMO17143	PR-4034	28576	Hudson Park, Girrawheen, Upgrade Dennis Cooley Pavilion	1,370,770	227,917	1,142,854	(1)	1,480,270	1,487,628	(7,358)					50	Delivery	During construction of the building extension unexpected issues relating to the existing building have been uncovered and deemed to be structurally unsound. The City has investigated alternatives, options to be presented to Elected Members on 18 February 2020. Completion is anticipated in June 2020. These challenges are now forecasting additional costs to the project. The overall risk indicator remains amber due to unforeseeable environmental and geotechnical risks, which might be encountered during construction.
PMO18051	PR-4108	28879	Wanneroo City Soccer Clubrooms, Madeley, New Change Rooms and Store Room	1,012,666	527,652	485,015	(1)	1,012,666	1,073,001	(60,335)					77	Delivery	The construction is on schedule and the completion date is anticipated in April 2020. ATCO (gas) application has been lodged. Any potential delay from ATCO may translate to potential delay on the project PC date. No contingency in forecast 2019/20 expenditure.

Top Capital Projects 2019/20 - January 2020

PMO Project Registration				Financial Summary (Annual Funding)				Total Project Budget			Project Indicators				Project Progress		
PMO Code	Finance Code	Container	Project Name	Project Budget Current Year	Actual Expenditure	Forecast to End of Year	Budget Variance Under /(Over)	Total Project Budget	Estimate at Completion	Total Budget Variance Under /(Over)	Schedule	Current Year Budget	Total Budget	Overall Risk Rating	Work % Complete	Stage	Comments
PMO18063	PR-4088	30136	Neerabup Industrial Area, Neerabup, New Development	750,000	164,756	585,245	(1)	15,855,000	15,855,003	(3)					22	Delivery	The concept subdivision layout is still planned to be presented to Council Forum in March 2020. Resource Extraction Contract pre start on site documentation and licence application is ongoing with work expected to start on site May 2020. The Water Corp pressure testing and analysis complete December 2019 has proved to be incorrect. The Water Corporation are carrying out further testing. The consultant will use the correct data when receive to develop a water supply engineering solution. A summary of the detailed investigation into the renewable energy options recommended in the completed feasibility study which includes Western Power information in regards to sub-station requirement, timing and cost, will be presented at the February project Working Group. Project proposals for water supply, energy supply and economic development have been forwarded to the project sponsor for acceptance. Waiting for a project sponsor response. The costed Project schedule includes for NIA development through to 2035 (water provision and distributor road construction costs not included). Forecast expenditure 2019/20 includes contingency of $23,000.
PMO18093	PR-4098	30925	Pinjar Road, Banksia Grove, Upgrade to Dual Carriageway from Blackberry Dr to Joondalup Dr	5,148,407	3,875,859	975,750	296,799	6,500,000	6,203,202	296,798					90	Delivery	Pinjar Road practical completion received on 30 December 2019. Additional scope for Harris Street construction anticipated for completion 29 May 2020. Pinjar Road landscaping anticipated completion 30 June 2020. Forecast expenditure 2019/20 includes contingency of $50,000.
PMO18098	PR-4102	31842	Shelvock Park, Koondoola, New Sports Amenities Building	1,913,080	363,964	1,549,116	0	2,172,400	2,021,761	150,639					58	Delivery	Roof installation complete. Masonry commencement. Club compound operational. Forecast expenditure for 2019/20 includes $150,000 contingency.

Top Capital Projects 2019/20 - January 2020

PMO Project Registration				Financial Summary (Annual Funding)				Total Project Budget			Project Indicators				Project Progress		
PMO Code	Finance Code	Container	Project Name	Project Budget Current Year	Actual Expenditure	Forecast to End of Year	Budget Variance Under /(Over)	Total Project Budget	Estimate at Completion	Total Budget Variance Under /(Over)	Schedule	Current Year Budget	Total Budget	Overall Risk Rating	Work % Complete	Stage	Comments
PMO18104	PR-4140	31839	Marmion Ave Upgrade to Dual Carriageway from Butler Bvd to Yanchep Beach Rd	18,583,443	15,455,455	3,127,987	1	27,924,113	27,924,113	(0)					94	Delivery	First section (1.2km adjacent to Alkimos Vista). Practical Completion reached 2nd April 2019, now in 12 months defects period. Second section (8km from Shorehaven to Yanchep). Construction at 90% with majority of roadworks to be completed by end Feb 2020 then minor works till mid year. Lagoon Drive intersection and Cinnabar RAB anticipated for April 2020 due to delays with external stakeholders. Third section (2.3km from Camborne Pkw to Alkimos Vista). Construction at 95% with practical completion inspection held on section from Camborne Pkwy to Sanderling Street. Section between Graceful Blvd and Brindabella anticipated completion end April 2020 delay due to external stakeholders.
PMO18122	PR-2930	34057	Warradale Park, Landsdale, New Skate Park	616,212	25,394	590,818	0	650,000	650,000	0					44	Delivery	Tender recommendation Report has been signed by CEO. Letter of Award and Purchase Order were sent to the contractor. Site works to anticipated to commence 10 February 2020. Overall project risk is green. Forecast expenditure 2019/20 includes contingency of $2,292.
PMO19040	PR-2797	34171	Connolly Dr, Butler, Upgrade to Dual Carriageway from Lukin Dr to Benenden Ave	3,077,463	464,429	2,810,292	(197,258)	3,110,333	3,385,591	(275,258)					58	Delivery	Construction contract awarded to RJ Vincent (RJV). RJVs site establishment completed 18 November 2019 with the initial clearing and irrigation works completed 30 January 2020. Arborist walkthrough completed and monitoring works. Forecast for 2020/21 includes contingency of $50,000 for landscaping works.
PMO19041	PR-3018	34175	Hartman Dr, Wangara, Upgrade to Dual Carriageway from Hepburn Ave to Gnangara Rd	2,430,865	59,708	2,382,000	(10,843)	4,700,000	4,760,844	(60,844)					46	Delivery	Council endorsed tender submissions on 10 February 2020, RJ Vincent awarded contract for Hartman Drive duplication. Forecast for 2020/21 includes no contingency.

Schedule Status-Indicator	Budget Indicators (Annual & Total)	Overall Risk Indicator
On Target-Baseline (<10%time increase)	On Target (Variance <10%)	Low
Behind Schedule (10 - 20%time increase)	Almost on Budget (Variance of 10 - 20%)	Medium
Behind Schedule (>20%time increase)	Under / Over Budget (Variance > 20%)	High

INVESTMENT SUMMARY - As At 31 January 2020

Face Value $	Interest Rate %	Borrower	Rating	Maturity Date	Purchase price	Deposit Date	Current Value $	YTD Accrued Interest $		Accrued Interest
Current Account Investment Group										
16,217,860.00	0.70	Commonwealth Bank of Australia Perth	A1	N/A		N/A	16,217,860.00			
16,217,860.00	**0.70%**						**16,217,860.00**			
Term Investment Group										
5,000,000.00	2.75	Members Equity Bank Melbourne	A2	11-February-2020	5,000,000.00	04-February-2019	5,135,993.15	80,993.15		135,993.15
10,000,000.00	2.75	Members Equity Bank Melbourne	A2	14-February-2020	10,000,000.00	07-January-2019	10,293,082.19	161,986.30		293,082.19
10,000,000.00	2.75	Bendigo Bank	A2	05-February-2020	10,000,000.00	22-January-2019	10,281,780.82	161,986.30		281,780.82
20,000,000.00	2.70	Rural Bank	A2	23-February-2020	20,000,000.00	22-February-2019	20,507,452.05	318,082.19		507,452.05
10,000,000.00	2.65	Members Equity Bank Melbourne	A2	09-March-2020	10,000,000.00	08-March-2019	10,238,863.01	156,095.89		238,863.01
10,000,000.00	2.70	Bank of Queensland	A2	09-March-2020	10,000,000.00	08-March-2019	10,243,369.86	159,041.10		243,369.86
5,000,000.00	2.70	Bank of Queensland	A2	18-March-2020	5,000,000.00	21-March-2019	5,116,876.71	79,520.55		116,876.71
10,000,000.00	2.60	Rural Bank	A2	27-March-2020	10,000,000.00	27-March-2019	10,220,821.92	153,150.68		220,821.92
10,000,000.00	2.48	Westpac Banking Corporation	A1	06-April-2020	10,000,000.00	06-May-2019	10,183,452.05	146,082.19		183,452.05
10,000,000.00	2.50	Westpac Banking Corporation	A1	16-April-2020	10,000,000.00	09-May-2019	10,182,876.71	147,260.27		182,876.71
10,000,000.00	2.50	Westpac Banking Corporation	A1	11-May-2020	10,000,000.00	09-May-2019	10,182,876.71	147,260.27		182,876.71
10,000,000.00	2.15	Members Equity Bank Melbourne	A2	07-May-2020	10,000,000.00	07-June-2019	10,140,191.78	126,643.84		140,191.78
10,000,000.00	2.40	Westpac Banking Corporation	A1	17-June-2020	10,000,000.00	17-June-2019	10,149,917.81	141,369.86		149,917.81
5,000,000.00	2.40	Westpac Banking Corporation	A1	01-July-2020	5,000,000.00	01-July-2019	5,070,356.16	70,356.16		70,356.16
5,000,000.00	2.00	Westpac Banking Corporation	A1	08-June-2020	5,000,000.00	08-July-2019	5,056,712.33	56,712.33		56,712.33
5,000,000.00	1.90	National Australia Bank	A1	23-June-2020	5,000,000.00	17-July-2019	5,051,534.25	51,534.25		51,534.25
15,000,000.00	1.80	National Australia Bank	A1	07-July-2020	15,000,000.00	06-August-2019	15,131,671.23	131,671.23		131,671.23
10,000,000.00	1.80	Westpac Banking Corporation	A1	19-May-2020	10,000,000.00	15-August-2019	10,083,342.47	83,342.47		83,342.47
10,000,000.00	1.80	Westpac Banking Corporation	A1	08-June-2020	10,000,000.00	15-August-2019	10,083,342.47	83,342.47		83,342.47
5,000,000.00	1.80	Westpac Banking Corporation	A1	15-July-2020	5,000,000.00	15-August-2019	5,041,671.23	41,671.23		41,671.23
10,000,000.00	1.62	Westpac Banking Corporation	A1	24-August-2020	10,000,000.00	23-August-2019	10,071,457.53	71,457.53		71,457.53
5,000,000.00	1.65	Members Equity Bank Melbourne	A2	28-July-2020	5,000,000.00	28-August-2019	5,035,260.27	35,260.27		35,260.27
5,000,000.00	1.61	Westpac Banking Corporation	A1	28-July-2020	5,000,000.00	28-August-2019	5,034,405.48	34,405.48		34,405.48
10,000,000.00	1.60	Members Equity Bank Melbourne	A2	11-August-2020	10,000,000.00	04-September-2019	10,065,315.07	65,315.07		65,315.07
5,000,000.00	1.60	Members Equity Bank Melbourne	A2	18-August-2020	5,000,000.00	04-September-2019	5,032,657.53	32,657.53		32,657.53
10,000,000.00	1.60	Bank of Queensland	A2	06-August-2020	10,000,000.00	04-September-2019	10,065,315.07	65,315.07		65,315.07
10,000,000.00	1.67	Westpac Banking Corporation	A1	07-September-2020	10,000,000.00	06-September-2019	10,067,257.53	67,257.53		67,257.53
10,000,000.00	1.68	Suncorp	A1	06-April-2020	10,000,000.00	06-September-2019	10,067,660.27	67,660.27		67,660.27
10,000,000.00	1.68	Suncorp	A1	23-April-2020	10,000,000.00	09-September-2019	10,066,279.45	66,279.45		66,279.45
5,000,000.00	1.76	Westpac Banking Corporation	A1	15-September-2020	5,000,000.00	16-September-2019	5,033,030.14	33,030.14		33,030.14
5,000,000.00	1.65	Members Equity Bank Melbourne	A2	22-September-2020	5,000,000.00	24-September-2019	5,029,157.53	29,157.53		29,157.53
5,000,000.00	1.65	Members Equity Bank Melbourne	A2	07-October-2020	5,000,000.00	01-October-2019	5,027,575.34	27,575.34		27,575.34
5,000,000.00	1.55	Bank of Queensland	A2	13-October-2020	5,000,000.00	08-October-2019	5,024,417.81	24,417.81		24,417.81
5,000,000.00	1.55	Bank of Queensland	A2	20-October-2020	5,000,000.00	14-October-2019	5,023,143.84	23,143.84		23,143.84
5,000,000.00	1.58	Westpac Banking Corporation	A1	28-October-2020	5,000,000.00	28-October-2019	5,020,561.64	20,561.64		20,561.64
10,000,000.00	1.63	Westpac Banking Corporation	A1	06-November-2020	10,000,000.00	06-November-2019	10,038,405.48	38,405.48		38,405.48
10,000,000.00	1.58	Suncorp	A1	26-May-2020	10,000,000.00	14-November-2019	10,033,764.38	33,764.38		33,764.38
10,000,000.00	1.58	Suncorp	A1	05-June-2020	10,000,000.00	14-November-2019	10,033,764.38	33,764.38		33,764.38
10,000,000.00	1.50	Bendigo Bank	A2	27-November-2020	10,000,000.00	29-November-2019	10,025,890.41	25,890.41		25,890.41
10,000,000.00	1.55	Rural Bank	A2	07-December-2020	10,000,000.00	05-December-2019	10,024,205.48	24,205.48		24,205.48
10,000,000.00	1.60	Members Equity Bank Melbourne	A2	21-December-2020	10,000,000.00	20-December-2019	10,018,410.96	18,410.96		18,410.96
10,000,000.00	1.55	Members Equity Bank Melbourne	A2	11-January-2021	10,000,000.00	09-January-2020	10,009,342.47	9,342.47		9,342.47
10,000,000.00	1.55	Bank of Queensland	A2	11-January-2021	10,000,000.00	09-January-2020	10,009,342.47	9,342.47		9,342.47
10,000,000.00	1.55	National Australia Bank	A1	14-January-2021	10,000,000.00	13-January-2020	10,007,643.84	7,643.84		7,643.84
10,000,000.00	1.55	Rural Bank	A2	21-January-2021	10,000,000.00	20-January-2020	10,004,671.23	4,671.23		4,671.23
5,000,000.00	1.55	Rural Bank	A2	28-January-2021	5,000,000.00	29-January-2020	5,000,424.66	424.66		424.66
395,000,000.00	**1.96%**						**399,265,545.21**	**3,367,463.01**		**4,265,545.21**
	Weighted Return									
411,217,860.00	**1.91%**	**Totals**					**415,483,405.21**	**3,367,463.01**		**4,265,545.21**

1.40% 12 month UBS Australia Bank Bill Index for 31 January 2020

0.51% Differential between Council's Weighted Return and UBS Australia 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 insitution 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 31 January 2020

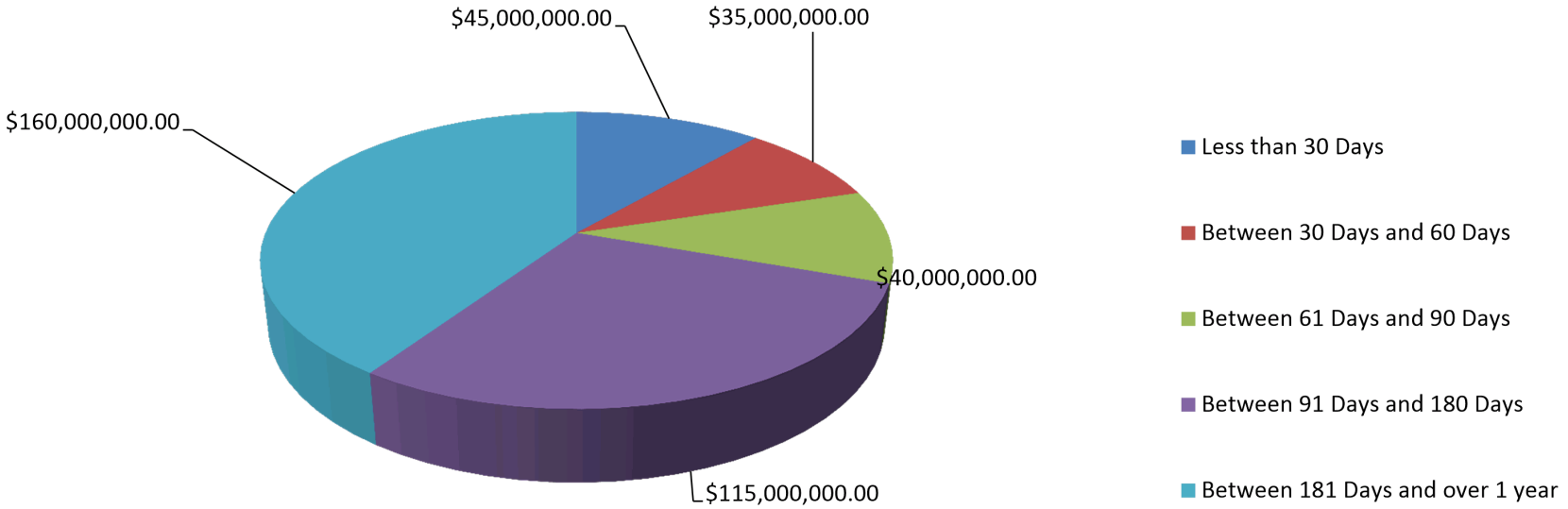
BORROWER	INVESTMENT RATING	FACE VALUE ($)	MAXIMUM LIMIT PER INVESTMENT POLICY ($)	INVESTMENT BALANCE (%)	MAXIMUM LIMIT PER INVESTMENT POLICY (%)
Commonwealth Bank of Australia Perth	A1	16,217,860.00	205,608,930.00	3.94	50.00
National Australia Bank	A1	30,000,000.00	205,608,930.00	7.30	50.00
Westpac Banking Corporation	A1	120,000,000.00	205,608,930.00	29.18	50.00
Suncorp	A1	40,000,000.00	205,608,930.00	9.73	50.00
Bankwest	A1	-	205,608,930.00	0.00	50.00
Bank of Queensland	A2	45,000,000.00	102,804,465.00	10.94	25.00
Bendigo Bank	A2	20,000,000.00	102,804,465.00	4.86	25.00
Members Equity Bank Melbourne	A2	85,000,000.00	102,804,465.00	20.67	25.00
IMB Bank	A2	-	102,804,465.00	0.00	25.00
Rural Bank	A2	55,000,000.00	102,804,465.00	13.37	25.00
Totals		**411,217,860.00**		**100.00**	

OVERALL CREDIT PROFILE - As At 31 January 2020

	INVESTMENT RATING	FACE VALUE ($)	MAXIMUM LIMIT PER INVESTMENT POLICY ($)	INVESTMENT BALANCE (%)	MAXIMUM LIMIT PER INVESTMENT POLICY (%)
Subtotal of Securities	A1	206,217,860.00	411,217,860.00	50.15	100.00
Subtotal of Securities	A2	205,000,000.00	328,974,288.00	49.85	80.00
Totals		**411,217,860.00**		**100.00**	

Maturity Breakdown - As At 31 January 2020

Maturity Profile	Face Value	% Portfolio	Number of Investments	Lowest Amount Invested per Investment	Highest Amount Invested per Investment
Current Account	$16,217,860.00	3.94%	1.00	$16,217,860.00	$16,217,860.00
Less than 30 Days	$45,000,000.00	10.94%	4.00	$5,000,000.00	$20,000,000.00
Between 30 Days and 60 Days	$35,000,000.00	8.51%	4.00	$5,000,000.00	$10,000,000.00
Between 61 Days and 90 Days	$40,000,000.00	9.73%	4.00	$10,000,000.00	$10,000,000.00
Between 91 Days and 180 Days	$115,000,000.00	27.97%	14.00	$5,000,000.00	$15,000,000.00
Between 181 Days and over 1 year	$160,000,000.00	38.91%	20.00	$5,000,000.00	$10,000,000.00
Totals	**$411,217,860.00**	**100.00%**	**47.00**		



RATE SETTING STATEMENT
(FINANCIAL ACTIVITY STATEMENT)
FOR THE PERIOD ENDED 31 JANUARY 2020

Attachment 6

Description	Year To Date				Annual			
	Actual	Revised Budget	Variance		Adopted Budget	Revised Budget	Variance	
	$	$	$	%	$	$	$	%
Opening Surplus/(Deficit)	**0**	**(19,585,667)**	**19,585,667**	**0**	**(19,585,667)**	**(19,585,667)**	**0**	**0**
OPERATING ACTIVITIES								
Revenues								
Operating Grants, Subsidies & Contributions	4,221,352	4,143,927	77,425	2	10,860,681	10,750,296	(110,385)	(1)
Fees & Charges	39,869,700	40,132,690	(262,990)	(1)	46,787,670	46,787,670	0	0
Interest Earnings	5,479,936	5,606,480	(126,544)	(2)	8,715,234	8,715,234	0	0
Other Revenue	292,452	364,520	(72,068)	(20)	627,194	627,194	0	0
	49,863,439	**50,247,617**	**(384,178)**	**(1)**	**66,990,779**	**66,880,394**	**(110,385)**	**(0)**
Expenses								
Employee Costs	(43,242,247)	(45,275,287)	2,033,040	4	(76,825,787)	(76,825,796)	(9)	(0)
Materials & Contracts	(36,555,925)	(38,582,836)	2,026,911	5	(68,528,997)	(68,529,696)	(699)	(0)
Utility Charges	(5,317,488)	(5,497,998)	180,510	3	(9,695,193)	(9,695,197)	(4)	(0)
Depreciation	(23,876,363)	(23,876,363)	0	0	(40,947,313)	(40,947,295)	18	0
Interest Expenses	(2,401,106)	(2,459,786)	58,680	2	(4,111,186)	(4,111,186)	0	0
Insurance	(678,386)	(886,738)	208,352	23	(1,510,000)	(1,510,000)	0	0
	(112,071,516)	**(116,579,008)**	**4,507,492**	**4**	**(201,618,476)**	**(201,619,170)**	**(694)**	**(0)**
Non-Cash Amounts Excluded								
Depreciation	23,876,363	23,876,363	0	0	40,947,313	40,947,295	18	**0**
	(38,331,714)	**(42,455,028)**	**4,123,314**	**10**	**(93,680,384)**	**(93,791,481)**	**(111,097)**	**(0)**
INVESTING ACTIVITIES								
Non Operating Grants, Subsidies & Contributions	9,421,326	7,221,699	2,199,627	30	28,798,613	34,930,347	6,131,734	18
Contributed Physical Assets	5,156,025	9,493,459	(4,337,434)	(46)	16,274,500	16,274,500	0	0
Profit on Asset Disposals	432,962	341,243	91,719	27	585,217	585,217	0	0
Loss on Assets Disposals	0	(239,820)	239,820	100	(14,110,346)	(14,110,346)	0	0
TPS & DCP Revenues	7,593,393	7,726,237	(132,844)	(2)	15,288,167	15,288,168	1	0
TPS & DCP Expenses	(5,106,824)	(2,932,373)	(2,174,451)	(74)	(8,031,975)	(7,650,733)	381,242	5
Capital Expenditure	(42,878,386)	(54,934,374)	12,055,988	22	(91,087,387)	(98,819,919)	(7,732,532)	(8)
Proceeds From Disposal Of Assets	475,635	865,813	(390,178)	(45)	1,484,250	1,484,250	0	0
	(24,905,870)	**(32,458,117)**	**7,552,247**	**23**	**(50,798,961)**	**(52,018,516)**	**(1,219,555)**	**(2)**
Non-Cash Amounts Excluded								
Contributed Physical Assets	(5,156,025)	(9,493,459)	4,337,434	46	(16,274,500)	(16,274,500)	0	0
Profit on Asset Disposals	(432,962)	(341,243)	(91,719)	(27)	(585,217)	(585,217)	0	0
Loss on Assets Disposals	0	239,820	(239,820)	(100)	14,110,346	14,110,346	0	0
	(5,588,987)	**(9,594,882)**	**4,005,895**	**42**	**(2,749,371)**	**(2,749,371)**	**0**	**0**
	(30,494,856)	**(42,052,999)**	**11,558,142**	**27**	**(53,548,332)**	**(54,767,887)**	**(1,219,555)**	**(2)**
FINANCING ACTIVITIES								
Contributions from New Loans	0	4,236,867	(4,236,867)	(100)	7,263,200	7,263,200	0	0
Transfers from Restricted Grants, Contributions & Loans	722,724	12,802,669	(12,079,945)	(94)	21,836,335	21,947,432	(111,097)	(1)
Transfers to Restricted Grants, Contributions & Loans	(364,204)	0	(364,204)	(100)	0	0	0	0
Transfers from Reserves	4,323,844	21,183,484	(16,859,640)	(80)	35,094,989	36,314,544	1,219,555	3
Transfers to Reserves	(9,956,284)	(24,139,581)	14,183,297	59	(41,382,138)	(41,382,138)	0	0
Transfers from Schemes	4,467,169	12,161,002	(7,693,833)	(63)	20,847,432	20,847,432	0	0
Transfers to Schemes	0	(7,249,283)	7,249,283	100	(12,427,342)	(12,427,342)	0	0
	(806,751)	**18,995,158**	**(19,801,909)**	**(104)**	**31,232,476**	**32,563,128**	**1,330,652**	**4**
BUDGET DEFICIENCY	**(69,633,321)**	**(65,512,869)**	**(4,120,453)**	**(6)**	**(115,996,240)**	**(115,996,240)**	**0**	**0**
Amount To Be Raised From Rates	**133,421,212**	**134,861,200**	**(1,439,989)**	**(1)**	**135,581,907**	**135,581,907**	**0**	**0**
Closing Surplus/(Deficit)	**63,787,890**	**49,762,665**	**14,025,226**	**28**	**0**	**0**	**0**	**0**

Transactional Finance

3.14 Warrant of Payments for the Period to 31 January 2020

File Ref: 1859V02 – 20/42667
Responsible Officer: Director Corporate Strategy & Performance
Disclosure of Interest: Nil
Attachments: Nil

Issue

Presentation to Council of a list of accounts paid for the month of January 2020, including a statement as to the total amounts outstanding at the end of the month.

Background

Local Governments are required each month to prepare a list of accounts paid for that month and submit the list to the next practicable Ordinary Meeting of Council.

In addition, it must record all other outstanding accounts and include that amount with the list to be presented. The list of accounts paid and the total of outstanding accounts must be recorded in the minutes of Council meeting.

Detail

The following is the Summary of Accounts paid in January 2020:

Funds	Vouchers	Amount
Director Corporate Services Advance A/C		
Accounts Paid – January 2020		
Cheque Numbers	118727 - 119005	$1,962,561.11
EFT Document Numbers	3716 - 3740	$13,853,765.21
TOTAL ACCOUNTS PAID		**$15,816,326.32**
Manual Journal		$2,172.50
Less Cancelled Cheques		($20,609.28)
Town Planning Scheme		($42,126.96)
RECOUP FROM MUNICIPAL FUND		**$15,755,762.58**
Municipal Fund – Bank A/C		
Accounts Paid – January 2020		
Recoup to Director Corporate Services Advance A/C		$15,755,762.58
Direct Payments		$77,118.73
Payroll – Direct Debits		$3,596,812.64
TOTAL ACCOUNTS PAID		**$19,429,693.95**
Town Planning Scheme		
Accounts Paid – January 2020		
Cell 1		$1,192.33
Cell 2		($2,107.67)
Cell 3		($2,107.67)
Cell 4		$5,884.83
Cell 5		$14,078.55
Cell 6		($2,107.67)
Cell 7		($2,107.66)
Cell 8		$31,509.61

Cell 9		($2,107.69)
TOTAL ACCOUNTS PAID		**$42,126.96**

At the close of January 2020 outstanding creditors amounted to $894,863.73.

Consultation

Nil

Comment

The list of payment (cheques and electronic transfers) and the end of month total of outstanding creditors for the month of January 2020 is presented to Council for information and recording in the minutes of the meeting, as required by the *Local Government (Financial Management) Regulations 1996.*

Statutory Compliance

Regulation 13(1) of the Local Government (Financial Management) Regulations 1996 requires a local government to list the accounts paid each month and total all outstanding creditors at the month end and present such information to Council at its next Ordinary Meeting after each preparation. A further requirement of this Section is that the prepared list must be recorded in the minutes of Council meeting.

Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2017 – 2027:

"4 Civic Leadership

4.3 Progressive Organisation

4.3.2 Ensure excellence in our customer service"

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 RECEIVES the list of payments drawn for the month of January 2020, as summarised below:

Funds	Vouchers	Amount
Director Corporate Services Advance A/C		
Accounts Paid – January 2020		
Cheque Numbers	118727 - 119005	$1,962,561.11
EFT Document Numbers	3716 - 3740	$13,853,765.21
TOTAL ACCOUNTS PAID		**$15,816,326.32**
Manual Journal		$2,172.50
Less Cancelled Cheques		($20,609.28)
Town Planning Scheme		($42,126.96)
RECOUP FROM MUNICIPAL FUND		**$15,755,762.58**
Municipal Fund – Bank A/C		
Accounts Paid – January 2020		
Recoup to Director Corporate Services Advance A/C		$15,755,762.58
Direct Payments		$77,118.73
Payroll – Direct Debits		$3,596,812.64
TOTAL ACCOUNTS PAID		**$19,429,693.95**
Town Planning Scheme		
Accounts Paid – January 2020		
Cell 1		$1,192.33
Cell 2		($2,107.67)
Cell 3		($2,107.67)
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Cell 5		$14,078.55
Cell 6		($2,107.67)
Cell 7		($2,107.66)
Cell 8		$31,509.61
Cell 9		($2,107.69)
TOTAL ACCOUNTS PAID		**$42,126.96**

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
00118727	07/01/2020	Girrawheen Library Petty Cash	$52.75
		Petty Cash	
00118728	07/01/2020	Wanneroo Youth Centre Petty Cash	$93.80
		Petty Cash	
00118729	07/01/2020	Water Corporation	$10,471.49
		Water Supplies For The City	
00118730	07/01/2020	Telstra	$3,221.07
		Phone/Internet Charges For The City	
00118731	07/01/2020	Clarkson Library Petty Cash	$180.15
		Petty Cash	
00118732	07/01/2020	Assets Petty Cash	$201.25
		Petty Cash	
00118733	07/01/2020	Ben Trager Homes Pty Ltd	$4,000.00
		Refund - 2 Street & Verge Bonds	
00118734	07/01/2020	Wow Group (WA) Pty Ltd	$1,479.09

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Refund - Reduced Street & Verge Bond	
00118735	07/01/2020	Materon Investments WA Pty Ltd	$8,000.00
		Refund - 4 Street & Verge Bonds	
00118736	07/01/2020	First Homebuilders Pty Ltd	$2,111.97
		Refund - Duplicate Street & Verge Bond	
00118737	07/01/2020	Encycle Consulting Pty Ltd	$7,793.50
		Consultancy - City Licence Application - Waste	
00118738	07/01/2020	Pirone Builders	$2,000.00
		Refund - Street & Verge Bond	
00118739	07/01/2020	Target Homes WA	$2,000.00
		Refund - Street & Verge Bond	
00118740	07/01/2020	Youth Futures WA	$100.00
		Bond Refund	
00118741	07/01/2020	Lisa Hammerton - Avent	$100.00
		Bond Refund	
00118742	07/01/2020	Kieran Johnston	$100.00
		Bond Refund	
00118743	07/01/2020	Nicholas Spencer	$850.00
		Bond Refund	
00118744	07/01/2020	Jaimee Gibson	$350.00
		Bond Refund	
00118745	07/01/2020	Jacqueline Jolley	$100.00
		Bond Refund	
00118746	07/01/2020	Seliane Santos Sbrana Dovis	$100.00
		Bond Refund	
00118747	07/01/2020	Kevin T Francis	$850.00
		Bond Refund	
00118748	07/01/2020	Skools Out Sport & Recreation Incorporated	$100.00
		Bond Refund	
00118749	07/01/2020	Rates Refund	$1,763.54
00118750	07/01/2020	Hudson Park Primary School	$100.00
		Bond Refund	
00118751	07/01/2020	Black Swan Taekwondo Incorporated	$150.00
		Bond Refund	
00118752	07/01/2020	Monica Lebib	$350.00
		Bond Refund	
00118753	07/01/2020	Ngala Community Services	$100.00
		Bond Refund	
00118754	07/01/2020	HP20/195901*	$100.00
		Bond Refund	
00118755	07/01/2020	Joondalup Malayalee Association Incorporated	$350.00
		Bond Refund	
00118756	07/01/2020	Carolyn Holden	$350.00
		Bond Refund	
00118757	07/01/2020	Irshaad Karrim	$350.00

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Bond Refund	
00118758	07/01/2020	Himanshu Shah	$350.00
		Bond Refund	
00118759	07/01/2020	Edmund Rice Centre WA Incorporated	$113.10
		Hire Fee Refund	
00118760	07/01/2020	Hannie Pretorius	$30.00
		Refund - Penguin Island Gold Program - Unable To Attend	
00118761	07/01/2020	Junaid Chaudhry	$64.00
		Refund - Copies Of Plans - Not Available	
00118762	07/01/2020	Emma-Lee Rowland	$64.00
		Refund - Copies Of Plans - Not Available	
00118763	07/01/2020	Antonio Mirco	$64.00
		Refund - Copies Of Plans - Not Available	
00118764	07/01/2020	David Atkin	$64.00
		Refund - Copies Of Plans - Not Available	
00118765	07/01/2020	Rates Refund	$1,025.40
00118766	07/01/2020	Olivera Hall	$50.00
		Dog Registration Refund - Paid Twice	
00118767	07/01/2020	Surati Clare	$295.00
		Refund - Skin Penetration Application - Cancelled By Applicant	
00118768	07/01/2020	Abdulkadir S Mohamad	$236.30
		Hire Fee Refund	
00118769	07/01/2020	Alexandria Dobbs	$50.00
		Dog Registration Refund - Dog Still Registered Till 2021	
00118770	07/01/2020	Leisha Saxena	$360.00
		Vehicle Crossing Subsidy	
00118771	07/01/2020	Mrs Angela Deane	$450.00
		Bond Refund	
00118772	07/01/2020	Mr Leslie Couzens	$164.52
		Bond Refund	
00118773	07/01/2020	Rates Refund	$4,776.47
00118774	07/01/2020	Bradley Savill	$850.00
		Bond Refund	
00118775	07/01/2020	Central City Church	$100.00
		Bond Refund	
00118776	07/01/2020	Quinns Rocks 3 Year Old Programme	$100.00
		Bond Refund	
00118777	07/01/2020	Thomas Bond	$540.00
		Bond Refund	
00118778	07/01/2020	Hitesh Shah	$850.00
		Bond Refund	
00118779	07/01/2020	Ranya Aljobouri	$350.00
		Bond Refund	
00118780	07/01/2020	Renate Stampalia	$850.00

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Bond Refund	
00118781	07/01/2020	Abdulkadir Shek Mohamed	$350.00
		Bond Refund	
00118782	07/01/2020	Deborah Crayford	$350.00
		Bond Refund	
00118783	07/01/2020	Vietnamese Full Gospel Church Incorporated	$540.00
		Bond Refund	
00118784	07/01/2020	Gezala Ahmed	$350.00
		Bond Refund	
00118785	07/01/2020	Edmund Rice Centre WA Incorporated	$350.00
		Bond Refund	
00118786	07/01/2020	Rates Refund	$31,091.47
00118787	07/01/2020	Regina Ruckbeil	$360.00
		Vehicle Crossing Subsidy	
00118788	07/01/2020	Samantha Clark	$360.00
		Vehicle Crossing Subsidy	
00118789	07/01/2020	Rhys Kidner	$360.00
		Vehicle Crossing Subsidy	
00118790	07/01/2020	Shannon McGonigle	$360.00
		Vehicle Crossing Subsidy	
00118791	07/01/2020	Insurance Commission of WA	$386.00
		Refund - Double Payment Of Invoice 192093 - Finance	
00118792	07/01/2020	Cristian Moraru	$2,000.00
		Refund - Street & Verge Bond	
00118793	07/01/2020	Rates Refund	$391.03
00118794	07/01/2020	Margaret Taylor	$30.00
		Dog Registration Refund - Sterilised	
00118795	07/01/2020	Stephen Walden	$122.00
		Refund - Building Application - Cancelled	
00118796	07/01/2020	Elite Compliance Pty Ltd	$1,000.00
		Refund - Building Application - CTF Levy Paid Twice	
00118797	07/01/2020	Daniel Mills	$166.65
		Refund - Building Application - Rejected	
00118798	07/01/2020	Carmelo Borrello	$421.60
		Refund - Building Application - Rejected	
00118799	07/01/2020	Paul Lee Di Florio	$41.30
		Refund - Building Application - Not Accepted As Fast Track	
00118800	07/01/2020	Jesse Swallow	$400.00
		Dog Registration Refund - Lifetime Changed To Annual For 2 Dogs	
00118801	07/01/2020	Butler College	$1,000.00
		Bond Refund	
00118802	07/01/2020	GB Construction & Investments Pty Ltd	$240.00
		Refund - Building Application - CTF Levy	

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Paid Twice	
00118803	07/01/2020	St Marks & St George Coptic Orthodox Church	$250.00
		Bond Refund	
00118804	07/01/2020	Mercy Community Services Limited	$1,108.17
		Refund - Overpayment Of Invoices - Property	
00118805	07/01/2020	Bianca Geddes	$143.55
		Refund - Swimming Lessons - Cancelled	
00118806	07/01/2020	Csilla Richardson	$100.00
		Bond Refund	
00118807	07/01/2020	Dinmari Wilsenach	$850.00
		Bond Refund	
00118808	07/01/2020	Dorothy Clarke	$540.00
		Bond Refund	
00118809	07/01/2020	Morsal Taj	$350.00
		Bond Refund	
00118810	07/01/2020	Kaushalya Lalji	$540.00
		Bond Refund	
00118811	07/01/2020	Bishoy Gerges	$350.00
		Bond Refund	
00118812	07/01/2020	Marie Descubes	$350.00
		Bond Refund	
00118813	07/01/2020	Dipak Devchand	$850.00
		Bond Refund	
00118814	07/01/2020	Sharon Cutten	$100.00
		Bond Refund	
00118815	07/01/2020	Christian Power of Pentecost Church	$350.00
		Bond Refund	
00118816	07/01/2020	Michelle H Radis	$100.00
		Bond Refund	
00118817	07/01/2020	Jennifer Fleming	$100.00
		Bond Refund	
00118818	07/01/2020	Filipino Association in Banksia Grove	$350.00
		Bond Refund	
00118819	07/01/2020	A Parker	$1,000.00
		Refund - Street & Verge Bond	
00118820	07/01/2020	Raymond Morien	$2,000.00
		Refund - Street & Verge Bond	
00118821	07/01/2020	S Whinnen	$1,000.00
		Refund - Street & Verge Bond	
00118822	07/01/2020	Cancelled	
00118823	07/01/2020	D Moore	$1,000.00
		Refund - Street & Verge Bond	
00118824	07/01/2020	Mark Hanigan	$2,000.00
		Refund - Street & Verge Bond	
00118825	07/01/2020	Derek Mark Pidhirnyj	$1,000.00

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Refund - Street & Verge Bond	
00118826	07/01/2020	James Emerton	$2,000.00
		Refund - Street & Verge Bond	
00118827	07/01/2020	S Ryan	$1,000.00
		Refund - Street & Verge Bond	
00118828	07/01/2020	Inicka Rose Burns	$1,000.00
		Refund - Street & Verge Bond	
00118829	07/01/2020	Brenda MacDougall	$2,000.00
		Refund - Street & Verge Bond	
00118830	07/01/2020	Karl Murphy	$1,000.00
		Refund - Street & Verge Bond	
00118831	07/01/2020	M Grillo	$1,000.00
		Refund - Street & Verge Bond	
00118832	07/01/2020	Grant Cheshire	$2,000.00
		Refund - Street & Verge Bond	
00118833	07/01/2020	Lucas Stanfield	$1,000.00
		Refund - Street & Verge Bond	
00118834	07/01/2020	L Blackman	$1,000.00
		Refund - Street & Verge Bond	
00118835	07/01/2020	Brendan McGregor	$2,000.00
		Refund - Street & Verge Bond	
00118836	07/01/2020	D Munro	$1,000.00
		Refund - Street & Verge Bond	
00118837	07/01/2020	Donna Smith	$2,000.00
		Refund - Street & Verge Bond	
00118838	07/01/2020	Cancelled	
00118839	07/01/2020	Watson Property Group Northern Aspects Ltd	$537,712.09
		Subdivision Bond Refund - Chianti Estate Stage 4 Woodvale	
00118840	09/01/2020	DA Williams	$1,000.00
		Refund - Street & Verge Bond	
00118841	07/01/2020	Cr F Cvitan	$4,583.60
		Monthly Allowance	
00118842	07/01/2020	Cr X Nguyen	$2,683.11
		Monthly Allowance	
00118843	14/01/2020	Rates Refund	$100.00
00118844	14/01/2020	Rates Refund	$750.00
00118845	14/01/2020	Rates Refund	$375.00
00118846	14/01/2020	Rates Refund	$181.02
00118847	14/01/2020	Rates Refund	$100.00
00118848	14/01/2020	Rates Refund	$100.00
00118849	14/01/2020	Rates Refund	$687.78
00118850	14/01/2020	Rates Refund	$508.91
00118851	14/01/2020	Rates Refund	$550.22
00118852	14/01/2020	Rates Refund	$661.98
00118853	14/01/2020	Eiman Elsamin	$350.00

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Bond Refund	
00118854	14/01/2020	Baldev Singh Jouhal	$850.00
		Bond Refund	
00118855	14/01/2020	Georgian C Gheorghiu	$850.00
		Bond Refund	
00118856	14/01/2020	Pandang Community Association	$350.00
		Bond Refund	
00118857	14/01/2020	Joseph Wilson	$2,000.00
		Refund - Street & Verge Bond	
00118858	14/01/2020	Gaynor Kirkpatrick	$2,000.00
		Refund - Street & Verge Bond	
00118859	14/01/2020	Vicky Salvacion	$1,000.00
		Refund - Street & Verge Bond	
00118860	14/01/2020	Scott Chambers	$2,000.00
		Refund - Street & Verge Bond	
00118861	14/01/2020	Jamie Stewart	$2,000.00
		Refund - Street & Verge Bond	
00118862	14/01/2020	M West Pty Ltd	$2,728.00
		Refund - Development Application Fees - Withdrawn	
00118863	14/01/2020	Marangaroo Golf Course Pro Shop	$9,267.50
		Refund - Overpayment Of Rent Account - Finance	
00118864	14/01/2020	Mindarie Football Club	$3,000.00
		Community Funding - Delivery Of Mindarie Community Comes Alive	
00118865	14/01/2020	Quinns Rocks Environmental Group	$4,795.78
		Community Funding - Delivery Of Exploring Our Coast Education Series	
00118866	14/01/2020	Kiwi Community Events & Celebration	$3,000.00
		Community Funding - Delivery Of Waitangi Day	
00118867	14/01/2020	Department of Communities	$945.98
		Refund - Invoice 189803 Overpaid - Reissue Of Stale Cheque 114337	
00118868	14/01/2020	Rates Refund	$684.21
00118869	14/01/2020	Rates Refund	$661.98
00118870	14/01/2020	Rates Refund	$550.22
00118871	14/01/2020	Rates Refund	$494.00
00118872	14/01/2020	Rates Refund	$670.58
00118873	14/01/2020	Rates Refund	$546.04
00118874	14/01/2020	Rates Refund	$601.80
00118875	14/01/2020	Rates Refund	$100.00
00118876	14/01/2020	Rates Refund	$473.62
00118877	14/01/2020	Rates Refund	$1,201.06
00118878	14/01/2020	Shelley Dold	$2,000.00
		Refund - Street & Verge Bond	
00118879	14/01/2020	Cancelled	

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
00118880	14/01/2020	Laljikumar Dholariya	$64.20
		Refund - Copies Of Plans - Not Available	
00118881	14/01/2020	Claire Wood	$64.20
		Refund - Copies Of Plans - Not Available	
00118882	14/01/2020	Nicoli Johnson	$30.00
		Dog Registration Refund - Sterilised	
00118883	14/01/2020	Vietnamese Community In Australia -	$5,500.00
		Community Funding - Tet New Year Celebration 2020	
00118884	14/01/2020	Girrawheen Library Petty Cash	$87.40
		Petty Cash	
00118885	14/01/2020	Water Corporation	$15,562.97
		Water Charges For The City	
00118886	14/01/2020	Telstra	$79.86
		Phone/Internet Charges For The City	
00118887	14/01/2020	Swift Demolition	$1,000.00
		Refund - Street & Verge Bond	
00118888	14/01/2020	Redink Homes Pty Ltd	$4,000.00
		Refund - Street & Verge Bond	
00118889	14/01/2020	Health Services Petty Cash	$140.15
		Petty Cash	
00118890	14/01/2020	Wow Group (WA) Pty Ltd	$8,000.00
		Refund - 4 Street & Verge Bonds	
00118891	14/01/2020	Fetching Events & Communications	$2,200.00
		Registration - Planning Congress 2020 - Study Tour - A Tale Of Two Cities: Adelaide Hills - Planning & Sustainability	
00118892	14/01/2020	West Australian Newspapers Ltd	$106.80
		Newspaper Subscription - 03.01.2020 - 27.03.2020 - Office Of The CEO	
00118893	21/01/2020	Anita Weir	$360.00
		Vehicle Crossing Subsidy	
00118894	21/01/2020	Westley Empeigne	$850.00
		Bond Refund	
00118895	21/01/2020	Amanda Consoni	$100.00
		Bond Refund	
00118896	21/01/2020	Cambrai Village Residents Branch (RAAFA)	$50.00
		Bond Refund - Temporary Signage	
00118897	21/01/2020	Cambrai Village Residents Branch (RAAFA)	$50.00
		Bond Refund - Temporary Signage	
00118898	21/01/2020	Rates Refund	$12,228.15
00118899	21/01/2020	Saher Tawadrous	$5.00
		Refund - 3 V 3 Hotshot Competition - Unable To Attend	
00118900	21/01/2020	Anna Carter	$18.00
		Refund - The Great Cake Off - Youth	

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Services	
00118901	21/01/2020	Landcorp	$166.74
		Partial Refund Not Expended Processing Amendment No.5 - Neerabup Industrial Area Agreed Structure Plan No.17	
00118902	21/01/2020	Troy Smith	$2,000.00
		Refund - Street & Verge Bond	
00118903	21/01/2020	Ankurkumar Gevaria	$350.00
		Bond Refund	
00118904	21/01/2020	Arun Vaghela	$277.20
		Hire Fee Refund	
00118905	21/01/2020	Sue Berman	$34.00
		Refund - Not Eligible To Attend Program - Youth	
00118906	21/01/2020	Ja-On Park	$16.00
		Refund - Program Overbooked - Youth Services	
00118907	21/01/2020	Vinaya Sequeira	$8.00
		Refund - Program Overbooked - Youth Services	
00118908	21/01/2020	Sarah Hinton	$8.00
		Refund - Program Overbooked - Youth Services	
00118909	21/01/2020	Norlina Mohidu Hasan	$8.00
		Refund - Program Overbooked - Youth Services	
00118910	21/01/2020	Nolin Mark Katugampola	$360.00
		Vehicle Crossing Subsidy	
00118911	21/01/2020	Julie Buckley	$30.00
		Dog Registration Refund - Sterilised	
00118912	21/01/2020	Urbis Pty Ltd	$943.06
		Partial Refund - Fees Not Expended Processing Amendment No. 20 To The East Wanneroo Cell 5 Structure Plan	
00118913	21/01/2020	Rates Refund	$442.38
00118914	21/01/2020	Visa Oshwal Community of Australia Incorporated	$350.00
		Bond Refund	
00118915	21/01/2020	Colleen Ward	$104.80
		Refund - Gym Membership - Aquamotion	
00118916	21/01/2020	Anthony Dundo	$21.20
		Refund - Copies Of Plans - Cancelled	
00118917	21/01/2020	Brendon Bidwell	$104.80
		Refund - Copies Of Plans - Site Plan Only	
00118918	21/01/2020	Visa Oshwal Community of Australia Incorporated	$256.00
		Hire Fee Refund	
00118919	21/01/2020	Starbrake Holdings Pty Ltd	$68,904.25
		Refund - Overpayment Of Debtors Invoice	

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		- Finance	
00118920	21/01/2020	Adele Longworth	$100.00
		Bond Refund	
00118921	21/01/2020	Brian Jones	$410.00
		Prize Winner - Great Recycling Challenge 2019 - Waste Services	
00118922	21/01/2020	Mark Jones	$410.00
		Prize Winner - Great Recycling Challenge 2019 - Waste Services	
00118923	21/01/2020	Hee Ling	$410.00
		Prize Winner - Great Recycling Challenge 2019 - Waste Services	
00118924	21/01/2020	J & N Bergmann	$410.00
		Prize Winner - Great Recycling Challenge 2019 - Waste Services	
00118925	21/01/2020	S & M McKay	$410.00
		Prize Winner - Great Recycling Challenge 2019 - Waste Services	
00118926	21/01/2020	Wilhelmina Bohannan	$410.00
		Prize Winner - Great Recycling Challenge 2019 - Waste Services	
00118927	21/01/2020	Michelle Oveinikovas	$2,000.00
		Refund - Street & Verge Bond	
00118928	21/01/2020	Colin Tey	$2,000.00
		Refund - Street & Verge Bond	
00118929	21/01/2020	Vasco Da Camara	$2,000.00
		Refund - Street & Verge Bond	
00118930	21/01/2020	Karl Murphy	$1,000.00
		Refund - Street & Verge Bond	
00118931	21/01/2020	Anne Sperring	$38.75
		Dog Registration Refund - Sterilised	
00118932	21/01/2020	Water Corporation	$12,437.21
		Water Charges For The City	
00118933	21/01/2020	Webb & Brown-Neaves Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
00118934	21/01/2020	Youth Projects Petty Cash	$118.05
		Petty Cash	
00118935	21/01/2020	Telstra	$916,404.98
		Optic Fibre Relocation - Marmion Avenue Duplication - Projects	
		Fire Protection Tablet Data	
		Internet - Girrawheen Hub - Place Management	
		Integrated Messaging - IT	
		Phone Charges For The City	
00118936	21/01/2020	Redink Homes Pty Ltd	$1,865.14
		Refund - Street & Verge Bond	

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
00118937	21/01/2020	Mr Bryce Kershaw	$134.52
		Reimbursement - Truck Hire To Move Exhibition Cabinet - Cultural Services	
00118938	21/01/2020	Community Planning & Development Petty Cash	$227.45
		Petty Cash	
00118939	21/01/2020	Ranlak T/A Kre8 Constructions WA	$2,000.00
		Refund - Street & Verge Bond	
00118940	24/01/2020	Adobe Systems Software Ireland Limited	$7,260.00
		Licence Fee - Adobe Sign - IT	
00118941	24/01/2020	Arup	$7,381.00
		Linsig Modelling - Neerabup Road - Transport & Traffic	
00118942	24/01/2020	Capital Finance Australia Limited	$993.78
		Spin Bikes Rental - Aquamotion	
00118943	24/01/2020	Critical Fire Protection & Training	$2,111.74
		Monthly Fire Equipment Tests - November & December 2019 - Building Maintenance	
00118944	24/01/2020	Delnorth Pty Ltd	$32,774.50
		Steel Supplies - Engineering	
00118945	24/01/2020	Digital Networks	$720.00
		Training - Digital Literacy Sessions - 9 Attendees - Library Services	
00118946	24/01/2020	Eleanor Rooney	$425.00
		Deposit - Irish Dancers - Global Beats & Eats - Events	
00118947	24/01/2020	Fly by Fun Pty Ltd	$2,310.00
		Santa And Elves - Live In The Amphitheatre - Events	
00118948	24/01/2020	Generent Equipment Rental	$7,480.08
		Equipment Hire - Generator - Building Maintenance	
00118949	24/01/2020	Get Home Safe Limited	$397.80
		Annual Subscription - IT	
00118950	24/01/2020	Glenn Swift Entertainment	$1,848.00
		Presentation - 4 Santa & Elf Story Time Sessions - Library Services	
00118951	24/01/2020	Kingsway Football & Sporting Club Incorporated	$400.00
		Reimbursement - Jims Antennas Invoice - Projects	
00118952	24/01/2020	Minter Ellison	$3,300.00
		Legal Fees For The City	
00118953	24/01/2020	Perth City Farm Incorporated	$4,757.50
		Consultancy - Sustainable Girrawheen Hub Community Garden - Community Development	
00118954	24/01/2020	Repco	$657.14
		Vehicle Spare Parts - Stores	

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
00118955	24/01/2020	Road Specialist Australia	$31,025.50
		Vehicle Spare Parts - Fleet	
00118956	24/01/2020	Sphere Architects	$2,596.00
		Design & Superintendent Services - Jenolan Way Community Centre - Projects	
00118957	24/01/2020	The Northern Guide	$1,320.00
		Advertising Services For The City	
00118958	29/01/2020	Tam Truong	$850.00
		Bond Refund	
00118959	29/01/2020	Ankitkumar Shah	$350.00
		Bond Refund	
00118960	29/01/2020	Matthew W Bawden	$100.00
		Bond Refund	
00118961	29/01/2020	Hiva Kakavandi	$350.00
		Bond Refund	
00118962	29/01/2020	Maria Malveria	$100.00
		Bond Refund	
00118963	29/01/2020	James Mcclarence	$100.00
		Bond Refund	
00118964	29/01/2020	Rebecca Genner	$100.00
		Bond Refund	
00118965	29/01/2020	Lorraine Lekias	$100.00
		Bond Refund	
00118966	29/01/2020	Daniel Villani	$850.00
		Bond Refund	
00118967	29/01/2020	Rates Refund	$3,500.00
00118968	29/01/2020	Nathan Ward	$30.00
		Dog Registration Refund - Sterilised	
00118969	29/01/2020	Farzin Zare	$360.00
		Vehicle Crossing Subsidy	
00118970	29/01/2020	David Sutton	$526.00
		Refund - Building Application - Amended	
00118971	29/01/2020	Gemma Pugh	$122.00
		Refund - Building Application - Rejected	
00118972	29/01/2020	Cameron George	$384.30
		Refund - ES Application - Rejected	
00118973	29/01/2020	Van Vu	$122.00
		Refund - Online Application - Incorrect Type	
00118974	29/01/2020	Edward McAteer	$166.65
		Refund - Building Application - Cancelled	
00118975	29/01/2020	Carolyn Husten	$64.00
		Refund - Copies Of Plans - Not Available	
00118976	29/01/2020	Ali Alkanany	$10.80
		Refund - Copies Of Plans - Not Available	
00118977	29/01/2020	Miya Kaadadjiny (Learning Sanctuary)	$2,974.00

