



Due to the current pandemic situation, this meeting will be conducted electronically.

BRIEFING PAPERS
FOR ELECTED MEMBERS'
BRIEFING SESSION

Draft Only

to be held electronically
on 28 April, 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 electronically.

COMMONLY USED ACRONYMS AND THEIR MEANING

Acronym	Meaning
ABN	Australian Business Number
ACN	Australian Company Number
Act	<i>Local Government Act 1995</i>
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



Briefing Papers for Tuesday 28 April, 2020

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AGENDA

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

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 Close of Advertising - Annual Review of Cell Costs for the East Wanneroo Cell 9 Developer Contribution Arrangement - Consideration of Public Submissions

File Ref:	23153V02 – 20/106233
Responsible Officer:	Director Planning and Sustainability
Disclosure of Interest:	Nil
Attachments:	5

Issue

To consider Administrations recommended responses to public submissions received in relation to the Annual Review of Cell Costs for the East Wanneroo Cell 9 Developer Contribution Arrangements.

Background

The City's *District Planning Scheme No. 2 (DPS2)* provides the statutory basis for the administration and management of developer contributions, including provisions that describe the nature and extent of Cell Works that are required to be charged to the Developer Contributions Plans (**DCPs**).

East Wanneroo Cell 9 includes the eastern portion of Landsdale and is generally bounded by Ocean Reef Road, Alexander Drive and Hepburn Avenue (refer Cell 9 Structure Plan Map - **Attachment 1**).

At the meeting 4 June 2019 a report (PS03-06/20) was presented to Council to authorise advertising of Cells 2 and 4-9 for public comment. For Cell 9, the Infrastructure Cost Per Lot (ICPL) was proposed to change from \$32,205 to \$21,733. As part of the consultation the City received a number of submissions objecting to the change because future subdividers would unreasonably benefit from contributions that had been received at the higher ICPL rate from previous subdividers.

At the meeting of Council on 10 December 2019 (report PS02-12/19), Council considered the public submissions in relation to the annual review of Cell Costs for Cells 2 and 4-9 and (amongst other things) resolved to approve the re-calculation of the Annual Review for Cell 9, on the basis of the following:

- *Estimating excess funds at full development;*
- *Recognise and retain the portion of excess funds (\$4.5 million) to previous contributors, pending a return being considered in the future (subject to excess funds being realised);*
- *Applying the remaining landowner's portion of estimated excess funds to reduce the current ICPL from \$32,205 to \$29,947; and*
- *Re-advertise the revised Cell Costs for Cell 9 in accordance with Clause 9.11 of District Planning Scheme No.2.*

The revised annual review for Cell 9 was subsequently advertised for public comment between 16 January and 28 February 2020.

Annual Review

The Annual Review includes a range of factors, including actual expenditure since the last review, revised land valuation for the acquisition of land (POS and Regional Road widening) and revised estimates on remaining Cell Works.

The remaining estimated costs include.

- Public Open Space (POS) and Community Facility – The Cell 9 DCP provides for the acquisition of 10% POS, development of the POS to a minimum standard and a local community facility. The local community facility is identified along Alexander Drive and will form part of a future local centre, in accordance with the Cell 9 ASP (refer **Attachment 1**). The revised cost estimate for the acquisition of land (5000m²) and building equates to approximately \$4.4 million.

The DCP has expended approximately \$39 million on the acquisition and development of the POS in this cell and has estimated a total remaining expenditure of approximately \$20.8 million to acquire and develop the remaining POS areas and community facility.

- District Distributor Roads – The Cell Works relate to the acquisition and construction of the abutting District Distributor Roads, including Hepburn Avenue, Alexander Drive and Ocean Reef Road. These roads are predominately complete with the exception of several intersection upgrades, intersection widening (land acquisition) and outstanding infrastructure works associated with these roads, including a dual use path along Alexander Drive. The total estimated remaining cell costs for these works have been estimated at approximately \$10.8 million.
- Administration Costs – Total estimated remaining administration charges of \$280,000 has been estimated based on \$40,000 per annum for 7 years.

The total estimated remaining Cell Work costs for Cell 9 equates to \$31,963,952.

Internal Transactional Review - At the meeting on 10 December, Council considered the Internal Transactional Review and recommended that a financial adjustment of \$527,728.21 be made to reimburse municipal for works not previously charged to Cell 9. Using the proper interpretation of Cell Works under DPS2, environmental offset costs, street lighting, some intersection upgrading and interest adjustments were required. Council considered

submissions on this issue in December 2019, where it was resolved to utilise the revised interpretation and include these costs into the annual review.

Revised Land Valuation

Land valuations for Cell 9 were last revised in November 2015 (PS08-11/2015). In accordance with DPS2, if it is necessary for any reason to ascertain the value of any land within a contribution scheme area, then the City is required to appoint a valuation panel to arrive at a consensus value, advertise the proposed value and refer submissions to the valuation panel for comment. After having considered the submissions and any comment from the valuation panel, the Council is required to fix the value to be applied.

The City engaged a panel and received a consensus agreement on land value for Cell 9 (**Attachment 2**). The recommended change to land values is considered to be relatively minor for Cell 9 with an increase of \$25,000 to the consensus land value from \$2,000,000 to \$2,025,000 per hectare (excluding solatium).

Annual Review of Infrastructure Costs Cost Per Lot (Advertised)

Part 9 and Schedule 6 of DPS2 set out the provisions for the management and implementation of the East Wanneroo Developer Contributions Arrangements. In accordance with these provisions, Council is required to determine whether to increase, decrease, or maintain the current Infrastructure Cost Per Lot (ICPL) rates as a result of the Review. In accordance with Council's resolution of 10 December 2019, the decrease in the ICPL from \$32,205 to \$29,947 was re-advertised (**Attachment 3**).

Consultation

In accordance with the provisions of DPS2, the City re-advertised the proposed land value for a period of 28 days and the revised Cell Costs for a period of 42 days as per the following.

- Annual Review – 16 January to 28 February 2020; and
- Revised Valuation - 8 June to 8 July 2019.

Advertising was carried out by means of advertisements in the West Australian and Wanneroo Times, letters sent to affected landowners and on the City's website.

Comment

Three submissions were received during the public consultation period. A summary of submissions along with Administration's recommended response is detailed in **Attachment 4**.

The key submissions have been summarised in relation to the following issues along with an Administration response.

- Submission:

The City should retain the current ICPL of \$32,205 to ensure adequate funds are received promptly from future subdividers to enable estimated excess returns to contributing landowners.

Administration Response:

The Annual Review originally identified an excess in contributions being received in the cell, which resulted in a significant reduction of the ICPL rate from \$32,205 to \$21,733. This reduction was the result of cost savings made in the cell and the collection of the

estimated lot yields from previous subdividers. This version of the Annual Review was advertised in June and July of 2019 and a number of submissions were received objecting to a substantial reduction in the ICPL rate.

At the meeting of Council in December 2020 Council considered the submissions and agreed that the reduction in the ICPL was a substantial variation, which would result in subsequent subdividers potentially receiving an unreasonable benefit from previous subdividers contributions. On this basis, Council sought to identify the extent of potential excess estimated at full development that would apply to the previous contributors and also apply a reduction to the ICPL for future subdividers on a proportional basis, resulting in a revised ICPL of \$29,947 and an amount of \$4.5 million being identified for a potential return to previous subdividers at full development.

The retention of the current rate of \$32,205 was previously considered as an option by Council, however this was not considered to be the preferred option as it would potentially result in a continued over-collection of funds for the cell by setting the contribution rates higher than necessary and increasing the land development cost unnecessarily for future subdividers.

- Submission:

The City has suitable confidence and adequate funds in the Cell 9 account to make the \$4.5 million estimated return to contributing landowners, without affecting capital expenditure works, as most of the remaining costs relate to Public Open Space provision and construction, which is not required until the affected landowner subdivides.

Administration Response:

The Cell account currently holds approximately \$22 million for cell works. There is approximately \$32 million in remaining infrastructure works and it is acknowledged that in some instances future income could be offset against cell works for public open space, public open space development and District Distributor Road construction, as has happened in previous cases.

There is, however, no certainty over the future income and the timing of the income and in some cases the landowner may request that public open space be acquired in the first stage of a subdivision to assist in funding subsequent stages. There are also numerous outstanding capital works programmes that could be initiated to assist in the stimulation of the local economy, which may be compromised if a return is made earlier than required. On this basis, Administration does not recommend making a \$4.5 million return to contributing landowners at this point in time, however this money is to be isolated within the Cell 9 account for the purposes of this review and for future consideration by Council on the timing and extent of any potential return.

- Submission:

The reduction of the ICPL effectively gives future subdividers a portion of the estimated excess when they subdivide in the future, whilst historical developers are required to wait for additional funds to be collected.

Administration Response:

It is acknowledged that future subdividers will receive a benefit at the time of subdivision by paying \$29,947 (if approved by Council) compared to \$32,205, however, the basis of the review is to define the ICPL rate at an acceptable level with

consideration for all relevant factors. The return of excess funds is not required until full development of the cell. It is open to Council to consider these factors and decide to make an excess return; however, this should only be from excess funds that have been actually received and not dependent upon future income being received, which is not guaranteed. The landowners that have already contributed will receive a return of excess funds when determined by Council and will include any additional interest generated on cell funds at the time of calculating the excess return.

Statutory Compliance

The City is currently meeting its obligations under Clause 9.11.1 of DPS2 to review Cell Costs on an annual basis. The completion of the Annual Review as outlined in this report further allows Cell 9 to meet its statutory obligations for the next financial year in accordance with DPS2.

As the City has been undertaking external audits of City accounts, inclusive of the Cell 9 fund annually, the City has complied with the provisions 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

4.2.1 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

There are risks associated with the implementation of the Cell 9 Annual Review due to the extended period of time since the last review in 2015. The above risks have been identified and considered within the City's existing Strategic Risk Register.

Although a formal Annual Review of Cell 9 has not been finalised in accordance with the Annual Review requirements of DPS2 (since 2015), the City has implemented ongoing monitoring of the Cell accounts. It is noted that Council is not required, in accordance with the provisions of DPS2, to change the ICPL or return funds prior to full development. The Annual Review has been undertaken to ensure that adequate contingency is held to fund the remaining Cell Works and recognises factors that may impact on the Cell's income and expenditure estimates.

The finalisation of this Annual Review of Cell 9 will reduce the City's risk of impacts on trust, probity and accountability as it will bring the Cell into compliance.

Policy Implications

Nil

Financial Implications

If landowners do not concur with the Annual Review, DPS2 allows for a process of commercial arbitration, which if upheld could impact on the financial recommendations of the annual review.

A consequence of the revised cost estimates, it is necessary to update the City's current capital works programme and long term financial plan to include the latest estimated costs.

The Internal Transactional Review recommends a financial adjustment of \$527,728.21 based upon the proper interpretation of Cell Works under DPS. The recoupment of municipal expenditure from Cell 9 was considered at the meeting of Council on 10 December 2019 and is consistent with the interpretation of Cell Works used in the annual review of other cells.

The revised calculations for Cell 9 were reviewed by the City's external auditors (refer **Attachment 5**).

Voting Requirements






Simple Majority

Recommendation

That Council:-

1. **NOTES** the public submissions received during the public consultation period for the East Wannon Cell 9 annual review of costs, as depicted in Attachment 4 to this report;
2. **ENDORSES** the recommended response made by Administration as described in the comments section and Attachment 4 to this report;
3. **APPROVES** the Annual Review of Cell Costs for Cell 9 in accordance with Clause 9.14.3 and 9.11.5 of District Planning Scheme No. 2 and **ADOPTS** a revised ICPL of \$29,947 and a Revised Assessed Value of \$2,025,000, as depicted in Attachment 3 to this report;
4. **APPROVES** the financial adjustments, modifications and payments as identified in the Transactional Internal Review to facilitate the Annual Review recommendations that identifies a total net recoupment to municipal of \$527,728.21; and
5. **APPROVES** the updating and revision of the City's capital Works Programme and Long Term Financial Plan to reflect the revised Estimated Costs as depicted in Attachment 3.

Attachments:

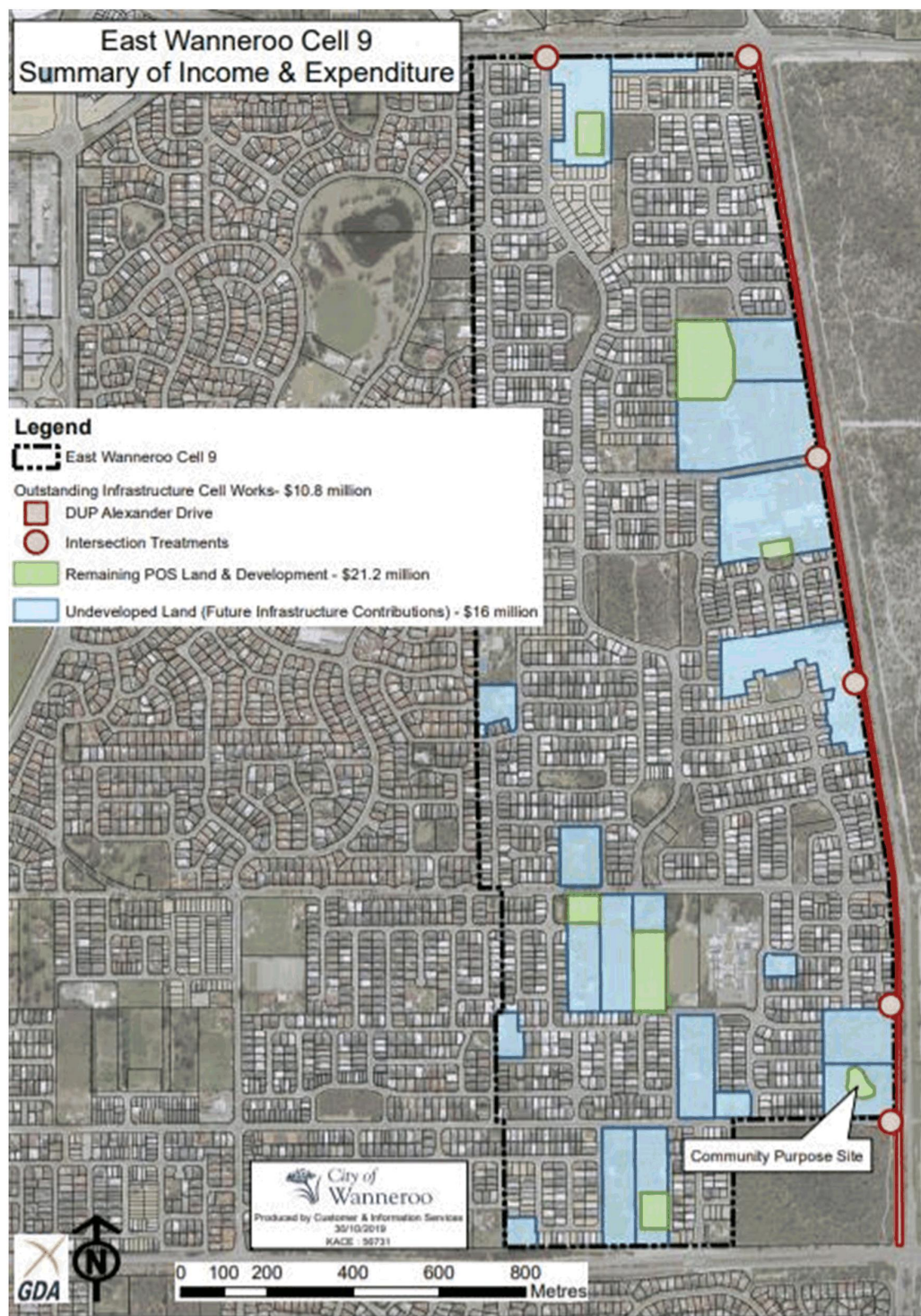
1. 	Attachment 1 - Cell 9 Agreed Structure Plan	20/131156
2. 	Attachment 2 - Land Valuation - Cell 9	20/139691
3. 	Attachment 3 - Cell 9 Income and Expenditure Summary	19/427834 Minuted
4. 	Attachment 4 - Summary of Submissions Table - Cell 9 Annual Review (2020)	20/151007 Minuted
5. 	Attachment 5 - Cell 9 Annual Cost Review External Audit Report	19/440752





3.1 – Attachment 2

East Wanneroo Cell 9 – Summary of Income and Expenditure



East Wanneroo Cell 9 – Summary of Income and Expenditure

EAST WANNEROO CELL 9 - ANNUAL REVIEW 2019	Amounts (\$)	COMMENTS
Expenditure		
Transactional Audit Findings		
Traffic lights and signals	\$ 92,239	Re-apportionment of costs between municipal and Cell 9 - Municipal Recoupment
Environmental offset requirements	\$ 280,061	New Works - Municipal Recoupment
Interest adjustment	\$ 155,428	Interest Adjustment (for a forementioned Audit corrections) - Municipal Recoupment
SubTotal	\$ 527,728	Municipal Recoupment Total \$527,728
Expenditure to Date (Actuals)		
Public Open Space (10%)	\$ 39,226,688	Land Acquisition and Historic POS Credits (where applicable)
District Distributor Roads	\$ 5,321,316	Land Acquisition and Construction Costs
Administration Costs	\$ 1,308,832	Salary Recoupment, Legal Fees, Consultants
Total expenditure to date	\$ 46,384,564	Current Cell 9 Balance is \$21,616,872 (Payments made to date less Expenditure to Date)
Remaining Expenditure (Estimated) - Annual Review		
Public Open Space (10%)	\$ 20,826,990	Approx 5.4 ha and POS Development
District Distributor Roads	\$ 10,856,962	Remaining construction & acquisition costs (Roadworks and Drainage)
Administration Costs	\$ 280,000	Estimated - \$40k per annum for 7 years
Total	\$ 31,963,952	
Total Expenditure/Costs (Gross Costs)	\$ 78,348,516	Total Remaining Expenditure (Including Transactional Audit Adjustments)
Income		
Payments Made to Date		
Contributions and Interest	-\$ 68,001,436	All Income (funds) Received (includes interest)
Total	-\$ 68,001,436	
Gross Estimated Remaining Income		
Estimated Contributions at Current ICPL of \$32,205 at ELY of 498	-\$ 16,023,900	498 Lots at Estimated Lot Yield of 13 Per/Ha
Total Estimated Income	-\$ 84,025,337	
Estimated Cell Balance at Full Development		
Total Combined Expenditure/Costs (Gross Costs)	\$ 78,348,516	
Total Combined Estimated Income	-\$ 84,025,337	
Net Excess/Shortfall at Current ICPL	\$ 5,676,820	Excess
Estimated Return at Full Development		
Estimated Credit per ICPL	\$ 2,258	
Estimated Credit for Landowner (Already Paid - 2,017 ICPL payments) - to be held until full development or closure	\$ 4,553,540	
Estimated Credit for Remaining Landowners (ELY - 498 ICPL payments)	\$ 1,123,280	
Revised ICPL Rate		
Current Infrastructure Cost Per Lot	\$ 32,205	
Proposed decrease in ICPL (estimated excess applied to reduce ICPL)	-\$ 2,258	
Proposed Infrastructure Cost Per Lot (ICPL)	\$ 29,947	

Background Information

- Cell Area – 215 ha (182 ha Net)
- Infrastructure Contributions Per Lot (ICPL) received - 2017
- Infrastructure Contributions Per Lot (ICPL) remaining - 498
- Remaining Area to be Developed – 20%
- Public Open Space Acquired – approx. 16 Ha
- POS Remaining – 5.4 ha (\$21.2 million)
- DDR Works (Various) - \$10.8 million

Comments

This cell is predominately (80%) developed, with only 498 lots estimated to be remaining. There has been savings made with actual expenditure being less than the estimated for road construction works and POS development. The cell is also tracking above the estimated lot yields of 13 lots per hectare. An estimate of excess funds at full development has been calculated to facilitate the retention of potential excess funds for return to contributing landowners (that have contributed to date) and a

East Wanneroo Cell 9 – Summary of Income and Expenditure

reduction in the ICPL rate based on an apportionment of estimated excess to future subdividers. This results in \$4,553,540 to be retained for the future return to contributing landowners (subject to adjustment and final cell costs) and a reduction in the current ICPL of \$32,205 to \$29,947 for future subdividers (partial excess return applied through a reduction in the ICPL rate. This cell was adopted in 2015 and therefore consideration for potential excess funds was considered to be appropriate in this instance, however the return cannot be made until such time as greater certainty has been achieved on the remaining cell costs and income yet to be received.

Attachment 2: Summary of Submissions on the East Wannon Cell 9 Annual Review 2020

No	Submitter	Submitter Comment	Administration Response	Modification
1	Stockland Pty Ltd	<p>1. Support the proposed position to incur an excess of funds and the suitable redistribution back to landowners</p> <p>2. The proposed recommendation seeks to adjust the collection rate for future landowners down from the current Infrastructure Contribution Per Lot (ICPL) rate of \$32,205 to \$29,947. Until suitable funding is available to pay historical landowners, it is more appropriate to maintain the existing charge rate (\$32,205).</p> <p>This would assist to ensure funding is provided as early as available to allow excess funding to be returned, rather than slow the incoming funding by adopted a lower charge rate.</p> <p>Collecting a lower charge rate now essentially provides later landowners with a component of the excess position upfront, whilst original contributors do not have any identified timing for the Excess to be returned. For this reason, it is considered appropriate to maintain the existing ICPL rate of \$32,205 per lot to ensure total cell equity for the timing of all Excess payments within the DCS.</p> <p>3. Notwithstanding the above, there is suitable confidence to the City to commence the refund of the identified Excess to historical landowners, particularly given that:</p> <ul style="list-style-type: none"> 80 % of the Cell is Developed; \$68m of income has been received against a total forecast expenditure of \$78m (net of Excess); Future income of \$16m is provided by remaining development; and Cash at bank is estimated at \$21.1 m (income received - actual costs). <p>4. It is considered that there is a low risk to the City</p>	<p>1. Noted</p> <p>2. The Cell 9 annual review originally identified an excess in contributions being received in this cell, which resulted in a substantial reduction of the ICPL rate from \$32,205 to \$21,733. This reduction was a direct result of cost savings made in the cell and the collection of above estimated lot yields from previous subdividers. This version of the annual review was advertised in June and July of 2019 where a significant number of submissions were received.</p> <p>At the meeting of Council in December 2020 Council considered the submissions and agreed that the reduction in the ICPL was substantial variation, which would result in subsequent subdividers receiving an unreasonable benefit from previous subdividers contributions. On this basis, Council sought to identify the extent of potential excess estimated at full development that would apply to the previous contributors and also apply a reduction to the ICPL for future subdividers on a proportional basis, resulting in a revised ICPL of \$29,947 and an amount of \$4.5 million being identified for a potential return to previous subdividers.</p> <p>The retention of the current rate of \$32,205 was considered by Council as an option at the meeting on 10 December 2019. This was not the preferred option as it would result in the continued over-collection of funds for the cell by setting the contribution rates higher than necessary and increasing the land development cost unnecessarily for future subdividers.</p> <p>3. In accordance with the provisions of DPS, Council is required to complete cell works in the most <i>"economical and prompt manner possible"</i>. Whilst potential excess funds have been identified at full development, the cost of the remaining cell works is greater than the income received. The Cell account currently holds approximately \$22 million for cell works. There is approximately \$32 million in remaining infrastructure works.</p> <p>Administration will continue to monitor and review cell costs annually. When greater certainty on remaining cell costs and additional income has been received, Council can with greater certainty consider the extent and timing of an excess return if reasonable to make such a return prior to full development of the cell.</p> <p>4. The Cell 9 account currently holds approximately \$22 million for cell works. It is agreed that additional income will be received and</p>	<p>1. Nil</p> <p>2. Nil</p> <p>3. Nil</p>

No	Submitter	Submitter Comment	Administration Response	Modification
		<p>in providing the \$4.5m identified Excess back to early landowners. Remaining cash at bank after this is returned (\$16.55m) would remain at sufficient levels to undertake the District Distributor road projects (estimated at \$10.8m), if required in the short term. Following road projects, future costs are largely attributed to acquisition of Public Open Space (\$12.1m) - that is directly aligned to the future land subdivision ownership and timing, and Public Open Space improvements (\$8.7m) which can be funded through retained cash at back and future income.</p> <p>5. By distributing Excess funds back to historical landowners, it provides a platform to the City to take forward the recommended reduction in future charges.</p> <p>6. The City should provide excess funding in full (or at a minimum in part) to early landowners. Failing this, the City should ensure that it establishes a clear set of timing principles or milestones that will allow for funding to be returned at the earliest possible timing.</p>	<p>in some instances this income will be offset against cell works for POS, POS development and District Distributor Road construction.</p> <p>Notwithstanding, there is no certainty over the timing for future income and in some cases the landowner may request that POS be acquired in the first stage of the subdivision to assist in funding subsequent stages. There are also numerous outstanding capital works programmes that could be initiated to assist in the stimulation of the local economy, which may be compromised if a return is made earlier than required.</p> <p>5. It is acknowledged that future subdividers will receive a benefit at the time of subdivision; however the basis of the review is to define the ICPL rate at an acceptable level with consideration for all relevant factors. The return of excess funds is not required until full development of the cell. It is open to Council to consider these factors and decide to make an excess return, however the return should be from excess funds that have been actually received and not dependent upon future income being received, which is not guaranteed.</p> <p>6. The City's position has been to identify excesses where a cell is predominately developed; certainty exists for remaining costs and income and where the annual review would otherwise result in a substantial reduction in the ICPL rate.</p> <p>Consideration for returns is based on estimated excess funds at full development. However an early return (prior to full development) is required to exclude future income, which cannot be guaranteed. Therefore, an early return of excess would normally only occur when the cell is fully developed or current account balances exceed all future estimated costs.</p>	<p>4. Nil</p> <p>5. Nil</p> <p>6. Nil</p>
2	Indoor Gardens Pty Ltd	<p>The land in Landsdale which was the subject of the 50 lot subdivision in about 2012, was at all times owned jointly and equally by:</p> <ul style="list-style-type: none"> Indoor Gardens Pty Ltd; and Daun Eastman <p>It appears that Mrs Eastman's name is not being shown on your records. Would you please take the necessary steps to rectify this anomaly? In doing so, can I stress that the four-lot subdivision in 2016 involved land owned solely by Indoor Gardens Pty Ltd.</p>	<p>Should a return of excess be approved by Council in the future, Administration will undertake a due diligence process to validate a landowner/s entitlement, including Company searches and holding company details, a statutory declaration and a Deed of Acknowledgement and Acceptance.</p>	Noted
3	Draft Nominees P/L	<p>My company developed the property in 2017 and we support your decision to reduce the cell contribution from</p>	<p>At this stage Council has not made a determination on the timing for any return of any excess funds in Cell 9. DPS2 does not require the return of</p>	Noted

No	Submitter	Submitter Comment	Administration Response	Modification
		<p>\$32,205 to \$29,947. Could council take into consideration any refund from the 23 lots created and paid for be paid to Draft Nominees P/L at your earliest convenience possible due to the fact that I have delisted the company (see documents included) and closed the bank account.</p> <p>At this stage we can still accept any monies refunded into my accountant's bank account who is willing to place any refund from the city paid to Draft Nominees P/L into their trust account and distribute it back to my holding company Mapleton Holdings P/L which was the major shareholder of Draft Nominees P/L.</p>	<p>excess funds until all the land in the cell had been developed. Notwithstanding, Council identified a potential excess of \$4.5 million that may occur at full development for those landowners that contributed prior to the annual review.</p> <p>Because remaining costs cannot be defined with reasonable certainty, there is a risk that the estimated excess amount could reduce or increase and therefore the extent of any potential excess funds in this cell will be subject to change.</p> <p>The extent of estimated excess funds at full development is estimated in the annual review, however the return of excess at this stage is not recommended until such time as greater certainty on remaining income and expenditure has been obtained. Should a return of excess be approved by Council in the future, Administration will undertake a due diligence process to validate a landowner/s entitlement, including Company searches, holding company details and/or a statutory declaration and a Deed of Acknowledgement and Acceptance to verify a landowners entitlement. Where an entitlement has been validated to a landowner/s a return may proceed even if the original company has been closed.</p>	

Independent Auditors' Report to the City of Wanneroo ("the City") on the Annual Cost Review for Cell 9

Scope

We have performed an audit of the Annual Review of cell costs for Cell 9 following the City's subsequent changes in costs and methodology in compliance with District Planning Scheme No. 2 ("DPS 2"). Our agreed scope work included the audit of actual costs incurred during the period 1 April 2019 to 30 June 2019 and the review of the City's revised methodology of the cost estimations for the financial year ending 30 June 2019 and Infrastructure Cost Per Lot ("ICPL") calculation methodology to ascertain that the actual expenditure incurred gives a true and fair view and ensure that the assumptions used in the estimations of cell costs and ICPL are in accordance with the DPS 2.

The City's Responsibilities

The City is responsible for ensuring that the cell costs incurred, estimated and the Infrastructure Cost Per Lot ("ICPL") charged are in accordance with the DPS 2 and related regulations, policies and procedures. The City is responsible for ensuring that all cell cost records are free of misstatements and omissions, and establish adequate internal controls for cell cost incurring, estimating and the calculation of ICPL 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 cell 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 behavior.

Auditor's Responsibilities

Our responsibility is to express an opinion on the reasonability of the methodology used, in calculating and estimating cell costs for the remaining cell works, and assess the documentation provided to certify that the cell 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, ICPL 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 cell costs incurred and estimations made for the remaining cell 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 cell 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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An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the City, as well as the City's alignment to DPS 2.

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 audited the accuracy and completeness of actual costs incurred up to 30 June 2018 and have accepted our previous audit results for the period 1 July 2018 to 31 March 2019.
- We have not performed any market valuation assessment of lands and relied on third party valuation reports of McGees Property signed by certified practicing valuers, for validating the reliability of land acquisition costs estimated.
- We have not applied any requirements of the State Planning Policy 3.6 ("SPP 3.6") for evaluating the cost review of Cell 9, as there is no such requirement stated in DPS 2 to consider SPP 3.6 for Cell 9.
- We have not received the Council approval (as required by Section 9.11 of DPS 2) for the revision of cell cost calculation methodology when it differs from the ICPL rate calculation formula per Section 9.6.3. We audited the ICPL rate calculation per Section 9.6.3 of DPS 2 with the ICPL rate calculation formula and based on the proposed ICPL rate calculation revised methodology recommended for Council approval per Section 9.11 of DPS 2.