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Community Funding - Graffiti Art Workshops For Local Youth - Girrawheen, Koondoola & Marangaroo	
00118978	29/01/2020	Anthony Stampalia	$118.00
		Refund - Septic Tank Application - Cancelled	
00118979	29/01/2020	Anne Morton	$60.00
		Refund - Moore River - Gold Program	
00118980	29/01/2020	Kel Biggar	$360.00
		Vehicle Crossing Subsidy	
00118981	29/01/2020	Thurman & Nadia Orange	$360.00
		Vehicle Crossing Subsidy	
00118982	29/01/2020	Van Bien	$360.00
		Vehicle Crossing Subsidy	
00118983	29/01/2020	Elaine Murphy	$5.00
		Dog Registration Refund - Deceased	
00118984	29/01/2020	Two Rocks Yanchep Culture & Arts Network Incorporated	$3,200.00
		Community Funding - October 2019 Round For Delivery Of Art-In-Residence Focusing On Recycling Art	
00118985	29/01/2020	Kirsty Giddens	$14.00
		Refund - Botanic Golf - Youth Services	
00118986	29/01/2020	Cancelled	
00118987	29/01/2020	Force Real Estate	$135.00
		Refund - Payment Made To City Of Wanneroo In Error	
00118988	29/01/2020	Smart Homes For Living	$64.00
		Refund - Copies Of Plans - Not Available	
00118989	29/01/2020	Yaser Mandalavi	$64.00
		Refund - Copies Of Plans - Not Available	
00118990	29/01/2020	Tri Cuong Luu	$9.80
		Refund - Copies Of Plans - Not Available	
00118991	29/01/2020	Hendrik Van Der Westhuizen	$2,000.00
		Refund - Street & Verge Bond	
00118992	29/01/2020	Melissa Phillips	$1,000.00
		Refund - Street & Verge Bond	
00118993	29/01/2020	Meghan Andrews	$2,000.00
		Refund - Street & Verge Bond	
00118994	29/01/2020	Mathew David Alam	$2,000.00
		Refund - Street & Verge Bond	
00118995	29/01/2020	Steven Hargraves	$2,000.00
		Refund - Street & Verge Bond	
00118996	29/01/2020	Hayden Bowditch	$1,000.00
		Refund - Street & Verge Bond	
00118997	29/01/2020	Museum Petty Cash	$94.30
		Petty Cash	
00118998	29/01/2020	Financial Accounting Petty Cash	$1,000.00

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Petty Cash	
00118999	29/01/2020	Water Corporation	$16,759.98
		Water Charges For The City	
00119000	29/01/2020	Telstra	$7,256.88
		Internet/Phone Charges For The City	
00119001	29/01/2020	Pure Homes Pty Ltd Trading As B1 Homes	$2,490.70
		Refund - Building Application - Admin Fee Only	
		Refund - Street & Verge Bond	
00119002	29/01/2020	Wow Group (WA) Pty Ltd	$4,000.00
		Refund - 2 Street & Verge Bonds	
00119003	29/01/2020	Greendrop Solutions	$746.90
		Algae Treatment Solution - Ridgewood Lake - Parks	
00119004	29/01/2020	Shire of Esperance	$1,981.85
		Long Service Leave Liability Claim - M Bateup - Payroll	
00119005	29/01/2020	Melina Burrows	$14.00
		Refund - Botanic Golf - Youth Services	
		Total Director Corporate Services Advance - Cheques	**$1,962,561.11**
ELECTRONIC FUNDS TRANSFER			
00003716	07/01/2020		
		Synergy	$20,484.24
		Power Supplies For The City	
00003717	07/01/2020		
		Alinta Gas	$24.50
		Gas Supplies For The City	
		Ashmy Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
		Australian Manufacturing Workers Union	$108.80
		Payroll Deduction - Period Ending 27.12.2019	
		Australian Services Union	$691.30
		Payroll Deduction - Period Ending 27.12.2019	
		Australian Taxation Office	$583,036.00
		Payroll Deduction - Period Ending 27.12.2019	
		BGC Residential Pty Ltd	$18,000.00
		Refund - 9 Street & Verge Bonds	
		Blueprint Homes (WA) Pty Ltd	$14,000.00
		Refund - 7 Street & Verge Bonds	
		Celebration Homes Pty Ltd	$12,060.51
		Refund - 6 Street & Verge Bonds	

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Refund - Building Application Fee - Incorrect Value	
		Child Support Agency	$1,272.63
		Payroll Deduction - Period Ending 27.12.2019	
		City of Wanneroo - Payroll Rates	$6,454.00
		Payroll Deduction - Period Ending 27.12.2019	
		City of Wanneroo - Social Club	$760.00
		Payroll Deduction - Period Ending 27.12.2019	
		Cr Jacqueline Huntley	$123.88
		Reimbursement - Travel Allowance 09 - 18.12.2019	
		Cr Linda Aitken	$91.67
		Reimbursement - Travel Allowance 02 - 26.11.2019	
		Dale Alcock Homes Pty Ltd	$4,000.00
		Refund - 2 Street & Verge Bonds	
		Department of Transport	$1,191.20
		Vehicle Search Fees - Rangers	
		Essential First Choice Homes Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
		Gemmill Homes Pty Ltd	$6,000.00
		Refund - 3 Street & Verge Bonds	
		Halpd Pty Ltd Trading As Affordable Living Homes	$6,000.00
		Refund - 3 Street & Verge Bonds	
		HBF Health Limited	$623.45
		Payroll Deduction - Period Ending 27.12.2019	
		Home Group WA Pty Ltd	$12,000.00
		Refund - 6 Street & Verge Bonds	
		Homebuyers Centre	$4,000.00
		Refund - 2 Street & Verge Bonds	
		Ideal Homes Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
		LGRCEU	$1,957.76
		Payroll Deduction - Period Ending 27.12.2019	
		Main Roads WA	$85,180.15
		Signs And Linemarking - Marmion Avenue - Projects	
		Roads Resurfacing - Hepburn Avenue - Projects	
		Redesign Traffic Signals - Ghost Gum Boulevard/Joondalup Drive - Projects	
		Road Markings & Signage - Pinjar Road Duplication - Projects	

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Maxim Homes Pty Ltd	$4,000.00
		Refund - 2 Street & Verge Bonds	
		Maxxia Pty Ltd	$8,390.26
		Payroll Deduction - Period Ending 27.12.2019	
		Paywise Pty Ltd	$1,845.76
		Payroll Deduction - Period Ending 27.12.2019	
		Perth Ice Allstars	$200.00
		Sponsorship - 1 Member - National Figure Competition - 27.11.2019 - 02.12.2019 - Melbourne	
		Plunkett Homes (1903) Pty Ltd	$4,000.00
		Refund - 2 Street & Verge Bonds	
		Simsai Construction Group Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
		Smartsalary	$8,909.86
		Payroll Deduction - Period Ending 27.12.2019	
		SSB Pty Ltd	$13,296.15
		Refund - 7 Street & Verge Bonds	
		Tangent Nominees Pty Ltd (Atf The Summit Homes Group Trust)	$20,000.00
		Refund - 10 Street & Verge Bonds	
		The West Australian Eight Ball Federation Incorporated	$200.00
		Sponsorship - 1 Member - Australian Junior Eight Ball Championships - 12 - 19.01.2020 - Albury NSW	
		Trailer Parts Pty Ltd	$606.74
		Vehicle Spare Parts - Fleet	
		Ventura Home Group Pty Ltd	$70,000.00
		Refund - 35 Street & Verge Bonds	
		Western Power	$6,513.00
		Supply Of Lights - Pinjar Road - Projects	
		Yanchep Secondary School	$500.00
		Student Scholarship Program 2020 - Commitment Achievement Stream - Youth Services	
		Zurich Australia Insurance Ltd	$1,000.00
		Excess - WN 32905 - Insurance Services	
00003718	07/01/2020		
		LKS Constructions (WA) Pty Ltd	$57,807.95
		Progress Claim 8 - Edgar Griffiths Park - Sports Amenities Building - Projects	
		Workshed Children's Mosaics	$5,335.00
		Mosaic Structures - Ridgewood Park - Art Conservation	

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
00003719	07/01/2020		
		2 Deadly Food & Fitness	$700.00
		Cultural Workshop - 17.10.2019 - It's All About You & Me - Childhood & Youth Planning	
		Activtec Solutions	$841.50
		Battery Service - Facilities	
		Allaboutxpert Technologies Pty Ltd	$4,984.38
		Consulting Services - HRP Post Go Live Support - IT	
		Australian Airconditioning Services Pty Ltd	$5,731.24
		Airconditioning Maintenance For The City	
		Beaurepaires For Tyres	$4,820.46
		Tyre Fitting Services For The City	
		Bring Couriers	$749.21
		Courier Services - Health	
		Bucher Municipal Pty Ltd	$308.00
		Vehicle Spare Parts - Fleet	
		Cat Welfare Society Incorporated	$1,850.00
		Daily Impound Fees - Rangers	
		Challenge Brass Band	$300.00
		Performance - Carols At The Library - Library Services	
		Coca Cola Amatil Pty Ltd	$226.52
		Beverages - Kingsway	
		CS Legal	$165.00
		Court Fees For The City	
		Curtin University of Technology	$346.50
		Radio Advertising - Cultural Services	
		Diamond Plumbing & Gas	$2,449.90
		Plumbing Maintenance For The City	
		Dowsing Group Pty Ltd	$2,130.92
		Concrete Works - Irwin Street - Projects	
		Environmental Industries Pty Ltd	$58,712.34
		Landscape Maintenance - Wanneroo Showgrounds & Road - Parks	
		Hays Personnel Services	$500.50
		Casual Labour For The City	
		Hydroquip Pumps	$5,949.90
		Remove & Install Irrigation - Liddell Park - Parks	
		Service Bore Pump - Marangaroo Golf Course - Parks	
		Imagesource Digital Solutions	$665.50
		Velcro Wrap Banners & Corflute Inserts - Summer Reading Club - Library Services	
		Integrity Industrial Pty Ltd	$17,567.88

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Casual Labour For The City	
		Integrity Staffing	$10,001.99
		Casual Labour For The City	
		James Bennett Pty Ltd	$14,894.51
		Book Purchases - Library Services	
		Accelerated Circulation Plan Book & Subscription Fees - Library Services	
		Landcare Weed Control	$1,121.21
		Weed Control - Ridgewood Reserve - Parks	
		Living Turf	$8,976.00
		Supply Of Higran - Parks	
		Manheim Pty Ltd	$2,157.11
		Selling & Towing Fees For Vehicles - Rangers	
		Marketforce Pty Ltd	$2,115.47
		Advertising Services For The City	
		McCorkell Constructions Pty Ltd	$28,267.75
		Payment Certificate 11 - Kingsway Olympic Change Rooms And Grand Stand - Projects	
		McLeods	$11,696.05
		Legal Fees For The City	
		Michael Page International (Australia) Pty Ltd	$5,561.47
		Casual Labour For The City	
		Mindarie Regional Council	$322,283.26
		Refuse Disposal For The City	
		Miracle Recreation Equipment Pty Ltd	$1,776.50
		Playground Equipment Repairs - Various Locations - Parks	
		Navman Wireless Australia Pty Ltd	$572.00
		Install 2 GPS - Fleet	
		Prestige Alarms	$39.22
		Alarm Services For The City	
		Print Smart Online Pty Ltd	$788.42
		Printing - Your Cat & The Law Brochures - Rangers	
		Printing - WLCC Passports - Heritage & Museums	
		Programmed Integrated Workforce	$27,014.95
		Casual Labour For The City	
		Public Sector Training Solutions Pty Ltd	$4,350.00
		Training - Certificate IV In Government Investigations - 2 Attendees - Rangers	
		RAC Motoring & Services Pty Ltd	$259.00
		Callout - WN 32904 - Battery Replacement - Assets	
		Randal	$121.88

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Financial Review - Office Of The CEO	
		Reliable Fencing	$423.50
		Chaingate - Appleby Park - Parks	
		RJ Vincent & Co	$1,325,788.20
		Progress Payment 10 - Marmion Avenue Duplication - Assets	
		Satalyst Pty Ltd	$2,640.00
		Software Development - IT	
		Schindler Lifts Aust Pty Ltd	$3,440.14
		Lift And/Or Escalator Service For The City	
		Site Environmental & Remediation Services Pty Ltd	$8,595.72
		Asbestos Removal - Royal James Reserve - Conservation	
		Skipper Transport Parts	$1,462.91
		Vehicle Spare Parts - Fleet	
		Skyline Landscape Services (WA)	$528.00
		Landscape Maintenance - Wanneroo Streetscape South	
		Smartbuilt Perth Pty Ltd	$347.22
		Pest Control Services For The City	
		Softfall Guys	$170.00
		Repair Softfall - Dumore Park - Parks	
		Sonic Healthplus Pty Ltd	$320.00
		Medical Fees For The City	
		Suez Recycling & Recovery Pty Ltd	$1,122.00
		Bin Collections - Waste	
		Taman Tools	$770.00
		Grind Discs - Stores Stock	
		The Futures Group	$15,262.50
		Consultancy Services - Operational Review - HR	
		Triton Electrical Contractors Pty Ltd	$71.50
		Electrical Works - Sheffield Park - Parks	
		Turf Care WA Pty Ltd	$180,934.18
		Turfing Works For The City	
		Viva Energy Australia Pty Ltd	$20,576.59
		Fuel Issues For The City	
		WA Limestone and Italia Stone Group Joint Venture	$894,032.06
		Progress Claim 14 - Quinns Beach Long Term Coastal Management Works - Projects	
		West Coast Turf	$1,922.80
		Kikuyu - Kingsway Rugby - Parks	
		WEX Australia Pty Ltd	$2,624.74
		Fuel - December Fire - Fleet Assets	
		Wilson Security	$6,712.07

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Security Services For The City - Community Safety	
		Winc Australia Pty Limited	$172.70
		Copy Paper - Print Room	
		Workpower Incorporated	$1,435.50
		Watering Application & Weed Control - Various Locations - Conservation	
		Zetta Group	$9,782.37
		Managed Services Fee - IT	
00003720	07/01/2020		
		City of Wanneroo - Rates	$2,275.00
		Rates Assessment Deducted From Monthly Allowances	
		Cr Brett Treby	$2,458.11
		Monthly Allowance	
		Cr Christopher Baker	$2,683.11
		Monthly Allowance	
		Cr Domenic Zappa	$2,473.11
		Monthly Allowance	
		Cr Dot Newton	$2,583.11
		Monthly Allowance	
		Cr Glynis Parker	$2,683.11
		Monthly Allowance	
		Cr Huu Van Nguyen	$2,683.11
		Monthly Allowance	
		Cr Jacqueline Huntley	$2,683.11
		Monthly Allowance	
		Cr Lewis Flood	$2,588.11
		Monthly Allowance	
		Cr Linda Aitken	$2,683.11
		Monthly Allowance	
		Cr Natalie Sangalli	$2,683.11
		Monthly Allowance	
		Cr Paul Miles	$1,038.11
		Monthly Allowance	
		Cr Sonet Coetzee	$2,683.11
		Monthly Allowance	
		Mayor Tracey Roberts	$11,626.61
		Monthly Allowance	
00003721	14/01/2020		
		Synergy	$548,365.49
		Power Supplies For The City	
00003722	14/01/2020		
		BP Australia Ltd	$101,638.60

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Fuel Issues For The City	
		Carramar Resources Industries	$334.62
		Disposal Of Rubbish For The City	
		Community Greenwaste Recycling Pty Ltd	$1,490.89
		Waste Recycling - Construction	
		CS Legal	$11,194.85
		Court Fees For The City	
		Davson & Ward Pty Ltd	$2,200.00
		Consultancy Services - Quantity Surveying - Edgar Griffith Sport Amenities - Facilities	
		DC Golf	$74,030.20
		Commission Fees - Carramar & Marangaroo Golf Course - Property	
		DFP Recruitment Services	$1,491.95
		Casual Labour For The City	
		Diamond Plumbing & Gas	$100.20
		Plumbing Maintenance For The City	
		Dowsing Group Pty Ltd	$6,027.78
		Concrete - Lynton Park - Projects	
		Environmental Industries Pty Ltd	$4,840.00
		Landscape Maintenance - Slashing Verges - Parks	
		Hall & Wilcox	$5,310.80
		Legal Fees For The City	
		Hays Personnel Services	$500.50
		Casual Labour For The City	
		HopgoodGanim	$49,978.50
		Legal Fees For The City	
		Imagesource Digital Solutions	$6,976.20
		Signs - Dogs On Leash - Facilities	
		Labels - Migration Exhibition - Cultural Services	
		24 X Migration Exhibition Prints - Cultural Services	
		Signs - Animal Care Centre - Community Safety	
		Integrity Industrial Pty Ltd	$19,431.35
		Casual Labour For The City	
		Integrity Staffing	$1,397.88
		Casual Labour For The City	
		Joondalup Coachline	$1,559.00
		Bus Hire - Gold Program - Christmas Lights & Supper - Programs	
		Bus Hire - Gold Program - Penguin Island - Programs	
		Marketforce Pty Ltd	$17,145.67
		Advertising Services For The City	

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Mayday Earthmoving	$10,345.50
		Heavy Equipment Hire For The City	
		McLeods	$20,717.01
		Legal Fees For The City	
		Michael Page International (Australia) Pty Ltd	$2,295.84
		Casual Labour For The City	
		Mindarie Regional Council	$621,118.77
		Refuse Disposal For The City	
		Perth Energy Pty Ltd	$20,798.32
		Power Supplies For The City	
		Play Check	$1,650.00
		Pre-Construction Sails Audit - Various Parks - Construction	
		Programmed Integrated Workforce	$11,144.60
		Casual Labour For The City	
		Reliable Fencing	$250.00
		Repair Post And Rail - Elliott Tennis - Parks	
		RJ Vincent & Co	$64,438.96
		Payment Certificate 9 - Pinjar Road Duplication - Projects	
		Schindler Lifts Aust Pty Ltd	$3,440.14
		Lift And/Or Escalator Service - Building Maintenance	
		Security Management Australasia Pty Ltd	$770.00
		CCTV Trailer Mast Key Sets - Community Safety	
		Smartbuilt Perth Pty Ltd	$310.00
		Pest Control Services For The City	
		Stats WA Pty Ltd	$5,181.00
		Geotechnical Investigation - Coldstream Park - Projects	
		Strandbags Group Pty Ltd	$464.95
		10 Flylite Brock RFID Satchels - Compliance	
		Terravac Vacuum Excavations Pty Ltd	$1,014.75
		Location Of Services - Edgar Griffiths Park - Projects	
		The Factory (Australia) Pty Ltd	$635.80
		Storage - Christmas Decorations - Building Maintenance	
		Wanneroo Central Bushfire Brigade	$160.00
		Reimbursement - Catering - Banksia Grove Community Event - Emergency Services	
		Western Australian Treasury Corporation	$214,472.07
		Guarantee Fee Due 31.12.2019 - 24.01.2020 - Finance	

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Workpower Incorporated	$476.19
		Planting Works - Appleby Park - Projects	
00003723	15/01/2020		
		Connoisseur Cafe	$8,140.00
		Drinks & Light Refreshments – Yanchep Fires Recovery Centre - Yanchep Community Centre - Communications & Events	
		Drinks & Light Refreshments – Yanchep Fires Incident Centre - Emergency Services - Wasp Paintball Command Centre - Communications & Events	
		Geared Construction Pty Ltd	$189,092.68
		Payment Certificate 10 - Wanneroo District Netball Association Building Upgrade - Projects	
		Teresa Newton	$800.00
		DJ/MC Services - Staff Christmas Party 2019 - Communications & Events	
00003724	14/01/2020		
		Alinta Gas	$176.60
		Gas Supplies For The City	
		Australian Manufacturing Workers Union	$83.40
		Payroll Deduction - Period Ending 10.01.2020	
		Australian Services Union	$691.30
		Payroll Deduction - Period Ending 10.01.2020	
		Australian Taxation Office	$16,792.00
		Payroll Deduction - Period Ending 10.01.2020	
		Aveling Homes Pty Ltd	$1,722.73
		Refund - Street & Verge Bond	
		Ballroom Fit	$200.00
		Sponsorship - 1 Member - Interflora 2019 Australian Dance - Melbourne 07.12.2019 - Corporate Support	
		Building Commission	$61,868.69
		Collection Agency Fee Payments - 01.11.2019 - 30.11.2019	
		Child Support Agency	$1,165.01
		Payroll Deduction - Period Ending 10.01.2020	
		City of Wanneroo - Payroll Rates	$6,471.00
		Payroll Deduction - Period Ending 10.01.2020	
		City of Wanneroo - Social Club	$768.00

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Payroll Deduction - Period Ending 10.01.2020	
		Cr Linda Aitken	$376.00
		Reimbursement - Travel Allowance	
		Decipha Pty Ltd	$2,001.57
		Monthly Mailroom Service Fee - IT	
		Department of Planning, Lands and Heritage	$9,948.00
		Application Fee Accepted On Behalf Of The Development Assessment Panel - Applicant: Rowe Group Reference: DAP/19/0171 Value: $17,400,000 Address: Lot 2811 & 2815 Butler Boulevard & Lot 2813 Camborne Parkway Proposal - Mixed Use	
		Fleet Network	$429.36
		Payroll Deduction - Period Ending 10.01.2020	
		HBF Health Limited	$623.45
		Payroll Deduction - Period Ending 10.01.2020	
		Indoor Sports WA Incorporated	$800.00
		Sponsorship - 4 Members - 2019 INA Junior Nationals - 30.11.2019 - 07.12.2019 - Toowoomba Qld	
		JCorp Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
		Landgate	$1,998.99
		GRV INT Valuations - Rating Services	
		LD & D Australia Pty Ltd	$954.80
		Milk Deliveries For The City	
		LGRCEU	$1,957.76
		Payroll Deduction - Period Ending 10.01.2020	
		Main Roads WA	$11,252.15
		Resurfacing Works - Alexander Drive & Gnangara Road - Construction	
		Maxxia Pty Ltd	$8,390.26
		Payroll Deduction - Period Ending 10.01.2020	
		Miss Kelly Donker	$1,026.75
		Study Assistance - Introduction To Business Analytics	
		Rates Refund	$750.00
		Mr Daniel Simms	$96.00
		Reimbursement - Broadband Usage	
		Optus	$2,627.40
		Phone Charges For The City	
		Paywise Pty Ltd	$1,845.76

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Payroll Deduction - Period Ending 10.01.2020	
		Smartsalary	$8,909.86
		Payroll Deduction - Period Ending 10.01.2020	
		Trinity at Alkimos Residents Association Incorporated	$2,014.45
		Donation - Supply Of Cinema Equipment & Toilets - 50% Waiver Of Fees For Bin Hire & Piazza Park Hire - Christmas Movie Night - 21.12.2019	
		Ventura Home Group Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
		Vodafone Hutchinson Australia Pty Ltd	$754.16
		SMS Charges - Fire Services	
		West Coast Men's & Mixed Netball Association	$200.00
		Sponsorship - 1 Member - Australian Mixed & Men's National Championships - 12 - 18.04.2020 - Woodville SA	
00003725	14/01/2020		
		Australia Post	$31,028.35
		Postage Charges For The City - December 2019	
		Billpay Transaction Fees - Rates	
		Chris Baker & Associates, Barristers, Solicitors And Notaries	$1,100.00
		Legal Fees For The City	
00003726	15/01/2020		
		Australia Post	$49,492.60
		Postage Charges For The City - December 2019	
00003727	15/01/2020		
		National Australia Bank	
		Flexipurchase - August 2019 $58,232.84 - Breakdown On Page 49	
00003728	15/01/2020		
		Australia Post	$7,013.91
		Postage Charges For The City - December 2019	
00003729	16/01/2020		
		Devlyn Australia Pty Ltd	$199,803.77
		Payment Certificate 5 - Belhaven Park Sports Amenities Building - Projects	

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		LKS Constructions (WA) Pty Ltd	$84,293.57
		Payment Certificate 9 - Edgar Griffiths Sports Amenities Building - Projects	
00003730	17/01/2020		
		Grandstand Agency	$550.00
		Golden Program - Christmas Party - Events	
00003731	20/01/2020		
		Solution 4 Building Pty Ltd	$225,271.33
		Progress Claim 3 - Shelvock Park Sports Amenities Building - Projects	
00003732	21/01/2020		
		Synergy	$24,454.19
		Power Supplies For The City	
00003733	21/01/2020		
		Alinta Gas	$11.50
		Gas Supplies For The City	
		Alinta Sales Pty Ltd	$4,694.15
		Gas Supplies For Aquamotion	
		Building & Construction Industry Training Board	$20,765.15
		Collection Approved Levy Payments 01 - 31.12.2019	
		Building Commission	$41,890.54
		Collection Agency Fees 01.12.2019 - 31.12.2019	
		Celebration Homes Pty Ltd	$881.35
		Refund - Street & Verge Bond	
		City of Wanneroo	$166.65
		Building Application - Temporary Large Marquee Tent & Stage - Communications & Brand	
		Cr Christopher Baker	$81.70
		Travel Allowance	
		Cr Linda Aitken	$332.85
		Reimbursement - Uniform Allowance	
		Homebuyers Centre	$4,000.00
		Refund - 2 Street & Verge Bonds	
		Landgate	$2,316.54
		GRV/UV Interim Values - Rates	
		LD & D Australia Pty Ltd	$374.40
		Milk Deliver For The City	
		Mr Simon Fracassini	$275.00

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Reimbursement - Fitness Australia Registration - Aquamotion	
		Mr Ty Matson	$1,350.00
		Reimbursement - Course Fees 50% Managing Operational Improvement	
		Mrs Karen Rabbett	$73.50
		Reimbursement - Direct Debit Payment - Membership Cancelled - Aquamotion	
		Mrs Lucy Di Nella	$251.43
		Refund - Bush Fires Infringement Notice - Withdrawn	
		SSB Pty Ltd	$932.57
		Refund - Street & Verge Bond	
		Trailer Parts Pty Ltd	$212.91
		Vehicle Spare Parts - Fleet	
		Ventura Home Group Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
		Western Power	$304,317.00
		Underground Power Relocation - Marmion - Projects	
00003734	23/01/2020		
		ABM Landscaping	$34,719.03
		Repair Paving - Various Locations - Engineering	
		Achieveability Pty Ltd	$14,300.00
		Training - Accessibility Information 01.05.2020 - Projects	
		Acropolis Nominees Pty Ltd	$12,925.00
		Leisure By The Lakes Display - Cultural Services	
		Exhibition Design/Construction/Installation - Migration Exhibition - Cultural Services	
		Action Glass & Aluminium	$3,400.55
		Glazing Services For The City	
		Activ Foundation Incorporated	$936.32
		Garden Maintenance - Dundebar Road - Parks	
		Activtec Solutions	$209.00
		Check For Leaks - Aquatic Access Patient Hoist - Aquamotion	
		Acurix Networks Pty Ltd	$8,905.60
		Monthly Monitoring Charges - IT	
		Adelphi Apparel	$1,538.63
		Uniforms - Community Safety	
		Adform Engraving & Signs	$495.00
		Engraved Plaques - Community Safety	
		Advanced Traffic Management	$126,701.03

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Traffic Control Services For The City	
		Air Liquide Australia	$285.12
		Gas Cylinder Hire - Stores	
		Airlite Cleaning	$232.28
		Cleaning Services - Yanchep Two Rocks - Community And Place	
		Alexander House of Flowers	$230.00
		Arrangement - 100th Birthday - F Thomas - Office Of The Mayor	
		Arrangement - 60th Wedding Anniversary - P And R Nossiter - Office Of The Mayor	
		Allaboutxpert Technologies Pty Ltd	$2,621.10
		Consulting Services - HRP Post Go Live Support - IT	
		Allmark & Associates Pty Ltd	$59.95
		Name Stamp - Bimsara Pathirathna - Finance	
		Altronic Distributors	$228.40
		Vehicle Spare Parts - Fleet	
		AMBIUS	$174.10
		Plant Services - Girrawheen Hub - Place Management	
		Aquamaster Reticulation Services	$165.00
		Reticulation Repairs - Buckingham Drive - Construction	
		Aquatic Services WA Pty Ltd	$1,529.00
		Repairs - Spa Pool - Aquamotion	
		Arcus Wire Group Pty Ltd	$156.86
		Wire/Hooks - Corporate Services	
		Armaguard	$523.69
		Cash Collection Services For The City	
		Artists Chronicle	$590.00
		Advertising - Community Arts	
		ATCO Gas Australia Pty Ltd	$70,063.95
		Cap Gas Pipes - Daisy House - Facilities	
		Gas Pipeline Relocation - Marmion Avenue Duplication - Projects	
		Atom Supply	$665.28
		Stock - Stores Issues	
		Austraffic WA	$1,980.00
		Traffic Loggers X 5 - Traffic Services	
		Australasian Performing Right Association	$987.00
		Licence Fees - 01.12.2019 - 29.02.2020 Kingsway Indoor Stadium	
		Australian Airconditioning Services Pty Ltd	$22,377.58
		Air Conditioning Maintenance For The City	
		Australian Golf Course Superintendents Association Limited	$390.00

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Annual Membership - Parks	
		Australian Property Consultants	$2,145.00
		Consultancy - Valuation Report - 6 Wade Court - Property	
		Autosmart North Metro Perth	$297.00
		Floor Smart - Fleet	
		Baileys Fertilisers	$356.40
		Fertiliser - Parks	
		Ball & Doggett Pty Ltd	$629.60
		Paper Supplies - Print Room	
		Barra Civil & Fencing	$46,470.60
		Fencing Works - Various Locations - Parks/Projects	
		Benx World Trade	$508.20
		Bags Of Rags - Stores	
		Better Pets and Gardens Wangara	$976.31
		Animal Care Centre Supplies	
		Bidfood Perth	$645.92
		Tea/Coffee Supplies - Stores	
		Binley Fencing	$2,761.70
		Temporary Fencing - Wanneroo Showgrounds - Projects	
		Temporary Fencing - Hepburn Avenue - Construction	
		Install Shadecloth - Hepburn Avenue - Construction	
		Bishops Boilys	$11,770.00
		Repair Handrail - Jindalee Beach - Engineering	
		BOC Limited	$60.02
		Industrial Nitrogen & Oxygen - Fleet & Community Safety	
		Bollig Design Group Ltd	$5,093.00
		Consultancy - Edgar Griffiths Park Sports Amenities Building - Projects	
		Bolt-On International Group Pty Ltd	$106.26
		Install Pinup Board - Library Services	
		Boral Construction Materials Group Ltd	$8,195.34
		Concrete Mix - Various Locations - Engineering	
		Borrell Rafferty Associates Pty Ltd	$2,200.00
		Quantity Surveying - Wanneroo District Netball Association Building Upgrade - Projects	
		Boss Bollards	$825.00
		Bollard Works - Backshall - Engineering	
		BP Australia Ltd	$1,313.60
		Unleaded Fuel - Stores	
		Brian Zucal & Associates	$1,705.00

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Revaluation Services - Property	
		Bridgestone Australia Limited	$9,134.39
		Tyre Fitting Services For The City	
		Bring Couriers	$592.98
		Courier Services - Health Services	
		Bucher Municipal Pty Ltd	$18,330.43
		Vehicle Spare Parts - Fleet/Stores	
		Budo Group Pty Ltd	$43,506.94
		Bin Store Upgrades - Clarkson Library - Projects	
		Bin Store Upgrades - Wanneroo Civic Centre - Projects	
		Bin Store Upgrades - Quinns Mindarie Community Centre - Projects	
		Bunnings Pty Ltd	$983.14
		Cement Bags - Construction	
		Concrete Slabs - Emergency Services	
		Floor Mats X 3 - Fleet	
		Burgtec	$1,758.90
		Burgmatic Chair - Customer Relations/Construction	
		Cabcharge	$612.14
		Cabcharge Services For The City	
		Call Associates Pty Ltd	$6,235.08
		Call Centre Services - November 2019	
		Cameron Chisholm & Nicol (WA) Pty Ltd	$1,320.00
		Professional Services - Design Review Panel - Approval Services	
		Canon Production Printing Australia Pty Ltd	$525.58
		Colour Printer Charges - Assets	
		Scanner Charges - IT	
		Car Care Motor Company Pty Ltd	$3,596.30
		Vehicle Services - Fleet	
		Cardno (WA) Pty Ltd	$5,170.00
		Professional Services - Pinjar Road Duplication - Projects	
		Carramar Resources Industries	$3,345.41
		Disposal Of Rubble - Construction	
		Brickies Sand - Stores Stock	
		Castledine Gregory	$189,926.13
		Legal Fees For The City	
		Cat Welfare Society Incorporated	$1,300.00
		Cat Impound Fees - Community Safety	
		CDM Australia Pty Ltd	$44,939.18
		Server Upgrade - IT	
		Computer Equipment - IT	
		Chadson Engineering Pty Ltd	$308.00
		Pool Test - Aquamotion	

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Challenge Batteries WA	$602.80
		Batteries - Stores	
		Chillo Refrigeration & Air-Conditioning	$1,724.14
		Repair Aquamotion Fridge - Building Maintenance	
		Christophe Canato	$950.00
		Photographic Documentation - Home Exhibition - Cultural Services	
		Chubb Fire & Security Pty Ltd	$5,178.53
		Thermal Cameras - Community Safety	
		Fire Extinguisher Service - Fleet	
		Fire Blanket & Mounting Brackets - Fleet	
		Fire Extinguishers And Location Stickers - Fleet	
		Cineads Australia	$1,833.33
		Media Screenings - Events	
		Civil Survey Solutions Pty Ltd	$8,899.00
		Civil Site Software & Network Licence - IT	
		Clark Equipment Sales Pty Ltd	$1,598.76
		Vehicle Spare Parts - Fleet	
		Claw Environmental	$96.80
		Collect Polystyrene - Wangara Recycling Centre - Waste Services	
		Clayton Utz	$56,656.45
		Legal Fees For The City	
		Clinipath Pathology	$560.47
		Medical Fees For The City	
		Coastal Navigation Solutions	$957.00
		Plaque Removal - Arts Development	
		Install Mosaic - Ridgewood Park - Arts Development	
		Coates Hire Operations Pty Ltd	$867.76
		Equipment Hire For The City	
		Coca Cola Amatil Pty Ltd	$379.16
		Beverages - Kingsway	
		Commercial Aquatics Australia	$4,944.50
		Chlorine Gas Service - Aquamotion	
		Commissioner of Police	$49.20
		National Police Checks X 3 - Libraries/Cultural Services	
		Community Greenwaste Recycling Pty Ltd	$1,115.45
		Material Disposal - Engineering	
		Computer Badge Embroidery	$17.60
		Velcro Name Badge - Community Safety	
		Cooldrive Distribution	$2,638.69
		Vehicle Spare Parts - Fleet	
		Corporate Scorecard	$1,261.70

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Standard Financial Assessments - Contracts & Procurement	
		Corsign (WA) Pty Ltd	$8,320.79
		Signs - Street Name Plates - Engineering	
		Self Adhesive Blank Stickers - Ranger Services	
		Signs - No Standing Road Or Nature Strip - Engineering	
		Sign - Marine Life Littering - Coastal Projects	
		Geotechnical Investigation - Mindarie Breakwater - Coastal Projects	
		Signs - No Dogs - Engineering	
		Cossill & Webley Consulting Engineers	$2,508.00
		Claim 12 - Connolly Drive Duplication - Projects	
		Crush	$880.00
		Digital Artwork - Paddock To Plate Newsletter - Health Services	
		CS Legal	$125,598.19
		Court Fees For The City	
		CSP Group	$423.25
		Vehicle Spare Parts - Fleet/Stores	
		Curtin University of Technology	$693.00
		Radio Adverts - Home Exhibition - Cultural Services	
		Data #3 Limited	$981.80
		Acrobat Pro & Crystal Reports - IT	
		Data Documents	$770.00
		Signs - Hinckley Park - Facilities	
		Dave Lanfear Consulting	$8,844.00
		Consultancy Services - Lawn Bowls Facility Assessment - Facilities	
		Denise Michelle Benda	$245.00
		Face Painting - Hainsworth Youth Centre - Youth Services	
		Department of the Premier and Cabinet	$286.90
		Advertising - Government Gazette - Rates/Approval Services	
		DFP Recruitment Services	$3,796.49
		Casual Labour For The City	
		Diamond Lock & Security	$8,154.60
		Padlocks & Keys Cut - Stores	
		Diamond Plumbing & Gas	$20,508.29
		Plumbing Maintenance For The City	
		Digital Education Services	$3,887.29
		DVD Stock - Library Services	
		Direct Communications	$3,315.40

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Replace Cradles - Community Safety	
		Replace LCD Module On Radio - Fleet	
		Microphone & Replace LCD Module On Radio - Fleet	
		Dowsing Group Pty Ltd	$78,816.81
		Concrete Works - Various Locations - Engineering	
		Drainflow Services Pty Ltd	$49,597.75
		Drain Cleaning/Road Sweeping Services For The City	
		Drovers Vet Hospital Pty Ltd	$492.20
		Veterinary Services For The City	
		ECO Environmental Holdings Pty Ltd	$126.50
		YSI Proplus Meter Rental - Conservation	
		Economic Development Australia Limited	$2,200.00
		Corporate Membership - 31.12.2019 - 31.12.2020 - Economic Development	
		Edge Consulting Engineers Pty Ltd	$10,472.00
		Consultancy - Built Drawings To Water Corporation - Projects	
		Consultancy - Design Changes - Neerabup Industrial Estate - Projects	
		Edge People Management	$1,724.07
		Case Management Monitoring - People & Culture	
		Elliotts Irrigation Pty Ltd	$60,524.96
		Reticulation Items - Parks	
		Filter Service X 3 - Catalina & Shorehaven - Parks	
		Connect Existing Sprinklers And Modifications - Edgar Griffiths Park - Projects	
		Irrigation Works - Connolly Drive - Projects	
		Irrigation Repairs - Edgar Griffiths Park - Projects	
		Embroidme Malaga	$1,855.10
		Staff Uniforms - Aquamotion/Rangers/Youth Services	
		Emerge Environmental Services Pty Ltd	$4,488.99
		Consultancy Services - Yellagonga Catchment Review - Surface & Groundwater Monitoring - Projects	
		Encompass Construction Risk Services	$11,000.00
		Survey - Hepburn Avenue - Intersection Upgrade - Projects	
		Environmental Industries Pty Ltd	$241,549.00
		Landscape Maintenance For The City	
		Equifax Australasia Workforce Solutions Pty Limited	$2,758.15

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Monthly E-Recruit Fee - IT	
		Criminal History Check - Fire Services	
		Everybody Saving Energy Pty Ltd	$643.50
		Apply Protective Coat To Metal Lids - Kingsway Aquatic Park Valve Boxed - Projects	
		Exteria	$53,583.20
		Playground Equipment - Rosinski Park - Construction	
		Seat Installation - Da Vinci Park - Construction	
		Fire & Safety WA	$1,414.05
		PPE - Fire Services	
		Flick Anticimex Pty Ltd	$3,492.02
		Sanitary Waste Services For The City	
		Forcorp Pty Ltd	$1,771.00
		Warning Strobe Light - Stores	
		Forrest And Forrest Games	$4,603.50
		Nematode Analysis - Parks	
		Soil/Leaf Tissue Analysis - Parks	
		Frontline Fire & Rescue Equipment	$5,158.69
		Camlock Fittings - Fire Services	
		Nozzle Service Kit & Bearing Assembly With Brake - Fire Services	
		Single Head Standpipe & Hydrant Valve Key - Fire Services	
		Vehicle Spare Parts - Fleet	
		Respirator Filters - Fire Services	
		Fulton Hogan Industries Pty Ltd	$2,358.40
		Red Asphalt - Engineering	
		Garage Sale Trail Foundation	$11,352.00
		Membership Fee - Garage Sale Trail - Waste	
		Gen Connect Pty Ltd	$911.67
		New Battery - Clarkson Volunteer Bushfire Brigade - Building Maintenance	
		Investigate Generator Alarm - Hepburn Avenue & Yanchep - Building Maintenance	
		Geoff's Tree Service Pty Ltd	$185,977.04
		Pruning Works & Associated Services For The City	
		Global Marine Enclosures Pty Ltd	$7,711.00
		Summer Maintenance - Shark Barrier - Coastal Projects	
		Globe Australia	$8,690.00
		Hydrolink Rapid Wetting Agent - Kingsway & Victoria Road - Parks	
		Grand Toyota	$117.88

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Vehicle Spare Parts & Services - Fleet	
		Grant Thornton Perth	$2,791.80
		Grant Acquittal - Alexander Heights Day Centre - Finance	
		Grasstrees Australia	$1,028.50
		Install Grasstree - Dundebar Road - Parks	
		Greenwood Party Hire	$511.00
		Stage Hire - Musical Assortment With Joseph Banks College - Wanneroo Library	
		Guardian Doors	$75.35
		Roller Door Service - Margaret Cockman Pavilion - Building Maintenance	
		Hall & Wilcox	$2,335.30
		Legal Fees For The City	
		Hanson Construction Materials Pty Ltd	$335.50
		Kerb Mix - 11 Renner Circle - Engineering	
		Harvey Norman AV/TI Superstore Joondalup	$198.00
		LCD TV - Wanneroo Museum	
		Hays Personnel Services	$3,961.32
		Casual Labour For The City	
		Headset ERA	$66.00
		Plantronics Ear Cushions - Facilities	
		Heatley Sales Pty Ltd	$3,563.14
		Stock - Stores Issue	
		Hickey Constructions Pty Ltd	$76,023.20
		Replace Screws - The Lookout Jindalee - Engineering	
		Replace Steps - Jindalee Lookout - Engineering	
		Repair Paving - Peter Turner Park	
		Replace Pavers - Alston - Parks	
		Limestone Work - Zamia - Parks	
		Boardwalk Renewal - Brampton Park - Projects	
		Hitachi Construction Machinery Pty Ltd	$1,066.23
		Vehicle Filters For Depot Store	
		Hose Right	$1,152.21
		Vehicle Hoses - Fleet	
		Repair Pressure Cleaner Reel - Fleet	
		Houspect WA	$1,045.00
		Dilapidation Inspection - Portafinos Restaurant - Property	
		Hydroquip Pumps	$605.00
		Irrigation Filter - Discovery Park - Parks	
		Inspect Filter & Pressure Issue - Marangaroo Golf Course - Parks	
		Iconic Property Services Pty Ltd	$116,437.60

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Cleaning Services For The City	
		Imagesource Digital Solutions	$2,726.90
		Wall Graphic & Lightbox Print - Aquamotion	
		4 X Freestanding Corflutes - Bookmarkit - Library Services	
		Printing - Flyers - Wanneroo Festival - Communications & Events	
		ACM Boards - Leisure On The Lakes Exhibition - Cultural Services	
		Teardrop Flags - Beach Wheelchair - Community Development	
		Printing - Forex Photo Props - Communications & Events	
		IMCO Australasia Pty Ltd	$2,010.80
		Supply Asphalt - Engineering	
		Impact Training Corporation	$3,476.00
		Training - Sales - Aquamotion	
		InSig Technologies Pty Ltd	$15,103.00
		Proof Of Concept - Yellagonga - IT	
		Integrity Industrial Pty Ltd	$11,578.86
		Casual Labour For The City	
		Intelife Group	$18,012.48
		Barbecue Cleaning For The City - Parks	
		Intercity Office Partitioning	$5,510.00
		Assemble/Install Benches And Signs - Carramar And Marangaroo Golf Courses - Parks	
		Remedial Works - East Green Toilets - Wanneroo Sports & Social Club - Projects	
		Interfire Agencies Pty Ltd	$11,850.17
		Consumables & PPE - Fire Services	
		Iron Mountain Australia Group Pty Ltd	$4,826.40
		Document Management Services For The City	
		IT Rely	$1,890.00
		IT Business Systems Remote	
		Ixom Operations Pty Ltd	$2,293.72
		Disinfection Of Pools Chlorine Gas Supply - Aquamotion	
		J Blackwood & Son Ltd	$4,471.79
		Stock - Stores Issue	
		James Bennett Pty Ltd	$2,830.78
		Book Purchases - Library Services	
		JAS Oceania Pty Ltd	$89.93
		12V Relay - Fleet	
		Kelyn Training Services	$5,625.00

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Training - Works Safely And Follow WHS Policy And Procedures - 10.12.2019 - Parks	
		Training - Implement Traffic - 17 - 18.12.2019 - Parks	
		Kennards Hire Pty Ltd	$1,366.00
		Hire Of Showers - Gumblossom Community Centre - Engineering	
		Kenwick Auto Electrics	$253.00
		Vehicle Repairs - Fleet	
		Kerb Direct Kerbing	$8,919.35
		Kerbing Works - Various Locations - Engineering	
		Kidsafe WA Incorporated	$165.00
		Playground Inspection - Corona Park - Projects	
		Kinetic IT Pty Ltd	$10,541.27
		Threat Intelligence - Monthly Service Fee - IT	
		Kleenit	$741.18
		Graffiti Removal Services For The City	
		Kmart Australia Limited (Wanneroo)	$247.50
		Materials - Around The World Party - Youth Services	
		Komatsu Australia Pty Ltd	$549.19
		Vehicle Filters - Stores	
		Konnect (Coventry Fasteners)	$77.65
		Vehicle Spare Parts - Fleet	
		Kyocera Document Solutions	$4,412.94
		Photocopier Meter Reading For The City	
		Printer For Construction - IT	
		Ladybird's Plant Hire	$207.90
		Rental Indoor Plants For The City - December 2019	
		Landcare Weed Control	$120,870.00
		Weed Control Works - Environmental Offset Sites - Conservation	
		Laundry Express	$1,279.72
		Laundry Services For The City	
		LD Total	$74,829.89
		Landscape Maintenance For The City	
		Lee Jessamine	$100.00
		Photography - Image And Editing - Office Of The CEO	
		Les Mills Asia Pacific	$1,028.20
		Annual License Fees Billed Monthly - Aquamotion	
		Limestone Building Block Company Pty Ltd	$262.80
		Limestone Blocks - Fire Services	

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Linemarking WA Pty Ltd	$11,300.06
		Linemarking/Sweeping Services For The City	
		LinkedIn Singapore Pte Ltd	$44,869.00
		Employment Services - People & Culture	
		Living Turf	$4,312.00
		Apply Fertiliser To Ashby - Parks	
		Mackay Urban Design	$660.00
		Professional Services - Design Review Panel - Approval Services	
		Maiya Business Solutions	$1,364.00
		Project Management Consultant - IT	
		Major Motors	$3,713.55
		Vehicle Spare Parts - Fleet	
		Mammoth Equipment & Exhausts Pty Ltd	$1,540.00
		Ad Blue - Stores	
		Manheim Pty Ltd	$1,086.78
		Selling/Towage Fees For Vehicles - Rangers	
		Marketforce Pty Ltd	$15,898.31
		Artwork/Printing - Annual Reports - Strategic & Business Planning	
		Advertising Services For The City	
		Mayday Earthmoving	$31,226.25
		Heavy Equipment Hire For The City	
		McCoffee	$2,592.00
		Coffee - Fire Emergency Base Carabooda - Events	
		McGees Property	$1,925.00
		Valuation Services - East Wanneroo Development Area - Cell 1 - Property	
		McLeods	$24,975.50
		Legal Fees For The City	
		Messages On Hold	$789.99
		Messages On Hold Services - Events	
		Meter Office	$260.70
		Waterproof Paper - Swim School - Aquamotion	
		Michael Page International (Australia) Pty Ltd	$2,889.60
		Casual Labour For The City	
		Mindarie Regional Council	$855,745.20
		Refuse Disposal Services For The City	
		Mindarie Senior College	$4,000.00
		8 Student Scholarship Awards - Youth Services	
		Mini-Tankers Australia Pty Ltd	$2,495.57
		Fuel - December 2019 - Fleet Assets	

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Miracle Recreation Equipment Pty Ltd	$140,523.54
		Repair/Replace Play Equipment - Various Locations - Parks	
		Playground Renewal - Shamrock Park - Projects	
		Modern Teaching Aids Pty Ltd	$120.89
		Emotion Puppets - Youth Services	
		Morgan Scarfe	$1,500.00
		Deposit - 60 Minute Stage Show - Live In The Amphitheatre - Events	
		Mowmaster Turf Equipment	$916.50
		Edger Housing - Stores	
		MP Rogers & Associates Pty Ltd	$1,709.06
		Design Fees - Clarecastle Retreat Beach Access Way - Asset Maintenance	
		Mr Matthew Curwood	$6,050.00
		Legal Fees For The City	
		Myzone (APAC) Pty Ltd	$2,079.00
		Myzone Annual Licensing Fees - Kingsway	
		NAPA - GPC Asia Pacific Pty Ltd	$1,639.81
		Vehicle Spare Parts - Fleet/Stores	
		Natural Area Holdings Pty Ltd	$14,151.02
		Slashing - Hardcastle Park - Projects	
		Maintenance - Beach Access Ways For The City - Conservation	
		Navman Wireless Australia Pty Ltd	$286.00
		Install Navman - 95591 - Fleet	
		Neverfail Springwater Limited	$23.40
		Water Supplies - Print Room	
		Nintex Pty Ltd	$95,810.00
		Licence Fee - Implementation Support & Maintenance - 31.12.2019 - 31.12.2020 - IT	
		Noma Pty Ltd	$660.00
		Professional Services - Design Review Panel - Approval Services	
		Northern Lawnmower & Chainsaw Specialists	$224.40
		Vehicle Spare Parts - Stores	
		Nu-Trac Rural Contracting	$16,649.20
		Beach Cleaning - Quinns Beach - Engineering	
		Officeworks Superstores Pty Ltd	$131.70
		Stationery Items - Rangers	
		Palace Homes & Construction Pty Ltd	$83,942.21
		Progress Claim 1 - Upgrade/Extension Of Cricket Fence - Projects	

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Cricket Fence Upgrade - Kingsway Sporting Complex - Construction	
		Paperbark Technologies Pty Ltd	$10,982.00
		Arboricultural Reports - Various Locations - Conservation/Projects/Engineering	
		Parker Black & Forrest	$1,045.00
		Locking Services For The City	
		Perlex Holdings	$790.00
		Inflatable Hire - Banksia Grove Skate Park - Youth Services	
		Perth Detailing Centre	$484.00
		Clean Vehicle Interior Cab - Fleet	
		Cleaning Of Community Transport Buses - Community Planning & Development	
		Perth Energy Pty Ltd	$148,317.70
		Power Supplies For The City	
		Perth Heavy Towing	$2,213.75
		Towing Services For The City	
		Perth Racing Security	$559.90
		Security Services - Live In The Amphitheatre - Communications & Events	
		Perth Testing & Tagging Pty Ltd	$165.00
		Testing & Tagging Electrical Equipment - Ashby Operations Centre - Construction	
		Play Check	$330.00
		Playground Audit - Shamrock Park - Projects	
		PLE Computers	$1,161.00
		Computer Monitor Brackets - Aquamotion	
		Poolegrave Signs & Engraving	$1,100.00
		Door Signs - Kingsway - Projects	
		Power Vac Pty Ltd	$468.00
		Vehicle Spare Parts - Fleet	
		Powerhouse Batteries Pty Ltd	$1,163.00
		Vehicle Spare Parts - Fleet	
		Prestige Alarms	$30,326.43
		Alarm/CCTV Services For The City	
		Print Smart Online Pty Ltd	$4,353.02
		Printing Services For The City	
		Prodesign Lighting Pty Ltd	$293.70
		Replace Display Cabinet - Wanneroo Museum - Cultural Services	
		Programmed Integrated Workforce	$5,839.66
		Casual Labour For The City	
		Public Sector Training Solutions Pty Ltd	$2,175.00
		Training - Certificate IV In Investigations - 1 Attendee - 25.11.2019 - Community Safety	

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Qualcon Laboratories	$374.00
		Sand PSD Tests - Quinns Stage 3 - Coastal Projects	
		RAC Motoring & Services Pty Ltd	$99.00
		Callout - WN 33500 - Wheel Change - Rangers	
		Randal	$243.76
		Subscription - Financial Review - Office Of The CEO	
		RBM Drilling	$12,452.55
		Install Bore - Exeter Park - Parks	
		Reliable Fencing	$28,717.77
		Fencing Works - Various Locations - Parks/Projects	
		Repeat Plastics (WA)	$217.03
		Bollard Sign - Parks	
		Ricoh Australia Pty Ltd	$5,894.86
		Lease Charges - Print Room	
		Rider Levett Bucknall WA Pty Ltd	$2,750.00
		Quantity Survey - Cricket Practice Lake Joondalup Park - Construction	
		RJ Vincent & Co	$115,284.75
		Payment Certificate 2 - Connolly Drive Duplication - Projects	
		RM Gillis & CJ Marci	$1,312.50
		Removal Services For The City	
		Roads 2000	$79,675.49
		Roadworks - Various Locations - Engineering/Projects	
		Roy Gripske & Sons Pty Ltd	$157.63
		Vehicle Spare Parts - Stores	
		Royal Wolf Trading Australia Pty Ltd	$600.58
		Monthly Cabin Hire Charges - Fire Services	
		RS Components Pty Ltd	$103.85
		Vehicle Spare Parts - Fleet	
		RSEA Pty Ltd	$953.97
		Stock - Stores Issue	
		Safeman WA Pty Ltd	$1,010.90
		Safety Boots - Stores	
		Safety Tactile Pave	$4,865.08
		Replace Tactile Pavers - Gnangara - Engineering	
		Replace Tactile Pavers - Ocean Reef - Engineering	
		Install Tactiles - Landsdale - Engineering	
		Safety World	$1,150.23
		Hi-Vis Vest - Community Safety	
		Drink Cooler - Construction	

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Gloves, Safety Glasses & Insect Repellent - Conservation	
		Safeway Building & Renovations Pty Ltd	$16,029.74
		Payment Certificate 5 - Kingsway Aquatic Play Space - Projects	
		Install Shower Point & Monitor Water Quality - Kingsway Aquatic Playspace - Projects	
		Install CPR & Park Rules Signs - Kingsway Aquatic Playspace - Projects	
		Sanax Medical And First Aid Supplies	$639.66
		Sunscreen - Stores	
		Satalyst Pty Ltd	$2,200.00
		Workshop - Aquamotion Power Bi For Class System - IT	
		Scatena Clocherty Architects	$2,153.80
		Consultancy Services - Wanneroo Districts Netball Building Upgrade - Projects	
		Schindler Lifts Aust Pty Ltd	$341.00
		Lift Service - Quinns Mindarie Community - Building Maintenance	
		Sealanes	$1,345.31
		Food/Beverages - Hospitality	
		Seamless (Aust) Pty Ltd	$9,061.25
		Annual Support & Maintenance - Seamless CMS - IT	
		SGL Consulting Group Australia Pty Ltd	$53,817.50
		Needs & Feasibility Assessment - North Coast Regional Aquatic & Recreation Centre - Facilities	
		Shred-X	$184.14
		Shredding Services For The City	
		Sifting Sands	$4,548.81
		Sand Sift - Various Locations - Parks	
		Sigma Chemicals	$864.60
		Pool Chemical Supplies - Aquamotion	
		Site Architecture Studio	$3,150.40
		Contracts Administration - Dennis Cooley Pavilion Upgrade - Projects	
		Site Environmental & Remediation Services Pty Ltd	$6,870.42
		Environmental Service - Dennis Cooley Reserve - Projects	
		Remove Asbestos - Langford Boulevard - Engineering	
		SJ McKee Maintenance Pty Ltd	$3,277.00
		Repair Works - Various Locations - Waste	
		Skipper Transport Parts	$14,615.84
		Vehicle Spare Parts - Fleet/Stores	

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Skyline Landscape Services (WA)	$118,563.34
		Landscape Maintenance For The City	
		Slip Guard Pty Ltd	$1,584.00
		Slip Test Concourse Tiles - Aquamotion - Projects	
		Smartbuilt Perth Pty Ltd	$66.00
		Pest Control Services For The City	
		SMEDIA Pty Ltd	$1,650.00
		Subscription - West Australian Online - Library Services	
		Softfall Guys	$451.00
		Softfall Repairs - Kingsbridge Park - Parks	
		Sonic Healthplus Pty Ltd	$5,190.39
		Medical Fees For The City	
		Sprayline Spraying Equipment	$63.70
		Vehicle Spare Parts - Fleet	
		St John Ambulance Western Australia Ltd	$2,446.76
		First Aid Training/Supplies For The City	
		Statewide Bearings	$23.10
		Vehicle Spare Parts - Fleet	
		Statewide Cleaning Supplies Pty Ltd	$506.66
		Tissue Dispensers - Stores	
		Stepchange Consultants Pty Ltd	$6,187.50
		Ci Anywhere 2019B - Upgrade Schedule - IT	
		Stewart & Heaton Clothing Company Pty Ltd	$493.39
		Name Badges & PPE - Fire Services	
		Strategic DCP Consulting	$1,924.91
		Consulting Services - Cells 1 - 9, Alkimos/Eglinton & Yanchep/Two Rocks - Strategic Land Use Planning	
		Suez Recycling & Recovery Pty Ltd	$167,623.08
		Refuse Collection - Waste	
		Sunny Industrial Brushware	$513.48
		Brooms - Fleet	
		Supreme Shades	$28,083.00
		Shade Sails - John Moloney Park - Construction	
		Patio Shade Sail - Girrawheen Library - Building Maintenance	
		Surf Life Saving WA Incorporated	$213,717.99
		Lifeguard Services - Quinns And Yanchep Beaches - Facilities	
		Swan Towing Services Pty Ltd	$385.00
		Towing Services - Parks	
		Taman Tools	$82.50
		Core Drill Extension Bar - Engineering	