Audit Opinion

In our opinion, other than stated under the Limitation of Scope Paragraph above, in all material respects, the cell costs incurred, estimated for remaining cell development works, and ICPL rate of \$20,796 (as per DPS 2 ICPL formula) and a revised ICPL rate of \$29,947 (as per the proposed ICPL rate calculation methodology) were fairly stated and in compliance to DPS 2.

Basis of accounting and restriction of distribution

Without modifying our opinion, we draw your attention to Part 8 Finance and Administration section of the DPS 2, which describes the basis of accounting and the City's methodology and basis used in cell cost incurring, cost estimation of future cell development works and calculating the proposed ICPL 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. This report replaces the report issued on 24th May 2019.

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 Audit (WA) Pty Ltd
ABN 67 125 012 124

A handwritten signature in dark ink, appearing to be "C Manifis", written over a light blue horizontal line.

Conley Manifis
Director

Dated this 7th day of November 2019

3.2 Close of Advertising - Annual Review of the Yanchep Two Rocks Development Contribution Plan Cost Estimates

File Ref: 23156V02 – 20/103143
Responsible Officer: Director Planning and Sustainability
Disclosure of Interest: Nil
Attachments: 4

Issue

To consider the annual review of cost estimates for the Yanchep-Two Rocks Development Contribution Plan (**DCP**) in accordance with the provisions of Schedule 14 and 15 of DPS2.

Background

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

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. The infrastructure costs include planning, design, project management costs, site servicing, construction costs and land acquisition costs associated with the following infrastructure;

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

The DCP was gazetted in 2014 and has an operation period of 16 years (2031). During this time period the City is required to review the various elements of the DCP at one and five year intervals as per the following;

Annually

- DCP Cost Estimates;
- DCP Cost Indexation;
- Dwelling Estimates; and
- Cost per Dwelling.

5-yearly

- Community Facility Plan (CFP) Assumptions and Recommendations; and
- Full DCP Review.

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, which is the current rate.

On 10 March 2020 (PS03-03/20), Council considered the revised cost estimates for the Yanchep-Two Rocks DCP annual review and resolved to endorse the cost estimates 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.

Detail

A detailed breakdown of advertised cost estimates, dwelling estimates, administration costs and the associated cost per dwelling is defined in **Attachment 1** and summarised below.

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

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 Node 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)* – 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. It is noted that the land acquisition of Splendid Park is the subject of a separate report on the Council Briefing Agenda.
- *Yanchep District Open Space (Land Acquisition)* - The acquisition of the Yanchep District Open Space/Splendid Park relates to Lot 8000 on Deposited Plan 406263 and equates to 12.8040 hectares. The acquisition was due to be completed by April 2020 in accordance with the deed of agreement between the City and YBJV.

The annual review valuation was obtained from Independent Valuers of WA and recommended a reduction in the land value from \$6,400,000 to \$6,080,000 (refer **Attachment 2**).

- *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 to determine a reasonable scope of works that may be included into the coastal node development with consideration for the original template design. Administration will review and assess the costs based on the detailed design and will report back to Council and affected landowners on the reasonableness of these costs as part of the next annual review, which is estimated to be in December 2020. In addition, Administration will continue to meet and discuss options for funding and/or prefunding of the works by CVJV in accordance with DPS 2.

Yanchep Two Rocks DCP Technical Advisory Committee (TAC)

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 was advertised to landowners along with the annual review of costs.

Consultation

In accordance with Clause 11.6 of DPS No. 2, where the review of estimated costs recommends those costs be increased, then the local government must advertise the review for a period of 28 days, prior to making a decision to increase the estimated costs.

In accordance with the requirements of the Scheme and Council's resolution of 10 March 2020, the Annual Review was advertised from 18 March and 15 April 2020. This included

letters to all landowners within the DCP area, with additional information made available at the Civic Centre and on the City's website.

Comment

Submissions during advertising

The 28 day consultation period closed on 15 April 2020 with one submissions being received.

In accordance with DPS 2, Council must consider any submissions received and within 90 days of the closing date for submissions decide whether the estimated costs are to be maintained or increased, and to notify landowners of Council's decision.

The following issues were raised by the submission by Acumen, the development managers acting on behalf of CVJV, with Administration's recommended response:

- *Submission:*

Acknowledge the total infrastructure costs of \$27,153,086, including an estimate of the Capricorn Coastal Node, which is based on a template design and will be subject to detailed design review and consideration for cost estimates based on the actual design.

Administration's response:

Noted

- *Submission:*

Acknowledge that the increase in the cost per dwelling is a result of changes in the latest remaining dwelling yield.

Administration's response:

Noted

- *Submission:*

Acknowledge and agree to the termination of the TAC given the maturity of the Scheme and the limited extent of influence remaining for the committee to be involved in detailed reviews, although regular meetings between the stakeholders should still occur.

Administration's response:

Agree that meetings with the landowners can still occur on an as required and informal basis with formal consultation occurring in accordance with the public consultation provisions of DPS 2.

- *Submission:*

More detailed discussion is required regarding the approved infrastructure items within the Capricorn Coastal Node in relation to the budgets for the agreed scope of works, timing for implementation and potential for pre-funding by CVJV and equitable refund of these costs by the DCP.

Administration's response:

The City has utilised the original (template) scope of work for the development of the Coastal Node. The cost estimates are revised annually by an independent quantity surveyor. It will be necessary to review the detailed design approvals for the coastal node and determine the suitability, scope and cost implications on the DCP. In this regard, the City will ensure the relevance and suitability of the infrastructure in accordance with the City's best practice and the objectives of the DCP to ensure the infrastructure that is to be delivered is consistent with the scope of works defined from the outset of the DCP. Further investigation and discussion will be undertaken in consultation with CVJV and other landowners (as required) to consider the latest detailed designs, associated costs and any arrangements for the pre-funding of the infrastructure.

Acquisition of District Open Space (Splendid Park)

When Council resolved to advertise the Yanchep Two Rocks DCP the land valuation at that time for the acquisition of Splendid Park was \$6,080,000. Administration has continued negotiations with YBJV to acquire the land in accordance with the Deed of Agreement and DPS2. This matter is the subject of a separate report to Council.

For the purpose of this Annual Review it is recommended that the advertised valuation be used and any variation to the land valuation that Council may resolve as part of a separate report will be included into the next Annual Review of the DCP, which is scheduled for December 2020. If there is an increase in the land valuation from the figure advertised this may lead to an increase in the contribution rate to be determined as part of the next Annual Review. The City is required to review the DCP annually and therefore Administration does not wish to delay the completion of the annual review process.

Summary

On this basis and with consideration for the public submissions, Administration recommends that the Council endorses the Annual Review and decrease the total infrastructure costs from \$27,871,906 to \$27,153,08, increase the per lot contribution rate from \$3,175.25 to \$3,398.77 and the agree to the disbanding of the Yanchep Two Rocks DCP Technical Advisory Committee, as advertised.

Statutory Compliance

The Annual review of the DCP is prescribed by Part 11 of Schedule 14 of DPS No. 2. In accordance with clause 11.6, where the review of estimated costs recommends those costs be increased, then the City must in writing invite comment on the proposal from owners for a period of not less than 28 days, prior to making any decision to increase the estimated costs.

The annual review process, including consultation requirements, is outlined in DPS 2. In terms of this, 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 a determination may be made through a process of arbitration.

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

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. The annual review of the DCP assists in addressing the impacts of the strategic risk relating to Long Term Financial Planning (LTFP) as it ensures that appropriate budget monitoring, timing and provisions are considered. The strategic risk relating to Stakeholder Relationships applies as a key element in the DCP review process to maintain effective engagement with relevant stakeholders. In addition, the Corporate Risk relating to Financial Management would apply as awareness of financial policies and financial management at unit level will be maintained to promote accountability by business owners and an integrated approach to risk assurance.

Policy Implications

Nil

Financial Implications

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

The City has an obligation to meet a portion (%) of the facility costs based on a ratio of existing dwelling/lots to new dwellings/lots created during the operating period of the DCP. This percentage is variable and is calculated as part of the annual review. The apportionment methodology is 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 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 – fixed number of dwellings)
- New growth / Development contribution - 69.77% of total DCP Cost (7131 - estimated dwellings)

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.

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. **NOTES** the submission received in relation to Annual Review of Costs for the Yanchep Two Rocks Development Contribution Plan;
2. **NOTES** that the City is currently undertaking negotiations for the acquisition of Splendid Park and that the acquisition cost will be included into the next annual review of costs anticipated in December 2020;
3. **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;
 - b) An increase in the cost per dwelling from \$3,175.25 to \$3,398.77; and
 - c) A decrease in the DCP funding apportionment from 71.58% to 69.77%;
4. **AUTHORISE** the financial adjustments required to implement the apportionment of costs between the City and the Yanchep Two Rocks DCP; and
5. **DISBAND** the Yanchep Two Rocks Technical Advisory Committee.

Attachments:

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

Infrastructure Item	Projected Costs			Catchment					Cost Apportionment					
	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 Dundobar Road, Wanneroo WA 6065
Attention	Phil Bland, Land Acquisition Officer

INDEPENDENT VALUERS OF WESTERN AUSTRALIA

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



Lot 8000 Splendid Avenue, Yanchep WA 6035

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: <ul style="list-style-type: none"> • 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.	



Lot 8000 Splendid Avenue, Yanchep WA 6035

	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)	
AUTHORISED FOR ISSUE	Ross Lambert AAPI Managing Director Certified Practising Valuer Licensed Valuer 44131 (WA)	

"Liability limited by a scheme approved under Professional Standards Legislation"

All data provided in this summary are wholly reliant on and must be read in conjunction with the information provided in the following report. It is a synopsis only designed to provide a brief overview and must not be acted on in isolation.

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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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DOCUMENT CONTROL

VERSION

Version	Date	Purpose	Author
1.0	26/08/2019	2019 Desktop Update	MS
2.0	25/09/2019	2019 Desktop Update	MS

DISTRIBUTION

Name	Organisation	Date	Method
M. Hudson	City of Wanneroo	25/09/2019	Email
J. Hafenscher	City of Wanneroo	25/09/2019	Email

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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.
- Unforeseen 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](#)

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
Fittings	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	7,875	7.84	7,875	0.00	7,875	6.75	7,875	0.00	7,875
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	300,490	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				

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.

CHARTERED ACCOUNTANTS & ADVISORS

Level 3, 15 Labouchere Road
South Perth WA 6151

PO Box 748
South Perth WA 6951

Telephone: +61 8 6436 2888
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An audit also includes evaluating the appropriateness of accounting policies 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

Approval Services

3.3 Consideration of Draft Local Planning Policy 4.28 - Container Deposit Scheme Infrastructure

File Ref:	39936 – 20/96045
Responsible Officer:	Director Planning and Sustainability
Disclosure of Interest:	Nil
Attachments:	3

Issue

To consider adopting draft Local Planning Policy 4.28: Container Deposit Scheme Infrastructure (**draft LPP 4.28**), following public advertising.

Background

The Container Deposit Scheme (**CDS**) was intended to commence in Western Australia on 2 June 2020. However, due to the impact of COVID-19 the state Government has announced that the situation will be reviewed in August 2020 to determine whether the scheme's new start date will be November 2020 or June 2021. The delay does not affect the City adopting a Local Planning Policy on Container Deposit Infrastructure.

The scheme will allow consumers to take specified empty beverage containers to a refund point to receive a refund of 10 cents. The CDS was introduced by an amendment to the *Waste Avoidance and Resource Recovery Act 2007*. CDS refund points and recycling centres will be operated by parties holding a contract with WARRRL (WA Return Renew Recycle), who has been appointed as Scheme Coordinator in Western Australia.

Administration has prepared draft LPP 4.28 to provide exemptions for CDS infrastructure including container collection cages and reverse vending machines subject to meeting certain development requirements.

Council at its 10 February 2020 meeting, considered draft LPP 4.28 and resolved as follows (refer Item PS04-02/20):

- “1. *That Council, pursuant to Clauses 4 and 5 of the Deemed Provisions of the City of Wanneroo District Planning Scheme No. 2, resolves to PREPARE draft Local Planning Policy 4.28: Container Deposit Scheme Infrastructure, as contained in Attachment 4, and ADVERTISE it for public comment for a period of 21 days by way of following:*
 - a) *An advertisement published in the Wanneroo Times newspaper at the commencement of the advertising period; and*
 - b) *Display at the City of Wanneroo's Civic Centre Building and on the City of Wanneroo's website; and*
2. *A copy of draft Local Planning Policy 4.28: Container Deposit Scheme Infrastructure and Council Report be FORWARDED to WALGA for their information.”*

A copy of the advertised version of draft LPP 4.23 is included at **Attachment 1**.

Detail

Draft Amendments to the *Planning and Development (Local Planning Schemes) Regulations 2015*

The draft legislative amendment proposes to modify the deemed provisions which are contained within Schedule 2 of the Regulations. The deemed provisions apply to all local planning schemes within Western Australia overriding existing provisions. Any changes to the deemed provisions will automatically form part of DPS2 once gazetted.

The public comment period for the draft amendments closed on Friday 7 February 2020. Council at its 10 February 2020 meeting endorsed Administration's response to the draft amendments (refer Item PS03-02/20).

DPLH has advised the draft legislative amendments have progressed to the Minister of Planning for a decision. Whilst the adoption of the draft amendments would negate the need for a draft LPP 4.28, DPLH has recommended Administration continue with draft LPP 4.28 in the event that the draft amendments are not gazetted.

Consultation

Draft LPP 4.28 was advertised for public comment for a period of 21 days from 20 February 2020 to 12 March 2020 by way of:

- An advertisement in the Wanneroo Times;
- Display on the City's website and at the City's Administration Centre Building; and
- Written notification to the Department of Planning, Lands and Heritage and WALGA.

The City received three submissions in support of the proposal.

A summary of the submissions received and Administration's responses are included at **Attachment 2**.

Comment

Submissions received from consultation are in support of the draft LPP 4.28 and the general principles of the CDS.

Administration has reviewed the draft LPP 4.28 following consultation and note the following minor typographical changes are recommended.

- Update the definitions and legislation by amending reference to '*Heritage of Western Australia Act 1990*' to '*Heritage Act 2018*' as the *Heritage of Western Australia Act 1990* is now superseded;
- Modify the statutory provisions (clause 1) to reference 'State Register of Heritage Places' in accordance with the *Heritage Act 2018*;
- Modify the statutory provisions (clause 2) to reference Part 4 (Protection Orders and repair orders) in accordance with the *Heritage Act 2018*;
- Modify the statutory provisions (clause 5) to reference section 90 (Heritage Agreements) in accordance with the *Heritage Act 2018*; and
- Remove the 'is development' wording within Clause 1.1 for typographical reasons. The revised wording is to read as follows:
 - Development approval is not required for the development or operation of a large reverse vending machine ~~is development~~ where it complies with all the relevant development standards outlined below (unless otherwise agreed by the local government), and may take place in any zone, with the exception of:

- Residential, Urban Development (where a Local Structure Plan does not apply and designates land accordingly) and Special Residential zones; and
- General Rural, Rural Resource, Special Rural and Landscape Enhancement zones.

Administration considers the abovementioned modification to the advertised version of draft LPP 4.28 are minor in nature and can be supported without further consultation.

A copy of the draft LPP 4.28 post consultation including the abovementioned typographical changes is included at **Attachment 3**.

Statutory Compliance

The making of LPP 4.28 will be undertaken in accordance with Clause 4 of the Deemed Provisions of DPS 2.

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
ST-S04 Integrated Infrastructure & Utility Planning	Moderate
Accountability	Action Planning Option
Director Planning and Sustainability	Manage

Risk Title	Risk Rating
CO-O22 Environmental Management	High
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

The draft LPP includes relevant development standards relating to CDS infrastructure and facilities and will assist Administration in the dealing of future development applications.

DPLH have advised the City to progress with a draft LPP for CDS infrastructure in the event that the *Amendment to the Planning and Development*

Financial Implications

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

Voting Requirements




Simple Majority

Recommendation

That Council:-

1. Pursuant to Clause 4(3)(b)(ii) of the Deemed Provisions of the City of Wanneroo's District Planning Scheme No. 2 (DPS2) ADOPTS draft Local Planning Policy 4.28: Container Deposit Scheme Infrastructure, as included in Attachment 3; Pursuant to Clause 4(4) of the Deemed Provisions of District Planning Scheme No.
2. PUBLISHES notice of its adoption of draft Local Planning Policy 4.28: Container Deposit Scheme Infrastructure in the Wanneroo Times newspaper and FORWARDS a copy of the adopted policy to the Department of Planning, Lands and Heritage for information; and
3. NOTES the submissions received as summarised in Attachment 2 in respect to draft Local Planning Policy 4.28: Container Deposit Scheme Infrastructure, ENDORSES Administration's responses to these submissions, and ADVISES submitter's of its decision.

Attachments:

- | | | | |
|---|---|-----------|---------|
| 1  | Attachment 1 - Advertised Version of Draft Local Planning Policy 4.28 - Container Deposit Scheme Infrastructure | 20/99884 | |
| 2  | Attachment 2 - Schedule of Submissions - Draft Local Planning Policy 4.28 – Container Deposit Scheme Infrastructure | 20/100410 | Minuted |
| 3  | Attachment 3 - Local Planning Policy 4.28 - Container Deposit Scheme Policy following consultation | 20/100478 | Minuted |

PART 1 – POLICY OPERATION

Owner	Planning and Sustainability
Implementation	XXXX
Next Review	XXXX

Policy Development and Purpose

This Local Planning Policy (Policy) has been prepared under Schedule 2, Part 2 of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The purpose of this policy is to provide a framework for Container Deposit Scheme (CDS) infrastructure within the City and to provide an exemption in accordance with Clause 61(1)(i) and (2)(e) of the *Planning and Development (Local Planning Schemes) Regulations 2015* from the requirement to obtain development approval for container deposit scheme infrastructure proposals which satisfy minimum development standards.

Policy Objectives

The objectives of this Policy are to:

1. To ensure the location, design and siting of CDS infrastructure is complementary to the character, functionality and amenity of urban localities;
2. To prevent negative impacts on local amenity from the operation of CDS infrastructure;
3. To enable the timely, cost effective delivery of essential CDS infrastructure; and
4. To provide conveniently located infrastructure to ensure the CDS' effective reduction of litter, increased recycling and protection of the environment.

Definitions

In the case of development assessed under this Policy, the words and expressions defined in Appendix 1 of the R-Codes Volume 1 apply. Key words and expressions not defined in the R-Codes Volume 1, but are applied through this Policy, are defined below:

The Heritage Act: means the *Heritage of Western Australia Act 1990*;

The Regulations: means the *Planning and Development (Local Planning Schemes) Regulations 2015* prepared under the *Planning and Development Act 2005*;

The Noise Regulations: means *Environmental Protection (Noise) Regulations 1997* (as amended) prepared under the *Environmental Protection Act 1986*;

The Scheme: means the City of Wanneroo District Planning Scheme No. 2;

Planning and Sustainability
Local Planning Policy 4.28

Container Deposit Scheme Infrastructure



Container deposit scheme infrastructure: means a reverse vending machine or a container collection cage;

Reverse vending machine: means a permanently-located unattended device that accepts empty beverage containers, and is incidental the predominant land use;

Container collection cage: means a cage, or other structure, that is designed to store containers deposited at return points, and is incidental to the predominant land use; and

Total lot area: means the total land area of a freehold or survey strata lot.

Statutory Provisions

Development approval will not be required for container deposit scheme infrastructure proposals that comply with the provisions of this policy, in accordance with Clause 61(1)(i) and (2)(e) of the deemed provisions of the scheme provided for by the Regulations, unless the development is proposed on land in a place that is:

1. entered in the Register of Heritage Places under the Heritage Act; or
2. the subject of an order under Part 6 of the Heritage Act; or
3. included on a heritage list prepared in accordance with the Scheme; or
4. within an area designated under the Scheme as a heritage area; or
5. the subject of a heritage agreement entered into under section 29 of the Heritage Act.

Container deposit scheme infrastructure proposed to be erected on a temporary basis of not more than 48 hours within a 12 month period are typically exempt from approval, as per the requirements of 61(1)(f) and (2)(d) of the deemed provisions provided in the Regulations and contained within the Scheme. As such, the policy provisions would not apply.

PART 2 – GENERAL POLICY PROVISIONS

1.0 Specified Exemption

- 1.1 Development approval is not required for the development or operation of a large reverse vending machine is development where it complies with all the relevant development standards outlined below (unless otherwise agreed by the local government), and may take place in any zone, with the exception of:
 - a) Residential, Urban Development (where a Local Structure Plan does not apply and designates land accordingly) and Special Residential zones; and
 - b) General Rural, Rural Resource, Special Rural and Landscape Enhancement zones.

Planning and Sustainability
Local Planning Policy 4.28

Container Deposit Scheme Infrastructure



- 1.2 The development of a container collection cage is development for which development approval is not required where it complies with all the relevant development standards outlined below (unless otherwise agreed by the local government), and may take place in any zone, including a residential or rural zone or public purpose reserve where the land is lawfully used for the purposes of:

- (a) civic use; and/or;
- (b) community purpose; and/or
- (c) educational establishment.

2.0 Development Standards

General

- 2.1 Where the development of a large reverse vending machine and/or container collection cage is proposed, the infrastructure must not result in any change to the approved land use in a way that would result in the use no longer complying with any relevant development standards and/or requirements of the Scheme.

Location

- 2.2 Where the development of a large reverse vending machine and/or container collection cage is proposed, the infrastructure must not be erected within 10 metres of an adjoining lot boundary that accommodates a residential use.
- 2.3 Where the development of a reverse vending machine and/or container collection cage is proposed, the infrastructure must not restrict any vehicular or pedestrian access to or from, or entry to any building on, the land on which the infrastructure is located.
- 2.4 Where the development of a large reverse vending machine and/or container collection cage is proposed, the infrastructure must not obstruct the operation of, or access to, any utility services on the land on which the infrastructure is located or on adjacent land.
- 2.5 In order to preserve pedestrian and vehicular sightlines and servicing access, reverse vending machines and/or container collection cages must not be erected within six (6) metres of a primary street or right-of-way intersection or crossover, or three (3) metres of any secondary street. The reverse vending machine and/or container collection cage shall be located in such a way that it does not reduce existing car park sightlines, aisle widths and manoeuvring spaces.
- 2.6 Where the development of a container collection cage is proposed, the collection cage must be located in a service area where it is visually unobtrusive, and it must be secured, locked and immovable.

Planning and Sustainability
Local Planning Policy 4.28

Container Deposit Scheme Infrastructure



Visual Amenity

- 2.7 Where the development of a large reverse vending machine and/or container collection cage is proposed outdoors, placement of the infrastructure must not result in the removal of any vegetation, landscaping or street tree.
- 2.8 Where the development of a large reverse vending machine and/or container collection cage is proposed outdoors, the infrastructure must be constructed and clad with low-reflective, graffiti-resistant materials, which provide protection from the elements. Signage is to relate to the container deposit scheme only and satisfy the requirements of the City's Signs Local Planning Policy 4.6.
- 2.9 Where the development of a large reverse vending machine and/or container collection cage is proposed outdoors, the infrastructure must not display any advertising signage other than promotional or brand signage approved under the operation of the container deposit scheme.
- 2.10 Where the development of a large reverse vending machine is proposed outdoors, and the infrastructure exceeds a development footprint of 10 square metres, bins for the removal of waste or recyclable materials not accepted by the infrastructure are to be provided, and serviced regularly to maintain the amenity of the area, at a rate of one (1) waste bin and 0.5 recycling bins (both 240L in volume) per 10 square metres of development footprint.

Operational Amenity

- 2.11 Where the development of a large reverse vending machine and/or container collection cage is proposed, the operation of the infrastructure must not prejudicially affect the amenity of the locality due to the emission of light, noise, vibration, electrical interference, smell or any other by-product.
- 2.12 Where the development or operation of a large reverse vending machine is proposed adjacent to land that accommodates a residential use, the machine must operate only between the approved opening hours of the predominant land use, or in the absence of any other use:
 - (a) between 7.00 am and 7.00 pm Monday to Saturday; and
 - (b) between 9.00 am and 7.00 pm on Sunday and public holidays.
- 2.13 Where the development or operation of a large reverse vending machine is proposed, the reverse vending machine when in operation must not emit noise at a level which exceeds any requirement(s) under the Noise Regulations.
- 2.14 Where the development or operation of a large reverse vending machine and/ or container collection cage is proposed, the infrastructure must be provided with lighting that complies with AS/NZS 1158.3.1: 2005 Lighting for roads and public spaces, Part 3.1: Pedestrian area (Category P) lighting—Performance and design requirements (as amended).

Planning and Sustainability
Local Planning Policy 4.28

Container Deposit Scheme Infrastructure



- 2.15 Where the development or operation of a large reverse vending machine and/or container collection cage is proposed, the infrastructure must be accessible to any person with a disability.

Development Footprint

- 2.16 Where the development of a container collection cage is proposed outdoors, the cage must not:
- (a) have a development footprint of more than eight (8) square metres; or
 - (b) be more than two (2) metres in height.
- 2.17 Where the development of a large reverse vending machine is proposed outdoors, on land not used for car parking, the machine must not:
- (a) have a development footprint of more than 45 square metres, and
 - (b) be more than three (3) metres in height, or have dimensions greater than eight (8) metres by six (6) metres.
- 2.18 Where the development of a large reverse vending machine and/or container collection cage is proposed outdoors, the infrastructure shall be installed at a rate no greater than:
- (a) container collections cage – one (1) per lot; or
 - (b) large reverse vending machine proposed on land not used for car parking – one (1) per 15,000 square metres of total lot area.

**CITY OF WANNEROO
DRAFT LOCAL PLANNING POLICY 4.28 – CONTAINER DEPOSIT SCHEME INFRASTRUCTURE
SCHEDULE OF SUBMISSIONS FOLLOWING ADVERTISING**

(Advertising Closed 12 March 2020)

No.	Summary of Submission	Administration Comment	Recommendation
1.	Submitter No. 1		
1.1	Supports development of reverse vending machines based on convenience for users.	Support Noted.	No modification required.
1.2	Notes the look of the metal container cages to be an eye saw.	Noted. Clause 2.6 of the City's draft LPP 4.28 requires all collection cages to be located in a service area so that the cage is visually unobtrusive, secured, locked and immovable.	No modification required.
2.	Submitter No. 2		
2.1	Supports development of reverse vending machines based on convenience for users.	Support Noted.	No modification required.
2.2	Notes the Container Deposit Scheme (CDS) is a great education tool for children to educate them about recycling and waste management practices.	Noted.	No modification required.
3.	Submitter No. 3		
3.1	Supports the CDS.	Support Noted.	No modification required.
3.2	Notes the success of the CDS which is working productively in New South Wales.	Support Noted.	No modification required.
3.3	Recommends the CDS locations are provided at local community centres, near schools (such as Gumblossum Community Centre near Quinns Rocks Primary School).	Noted. Clause 1.2 of the City's draft LPP 4.28 requires all container collection cages be located on land which is being used for civic uses, community purposes and educational establishments.	No modification required.
3.4	States the CDS is a good way for children to start recycling whilst also earning pocket money for their efforts.	Noted.	No modification required.
3.5	Thanks the City of Wanneroo for being proactive in reducing waste in our community.	Support Noted.	No modification required.

PART 1 – POLICY OPERATION

Policy Development and Purpose

This Local Planning Policy (Policy) has been prepared under Schedule 2, Part 2 of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The purpose of this policy is to provide a framework for Container Deposit Scheme (CDS) infrastructure within the City and to provide an exemption in accordance with Clause 61(1)(i) and (2)(e) of the *Planning and Development (Local Planning Schemes) Regulations 2015* from the requirement to obtain development approval for container deposit scheme infrastructure proposals which satisfy minimum development standards.

Policy Objectives

The objectives of this Policy are to:

1. To ensure the location, design and siting of CDS infrastructure is complementary to the character, functionality and amenity of urban localities;
2. To prevent negative impacts on local amenity from the operation of CDS infrastructure;
3. To enable the timely, cost effective delivery of essential CDS infrastructure; and
4. To provide conveniently located infrastructure to ensure the CDS' effective reduction of litter, increased recycling and protection of the environment.

Definitions

In the case of development assessed under this Policy, the words and expressions defined in Appendix 1 of the R-Codes Volume 1 apply. Key words and expressions not defined in the R-Codes Volume 1, but are applied through this Policy, are defined below:

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The Scheme: means the City of Wanneroo District Planning Scheme No. 2;

Container deposit scheme infrastructure: means a reverse vending machine or a container collection cage;

Reverse vending machine: means a permanently-located unattended device that accepts empty beverage containers, and is incidental the predominant land use;

Container collection cage: means a cage, or other structure, that is designed to store containers deposited at return points, and is incidental to the predominant land use; and

Total lot area: means the total land area of a freehold or survey strata lot.

Statutory Provisions

Development approval will not be required for container deposit scheme infrastructure proposals that comply with the provisions of this policy, in accordance with Clause 61(1)(i) and (2)(e) of the deemed provisions of the scheme provided for by the Regulations, unless the development is proposed on land in a place that is:

1. entered in the State Register of Heritage Places under the Heritage Act; or
2. the subject of an order under Part 4 of the Heritage Act; or
3. included on a heritage list prepared in accordance with the Scheme; or
4. within an area designated under the Scheme as a heritage area; or
5. the subject of a heritage agreement entered into under section 90 of the Heritage Act.

Container deposit scheme infrastructure proposed to be erected on a temporary basis of not more than 48 hours within a 12 month period are typically exempt from approval, as per the requirements of 61(1)(f) and (2)(d) of the deemed provisions provided in the Regulations and contained within the Scheme. As such, the policy provisions would not apply.

PART 2 – GENERAL POLICY PROVISIONS

1.0 Specified Exemption

- 1.1 Development approval is not required for the development or operation of a large reverse vending machine where it complies with all the relevant development standards outlined below (unless otherwise agreed by the local government), and may take place in any zone, with the exception of:
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 - b) General Rural, Rural Resource, Special Rural and Landscape Enhancement zones.

Planning and Sustainability
Local Planning Policy 4.28

Container Deposit Scheme Infrastructure



- 1.2 The development of a container collection cage is development for which development approval is not required where it complies with all the relevant development standards outlined below (unless otherwise agreed by the local government), and may take place in any zone, including a residential or rural zone or public purpose reserve where the land is lawfully used for the purposes of:

- (a) civic use; and/or;
- (b) community purpose; and/or
- (c) educational establishment.