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Taylor Robinson Chaney Broderick	$660.00
		Design Review Panel - Planning	
		Terravac Vacuum Excavations Pty Ltd	$14,283.28
		Location Of Services For The City	
		The Hire Guys Wangara	$770.00
		Arrow Board - Bulk Collection - Waste Services	
		The Leisure Institute of WA (Aquatics) Incorporated	$132.00
		Aquatic Membership - 2019 / 2020 - 1 Member - Aquamotion	
		The Poster Girls	$525.80
		Distribution - Posters & Flyers - Home Exhibition - Cultural Services	
		Distribute 1000 X Flyers - 2020 Community Art Awards And Exhibition - Cultural Services	
		The Rigging Shed	$5,419.15
		Round Slings - Construction	
		Testing/Tagging Equipment - Fleet	
		The Royal Life Saving Society Australia	$77,124.18
		Home Pool Barrier Inspections - Compliance	
		Testing/Maintenance - Aquatic Play Area - Kingsway - Parks	
		The Wipes Australia Trust	$997.48
		Gym Wipes - Aquamotion	
		The Workwear Group Pty Ltd	$4,444.66
		Uniform Issues - Stores	
		Think Promotional	$2,307.25
		250 Luggage Tags & 250 Cooler Bags - Economic	
		Thirty4 Pty Ltd	$211.20
		QNAV Mobile Data Monthly Subscription - Community Safety	
		Tim Eva's Nursery	$660.00
		Supply Plants - Parks	
		TJ Depiazzi & Sons	$90,332.55
		Mulching Services For The City	
		Toll Transport Pty Ltd	$257.57
		Courier Services For The City	
		Tony Pankiw	$330.00
		Relocation Of Synthesis - Cultural Services	
		Toolmart	$11,119.00
		Floor Saw/Tank Kit - Fleet Assets	
		Total Landscape Redevelopment Service Pty Ltd	$99,979.00

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Install Dog Park Equipment & Landscaping Works - Edgar Griffiths Park - Construction	
		Supply/Install Picnic Setting & Shelter - Scenic Park - Projects	
		Watering - Various Locations - Parks	
		TQuip	$53,862.30
		Vehicle Spare Parts - Fleet/Stores	
		New Equipment Purchase - Toro Mower - Fleet Assets	
		Tree Planting & Watering	$53,388.60
		Tree Planting And Watering - Various Locations - Construction/Parks	
		Triton Electrical Contractors Pty Ltd	$9,035.40
		Electrical Works - Various Locations - Parks	
		Trophy Shop Australia	$797.15
		Name Badges For Various Employees	
		4 X Glass Arrow Trophies - Australia Day Awards - Events	
		Turf Care WA Pty Ltd	$212,080.99
		Turfing Works For The City	
		Progress Invoice - Practice Turf Wicket @ Kingsway - Projects	
		Golf Course Maintenance - Carramar Golf Course - Parks	
		Golf Course Maintenance - Marangaroo Golf Course - Parks	
		Two Rocks Volunteer Bush Fire Brigade	$862.27
		Reimbursement - Catering Items - Two Rocks Incident - Fire Services	
		Reimbursement - Volunteer Checks - Fire Services	
		Reimbursement - Electric Cooker - Fire Services	
		UES (Int'L) Pty Ltd	$29.70
		Vehicle Spare Parts - Fleet	
		United Equipment Pty Ltd	$154.00
		Vehicle Spare Parts - Fleet	
		Vermeer (WA & NT)	$891.77
		Vehicle Spare Parts - Fleet	
		Vocus Communications	$247.50
		NBN Connection - YTRAC - 01 - 31-01-2020 - IT	
		WA Garage Doors Pty Ltd	$946.00
		Repair Doors - Clarkson VBFB - Building Maintenance	
		Repair Door - Yanchep SLSC - Building Maintenance	

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Supply/Install 2 X Remote Controls - Building Maintenance	
		WA Hino Sales & Service	$5,737.75
		Vehicle Services/Spare Parts - Fleet	
		WA Library Supplies	$368.00
		Office Chair - WLCC	
		WA Limestone Company	$2,856.51
		ESL - Spring Park - Construction	
		WA Rangers Association Incorporated	$371.35
		Epaulettes - Rangers	
		Wanneroo Agricultural Machinery	$1,381.35
		Vehicle Spare Parts - Fleet	
		Wanneroo Business Association Incorporated	$14,850.00
		Sponsorship Agreement - Instalment 2 - Economic Development	
		Wanneroo Central Bushfire Brigade	$8.90
		Reimbursement - Folders - Fire Services	
		Wanneroo Electric	$29,444.83
		Electrical Maintenance For The City	
		Wellstrategic	$1,677.50
		Google Virtual Tour - Home Exhibition - Cultural Services	
		West Coast Shade Pty Ltd	$1,735.80
		Shade Repair - Kingsbridge - Parks	
		Inspect Shade Sails - August 2019 - Parks	
		West Coast Turf	$53,245.50
		Turfing Works For The City	
		Western Resource Recovery Pty Ltd	$2,832.50
		Service Grease Trap - Civic Centre - Building Maintenance	
		Empty Washdown Bay - Fleet Workshop - Building Maintenance	
		West-Sure Group Pty Ltd	$287.32
		Cash Collection Service For The City	
		Wilson Security	$1,449.67
		Security Services - Community Safety	
		Winc Australia Pty Limited	$6,451.72
		Stationery Supplies For The City	
		Work Clobber	$782.78
		Staff Uniforms & PPE - Various Employees	
		Workpower Incorporated	$20,782.97
		Install Limestone Spalls - Yanchep Surf Club - Projects	
		Rubbish Removal, Watering, Weed Control & Reporting Requirements - Various Locations	
		Wrenoil	$16.50

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Admin & Compliance Fees - Waste	
		Yanchep Beach Joint Venture	$8,858.58
		YTRAC Internet Service - January 2020 - Place Management	
		Yanchep Hub - Rent, Outgoings, Rates & Taxes - Property	
		Zetta Group	$9,782.37
		MPLS Managed Service Fees - IT	
		Zipform Pty Ltd	$3,591.32
		Printing - Third Instalment Notices - Rates	
		Zoodata	$132.00
		Business Systems Services - Wcc-San To Wcc-Gis - IT	
00003735	25/01/2020		
		Acclaimed Catering	$23,886.50
		Catering - Staff Christmas Party 2019 - Events	
		ADH Golf and Utility Vehicles	$473.00
		Golf Carts Hire - Wanneroo Festival - Communications & Events	
		Azure Painting Pty Ltd	$5,170.00
		External Painting - Quinns Mindarie Surf Lifesaving Club - Building Maintenance	
		Cartridge World Wanneroo	$3,102.00
		Toner Cartridges - Community Safety	
		Critical Fire Protection & Training Pty Ltd	$3,688.72
		Equipment Services & Repairs - Various Locations - Building Maintenance	
		Emerge Environmental Services Pty Ltd	$1,271.88
		Foreshore Management Plan - Strategic Land Use Planning	
		LKS Constructions (WA) Pty Ltd	$66,983.06
		Payment Certificate 10 - Edgar Griffiths Sports Amenities Building - Projects	
		Tutaki Unit Trust	$2,676.00
		Marquee Hire - Staff Christmas Party 2019 - Communications & Events	
		Western Tree Recyclers	$10,631.32
		Removal Of Green Waste - Waste	
00003736	29/01/2020		
		Synergy	$6,709.21
		Power Supplies For The City	
00003737	29/01/2020		
		Alinta Gas	$56.00
		Gas Supplies For The City	

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Australian Manufacturing Workers Union	$83.40
		Payroll Deduction - Period Ending 24.01.2020	
		Australian Services Union	$691.30
		Payroll Deduction - Period Ending 24.01.2020	
		Australian Taxation Office	$592,349.00
		Payroll Deduction - Period Ending 24.01.2020	
		Aveling Homes Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
		BGC Residential Pty Ltd	$320.40
		Refund - Building Application - Duplicate	
		Blueprint Homes (WA) Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
		Celebration Homes Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
		Child Support Agency	$1,165.01
		Payroll Deduction - Period Ending 24.01.2020	
		City of Wanneroo - Payroll Rates	$6,429.00
		Payroll Deduction - Period Ending 24.01.2020	
		City of Wanneroo - Social Club	$760.00
		Payroll Deduction - Period Ending 24.01.2020	
		Dale Alcock Homes Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
		Fleet Network	$456.92
		Input Tax Credits - Salary Packaging - 21.01.2020 - Financial Accounting	
		Payroll Deduction - Period Ending 24.01.2020	
		Halpd Pty Ltd Trading As Affordable Living Homes	$6,000.00
		Refund - 6 Street & Verge Bonds	
		HBF Health Limited	$622.90
		Payroll Deduction - Period Ending 24.01.2020	
		Home Group WA Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
		Homebuyers Centre	$2,000.00
		Refund - Street & Verge Bond	
		Landgate	$5,871.08
		GRV Interim Values - Rates	
		LD & D Australia Pty Ltd	$93.40
		Milk Deliveries For The City	
		LGRCEU	$1,957.76
		Payroll Deduction - Period Ending	

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		24.01.2020	
		Maxxia Pty Ltd	$9,270.71
		Input Tax Credits - Salary Packaging - December 2019 - Financial Accounting	
		Payroll Deduction - Period Ending 24.01.2020	
		Mr Graham John Woodard	$243.55
		Keyholder Payment	
		Mr James Duff	$10.72
		Reimbursement - Maxxia Cease Payment	
		Ms Peggy Brown	$145.00
		Keyholder Payment	
		Ms Susan Potter	$2,025.00
		Reimbursement - Study Assistance - Business Decision Making	
		Paywise Pty Ltd	$2,003.58
		Input Tax Credits - Salary Packaging - December 2019 - Financial Accounting	
		Payroll Deduction - Period Ending 24.01.2020	
		Simsai Construction Group Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
		Smartsalary	$11,134.77
		Input Tax Credits - Salary Packaging - December 2019 - Financial Accounting	
		Payroll Deduction - Period Ending 24.01.2020	
		Ventura Home Group Pty Ltd	$2,000.00
		Refund - Street & Verge	
00003738	29/01/2020		
		Best Consultants Pty Ltd	$783.75
		Electrical Consultancy - Hainsworth Park Floodlights - Projects	
		Brian Zucal & Associates	$825.00
		Property Valuation - Kaiber Avenue Yanchep - Property	
		Chemistry Centre WA	$555.50
		Water Testing - Ridgewood Lake - Parks	
		CS Legal	$13,775.43
		Court Fees - Rating Services	
		Emerge Associates	$8,338.00
		Design And Cost Estimate - Splendid Park Cycling Facility - Facilities	
		Hydroquip Pumps	$5,107.30
		Remove Faulty Aerator - Fleming Park - Parks	
		Investigate Pump Pressure Issues -	

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Discovery Park - Parks	
		Aerator Repairs - Fleming Park - Parks	
		Inspect Wet Well - Discovery Park - Parks	
		Iconic Property Services Pty Ltd	$4,036.63
		Cleaning Services For The City	
		Imagesource Digital Solutions	$342.10
		Official Sign - Kingsway Aquatic Play Space - Projects	
		Integrity Industrial Pty Ltd	$8,762.40
		Casual Labour For The City	
		J Blackwood & Son Ltd	$393.69
		Stock - Stores Issue	
		Mindarie Regional Council	$1,113.28
		Refuse Disposal - Waste Animal/Verge/Illegal Dumping	
		Paperbark Technologies Pty Ltd	$2,446.25
		Arboricultural Report - Aquamotion - Design	
		Arboricultural Report - Connolly Drive - Projects	
		Prestige Alarms	$37.95
		Kingsway Sporting Grounds Sewerage Pump	
		Productive Plastics	$1,776.50
		Acrylic Barriers, Covers & Plastic Plugs - Cultural Services	
		Programmed Integrated Workforce	$10,091.80
		Casual Labour For The City	
		Randal	$121.88
		Financial Review - 29.07.2019 - 25.08.2019 - CEO's Office	
		Shire of Yilgarn	$13,382.24
		Long Service Leave Claim - N Warren - Payroll	
		Sonic Healthplus Pty Ltd	$831.60
		Medical Fees For The City	
		Triton Electrical Contractors Pty Ltd	$9,969.30
		Reticulation Electrical Works - Various Locations - Parks	
		Turf Care WA Pty Ltd	$27,920.91
		Application Of Bi-Agra - Various Locations - Parks	
		Twin Cities FM	$10,000.00
		Sponsorship Agreement - Communications And Brand	
		Two Rocks SES Unit	$7,495.67
		Local Government Grant Scheme - Interim Operating Grant From DFES - Community Safety	

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		WGAWA Pty Ltd	$5,445.00
		Jindalee Beach Kiosk Inspection - Assets	
00003739	29/01/2020		
		City of Wanneroo - Municipal Bank Account	
		Bank Fees & Credit Cards - December 2019 – Breakdown On Page 56	
00003740	30/01/2020		
		SCRD Holdings Pty Ltd	$14,892.90
		Secure Data Deletion - IT	
		Water Quality Solutions	$1,474.60
		Water Treatments - Bayport Park - Parks	
		Total Director Corporate Services Advance - EFTs	$13,795,532.37
NATIONAL AUSTRALIA BANK			
00003727	15/01/2020		
		National Australia Bank	
		Flexipurchase - August 2019	
		Assets	
		Benara Nurseries - Plants - Wanneroo Road Median	$199.44
		Chrystal Pty Ltd - Catering - David Greens Send Off	$140.00
		Coles - Gift Cards For David Greens Retirement Present	$1,500.00
		Geodetic Supply - Wooden Survey Stakes	$44.00
		Landsdale Plants - Plant Supplies	$792.00
		Lullfitz Nursery - 2 Trees	$8.00
		Mirco - Spray Concentrate - Memorial Park	$33.30
		New Repairs - Mobile Phone Cover	$20.00
		Plantrite - Plant Supplies	$485.76
		Sprayline Spraying Equipment - Wind Meter For Spray Unit	$735.80
		Supercheap Auto - UHF Radios & Batteries - Site Contact	$129.90
		Work Clobber - PPE Work Shoes	$108.90
		Asset Maintenance	
		Advanced Lock Key - Locking Services For The City	$37.50
		Amcap Distribution Centre - Vehicle Spare Parts	$306.99
		ARB Corporation - Vehicle Spare Parts	$17.00
		Arc Ltd - Annual Air Conditioner Installers Licence	$225.00

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Arci Welding Industries - Repair Mig Gun	$313.50
		Barnetts Architectural Hardware - Hardware Purchases	$1,276.17
		Bunnings - Hardware Purchases	$5,428.63
		Calidad Industries - Diffuser - Clear Prismatic	$38.00
		Cleanaway Operations Pty Ltd - Workshop Parts Cleaner & Turbo Wash	$762.86
		Cowley Sheet Metal Pty Ltd - Capping	$814.00
		CPP Pier Street - Parking Fees	$8.08
		CSR Gyprock - Ceiling Tiles	$90.20
		Eidis/Ceramabond - Non Slip Step Strips	$111.10
		Euro Car Parts Pty Ltd - Vehicle Spare Parts	$363.00
		Event And Conference Company - Registration - 2019 State NRM And Coastal Conference	$558.25
		Fielders - Galvanized Steel	$524.90
		Filter Discounters - Vehicle Spare Parts	$150.48
		Fred`s Lagoon Hardware - Hardware Purchase	$12.95
		Frontline Fire & Rescue - Vehicle Spare Parts	$563.20
		Ingogo Ltd - Vehicle Spare Parts	$82.79
		J H Fluid Transfer - Vehicle Spare Parts	$33.97
		Kenwick Auto Electrical - Vehicle Repairs	$374.00
		Kmart - 2400W Iron	$25.00
		Northern Lawnmowers - Stihl Helmet Kit	$102.40
		Nuford - Vehicle Service	$405.00
		Parker Black Forrest - Locking Services	$30.55
		Powerhouse Batteries - Vehicle Spare Parts	$286.82
		Repco - Vehicle Spare Parts	$39.99
		SCF - Sea Container	$4,394.50
		Starbella Nominees Pty Ltd - Graphics - Fire Truck	$99.00
		Super Cheap Auto - Vehicle Spare Parts	$83.96
		The Good Guys - Dyson Vacuum & Heater	$996.00
		The Hire Guys Wangara - Concrete Cutting Blades	$770.00
		Toolmart Australia Pty Ltd - Hammer Drill	$583.00
		UES International - Vehicle Spare Parts	$22.21
		Valspar Joondalup - Paint Supplies	$1,010.11
		WA Truck/Machinery - Vehicle Repairs	$1,495.08
		Wangara Trophies - Engraving -Trailer Vin Plate	$30.00
		Wesbar-Vanquip - Vehicle Spare Parts	$165.00
		Work Clobber - PPE	$691.16

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Business Manager Aquamotion & Kingsway	
		Bunnings - Hardware Purchases	$165.86
		Coles - Batteries, Swim Nappies, Gloves	$92.33
		Kmart - Alert Switch For Reception	$10.00
		Medical Equipment - First Aid Equipment	$40.15
		Metafit Canada - Metafit Training	$329.00
		Officeworks - Appraisal Sales Supplies, Laminate Poster, Printing	$158.28
		Priceline Pharmacy Wanneroo - Asthma Puffers	$26.97
		PLE Computers Pty Ltd - Dual Monitor Arm	$79.00
		Ray & Janets Books - Creche Activities	$10.00
		Subway Restaurant - Sales Training Catering	$143.00
		Wymedical Pty Ltd - Disposable Spacers	$105.00
		Community Development	
		Coles - Catering Items	$532.33
		CPP Council House - Parking Fees	$40.38
		EB Games - Games - Youth Services	$60.00
		Flower Shed - Flowers - Community Development Stakeholder	$50.00
		Kmart - Activity Materials - Youth Services	$253.50
		Australian Association For Infant Mental Health - Membership Renewal	$110.00
		Ruok Limited - Materials - R U Ok Day	$198.09
		Woolworths - Catering Items - Youth	$8.15
		Community Safety & Emergency Management	
		City Of Perth Parking - Parking Fees	$28.77
		Subway Clarkson - Catering - Training Course - Incident Reporting Systems & Sector Commander	$232.00
		Subway Yanchep - Catering - Procedures Workshop	$83.85
		Council & Corporate Support	
		Coles - Catering Items - In House Requests	$1,866.58
		D&A Food Pty Ltd - Catering Items - In House Requests	$230.00
		Flower Scentral - Flowers - Pioneers Lunch	$450.00
		Liquorland - Beverages - DFES Function	$17.00
		Subway Wanneroo - Catering Items - In House Requests	$137.60

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Wanneroo Fresh - Catering Items - In House Requests	$501.44
		Yalumba Wines - Riedel Water Glasses - Elected Members Bar Area	$317.04
		Cultural Development	
		Alkimos News And Gifts - Program Materials	$13.95
		All Suburbs Garden - Firewood - Buckingham House	$240.00
		Australia Icomos - Book Purchase	$78.80
		Bakers Delight Wanneroo - Catering - Strategic Planning Session - 20 People	$14.00
		Boffins Bookshop Pty Ltd - Book Purchase	$67.30
		Bookdepository.Com - Book Purchase	$39.64
		Booktopia Pty Ltd - Book Club Kit	$193.75
		Bunnings - Hardware Purchase	$265.62
		Coles - Catering Items - Buckingham House & Programs	$755.60
		State Library - Parking Fees	$40.38
		D&A Food Pty Ltd - Catering - Programs	$211.70
		Dymocks Ellenbrook - Program Materials	$65.67
		Educational Art Supplies - Materials - Early Childhood Craft Sessions	$391.60
		Finch Coffee Company - Catering - Events	$72.00
		Fishpond Limited - Book Purchase	$61.29
		Gone Bazaar - Display Materials - Children's Book Week	$88.35
		Historynet - Magazine Subscription - Military History	$57.08
		Ikea Pty Ltd - Storage Cupboard - Alkimos	$489.00
		JB Lakeside Joondalup - Be Connected - Purchase Of Devices	$4,618.00
		JBHIFI.Com.Au - Book Purchase	$277.77
		Kmart - Program Materials	$106.00
		Koori Mail - Subscription	$200.00
		Leamac Picture Framing - Supply And Fitting Of Hangers To Artwork	$33.00
		Magshop Online - Refund For Incorrect Title	-$79.99
		Mary Murphy - Catering For Event	$9.00
		Mister Minit Wanneroo - Antique Key Cut - Cockman House	$10.00
		Muffin Break Wanneroo - Morning Tea - All Day Strategic Planning Session	$9.00
		News Limited - Australian Newspaper Subscription	$64.00
		Officeworks - Laminator, Paper For Posters & Printing Artwork	$2,070.93

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Phonics Australia - Book Purchase	$1,215.00
		Planning Institute Of Australia (WA) - 2019 Award Nomination Fee - Yanchep Lagoon Masterplan Project	$506.00
		Red Dot Stores - Equipment For All Washed Up	$18.00
		Slimline Warehouse - PC Identification Numbers - Clarkson And Yanchep Library	$56.06
		Spotify - Monthly Plan	$11.99
		Spotlight - Materials - Stem Program	$44.75
		Town Team Conference 2 - Conference Registration - 4 Attendees	$1,013.94
		Transperth Ticket - Train Travel To/From Meeting	$13.80
		Trybooking Public Library - Creating Collections Course & PLWA Content Masterclass Registration	$727.00
		Two Rocks IGA - Purchase - Water Refills	$59.75
		UWA Office Of Development - WA Migration & Mobility's Update Conference - 2 Attendees	$150.00
		WA Local Government - Training Course: Building Positive Partnerships With Aboriginal Communities - 1 Attendee	$99.00
		WA Local Government - Economic Development Australia Breakfast - Strategic Approaches To Place-Based Economic Development - 1 Attendee	$120.00
		Wanewsdti - West Australian + Sunday Times Subscription	$325.20
		Wanneroo Library And Cultural Centre - Book Purchases	$325.80
		Customer & Information Services	
		Google Cloud - Monthly Fee - August	$75.02
		J2 EFAX Plus Services - Annual Subscription Fee	$198.00
		Paypal - Computer Equipment	$315.86
		Rastogi Holdings Pty Ltd - Thermal Receipt Printer	$597.00
		Marketing, Communications and Events	
		ASIC - Company Information	$18.00
		Campaignmonitor.Co - Enewsletter	$719.27
		Community Newspaper - Wanneroolink Online	$4,400.00
		Facebook - Advertising	$961.82
		Freshworks Incorporated - Commjobs Ticketing System	$398.92
		Imagazine Ag - Facebook Advertising	$37.28

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Kmart - Chargers For Ipads	$30.00
		Officeworks Online Bentleigh - Hard Drive & SD Card	$94.00
		Imagesource Digital - 20 Years As A City Print	$104.50
		People & Culture	
		SAI Global Limited - OH&S Standard AS/NZS ISO 45001	$196.11
		Adina Apartment Hotel - Accommodation - Sydney - Manager P & C Conference Attendance	$599.31
		Property Services	
		ASIC - Company Information	$26.00
		Trybooking The Pidding - Training - Law Masterclass	$70.50
		Wilson Parking - Parking Fees	$16.20
		Traffic & Transport Services	
		Bunnings - Hardware Purchases	$429.55
		Total Purchasing Cards Transactions	$58,232.84
		Total EFT's And Purchasing Cards	$13,853,765.21
CANCELLED CHEQUES FROM PREVIOUS PERIOD			
118692	17.12.2019	Cristian Moraru	-$2,000.00
118591	10.12.2019	Adele Longworth	-$100.00
114277	04.09.2018	S Dewey	-$100.00
114328	11.09.2018	Patricia Roux	-$10.00
114337	11.09.2018	Department of Communities	-$945.98
114375	18.09.2018	Carly Marie Project Heal	-$40.00
114381	18.09.2018	Gwendoline Hogg	-$20.80
114387	18.09.2018	Maddison Hill	-$100.00
114447	25.09.2018	Lee Jessamine	-$100.00
118631	17.12.2019	Steven Ryder	-$360.00
118708	18.12.2019	Achieveability Pty Ltd	-$14,300.00
118714	18.12.2019	Economic Development Australia	-$2,200.00
118486	26.11.2019	Shraddha Patel	-$332.50
		Total	**-$20,609.28**
TOWN PLANNING SCHEME			
		Cell 1	
		Strategic DCP Consulting	$114.55
		McGees - Valuation Services	$1,750.00
		Brian Zucal - Revaluation	$1,550.00

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		TPS Audit Fees - Reverse Recoup	-$2,222.22
		Cell 2	
		Strategic DCP Consulting	$114.55
		TPS Audit Fees - Reverse Recoup	-$2,222.22
		Cell 3	
		Strategic DCP Consulting	$114.55
		TPS Audit Fees - Reverse Recoup	-$2,222.22
		Cell 4	
		Hopgood Ganim - Legal Fees	$7,992.50
		Strategic DCP Consulting	$114.55
		TPS Audit Fees - Reverse Recoup	-$2,222.22
		Cell 5	
		McLeods - Legal Fees	$16,186.22
		Strategic DCP Consulting	$114.55
		TPS Audit Fees - Reverse Recoup	-$2,222.22
		Cell 6	
		Strategic DCP Consulting	$114.55
		TPS Audit Fees - Reverse Recoup	-$2,222.22
		Cell 7	
		Strategic DCP Consulting	$114.56
		TPS Audit Fees - Reverse Recoup	-$2,222.22
		Cell 8	
		McLeods - Legal Fees	$33,617.28
		Strategic DCP Consulting	$114.55
		TPS Audit Fees - Reverse Recoup	-$2,222.22
		Cell 9	
		Strategic DCP Consulting	$114.55
		TPS Audit Fees - Reverse Recoup	-$2,222.24
		Total	**$42,126.96**
MANUAL JOURNAL			
10784/2020	31.01.2020	Returned Creditor Payment 31.01.2020	$2.50
10789/2020	10.01.2020	Lodgement Fee 09.01.2020 Registering 31 Unpaid Infringements	$2,170.00
		TOTAL	**$2,172.50**

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
GENERAL FUND BANK ACCOUNT			
		Payroll Payments - January 2020	
		14.01.2020	$16,796.79
		14.01.2020	$18,058.24
		14.01.2020	$1,747,918.90
		28.01.2020	$22,381.62
		28.01.2020	$26,753.25
		28.01.2020	$1,764,903.84
		TOTAL	**$3,596,812.64**
00003739	29/01/2020		
		City of Wanneroo - Municipal Bank Account	
		Bank Fees December 2019	
		GLF Trans Fee	$100.00
		CBA Merchant Fee	$31,878.82
		Bpay Fee Debtors	$63.36
		Bpay Fee Rates	$25,517.71
		Bpoint Debtors	$3.02
		Bpoint Rates	$1,014.46
		Payroll Return Fees	$5.00
		Commbiz Fee	$802.67
		Account Service Fee	$635.90
		Total	**60,020.94**
		Credit Cards December 2019	
		D Simms	
		Parking Fees	$37.78
		City of Whittlesea - Registration – National Growth Areas Alliance (NGAA Congress) The Vines WA - 10 - 12.11.2019	$1,785.00
		World Executive Education Pty Ltd - Accommodation – World Business Forum (WOBI) Sydney 26 - 30.05.2020	$779.92
		Grand Bar & Bistro - Business Hospitality – Audit Debrief Meeting	$20.00
		Novotel Hotels & Resorts - Accommodation – NGAA Congress 11.11.2019	$350.00
		Novotel Vines Resort - Business Hospitality - NGAA Congress 11 - 12.11.2019	$34.00
		Qantas - Air Fares – Local Government Chief Officers Group Meeting Hobart TAS – 8 - 15.02.2020	$729.50
		Qantas - Air Fares – WOBI Forum Sydney NSW – 26 - 30.05.2020	$536.51

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		N Jennings	
		Parking Fees	$3.13
		Planning Institute of Australia - Registration Fee - PIA WA Awards for Planning Excellence 2019	$225.00
		Local Government Professionals Australia WA - Registration Fee - Annual State Conference 2019	$840.00
		Dome Café - Meeting - K Neill - The Futures Group	$35.90
		Australasian Reporting Awards - Registration Fee - 2020 Awards General Entry Fee & Work Health & Safety Reporting	$815.00
		M Yildiz	
		ASIC -Title search	$9.00
		Wanneroo Australia Post - Registered Post Envelopes	$36.40
		Parking Fees	$214.95
		The Law Society - Member Registration - The Law Society Seminar 17.10.2019	$350.00
		Agoda Joondalup Resort - Accommodation 05.11.2019 (Gary Martin) - Briefing Session	$162.00
		Joondalup Court House - Court Hearing Transcript	$181.00
		Hotels.com.Joondalup Resort - Accommodation 05.11.2019 (Gary Martin) - Attend Ordinary Council	$153.00
		Knowledge Leader USA - Annual Membership Subscription	$811.21
		Governance Institute Australia - Annual Membership	$655.00
		H Singh	
		NIB - Travel Insurance - Conference - Hahndorf SA	$12.00
		Qantas - Airfares - National Roads Congress Hahndorf SA	$741.60
		Expedia.com.au - Accommodation - National Roads Congress In Hahndorf SA	$569.98
		City of Whittlesea - Registration - NGAA National Congress	$264.50
		Institute Of Public Administration Australia - Registration - What Every New And Experienced Manager Needs To Know	$660.00
		Qantas - Air Fares - World Business Forum Sydney	$536.51
		Old Mill Hotel - Refreshments - National Roads Congress In Hahndorf SA	$24.90

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Mustard Seed - Refreshments - National Roads Congress In Hahndorf SA	$34.90
		Old Mill Hotel - Refreshments - National Roads Congress In Hahndorf SA	$28.50
		Delaware North Retail Services - Refreshments - National Roads Congress In Hahndorf SA	$47.90
		Live Taxi - Transfers - National Roads Congress In Hahndorf SA	$62.27
		BP Hilton - Fuel For Rental Vehicle - National Roads Congress In Hahndorf SA	$45.79
		Budget Car Rental - Attending National Roads Congress In Hahndorf SA	$354.61
		Australian Local Government Association - Registration - National Roads Congress	$990.00
		ASIC - Company Search	$9.00
		M Dickson	
		Parking Fees	$35.52
		The Botanical Café - Hospitality - Meeting	$10.00
		Urban Development Institute Of Australia - Registration - National Congress 17 – 19.03.2020	$2,359.88
		Kmart - 2 Pedestal Fans For Two Rocks Library	$30.00
		Coles - Water And Ice For Two Rocks Library	$42.00
		R Wright	
		Kmart - Fire Extinguisher - Swearing In Ceremony - Smoking Ceremony	$28.00
		Mailchimp - Subscription For The Wanneroo Wrap	$14.66
		Parking Fees	$17.67
		D Terelinck	
		The Ville - Accommodation - The International Cities Conference Townsville Oct 2019	$1,359.43
		Café Elixir - Meeting - Northern Beaches Cycling Club	$25.10
		Parking Fees	$28.77
		Total	**$17,097.79**
		Total Bank Fees And Credit Cards	**$77,118.73**
		Recoup to Director Corporate Services Advance A/C	**$15,755,762.58**

WARRANT OF PAYMENTS JANUARY 2020			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Direct Payments Total (Includes Payroll, Advance Recoup, Credit Cards And Bank Fees)	**$19,429,693.95**

** Administrative Amendment*

Attachments: Nil

Council & Corporate Support

3.15 Donations to be Considered by Council - March 2020

File Ref: 2856V011 – 20/45784
Responsible Officer: Director Corporate Strategy & Performance
Disclosure of Interest: Nil
Attachments: 2

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.

Detail

During this period, the City has received one sponsorship request and one community donation/waiver of fees and charges request, which are summarised as follows. Copies of the applications are attached.

Comment

Sponsorship Donations

Applicant 1 – West Coast Fury Cheer & Dance Pty Ltd	
Name of Individual/s	Piper Wells, Lily Webb, Amy Beavan and Harper Lasscock
Reside in City of Wanneroo 18years of age or under	Yes
Event Details	The Summit Florida, USA 1 – 3 May 2020.
Commitment to providing a written report regarding the event	Yes
Commitment to acknowledgement of the City of Wanneroo	Yes
Eligibility Level	International
Comments	As per the policy $500.00 per individual (capped at $1,500.00 per team)
Recommendation	**APPROVE a request for sponsorship in the sum of $1,500.00 to West Coast Fury Cheer & Dance Pty Ltd for the participation of Piper Wells, Lily Webb, Amy Beavan and Harper Lasscock at The Summit to be held in Florida, USA from 1 – 3 May 2020.**

Applicant 1 – West Coast Fury Cheer & Dance Pty Ltd	
Reason	**This recommendation is in accordance with Council's Policy**

Community Group Donations

Applicant 2 – True North Church	
Request amount	$1,396.50 - *please note: this figure is based on the hire fees confirmed by Administration.*
Description of request	Request for 100% waiver of fees for bin hire and hire of Splendid Park, Yanchep for the Carols in the Park event held on 8 December 2019.
Criteria	**Evaluation**
Potential for income generation	Nil
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	*1.1 Healthy and active people* *1.1.1 Create opportunities that encourage community wellbeing and active and healthy lifestyles.*
Alternative funding sources available or accessed by the organisation	$17,950.00
Contribution to the event or activity made by the applicant or organisation	$6,952.10
Previous funding assistance provided to the organisation by the City	$3,000.00 – MN01-07/13 - Somerly Carols by Candlelight 2014 $3,000.00 – MN01-07/13 – Community Funding Round 2015 - Somerly Carols by Candlelight 2015. $3,000.00 – MN01-07/13 - Somerly Carols by Candlelight 2016 $3,000.00 – MN01-07/13 - Somerly Carols on the Green 2017 $3,000.00 – MN01-07/13 - Somerly Carols on the Green 2018 $3,000.00 – CP05-05/19 – Community Funding Program March 2019 Round – Carols on the Green 14 & 15 December 2019.
Commitment to acknowledge the City of Wanneroo	Yes

Applicant 2 – True North Church	
Comments	Clause 2.4 of the Policy states that Council **will not** consider funding applications for…: *2.4 More than one application per financial year, including funding through the Community Funding Donation round;* The applicant received funding through the March 2019 Community Funding round for their Carols event held in Merriwa in December 2019 (CP05-05/19 listed above). As this was completed through the March 2019 funding round, these funds were then debited from the 2018/19 financial year. The group did not then apply for Community Funding in the November 2019 funding round for the Yanchep event, and therefore have not yet received financial support from the City during the 2019/20 financial year for that event, or any other event. However the group does intend to apply for Community Funding again in the March 2020 funding round. In consideration of clause 2.4 detailed above, the Administration notes that the Yanchep carols was an inaugural event for 2019, and that the timing for Community Funding round(s) may not have aligned with planning for financial assistance. However, as this event will continue in future years, any applications for financial assistance should now form part of the Community Funding application(s). Subject to the group ensuring that future applications are submitted through that process, the Administration considers that this request for waiver of fees for the inaugural Yanchep carols event can be supported in accordance with policy. Clause 4.3 of the Policy states that: *"Only 50% of the amount charged for a waiver of fees will be considered with the exception of State or Federal functions and visits by Parliamentarians held within the City".* Therefore, in accordance with Policy, it is recommended to approve the maximum amount outlined within the Policy (the difference being $698.25 less than requested).
Recommendation	**APPROVE a donation in the sum of $698.25 for a 50% waiver of fees for the hire of 15 bins ($318.35) and facility hire at Splendid Park, Yanchep ($379.90) for the True North Church, 'Inaugural' Carols in the Park held on 8 December 2019, noting that any future requests for financial assistance are to be submitted for Community Funding consideration.**

Applicant 2 – True North Church	
Reason	**This recommendation is in accordance with Council's Policy**

Statutory Compliance

Nil

Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2017 – 2027:

"1 Society

1.1 Healthy and Active People

1.1.1 Create opportunities that encourage community wellbeing and active and healthy lifestyles"

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 2019/20	**$120 000.00**
Amount expended to date (21 February 2020)	$97,735.64
Balance	$22,264.36
Total of requests for this round: **Total this Round (recommended)**	$2,896.50 $2,198.25
BALANCE	$20,066.11

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. **APPROVES a request for sponsorship in the sum of $1,500.00 to West Coast Fury Cheer & Dance Pty Ltd for the participation of Piper Wells, Lily Webb, Amy Beavan and Harper Lasscock at The Summit to be held in Florida, USA from 1 – 3 May 2020; and**

2. **APPROVES a donation in the sum of $698.25 for a 50% waiver of fees for the hire of 15 bins ($318.35) and facility hire at Splendid Park, Yanchep ($379.90) for the True North Church, 'Inaugural' Carols in the Park held on 8 December 2019, noting that any future requests for financial assistance are to be submitted for Community Funding consideration.**

Attachments:

1⇩.	*Attachment 1 - Sponsorship Request - West Coast Fury Cheer & Dance Pty Ltd*	*20/50195*
2⇩.	*Attachment 2 - Waiver of Fee Request - True North Church*	*20/38316*

CITY OF WANNEROO SPONSORSHIP REQUEST FORM

Supporting Group on Behalf of Individuals
This form must be completed by the supporting group to ensure that all participants in the event are captured on the form.

GROUP DETAILS

Name of Supporting Group *(Cheques will be made out to this name, please ensure an account is available)*	Fury Fundraising Group
Contact Person *(all mail will be addressed to this person)*	
Postal Address	
Phone No:	**Mo:**
Email Address:	
ABN No:	536 031 673 08

EVENT DETAILS

Title of Event:	The Summit
Location and Venue:	Florida, ESPN Wide World of Sports
Date of the Event*:	May 1-3 2020 **State** ☐ **National** ☐ **International** ☒

**Applications received after the start of the event will not be eligible for sponsorship*

DETAILS OF INDIVIDUALS ATTENDING EVENT

Name	Residential Address	Date of Birth	M/F
Piper Wells			F
Lily Webb			F
Amy Beavan			F
Harper Loscock			F

(Attach separate sheet if more names to be included)

SELECTION DETAILS

Who made the selection? *(Selection letter/s must be attached for each individual)*	West Coast Fury Cheerleading	
Will any payment be received by the individual/s for participating?	**Yes** ☐ **No** ☒	**What is the cost to each individual to participate in this event?** 5,000

ACKNOWLEDGEMENT OF CITY OF WANNEROO SUPPORT

If successful, how are you prepared to acknowledge the City's support? *(eg. Display promotional items; provide brief report and photos)*	We will write a report, provide photos of the event, and happily invite a city councillor to a training session at our gym.

DECLARATION

I, ... (print name) on behalf of Fury Fundraising Group (supporting organisation) certify that this request for support includes the details of all individuals 18 years or under who are participating in the stated event and reside within the City of Wanneroo.

Signed: ..... Date: 27/1/2020 Position: committee member

11/115124

CITY OF WANNEROO DONATION REQUEST FORM

GROUP DETAILS

Name of Organisation or Group: *(Cheques will be made out to this name, please ensure an account is available)*	True North Church	
Contact Person *(all mail will be addressed to this person)*		
Postal Address:		
Phone No:		
Incorporated? Yes ☑ No ☐	**Year of Incorporation:** 1987	**ABN:** 69136339351 (If not, please complete attached Statement by Supplier.)
Is your organisation registered for GST? Yes ☑ No ☐	**Basis of operation:** ☐ Commercial ☑ Not For Profit ☐ Registered Charity	

ABOUT YOUR ORGANISATION

Describe the role of your organisation:	Church / community Group
Where do you operate from and in what area? (eg. Suburbs)	Mullaloo + Merriwa
Membership:	**No. of members:** 1700 **How many are residents of the City of Wanneroo?** 850

ABOUT THE PROJECT OR EVENT

Name of Project or Event:	CAROLS IN THE PARK		
Date and Time:	8/12 6:30pm	**Location and Venue:**	Splendid Park YANCHEP
Who can attend?	Anyone		
Purpose of project or event:	community CAROLS Providing ~~space~~ a place for community to gather + celebrate Christmas		
If in the City of Wanneroo, has an Event Approval Form been submitted? *(Event Approval Forms are available by contacting the City of Wanneroo on 9405 5000)*	☑ Yes ☐ No	**Is there an entry fee** ☐ Yes ☑ No	**If yes, how much is the fee?** .....
What will the donation be used for specifically?:	waive of fees to help event financially	**Will income be generated as a result of event or project?** ☐ Yes ☑ No	**If yes, how will this be used?**
How will your organisation acknowledge City of Wanneroo support?	Mayor will do a welcome	**Is the event:**	☑ One-off Event ☐ Regular Event

PROJECT OR EVENT BUDGET SUMMARY

Total Cost of Project/Event:	$ 49,902.10 Including in kind
Amount contributed by your organisation:	$ 6,952.10
In kind contribution, (e.g. volunteer time):	$ 25,000
Amount from other sources, (e.g. other funding, sponsorship):	$ 17,950
Amount Requested from City of Wanneroo:	$ 1389.80 - Fee waiver

11/115106

Chief Executive Office

Governance & Legal

3.16 Compliance Audit Return 2019

File Ref: 2887V02 – 20/29099
Responsible Officer: Executive Manager Governance and Legal
Disclosure of Interest: Nil
Attachments: 1

Issue

To consider the City of Wanneroo's (**City**) Audit and Risk Committee's recommendation to adopt the City's Compliance Audit Return (**CAR**) for the period 1 January 2019 to 31 December 2019.

Background

Local government authorities are required to carry out an annual compliance audit against specific requirements of the *Local Government Act 1995* and relevant regulations that are set out in the CAR which must then be submitted (including a certified version) to the Department of Local Government, Sport and Cultural Industries (the **Department**) by 31 March 2020.

The Audit and Risk Committee reviewed the completed CAR (**Attachment 1**) and the Internal Audit Report provided by the City's Audit and Assurance Officer to support management responses on 18 February 2020. The Audit and Risk Committee recommends Council adopt the CAR for submission to the Department.

Detail

Compliance Audit Return

The Department released the CAR on its Smart Hub which is a secure and centralised portal for all Western Australian local governments to connect to, and interact with the Department, on 2 January 2020.

Relevant sections of the CAR were allocated to Administration for completion using the City's compliance software with responses provided for review.

Internal Audit

An internal audit **(Audit)** of the CAR was undertaken which included limited risk-based sample testing of 32 requirements from the 11 categories presented in the CAR. The objective of the Audit was to consider the adequacy and effectiveness of key controls within the City to meet its compliance obligations.

Consultation

CAR questions were assigned to relevant administrative service units with approval and sign-off by the Director responsible for the function prior to being amalgamated into the final CAR.

Consultation with relevant stakeholders to review the processes supporting the CAR responses and any management concerns were discussed and documented.

The Audit and Risk Committee reviewed the CAR and the Audit report, and recommends Council adopt the CAR for submission to the Department. As part of the internal audit process, two performance improvement opportunities were identified and are detailed below.

Comment

Council should note that there were two incidents of non-compliance identified in the CAR.

a) information relating to Primary and Annual Returns was not removed from the publically available register as soon as practicable after the person ceased to be a relevant person; and

b) a report to the Minister under s7.12A(4)(b) of the Act was not published to the City's website within the correct timeframe. Further detailed information in mitigation of this non-compliance is provided below.

Non Compliance

Section 7.12A(5) of the Local Government Act 1995 (the **Act**) requires that within 14 days after the local government gave a report to the Minister under s7.12A(4)(b), a copy of the report is to be published on the local government's official website. The letter to the Local Government Minister was submitted on the 11 December 2019 and was published to the City's website on the 21 January 2020 which was outside of the 14 day prescribed period. The Audit Report includes a recommendation to update applicable procedures to ensure that this time frame is captured and this has been noted accordingly.

Notwithstanding the non-compliance, the report to the Special Council Meeting on 3 December 2019 fully disclosed the matters identified as significant and Council resolved to provide the report to the Minister and for the report to be published on the City's website within 14 days. Therefore, the City has disclosed and been transparent, in a public forum (and publicly available report and minutes) in respect of the matters identified as significant, which go beyond the legislative requirement.

Performance Improvement Opportunities

Two Performance Improvement Opportunities (**PIO**) were identified through the internal audit and are set out as follows:-

a) Section 5.88(3) of the Act requires that when a person ceases to be a relevant person, their Primary and Annual Returns are to be removed, as soon as is practical, from the publically available register. Whilst all returns were removed from the relevant register at the time that the CAR questions were circulated for response, the time frame could not be considered "as soon as is practical". The recommendation is to capture a specific timeframe within the service units operating procedure to ensure that returns are removed in a timely manner.

b) Section 1.7(1)(c) the Act requires that where local public notice of a matter is required to be given, a notice of the matter is to be exhibited to the public on a notice board at every local government library in the district. Whilst public notices were posted at the City's larger libraries, this did not include the small library at Two Rocks. The recommendation is to capture an appropriate definition of "public notice" within the relevant service units operating procedures to ensure that notices are sent to all City libraries.

Statutory Compliance

The compliance programs of a local government are a strong indication of attitude towards meeting legislative requirements. A function of the Audit and Risk Committee in regard to

monitoring compliance programs typically includes monitoring compliance with legislation and regulations, reviewing the CAR and reporting to Council the results of that review.

Local Government (Audit) Regulations 1996 refer:-

> *"14. Compliance audits by local governments*
>
> *(1) A local government is to carry out a compliance audit for the period 1 January to 31 December each year.*
>
> *(2) After carrying out compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.*
>
> *(3A) The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.*
>
> *(3) After the audit committee has reported to the council under sub-regulation (3A), the compliance audit return is to be –*
>
> *(a) presented to the council at a meeting of the council; and*
>
> *(b) adopted by the council; and*
>
> (c) *recorded in the minutes of the meeting at which it was adopted."*

A version of the CAR must be certified by the Chief Executive Officer and the Mayor in accordance with the requirements of Regulation 15 of the *Local Government (Audit) Regulations 1996* which states:

> *"15. Certified copy of compliance audit return and other documents to be given to Departmental CEO*
>
> *(1) After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with —*
>
> *(a) a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and*
>
> *(b) any additional information explaining or qualifying the compliance audit,*
>
> *is to be submitted to the Departmental CEO by 31 March next following the period to which the return relates.*
>
> *(2) In this regulation —*
>
> ***certified** in relation to a compliance audit return means signed by —*
>
> *(a) the mayor or president; and*
>
> *(c) the CEO.*

Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2017 – 2027:

> *"4 Civic Leadership*

4.2 Good Governance

4.2.1 Provide transparent and accountable governance and leadership"

Risk Management Considerations

Risk Title	**Risk Rating**
CO-C01 Compliance Framework	Moderate
Accountability	**Action Planning Option**
Executive Manager Governance and Legal	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.

The City places a high priority on the importance of maintaining good governance and under the Civic Leadership objective of the existing Strategic Community Plan, council should consider the following risk appetite statement:

> Good Governance – the City accepts low or As Low As Reasonably Practicable (**ALARP**) of compliance and governance risk.

Policy Implications

Nil

Financial Implications

Nil

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. **ACCEPTS the recommendation of the Audit and Risk Committee and ADOPTS the Local Government Compliance Audit Return for the period 1 January 2019 to 31 December 2019 as set out at Attachment 1;**

2. **NOTES that the Chief Executive Officer and the Mayor will certify the Local Government Compliance Audit Return for the period 1 January 2019 to 31 December 2019; and**

3. **NOTES that the Local Government Compliance Audit Return for the period 1 January 2019 to 31 December 2019 will be submitted to the Department of Local Government, Sport and Cultural Industries by 31 March 2020.**

Attachments:

1⇩. 2019 Compliance Audit Return 20/44892 Minuted

Department of
Local Government, Sport
and Cultural Industries
GOVERNMENT OF
WESTERN AUSTRALIA

Wanneroo - Compliance Audit Return 2019

Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of section of relevant minutes.

Commercial Enterprises by Local Governments

No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2019?	Yes		Daniel Simms
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2019?	N/A	No major land transactions took place in 2019.	Daniel Simms
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2019?	N/A	No major land transactions took place in 2019.	Daniel Simms
4	s3.59(4)	Has the local government complied with public notice and publishing requirements of each proposal to commence a major trading undertaking or enter into a major land transaction for 2019?	Yes		Daniel Simms
5	s3.59(5)	Did the Council, during 2019, resolve to proceed with each major land transaction or trading undertaking by absolute majority?	Yes		Daniel Simms

Department of
Local Government, Sport and Cultural Industries
GOVERNMENT OF WESTERN AUSTRALIA

Delegation of Power / Duty

No	Reference	Question	Response	Comments	Respondent
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority?	N/A	There are no delegations to committees.	Daniel Simms
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing?	N/A	There are no delegations to committees.	Daniel Simms
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17?	N/A	There are no delegations to committees.	Daniel Simms
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations?	N/A	There are no delegations to committees.	Daniel Simms
5	s5.18	Has Council reviewed delegations to its committees in the 2018/2019 financial year?	N/A	There are no delegations to committees.	Daniel Simms
6	s5.42(1),5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act?	Yes		Daniel Simms
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority?	Yes		Daniel Simms
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing?	Yes		Daniel Simms
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes		Daniel Simms
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority?	Yes		Daniel Simms
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees?	Yes		Daniel Simms
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2018/2019 financial year?	Yes		Daniel Simms
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required?	Yes		Daniel Simms

Disclosure of Interest

No	Reference	Question	Response	Comments	Respondent
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68)?	Yes		Daniel Simms
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings?	Yes		Daniel Simms

Department of
Local Government, Sport and Cultural Industries
GOVERNMENT OF WESTERN AUSTRALIA

No	Reference	Question	Response	Comments	Respondent
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made?	Yes		Daniel Simms
4	s5.73	Where the CEO had an interest relating to a gift under section 5.71A(1), was written notice given to the Council?	N/A	The CEO did not have an interest relating to a gift.	Daniel Simms
5	s5.73	Where the CEO had an interest relating to a gift in a matter in respect of a report another employee is providing advice on under section 5.71A (3), was the nature of interest disclosed when the advice or report was provided?	N/A	The CEO did not have an interest relating to a gift.	Daniel Simms
6	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day?	N/A	Three months from the start date for newly elected members did not expire until January 2020.	Daniel Simms
7	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day?	Yes		Daniel Simms
8	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2019?	Yes		Daniel Simms
9	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2019?	Yes		Daniel Simms
10	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return?	Yes		Daniel Simms
11	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76?	Yes		Daniel Simms
12	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28?	Yes		Daniel Simms
13	s5.89A Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under section 5.71A, in the form prescribed in Administration Regulation 28A?	Yes		Daniel Simms
14	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76?	No	All relevant returns have now been removed from the register.	Daniel Simms
15	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee?	Yes		Daniel Simms

Department of
Local Government, Sport and Cultural Industries
GOVERNMENT OF WESTERN AUSTRALIA

No	Reference	Question	Response	Comments	Respondent
16	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes?	Yes		Daniel Simms
17	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report?	Yes		Daniel Simms
18	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee?	Yes		Daniel Simms
19	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees?	Yes		Daniel Simms

Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5))?	Yes		Daniel Simms
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	Yes		Daniel Simms

Elections

No	Reference	Question	Response	Comments	Respondent
1	Elect Reg 30G (1) (2)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates?	Yes		Daniel Simms
2	Elect Reg 30G(3) & (4)	Did the CEO remove any 'disclosure of gifts' forms relating to an unsuccessful candidate or a successful candidate that completed the term of office from the electoral gift register, and retain those forms separately for a period of at least 2 years?	Yes		Daniel Simms

Department of
Local Government, Sport and Cultural Industries
GOVERNMENT OF WESTERN AUSTRALIA

Finance

No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act?	Yes		Daniel Simms
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority?	N/A	The Audit and Risk Committee has no delegated authority, duties or powers.	Daniel Simms
3	s7.3(1)	Was the person(s) appointed by the local government under s7.3(1) to be its auditor, a registered company auditor?	Yes		Daniel Simms
4	s7.3(1), 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council?	Yes		Daniel Simms
5	Audit Reg 10	Was the Auditor's report(s) for the financial year(s) ended 30 June received by the local government within 30 days of completion of the audit?	Yes		Daniel Simms
6	s7.9(1)	Was the Auditor's report for the financial year ended 30 June 2019 received by the local government by 31 December 2019?	Yes		Daniel Simms
7	S7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken, did the local government, ensure that appropriate action was undertaken in respect of those matters?	Yes		Daniel Simms
8	S7.12A (4)	Where the auditor identified matters as significant in the auditor's report (prepared under s7.9(1) of the Act), did the local government prepare a report stating what action had been taken or it intended to take with respect to each of the matters and give a copy to the Minister within 3 months after receipt of the audit report?	Yes		Daniel Simms

Department of
Local Government, Sport and Cultural Industries
GOVERNMENT OF WESTERN AUSTRALIA

No	Reference	Question	Response	Comments	Respondent
9	S7.12A (5)	Within 14 days after the local government gave a report to the Minister under s7.12A(4)(b), did the CEO publish a copy of the report on the local government's official website?	No	The City acknowledges that the report to the Minister was not published on the City's website within the 14 day period as prescribed (was published on the website on 21 January 2020 which was 41 days after the date of the letter to the Minister). Notwithstanding this, the Council report to the Special Council Meeting on 3 December 2019 fully disclosed the matters identified as significant and Council resolved to provide the report to the Minister and for the report to be published on the City's website within 14 days. Therefore the City has disclosed and been transparent to the community in respect of the matters identified as significant.	Daniel Simms
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit?	Yes		Daniel Simms
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit?	Yes		Daniel Simms
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit?	Yes		Daniel Simms
13	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor?	Yes		Daniel Simms
14	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor?	Yes		Daniel Simms

Department of
Local Government, Sport and Cultural Industries
GOVERNMENT OF WESTERN AUSTRALIA

Integrated Planning and Reporting

No	Reference	Question	Response	Comments	Respondent
1	s5.56 Admin Reg 19DA (6)	Has the local government adopted a Corporate Business Plan. If Yes, please provide adoption date of the most recent Plan in Comments?	Yes		Daniel Simms
2	s5.56 Admin Reg 19DA (4)	Has the local government reviewed the Corporate Business Plan in the 2018-2019 Financial Year. If Yes, please provide date of Council meeting the review was adopted at?	Yes	2/06/2019	Daniel Simms
3	s5.56 Admin Reg 19C	Has the local government adopted a Strategic Community Plan. If Yes, please provide adoption date of the most recent Plan in Comments?	Yes	7/11/2016	Daniel Simms
4	s5.56 Admin Reg 19C (4)	Has the local government reviewed the current Strategic Community Plan. If Yes, please provide date of most recent review by Council in Comments. Note: If the current Strategic Community Plan was adopted after 1/1/2016, please respond N/A and provide adoption date in Comments?	Yes	28/06/2019	Daniel Simms
5	S5.56 Admin Reg 19DA (3)	Has the local government developed an Asset Management Plan(s) that covers all asset classes. If Yes, please provide the date of the most recent Plan adopted by Council in Comments?	Yes	26/06/2018	Daniel Simms
6	S5.56 Admin Reg 19DA (3)	Has the local government developed a Long Term Financial Plan. If Yes, please provide the adoption date of the most recent Plan in Comments?	Yes	10/12/2019	Daniel Simms
7	S5.56 Admin Reg 19DA (3)	Has the local government developed a Workforce Plan. If Yes, please provide adoption date of the most recent Plan in comments?	Yes	The completed Workforce Plan was presented to the Director Corporate Strategy and Performance on the 16 December 2019.	Daniel Simms

Department of
Local Government, Sport and Cultural Industries
GOVERNMENT OF WESTERN AUSTRALIA