2.0 Development Standards

General

- 2.1 Where the development of a large reverse vending machine and/or container collection cage is proposed, the infrastructure must not result in any change to the approved land use in a way that would result in the use no longer complying with any relevant development standards and/or requirements of the Scheme.

Location

- 2.2 Where the development of a large reverse vending machine and/or container collection cage is proposed, the infrastructure must not be erected within 10 metres of an adjoining lot boundary that accommodates a residential use.
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- 2.5 In order to preserve pedestrian and vehicular sightlines and servicing access, reverse vending machines and/or container collection cages must not be erected within six (6) metres of a primary street or right-of-way intersection or crossover, or three (3) metres of any secondary street. The reverse vending machine and/or container collection cage shall be located in such a way that it does not reduce existing car park sightlines, aisle widths and manoeuvring spaces.
- 2.6 Where the development of a container collection cage is proposed, the collection cage must be located in a service area where it is visually unobtrusive, and it must be secured, locked and immovable.

Planning and Sustainability
Local Planning Policy 4.28

Container Deposit Scheme Infrastructure



Visual Amenity

- 2.7 Where the development of a large reverse vending machine and/or container collection cage is proposed outdoors, placement of the infrastructure must not result in the removal of any vegetation, landscaping or street tree.
- 2.8 Where the development of a large reverse vending machine and/or container collection cage is proposed outdoors, the infrastructure must be constructed and clad with low-reflective, graffiti-resistant materials, which provide protection from the elements. Signage is to relate to the container deposit scheme only and satisfy the requirements of the City's Signs Local Planning Policy 4.6.
- 2.9 Where the development of a large reverse vending machine and/or container collection cage is proposed outdoors, the infrastructure must not display any advertising signage other than promotional or brand signage approved under the operation of the container deposit scheme.
- 2.10 Where the development of a large reverse vending machine is proposed outdoors, and the infrastructure exceeds a development footprint of 10 square metres, bins for the removal of waste or recyclable materials not accepted by the infrastructure are to be provided, and serviced regularly to maintain the amenity of the area, at a rate of one (1) waste bin and 0.5 recycling bins (both 240L in volume) per 10 square metres of development footprint.

Operational Amenity

- 2.11 Where the development of a large reverse vending machine and/or container collection cage is proposed, the operation of the infrastructure must not prejudicially affect the amenity of the locality due to the emission of light, noise, vibration, electrical interference, smell or any other by-product.
- 2.12 Where the development or operation of a large reverse vending machine is proposed adjacent to land that accommodates a residential use, the machine must operate only between the approved opening hours of the predominant land use, or in the absence of any other use:
 - (a) between 7.00 am and 7.00 pm Monday to Saturday; and
 - (b) between 9.00 am and 7.00 pm on Sunday and public holidays.
- 2.13 Where the development or operation of a large reverse vending machine is proposed, the reverse vending machine when in operation must not emit noise at a level which exceeds any requirement(s) under the Noise Regulations.
- 2.14 Where the development or operation of a large reverse vending machine and/ or container collection cage is proposed, the infrastructure must be provided with lighting that complies with AS/NZS 1158.3.1: 2005 Lighting for roads and public spaces, Part 3.1: Pedestrian area (Category P) lighting—Performance and design requirements (as amended).

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Container Deposit Scheme Infrastructure



- 2.15 Where the development or operation of a large reverse vending machine and/or container collection cage is proposed, the infrastructure must be accessible to any person with a disability.

Development Footprint

- 2.16 Where the development of a container collection cage is proposed outdoors, the cage must not:

- (a) have a development footprint of more than eight (8) square metres; or
- (b) be more than two (2) metres in height.

- 2.17 Where the development of a large reverse vending machine is proposed outdoors, on land not used for car parking, the machine must not:

- (a) have a development footprint of more than 45 square metres, and
- (b) be more than three (3) metres in height, or have dimensions greater than eight (8) metres by six (6) metres.

- 2.18 Where the development of a large reverse vending machine and/or container collection cage is proposed outdoors, the infrastructure shall be installed at a rate no greater than:

- (a) container collections cage – one (1) per lot; or
- (b) large reverse vending machine proposed on land not used for car parking – one (1) per 15,000 square metres of total lot area.

Land Development

3.4 Consideration of Local Planning Policy 4.4 - Urban Water Management following Advertising

File Ref:	3071 – 20/14370
Responsible Officer:	Director Planning and Sustainability
Disclosure of Interest:	Nil
Attachments:	4

Issue

To consider adopting the revised Local Planning Policy 4.4: Urban Water Management (**LPP 4.4**) following public advertising.

Background

In 2006, the WAPC finalised State Planning Policy 2.9: Water Resources (**SPP 2.9**), which was followed by the supporting Better Urban Water Management (**BUWM**) Guidelines in 2008. The BUWM Guidelines ensures that Water Sensitive Urban Design (**WSUD**) is considered at all stages of the planning and development process by outlining the information that is required to accompany each type of planning proposal.

LPP 4.4 was adopted by Council at its meeting on 13 November 2012 (Item PS01-11/12). This was followed by a minor amendment ahead of the scheduled review of LPP 4.4 (included as **Attachment 1**), which was adopted by Council at its meeting on 10 December 2013 (Item PS02-12/13). LPP 4.4 incorporates WSUD principles into the City's planning and development approval processes consistent with the BUWM Guidelines.

Following review by Administration, Council at its meeting of 4 June 2019 considered draft amended LPP 4.4 and resolved as follows (refer item PS06-06/19):

"That Council, pursuant to clauses 4(1) 4(2) and 5 of the deemed provisions of City of Wanneroo District Planning Scheme No. 2 ADOPTS the draft amended Local Planning Policy 4.4: Urban Water Management, as contained in Attachment 2, for the purpose of advertising, and ADVERTISES it for public comment for a period of 42 days by way of:

- 1. Advertisement in all local newspapers circulating within the City of Wanneroo for two consecutive editions;*
- 2. Display at the City's Administration Centre Building and on the City's Website; and*
- 3. Letters to relevant stakeholders as determined by the Director, Planning and Sustainability."*

The draft revised LPP 4.4 was amended to include the following key changes/updates:

1. References to new or updated policies and guidelines relating to surface and groundwater quality and quantity management;
2. The LPP is to apply to activities, works, services and programs conducted by the City;
3. The *City of Wanneroo Water Sensitive Urban Design Technical Guidelines* have been removed from the Appendix and listed within the *Related Policies and Documents* section of the Policy as one of the key guidelines that must be considered in decision making processes;
4. The objectives of the LPP were updated for consistency with the Department of Water & Environmental Regulation's *Decision Process for Stormwater Management in Western Australia – November 2017*.

5. Additional focus on groundwater management has been included in the LPP to ensure the City is considering relevant key guiding documents that relate to shallow groundwater systems including their control and management. This will ensure the City recognises the importance of groundwater control and management in the context of planning for the East Wanneroo District Structure Plan area where shallow groundwater is prevalent.

Detail

The purpose of LPP 4.4 is to ensure planning and development within the City of Wanneroo optimises the use and management of water resources (including rainwater, stormwater, groundwater, drinking water and wastewater) consistent with SPP 2.9 and the BUWM Guidelines. The draft amended LPP 4.4 addresses these issues and has simplified a number of provisions in the existing policy which are considered to lack clarity. A copy of the advertised draft LPP 4.4 is provided as **Attachment 2**. A table detailing matters considered in the review of LPP 4.4 is provided as **Attachment 3**.

Consultation

The draft amended LPP 4.4 was advertised for public comment for a period of 42 days between 20 June 2019 and 16 August 2019 by way of:

- Advertisements placed in local newspapers for two consecutive weeks on 25 June 2019 and 27 June 2019; and
- Display at the City's Administration Centre and on the City's website.

The City received nine submissions including one from the Urban Development Institute of Australia (**UDIA**) WA.

A summary of key submissions and Administration's comments is provided below with a more detailed summary included as **Attachment 3**.

Comment

Submissions were received, which were generally supportive of the draft amended LPP 4.4. A summary of the key comments and some of the recommended modifications are outlined below.

District and Local Structure Plans - Reference to 'Statutory'

Comments were raised relating to the term 'statutory' in Table 1. Administration is recommending the word 'statutory' be removed from the provisions in LPP 4.4 relating to District and Local Structure Plans as they are no longer statutory documents, they are 'documents of due regard'.

Local Water Management Strategy – Water Allocation and Future Demand

A comment was raised regarding Local Water Management Strategies (LWMS) and how they should not be delayed to resolve allocation issues and future demand (e.g. irrigation requirements for future state government assets such as schools). This may be particularly relevant where some of these assets may not be realised for many years into the future, it may not be within a proponent's ability to find a source of water, nor to control the amount of water that may or may not be needed. The submitter recommended the requirement be reworded so the LWMS document needs to understand allocation issues and future demand, but not necessarily resolve these, particularly where the future land use will not be in the proponent's control.

An LWMS is intended to document the status of water resources, provide indicative irrigation requirements for POS and school sites, and present a feasible water source. It is the Administration's view that feasible water sources must be identified at the District and Local Water Management Strategy stages for proper and orderly planning to occur and not be left until subdivision stage. If these matters are left until subdivision stage there is risk that new land titles and uses will be created (e.g. public open space or school sites) without a feasible water source. Options such as a third-pipe scheme using recycled water cannot be practically achieved at subdivision stage due to statutory timeframes, the complex nature of the matters involved and the fact that subdivision pre-calculations and plan of subdivision are generally locked in and difficult to change.

Local Water Management Strategy – Monitoring Data

Concern was raised in submissions relating to LWMS documents and the requirement for predevelopment monitoring data and results, collected by the developer, to demonstrate an understanding of local site conditions that affect or influence water management. The submitter stated that data does not necessarily need to be 'collected' by the developer to be relevant. Historical, regional and/or local monitoring conducted by other parties is relevant to understanding local site conditions.

Administration acknowledges that the monitoring data and results do not need to be collected by the developer and is therefore recommending that the provision be amended to change the wording 'collected by the developer' to 'provided by the developer' and to make reference to the *Water Monitoring Guidelines for Better Urban Water Management Strategies and Plans* (Department of Water & Environmental Regulation, 2012).

SPP 2.9 Water Resources and BUWM Guideline Review - Timing

Comment was made regarding the current review of SPP 2.9 Water Resources and BUWM Guideline by the DPLH. It was recommended that the City defer the finalisation of the LPP 4.4 to ensure consistency and alignment with the impending SPP 2.9 Water Resources and BUWM Guideline review. The review of SPP 2.9 and the BUWM Guidelines by DPLH was originally scheduled to be completed by 2019 but has continued to be delayed. More recently, public consultation was expected to occur mid-2020 but this may be postponed due to current constraints around the COVID-19 pandemic.

Alternatively, it was recommended to modify the LPP 4.4 to focus on outcomes rather than specifying certain methods or mechanism to achieve these outcomes, thus allowing LPP 4.4 to remain relevant as best practices evolve and changes to state planning frameworks come in effect. Administration does not recommend this approach as it would create ambiguity in terms of statutory planning information requirements.

Administration will undertake another review of LPP 4.4 if significant changes come into effect to ensure there is consistency and alignment with the updated SPP 2.9 Water Resources and the BUWM Guidelines.

Clarification on Useable Public Open Space

Clarity was sought on what constitutes 'useable' public open space. Administration considers useable public open space to be areas that are not subject to regular stormwater inundation and are defined by the top water levels for key critical storm events. Administration is therefore recommending a clear definition is included in the LPP which is based on top water levels, probability of inundation during storm events and creditable public open space as defined in *Liveable Neighbourhoods* (WAPC, 2009).

Commencement of Ground Disturbing Activities

Concern was raised in one submission relating to the requirement for an Urban Water Management Plan to be prepared and approved prior to the commencement of ground disturbing activities, consistent with the Local Water Management Strategy, to the satisfaction of the Western Australian Planning Commission on advice of the Local Government (Table 1 Section 4, C3). Greater clarity around what constitutes ground disturbing activities was sought. For example is clearing, stockpiling and/or sand extraction able to occur should the appropriate approvals be secured?

Administration considers clearing, stockpiling and sand extraction as ground disturbing activities. If heavy machinery is operating on site then this would constitute ground disturbing activity. Approval of an Urban Water Management Plan by the City should be required prior to any ground disturbing activity occurring on site (i.e. forward works)

Administration does not support forward works occurring prior to UWMP approval as this does pose certain risks to both the City and the Developer. Risks include finished earthwork levels being incorrect and requiring modification, which can unnecessarily impact on the retention of natural vegetation, particularly in areas where drainage and flood storage areas are oversized or require modification. This could lead to the unnecessary clearing of natural vegetation due to incorrect assumptions and over filling or excavating for bulk earthworks. Similarly, in areas of shallow groundwater there are risks associated with incorrect fill levels, groundwater separation, groundwater rise and inundation. Furthermore, once forward works are progressing there is additional risk that other works will progress while mobilised on site resulting in infrastructure needing to be removed (e.g. surface drainage and groundwater control infrastructure) and project delays.

Retention of Stormwater and erosion/sediment control

Retention of all stormwater on a site may not be appropriate or possible. This is particularly relevant in areas of shallow groundwater where direct lot connections rather than soak-wells may be preferable or where infrequent large storm events may lead to overland flow from lots into the road reserve. Administration recommends amending LPP 4.4 to focus on the outcome by managing and stabilising land to minimise erosion (e.g. hydro-mulching, wind fencing, filter cloth etc.) rather than stipulating retention of all stormwater on site.

Wastewater Management

No reference is made to Department of Health's role in on-site wastewater management. Administration recommends updating LPP 4.4 to include reference to Department of Health's guidelines and the recently released *State Government Sewerage Policy*.

Landscaping

Comment was made that there was no reference to 'appropriate exotic tree species' and the policy focuses on the use of indigenous, native and waterwise species / tube-stock planting during winter to minimise irrigation requirements. Administration's preference is for local native and Western Australian tree and plant species that will survive once establishment irrigation is switched off in public open space and streetscapes. Notwithstanding this, Administration currently considers appropriate non-endemic tree species on a case-by-case basis as part of the detailed landscape design and consistent with the City's Street Tree Policy and Street Tree Master List. Administration recommends amending the policy to include non-endemic tree species being assessed on a case by case basis.

Conclusion

The advertised Draft Amended LPP 4.4 Urban Water Management has been updated to reflect Administration's recommendations included in **Attachment 3**. An updated Draft

Amended LPP 4.4 has been prepared for Council consideration and adoption, and is included as **Attachment 4**.

Statutory Compliance

LPP 4.4 has been prepared and processed in accordance with Clause 4 of the Deemed Provisions of DPS 2. In accordance with Clause 4(3), Council must:

- a) *Formally consider the submissions received; and*
- b) *Resolve to either:*
 - i) *Proceed with the policy without modification;*
 - ii) *Proceed with the policy with modification; or*
 - iii) *Not to proceed with the policy."*

Administration recommends that Council proceeds with LPP 4.4 with modifications, in accordance with Clause 4(3)(b)(ii) of the Deemed Provisions of DPS 2.

Strategic Implications

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

“3 *Environment (Natural)*

3.1 *Resource Management*

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

Risk Management Considerations

Risk Title	Risk Rating
ST-S05 Water Availability	Moderate
Accountability	Action Planning Option
Director Planning & Sustainability	Manager

Risk Title	Risk Rating
CO-O18 Inherited Assets	High
Accountability	Action Planning Option
Director Planning & Sustainability	Manager

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

Ineffective water management may lead to environmental, social and economic impacts that result in loss of life and damage to property, financial losses (including negative economic impacts on the community), irreparable damage to the environment and the City's reputation

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

Policy Implications

The adoption of the amended LPP 4.4 will provide guidance on how structure plans, subdivisions and development applications are assessed and considered by Administration and Council. Through LPP 4.4, the City is committed to ensuring that planning and development optimises the use and management of water resources consistent with SPP 2.9 and the BUWM Guidelines.

Financial Implications

Nil

Voting Requirements

Majority

Recommendation

That Council:-

1. Pursuant to Clause 4(3)(b)(ii) of the Deemed Provisions of City of Wanneroo's District Planning Scheme No. 2 PROCEEDS with the Local Planning Policy 4.4: Urban Water Management, included as Attachment 4;
2. Pursuant to Clauses 4(4) of the Deemed Provisions of District Planning Scheme No.2 PUBLISHES notice of its adoption of Local Planning Policy 4.4: Urban Water Management in a local newspaper and FORWARDS a copy of the adopted policy to the Department of Planning, Lands and Heritage for information; and
3. NOTES the submissions received as summarised in Attachment 3 in respect to Local Planning Policy 4.4: Urban Water Management, ENDORSES Administration's responses to these submissions, and ADVISES submitter's of its decision.

Attachments:

1 ↓	Attachment 1 - FINAL LPP 4.4 (Revised December 2013)	13/156303	
2 ↓	Attachment 2 - Advertised Draft Amended Local Planning Policy 4.4 - Urban Water Management	20/99807	
3 ↓	Attachment 3 - Schedule of Submissions Following Advertising Draft Local Planning Policy 4.4 Urban Water Management	19/333506	Minuted
4 ↓	Attachment 4 - Post Advertising Draft Amended Local Planning Policy 4.4 - Urban Water Management	20/99813	Minuted

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AUTHORISATION	Adopted 2013 (PS02-12/13)
REVIEW	2014

Part 1

POLICY OPERATION

Policy Development

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

Purpose and Application

The purpose of this Policy is to ensure planning and development within the City of Wanneroo optimises the use and management of urban water resources (including rainwater, stormwater, groundwater, drinking water and wastewater) consistent with State Planning Policy 2.9: Water Resources (SPP 2.9) and the Western Australian Planning Commission's (WAPC) Better Urban Water Management (BUWM).

The Policy sets out the water related documentation required at each stage in the planning and development process, including:

- district structure plans;
- local structure plans;
- scheme amendments;
- subdivision applications; and
- development applications.

This Policy applies to all planning proposals for Residential, Commercial, Industrial or Rural zoning, subdivision or development within the City of Wanneroo.

Definitions

For the purpose of interpreting this Policy, all terms shall have the same meaning given to them under DPS 2.

Structure

The Policy is divided into two parts, with an attached Schedule and Appendix:

- Part 1:** Policy Operation, which includes the policy context and objectives.
Part 2: Policy Provisions, outlining the requirements that apply to planning proposals at each stage in the planning and development process.

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- Schedule 1:** Schedule 1 outlines the extent of investigations required for sites with low, medium and high risk site conditions.
- Appendix 1:** Appendix 1 includes guidelines on how to achieve best practice WSUD.

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Objectives

The Policy Objectives are outlined in **Table 1**. These objectives have been derived from the Department of Water's Stormwater Management Manual for Western Australia 2004-2007 and are based on Water Sensitive Urban Design (WSUD) principles.

Table 1: Local Planning Policy 4.4 Objectives

THEME	OBJECTIVE
Water Sensitive Urban Design	Incorporate WSUD principles into development throughout the planning process.
Integration	Integrate water and land use planning by considering water sources early in the planning and development process.
Flooding	Provide protection to life and property from flooding that would occur in a 100 year Average Recurrence Interval (ARI) flood event and assess the impact of larger events at trapped lows adjacent to human habitation, in high density zones or adjacent to critical infrastructure.
Efficiency	Maximise the efficient use of sustainable water resources such as wastewater and harvested water.
Demand	Reduce potable water demand.
Runoff Management	Manage rainfall events to minimise runoff as high in the catchment as possible. Use multiple low cost 'in-system' management measures to reduce runoff volumes and peak flows.
Natural Drainage	Retain and restore existing elements of the natural drainage system, including waterway, wetland and groundwater features, and integrate these elements into the urban landscape.
Pollution	Minimise pollutant inputs through implementation of appropriate non-structural source controls (such as planning and development controls, pollution prevention procedures, education and participation programmes and regulatory controls) and structural controls (that manage the quantity and quality of stormwater runoff and prevent or treat stormwater pollution).
Amenity of Drainage Features	Enhance amenity through multiple use corridors, lot landscaping and integrating water management measures into the landscape to enhance visual, recreational, cultural and ecological values, while minimising development costs.



Part 2

POLICY PROVISIONS

1. Operation of Table 2

- 1.1. **Table 2** contains planning information requirements, acceptable standards and provisions/conditions for each stage in the planning and development process. Each section of the Table is colour coded to correspond with the various stages of the planning and development process, as depicted below:
- **Section 1** deals with district structure plans;
 - **Section 2** deals with local structure plans;
 - **Section 3** deals with DPS 2 amendments;
 - **Section 4** deals with subdivision proposals;
 - **Section 5** deals with detailed area plans and development applications.
- 1.2. Column A of **Table 2** outlines information required in relation to water planning documentation for each stage in the planning and development process.
- 1.3. Column B of **Table 2** sets out standards that are considered acceptable to satisfy the relevant information requirement.
- 1.4. Column C of **Table 2** states provisions to be included in structure plans and conditions that will be applied to the relevant approval for each stage in the planning and development process.

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Table 2: Structure Plan, Scheme Amendment, Subdivision and Development Standards

	COLUMN A	COLUMN B	COLUMN C	
	Planning Information	Acceptable Standards (unless otherwise stated, all standards must be met)	Provisions / Conditions	
SECTION 1: DISTRICT STRUCTURE PLAN				
A1	A District Water Management Strategy (DWMS) shall be prepared to support any district structure plan.	B1 DWMS's shall be consistent with the requirements in: <ul style="list-style-type: none">Better Urban Water Management (BUWM) (WAPC, 2008).	C1 District structure plans shall include the following wording as a statutory provision to support the development of a Local Water Management Strategy (LWMS): <ul style="list-style-type: none">"Local structure plans shall include a Local Water Management Strategy that incorporates best practice water sensitive urban design principles and is consistent with the design objectives and standards provided by the District Water Management Strategy."	
A2	A DWMS shall not be required where, in the City's opinion, the land area of the proposal does not warrant such high level water planning.	B2 DWMS's shall address: <ul style="list-style-type: none">Water allocation issues and requirements for public open space and school oval irrigation and implications of this for the Gnangara Groundwater Areas Allocation Plan; andAccessing of water resources outside the City through the Integrated Water Supply Scheme, particularly for drinking water supply requirements.		
A3	The City may require alternative or additional information in lieu of the DWMS, such as an arterial drainage network.	B3 DWMS's shall include sampling and monitoring data, collected by the developer, to describe the site appropriately. The data provided will identify risk and determine the extent of ongoing monitoring required. Further detail is provided in Schedule 1 .		
SECTION 2: LOCAL STRUCTURE PLAN				
A1	A LWMS shall be prepared to support any local structure plan.	B1 LWMS's shall be consistent with the requirements detailed in: <ul style="list-style-type: none">BUWM (WAPC, 2008);The Interim: Developing a Local Water Management Strategy (Department of Water, 2008); andThe relevant DWMS.	C1 Local structure plans shall include the following wording as a statutory provision to support the development of an Urban Water Management Plan (UWMP) at the subdivision stage: <ul style="list-style-type: none">"Subdivision proposals shall include an Urban Water Management Plan that incorporates best practice water sensitive urban design principles and is consistent with the design objectives and standards provided by the District Water Management Strategy and Local Water Management Strategy."	
A2	The City of Wanneroo may require a LWMS in other circumstances.			B2 LWMS's shall address water allocation issues and requirements for public open space and school oval irrigation.
				B3 LWMS's shall include predevelopment monitoring data and results, collected by the developer, to demonstrate an understanding of the local site conditions that affect or influence water management. The data provided will identify risk and determine the extent of ongoing monitoring required. Further detail is provided in Schedule 1 . Where sensitive environments ¹ exist, monitoring should be for at least 18 months prior to lodgement of the LWMS. Where this timeframe has not been met the City shall defer assessment of the local structure plan until sufficient monitoring information has been supplied.
			C2 Local structure plans shall include the following wording as a statutory provision to ensure compliance with the LWMS at later development stages: <ul style="list-style-type: none">"The Local Water Management Strategy shall be approved prior to the lodgement of any subdivision application."	

¹ Sensitive environments in the City of Wanneroo include Public Drinking Water Source Areas and land including or adjacent to wetlands and groundwater dependent ecosystems.

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	COLUMN A	COLUMN B	COLUMN C
	Planning Information	Acceptable Standards (unless otherwise stated, all standards must be met)	Provisions / Conditions
SECTION 3: DISTRICT PLANNING SCHEME NO. 2 AMENDMENTS			
A1	A DWMS shall not be required where: <ul style="list-style-type: none"> In the City's opinion, the land area of the proposal does not warrant such high level water planning; or A DWMS has already been endorsed for the subject area. 	B1 Any DWMS prepared in support of a scheme amendment shall be in accordance with the Acceptable Standards set out in Section 1, B1 – B3 of this Table.	C1 The City will recommend that a DWMS shall be prepared to support any scheme amendment involving rezoning to 'Urban' or lifting of an 'Urban Deferred' zone under the Metropolitan Region Scheme (MRS).
A2	A LWMS shall be prepared to support any scheme amendment involving rezoning to 'Urban Development' under DPS 2 where: <ul style="list-style-type: none"> An endorsed DWMS exists; or A DWMS is not required. 	B2 Any LWMS prepared in support of a scheme amendment shall be in accordance with the Acceptable Standards set out in Section 2, B1 – B4 of this Table.	C2 The City will recommend that a LWMS shall be prepared to support any scheme amendment involving rezoning to 'Urban' or lifting of an 'Urban Deferred' zone under the MRS.

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COLUMN A		COLUMN B		COLUMN C	
Planning Information		Acceptable Standards (unless otherwise stated, all standards must be met)		Provisions / Conditions	
SECTION 4: SUBDIVISION					
A1	An UWMP shall be prepared to support any application for subdivision.	B1	UWMP's shall be consistent with: <ul style="list-style-type: none">Urban Water Management Plans: Guidelines for Preparing Plans for Complying with Subdivision Conditions (Department of Water, 2008); andAny existing DWMS or LWMS.	C1	If the LWMS is not approved prior to the lodgement of subdivisions, the City will recommend that the WAPC refuse or defer the subdivision approval until the LWMS is approved.
		B2	UWMP's shall include monitoring data and results, collected by the developer. The data provided will identify risk and determine the extent of ongoing monitoring required. Further detail is provided in Schedule 1 . Sites shall be monitored until clearance of subdivision conditions. Monitoring results shall be supplied to the City of Wanneroo and Department of Water quarterly or as agreed in the UWMP.	C2	If a LWMS does not exist, and an UWMP is not lodged with the subdivision application, the City will recommend that the WAPC refuse or defer the application until the UWMP is lodged. Conditions of subdivision will not be cleared without adequate demonstration that the UWMP has been implemented (including agreed monitoring) as per the conditions in Section 4, C1 - C2 of this Table.
				C3	For subdivision proposals where a LWMS is in place the following conditions shall be applied: <ul style="list-style-type: none">"An Urban Water Management Plan is to be prepared and approved prior to the commencement of ground disturbing activities, consistent with the Local Water Management Strategy, to the satisfaction of the Western Australian Planning Commission on advice of the Department of Water"; and"The approved Urban Water Management Plan shall be implemented by the landowner, including construction of the identified stormwater and groundwater management systems to the satisfaction of the Western Australian Planning Commission on advice of the Local Government".
				C4	For subdivision proposals where a LWMS is not in place the following conditions shall be applied: <ul style="list-style-type: none">"An Urban Water Management Plan is to be prepared and approved prior to the commencement of ground disturbing activities to the satisfaction of the Western Australian Planning Commission on advice of the Department of Water"; andThe approved Urban Water Management Plan shall be implemented by the landowner, including construction of the identified stormwater and groundwater management systems to the satisfaction of the Western Australian Planning Commission on advice of the Local Government."
				C5	For subdivision applications where the City has requested the preparation of an UWMP and the Department of Water has not, the following conditions shall be applied: <ul style="list-style-type: none">"An Urban Water Management Plan is to be approved prior to the commencement of ground disturbing activities to the

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	COLUMN A	COLUMN B	COLUMN C
	Planning Information	Acceptable Standards (unless otherwise stated, all standards must be met)	Provisions / Conditions
SECTION 4: SUBDIVISION			
			<p>satisfaction of the Western Australian Planning Commission on advice of the City of Wanneroo"; and</p> <ul style="list-style-type: none"> • "The approved Urban Water Management Plan shall be implemented by the landowner including construction of the identified stormwater and groundwater management systems to the satisfaction of the Western Australian Planning Commission on advice of the Local Government."
A2	Detailed engineering design drawings shall be submitted to comply with the conditions of subdivision.	<p>B3 The location, design and construction of drainage infrastructure shall be compliant with the UWMP and final ground contours shall achieve WSUD principles.</p> <p>B4 Landscaping and drainage infrastructure shall be complimentary and result in usable public open space that incorporates drainage where appropriate.</p> <p>B5 Developers shall be responsible for undertaking any maintenance to drainage infrastructure required due to construction activities prior to handover to the City of Wanneroo.</p> <p>B6 The subdivider shall be responsible for ensuring drainage infrastructure is maintained and functional prior to handover. The City shall inspect drainage infrastructure prior to handover and if required provide detail of non-compliance to the subdivider. Non-compliance issues shall be rectified prior to handover.</p>	<p>C6 The City of Wanneroo shall sign-off detailed design drawings prior to any on-site construction occurring.</p> <p>C7 The City shall recommend the following conditions of subdivision where relevant:</p> <ul style="list-style-type: none"> • "The drainage infiltration basin(s) shown in public open space areas are to be located, designed and constructed to the satisfaction of the City of Wanneroo"; • "The land being filled and/or drained at the subdividers cost to the specification and satisfaction of the City of Wanneroo"; and • "The subdivider shall prepare and implement a landscape and drainage management plan for the proposed public open space and drainage areas consistent with Local Planning Policy 4.3: Public Open Space, including the provision of parking bay embankments in the road reserve adjoining the public open space, bollards (or other edge treatments requested by the City) and the maintenance of the proposed public open space and drainage areas, to the satisfaction of the City of Wanneroo."
A3	Landscaping Plans shall be required as conditions of subdivision and/or development approval.	B7 Landscaping Plans required as a condition of other approvals, e.g. subdivision or development approvals, shall consider the requirements of the higher level water planning documents.	C8 The City will check compliance with the approved Landscaping Plan prior to handover of public open space.
A4	Landscaping Plans shall be submitted with civil engineering design drawings.	<p>B8 Where landscaping is required as a condition of subdivision or development approval, the plan shall include information such as, but not limited to the following:</p> <ul style="list-style-type: none"> • Measures to be taken to ensure implementation of the plan; • Soil improvers and mulching to retain moisture; • Use of indigenous, native and water wise species/tube stock planted during winter to minimise irrigation requirements; 	

Planning and Sustainability
Local Planning Policy Framework
Local Planning Policy 4.4: Urban Water Management



	COLUMN A	COLUMN B	COLUMN C
	Planning Information	Acceptable Standards (unless otherwise stated, all standards must be met)	Provisions / Conditions
SECTION 4: SUBDIVISION			
		<ul style="list-style-type: none"> Hydro zoning and installation of smart irrigation systems in accordance with the City's irrigation specifications; Buffer and filter strips and use of appropriate areas and species of turf, possibly restricted to active spaces only; Drainage infrastructure designs (to ensure its function is not compromised by the proposed landscaping); A plan detailing the public open space landscaping and the drainage infrastructure to show how they complement each other; Public open space schedule; Water balance calculations; Water requirements and allocations; and Retention of native bushland. 	
		<p>B9 High Phosphorous Retention Index (PRI) soils are required to be incorporated into bio-retention swales and public open space (where it is not to be used for the purpose of conservation) to reduce phosphorous export via leaching, while also meeting soil permeability and soil compaction criteria specified by the City of Wanneroo.</p> <p>B10 Where landscaping is related to public open space or drainage infrastructure, the City will not accept handover until compliance with the Landscaping Plan is demonstrated and it is demonstrated that the landscaping does not compromise the drainage design.</p> <p>B11 Where irrigation is required, the City will not accept handover until the licence transfer has been approved by Department of Water.</p> <p>B12 Landscaping will be inspected and compared to approved Landscaping Plans. Handover of infrastructure and public open space will not occur until landscaping complies with the approved plan.</p> <p>B13 Monitoring data should be included in the information supplied during handover of public open space or drainage infrastructure. The City may not accept handover if contingency measures are required as specified in the UWMP.</p>	
	A5 Earthworks drawings shall be submitted to comply with subdivision conditions and to receive earthworks approval from the City of Wanneroo.	<p>B14 To comply with the condition in C9, the earthworks design shall comply with the UWMP.</p> <p>B15 The City's standard position, as outlined in LPP 4.2, is that the City will not approve earthworks until the related subdivision has conditional approval. The City may, however, approve earthworks where a Structure Plan has been adopted and endorsed by the City and WAPC and the earthworks will not prejudice future development outcomes.</p>	<p>C9 Earthworks approvals shall include the following condition:</p> <ul style="list-style-type: none"> "All stormwater runoff shall be retained onsite and erosion shall be managed so that sand is not deposited on road reserves or in drainage systems."

Planning and Sustainability
Local Planning Policy Framework
Local Planning Policy 4.4: Urban Water Management



	COLUMN A	COLUMN B	COLUMN C
	Planning Information	Acceptable Standards (unless otherwise stated, all standards must be met)	Provisions / Conditions
SECTION 5: DETAILED AREA PLANS AND DEVELOPMENT APPLICATIONS			
A1	Development that may trigger the requirement of an UWMP includes, but is not limited to the following: <ul style="list-style-type: none"> • Large factory unit developments; • Grouped dwellings; • Lifestyle villages; and • Showrooms. 	<p>B1 Any UWMP prepared in support of a detailed area plan or development application shall be in accordance with the Acceptable Standards set out in Section 4, B1 – B2 of this Table.</p> <p>B2 UWMP's shall include sampling and monitoring data and results to describe the site appropriately. This is the responsibility of the developer. The information provided will identify risk and this will determine the extent of ongoing monitoring required. Further detail is provided by Schedule 1.</p> <p>B3 The City will not take over responsibility for drainage infrastructure that is affected by sediment build up until maintenance of the infrastructure has occurred and it is confirmed to be completely functional. The City is not responsible for drainage infrastructure within private lots.</p>	<p>C1 Where an UWMP is required at the development approval stage, it shall be submitted and approved by the City prior to the development approval being given. The development approval will then include the following conditions:</p> <ul style="list-style-type: none"> • "An Urban Water Management Plan is to be prepared and approved prior to the commencement of ground disturbing activities to the satisfaction of the City of Wanneroo on the advice of the Department of Water"; and • "The approved Urban Water Management Plan shall be implemented by the landowner, including construction of the identified stormwater and groundwater management systems, to the satisfaction of the City of Wanneroo". <p>C2 The following conditions may be applied to development approvals to manage the impacts of sediment and erosion on drainage infrastructure:</p> <ul style="list-style-type: none"> • "All stormwater runoff shall be retained onsite and erosion shall be managed so that sand is not deposited on road reserves or in drainage systems"; • "A Construction Management Plan shall be implemented to the satisfaction of the City of Wanneroo" (Note: If a Construction Management Plan is required, it should be approved prior to development approval being issued); and/or • "The owner ensuring the land is not laid bare of vegetation resulting in loose erodible conditions".
A2	Where an UWMP has not previously been prepared as part of a separate approval and a development is proposed that will significantly alter the natural hydrology and drainage of a site, a UWMP shall be prepared prior to development approval.		
A3	If a Construction Management Plan is required, it should be approved prior to development approval being issued.		

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Schedule 1

EXTENT OF INVESTIGATIONS REQUIRED (GUIDE ONLY)

The following table should be used to guide the provision of information within water management plans to support planning proposals based on the conditions of the site. The risk level will move from low to medium or medium to high where one or more Site Conditions in the next highest risk level are present.

Risk	Site Conditions	Information Requirements
Low	<ul style="list-style-type: none"> Depth to groundwater > 3m. No sensitive environmental assets within the sub-catchment of the site. Ability to infiltrate all rainfall events on site. No offsite discharge required or regional drainage issues. Low acid sulphate soils (ASS) risk. 	<p>Minimum Information Required</p> <ul style="list-style-type: none"> Clearly identify site conditions relevant to water management including existing infrastructure. Demonstrate that planning and development will meet total water cycle objectives.
Medium	<ul style="list-style-type: none"> Depth to groundwater between 3m and 1.2m. Offsite discharge to local &/or regional system. No regional bushland or significant wetland issues (i.e. MU or RE) within the site or its sub catchment. Medium ASS risk. 	<p>Limited Information Required</p> <ul style="list-style-type: none"> Site investigation and assessment to determine management responses in terms of the site and capacity of the drainage system. On site monitoring and demonstration of representative sampling (to be agreed with City of Wanneroo).
High	<ul style="list-style-type: none"> Depth to groundwater < than 1.2m; Proposed off-site drainage with potential for adverse impacts to wetlands/waterways; Contains a floodplain; Contains, or adjacent to, regionally significant bushland; Known contaminated site; High ASS risk; or Contains any part of a significant groundwater dependent ecosystem such as a Conservation Category Wetland or its buffer or karst system. 	<p>Comprehensive Information Required</p> <ul style="list-style-type: none"> Detailed site investigations and modelling to determine management responses in terms of the site and the surrounding (sub) catchment. Full BUWM checklist to be addressed in detail.

Planning and Sustainability

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Appendix 1

WATER SENSITIVE URBAN DESIGN

ENGINEERING TOOLBOX



City of Wanneroo

Appendix 1

Water Sensitive Urban Design Engineering Toolbox

September 2012





1. Introduction

This toolbox provides examples of urban water management solutions. All possible structural best management practices have not been presented. Urban water management solutions should be site specific and will be assessed on their merit. Where the examples presented in this toolbox are used, all the features shown may not be required depending on site conditions.

In order to meet design criteria of reductions in TP, TN, TSS and gross pollutants as compared to developments in which water treatment is not undertaken, it is necessary to utilise a treatment train of water sensitive urban design best management practices.

This approach reduces risks of flooding to housing and infrastructure whilst maximising the potential for stormwater to be treated as a resource.

The hierarchy of water sensitive urban design principles is as follows:

1. Implement controls at or near the source to prevent pollutants entering the system and/or treat stormwater,
2. Install in-transit measures to treat stormwater and mitigate pollutants that have entered the conveyance system,
3. Implement end-of-pipe controls to treat stormwater, addressing any remaining pollutants prior to discharging to receiving environments.

Structural and non-structural strategies must be used in combination to achieve the required stormwater treatment outcomes.

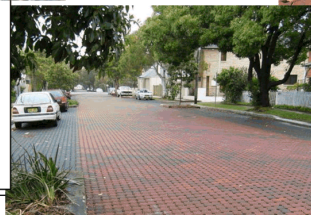
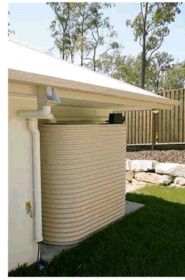
The engineering design drawings (Figures 2453-1-0 to 2453-7-0) presented in this report show a range of possible structural best management practices that may be used in combination with others (including non-structural strategies) to form a treatment train.

The following flow diagram presents options for a treatment train of water sensitive urban design best management practices in increasing scale from residential and commercial lot to the whole development area.



Lot scale:

- On site soakage devices.
- Water-wise and Nutrient-wise landscaping,
- Maximise permeable surfaces,
- Porous pavements (Figure 2453-2-0)
- Amended topsoils,
- Landscaped infiltration structures (Figure 2453-5-0 to 2453-7-0)
- Hydrocarbon management and sediment traps, and
- Rainwater tanks for harvesting, detention and re-use.



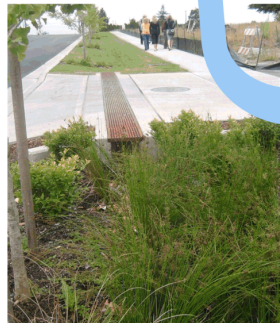
Estate scale:

- Waterwise landscaping and use of smart irrigation systems in public open space, retaining and restoring existing natural bushland wherever possible
- Retention/detention (including water quality treatment) areas integrated within POS, in accordance with the objectives and requirements of Elements 4 (Public Parkland) and 5 (Urban Water Management) of Liveable Neighbourhoods Edition 4 (2009) (Figure 2453-1-0),
- Retain existing wetlands and aim to restore a pre-development ecology
- Stormwater storage and reuse schemes, and
- Non-structural BMPs such as interpretive signage, garden education programs, publishing a WSUD web-page for the estate, and inviting residents to engage with existing community catchment groups.



Street scale:

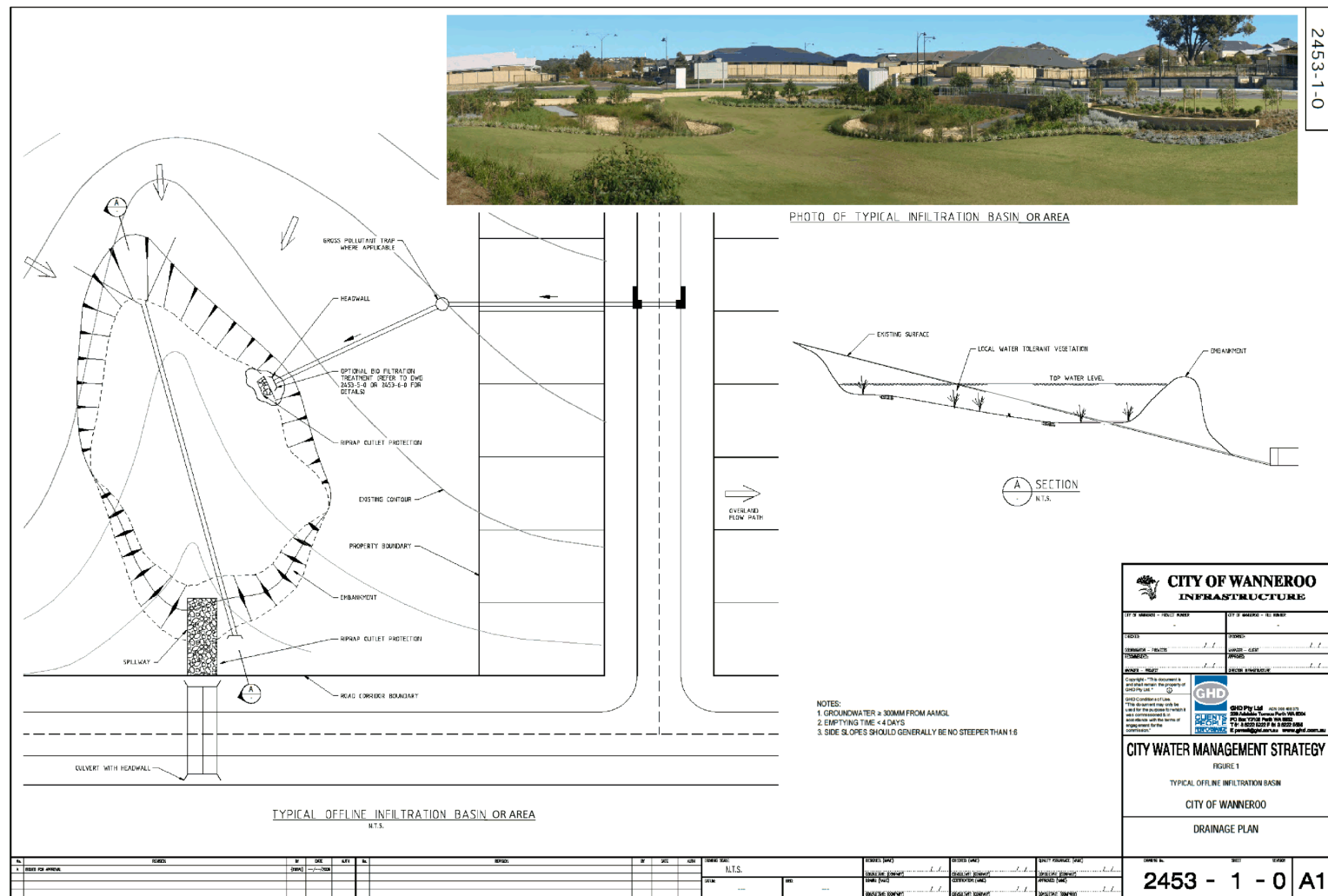
- Landscaped infiltration structures and raingardens (Figure 2453-5-0 to Figure 2453-7-0),
- Sediment traps,
- Porous pavements (Figure 2453-2-0), and
- Conveyance bioretention systems or swales (Figure 2453-3-0 and 2453-4-0)



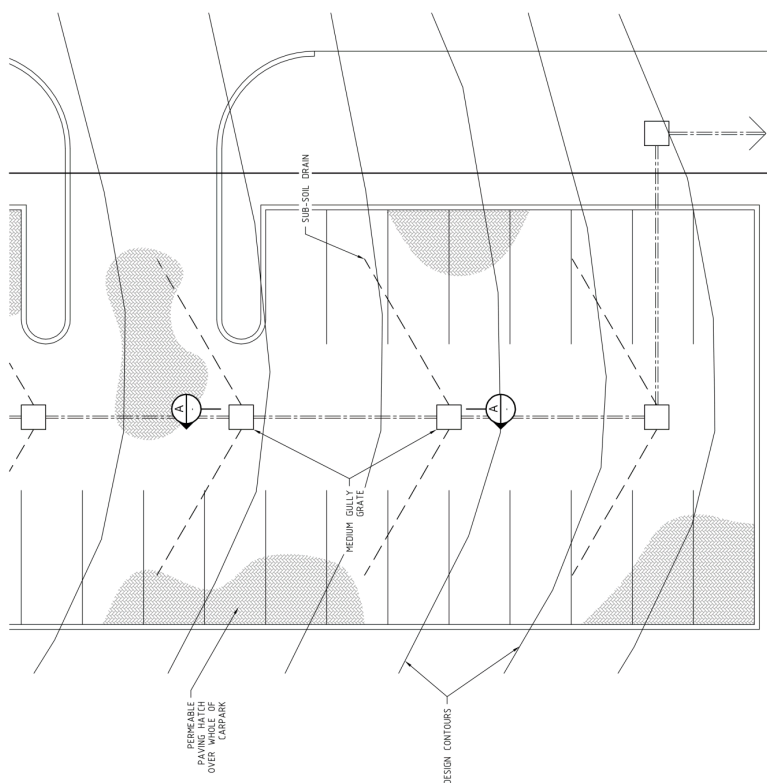
Area scale:

- Non-structural BMPs such as public education campaigns, support of local community catchment groups, installation of interpretive signage and webpages, and the adoption of appropriate planning principles including local laws for On-site Detention and Retention.

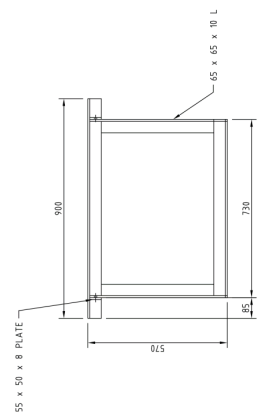




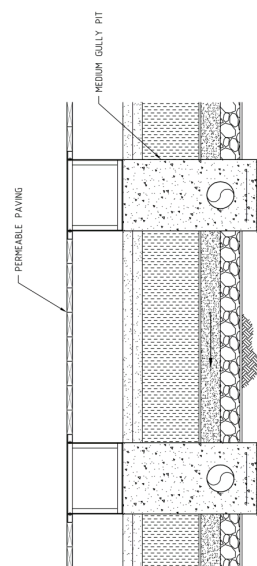
PHOTOS OF TYPICAL PERMEABLE PAVING



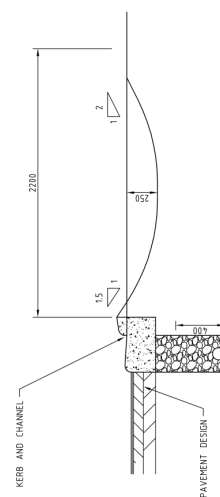
PLAN
SCALE 1:200



GRATE FRAME
N.T.S.



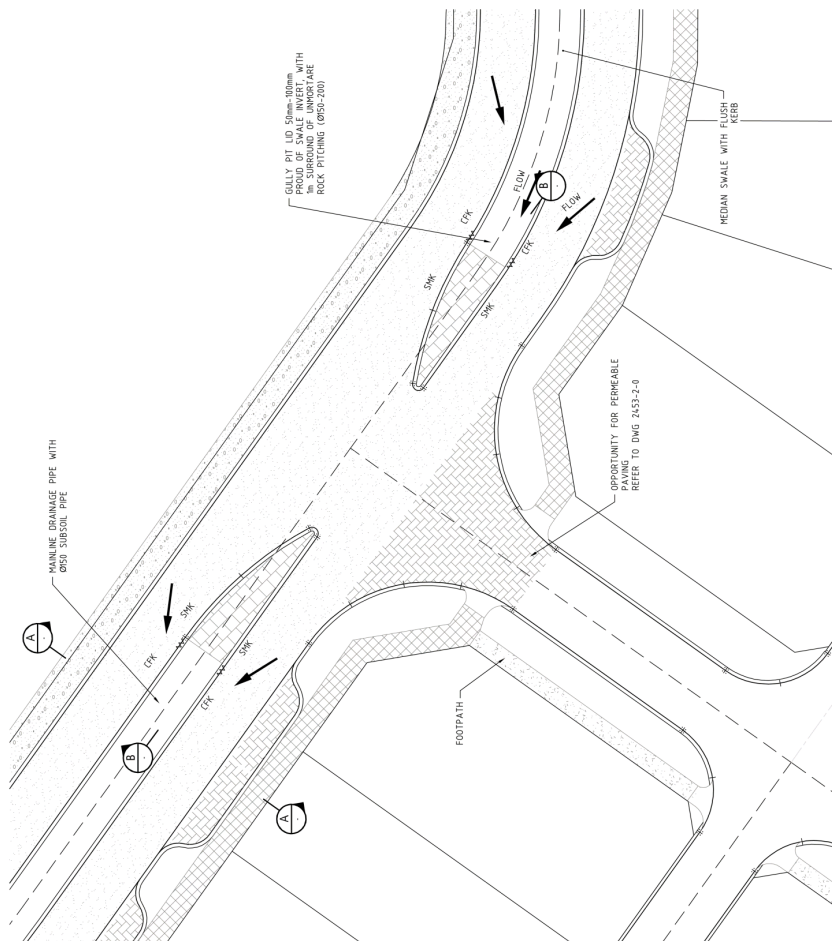
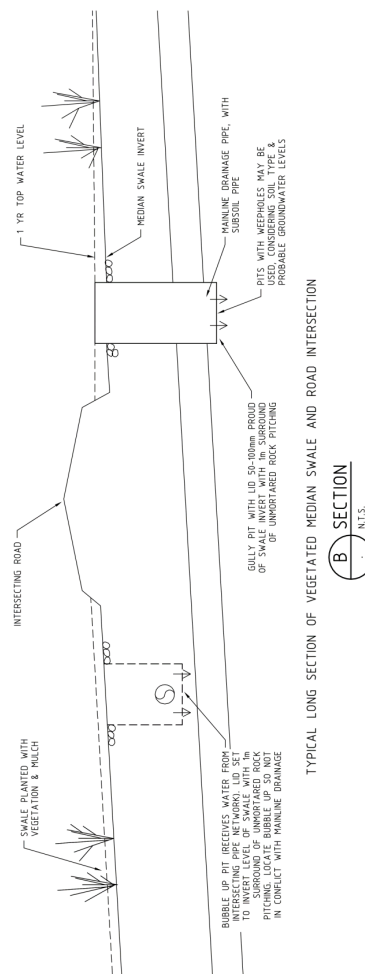
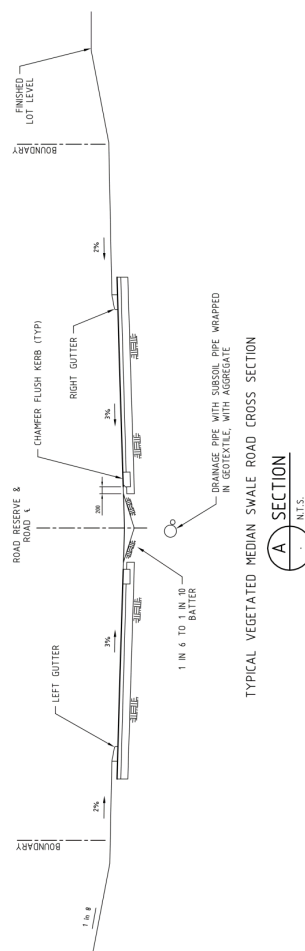
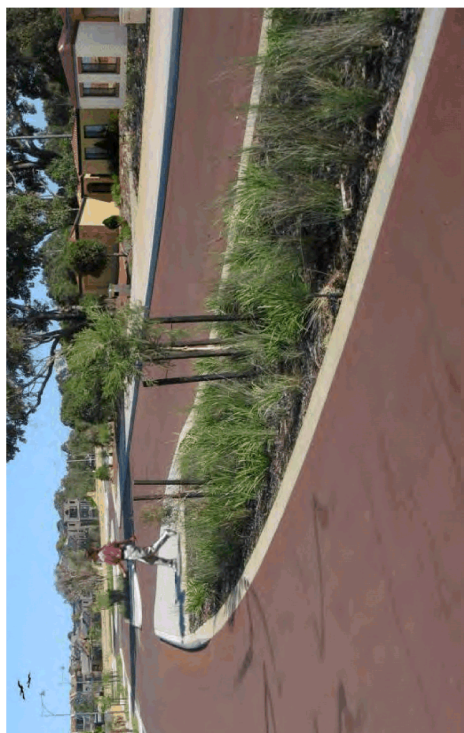
A SECTION
N.T.S.



TYPICAL BOUNDARY SWALE
N.T.S.

[illegible]

2453-3-0



PLAN - TYPICAL MEDIAN SWALE

SCALE 1:200

LEGEND

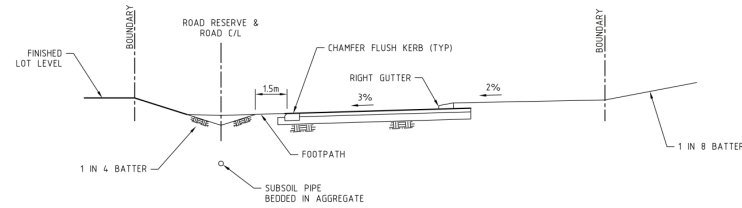
SMK	SEMI MOUNTABLE KERB
MK	MOUNTABLE KERB
FK	FLUSH KERB
CFK	CHAMFER FLUSH KERB
W	KERR TRANSITION



PHOTO OF - TYPICAL VERGE SWALE

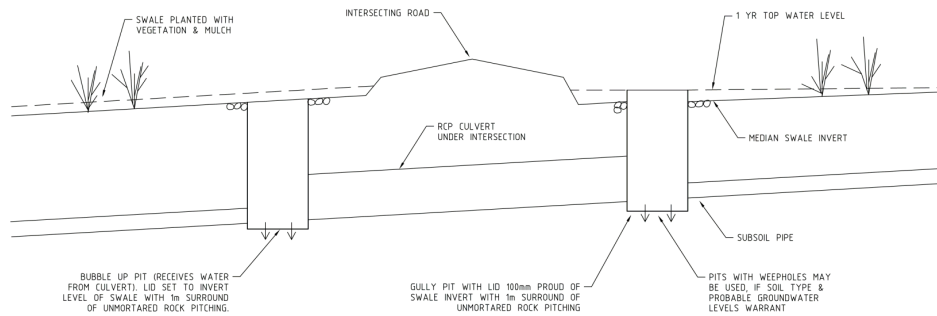


PHOTO OF - TYPICAL VERGE SWALE



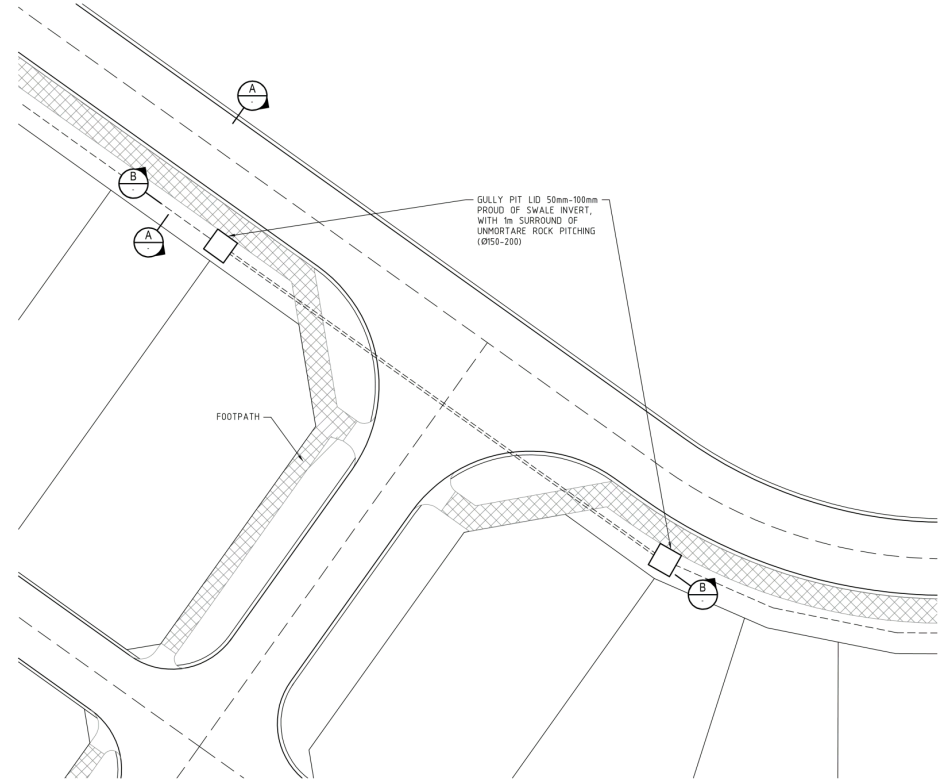
TYPICAL VEGETATED VERGE SWALE ROAD CROSS SECTION

A SECTION
N.T.S.



TYPICAL LONG SECTION OF VEGETATED VERGE SWALE AND ROAD INTERSECTION

B SECTION
N.T.S.