Local Government Employees

No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised?	N/A	The CEO position was not advertised during 2019.	Daniel Simms
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A?	N/A	There were no senior officers recruited during 2019.	Daniel Simms
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4)?	N/A	The City did not appoint a new CEO during 2019.	Daniel Simms
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only)?	N/A	The City did not employ a new CEO during 2019.	Daniel Simms
5	s5.37(2)	Did the CEO inform Council of each proposal to employ or dismiss a designated senior employee?	Yes		Daniel Simms

Department of
Local Government, Sport and Cultural Industries
GOVERNMENT OF WESTERN AUSTRALIA

Official Conduct

No	Reference	Question	Response	Comments	Respondent
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer?	Yes	The City has designated the Director Corporate Strategy and Performance as the Complaints Officer.	Daniel Simms
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c)?	Yes		Daniel Simms
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made?	Yes		Daniel Simms
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint?	Yes		Daniel Simms
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occured?	Yes		Daniel Simms
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c)?	Yes		Daniel Simms

Department of
Local Government, Sport and Cultural Industries
GOVERNMENT OF WESTERN AUSTRALIA

Optional Questions

No	Reference	Question	Response	Comments	Respondent
1	Financial Management Reg 5 (2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with Local Government (Financial Management) Regulation 5 (2)(c) within the 3 years prior to 31 December 2019? If yes, please provide date of Council resolution in comments?	Yes		Daniel Simms
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Local Government (Audit) Regulation 17 within the 3 years prior to 31 December 2019? If yes, please provide date of Council resolution in comments?	N/A	Regulation 17 Local Government (Audit) Act was amended on 1 July 2018, for the review on the effectiveness and appropriateness of systems and processes to be conducted by the CEO and reported and endorsed by Council every 3 years instead of bi-annually. This review was commenced in October 2019 and is due to be completed within the necessary time frame.	Daniel Simms
3	Financial Management Reg 5A.	Did the local government provide AASB 124 related party information in its annual report(s) tabled at an electors meeting(s) during calendar year 2019?	Yes		Daniel Simms
4	S6.4(3)	Did the local government submit to its auditor by 30 September 2019 the balanced accounts and annual financial report for the year ending 30 June 2019?	Yes		Daniel Simms

Tenders for Providing Goods and Services

No	Reference	Question	Response	Comments	Respondent
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2))?	Yes		Daniel Simms
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract?	Yes		Daniel Simms
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice?	Yes		Daniel Simms

Department of
Local Government, Sport and Cultural Industries
GOVERNMENT OF WESTERN AUSTRALIA

No	Reference	Question	Response	Comments	Respondent
4	F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16?	Yes		Daniel Simms
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation?	Yes		Daniel Simms
6	F&G Reg 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Reg 16?	Yes		Daniel Simms
7	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender?	Yes		Daniel Simms
8	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria?	Yes		Daniel Simms
9	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17 and did the CEO make the tenders register available for public inspection?	Yes		Daniel Simms
10	F&G Reg 19	Did the CEO give each tenderer written notice advising particulars of the successful tender or advising that no tender was accepted?	Yes		Daniel Simms
11	F&G Reg 21 & 22	Did the local governments advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22?	Yes		Daniel Simms
12	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice?	Yes		Daniel Simms
13	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services?	Yes		Daniel Simms
14	F&G Reg 24	Did the CEO give each person who submitted an expression of interest, a notice in writing in accordance with Functions & General Regulation 24?	Yes		Daniel Simms
15	F&G Reg 24AC (1) & (2)	Has the local government established a policy on procurement of goods and services from pre-qualified suppliers in accordance with the regulations?	Yes		Daniel Simms
16	F&G Reg 24AD(2)	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice?	Yes		Daniel Simms

Department of
Local Government, Sport and Cultural Industries
GOVERNMENT OF WESTERN AUSTRALIA

No	Reference	Question	Response	Comments	Respondent
17	F&G Reg 24AD(4) & 24AE	Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE?	Yes		Daniel Simms
18	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16 as if the reference in that regulation to a tender were a reference to a panel application?	Yes		Daniel Simms
19	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application, given notice of the variation?	Yes		Daniel Simms
20	F&G Reg 24AH(1)	Did the local government reject the applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time specified in the invitation for applications?	Yes		Daniel Simms
21	F&G Reg 24AH(3)	In relation to the applications that were not rejected, did the local government assess which application (s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria?	Yes		Daniel Simms
22	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers, comply with the requirements of F&G Reg 24AG?	Yes		Daniel Simms
23	F&G Reg 24AI	Did the CEO send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted?	Yes		Daniel Simms
24	F&G Reg 24E	Where the local government gave a regional price preference, did the local government comply with the requirements of F&G Reg 24E including the preparation of a regional price preference policy?	Yes		Daniel Simms
25	F&G Reg 24F	Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy?	Yes		Daniel Simms
26	F&G Reg 11A	Does the local government have a current purchasing policy that comply with F&G Reg 11A(3) in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, $150,000 or less?	Yes		Daniel Simms

Department of
Local Government, Sport and Cultural Industries
GOVERNMENT OF WESTERN AUSTRALIA

No	Reference	Question	Response	Comments	Respondent
27	F&G Reg 11A	Did the local government comply with it's current purchasing policy in relation to the supply of goods or services where the consideration under the contract is, or is expected to be $150,000 or less or worth $150,000 or less?	Yes		Daniel Simms

I certify this Compliance Audit return has been adopted by Council at its meeting on _____

Signed Mayor / President, Wanneroo

Signed CEO, Wanneroo

3.17 Extension of Review Dates for Council Policies

File Ref: 26321V05 – 20/50481
Responsible Officer: Executive Manager Governance and Legal
Disclosure of Interest: Nil
Attachments: Nil

Issue

To consider extending the review dates for specific Council Policies.

Background

The Strategic Community Plan (**SCP**) sets Council's clear strategic direction for the City and this direction is given further detail in Council Policies and supporting procedures which articulate the principles or position guide or direct operational decision-making within the City.

All Council Policies (as well as other like documents) should be reviewed regularly to ensure compliance with legislation; continued alignment with the adopted SCP and the City's requirements to provide sound and effective internal controls to minimise risk and deliver desired outcomes.

Detail

The following policies are currently under review however according to the stipulated review date set out in each policy but each are overdue for review or will not have their review completed by the set date. Council is to consider extending the applicable review dates noting that there are no material risks identified in respect of each of the policies.

1. Public Guidance Signage in Road Reserves

The current policy provisions are still applicable and do not present any risk. The City on an average receives five requests for new signage per year and the current policy provisions are suitable to assess these requests. The review proposes to identify ways to deal with historical approvals. Data collection is an important part of this review and therefore an extension to 30 June 2021 is requested.

Current Review Date	Proposed Review Date
31 December 2019	30 June 2021

2. Waste Management Services Policy

A review of the Strategic Waste Management Plan is scheduled to be undertaken this year. The policy and the Plan need to be reviewed in conjunction with each other to ensure alignment with the State Waste Strategy, therefore an extension to 31 December 2020 is requested.

Current Review Date	Proposed Review Date
30 May 2019	31 December 2020

3. Council Members' Fees, Allowances, Reimbursements and Benefits Policy

Due to recent changes in the *Local Government Act 1995*, the review of this policy requires further research and consideration. Therefore, an extension to 30 June 2020 is requested.

Current Review Date	Proposed Review Date
30 November 2019	30 June 2020

4. Local Planning Policy 4.14: Compliance

Administration has received advice regarding the City's approach to unauthorised works and has consulted with the Department of Building and Energy to discuss the City's compliance processes and as a result has identified that the City may need to amend Local Planning Policy 4.14 and some of the processes that support the policy.

Administration will need to seek further advice to guide the direction of compliance in the City and therefore requests an extension to the review date to 30 June 2020.

Current Review Date	Proposed Review Date
31 October 2019	30 June 2020

5. Local Planning Policy 4.3: Public Open Space

This policy currently refers to a repealed policy that provided guidance on how public open space should be addressed through structure planning.

It is anticipated that the review of LPP 4.3: Public Open Space should now include its own guidance on public open space provisions in relation to structure plans and associated guidance. This will require a substantial amount of work and an extension to the review date to 30 June 2020 is therefore requested.

Current Review Date	Proposed Review Date
31 December 2019	30 June 2020

6. Local Planning Policy 4.8: Tree Preservation

Tree preservation is currently being reviewed as part of the preparation of the City's Urban Forest Plan. The plan will inform the need for a statutory policy to implement planning controls on Urban Forest. It is therefore requested that the review date be extended to 31 December 2020 to provide for appropriate alignment to the Plan.

Current Review Date	Proposed Review Date
30 June 2020	31 December 2020

7. Local Planning Policy 4.21: Coastal Assets

Local Planning Policy 4.21: Coastal Assets will be reviewed in conjunction with the preparation of the City's Coastal Management Plan later this year. The development and preparation of the City's CMP will determine whether the existing policy is required to be amended or revoked as it will address similar provisions. It is therefore requested that the review date be extended to 31 December 2020.

Current Review Date	Proposed Review Date
30 June 2020	31 December 2020

8. Legal Representation and Costs Indemnification Policy

A legal review is required to identify the breadth of legal representation costs that could be supported through this policy. This review is anticipated to conclude by the 31

March 2020 and a report presented to Council by 30 June 2020. It is therefore requested that the review date be extended to 30 June 2020.

Current Review Date	Proposed Review Date
31 August 2018	30 June 2020

9. Council Members Code of Conduct

The review and subsequent amendments to the *Local Government Act 1995* are still in progress and will impact on the Council Members Code of Conduct. Proposals for change include the requirement for a mandatory Code of Conduct applicable to all Council Members which will separate matters that are to be considered through an internal resolution process from those which are referred to the Standards Panel. It is envisaged that the legislative changes may be finalised by 30 June 2020 and it is therefore requested that the review of this Code be extended to a date sometime thereafter.

Current Review Date	Proposed Review Date
30 June 2019	31 October 2020

10. Crossover Subsidy Policy

A report is currently being prepared relating to a holistic approach to verge management in the City. The new policy has been drafted however needs further consultation before its presentation to Council. It is requested that the review date be extended to 30 September 2020.

Current Review Date	Proposed Review Date
30 June 2019	30 September 2020

Consultation

Consultation has been undertaken with the relevant stakeholders.

Comment

The review of Council Policies will ensure that the information available to the City's stakeholders is aligned to the current SCP and are relevant and up to date. The extension to review dates will ensure that the review of these policies is undertaken thoroughly, taking into consideration all factors relating to the implementation of these documents.

Statutory Compliance

Nil

Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2017 – 2027:

"4 Civic Leadership

4.2 Good Governance

4.2.1 Provide transparent and accountable governance and leadership"

Risk Management Considerations

Risk Title	Risk Rating
Decision Making	Low
Accountability	**Action Planning Option**
Chief Executive Officer	Manage

The above risk relating to the issue contained within this report has been identified and considered within the City's Corporate Risk Register. The review of the policies as set out in this report will support existing management systems.

Policy Implications

Nil

Financial Implications

Nil

Voting Requirements

Simple Majority

Recommendation

That Council EXTENDS the scheduled review dates for the:

1. **Public Guidance Signage in Road Reserves to 30 June 2021;**
2. **Waste Management Services Policy to 31 December 2020;**
3. **Council Members Fees, Allowances and Benefits Policy to 30 June 2020;**
4. **Local Planning Policy 4.14: Compliance to 30 June 2020;**
5. **Local Planning Policy 4.3: Public Open Space to 30 June 2020;**
6. **Local Planning Policy 4.8: Tree Preservation to 31 December 2020;**
7. **Local Planning Policy 4.21: Coastal Assets to 31 December 2020;**
8. **Legal Representation and Costs Indemnification Policy to 31 October 2020;**
9. **Council Members Code of Conduct to 30 June 2020; and**
10. **Crossover Subsidy Policy to 30 September 2020.**

Attachments: Nil

3.18 Internal Audit of Regulation 17 (2019) by William Buck

File Ref: 7312V03 – 20/70070
Responsible Officer: Executive Manager Governance and Legal
Disclosure of Interest: Nil
Attachments: 1

Issue

To consider the City of Wanneroo's (City) Audit and Risk Committee's recommendation to adopt the Internal Audit Report of Regulation 17 Review which was completed in December 2019 by the City's Internal Auditors, William Buck Consulting (WA) Pty Ltd (**William Buck**).

Background

In accordance with Regulation 17 of the *Local Government (Audit) Regulations 1996*, the Chief Executive Officer ("**CEO**") is to review the appropriateness and effectiveness of the City's systems and procedures in relation to –

a) Risk management; and
b) Internal control; and
c) Legislative compliance.

The review may relate to any or all of the matters referred to in sub-regulation (1)(a), (b) and (c) but each of those matters is to be the subject of a review not less than once in every 3 financial years. The CEO furthermore has to report the results of the review to the Audit and Risk Committee and thereafter to Council for endorsement.

Detail

This review focused on the design of the City's business processes, the internal control framework and operational effectiveness of key controls to ensure that the City achieves the following business objectives:

- The City has appropriate internal policies, procedures and processes in place to regularly assess the appropriateness, effectiveness and efficiency of internal controls.
- A risk management framework is in place and being used which is supported by appropriate policies, procedures, processes and systems ensuring that the strategic, corporate and operational risks are timely identified, systematically evaluated, treated, regularly reviewed and reported.
- Appropriate processes are implemented within the City to ensure that legislative compliance requirements are timely identified and roles and responsibilities for managing compliance are clearly defined and communicated.
- Evaluate the appropriateness of processes implemented to ensure compliance with internal control, risk management and legislative compliance processes implemented.
- Reporting structures are in place to ensure instances of potential and actual non-compliance with Legislation are escalated to management, the Audit and Risk Committee and Council.
- Follow up on any management solutions identified in the previous Internal Audit Reports on Regulation 17.

Full details of the audit findings, recommendations and agreed management comments are documented in the Internal Audit Report of Regulation 17 Review (**Attachment** 1).

Consultation

In conducting the audit, William Buck engaged various service units that have responsibility for either design or implementation of the systems and processes relating to risk management, internal controls and legislative compliance in line with the agreed audit scope.

Comment

Previous formal reviews on Regulation 17 were performed by KPMG and William Buck, with the internal audit reports presented to the Audit and Risk Committee and Council every 2 years in 2014/15 and 2016/17 respectively. In June 2018, the requirements of Regulation 17 were amended for the review and reporting to be conducted once in every 3 financial years.

Internal Audit noted a number of improvements in the process since the last review, with all prior period audit recommendations being implemented.

Internal Audit furthermore noted that the Regulation 17 review should not be read in isolation but should be read together with all internal audits and reviews performed by the City which are conducted not only to ensure appropriateness and effectiveness of the City's current systems and procedures but also to continuously improve these systems. As a result, each review has an element of managing risks, improving internal controls and ensures legislative compliance.

Area	High	Moderate	Low	Total
Policies and Procedures	**-**	**1**	**-**	**1**
Total	-	1	-	1

The findings and recommendations will be captured in the City's Internal Audit Log and progress will be reported to the Committee on a quarterly basis.

Statutory Compliance

The review of systems and processes relating to risk management, legislative compliance and internal controls once in every 3 financial years is a requirement of the *Local Government (Audit) Regulations 1996*.

Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2017 – 2027:

"4 Civic Leadership

4.2 Good Governance

4.2.1 Provide transparent and accountable governance and leadership"

Risk Management Considerations

Risk Title	**Risk Rating**
CO-O16 Risk Management	Moderate
Accountability	**Action Planning Option**
Executive Manager Governance and Legal	Manage
Risk Title	**Risk Rating**
CO-C01 Compliance Framework	Moderate
Accountability	**Action Planning Option**

Executive Manager Governance and Legal	Manage
Risk Title	**Risk Rating**
CO-O19 Decision Making	Low
Accountability	**Action Planning Option**
Chief Executive Officer	Manage

The above risk relating to the issues contained within this report has been identified within the City's corporate risk register which is reviewed and monitored bi-annually in accordance with the City's reporting requirements.

The City places a high priority on the importance of maintaining good governance and under the Civic Leadership objective of the existing Strategic Community plan, council should consider the following risk appetite statement:

> Good Governance – the City accepts low or As Low As Reasonably Practicable (**ALARP**) of compliance and governance risk.

Policy Implications

Policy implications from the recommendations contained within this audit will be considered and factored as part of the review of policies and procedures being undertaken in 2020.

Financial Implications

Any financial implications arising from this report will be considered and factored as part of the budget review process.

Voting Requirements

Simple Majority

Recommendation

That Council ACCEPTS the recommendation of the Audit and Risk Committee and ADOPTS the CEO's review of systems and processes as contained in the William Buck Internal Audit Report entitled Internal Audit Report 2019 – Regulation 17 in respect of Regulation 17 of the Local Government (Audit) Regulations 1996 as set out in Attachment 1.

Attachments:

1⇩. *Final Internal Audit Report - Regulation 17 2019 20/52284 Minuted*

City of Wanneroo

William Buck
CHARTERED ACCOUNTANTS & ADVISORS

INTERNAL AUDIT REPORT OF REGULATION 17 AUDIT

February 2020

This report, including management actions and implementation timeframes, were agreed with and accepted by:

Name:	**Mustafa Yildiz**
Title:	**Executive Manager Governance & Legal**
Date:	10 February 2020
Signature:	

Name:	**Daniel Simms**
Title:	**Chief Executive Officer**
Date:	10 Feb 2020
Signature:	

TABLE OF CONTENTS

EXECUTIVE SUMMARY	2
RISK & CONTROL MATRIX	4
DETAILED FINDINGS	5
WORK PROGRAM	12
RESPONSES TO SPECIFIC POINTS RAISED BY THE CEO	18
RECORD OF WORK PERFORMED	21
INHERENT LIMITATIONS	22

Executive Summary

Introduction

As part of the City of Wanneroo's ("City") internal audit programme William Buck Consulting (WA) Pty Ltd was requested to conduct a review on the current controls implemented in respect of Regulation 17 of the Local Government (Audit) Regulations 1996 ("Regulation 17").

Regulation 17 states that:

(1) The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to:
   a) Risk Management;
   b) Internal Control; and
   c) Legislative Compliance.

(2) The review may relate to any or all of the matters referred to in subregulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review not less than once in every 3 financial years.

(3) The CEO is to report to the audit committee the results of that review.

A first formal review in this regard was performed by KPMG for 2014 and the audit reports were presented to the Audit and Risk Committee in 2015, and a second formal review was performed by William Buck in November 2016.

Scope

This review focused on the design of the City's business processes, the internal control framework and operational effectiveness of key controls to ensure that the City achieves the following business objectives:

- The City has appropriate internal policies, procedures and processes in place to regularly assess the appropriateness, effectiveness and efficiency of internal controls.
- A risk management framework is in place and being used which is supported by appropriate policies, procedures, processes and systems ensuring that the strategic, corporate and operational risks are timely identified, systematically evaluated, treated, regularly reviewed and reported.
- Appropriate processes are implemented within the City to ensure that legislative compliance requirements are timely identified and roles and responsibilities for managing compliance are clearly defined and communicated.
- Evaluate the appropriateness of processes implemented to ensure compliance with internal control, risk management and legislative compliance processes implemented.
- Reporting structures are in place to ensure instances of potential and actual non-compliance with Legislation are escalated to management, the Audit and Risk Committee and Council.
- Follow up on any management solutions identified in the previous Internal Audit Reports on Regulation 17.

The following specific points from the CEO, elaborating on the above main scope areas, were also considered as part of the agreed scope:

1. Effectiveness of Finance and Accounting Controls:
   - Review procedures - How they are being used and accessibility of locating them?
   - Financial Management Act/Regulation (any change related) – Are procedures in place to meet them?
   - If finding relates to something that is to be done in the future i.e. system than understand what interim documented manual controls/work steps in place are.
2. Internal Control procedures:
   - Management procedures and work steps within each business unit.
   - How easy can new employees find documents?
   - Are documents easily located?
   - Identify gaps and solutions.
   - Ensure that everyone knows where to find documents by utilising our current systems.

- Updating of procedure processes and work steps based on changes e.g. legislation, regulation etc.

3. Risk Management:
   - Risk maturity of the City – current state.
   - Control awareness and balance of types of controls to ensure efficiency and effectiveness.
   - Understanding risk and control culture within the City.
4. Legislative compliance:
   - Understanding statutory requirements.
   - Legislative triggers – Governance processes in place.

Provide assurance that staff are complying with statutory and policies and procedures (not just statutory requirements).

Risks

Relevant risks identified in the City's Corporate Risk Register (as at November 2015 when the Strategic Internal Audit Plan was developed) in relation to the objectives of this audit are listed below:

- **CO-012 - Fraud and Misconduct:** Prevention, detection and control processes and systems are insufficient which provide the opportunity for Fraud & Misconduct to occur, leading to reputational damage, financial loss and legal consequences (Moderate):
- **CO-O16 - Risk Management:** Ineffective risk management system results in poor decision-making impacting reputation, finances, services and infrastructure (Moderate).
- **CO-C01 - Compliance Framework:** The City's compliance framework is ineffective resulting in increased non-compliance impacting on the City's reputation and exposure to Legal consequence (Moderate).
- **CO-O19 - Decision Making:** Inadequate information and/or processes leads to poor decisions resulting in an unsatisfactory and/or undesired outcomes (Low).

Overall preliminary risk is considered to be **'Moderate'**.

Overall Comment & Findings

Formal reviews on Regulation 17 were performed by KPMG and William Buck and internal audit reports were presented to the Audit and Risk Committee in 2015 and 2016 respectively.

We have noted a number of improvements in the process since the last review, with all prior period audit recommendations being implemented.

We furthermore have to note that the Regulation 17 review should not be read in isolation but should be read together with all internal audits and reviews performed by the City which are conducted not only to ensure appropriateness and effectiveness of the City's current systems and procedures but also to continuously improve these systems. As a result, each review has an element of managing risks, improving internal controls and ensure legislative compliance.

Overall, based on the work we have performed, we have concluded that although processes and controls frameworks are implemented by the City to ensure that the City complies with Regulation 17 requirements, one 1 moderate risk rated finding related to policies and procedures and 2 areas for improvements related to risk management process and the internal operational review logs were identified which could further enhance the current systems and processes already implemented.

Area	High	Moderate	Low	Total
Policies and Procedures	-	1	-	1
Total	**-**	**1**	**-**	**1**

Details of all findings are contained within pages 5 - 10 of this report.

Risk & Control Matrix

The following risk and control matrix was used to evaluate and rate the risks and findings identified:

RISK

High	High Risk
Moderate	Medium Risk
Low	Low Risk

CONTROL EFFECTIVENESS

High	High residual risk – needs urgent management attention.
Moderate	Medium residual risk – needs to be resolved as soon as possible.
Low	Low residual risk – administrative improvement required, or no issues noted.

Detailed Findings

1. Policies and Procedures

High	Moderate	Low

Observation

Our observations were identified in two areas as follows:

1.1 City's Overall Corporate Policies and Management Procedures

When we performed our review on the City's processes followed of developing new or reviewing and approval/sign-off of the City's current policies and management procedures, we noted that there is currently no documented information on the associated risks and controls implemented to mitigate these risks applicable to these policies and procedures. This evidence will demonstrate that the City has considered the risks and appropriate balancing controls to lower or mitigate these risks to an acceptable level and ensure that an optimum balance of controls is implemented, which are documented in respective procedures to mitigate risks to an acceptable level which are still effective, efficient and economical.

The Governance team furthermore monitors the next review dates of Council and corporate policies and management procedures using the policy update module in the Authority system. This includes details on the policy area, directorate, service unit, policy description, TRIM reference number, policy status and agreed next review dates for the respective policies / procedures.

We performed data analytics on the next review dates on the master list of Council, corporate policies / management procedures in the Authority system, and observed the following:

- 2 policies / procedures without next review dates were given reasonable explanations, which still require further actioning;
- Additional 30 policies / procedures have passed their stated next review dates, and
  - A reasonable explanation for the delay was provided for 16 policies / procedures, which still require further actioning; and
  - No reasonable explanation for the delay was provided for the remaining 14 policies / procedures, and further actioning still required.
- Additional 12 policies / procedures have next review dates extended more than once and still overdue, requiring further actioning.

For the above policies & procedure documents, the Governance team sent reminders and alerts to the respective managers to update them and escalated to the relevant directors as well.

We also performed comparative analysis of the polices/procedures listed in the Intranet against the policies/procedures recorded in Authority and made the following observations:

- 11 policy/procedure documents that are on the intranet do not have a corresponding record updated in Authority; and
- These documents on the Intranet do not have a stated due date for next review.

Recommendation:

1. The City should develop guidelines and tools on how to develop, review and update policies, procedures, processes and systems which include information in respect of risks and controls and balancing thereof which is applicable to the specific policy and procedures being developed and reviewed. The City could furthermore consider incorporating risks and controls implemented to address as an attachment when policies and corporate procedures are submitted to the Executive Team for their final review and approval.
2. The City should ensure that all policies and procedures are kept updated at all times, as per agreed next review dates, and record of that updated accordingly in the Authority system.

Management Comment, Responsibility & Timeframe

Action agreed by management	1. A Policy and Procedure Document Development and Review Guideline (**Guideline**) is currently being drafted that is intended to replace the current Policy Development and Review Policy and Procedure. The Guideline provides clear processes for a simple, consistent and coordinated approach to the development and review of Council and corporate policies and procedures. The Guideline sets out the hierarchy and definitions for Council and corporate policies and procedures, with the main focus to ensure that the City meets its legal and regulatory compliance obligations, delivers on Council's strategic objectives, provide consistency of operations and decision making and importantly provides controls for the management of risk. The draft guideline will be presented for internal consultation and then to the Executive before adoption and implementation. 2. The review and update of Council and corporate policies and procedures is an ongoing process that each responsible document owner is aware of the requirement. The Governance team monitors review dates and advises responsible document owners of such, including where there are legislative updates or identified risks with Council and corporate policies and procedures. Further the Governance team reports to the Executive and to Council to consider changes to review dates as and when required. As part of the implementation of the Guideline Specific training will be provided to Council and corporate policies and procedures authors.
Action Owner	Governance Specialist
Target Date	September 2020

1.2 City's Individual Service Unit Specific Work Instructions and Procedure Manuals

We identified that there is currently no wholistic comprehensive platform to monitor the next review due dates of work instructions and procedures manuals specific to the individual service units or functions.

The City's "Policy and Procedure Development and Review Policy" currently only cover the processes to be followed for Council and Corporate Policies and associated Management Procedures only. It however does not include the process to be followed in case of development and review of procedures and work instruction manuals specifically to the functions of individual service units.

Only 2 teams of the Assets Directorate provided a list of their internal procedures and manuals. We noted that for the Traffic services function, 13 of the 16 procedures are required to be updated. 5 of 23 of the strategic asset management procedures have been created four years ago and did not have next review dates for monitoring purposes.

We requested similar lists/registers for internal policies, procedures, work instructions and manuals from all other Directorates and various units within Directorates. However, we were not provided with any other lists/registers from the other units. We did however receive a generic feedback during our interview with the Directors and a sample of managers within the Directorates stating the following:

- procedures/work steps are available and that some may require updating;
- these procedures/work steps are either maintained in softcopy in a container in the Records Management System or in a hardcopy file; and
- these procedures/work steps are not always actively monitored.

The specific unit work steps/procedures reviewed are also not designed in such a way to easily link specific tasks/work steps to specific staff roles and responsibilities. The City has however piloted computer software which integrates reporting and process mapping for one of the City's processes and if similar integration are rolled out across all or important processes, this could assist ensuring that processes are reviewed and updated once the specific process change and all staff responsible are notified and are aware of their roles and responsibilities specific to the process.

Without a wholistic and comprehensive platform to monitor next review due dates of work instructions and unit specific procedures manuals, there is a possibility that standard function specific operating procedures and work steps may have been outdated and it is not easily identifiable that these procedures/instructions and work steps are timely updated with changes in legislation. It is furthermore difficult to perform appropriate handovers to new as well as temporary staff without a complete list of unit specific procedures and work steps.