PLAN - TYPICAL VERGE SWALE

SCALE 1:200



CITY OF WANNEROO - PROJECT NUMBER

CITY OF WANNEROO - FILE NUMBER

CHECKED: MANAGER - CLIENT

COORDINATOR - PROJECTS

RECOMMENDED: APPROVED

MANAGER - PROJECT DIRECTOR INFRASTRUCTURE

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CITY WATER MANAGEMENT STRATEGY

FIGURE 4

TYPICAL VEGETATED SWALE TREATMENT

CITY OF WANNEROO

DRAINAGE PLAN

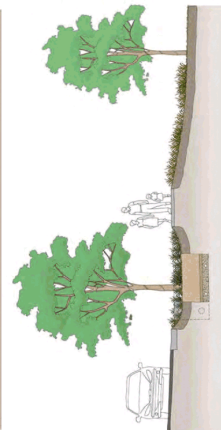
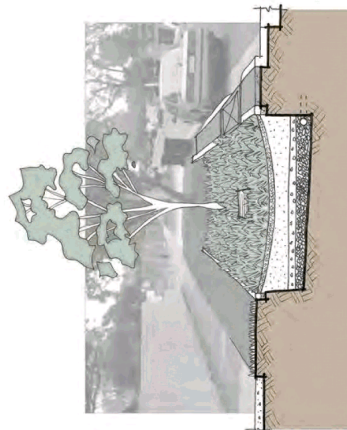
SHEET 2 OF 2 - VERGE

DRAWING No. SHEET REVISION

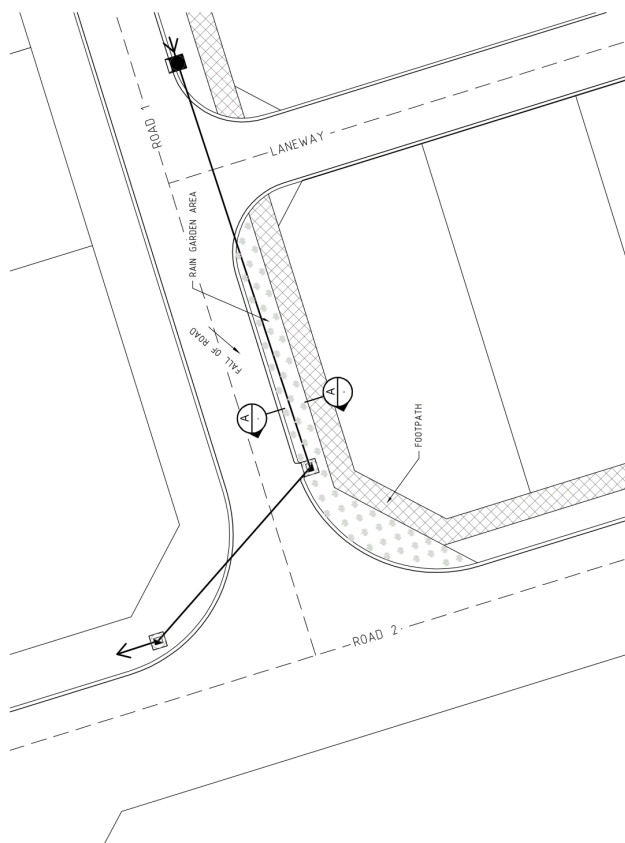
2453 - 4 - 0 A1

NO.	REVISION	BY	DATE	AUTH.	NO.	REVISION	BY	DATE	AUTH.	DRAWING SCALE:	DESIGNED (NAME)	CHECKED (NAME)	QUALITY ASSURANCE (NAME)
A	ISSUED FOR APPROVAL	(INITIALS)	---/---/2008							1:200	CONSULTANT (COMPANY)	CONSULTANT (COMPANY)	CONSULTANT (COMPANY)
										DATUM	DRAWN (NAME)	CERTIFICATION (NAME)	APPROVED (NAME)
										SPCS	CONSULTANT (COMPANY)	CONSULTANT (COMPANY)	CONSULTANT (COMPANY)

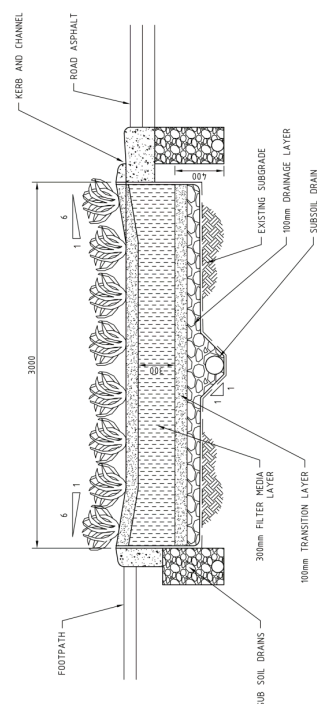
PHOTO EXAMPLES



SKETCHES



PLAN
SCALE 1:200



TYPICAL RAIN GARDEN

A SECTION

NOTE:

can also be applied in typical offline infiltration basin

FIGURE 5

CITY WATER MANAGEMENT STRATEGY

TYPICAL BIO FILTRATION TREATMENT

CITY OF WANNEROO

DRAINAGE PLAN

SHEET 1 OF 3

2453 - 5 - 0 A1

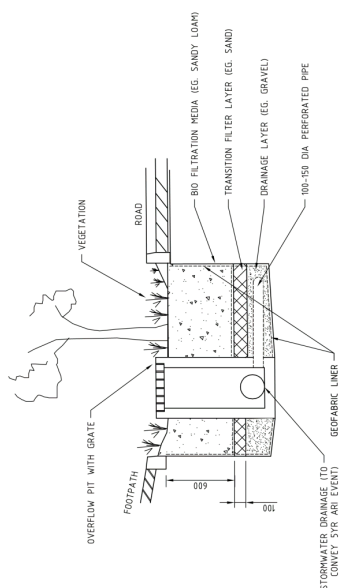
SKETCHES

TYPICAL RAIN GARDEN

A SECTION

NOTE:

CAN ALSO BE APPLIED IN TYPICAL OFFLINE INFILTRATION BASIN



TYPICAL DETAIL OF BIO FILTRATION POCKET OR RAINGARDEN WITH BUBBLE-UP



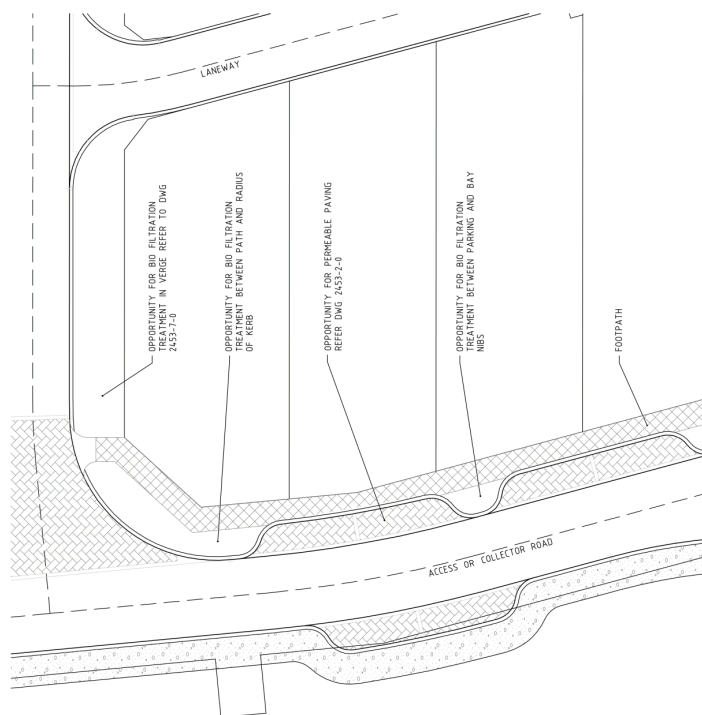
PHOTO EXAMPLE OF BIO FILTRATION POCKET
FOR RAINGARDEN WITH SIDE ENTRY PIT



PHOTO EXAMPLE OF TYPICAL BRICK PAVING WITH BIO FILTRATION POCKETS OR RAINGARDEN


NOTE:


can also be applied in typical offline infiltration basin



EXAMPLE OPPORTUNITIES FOR BIO FILTRATION POCKETS

[illegible]

	CITY OF WANNEROO - PROJECT NUMBER		CITY OF WANNEROO - PROJECT NUMBER	
	ORDERED	DATE ORDERED	ORDERED	DATE ORDERED
	FORWARDED	DATE FORWARDED	FORWARDED	DATE FORWARDED
	RECEIVED	DATE RECEIVED	RECEIVED	DATE RECEIVED
	RECEIVED	DATE RECEIVED	RECEIVED	DATE RECEIVED



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CITY WATER MANAGEMENT STRATEGY

FIGURE 6

TYPICAL BIO FILTRATION TREATMENT

CITY OF WANNEROO

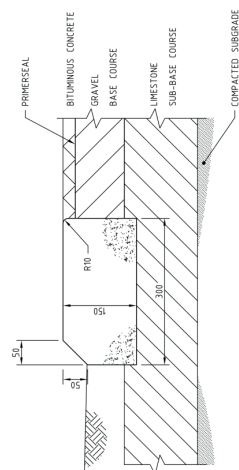
CITY OF MEMPHIS

DRAINAGE PLAN

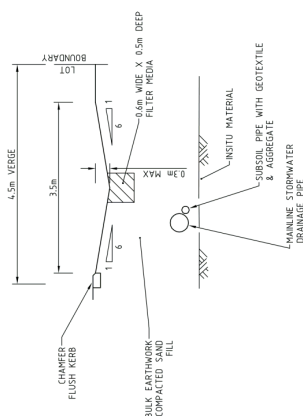
SHEET 2 OF 3

DRAWING No.	SHEET	REVISION
2453 - 6 - 0		A1

BIO FILTRATION POCKETS CAN BE EASILY EMPLOYED TO VERGES THAT ARE NOT LIKELY TO HAVE DRIVEWAY CROSSEVER



TYPICAL CHAMFER FLUSH KERB
N.T.S.



BIO FILTRATION POCKET

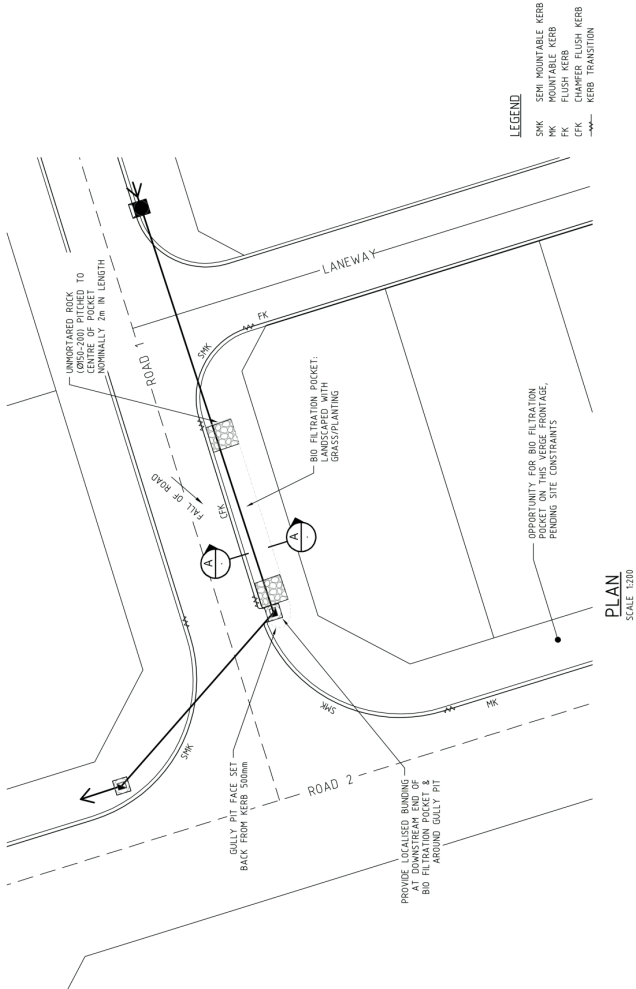


PHOTO EXAMPLE OF VERGE PLANTED BIO FILTRATION

BIO FILTRATION POCKET

SECTION A
N.T.S.

Labels in drawing:
 - BULK EARTHWORK AND COMPACTED SAND FILL
 - 0.5m WIDE X 0.5m DEEP FILTER MEDIA
 - SUBSOIL PIPE WITH GEOTEXTILE & AGGREGATE
 - INSITU MATERIAL
 - MAINLINE STORMWATER DRAINAGE PIPE

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Rev No.	Author	Reviewer		Approved for Issue		
		Name	Signature	Name	Signature	Date
A	A Fell S Shepherd	H Brookes S Shepherd	<i>H Brookes</i>	H Brookes	<i>H Brookes</i>	
0	A Fell H Brookes	H Brookes S Shepherd		H Brookes		

Planning and Sustainability
Local Planning Policy Framework
Local Planning Policy 4.4: Urban Water Management



AUTHORISATION	Adopted 2013 (PS02-12/13)
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REVIEW	2022
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STRUCTURE

The Policy is divided into two parts, with an attached Schedule:

- Part 1:** Policy Operation, which includes the policy context and objectives.
Part 2: Policy Provisions, outlining the requirements that apply to planning proposals at each stage in the planning and development process.
Schedule 1: Outlines the extent of investigations required for sites with low, medium and high risk site conditions.
Schedule 2: Outlines the policies and documents that relate to this LPP.

PART 1

POLICY OPERATION

Policy Development

This Policy has been prepared under Part 2 (Division 2) of the City of Wanneroo District Planning Scheme No. 2 (DPS 2) Deemed Provisions.

Purpose and Application

The purpose of this Policy is to ensure planning and development within the City of Wanneroo optimises the use and management of water resources (including rainwater, stormwater, groundwater, drinking water and wastewater) consistent with *State Planning Policy 2.9: Water Resources* (WAPC, 2006) and *Better Urban Water Management* (WAPC, 2008).

The Policy sets out the water related documentation required at each stage in the planning and development process, including:

- scheme amendments;
- district structure plans;
- local structure plans;
- subdivision applications; and
- development applications.

This Policy applies to all planning proposals for Residential, Commercial, Industrial or Rural zoning, subdivision or development within the City of Wanneroo. This policy shall also apply to activities, works, services and programs conducted by the City.

Planning and Sustainability
Local Planning Policy Framework
Local Planning Policy 4.4: Urban Water Management



Definitions

For the purpose of interpreting this Policy, all terms shall have the same meaning given to them under DPS 2.

Objectives

The Policy Objectives are to:-

1. Integrate water and land use planning by considering water sources early in the planning and development process.
2. Achieve catchment specific environmental criteria, and thereby deliver better water management outcomes for the catchments within the City.
3. Achieve total water cycle management outcomes via the structure plan, subdivision and development approvals processes.
4. Implement Water Sensitive Urban Design (WSUD) principles and best management practices for all planning proposals and City operations. The following WSUD principles (in order of priority) adapted from Stormwater Management Manual for Western Australia (DoW, 2004 – 2007) must be applied for all new development proposals as well as City operational projects and activities:
 - a) Provide protection to life and property from flooding that would occur in events up to a 1% Annual Exceedance Probability (AEP) event.
 - b) Manage runoff from small rainfall events on-site or as close to the source as possible.
 - c) Retain and restore existing elements of the natural drainage system, including waterway, wetland and groundwater features, regimes and processes, and integrate these elements into the urban landscape.
 - d) Protect and enhance sensitive receiving environments.
 - e) Minimise pollutant inputs.
 - f) Increase water use efficiency and reduce potable water demand
 - g) Achieve good urban liveability and amenity
 - h) Reduce urban temperatures, runoff volumes, and peak flow rates and improve water quality, biodiversity and aesthetics by managing stormwater through the retention and planting of vegetation and mimicking natural hydrological processes.
5. Improve water quality within the City and ensure the protection and management of sensitive environments.
6. Assess the practical and appropriate level of risk related to the proposal (guidance on level of risk is contained in Schedule 1).



Part 2

POLICY PROVISIONS

1. Operation of Table 1

- 1.1. **Table 1** outlines the planning information required, acceptable standards and provisions/conditions for each stage in the planning and development process. Each section of the Table is colour coded to correspond with the various stages of the planning and development process, as depicted below:
- **Section 1** deals with district structure plans;
 - **Section 2** deals with local structure plans;
 - **Section 3** deals with DPS 2 amendments;
 - **Section 4** deals with subdivision proposals;
 - **Section 5** deals with detailed area plans and development applications.
- 1.2. Column A of **Table 1** outlines information required in relation to water planning documentation for each stage in the planning and development process.
- 1.3. Column B of **Table 1** sets out standards that are considered acceptable to satisfy the relevant information requirement.
- 1.4. Column C of **Table 1** states provisions to be included in structure plans and conditions that will be applied to the relevant approval for each stage in the planning and development process.

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Table 1: Structure Plan, Scheme Amendment, Subdivision and Development Standards

	COLUMN A	COLUMN B	COLUMN C
	Planning Information	Acceptable Standards (unless otherwise stated, all standards must be met)	Provisions / Conditions
SECTION 1: DISTRICT STRUCTURE PLAN			
A1	A District Water Management Strategy (DWMS) shall be prepared to support any district structure plan.	B1 DWMS's shall be consistent with the requirements in: <ul style="list-style-type: none">Better Urban Water Management (BUWM) (WAPC, 2008).	C1 District structure plans shall include the following wording as a statutory provision to support the development of a Local Water Management Strategy (LWMS): <ul style="list-style-type: none">"Local structure plans shall include a Local Water Management Strategy that incorporates best practice water sensitive urban design principles and is consistent with the design objectives and standards provided by the District Water Management Strategy."
A2	A DWMS shall not be required where, in the City's opinion, the land area of the proposal does not warrant such high level water planning.	B2 DWMS's shall address: <ul style="list-style-type: none">Water allocation issues and requirements for public open space and school oval irrigation and implications of this for the Gnangara Groundwater Areas Allocation Plan; andAccessing of water resources outside the City through the Integrated Water Supply Scheme, particularly for drinking water supply requirements.	
A3	The City may require alternative or additional information in lieu of the DWMS, such as an arterial drainage network.	B3 DWMS's shall include sampling and monitoring data, collected by the developer, to describe the site appropriately. The data provided will identify risk and determine the extent of ongoing monitoring required. Further detail is provided in Schedule 1 .	
SECTION 2: LOCAL STRUCTURE PLAN			
A1	A LWMS shall be prepared to support any local structure plan.	B1 LWMS's shall be consistent with the requirements detailed in: <ul style="list-style-type: none">BUWM (WAPC, 2008);The Interim: Developing a Local Water Management Strategy (Department of Water, 2008); andThe relevant DWMS. B2 LWMS's shall address water allocation issues and requirements for public open space and school oval irrigation.	C1 Local structure plans shall include the following wording as a statutory provision to support the development of an Urban Water Management Plan (UWMP) at the subdivision stage: <ul style="list-style-type: none">"Subdivision proposals shall include an Urban Water Management Plan that incorporates best practice water sensitive urban design principles and is consistent with the design objectives and standards provided by the District Water Management Strategy and Local Water Management Strategy."
A2	The City of Wanneroo may require a LWMS in other circumstances.		
			B3 LWMS's shall include predevelopment monitoring data and results, collected by the developer, to demonstrate an understanding of the local site conditions that affect or influence water management. The data provided will identify risk and determine the extent of ongoing monitoring required. Further detail is provided in Schedule 1 . Where sensitive environments ¹ exist, monitoring should be for at least 18 months prior to lodgement of the LWMS. Where this timeframe has not been met the City shall defer assessment of the local structure plan until sufficient monitoring information has been supplied.

¹ Sensitive environments in the City of Wanneroo include Public Drinking Water Source Areas and land including or adjacent to wetlands and groundwater dependent ecosystems.

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	COLUMN A	COLUMN B	COLUMN C
	Planning Information	Acceptable Standards (unless otherwise stated, all standards must be met)	Provisions / Conditions
SECTION 3: DISTRICT PLANNING SCHEME NO. 2 AMENDMENTS			
A1	<p>A DWMS shall not be required where:</p> <ul style="list-style-type: none"> In the City's opinion, the land area of the proposal does not warrant such high level water planning; or A DWMS has already been endorsed for the subject area. 	B1 Any DWMS prepared in support of a scheme amendment shall be in accordance with the Acceptable Standards set out in Section 1, B1 – B3 of this Table.	C1 The City will recommend that a DWMS shall be prepared to support any scheme amendment involving rezoning to 'Urban' or lifting of an 'Urban Deferred' zone under the Metropolitan Region Scheme (MRS).
A2	<p>A LWMS shall be prepared to support any scheme amendment involving rezoning to 'Urban Development' under DPS 2 where:</p> <ul style="list-style-type: none"> An endorsed DWMS exists; or A DWMS is not required. 	B2 Any LWMS prepared in support of a scheme amendment shall be in accordance with the Acceptable Standards set out in Section 2, B1 – B4 of this Table.	C2 The City will recommend that a LWMS shall be prepared to support any scheme amendment involving rezoning to 'Urban' or lifting of an 'Urban Deferred' zone under the MRS.

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COLUMN A		COLUMN B		COLUMN C	
Planning Information		Acceptable Standards (unless otherwise stated, all standards must be met)		Provisions / Conditions	
SECTION 4: SUBDIVISION					
A1	An UWMP shall be prepared to support any subdivision.	B1	UWMP's shall be consistent with: <ul style="list-style-type: none">Urban Water Management Plans: Guidelines for Preparing Plans for Complying with Subdivision Conditions (Department of Water, 2008); andAny existing DWMS or LWMS.	C1	If the LWMS is not approved prior to the lodgement of subdivisions, the City will recommend that the WAPC refuse or defer the subdivision approval until the LWMS is approved.
		B2	UWMP's shall include monitoring data and results, collected by the developer. The data provided will identify risk and determine the extent of ongoing monitoring required. Further detail is provided in Schedule 1 . Sites shall be monitored until clearance of subdivision conditions. Monitoring results shall be supplied to the City of Wanneroo and Department of Water quarterly or as agreed in the UWMP.	C2	If a LWMS does not exist, and an UWMP is not lodged with the subdivision application, the City will recommend that the WAPC refuse or defer the application until the UWMP is lodged. Conditions of subdivision will not be cleared without adequate demonstration that the UWMP has been implemented (including agreed monitoring) as per the conditions in Section 4, C1 - C2 of this Table.
				C3	For subdivision proposals where a LWMS is in place the following conditions shall be applied: <ul style="list-style-type: none">"An Urban Water Management Plan is to be prepared and approved prior to the commencement of ground disturbing activities, consistent with the Local Water Management Strategy, to the satisfaction of the Western Australian Planning Commission on advice of the Local Government"; and"The approved Urban Water Management Plan shall be implemented by the landowner, including construction of the identified stormwater and groundwater management systems, to the satisfaction of the Western Australian Planning Commission on advice of the Local Government".
A2	Detailed engineering design drawings shall be submitted to comply with the conditions of subdivision.	B3	The location, design and construction of drainage infrastructure shall be compliant with the UWMP and final ground contours shall achieve WSUD principles.	C5	The City of Wanneroo shall sign-off detailed design drawings prior to any on-site construction occurring.
		B4	Landscaping and drainage infrastructure shall be complimentary and result in usable public open space that incorporates drainage where appropriate.	C6	The City shall recommend the following conditions of subdivision where relevant: <ul style="list-style-type: none">"The drainage infiltration basin(s) shown in public open space areas are to be located, designed and constructed to the satisfaction of the City of Wanneroo";"The land being filled and/or drained at the subdividers cost to the specification and satisfaction of the City of Wanneroo"; and"The subdivider shall prepare and implement a landscape and drainage management plan for the proposed public open space and drainage areas consistent with Local Planning Policy 4.3: Public Open Space, including the provision of parking bay embankments in the road reserve adjoining the
		B5	Developers shall be responsible for undertaking any maintenance to drainage infrastructure required due to construction activities prior to handover to the City of Wanneroo.		
		B6	The subdivider shall be responsible for ensuring drainage infrastructure is maintained and functional prior to handover. The City shall inspect drainage infrastructure prior to handover and if required provide detail of non-compliance to the subdivider. Non-compliance issues shall be rectified prior to handover.		

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	COLUMN A	COLUMN B	COLUMN C
	Planning Information	Acceptable Standards (unless otherwise stated, all standards must be met)	Provisions / Conditions
SECTION 4: SUBDIVISION			
			public open space, bollards (or other edge treatments requested by the City) and the maintenance of the proposed public open space and drainage areas, to the satisfaction of the City of Wanneroo."
A3	Landscaping Plans shall be required as conditions of subdivision and/or development approval.	B7 Landscaping Plans required as a condition of other approvals, e.g. subdivision or development approvals, shall consider the requirements of the higher level water planning documents.	C7 The City will check compliance with the approved Landscaping Plan prior to handover of public open space.
A4	Landscaping Plans shall be submitted with civil engineering design drawings.	B8 Where landscaping is required as a condition of subdivision or development approval, the plan shall include information such as, but not limited to the following: <ul style="list-style-type: none"> • Measures to be taken to ensure implementation of the plan; • Soil improvers and mulching to retain moisture; • Use of indigenous, native and water wise species/tube stock planted during winter to minimise irrigation requirements; • Hydro zoning and installation of smart irrigation systems in accordance with the City's irrigation specifications; • Buffer and filter strips and use of appropriate areas and species of turf, possibly restricted to active spaces only; • Drainage infrastructure designs (to ensure its function is not compromised by the proposed landscaping); • A plan detailing the public open space landscaping and the drainage infrastructure to show how they complement each other; • Public open space schedule; • Water balance calculations; • Water requirements and allocations; and • Retention of native bushland. 	
		B9 High Phosphorous Retention Index (PRI) soils are required to be incorporated into bio-retention swales and public open space (where it is not to be used for the purpose of conservation) to reduce phosphorous export via leaching, while also meeting soil permeability and soil compaction criteria specified by the City of Wanneroo.	
		B10 Where landscaping is related to public open space or drainage infrastructure, the City will not accept handover until compliance with the Landscaping Plan is demonstrated and it is demonstrated that the landscaping does not compromise the drainage design.	
		B11 Where irrigation is required, the City will not accept handover until the licence transfer has been approved by Department of Water.	

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	COLUMN A	COLUMN B	COLUMN C
	Planning Information	Acceptable Standards (unless otherwise stated, all standards must be met)	Provisions / Conditions
SECTION 4: SUBDIVISION			
		<p>B12 Landscaping will be inspected and compared to approved Landscaping Plans. Handover of infrastructure and public open space will not occur until landscaping complies with the approved plan.</p> <p>B13 Monitoring data should be included in the information supplied during handover of public open space or drainage infrastructure. The City may not accept handover if contingency measures are required as specified in the UWMP.</p>	
A5	Earthworks drawings shall be submitted to comply with subdivision conditions and to receive earthworks approval from the City of Wanneroo.	<p>B14 To comply with the condition in C9, the earthworks design shall comply with the UWMP.</p> <p>B15 The City's standard position, as outlined in LPP 4.2, is that the City will not approve earthworks until the related subdivision has conditional approval. The City may, however, approve earthworks where a Structure Plan has been adopted and endorsed by the City and WAPC and the earthworks will not prejudice future development outcomes.</p>	<p>C8 Earthworks approvals shall include the following condition:</p> <ul style="list-style-type: none"> • "All stormwater runoff shall be retained onsite and erosion shall be managed so that sand is not deposited on road reserves or in drainage systems."

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	COLUMN A	COLUMN B	COLUMN C
	Planning Information	Acceptable Standards (unless otherwise stated, all standards must be met)	Provisions / Conditions
SECTION 5: DETAILED AREA PLANS AND DEVELOPMENT APPLICATIONS			
A1	Development that may trigger the requirement of an UWMP includes, but is not limited to the following: <ul style="list-style-type: none"> Commercial developments; Factory unit developments; Grouped dwellings; Lifestyle villages; and Showrooms. 	<p>B1 Any UWMP prepared in support of a detailed area plan or development application shall be in accordance with the Acceptable Standards set out in Section 4, B1 – B2 of this Table.</p> <p>B2 UWMP's shall include sampling and monitoring data and results to describe the site appropriately. This is the responsibility of the developer. The information provided will identify risk and this will determine the extent of ongoing monitoring required. Further detail is provided by Schedule 1.</p> <p>B3 The City will not take over responsibility for drainage infrastructure that is affected by sediment build up until maintenance of the infrastructure has occurred and it is confirmed to be completely functional. The City is not responsible for drainage infrastructure within private lots.</p>	<p>C1 Where an UWMP is required at the development approval stage, it shall be submitted and approved by the City prior to the development approval being given. The development approval will then include the following conditions:</p> <ul style="list-style-type: none"> "The approved Urban Water Management Plan shall be implemented by the landowner, including construction of the identified stormwater and groundwater management systems, to the satisfaction of the City of Wanneroo". <p>C2 Where an UWMP is required as a condition of development approval, the development approval will then include the following conditions:</p> <ul style="list-style-type: none"> "An Urban Water Management Plan is to be prepared and approved prior to the commencement of ground disturbing activities to the satisfaction of the City of Wanneroo"; and "The approved Urban Water Management Plan shall be implemented by the landowner, including construction of the identified stormwater and groundwater management systems, to the satisfaction of the City of Wanneroo". <p>C3 The following conditions may be applied to development approvals to manage the impacts of sediment and erosion on drainage infrastructure:</p> <ul style="list-style-type: none"> "All stormwater runoff shall be retained onsite and erosion shall be managed so that sand is not deposited on road reserves or in drainage systems"; "A Construction Management Plan shall be implemented to the satisfaction of the City of Wanneroo" (Note: If a Construction Management Plan is required, it should be approved prior to development approval being issued); and/or "The owner ensuring the land is not laid bare of vegetation resulting in loose erodible conditions".
A2	Where an UWMP has not previously been prepared as part of a separate approval and a development is proposed that will significantly alter the natural hydrology and drainage of a site, a UWMP shall be prepared prior to development approval.		
A3	If a Construction Management Plan is required, it should be approved prior to development approval being issued.		

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Schedule 1

RISK CLASSIFICATION FOR SUBDIVISION AND DEVELOPMENT

The following table should be used to guide the provision of information within water management plans to support planning proposals based on the conditions of the site. The risk level will move from low to medium or medium to high where one or more Site Conditions in the next highest risk level are present.

Risk	Site Conditions	Information Requirements
Low	<p>Depth to groundwater > 5m.</p> <p>No sensitive environmental assets within the sub-catchment of the site.</p> <p>Can manage all stormwater onsite with no offsite discharge or regional drainage issues.</p> <p>Residential development connected to reticulated sewerage. Commercial or industrial use connected to reticulated sewerage or licenced under Part V of the Environmental Protection Act.</p> <p>Low acid sulphate soils (ASS) risk.</p>	<p>Minimum</p> <p>Demonstrate the management of water will be consistent with:</p> <ul style="list-style-type: none"> State Planning Policy 2.9: Water resource Stormwater management manual for Western Australia Decision process for stormwater management in WA.
Medium	<p>Depth to groundwater between 1.2 and 5m.</p> <p>Offsite discharge to local &/or regional system.</p> <p>Residential, commercial and industrial development not connected to reticulated sewerage.</p> <p>No regional bushland or significant wetland issues (i.e. MU or RE) within the site or its sub catchment.</p> <p>Medium ASS risk.</p>	<p>Limited</p> <p>Site investigation and assessment to determine management responses in terms of the site and surrounding (sub) catchment. On site monitoring and demonstration of representative sampling (to be agreed with City of Wanneroo).</p> <p>Standard modelling and investigations.</p> <p>BUWM checklist to be addressed, where applicable.</p>

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High	<p>Maximum Depth to Groundwater (MGL) less than 1.2m below the natural ground surface;</p> <p>Any proposed off-site drainage with potential for adverse impacts on sensitive environmental assets such as wetlands or waterways;</p> <p>Located in a floodplain and/or a major arterial drainage system.</p> <p>Contains, or adjacent to, regionally significant bushland;</p> <p>Known contaminated site;</p> <p>High ASS risk; or</p> <p>Contains any part of a significant groundwater dependent ecosystem such as a Conservation Category Wetland or its buffer or karst system.</p>	<p>Comprehensive</p> <p>Detailed site investigations and modelling to determine management responses in terms of the site and the surrounding (sub) catchment.</p> <p>Full BUWM checklist to be addressed in detail.</p>
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Schedule 2

Related Policies and Documents

The related policies and documents listed below should be used to guide planning proposals, noting they may be subject to change and future updates:

- State Planning Policy 2.9: Water Resources (WAPC, 2006)
- Better Urban Water Management (WAPC, 2008)
- Decision Process for Stormwater Management in WA (DWER, 2017)
- Stormwater Management Manual for Western Australia (DoW, 2004-2007)
- Guidelines for District Water Management Strategies (DoW, 2013)
- Interim: Developing a Local Water Management Strategy (DoW, 2008)
- Urban Water Management Plans: Guidelines for Preparing Plans and for Complying with Subdivision Conditions (DoW, 2008)
- City of Wanneroo Water Sensitive Urban Design Engineering Toolbox (GHD, 2010)
- Water Monitoring Guidelines for Better Urban Water Management Strategies and Plans (DoW, 2012)
- Water Resource Considerations when Controlling Groundwater Levels in Urban Development (DWER, 2013)
- Specification Separation Distances for Groundwater Controlled Urban Development (IPWEA, 2016)
- Australian Rainfall and Runoff: A Guide to Flood Estimation (Geoscience Australia, 2016)
- Local Government Guidelines for Subdivisional Development (IPWEA, 2017)
- Adoption Guidelines for Stormwater Biofiltration Systems (CRC for Water Sensitive Cities, 2015)
- Vegetation Guidelines for Stormwater Biofilters in the South-West of Western Australia (Monash University, 2014)
- Local Planning Policy 4.1: Wetlands (CoW, 2010)
- Local Planning Policy 4.3: Public Open Space (CoW, 2016)
- Development Design Specification WD5 – Stormwater Drainage Design (CoW, 2015)
- Environmental Management Plan Guidelines (CoW, 2018)

CITY OF WANNEROO
DRAFT LOCAL PLANNING POLICY 4.4 URBAN WATER MANAGEMENT
SCHEDULE OF SUBMISSIONS FOLLOWING ADVERTISING
Advertising closed 16/8/2019

No.	Summary of Submission	Administration Comment	Recommendation
1.	Department of Water and Environmental Regulation		
1.1	The DWER has reviewed the draft policy and has no specific comments to provide. The policy position is supported and the City of Wanneroo's efforts to embed the Better Urban Water Management process in the City's process is also supported.	Noted.	Noted.
2.	Urban Development Institute of Australia (WA)		
	Specific UDIA Comments on LPP 4.4 These specific comments on LPP 4.4 pertain to text within Part 2 Policy Provisions, Table 1. An overview of UDIA recommendations to address these concerns has also been provided.		
2.1	Table 1: LPP 4.4 comments and potential recommendations Location in Table 1: Section 1: District Structure Plan, C1, page 5 Text: District structure plans shall include the following wording as a statutory provision to support the development of a local water management strategy (LWMS). Comment: District structure plans are not statutory documents, they are 'documents of due regard'. Consequently, any provisions cannot be statutory. Recommendation: It is recommended that the word 'statutory' be removed from the provision.	Agreed.	It is recommended that the word 'statutory' be removed from the provision.
2.2	Table 1: LPP 4.4 comments and potential recommendations Location in Table 1: Section 2: Local Structure Plan, B2, page 5 Text: LWMS's shall address water allocation issues and requirements for public open space (POS) and school oval irrigation. Comment: An LWMS is intended to document the status of water resources, provide indicative irrigation requirements for POS and school sites, and present a feasible water source. However, an LWMS should not be delayed to resolve irrigation requirements for a future state government asset (e.g. school sites), particularly where it may not be within a proponent's ability to find a source of water, nor to control the amount of water that may or may not be needed. This is particularly the case when some of these assets may not be realised for many years into the future. Recommendation: Reword the requirement so the LWMS documents need to understand allocation issues and future demands, but not necessarily resolve these, particularly where the future land use will not be in the proponent's control.	An LWMS is intended to document the status of water resources, provide indicative irrigation requirements for POS and school sites, and present a feasible water source. It is the City Administration's view that feasible water sources must be identified at the District and Local Water Management Strategy stages for proper and orderly planning to occur and not be left until subdivision stage.	No change.
2.3	Table 1: LPP 4.4 comments and potential recommendations Location in Table 1: Section 2: Local Structure Plan, B3, page 5 Text: LWMS's shall include predevelopment monitoring data and results, collected by the developer, to demonstrate an understanding of local site conditions that affect or influence water management. The data provided will identify risk and determine the extent of ongoing monitoring required. Further detail is provided in Schedule 1. Where sensitive environments exist, monitoring should be for at least 18 months prior to lodgement of the LWMS. Where this timeframe has not been met the City shall defer assessment of the local structure plan until sufficient monitoring information has been supplied. Comment: Data does not need to be collected by the developer to be relevant. Historical, regional and/or local monitoring conducted by other parties is relevant to understanding local site conditions. Consistent with <i>Water monitoring guidelines for BUWM strategies and plans</i> (DoW 2012), pre-development monitoring "may be up to two full years before site works begin." In some situations, 18 months may not be required. It should also be possible for the City to still consider/assess a local structure plan without a full monitoring dataset, provided that the monitoring either be underway, or can be completed by the time of detailed design.	Agreed.	It is recommended that the word 'collected' be changed to 'provided' and that reference is made to <i>Water Monitoring Guidelines for Better Urban Water Management Strategies and Plans</i> (Department of Water, 2012).

No.	Summary of Submission	Administration Comment	Recommendation
	<p>Recommendation: We recommend that the LPP be updated to refer to DoW's (2012) guideline regarding the monitoring timeframe. We also recommend that the City allow a structure plan to be assessed without inclusion of a full monitoring dataset, provided that if it is required it is underway and then used to support the detailed designs for the site. These would then logically be included in a UWMP at subdivision stage.</p>		
2.4	<p>Table 1: LPP 4.4 comments and potential recommendations Location in Table 1: Section 2: Local Structure Plan, C2, page 5 Text: Local structure plans shall include the following wording as a statutory provision to ensure compliance with the LWMS at later development stages. Comment: Local structure plans are not statutory documents, they are 'documents of due regard'. Consequently, any provisions cannot be statutory. Recommendation: It is recommended that the word 'statutory' be removed from the provision.</p>	Agreed.	It is recommended that the word 'statutory' be removed from the provision.
3.	Emerge Associates		
	<p>Specific LPP 4.4 Comments Below in Table 1, we have provided an outline of our comments as they related to the draft LPP 4.4. Our comments only pertain to text within Part 2 Policy Provisions, Table 1. We have also included an overview of our recommendations to address these concerns.</p> <p>Overall, we recommend that the draft LPP 4.4 be modified to clearly outline the outcomes desired by the City of Wanneroo (CoW), rather than specifying certain methods or mechanisms to achieve these outcomes. This will allow LPP 4.4 to remain relevant as best practices evolve and changes to state planning frameworks (e.g. the review of Better Urban Water Management) come into effect.</p> <p>We would welcome the opportunity to work with the CoW to address concerns and ensure the policy achieves its intended objectives.</p>	The City will undertake an unscheduled review of LPP 4.4 once the revised <i>State Planning Policy 2.9 Water Resources and Better Urban Water Management Framework</i> (WAPC, 2008) are updated and released by Department of Planning, Lands & Heritage.	Proceed with the adoption of the LPP 4.4 in its current form.
3.1	<p>Table 1: LPP 4.4 comments and potential recommendations Location in Table 1 Section 1: District Structure Plan, C1, page 5 Text District structure plans shall include the following wording as a statutory provision to support the development of a local water management strategy (LWMS). Comment District structure plans are not statutory documents, they are 'documents of due regard'. Consequently, any provisions cannot be statutory. Recommendation It is recommended that the word 'statutory' be removed from the provision.</p>	Agreed.	It is recommended that the word 'statutory' be removed from the provision.
3.2	<p>Table 1: LPP 4.4 comments and potential recommendations Location in Table 1 Section 2: Local Structure Plan, B2, page 5 Text LWMS's shall address water allocation issues and requirements for public open space (POS) and school oval irrigation. Comment An LWMS is intended to document the status of water resources, provide indicative irrigation requirements for POS and school sites, and present a feasible water source. However, an LWMS should not be delayed to resolve irrigation requirements for a future state government asset (e.g. school sites), particularly where it may not be within a proponent's ability to find a source of water, nor to control the amount of water that may or may not be needed. This is particularly the case when some of these assets may not be realised for many years into the future. Recommendation Reword the requirement so the LWMS documents need to understand allocation issues and future demands, but not necessarily resolve these, particularly where the future land use will not be in the proponent's control.</p>	An LWMS is intended to document the status of water resources, provide indicative irrigation requirements for POS and school sites, and present a feasible water source. It is the City Administration's view that feasible water sources must be identified at the District and Local Water Management Strategy stages for proper and orderly planning to occur and not be left until subdivision stage.	No change.

No.	Summary of Submission	Administration Comment	Recommendation
3.3	<p>Table 1: LPP 4.4 comments and potential recommendations</p> <p>Location in Table 1</p> <p>Section 2: Local Structure Plan, B3, page 5</p> <p>Text</p> <p>LWMS's shall include predevelopment monitoring data and results, collected by the developer, to demonstrate an understanding of local site conditions that affect or influence water management. The data provided will identify risk and determine the extent of ongoing monitoring required. Further detail is provided in Schedule 1. Where sensitive environments exist, monitoring should be for at least 18 months prior to lodgement of the LWMS. Where this timeframe has not been met the City shall defer assessment of the local structure plan until sufficient monitoring information has been supplied. Data does not need to be collected by the developer to be relevant. Historical, regional and/or local monitoring conducted by other parties is relevant to understanding local site conditions.</p> <p>Comment</p> <p>Consistent with Water monitoring guidelines for BUWM strategies and plans (DoW 2012), pre-development monitoring "may be up to two full years before site works begin." In some situations, 18 months may not be required.</p> <p>It should also be possible for the City to still consider/assess a local structure plan without a full monitoring dataset, provided that the monitoring is either underway, or can be completed by the time of detailed design.</p> <p>Recommendation</p> <p>We recommend that the LPP be updated to refer to DoW's (2012) guideline regarding the monitoring timeframe.</p>	Agreed.	It is recommended that the word 'collected' be changed to 'provided' and that reference is made to <i>Water Monitoring Guidelines for Better Urban Water Management Strategies and Plans</i> (Department of Water, 2012).
4.	Stockland		
	Stockland, in alliance with Eglinton Estates Pty Ltd, is currently developing the Amberton community in the suburb of Eglinton. The estate is home to approximately 3,000 residents and is forecast to reach in excess of 7,500 people by 2027. Stockland provides the below comments for your consideration prior to the Draft LPP 4.4 being finalised.		
4.1	<p>Part 2 – Table 1 – Policy Provisions</p> <p>Section 2, B3</p> <p>"LWMS's shall include predevelopment monitoring data and results, collected by the developer, to demonstrate an understanding of the local site conditions that affect or influence water management. The data provided will identify risk and determine the extent of ongoing monitoring required. Further detail is provided in Schedule 1. Where sensitive environments¹ exist, monitoring should be for at least 18 months prior to lodgement of the LWMS. Where this timeframe has not been met the City shall defer assessment of the local structure plan until sufficient monitoring information has been supplied."</p> <p>We believe the data does not need to be collected by the developer to be relevant. Historical, regional and/or local monitoring conducted by other parties is relevant to understanding local site conditions.</p> <p>Consistent with Water monitoring guidelines for BUWM strategies and plans (DoW 2012), pre- development monitoring "may be up to two full years before suite works begin." In some situations 18 months may not be required and therefore we recommend that the LPP be updated to refer to DoW's (2012) guideline.</p>	Agreed.	It is recommended that the word 'collected' be changed to 'provided' and that reference is made to <i>Water Monitoring Guidelines for Better Urban Water Management Strategies and Plans</i> (Department of Water, 2012).
4.2	<p>Part 2 – Table 1 – Policy Provisions</p> <p>Section 4, B2</p> <p>"UWMP's shall include monitoring data and results, collected by the developer. The data provided will identify risk and determine the extent of ongoing monitoring required. Further detail is provided in Schedule 1. Sites shall be monitored until clearance of subdivision conditions. Monitoring results shall be supplied to the City of Wanneroo and Department of Water quarterly or as agreed in the UWMP."</p> <p>This seems to be referred to during construction monitoring. Monitoring could be completed by other parties, as relevant.</p> <p>Therefore it is recommended that this be clarified to require that monitoring occur during construction where relevant and for appropriate parameters as documented within an UWMP.</p>	Agreed.	It is recommended that the word 'collected' be changed to 'provided' and that reference is made to <i>Water Monitoring Guidelines for Better Urban Water Management Strategies and Plans</i> (Department of Water, 2012).

No.	Summary of Submission	Administration Comment	Recommendation
4.3	<p>Part 2 – Table 1 – Policy Provisions Section 4, C2</p> <p>“If a LWMS does not exist, and an UWMP is not lodged with the subdivision application, the City will recommend that the WAPC refuse or defer the application until the UWMP is lodged. Conditions of subdivision will not be cleared without adequate demonstration that the UWMP has been implemented (including agreed monitoring) as per the conditions in Section 4, C1 - C2 of this Table.”</p> <p>If an LWMS doesn’t exist information should be provided with the subdivision application to demonstrate that water management requirements can be accommodated. This can be achieved without a detailed UWMP and LWMS level detail should be sufficient. We request that the above clause be amended to reflect this.</p>	<p>Disagree. The policy provision clearly states that in instances where an LWMS does not exist then an UWMP will be required up front with a subdivision application. If an applicant wishes to prepare an LWMS to avoid lodging an UWMP up front with a subdivision application then the City would support this approach. Where an LWMS does not exist then the City will require an UWMP upfront with the subdivision application.</p>	<p>No change.</p>
4.4	<p>Part 2 – Table 1 – Policy Provisions Section 4, C3</p> <p>“For subdivision proposals where a LWMS is in place the following conditions shall be applied: “An Urban Water Management Plan is to be prepared and approved prior to the commencement of ground disturbing activities, consistent with the Local Water Management Strategy, to the satisfaction of the Western Australian Planning Commission on advice of the Local Government”; and</p> <p>We ask for greater clarity around what constitutes as ground disturbing activities. For example are clearing, stockpiling, and sand extraction able to occur should the appropriate approvals be secured? Section 4, B15 suggests this remains the case. Section 4, B4</p> <p>“Landscaping and drainage infrastructure shall be complimentary and result in usable public open space that incorporates drainage where appropriate.”</p> <p>We ask for greater clarity around what constitutes a usable Public Open Space area? For example, playground areas are usable, but not considered active. Section 4, C6</p> <p>“The City shall recommend the following conditions of subdivision where relevant:</p> <p>“The subdivider shall prepare and implement a landscape and drainage management plan for the proposed public open space and drainage areas consistent with Local Planning Policy 4.3: Public Open Space, including the provision of parking bay embankments in the road reserve adjoining the public open space, bollards (or other edge treatments requested by the City) and the maintenance of the proposed public open space and drainage areas, to the satisfaction of the City of Wanneroo.”</p> <p>We suggest that a UWMP and subsequent landscape Development Approval provide sufficient detail regarding the integration and implementation of drainage and landscape areas.</p> <p>We oppose the inclusion of the above clause in regards to the development of a Landscape and Drainage Management Plan and request that the wording is amended to remove this section of the clause.</p>	<p>If heavy machinery is operating on site then it constitutes ground disturbing activities. This would include land clearing, stockpiling and sand extraction (i.e. cut and fill).</p> <p>The City’s Administration considers useable public open space to be areas that are not subject to regular stormwater inundation and are defined by the top water levels for key critical storm events. The spatial area between the 1-Year and 5-Year Average Recurrence Interval (ARI) Top Water Levels in a Public Open Space is considered restricted Public Open Space and can form a maximum of 20% of the POS credits when calculating POS provision for a subdivision area. The remaining 80% of POS must be un-restricted POS and is defined as the spatial area above the 5-Year ARI Top Water Level. The land area covered by the 1-Year ARI top water level is defined as ‘drainage’ and receives no POS credits.</p> <p>A Landscape & Drainage Management Plan appears to be a duplication of the information</p>	<p>Include definition of ‘ground disturbing activities’ and ‘useable public open space’ in the LPP.</p> <p>Remove references to a ‘Landscape & Drainage Management Plan’.</p>

No.	Summary of Submission	Administration Comment	Recommendation
		that should already be provided in an UWMP and detailed Landscape Design & Construction Drawings. This City supports this requested change.	
4.5	<p>Part 2 – Table 1 – Policy Provisions Section 4, B9</p> <p>“High Phosphorous Retention Index (PRI) soils are required to be incorporated into bio- retention swales and public open space (where it is not to be used for the purpose of conservation) to reduce phosphorous export via leaching, while also meeting soil permeability and soil compaction criteria specified by the City of Wanneroo.”</p> <p>PRI is a Western Australian guideline and other soil medias are capable of achieving appropriate removal of nutrients.</p> <p>We recommend that the clause be expanded to include other media guidelines (e.g. from CRCWSC).</p> <p>Where groundwater is > 5 m from the finished surface and the existing soils are of sufficient PRI to provide treatment, additional high PRI soils or media are not required to achieve appropriate treatment.</p> <p>We request that the above clause be amended to reflect the need for PRI soils if groundwater is greater than five metres from the finished surface level.</p>	The City's Administration supports the proposed changes to include other filter media guidelines and clarify requirements for filter media in relation to groundwater separation.	Include reference to other filter media guidelines such as the <i>Adoption Guidelines for Stormwater Biofiltration Systems</i> (Cooperative Research Centre for Water Sensitive Cities, 2015) and clarity around requirement for high PRI soils when post development maximum groundwater levels (MGL) is >5m from finished surface levels.
4.6	<p>Part 2 – Table 1 – Policy Provisions Section 5, C3</p> <p>“The following conditions may be applied to development approvals to manage the impacts of sediment and erosion on drainage infrastructure: “All stormwater runoff shall be retained onsite and erosion shall be managed so that sand is not deposited on road reserves or in drainage systems”; “A Construction Management Plan shall be implemented to the satisfaction of the City of Wanneroo” (Note: If a Construction Management Plan is required, it should be approved prior to development approval being issued); and/or “The owner ensuring the land is not laid bare of vegetation resulting in loose erodible conditions”.”</p> <p>We oppose the wording of the above clause and request that it be amended to focus on the outcome and not the cause.</p> <p>In regards to the first dot point, we believe that the retention of all stormwater runoff for all sites is not appropriate or possible. We believe an outcome focus would be reflected better by management of erosion and sediment.</p> <p>Regarding the third dot point, we believe other actions can be completed to minimise erodible conditions. Therefore, it is recommended that the point be revised to focus on the outcome - that land should be managed / stabilised to minimise erodible conditions.</p>	The City acknowledges that in some circumstances the retention/detention of ALL stormwater on site may not be possible.	It is recommended to amend LPP 4.4 to focus on the outcome including managing and stabilising land to minimise erosion.
5.	<p>Peet</p> <p>We note that the Department of Lands, Planning and Heritage have substantially progressed a suite of urban water related State Planning Policies. It is our understanding that the amended State Planning Policy will be released for public comment in the coming months. Peet Ltd encourages the City to defer the finalisation of the LPP to ensure consistency and alignment with these impending documents.</p> <p>We have reviewed the LPP and are supportive of the amendments made to the policy. However, we highlight a general concern with several existing clauses and recommend they are reconsidered. The clauses are detailed in Appendix A.</p>	The City will undertake an unscheduled review of LPP 4.4 once the revised <i>State Planning Policy 2.9 Water Resources and Better Urban Water Management Framework</i> (WAPC, 2008) are updated and released by Department of Planning, Lands & Heritage.	Proceed with the adoption of the LPP 4.4 in its current form.

No.	Summary of Submission	Administration Comment	Recommendation
5.1	<p>Clause Reference Section 4: Subdivision, Para 82, Page 7</p> <p>Draft Amended LPP Wording UWMP's shall include monitoring data and results, collected by the developer. The data provided will identify risk and determine the extent of ongoing monitoring required. . . Sites shall be monitored until clearance of subdivision conditions.</p> <p>Peet Submission Monitoring is unlikely to be required where there is significant depth to groundwater. Peet is concerned this does not strike the appropriate balance between the cost to implement and the site-specific risk. As UWMP approval occurs prior to construction, the utilisation and purpose of monitoring results collected during construction should be clarified.</p>	Disagree. Pre and Post Development monitoring is required in accordance with the Better Urban Water Management Framework (WAPC, 2008). Monitoring may include post-development surface and groundwater quality and quantity, vegetation establishment in Water Sensitive Urban Design infrastructure such as bio-filters/raingardens, GPT education and pit-pipe inspection/monitoring for sediment.	It is recommended that the word 'collected' be changed to 'provided' and that reference is made to <i>Water Monitoring Guidelines for Better Urban Water Management Strategies and Plans</i> (Department of Water, 2012).
5.2	<p>Clause Reference Section 4: Subdivision, Para C3, Page 7</p> <p>Draft Amended LPP Wording For subdivision proposals where a LWMS is in place the following conditions shall be applied: An Urban Water Management Plan is to be prepared and approved prior to the commencement of ground disturbing activities...</p> <p>Peet Submission Whilst a standard condition, forward earthworks should be able to occur before approval of a UWMP where in alignment with the LWMS.</p>	Disagree. If heavy machinery is operating on site then it constitutes ground disturbing activities. This would include land clearing, stockpiling and sand extraction (i.e. cut and fill). No ground disturbing activities should occur on site prior to the approval of an UWMP.	No change.
5.3	<p>Clause Reference Section 4: Subdivision, Para C6, Page 7</p> <p>Draft Amended LPP Wording The City shall recommend the following conditions of subdivision where relevant: The subdivider shall prepare and implement a landscape and drainage management plan for the proposed public open space and drainage areas.</p> <p>Peet Submission The preparation of landscape and drainage management plans separate to a UWMP undermines the function of the UWMP as the mechanism for addressing such issues during the subdivision process.</p>	Agreed.	Remove references to a 'Landscape & Drainage Management Plan'.
5.4	<p>Clause Reference Section 4: Subdivision, Para 89, Page 8</p> <p>Draft Amended LPP Wording High Phosphorous Retention Index (PRI) soils are required to be incorporated into bio-retention swales and public open space (where it is not to be used for the purpose of conservation) to reduce phosphorous export via leaching while also meeting soil permeability and soil compaction criteria.</p> <p>Peet Submission The use of High Phosphorous Retention Index (PRI) soils is not the only method to achieve appropriate water quality treatment. The use of an engineered soil media with a nutrient removal specification or to use the natural soil profile should be allowed where depth to groundwater is greater than 5m.</p>	The City's Administration supports the proposed changes to include other filter media guidelines and clarify requirements for filter media in relation to groundwater separation.	Include reference to other filter media guidelines such as the <i>Adoption Guidelines for Stormwater Biofiltration Systems</i> (Cooperative Research Centre for Water Sensitive Cities, 2015) and clarity around requirement for high PRI soils when post development maximum groundwater levels (MGL) is >5m from finished surface levels.

No.	Summary of Submission	Administration Comment	Recommendation
5.5	<p>Clause Reference Section 5: Detailed Area Plans and Development Applications, Para C3, Page 10</p> <p>Draft Amended LPP Wording The following conditions may be applied to development approvals to manage the impacts of sediment and erosion on drainage infrastructure: The owner ensuring the land is not laid bare of vegetation resulting in loose erodible conditions</p> <p>Peet Submission Vegetation clearing should be able to occur with the use of appropriate stabilisation measures.</p>	Agreed.	It is recommended to amend LPP 4.4 to focus on the outcome including managing and stabilising land to minimise erosion.
6.	Department of Health		
6.1	<p>It is noted that there is no reference to the DOH's role in on-site wastewater management, nor is there any reference to the City of Wanneroo's (the City's) own Environmental Health Section (https://ww2.health.wa.gov.au/Health-for/Environmental-Health-practitioners/Water). This should be amended as follows:</p> <p>The Policy should specify that all development is required to connect to scheme water and reticulated sewerage (if available) and be in accordance with the <i>Government Sewerage Policy - Perth Metropolitan Region</i> (or the proposed new <i>Government Sewerage Policy</i>).</p> <p>Within the Policy, suitable provision for an adequate on-site effluent disposal area is to be accommodated in any planning approval. For on-site wastewater disposal systems to be approved, a winter 'site-and-soil evaluation' (SSE) in accordance with Australian New Zealand Standard 1547.2012 (AS/NZ 1547.2012) is required.</p> <p>For Local Structure Plans, a detailed winter SSE is required to:</p> <ul style="list-style-type: none"> determine minimum lot sizes; identify appropriate treatment technologies and on-site wastewater disposal management systems; establish performance standards/criteria ; and determine management and monitoring options <p>At Subdivision Stage, a site specific detailed winter SSE is required to:</p> <ul style="list-style-type: none"> determine appropriate density; select and size treatment/on-site wastewater management systems ; and identify management and monitoring options. <p>The DOH does not support any subdivision in non-sewered areas unless it can be demonstrated that the proposed lots are suitable for effluent disposal via a site specific SSE report under winter conditions and in accordance with AS/NZ 1547.2012. The SSE shall include the following as a minimum:</p> <ul style="list-style-type: none"> a detailed SSE of the proposed lots under winter conditions; the most suitable locations for effluent disposal areas on each proposed lot and soil characteristics (such as the depth to groundwater, type and depth of soils, slope grade). Also, if required, information addressing any proposed fill or drainage works, post-development water movement and distances to areas that are subject to inundation or flooding from any rainfall event greater than the 10% annual exceedance probability; if fill is proposed, management of runoff of effluent from filled effluent disposal area to be detailed including how it will be prevented; the minimum required land application area as per Schedule 2 of the proposed <i>Government Sewerage Policy</i>; recommended design of on-site wastewater treatment and disposal systems based on the SSE, mitigating the identified risks to public health and environment posed by the constraints of the proposed lot's site and soil characteristics ; long term management of proposed on-site wastewater systems; and addressing all other requirements of the proposed <i>Government Sewerage Policy</i> (e.g. meeting all separation distances). <p>The Policy may refer to the enclosed DOH document ' <i>Guidance on Site-and-soil evaluation for Onsite Sewage Management</i>'. The factsheet also provides information on the stages in the planning process and scale of development, and determines the timing and the level of detail of investigation and reporting.</p>	Noted.	<p>The LPP will be updated to include reference to Department of Health's <i>Guidance on Site-and-soil evaluation for Onsite Sewage Management</i> and the recently released <i>Government Sewerage Policy</i>.</p> <p>Update the LPP to include an objective requiring all development to connect to scheme water and reticulated sewerage (if available).</p>

No.	Summary of Submission	Administration Comment	Recommendation
7.	GHD		
7.1	I refer to the advertised Draft Amended Local Planning Policy 4.4: Urban Water Management. I provide the following comments in my capacity as a practitioner in the field of Urban Water Management. These views do not reflect the views of my employer or my clients:		
7.2	Section 1 B3: Sampling and monitoring data collected by developer: There may be sufficient published data already. Suggest deleting "collected by the developer".	Partially agree.	It is recommended that the word 'collected' be changed to 'provided'.
7.3	Section 2 B3: Sampling and monitoring data collected by developer: There may be sufficient published data already, or data collected by the owner prior to the developer taking ownership. Suggest deleting "collected by the developer".	Partially agree.	It is recommended that the word 'collected' be changed to 'provided'.
7.4	Section 4 B2: Sampling and monitoring data collected by developer: There may be sufficient published data already, or data collected by the owner prior to the developer taking ownership. Suggest deleting "collected by the developer".	Partially agree.	It is recommended that the word 'collected' be changed to 'provided'.
7.5	Section 4 B2: Quarterly reporting is a considerable cost to developers, and potentially costly for the City to administer. Results will need to be processed and analysed potentially 6 times rather than once at the end of the program. Suggested wording: "Results are to be supplied prior to completion of the monitoring program if any result is found to exceed predetermined trigger values".	Partially agree. The LPP does state that results shall be supplied quarterly 'or as agreed in the UWMP'. Rather than stipulating the frequency of reporting it may be better to refer to the <i>Water Monitoring Guidelines for Better Urban Water Management Strategies and Plans</i> (Department of Water, 2012).	It is recommended that reference is made to <i>Water Monitoring Guidelines for Better Urban Water Management Strategies and Plans</i> (Department of Water, 2012).
7.6	Section 4 C6: Wording "to the satisfaction of the City of Wanneroo" suggests that the City can demand whatever it wants, regardless of what has been approved already in the LWMS, which is unreasonable. Needs to be more specific, such as "in accordance with the City's design standards", or "in accordance with the LWMS".	Disagree. The wording to the satisfaction of the City of Wanneroo relates to the City's adopted standards and specifications which are publically available.	No change.
7.7	Section 4 B8: Water balance calculations: Clarify that this is limited to landscaping water balance and not site water balance (which is addressed in UWMP).	Agreed. This is limited to landscaping water balance as this standard falls under the 'Landscaping Plan' section in Column A.	No change.
7.8	Section 5 C3 bullet 1: Retaining all runoff is onerous in a major rainfall event. Focus should be on erosion and sediment control. Suggest deleting "All stormwater runoff shall be retained onsite and".	The City acknowledges that in some circumstances the retention/detention of ALL stormwater on site may not be possible.	It is recommended to amend LPP 4.4 to focus on the outcome including managing and stabilising land to minimise erosion.
7.9	Schedule 2: Update ARR2016 reference to ARR2019.	Agreed.	Update Schedule 2 to reference Australian Rainfall & Runoff (AR&R) 2019.