Recommendation:

1. The City should consider establishing a centralised process for documenting and recording Individual Service Unit Specific Work Instructions and Procedure Manuals.
2. The City should furthermore consider a structured approach in documenting, approving, reviewing and updating these Individual Service Unit Specific Work Instructions and Procedure Manuals which are easily understandable and user friendly for the user.

Management Comment, Responsibility & Timeframe

Action agreed by management	Whilst the draft Policy and Procedure Document Development and Review Guideline (**Guideline**) does not extend to the capture and record documents below management procedures, being of Work Instructions or Task Procedures, there is a requirement that all Service Unit Managers ensure that they appropriately document these procedures and capture them into a centrally available manual. An enterprise systems approach is required and to that end the City has purchased the Promapps system to document end to end core processes with all the relevant detail. Documents including Corporate Procedures and Work Instructions that input into each process will be captured as part of the system as will review dates. The review requirements for these documents will be set in the system and accessible to all users. The implementation of this system across the City is expected to take two to three years.
Action Owner	1. Principal Specialist ISO Management Systems 2. Governance Specialist
Target Date	December 2021

Areas of Improvement

1. Risk Management Process

The City has revised their enterprise risk management ("ERM") policy, which was adopted by the Council in July 2019, for identifying, analysing, assessing and managing risks that may impact on the City achieving its business objectives. Although the risk management procedures are in place and still current the City is in the process to align these processes with the newly adopted policy and suite of the risk management documents within the City's Risk Management Framework. The City's realigned procedures will include more detailed processes involved in the risk management process. The City's risk registers maintained includes the Strategic Risk Register, Corporate Risk Register as well as Operational Risk Registers for the 4 Directorates: Corporate Strategy and Performance Register; Community and Place Risk Register; Planning and Sustainability Risk Register; and Assets Risk Register.

During our review we have identified the following areas for improvements related to the current risk management process:

1. The City should elaborate more on the risk identification process in the realigned risk management procedures with details on the risk identification such as systematically planned risk workshops, strategy sessions, and risk surveys highlighting the frequency or timeliness of such activities. There is also not always a clear link on how risks identified in the Strategic Risk Register are linked to the Corporate and Operational Risk Registers. This is to ensure that risk identified on a strategic and high level are imbedded in the City's operational risks and processes.

2. Risk owners are identified as the accountable position responsible to ensure that risk mitigation actions are completed within the agreed deadlines. The risk owners have to update the risk status on the risk registers for Corporate Business Plan ("CBP") reporting purposes. However, there is no centrally managed tool or software system for ongoing active tracking and monitoring of the status of risk management actions or strategies, to ensure that action deadlines are notified to risk owners, and status updated real-time. Management could consider implementing a software system or tools with access controls to risk owners as well as analytical reporting features which could be interlinked with the current excel based registers and implement manual workarounds to ensure effective tracking, monitoring and management of risk action points.

3. The Strategic and Corporate Risk Registers use a different format called the "bow-tie" format, where the risk treatment action due dates, action status, target risk ratings are not included in a separate column against individual risks and treatment action, as in the case of the 4 Operational Risk Registers. It may be more effective to apply a consistent format, including action due dates and action status and target risk ratings. This could be considered as part of point 2 of this improvement opportunity to ensure more effective and timely processes in monitoring, communicating, actioning, tracking and reporting on these risks.

4. A consolidated summary listing of all risks maybe useful for ease of reference and monitoring purposes, for the Strategic and Corporate Risk Registers, as in the case of the 4 Operational Risk Registers.

5. The realigned Risk Management Procedures needs to be formalised and approved for implementation by Administration.

Management Comment, Responsibility & Timeframe

Action agreed by management	1. ERM training is currently being rolled out across the City providing clear awareness and training on applying the City's Enterprise Risk Management processes and use of the relevant documents. This ensures that risks are appropriately identified, integration and linkages. Risk workshops are already schedule and in place to review the three levels of risk being Strategic, Corporate and Operational risks. The updated training will also assist in building towards the desired risk culture. 2. The City will consider an enterprise risk management software system for ongoing active tracking and monitoring of the City's risks subject to budget and planning. Currently all monitoring and updates are being managed manually using excel spreadsheets 3. The City is currently reviewing the risk reporting format to ensure a consistent approach across all levels of reporting and more efficient method of capturing and reporting on data. Further discussions with Council Members are scheduled in 2020 to ensure that the reporting method and type provides the appropriate level of information in an easily understood way to aid decision making. 4. This will be considered as part of the review of the reporting component as indicated in 3 above. 5. Enterprise Risk Management procedures are now being captured within a manual which is currently in draft. This will be approved and updated on the City's intranet for all users to access.
Action Owner	Enterprise Risk Specialist

2. Internal Operational Review Logs

Apart from the Audit Log presented to the Audit and Risk Committee on a quarterly basis, the City has also an Internal Operational Review Log which was established to track all other reviews which are initiated by either by the CEO or respective Directorates. These reviews do not form part of the Annual Internal Audit Plan and are not presented to the Audit and Risk Committee.

During our review on the processes implemented on the Internal Operational Review Log we noted the following improvement opportunities which will further enhance the current implemented processes:

1. Section 5.1.1 of the City's Internal Operational Review Log Procedure states that, once an internal review has been completed and the report finalised, the director of the respective area who initiated the internal review will also be responsible for notifying Internal Audit. Internal Audit will then capture the findings, recommendations and agreed management actions and include them in the Internal Operational Review Log. However, during random testing, we have identified that the initiating director of the City's Coastal Hazard Risk Management and Adaptation Plan ("CHRMAP") assessment, has not notified Internal Audit, to record the CHRMAP recommendation and agreed management actions in the City's Internal Operational Review Log Procedure, as per the requirement of section 5.1.1 of the City's Internal Operational Review Log procedure. As a result, the action points are currently not centrally monitored by the City to track and follow up the progress on these recommendations. There might therefore be a possibility that other internal reviews may not have been captured because the responsible initiating officer may not have informed Internal Audit, and as a result the action points may not have been captured and not followed up centrally. It may be beneficial for the City to strengthen the internal control process with appropriate check and balance mechanisms including a review of whether all the City's key internal and external reviews are logged in the Review Log, in case there is a failure to report to Internal Audit, and take necessary actions to register them on the City's centrally managed Internal Operational Review Log.
2. Management can also consider centralising the decision-making process of initiating these types of reviews to ensure that other directorates, units within the City, which could also benefit from the review are included and to avoid any review duplications.
3. The Internal Review Register consists of various reviews including performance reviews, investigations, etc. These reviews are currently not grouped per review type and the recommendations of the reviews are not rated based on the priority and risk level. It is therefore suggested that reviews be grouped per review type and that recommendations be clear on which processes be refined to mitigate future risks in similar situations. The City should also consider rating findings and solutions based on the priority or risk level in accordance with the City's current risk management framework.
4. It furthermore may be useful to take up an organisation wide exercise to communicate and make all managers aware of the Internal Operational Review Log process, as we also identified that some managers are not aware of these processes.
5. Management can furthermore consider recording and monitoring all improvement opportunities identified during Internal and External Audits in the Review Log as it is currently not required to report the implementation of these actions in the Audit Log.

Management Comment, Responsibility & Timeframe

Action agreed by management	1 The purpose of the Review Log is to provide formal oversight by the Executive over recommendations and process improvements identified as a result of investigations, review and lesson learnt processes. The responsibility is with Leaders (Directors and Managers) to inform internal audit of any such reviews being undertaken as these are instigated by the respective Leaders. This requirement is documented in the Internal Operational Review Log Procedure. 2 As the instigation of such investigations, review and lesson learnt processes is undertaken by respective Leaders, it may be only relevant to that specific circumstances or service area. There may also be confidentiality requirements that need to be managed. The oversight by the Executive can direct the sharing of information to the appropriate areas is considered

	appropriate. 3 This has already been considered and an exercise is currently being undertaken to rate some of these recommendations, however due to the nature of some of the investigations and reviews, it may not be appropriate to rate or group them. 4 Processes are already available on the City's intranet and has been communicated. 5 This can be considered once a better monitoring and reporting system is in place to streamline processes as currently all done manually.
Action Owner	Enterprise Risk Specialist

Work Program

Based on the audit objectives included in the scope of this review these were the work steps performed on each objective and a summary of findings per objective.

Audit Objective (s)	Work Step	Summary of Findings
The City has appropriate internal policies, procedures and processes in place to regularly assess the appropriateness, effectiveness and efficiency of internal controls.	Retrieved a master list of all the policies and procedures maintained in the Authority system and performed data analytics to identify policies and procedures that are past the next review due date. Discuss with the governance team to determine the reasons for the delays in cases where the due date is past and establish a reasonableness of the reasons and deduce whether further actioning is still required. Performed a comparative analysis of policies and procedures maintained on the City's Intranet and identify differences between the Intranet list and the Authority list and establish the reasons for the variances. Discussed with all the Directors of the City's different directorates, and for a selection of their managers to determine whether they have a list or a register of specific internal policies and procedures, work instructions or operating system manuals for their functional areas of the service units. Specifically discussed on existence of management procedures and work instructions, focusing on ease of identification or locating such documents for new and existing employees, and the process involved in ensuring how they are kept updated based on changes e.g. legislation, regulation, and new systems and structural changes etc. In cases where the service units have provided a list of internal policies and procedures, work instructions or operating system manuals, determine whether the documents are kept updated.	Refer to ***Finding 1.1*** related to the City's overall corporate policies and procedures, where some policies and procedures are identified as past their next review due dates. ***Refer to Finding 1.2*** related to individual service unit specific work instructions and procedure, where a monitoring mechanism has not been established to track and monitor the due dates, and some cases of overdue procedures were identified.
A risk management framework is in place and being used which is supported by appropriate policies, procedures, processes and systems ensuring that the strategic, corporate and operational risks are timely identified, systematically evaluated, treated, regularly reviewed and reported.	Through discussions with management and review of the risk management framework and supporting documentation including determine if a risk management framework has been implemented and that these processes are reviewed on a regular basis. Held discussions with the management to understand the risk and control culture within the City, and control awareness and balance of types of controls to ensure efficiency and effectiveness in the risk management process.	Key essential risk management frameworks and processes are in place and are implemented to ensure compliance with Regulation 17. We however identified further improvement opportunities to further enhance these processes. Refer to ***Area for Improvement 1*** on risk management process, covering: ▪ the need to detail risk identification

Audit Objective (s)	Work Step	Summary of Findings
	Through the review of supporting documentation ensure that appropriate risk management processes have been formalised and are reviewed and updated on a regular basis which at least include the following: ▪ Enterprise risk management ("ERM") policy; ▪ Risk management procedure; ▪ Draft Risk Management Manual; ▪ Risk identification, analysis and assessment; ▪ Risk treatment; ▪ Risk monitoring; ▪ Risk assessment criteria; ▪ Identification of tolerance of risk statement; and ▪ Final Risk Appetite Working Document Based on inspection of supporting documentation ensure that appropriate communication and consultation processes exist throughout the risk management process. Through discussions with management and review of policies and procedures ensure that appropriate processes exist with regard to the managing of insurable risks and the adequacy of insurance cover. Reviewed the City's current risk registers including corporate strategy and performance register, community and place risk register, corporate risk register, planning and sustainability risk register, and strategic risk register, and examine the register for consistency in format and structure. Reviewed the risk evaluation and risk treatment process and how it gets recorded in relevant risk registers and gets regularly reviewed and reported.	process and methodology for implementation, ▪ the need for a software tool to systematically manage, monitor and record the risk treatment actions by respective risk owners, ▪ the need to standardise the risk register formats with action deadlines and target risk ratings and a standardised summary sheet for each risk register; ▪ the need to ensure that risk management has processes that have been embedded in the and the design, redesign and review of policies procedures, processes and systems; and ▪ the need to finalise the current draft risk management manual.
Appropriate processes are implemented within the City to ensure that legislative compliance requirements are timely identified and roles and responsibilities for managing compliance are clearly defined and communicated.	Through discussions with management and review of supporting documentation determine what processes are implemented with regard to identifying legislative triggers and resultant legislative requirements the City need to comply with and updating policies and procedures with these changes. Through discussion with management determine what controls are currently implemented to determine if appropriate processes have been implemented in respect of Internal Controls and this has been implemented within the City which is aligned with Regulation 17 of the Local Government (Audit) Regulations 1996, and provide assurance that	No findings or areas for improvement noted.

Audit Objective (s)	Work Step	Summary of Findings
	staff are complying with statutory compliance requirements and the City's policies and procedures. Walkthrough the process involved in recording legislative compliance requirements and how it is communicated to responsible owners and updated and reported. Review the last annual Compliance Audit Return performed, and process involved. Reviewed the internal frameworks, policies and procedures related to legislative compliance, including: - corporate compliance management procedure; - the corporate governance framework; - Internal Controls Guidelines; - corporate legislative compliance policy; - Frequently Asked Questions ("FAQ") in Reliansys (the City's compliance management and monitoring system) for signing off obligations for annual Compliance Audit Return; - Frequently Asked Questions ("FAQ") in Reliansys (the City's compliance management and monitoring system) for signing off obligations for annual Compliance Audit Return and corrective action request; delegated authority, and corporate compliance; and - Land Planning Policy 4.14 on Compliance. Ensure that these processes are formally documented and include the roles and responsibilities for managing the compliance thereof and communicated to all relevant stakeholders.	
Evaluate the appropriateness of processes implemented to ensure compliance with internal control, risk management and legislative compliance processes implemented.	Through discussion with management, identified the relevant policies and procedures related to internal controls, risk management and legislative compliance. See above for risk management and legislative compliance related policies and procedures reviewed. Reviewed the City's Internal Control Guidelines, covering the roles and responsibilities (section 4), principles of internal controls (section 5), assessing the effectiveness of internal controls, and management of internal control signoffs (section 8). Held discussions with management and reviewed supporting documentation ensure that these processes are functioning as	***Refer to Finding 1.2*** related to individual service unit specific work instructions and procedure, where a monitoring mechanism has not been established to track and monitor the due dates, and some cases of overdue procedures were identified. Refer to ***Area for Improvement 2***, where the initiating director of CHRMAP, has not informed the internal audit on the recommendation and agreed management actions, to record in the City's Internal

Audit Objective (s)	Work Step	Summary of Findings
	documented/explained. Selected key functional areas to determine at a high level, the internal controls, risk management and legislative compliance implementation, including finance, information technology, people and culture, procurement and contracting, assets, and strategy and business planning. Held discussions with the governance team to identify the preventative controls (including policies and procedures, delegations of authority, authorisations, segregation of duties, training and employee awareness) and detective controls (including management reviews, financial reconciliations and exception reporting, internal and external audits, internal and third party reviews, and follow up and reporting of review logs and audit logs) implemented to ensure controls implemented are adequate and appropriate. Reviewed the City's current risk registers including corporate strategy and performance register, community and place risk register, corporate risk register, planning and sustainability risk register, and strategic risk register, and examine the register for consistency in format and structure. Reviewed the City's Audit log, and Internal Operational Review Logs to see whether the logs are monitored and reported in a timely manner, and randomly selected known key reviews and see whether the action points from the reviews are recorded in the internal operational review log register. Held discussions with key functional area managers including Finance, Customer and Information Services, Assets, Contracts & Procurement, Assets, Governance, and Strategy and Business Planning, to identify key functional areas and see whether key processes are implemented appropriately and identify any areas for improvement. Held discussions with Manager Finance to specifically understand the controls in the accounting and finance area, including the existence of policies and procedures, and how the Financial Management Act/Regulation including any related changes are met with policies and procedures and determine the controls implemented to ensure the City's compliance to their requirements. Key areas reviewed include the debt collection process, reconciliations, budgeting and financial reporting.	Operational Review Log, and as a result the action points are not recorded centrally for monitoring and necessary reporting and follow up.

Audit Objective (s)	Work Step	Summary of Findings
Reporting structures are in place to ensure instances of potential and actual non-compliance with Legislation are escalated to management, the Audit and Risk Committee and Council.	Held meetings with the directors and key managers of the 4 Directorates to understand the key reports that are generated from the respective service units, and reported to the Executive Leadership Team, CEO, Audit and Risk Committee and the Council. Retrieved a list of reports from the CEO's office to determine the reports that are reported to the CEO, and the frequency of reporting, and establish any gaps in reporting. Held discussions with Director Corporate Strategy & Performance and the corporate performance reporting team, to understand the reports that are consolidated and reported to the Executive Leadership Meeting ("ELM") and Council and discussed the City's initiative on integrated reporting and designing process within the Australian Business Excellence Framework. Discussed the reasons why the Monthly Executive Performance Report is no longer created and its replacement alternative. Reviewed the CEO signoff register to see the documentations that the CEO signoffs for information and / or for approvals under delegated authority, to see whether the documentations that are identified as reported to CEO from the different Directorates, are actually sighted by CEO, and vice versa. Held discussions with Council and Corporate Support, to understand the process involved in reporting to ELM, and how records of the ELM are administered by Council and Corporate Support. Held discussions with governance and legal team to identify the process involved in proactively monitoring the changes in legislations or the introduction of new or amended legislation that may impact on legislative compliance register, and how they ensure it gets updated. Reviewed the process involved in identifying cases of non-compliance or potential cases of non-compliance and how it gets escalated to management, and ensure it gets recorded accurately in the legislative compliance register. Reviewed the overall compliance register retrieved from the Reliansys system and perform data analytics on the register to identify any cases on non-compliance recorded on the register. Checked the Infocouncil records to establish whether selected council reports and council resolutions passed are duly actioned and establish	No findings or areas for improvement noted.

Audit Objective (s)	Work Step	Summary of Findings
	whether there are outstanding due council resolution action points that are not closed.	
Follow up on any management solutions identified in the previous Internal Audit Reports on Regulation 17.	Obtain previous reports and performed a gap analysis on Regulations 17 reviews and for items not already addressed in the before mentioned work steps ensure that these recommendations have been satisfactory resolved.	No findings or areas for improvement noted.

Responses to specific points raised by the CEO

Nr	CEO Specific Point	Response summary
Effectiveness of Finance and Accounting Controls:		
1	Review procedures - How they are being used and accessibility of locating them?	Although processes are in place in relation to Council and Corporate Policies and Procedures, there is currently no wholistic comprehensive platform to monitor the next review due dates of detailed work instructions and procedures manuals specific to the individual service units or functions. The specific unit work steps/procedures reviewed are also not designed in such a way to easily link specific tasks/work steps to specific staff roles and responsibilities. Procedures/work steps are available however some may require updating, procedures/work steps are either maintained in softcopy in a container in the Records Management System or in a hardcopy file and are not always actively monitored. These work steps are not always easily accessible to or locatable. ***(Refer to finding 1, particularly finding 1.2)***
2	Financial Management Act/Regulation (any change related) – Are procedures in place to meet them?	The Reliansys system inform any changes in Financial Management and/Regulations compliances and are forwarded to respective managers for updating internal policies, procedures and work steps. However, there are currently no systematic controls and centralised registers to easily track that these changes were made to processes. ***(Refer to finding 1, particularly finding 1.2)***
3	If finding relates to something that is to be done in the future i.e. system than understand what interim documented manual controls/work steps in place are.	There are interim documented manual controls/work steps in place to a certain extend within Divisions however these manual controls and work steps are not centralised, stored on different mediums, not always job position orientated and not tracked to ensure that the controls and work steps are regularly reviewed and updated. ***(Refer to finding 1, particularly finding 1.2)***
Internal Control procedures		
1	Management procedures and work steps within each business unit.	With reference to the CEO's specific point on the effectiveness of Finance and Accounting Controls the weaknesses identified also extend to other business units as there is currently no wholistic comprehensive platform to monitor the next review due dates of work instructions and procedures manuals specific to the individual service units or functions. The specific unit work steps/procedures reviewed are also not designed in such a way to easily link specific tasks/work steps to specific staff roles and responsibilities. Procedures/work steps are available however some may require updating, procedures/work steps are either maintained in softcopy in a container in the Records Management System or in a hardcopy file and are not always actively monitored. These work steps are also not always easily accessible to or locatable. ***(Refer to finding 1, particularly finding 1.2)***
2	How easy can new employees find documents.	Without structured and centralised processes with appropriate guidance, links and references to track these documents, and although training and induction are provided to new employees, a new employee will not easily find these documents.

3	Are documents easily located?	These documents are not always easily locatable as there is currently no structured process and centralised register with links to these procedures, work steps, process flows or process to easily find documents utilising current systems. Some procedures are hardcopies, saved on either the Records Management System, Intranet, Knowledge Management System, etc. ***(Refer to finding 1, particularly finding 1.2)***
4	Identify gaps and solutions.	Management should consider a more centralised and structured process with appropriate guidance, links and references to track these documents. ***(Refer to recommendations on finding 1, particularly finding 1.2)***
5	Ensure that everyone knows where to find documents by utilising our current systems.	Once a more centralised and structured process has been implemented, which are user friendly to employees, management should consider providing appropriate training to all staff in ensuring that they are aware of their roles and responsibilities and allocated work instructions. ***(Refer to recommendations on finding 1, particularly finding 1.2)***
6	Updating of procedure processes and work steps based on changes e.g. legislation, regulation etc.	Although the current Reliansys system automatically identify changes to critical legislative requirements and these changes forwarded to respective management to ensure that processes are adjusted, a structured and centralised process are not in place to monitor detailed procedures and work steps/instructions to ensure that all detailed procedures, process flows and work steps/instructions and/or guidelines are updated accordingly. ***(Refer to recommendations on finding 1, particularly finding 1.2)***
Risk Management		
1	Risk maturity of the City – current state.	Based on our evaluation, the risk management of the City is currently in between Level 3 and 4 (Defined and Quantitative Managed) of the Risk Maturity Model. Although a structured framework and process has now been realigned, reviewed and approved by Council and Strategic and Corporate risks have been identified the focus should now be on implementing these changes as well as on the Operational Risk Registers. This is to ensure that clear links exist between detail risks on Operational Risk Registers to the Corporate and Strategic Risks. This is to ensure that these identified Strategic and Corporate Risks are effectively managed on an operational level and embedded in the City's day to day operations. The City should furthermore consider elaborating more on the risk identification process in the realigned risk management procedures with details on the risk identification such as systematically planned risk workshops, strategy sessions, and risk surveys highlighting the frequency or timeliness of such activities. ***(Refer to improvement opportunity 1 for detailed improvement opportunities)***
2	Control awareness and balance of types of controls to ensure efficiency and effectiveness.	Although controls are implemented to a certain extent within the "bow-tie" format, where the risk treatment action due dates, action status, target risk ratings are not included in a separate column against individual risks and treatment action, as in the case of the 4 Operational Risk Registers. It may be more effective to apply a consistent format, including action due dates and action status and target risk ratings. The City furthermore still need to align the processes with the newly adopted policy and suite of the risk management documents within the City's Risk Management Framework. The City's realigned procedures

		will include more detailed processes involved in the risk management process which incorporate control awareness and balancing types of controls to ensure efficiency and effectiveness. ***(Refer to improvement opportunity 1 for detailed improvement opportunities)***
3	Understanding risk and control culture within the City.	During the review we noted that although Strategic Risks and Corporate Risks are in place and regularly reviewed, links to Operational Risk Registers are not always evident. This is to ensure that risk identified on a strategic and corporate level are imbedded in the City's operational risks and processes. This is also to ensure that there is a culture of understanding how their day to day operations impacts the City's Corporate and Strategic Risks and Objectives. ***(Refer to improvement opportunity 1 for detailed improvement opportunities)***
Legislative compliance		
1	Understanding statutory requirements.	All Leaders are responsible for advising the Executive Manager Governance and Legal ("EMGL") of the introduction of new or amended legislation that they become aware of and any changes in interpretation of legislative by the courts as relevant to their areas of responsibility to enable Governance to update the register of Compliance Obligations. ***(Refer to finding 1.1 and 1.2 in respect of updating of policies and procedures)***
2	Legislative triggers – Governance processes in place.	The Governance Team is responsible for identifying legislative triggers and ensure that new legislative requirements are identified and included in the City's legislative compliance management system, Reliansys. We however noted that there is no structured method to document and record day-to-day procedures and these procedures are also not centralised. As a result we could not ensure that these procedures are updated as soon as changes in legislative requirements have been identified. ***(Refer to finding 1.1 and 1.2 in respect of updating of policies and procedures)***
3	Provide assurance that staff are complying with statutory and policies and procedures (not just statutory requirements).	Overall based on discussions with interviewed employees the general take-on was that employees comply with legislative as well as policies and procedures. However, based on testing there is no structured method to document and record day-to-day procedures and these procedures are also not centralised to ensure that procedures are still aligned with legislative requirements. Procedures and legislative requirements are not based on specific delegated individual level as a clear guide to what each individual have to comply with as a result it is difficult on what is required for each employee. ***(Refer to finding 1.1 and 1.2 in respect of updating of policies and procedures)***

City of Wanneroo

William Buck
CHARTERED ACCOUNTANTS & ADVISORS

Record of work performed

In conducting this audit, we performed the following steps:

- An initial meeting with management to discuss the objectives and scope and obtain input on any specific issues to be included;
- Evaluated the adequacy of the design of controls to cover the identified risks;
- Developed an Audit Program to test the key controls or the extent of weaknesses identified;
- Performed detailed testing of key controls to assess their operational effectiveness;
- Developed appropriate recommendations for discussion with management;
- Drafted a report on the results of our testing work, findings and recommendations and forward to the process owner for review and management comment;
- Issued the final report to management and the Audit Committee.
- Employees interviewed to obtain an understanding the processes implemented to ensure compliance with Regulation 17 of the Local Government (Audit) Regulations 1996).

Employees interviewed during our review on the Regulation 17 Review:

Interviewed employees	Aaron Lee (Acting Coordinator Traffic Services) Allan Dwyer (Insurance Officer) Amanda Bostock (Executive Officer) Annette Ellerby (Manager Strategic & Business Planning) Bimsara Pathirathna (Manager Finance) Daniel Simms (Chief Executive Officer) David Best (Manager Contracts & Procurement) David Gallery (Business Systems Analyst) David Nicholson (former Operations Manager Business & Finance) Debbie Terelinck (Director Community & Place) Doug Brett-Matthewson (Acting Manager Customer & Information Services) Georgie Monkhouse (Manager People & Culture) Harminder Singh (Director Assets) Jhosie Moyle (Assets System Administrator) Mark Dickson (Director Planning and Sustainability) Michelle Beckx (Enterprise Risk Support Officer) Mustafa Yildiz (Executive Manager Governance & Legal) Nicky Barker (Governance Specialist) Noelene Jennings (Director Corporate Strategy & Performance) Patricia Augustin (Enterprise Risk Specialist) Rhonda Bowman (Senior Governance Officer) Susan Potter (Acting Manager Strategic & Business Planning) Trevorinna Meafou (Audit & Assurance Officer)
William Buck Process Lead	Conley Manifis (Director) Martin Schaafsma (Senior Manager) Hussain Rafeeu (Assistant Manager Internal Auditor) Hassan Fayyaz (Auditor)

Inherent Limitations

The nature of our review is influenced by factors such as the use of professional judgement, selective testing, the inherent limitations of internal controls, and the availability of persuasive, rather than conclusive, evidence.

William Buck ensures that reasonable care and competence are displayed during our engagements. As such, we conduct examinations and verifications to a reasonable extent, but we cannot give absolute assurance that noncompliance or irregularities do not exist.

Our review is focused on "Key Controls" as identified and assessed. Inherent audit limitations exist in any internal control structure and it is possible that errors or irregularities may occur and not be detected.

Our findings expressed in this report have been based on the evaluation of existing processes in the organisation and sample testing performed on the existing controls as designed and implemented by management.

For these reasons, we can only provide reasonable, but not absolute assurance on the status of the internal control environment.

Item 4 Motions on Notice

Nil

Item 5 Late Reports (to be circulated under separate cover)

Nil

Item 6 Public Question Time

Item 7 Confidential

7.1 Appointment of Acting Chief Executive Officer

Item 8 Date of Next Meeting

The next Ordinary Council Meeting has been scheduled for 7:00pm on 10 March 2020, to be held at Council Chambers, Civic Centre, 23 Dundebar Road, Wanneroo.

Item 9 Closure

City of Wanneroo

COUNCIL CHAMBERS SEATING DIAGRAM