No.	Summary of Submission	Administration Comment	Recommendation
8.	<p>Emerge Associates for Estates Development Company (EDC) Jindee</p> <p>Thank you for the opportunity to provide feedback on the recently released Draft Amended Local Planning Policy 4.4 – Urban Water Management (herein referred to as LPP 4.4). Emerge Associates have reviewed the document on behalf of Estates Development Company (EDC) for the Jindee Innovation Project (herein referred to as Jindee).</p> <p>Jindee is located in Jindalee and has progressed through structure planning. Portions of the estate have undergone subdivision and/or construction, and one public open space (POS) area is currently being maintained by EDC.</p> <p>We provide the following comments for consideration in finalising the amended Policy prior to adoption.</p> <p>LPP 4.4 Comments</p> <p>We have provided an outline of our comments in Table 1 as they related to the Draft LPP 4.4. Our comments pertain to text within Part 2 Policy Provisions, Table 1. We have also included an overview of our recommendations to address these concerns. However, we would welcome the opportunity to work with the City of Wannon (CoW) to address concerns and ensure the policy achieves its intended objectives.</p>		
8.1	<p>Table 1: LPP 4.4 comments and potential recommendations</p> <p>Location in Table 1 Section 4: Subdivision, B2, page 7</p> <p>Text Urban water management plans (UWMPs) shall include monitoring data and results, collected by the developer. The data provided will identify risk and determine the extent of ongoing monitoring required. Further detail is provided in Schedule 1. Sites shall be monitored until clearance of subdivision conditions. Monitoring results shall be supplied to the CoW and Department of Water and Environmental Regulation (DWER) quarterly or as agreed in the UWMP.</p> <p>Comment Pre-development monitoring does not always need to be completed 'by the developer'. Monitoring completed by other parties (e.g. state government, landscape group etc.) is valid and can be relevant for a project. This standard also seems to refer to during construction monitoring (i.e. until clearance of subdivision conditions). The type of monitoring relevant during construction may not be the same as monitoring completed pre-development and/or post-development (e.g. acid sulfate soil is only relevant while dewatering). Further, trigger values determined through pre-development monitoring do not apply during construction (e.g. is it reasonable to expect that surface water quality triggers are met when treatment structures have not been constructed?).</p> <p>Recommendation The standard be revised to remove reference to monitoring data being collected by the developer. The standard be clarified to require that monitoring occur during construction where relevant, for appropriate parameters and at a frequency documented within an UWMP.</p>	Partially agree. Reference should be made to <i>Water Monitoring Guidelines for Better Urban Water Management Strategies and Plans</i> (Department of Water, 2012).	It is recommended that the word 'collected' be changed to 'provided' and that reference is made to <i>Water Monitoring Guidelines for Better Urban Water Management Strategies and Plans</i> (Department of Water, 2012).
8.2	<p>Location in Table 1 Section 4: Subdivision, C3, page 7</p> <p>Text "An UWMP is to be prepared and approved prior to the commencement of ground disturbing activities, consistent with the Local Water Management Strategy (LWMS), to the satisfaction of the Western Australian Planning Commission (WAPC) on advice of the Local Government".</p> <p>Comment Can CoW please clarify that some ground disturbing activities (e.g. clearing, stockpiling, and sand extraction) are able to occur should the appropriate approvals be secured? Section 4, B15, page 9 suggests this remains the case. Further, some local governments have allowed civil works (e.g. earthworks) to begin prior to approval of UWMPs at the developer's risk in accordance with the Department of Planning, Lands and Heritage's model subdivisions conditions schedule. This is a reasonable approach and does not preclude an outcome that the City will ultimately require, but can allow for more efficient project/construction scheduling.</p> <p>Recommendation It is recommended that the CoW provide sufficient flexibility in the policy to allow ground disturbing activities to occur subject to appropriate approvals, and</p>	Disagree. If heavy machinery is operating on site then it constitutes ground disturbing activities. This would include land clearing, stockpiling and sand extraction (i.e. cut and fill). No ground disturbing activities should occur on site prior to the approval of an UWMP. Once machinery is mobilised on site there is inherent risk that additional construction works will proceed without approvals as	Include definition of 'ground disturbing activities'. No further changes recommended.

No.	Summary of Submission	Administration Comment	Recommendation
	for civil works to occur at the developer's risk. Therefore, it is recommended that this condition be amended or removed.	observed in other local governments and subdivision projects.	
8.3	<p>Location in Table 1 Section 4: Subdivision, B4, page 7</p> <p>Text Landscaping and drainage infrastructure shall be complementary and result in usable POS that incorporates drainage where appropriate.</p> <p>Comment Can CoW clarify what constitutes a usable POS area? For example, playground areas are usable, but not considered active. We would also argue that boardwalks and paths which integrate with vegetated areas are also useable. It is noted that LPP 4.3 Public Open Space includes the term 'useable' in relation to: sport POS areas (and active recreation) and entry statements (that are not considered usable spaces). Is the intent of this statement to ensure that POS areas meet the POS hierarchy noted in LPP 4.3?</p> <p>Recommendation Provide clarification in policy or reference to another policy that defines usable POS (e.g. "landscaping and drainage infrastructure shall be complementary such that POS areas achieve their purpose as detailed in LPP 4.3").</p>	The City's Administration considers useable public open space to be areas that are not subject to regular stormwater inundation and are defined by the top water levels for key critical storm events. The spatial area between the 1-Year and 5-Year Average Recurrence Interval (ARI) Top Water Levels in a Public Open Space is considered restricted Public Open Space and can form a maximum of 20% of the POS credits when calculating POS provision for a subdivision area. The remaining 80% of POS must be un-restricted POS and is defined as the spatial area above the 5-Year ARI Top Water Level. The land area covered by the 1-Year ARI top water level is defined as 'drainage' and receives no POS credits.	Include definition of 'useable public open space' in the LPP.
8.4	<p>Location in Table 1 Section 4: Subdivision, C6, page 7</p> <p>Text "The subdivider shall prepare and implement a landscape and drainage management plan for the proposed POS and drainage areas consistent with LPP 4.3: POS, including the provision of parking bay embankments in the road reserve adjoining the POS, bollards (or other edge treatments requested by the City) and the maintenance of the proposed POS and drainage areas, to the satisfaction of the CoW."</p> <p>Comment A UWMP and subsequent landscape development application should already have provided sufficient detail regarding the integration and implementation/management of drainage and landscape areas. LPP 4.3 does not refer to a landscape and drainage management plan. Why is another document required?</p> <p>Recommendation It is recommended that this condition be removed as it should be addressed by a UWMP.</p>	Agreed.	Remove references to a 'Landscape & Drainage Management Plan'.

No.	Summary of Submission	Administration Comment	Recommendation
8.5	<p>Location in Table 1 Section 4: Subdivision, B8, page 8</p> <p>Text Use of indigenous, native and water wise species/tube stock planted during winter to minimise irrigation requirements.</p> <p>Comment There is no recognition of the use of appropriate exotic tree species within POS areas or streetscapes. For example, the draft Street Tree Policy and the draft LPP 4.10 Streetscapes encourages the use of both native and non-endemic species as long as they were suitable</p> <p>Recommendation It is recommended that reference to the use of <i>appropriate</i> tree species within POS and streetscapes.</p>	The Administration's preference is for local native and Western Australian plant species. However suitable non-endemic tree species will be considered on a case-by case basis as part of detailed Landscape Design and consistent with the City's Street Tree Policy and Street Tree Master List.	<p>Reword the acceptable standard to reference:</p> <ul style="list-style-type: none"> • Use of local native and Western Australian waterwise species/tube stock planted during winter to minimise irrigation requirements; • Appropriate non-endemic tree species to be assessed on a case-by-case basis.
8.6	<p>Location in Table 1 Section 4: Subdivision, B9, page 8</p> <p>Text High phosphorous retention index (PRI) soils are required to be incorporated into bio-retention swales and POS (where it is not used for the purpose of conservation) to reduce phosphorous export via leaching, while also meeting soil permeability and soil compaction specified by the CoW</p> <p>Comment PRI is a Western Australian guideline and other soil media are capable of achieving appropriate removal of nutrients, and therefore 'PRI' specification is not necessary and could preclude the uptake of other engineered soil media. Where groundwater is > 5 m from the finished surface and the existing soils are of sufficient PRI to provide treatment, additional high PRI soils or media are not required to achieve appropriate treatment.</p> <p>Recommendation It is recommended that this standard be expanded to include other media guidelines (e.g. from The CRC for Water Sensitive Cities) and allow the design of bio-retention areas to respond to site specific conditions.</p>	The City's Administration supports the proposed changes to include other filter media guidelines and clarify requirements for filter media in relation to groundwater separation.	Include reference to other filter media guidelines such as the <i>Adoption Guidelines for Stormwater Biofiltration Systems</i> (Cooperative Research Centre for Water Sensitive Cities, 2015) and clarity around requirement for high PRI soils when post development maximum groundwater levels (MGL) is >5m from finished surface levels.
8.7	<p>Location in Table 1 Section 5: Detailed area plans and development applications, C3, page 10</p> <p>Text "All stormwater runoff shall be retained onsite and erosion shall be managed so that sand is not deposited on road reserves or in drainage areas".</p> <p>Comment Does this condition refer to temporary stormwater runoff management during construction and/or the ultimate solution? It will not be appropriate or possible for all sites to retain all stormwater runoff, as it is assumed this refers to the major rainfall event, and some sites already have runoff which leaves the site due to site soils/topography, etc.</p> <p>Recommendation It is recommended that this first dot point be revised to focus on the outcome. For example, "Stormwater runoff shall be appropriately managed onsite to avoid the deposition of sand onto existing road reserves or drainage systems."</p>	The City acknowledges that in some circumstances the retention/detention of ALL stormwater on site may not be possible.	It is recommended to amend LPP 4.4 to focus on the outcome including managing and stabilising land to minimise erosion.
8.8	<p>Location in Table 1 Section 5: Detailed area plans and development applications, C3, page 10</p> <p>Text "The owner ensuring the land is not laid bare of vegetation resulting in loose erodible conditions".</p> <p>Comment Other actions, besides avoiding any clearing, can be completed to minimise erodible conditions.</p> <p>Recommendation It is recommended that the third dot point be revised to focus on the outcome. For example, "The owner to ensure the land is managed / stabilised to minimise erodible conditions." Alternatively, reference could be made to the existing LPP 4.18 Earthworks and Sand Drift, which provides guidance on dust management measures to be utilised during earthworks.</p>	Agreed.	It is recommended to amend LPP 4.4 to focus on the outcome including managing and stabilising land to minimise erosion.
9.	Emerge Associates for Satterley Property Group and Landcorp Allara Estate		

No.	Summary of Submission	Administration Comment	Recommendation
	<p>Thank you for the opportunity to provide feedback on the recently released Draft Amended Local Planning Policy 4.4 – Urban Water Management (herein referred to as LPP 4.4). Emerge Associates have reviewed the document on behalf of Satterley Property Group and LandCorp for Allara Estate. Allara Estate is located in Eglinton and has progressed through structure planning. Portions of the estate have undergone subdivision and/or construction, and some public open space (POS) areas are close to handover. We seek to provide the following comments for consideration in finalising the amended Policy prior to adoption.</p> <p>Specific LPP 4.4 Comments</p> <p>Below in Table 1, we have provided an outline of our comments as they related to the Draft LPP 4.4. Our comments only pertain to text within Part 2 Policy Provisions, Table 1. We have also included an overview of our recommendations to address these concerns. However, we would welcome the opportunity to work with the City of Wimmeroo (CoW) to address concerns and ensure the policy achieves its intended objectives.</p>		
9.1	<p>Table 1: LPP 4.4 comments and potential recommendations Location in Table 1 Section 4: Subdivision, B2, page 7 Text Urban water management plans (UWMPs) shall include monitoring data and results, collected by the developer. The data provided will identify risk and determine the extent of ongoing monitoring required. Further detail is provided in Schedule 1. Sites shall be monitored until clearance of subdivision conditions. Monitoring results shall be supplied to the CoW and Department of Water and Environmental Regulation (DWER) quarterly or as agreed in the UWMP. Comment Pre-development monitoring does not always need to be completed by the developer. Monitoring completed by other parties (e.g. state government, landscape group etc.) is valid and can be relevant for a project.</p> <p>This standard also seems to be referred to during construction monitoring (i.e. until clearance of subdivision conditions). Recommendation The standard be revised to remove reference to it being collected by the developer. The standard be clarified to require that monitoring occur during construction where relevant and for appropriate parameters as documented within an UWMP.</p>	<p>Partially agree. Reference should be made to <i>Water Monitoring Guidelines for Better Urban Water Management Strategies and Plans</i> (Department of Water, 2012).</p>	<p>It is recommended that the word 'collected' be changed to 'provided' and that reference is made to <i>Water Monitoring Guidelines for Better Urban Water Management Strategies and Plans</i> (Department of Water, 2012).</p>
9.2	<p>Table 1: LPP 4.4 comments and potential recommendations Location in Table 1 Section 4: Subdivision, C3, page 7 Text "An UWMP is to be prepared and approved prior to the commencement of ground disturbing activities, consistent with the Local Water Management Strategy (LWMS), to the satisfaction of the Western Australian Planning Commission (WAPC) on advice of the Local Government". Comment Can CoW please clarify that some ground disturbing activities, e.g. clearing, stockpiling, sand extraction is able to occur should the appropriate approvals be secured? Section 4, B15, page 9 suggests this remains the case Recommendation Provide clarification in policy.</p>	<p>If heavy machinery is operating on site then it constitutes ground disturbing activities. This would include land clearing, stockpiling and sand extraction (i.e. cut and fill). No ground disturbing activities should occur on site prior to the approval of an UWMP. Once machinery is mobilised on site there is inherent risk that additional construction works will proceed without approvals as observed in other local governments and subdivision projects.</p>	<p>Include definition of 'ground disturbing activities'. No further changes recommended.</p>
9.3	<p>Table 1: LPP 4.4 comments and potential recommendations</p>	<p>The City's Administration considers useable public open</p>	<p>Include definition of 'useable public open space' in the LPP.</p>

No.	Summary of Submission	Administration Comment	Recommendation
	<p>Location in Table 1 Section 4: Subdivision, B4, page 7</p> <p>Text Landscaping and drainage infrastructure shall be complementary and result in usable POS that incorporates drainage where appropriate.</p> <p>Comment Can CoW clarify what constitutes a usable POS area? For example, playground areas are usable, but not considered active.</p> <p>Recommendation Provide clarification in policy, or reference to another policy that defines usable POS.</p>	<p>space to be areas that are not subject to regular stormwater inundation and are defined by the top water levels for key critical storm events. The spatial area between the 1-Year and 5-Year Average Recurrence Interval (ARI) Top Water Levels in a Public Open Space is considered restricted Public Open Space and can form a maximum of 20% of the POS credits when calculating POS provision for a subdivision area. The remaining 80% of POS must be un-restricted POS and is defined as the spatial area above the 5-Year ARI Top Water Level. The land area covered by the 1-Year ARI top water level is defined as 'drainage' and receives no POS credits.</p>	
9.4	<p>Table 1: LPP 4.4 comments and potential recommendations</p> <p>Location in Table 1 Section 4: Subdivision, C6, page 7</p> <p>Text "The subdivider shall prepare and implement a landscape and drainage management plan for the proposed POS and drainage areas consistent with LPP 4.3: POS, including the provision of parking bay embankments in the road reserve adjoining the POS, bollards (or other edge treatments requested by the City) and the maintenance of the proposed POS and drainage areas, to the satisfaction of the CoW."</p> <p>Comment Does a UWMP and subsequent landscape development application not provide sufficient detail regarding the integration and implementation of drainage and landscape areas? Why is another document valuable?</p> <p>Recommendation Provide response to comment.</p>	<p>Agreed.</p>	<p>Remove references to a 'Landscape & Drainage Management Plan'.</p>
9.5	<p>Table 1: LPP 4.4 comments and potential recommendations</p> <p>Location in Table 1 Section 4: Subdivision, B9, page 8</p> <p>Text High phosphorous retention index (PRI) soils are required to be incorporated into bio-retention swales and POS (where it is not used for the purpose of conservation) to reduce phosphorous export via leaching, while also meeting soil permeability and soil compaction specified by the CoW.</p> <p>Comment PRI is a Western Australian guideline and other soil medias are capable of achieving appropriate removal of nutrients. Where groundwater is > 5 m from the finished surface and the existing soils are of sufficient PRI to provide treatment, additional high PRI soils or media are not required to achieve appropriate treatment.</p> <p>Recommendation It is recommended that this standard be expanded to include other media guidelines (e.g. from The CRC for Water Sensitive Cities) and allow the design of bio-retention areas to respond to site specific conditions.</p>	<p>The City's Administration supports the proposed changes to include other filter media guidelines and clarify requirements for filter media in relation to groundwater separation.</p>	<p>Include reference to other filter media guidelines such as the <i>Adoption Guidelines for Stormwater Biofiltration Systems</i> (Cooperative Research Centre for Water Sensitive Cities, 2015) and clarity around requirement for high PRI soils when post development maximum groundwater levels (MGL) is >5m from finished surface levels.</p>
9.6	<p>Table 1: LPP 4.4 comments and potential recommendations</p> <p>Location in Table 1</p>	<p>The City acknowledges that in some circumstances the</p>	<p>It is recommended to amend LPP 4.4 to focus on the</p>

No.	Summary of Submission	Administration Comment	Recommendation
	<p>Section 5: Detailed area plans and development applications, C3, page 10</p> <p>Text "All stormwater runoff shall be retained onsite and erosion shall be managed so that sand is not deposited on road reserves or in drainage areas".</p> <p>Comment It will not be appropriate or possible for all sites to retain all stormwater runoff.</p> <p>Recommendation It is recommended that this first dot point be revised to focus on the outcome - for erosion and sediment to be managed.</p>	<p>retention/detention of ALL stormwater on site may not be possible.</p>	<p>outcome including managing and stabilising land to minimise erosion.</p>
9.7	<p>Table 1: LPP 4.4 comments and potential recommendations</p> <p>Location in Table 1 Section 5: Detailed area plans and development applications, C3, page 10</p> <p>Text "The owner ensuring the land is not laid bare of vegetation resulting in loose erodible conditions".</p> <p>Comment Other actions, besides avoiding any clearing, can be completed to minimise erodible conditions.</p> <p>Recommendation It is recommended that the third dot point be revised to focus on the outcome - that land should be managed / stabilised to minimise erodible conditions.</p>	<p>Agreed.</p>	<p>It is recommended to amend LPP 4.4 to focus on the outcome including managing and stabilising land to minimise erosion.</p>

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OWNER	Planning & Sustainability
IMPLEMENTATION	Adopted 2013 (PS02-12/13)
REVIEWED	Quadrennial
REVIEW	2024

STRUCTURE

The Policy is divided into two parts, with an attached Schedule:

- Part 1:** Policy Operation, which includes the policy context and objectives.
Part 2: Policy Provisions, outlining the requirements that apply to planning proposals at each stage in the planning and development process.
Schedule 1: Outlines the extent of investigations required for sites with low, medium and high risk site conditions.
Schedule 2: Outlines the policies and documents that relate to this LPP.

PART 1

POLICY OPERATION

Policy Development

This Policy has been prepared under Part 2 (Division 2) of the City of Wanneroo District Planning Scheme No. 2 (DPS 2) Deemed Provisions.

Purpose and Application

The purpose of this Policy is to ensure planning and development within the City of Wanneroo optimises the use and management of water resources (including rainwater, stormwater, groundwater, drinking water and wastewater) consistent with *State Planning Policy 2.9: Water Resources* (WAPC, 2006) and *Better Urban Water Management* (WAPC, 2008).

The Policy sets out the water related documentation required at each stage in the planning and development process, including:

- Scheme Amendments;
- District Structure Plans;
- Local Structure Plans;
- Subdivision Applications; and
- Development Applications.

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This Policy applies to all planning proposals for Residential, Commercial, Industrial or Rural zoning, subdivision or development within the City of Wanneroo. This policy shall also apply to activities, works, services and programs conducted by the City.

Definitions

For the purpose of interpreting this Policy, all terms shall have the same meaning given to them under DPS 2.

Ground disturbing activities means land clearing, stockpiling and sand extraction (i.e. cut and fill).

Useable Public Open Space means areas that are not subject to regular stormwater inundation and are defined by the top water levels for key critical storm events in accordance with City of Wanneroo's *Local Planning Policy 4.3 Public Open Space and Liveable Neighbourhoods* (WAPC, 2009).

Objectives

The Policy Objectives are to:-

1. Integrate water and land use planning by considering water sources early in the planning and development process.
2. Achieve catchment specific environmental criteria, and thereby deliver better water management outcomes for the catchments within the City.
3. Achieve total water cycle management outcomes via the structure plan, subdivision and development approvals processes.
4. Implement Water Sensitive Urban Design (WSUD) principles and best management practices for all planning proposals and City operations. The following WSUD principles (in order of priority) adapted from *Stormwater Management Manual for Western Australia* (DoW, 2004 – 2007) must be applied for all new development proposals as well as City operational projects and activities:
 - a) Provide protection to life and property from flooding that would occur in events up to a 1% Annual Exceedance Probability (AEP) event.
 - b) Manage runoff from small rainfall events on-site or as close to the source as possible.
 - c) Retain and restore existing elements of the natural drainage system, including waterway, wetland and groundwater features, regimes and processes, and integrate these elements into the urban landscape.
 - d) Protect and enhance sensitive receiving environments.
 - e) Minimise pollutant inputs.
 - f) Increase water use efficiency and reduce potable water demand.
 - g) Achieve good urban liveability and amenity.

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- h) Reduce urban temperatures, runoff volumes, and peak flow rates and improve water quality, biodiversity and aesthetics by managing stormwater through the retention and planting of vegetation and mimicking natural hydrological processes.
5. Improve water quality within the City and ensure the protection and management of sensitive environments.
6. Ensure all development connects to scheme water and reticulated sewerage (if available) and is in accordance with the *Government Sewerage Policy* (Department of Health, 2019).
7. Assess the practical and appropriate level of risk related to the proposal (guidance on level of risk is contained in Schedule 1).

Part 2

POLICY PROVISIONS

1. Operation of Table 1

- 1.1. **Table 1** outlines the planning information required, acceptable standards and provisions/conditions for each stage in the planning and development process. Each section of the Table is colour coded to correspond with the various stages of the planning and development process, as depicted below:
 - **Section 1** deals with District Structure Plans;
 - **Section 2** deals with Local Structure Plans;
 - **Section 3** deals with DPS 2 amendments;
 - **Section 4** deals with Subdivision Applications; and
 - **Section 5** deals with Local Area Plans and Development Applications.
- 1.2. Column A of **Table 1** outlines information required in relation to water planning documentation for each stage in the planning and development process.
- 1.3. Column B of **Table 1** sets out standards that are considered acceptable to satisfy the relevant information requirement.
- 1.4. Column C of **Table 1** states provisions to be included in structure plans and conditions that will be applied to the relevant approval for each stage in the planning and development process.

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Table 1: Structure Plan, Scheme Amendment, Subdivision and Development Standards

	COLUMN A	COLUMN B	COLUMN C
	Planning Information	Acceptable Standards (unless otherwise stated, all standards must be met)	Provisions / Conditions
SECTION 1: DISTRICT STRUCTURE PLAN			
A1	A District Water Management Strategy (DWMS) shall be prepared to support any district structure plan.	B1 DWMS's shall be consistent with the requirements in: <ul style="list-style-type: none">Better Urban Water Management (BUWM) (WAPC, 2008).	C1 District structure plans shall include the following wording as a provision to support the development of a Local Water Management Strategy (LWMS): <ul style="list-style-type: none">"Local structure plans shall include a Local Water Management Strategy that incorporates best practice water sensitive urban design principles and is consistent with the design objectives and standards provided by the District Water Management Strategy."
A2	A DWMS shall not be required where, in the City's opinion, the land area of the proposal does not warrant such high level water planning.	B2 DWMS's shall address: <ul style="list-style-type: none">Water allocation issues and requirements for public open space and school oval irrigation and implications of this for the Gnangara Groundwater Areas Allocation Plan; andAccessing of water resources outside the City through the Integrated Water Supply Scheme, particularly for drinking water supply requirements.	
A3	The City may require alternative or additional information in lieu of the DWMS, such as an arterial drainage network.	B3 DWMS's shall include sampling and monitoring data, provided by the developer, to describe the site appropriately. The data provided will identify risk and determine the extent of ongoing monitoring required. Further detail is provided in Schedule 1 .	
SECTION 2: LOCAL STRUCTURE PLAN			
A1	A LWMS shall be prepared to support any local structure plan.	B1 LWMS's shall be consistent with the requirements detailed in: <ul style="list-style-type: none">BUWM (WAPC, 2008);The Interim: Developing a Local Water Management Strategy (Department of Water, 2008); andThe relevant DWMS.	C1 Local structure plans shall include the following wording as a provision to support the development of an Urban Water Management Plan (UWMP) at the subdivision stage: <ul style="list-style-type: none">"Subdivision proposals shall include an Urban Water Management Plan that incorporates best practice water sensitive urban design principles and is consistent with the design objectives and standards provided by the District Water Management Strategy and Local Water Management Strategy."
A2	The City of Wanneroo may require a LWMS in other circumstances.		
		B2 LWMS's shall address water allocation issues and requirements for public open space and school oval irrigation.	C2 Local structure plans shall include the following wording as a provision to ensure compliance with the LWMS at later development stages: <ul style="list-style-type: none">"The Local Water Management Strategy shall be approved prior to the lodgement of any subdivision application."
		B3 LWMS's shall include predevelopment monitoring data and results, provided by the developer, to demonstrate an understanding of the local site conditions that affect or influence water management. The data provided will identify risk and determine the extent of ongoing monitoring required. Further detail is provided in Schedule 1 . Where sensitive environments ¹ exist, monitoring should be for at least 18 months prior to lodgement of the LWMS. Where this timeframe has not been met the City shall defer assessment of the local structure plan until sufficient monitoring information has been supplied. Monitoring shall be in accordance with the <i>Water Monitoring Guidelines for Better Urban Water Management Strategies and Plans</i> (Department of Water, 2012).	

¹ Sensitive environments in the City of Wanneroo include Public Drinking Water Source Areas and land including or adjacent to wetlands and groundwater dependent ecosystems.

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	COLUMN A	COLUMN B	COLUMN C
	Planning Information	Acceptable Standards (unless otherwise stated, all standards must be met)	Provisions / Conditions
SECTION 3: DISTRICT PLANNING SCHEME NO. 2 AMENDMENTS			
A1	<p>A DWMS shall not be required where:</p> <ul style="list-style-type: none"> In the City's opinion, the land area of the proposal does not warrant such high level water planning; or A DWMS has already been endorsed for the subject area. 	B1 Any DWMS prepared in support of a scheme amendment shall be in accordance with the Acceptable Standards set out in Section 1, B1 – B3 of this Table.	C1 The City will recommend that a DWMS shall be prepared to support any scheme amendment involving rezoning to 'Urban' or lifting of an 'Urban Deferred' zone under the Metropolitan Region Scheme (MRS).
A2	<p>A LWMS shall be prepared to support any scheme amendment involving rezoning to 'Urban Development' under DPS 2 where:</p> <ul style="list-style-type: none"> An endorsed DWMS exists; or A DWMS is not required. 	B2 Any LWMS prepared in support of a scheme amendment shall be in accordance with the Acceptable Standards set out in Section 2, B1 – B3 of this Table.	C2 The City will recommend that a LWMS shall be prepared to support any scheme amendment involving rezoning to 'Urban' or lifting of an 'Urban Deferred' zone under the MRS.

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	COLUMN A	COLUMN B	COLUMN C
	Planning Information	Acceptable Standards (unless otherwise stated, all standards must be met)	Provisions / Conditions
SECTION 4: SUBDIVISION			
A1	An UWMP shall be prepared to support any subdivision.	<p>B1 UWMP's shall be consistent with:</p> <ul style="list-style-type: none"> • <i>Urban Water Management Plans: Guidelines for Preparing Plans for Complying with Subdivision Conditions</i> (Department of Water, 2008); and • Any existing DWMS or LWMS. <p>B2 UWMP's shall include monitoring data and results, provided by the developer. The data provided will identify risk and determine the extent of ongoing monitoring required. Further detail is provided in Schedule 1. Sites shall be monitored until clearance of subdivision conditions. Monitoring shall be in accordance with the <i>Water Monitoring Guidelines for Better Urban Water Management Strategies and Plans</i> (Department of Water, 2012) and as agreed in the UWMP.</p>	<p>C1 If the LWMS is not approved prior to the lodgement of subdivisions, the City will recommend that the WAPC refuse or defer the subdivision approval until the LWMS is approved.</p> <p>C2 If a LWMS does not exist, and an UWMP is not lodged with the subdivision application, the City will recommend that the WAPC refuse or defer the application until the UWMP is lodged. Conditions of subdivision will not be cleared without adequate demonstration that the UWMP has been implemented (including agreed monitoring) as per the conditions in Section 4, C3 of this Table.</p> <p>C3 For subdivision proposals where a LWMS is in place the following conditions shall be applied:</p> <ul style="list-style-type: none"> • "An Urban Water Management Plan is to be prepared and approved prior to the commencement of ground disturbing activities, consistent with the Local Water Management Strategy, to the satisfaction of the Western Australian Planning Commission on advice of the Local Government"; and • "The approved Urban Water Management Plan shall be implemented by the landowner, including construction of the identified stormwater and groundwater management systems, to the satisfaction of the Western Australian Planning Commission on advice of the Local Government".
A2	Detailed engineering design drawings shall be submitted to comply with the conditions of subdivision.	<p>B3 The location, design and construction of drainage infrastructure shall be compliant with the UWMP and final ground contours shall achieve WSUD principles.</p> <p>B4 Landscaping and drainage infrastructure shall be complimentary and result in usable public open space that incorporates drainage where appropriate.</p> <p>B5 Developers shall be responsible for undertaking any maintenance to drainage infrastructure required due to construction activities prior to handover to the City of Wanneroo.</p> <p>B6 The subdivider shall be responsible for ensuring drainage infrastructure is maintained and functional prior to handover. The City shall inspect drainage infrastructure prior to handover and if required provide detail of non-compliance to the subdivider. Non-compliance issues shall be rectified prior to handover.</p>	<p>C5 The City of Wanneroo shall sign-off detailed design drawings prior to any on-site construction occurring.</p> <p>C6 The City shall recommend the following conditions of subdivision where relevant:</p> <ul style="list-style-type: none"> • "The drainage infiltration basin(s) shown in public open space areas are to be located, designed and constructed to the satisfaction of the City of Wanneroo"; and • "The land being filled and/or drained at the subdividers cost to the specification and satisfaction of the City of Wanneroo".
A3	Landscaping Plans shall be required as conditions of subdivision and/or development	<p>B7 Landscaping Plans required as a condition of other approvals, e.g. subdivision or development approvals, shall consider the requirements of the higher level water planning documents.</p> <p>B8 Where landscaping is required as a condition of subdivision or development approval, the plan</p>	<p>C7 The City will check compliance with the approved Landscaping Plan prior to handover of public open space.</p>

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	COLUMN A	COLUMN B	COLUMN C
	Planning Information	Acceptable Standards (unless otherwise stated, all standards must be met)	Provisions / Conditions
SECTION 4: SUBDIVISION			
	approval.	shall include information such as, but not limited to the following:	
A4	Landscaping Plans shall be submitted with civil engineering design drawings.	<ul style="list-style-type: none"> Measures to be taken to ensure implementation of the plan; Soil improvers and mulching to retain moisture; Use of local native and Western Australian waterwise species/tube stock planted during winter to minimise irrigation requirements; Appropriate non-endemic tree species to be assessed on a case-by-case basis; Hydro zoning and installation of smart irrigation systems in accordance with the City's irrigation specifications; Buffer and filter strips and use of appropriate areas and species of turf, possibly restricted to active spaces only; Drainage infrastructure designs (to ensure its function is not compromised by the proposed landscaping); A plan detailing the public open space landscaping and the drainage infrastructure to show how they complement each other; Public open space schedule; Water balance calculations; Water requirements and allocations; and Retention of native bushland. 	
B9		High Phosphorous Retention Index (PRI) soils may be required to be incorporated into bio-retention swales and public open space (where it is not to be used for the purpose of conservation) to reduce phosphorous export via leaching, while also meeting soil permeability and soil compaction criteria specified by the City of Wanneroo (subject to site specific conditions). Filter media shall be in accordance with the <i>Adoption Guidelines for Stormwater Biofiltration Systems</i> (Cooperative Research Centre for Water Sensitive Cities, 2015).	
B10		Where landscaping is related to public open space or drainage infrastructure, the City will not accept handover until compliance with the Landscaping Plan is demonstrated and it is demonstrated that the landscaping does not compromise the drainage design.	
B11		Where irrigation is required, the City will not accept handover until the licence transfer has been approved by Department of Water.	
B12		Landscaping will be inspected and compared to approved Landscaping Plans. Handover of infrastructure and public open space will not occur until landscaping complies with the approved plan.	
B13		Monitoring data should be included in the information supplied during handover of public open space or drainage infrastructure. The City may not accept handover if contingency measures are	

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	COLUMN A	COLUMN B	COLUMN C
	Planning Information	Acceptable Standards (unless otherwise stated, all standards must be met)	Provisions / Conditions
SECTION 4: SUBDIVISION			
		required as specified in the UWMP.	
A5	Earthworks drawings shall be submitted to comply with subdivision conditions and to receive earthworks approval from the City of Wanneroo.	<p>B14 To comply with the condition in C8, the earthworks design shall comply with the UWMP.</p> <p>B15 The City's standard position, as outlined in LPP 4.2, is that the City will not approve earthworks until the related subdivision has conditional approval. The City may, however, approve earthworks where a Structure Plan has been adopted and endorsed by the City and WAPC and the earthworks will not prejudice future development outcomes.</p>	<p>C8 Earthworks approvals shall include the following condition:</p> <ul style="list-style-type: none"> • "All stormwater runoff shall be retained onsite and erosion shall be managed so that sand is not deposited on road reserves or in drainage systems."

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	COLUMN A	COLUMN B	COLUMN C
	Planning Information	Acceptable Standards (unless otherwise stated, all standards must be met)	Provisions / Conditions
SECTION 5: LOCAL AREA PLANS AND DEVELOPMENT APPLICATIONS			
A1	Development that may trigger the requirement of an UWMP includes, but is not limited to the following: <ul style="list-style-type: none"> Commercial developments; Factory unit developments; Grouped dwellings; Lifestyle villages; and Showrooms. 	<p>B1 Any UWMP prepared in support of a Local Area Plan or Development Application shall be in accordance with the Acceptable Standards set out in Section 4, B1 – B2 of this Table.</p> <p>B2 UWMP's shall include sampling and monitoring data and results to describe the site appropriately. This is the responsibility of the developer. The information provided will identify risk and this will determine the extent of ongoing monitoring required. Further detail is provided by Schedule 1.</p> <p>B3 The City will not take over responsibility for drainage infrastructure that is affected by sediment build up until maintenance of the infrastructure has occurred and it is confirmed to be completely functional. The City is not responsible for drainage infrastructure within private lots.</p>	<p>C1 Where an UWMP is required at the development approval stage, it shall be submitted and approved by the City prior to the development approval being given. The development approval will then include the following conditions:</p> <ul style="list-style-type: none"> "The approved Urban Water Management Plan shall be implemented by the landowner, including construction of the identified stormwater and groundwater management systems, to the satisfaction of the City of Wanneroo". <p>C2 Where an UWMP is required as a condition of development approval, the development approval will then include the following conditions:</p> <ul style="list-style-type: none"> "An Urban Water Management Plan is to be prepared and approved prior to the commencement of ground disturbing activities to the satisfaction of the City of Wanneroo"; and "The approved Urban Water Management Plan shall be implemented by the landowner, including construction of the identified stormwater and groundwater management systems, to the satisfaction of the City of Wanneroo". <p>C3 The following conditions may be applied to development approvals to manage the impacts of sediment and erosion on drainage infrastructure:</p> <ul style="list-style-type: none"> "Stormwater runoff shall be appropriately managed onsite to deposition of sand onto existing road reserves or drainage systems"; "A Construction Management Plan shall be implemented to the satisfaction of the City of Wanneroo" (Note: If a Construction Management Plan is required, it should be approved prior to development approval being issued); and/or "The owner to ensure the land is managed / stabilised to minimise erodible conditions".
A2	Where an UWMP has not previously been prepared as part of a separate approval and a development is proposed that will significantly alter the natural hydrology and drainage of a site, a UWMP shall be prepared prior to development approval.		
A3	If a Construction Management Plan is required, it should be approved prior to development approval being issued.		

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Schedule 1

RISK CLASSIFICATION FOR SUBDIVISION AND DEVELOPMENT

The following table should be used to guide the provision of information within water management plans to support planning proposals based on the conditions of the site. The risk level will move from low to medium or medium to high where one or more Site Conditions in the next highest risk level are present.

Risk	Site Conditions	Information Requirements
Low	<p>Depth to groundwater > 5m.</p> <p>No sensitive environmental assets within the sub-catchment of the site.</p> <p>Can manage all stormwater onsite with no offsite discharge or regional drainage issues.</p> <p>Residential development connected to reticulated sewerage. Commercial or industrial use connected to reticulated sewerage or licenced under Part V of the Environmental Protection Act.</p> <p>Low acid sulphate soils (ASS) risk.</p>	<p>Minimum</p> <p>Demonstrate the management of water will be consistent with:</p> <ul style="list-style-type: none"> State Planning Policy 2.9: Water resource Stormwater Management Manual for Western Australia Decision Process for Stormwater Management in WA.
Medium	<p>Depth to groundwater between 1.2 and 5m.</p> <p>Offsite discharge to local &/or regional system.</p> <p>Residential, commercial and industrial development not connected to reticulated sewerage.</p> <p>No regional bushland or significant wetland issues (i.e. MU or RE) within the site or its sub catchment.</p> <p>Medium ASS risk.</p>	<p>Limited</p> <p>Site investigation and assessment to determine management responses in terms of the site and surrounding (sub) catchment. On site monitoring and demonstration of representative sampling (to be agreed with City of Wanneroo).</p> <p>Standard modelling and investigations.</p> <p>BUWM checklist to be addressed, where applicable.</p>

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High	<p>Maximum Depth to Groundwater (MGL) less than 1.2m below the natural ground surface;</p> <p>Any proposed off-site drainage with potential for adverse impacts on sensitive environmental assets such as wetlands or waterways;</p> <p>Located in a floodplain and/or a major arterial drainage system.</p> <p>Contains, or adjacent to, regionally significant bushland;</p> <p>Known contaminated site;</p> <p>High ASS risk; or</p> <p>Contains any part of a significant groundwater dependent ecosystem such as a Conservation Category Wetland or its buffer or karst system.</p>	<p>Comprehensive</p> <p>Detailed site investigations and modelling to determine management responses in terms of the site and the surrounding (sub) catchment.</p> <p>Full BUWM checklist to be addressed in detail.</p>
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Schedule 2

Related Policies and Documents

The related policies and documents listed below should be used to guide planning proposals, noting they may be subject to change and future updates:

- State Planning Policy 2.9: Water Resources (WAPC, 2006)
- Better Urban Water Management (WAPC, 2008)
- Liveable Neighbourhoods (WAPC, 2009)
- Decision Process for Stormwater Management in WA (DWER, 2017)
- Stormwater Management Manual for Western Australia (DoW, 2004-2007)
- Government Sewerage Policy (DPLH, 2019)
- Guidance on Site-and-soil evaluation for Onsite Sewage Management (Department of Health, 2019)
- Guidelines for District Water Management Strategies (DoW, 2013)
- Interim: Developing a Local Water Management Strategy (DoW, 2008)
- Urban Water Management Plans: Guidelines for Preparing Plans and for Complying with Subdivision Conditions (DoW, 2008)
- City of Wanneroo Water Sensitive Urban Design Engineering Toolbox (GHD, 2010)
- Water Monitoring Guidelines for Better Urban Water Management Strategies and Plans (DoW, 2012)
- Water Resource Considerations when Controlling Groundwater Levels in Urban Development (DWER, 2013)
- Specification Separation Distances for Groundwater Controlled Urban Development (IPWEA, 2016)
- Australian Rainfall and Runoff: A Guide to Flood Estimation (Geoscience Australia, 2016)
- Local Government Guidelines for Subdivisional Development (IPWEA, 2017)
- Adoption Guidelines for Stormwater Biofiltration Systems (CRC for Water Sensitive Cities, 2015)
- Vegetation Guidelines for Stormwater Biofilters in the South-West of Western Australia (Monash University, 2014)
- Local Planning Policy 4.1: Wetlands (CoW, 2010)
- Local Planning Policy 4.3: Public Open Space (CoW, 2016)
- Development Design Specification WD5 – Stormwater Drainage Design (CoW, 2015)
- Environmental Management Plan Guidelines (CoW, 2018)

Assets

Community & Place

Corporate Strategy & Performance

Business & Finance

3.5 Financial Activity Statement for the period ended 31 March 2020 & Amendment to Public Tender Threshold

File Ref:	30724V05 – 20/131683
Responsible Officer:	Director Corporate Strategy & Performance
Disclosure of Interest:	Nil
Attachments:	6

Issue

To consider the Financial Activity Statement for the period ended 31 March 2020 and notes the legislative changes which have occurred to the public tender threshold.

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

Purchasing Policy – Public Tender Threshold Amendment

Council should also note that following recent legislative changes to the Local Government (Functions and General) Regulations 1996 (“**Regulations**”), an amendment to Regulation 11 (1) has increased the public tender threshold to \$250,000 (up from \$150,000) to align with State Government tendering thresholds. This change permits the City to extend the use of its purchasing policy and apply local content provisions more readily to goods and services acquired through the form of written quotations.

Financial Activity for the period ended 31 March 2020

Council adopted the Annual Budget for the 2019-20 financial year on 28 June 2019 (SCS01-06/19). The Mid Year Review (MYR) was conducted in January and adopted by Council on 10 February 2020 (SC01-02/20). The figures in this report are compared to the MYR Revised Budget.

Overall Comments Month-to-Date

Results from Operations

The Financial Activity Statement report for the month of March 2020 shows an overall unfavourable variance from Operations before Other Revenue and Expenses of \$1.6m.

The unfavourable variance is due to overspend on Employee Costs and lower income from Fees & Charges as a result of many City of Wanneroo services, programs and facilities have been closed, modified or postponed as a response plan to minimising the spread of COVID-19 within our community.

Description	Current Month - March 2020				Comments
	Actual \$m	Budget \$m	Variance \$m	Variance %	
Operating Revenue	2.3	2.5	(0.1)	(5.0)	The unfavourable variance relates to lower income from Fees & Charges, Rates and Other Revenue and offset by higher income from Operating Grants and Interest Earnings. Please refer to Note 1, 2, 3, 4 and 5 for further details.
Operating Expense	(18.4)	(17.0)	(1.5)	(8.6)	The unfavourable variance is mainly arising due to higher Employee Costs and offset by lower expenses for Materials & Contracts and Insurance Cost. Please refer to Note 6, 7 and 8 for further details.
Result from Operations	(16.1)	(14.5)	(1.6)	(10.9)	

Capital Program

During March 2020, \$5.6m was spent on various capital projects of which \$4.3m was spent on roads and sport facilities (Refer to **Attachment 3** for more details).

Description	Month Actual \$m	Month Budget \$m	% Complete of Month Budget
Expenditure	5.6	6.6	84.9%

Overall Comments on Year-to-Date (YTD) Figures

Results from Operations

The Financial Activity Statement report for the year-to-date of March 2020 shows an overall unfavourable variance from Operations before Other Revenue and Expenses of \$1.1m.

The unfavourable variance is due to lower income from Fees and Charges, Rates and Other Revenue, partially offset by overspend in Employment Costs and underspend in Insurance Expenses.

Description	Year-To-Date March 2020				Comments
	Actual \$m	Budget \$m	Variance \$m	Variance %	
Operating Revenue	189.0	189.9	(0.9)	(0.5)	The unfavourable variance relates to lower income from Fees & Charges, lower Interim Rates on Commercial Properties, lower income from Operating Grants and delay in insurance reimbursement. Please refer to Note 5 for further details.
Operating Expense	(147.9)	(147.8)	(0.1)	(0.1)	The unfavourable variance is mainly arising from overspend in Employment Costs, higher Depreciation and partially offset by underspend in Materials and Contracts and Insurance Expenses. Please refer to Note 6, 7 and 8 for further details.
Result from Operations	41.0	42.1	(1.1)	(2.5)	

Capital Program

At the end of March 2020, \$53.1m was expended on various capital projects of which \$38.6m was spent on roads and sport facilities (Refer **Attachment 4** – Top Projects 2019-20 for more details).

Description	YTD Actual \$m	YTD Budget \$m	% Complete of YTD Budget	Annual Revised Budget \$m	% Complete of Annual Budget
Expenditure	53.1	53.1	99.9%	90.7	58.5%

Investment Portfolio Performance

Portfolio Value \$m	Monthly Weighted Return	Comments
406.5	1.64%	Portfolio balance has decreased by \$4.1m from February 2020 due to operational requirements during the month. Return is 0.41% above benchmark (12 months UBS Australia Bank Bill Index). (Refer to Attachment 5 for more details)

*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 MARCH 2020

Description	Current Month				Notes	Year to Date				Notes
	Actual \$	Revised Budget \$	Variance			Actual \$	Revised Budget \$	Variance		
			\$	%				\$	%	
Revenues										
Rates	279,608	320,000	(40,392)	(12.6)	1	134,046,752	134,324,189	(277,437)	(0.2)	
Operating Grants, Subsidies & Contributions	328,461	174,741	153,720	88.0	2	5,710,801	5,815,637	(104,836)	(1.8)	
Fees & Charges	1,102,182	1,421,826	(319,644)	(22.5)	3	42,223,315	42,654,008	(430,693)	(1.0)	
Interest Earnings	604,127	499,683	104,444	20.9	4	6,583,303	6,458,368	124,935	1.9	
Other Revenue	23,973	46,465	(22,492)	(48.4)	5	395,942	629,924	(233,982)	(37.1)	5
Total Operating Revenue	2,338,351	2,462,715	(124,364)	(5.0)		188,960,113	189,882,126	(922,013)	(0.5)	
Expenses										
Employee Costs	(8,060,953)	(6,235,364)	(1,825,589)	(29.3)	6	(57,206,938)	(56,864,273)	(342,665)	(0.6)	6
Materials & Contracts	(5,480,469)	(6,003,181)	522,712	8.7	7	(47,622,157)	(48,847,194)	1,225,037	2.5	7
Utility Charges	(866,808)	(834,428)	(32,380)	(3.9)		(6,973,860)	(7,104,589)	130,729	1.8	
Depreciation	(3,562,874)	(3,410,909)	(151,965)	(4.5)		(32,189,852)	(30,698,181)	(1,491,671)	(4.9)	
Interest Expenses	(343,764)	(345,975)	2,211	0.6		(3,086,887)	(3,151,338)	64,451	2.0	
Insurance	(97,480)	(126,087)	28,607	22.7	8	(870,301)	(1,139,995)	269,694	23.7	8
Total Operating Expenditure	(18,412,348)	(16,955,944)	(1,456,404)	(8.6)		(147,949,995)	(147,805,570)	(144,425)	(0.1)	
RESULT FROM OPERATIONS	(16,073,997)	(14,493,229)	(1,580,768)	(10.9)		41,010,117	42,076,556	(1,066,439)	(2.5)	
Other Revenue & Expenses										
Non Operating Grants, Subsidies & Contributions	1,447,821	1,342,116	105,705	7.9	9	12,265,933	12,986,301	(720,368)	(5.5)	9
Contributed Physical Assets	0	1,356,209	(1,356,209)	(100.0)	10	5,590,074	12,205,877	(6,615,803)	(54.2)	10
Profit on Asset Disposals	46,931	48,749	(1,818)	(3.7)	11	612,582	541,699	70,883	13.1	11
Loss on Assets Disposals	0	(13,733,325)	13,733,325	100.0	11	(118,913)	(14,007,405)	13,888,492	99.2	11
Town Planning Scheme (TPS) Revenues	215,049	2,141,062	(1,926,013)	(90.0)	12	8,297,538	8,892,787	(595,249)	(6.7)	12
Town Planning Scheme (TPS) Expenses	(89,613)	(158,966)	69,353	(43.6)	13	(5,262,715)	(5,011,948)	(250,767)	(5.0)	13
Total Other Revenue and Expenses	1,620,187	(9,004,155)	10,624,342	118.0		21,384,497	15,607,311	5,777,186	37.0	
NET RESULT	(14,453,810)	(23,497,384)	9,043,574	38.5		62,394,614	57,683,867	4,710,747	8.2	
Other Comprehensive Income	0	0	0	0.0		0	0	0	0.0	
TOTAL COMPREHENSIVE INCOME	(14,453,810)	(23,497,384)	9,043,574	38.5		62,394,614	57,683,867	4,710,747	8.2	

Revenues

Note 1 Rates

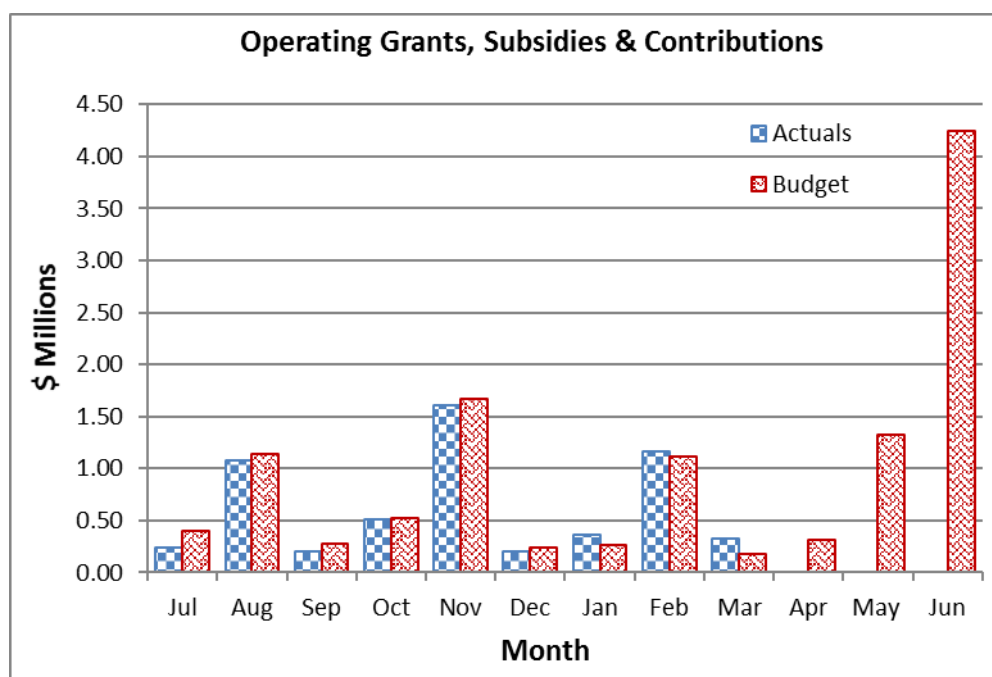
Month to Date - (Actual \$280k, Revised Budget \$320k)

The unfavourable variance of \$40k is due to lower Interim Rates from Commercial Properties than anticipated.

Note 2 Operating Grants & Contribution

Month to Date - (Actual \$328k, Revised Budget \$175k)

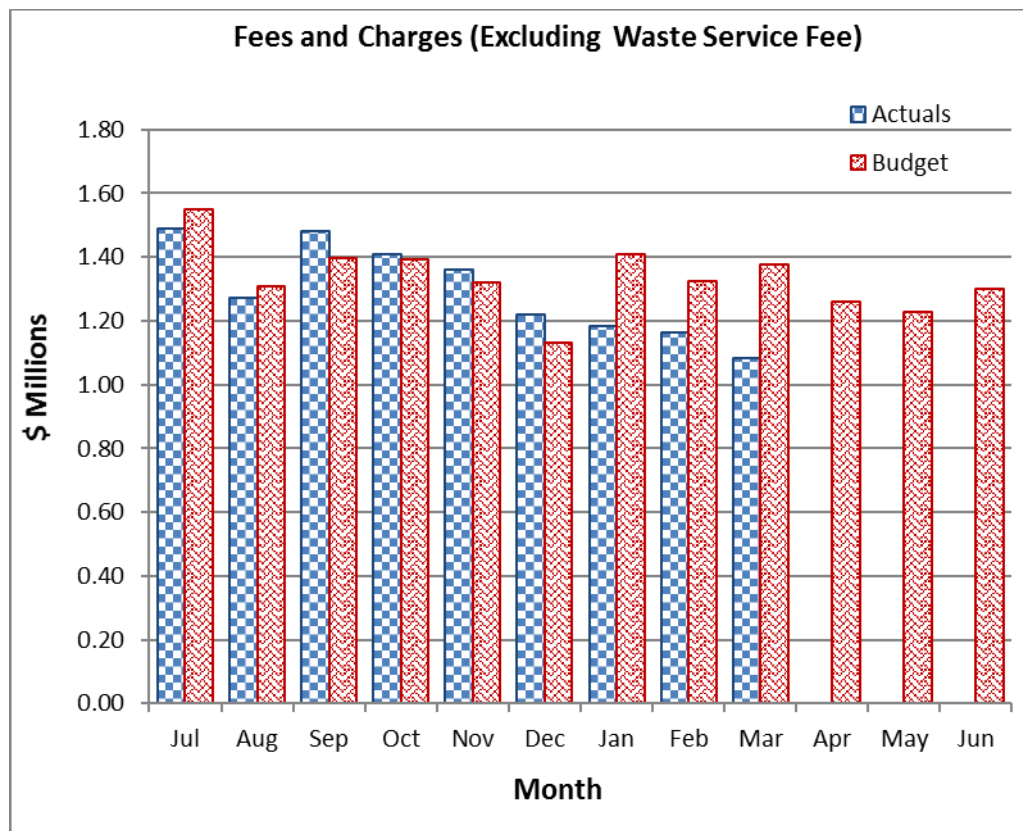
The favourable variance of \$154k is mainly due to recoveries of legal fees incurred by the City.



Note 3 Fees and Charges

Month to Date - (Actual \$1.1m, Revised Budget \$1.4m)

As a response plan to minimising the spread of COVID-19 within our community, many City of Wanneroo services, programs and facilities have been closed, modified or postponed. The closure of Wanneroo Aquamotion, Kingsway Indoor Stadium, Libraries, Hall hire and other facilities resulted in unfavourable variance by \$320k related to lower user or entry fee and reduced facility booking fees income.

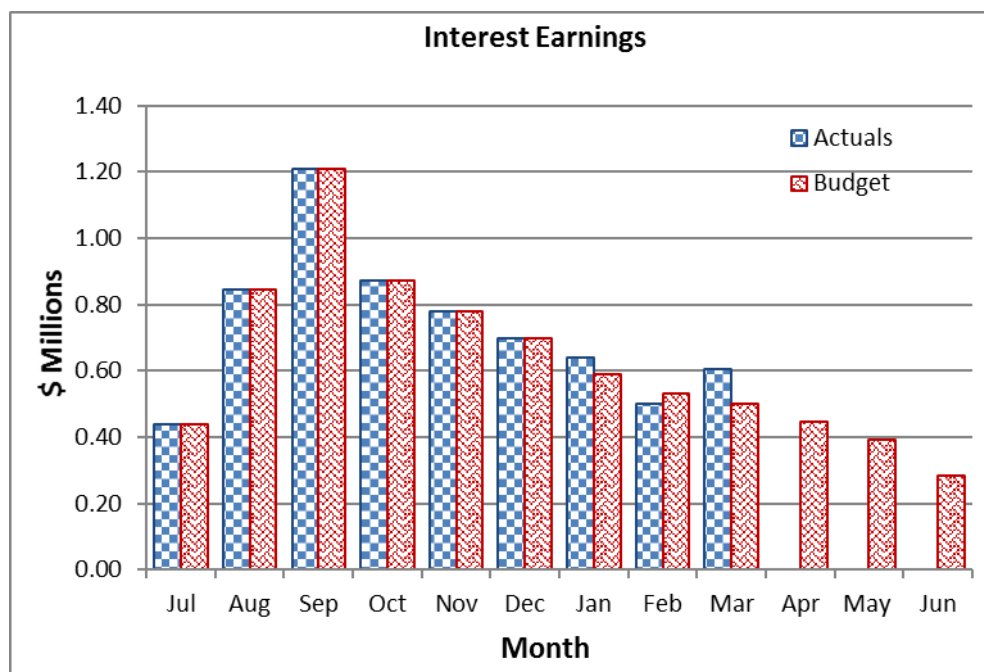


Year to Date - (Actual \$42.2m, Revised Budget \$42.7m)

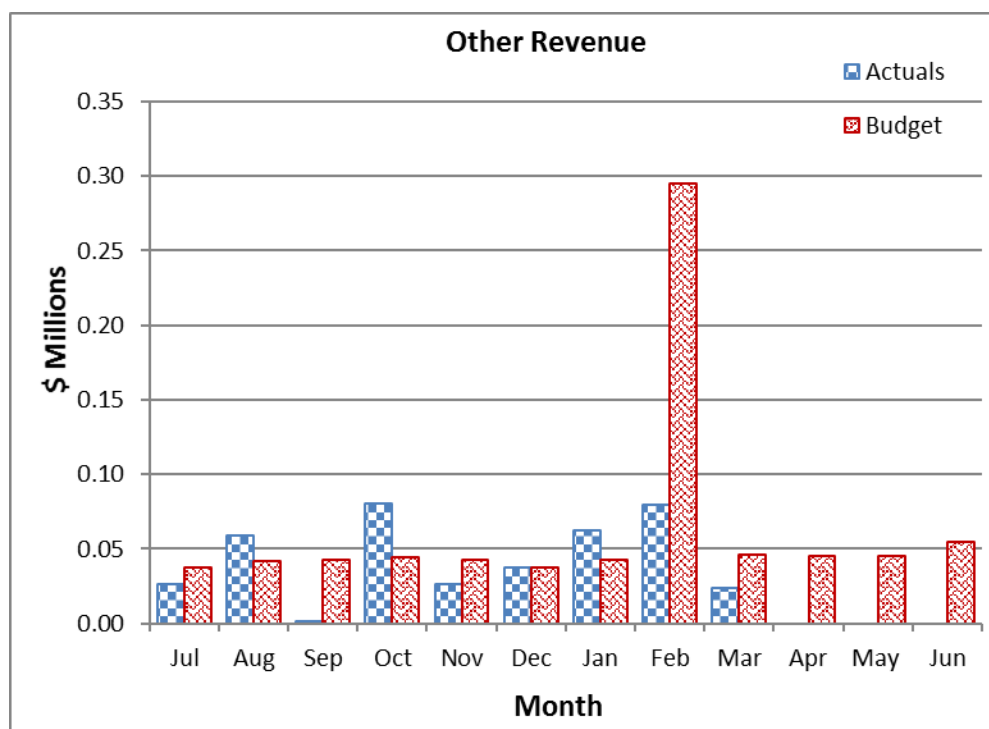
The variance is unfavourable by \$431k due to the reason noted above.

Note 4 Interest Earnings**Month to Date - (Actual \$604k, Revised Budget \$500k)**

The variance is favourable by \$104k relates to increase in interest in non-payment penalty and in interest income from reserves.

**Note 5 Other Revenue****Month to Date - (Actual \$24k, Revised Budget \$46k)**

The unfavourable variance of \$22k is a timing issue and relates to reallocation of Carramar Golf Course's annual Telstra lease fee from Miscellaneous Income to Property Lease income.

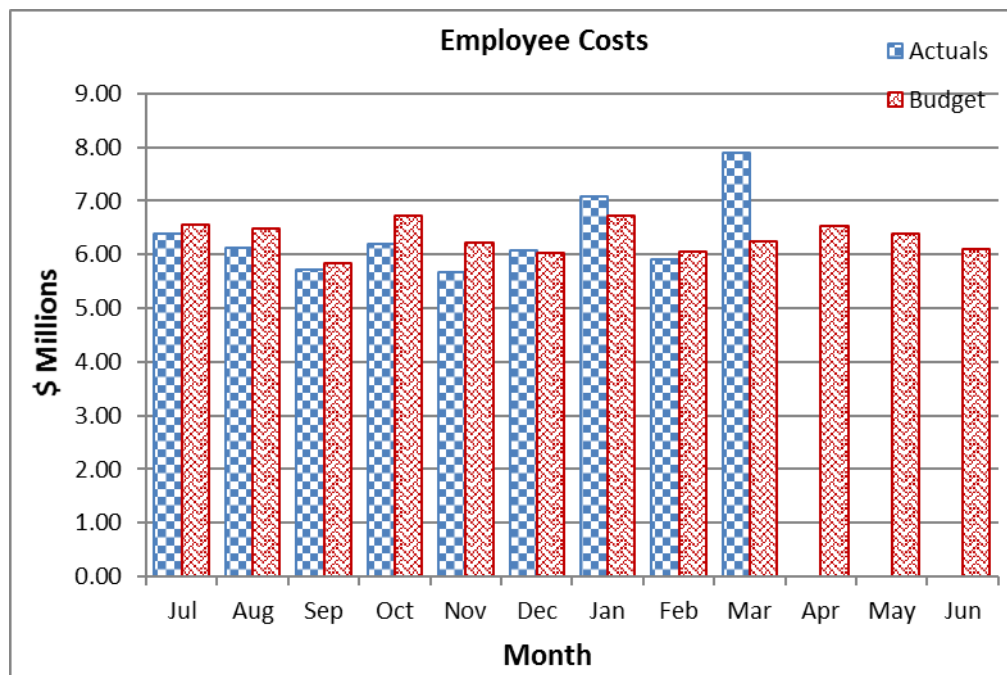


Year to Date - (Actual \$396k, Revised Budget \$630k)

The variance is unfavourable by \$234k relates to delay in receiving insurance reimbursement of \$250k from Local Government Insurance Scheme (LGIS).

Expenses***Note 6 Employee Costs******Month to Date - (Actual \$8.1m, Revised Budget \$6.2m)***

The unfavourable variance of \$1.8m for the month is mainly attributable to COVID-19 leave provision for eligible employees up to 14 days and Annual Leave expense.

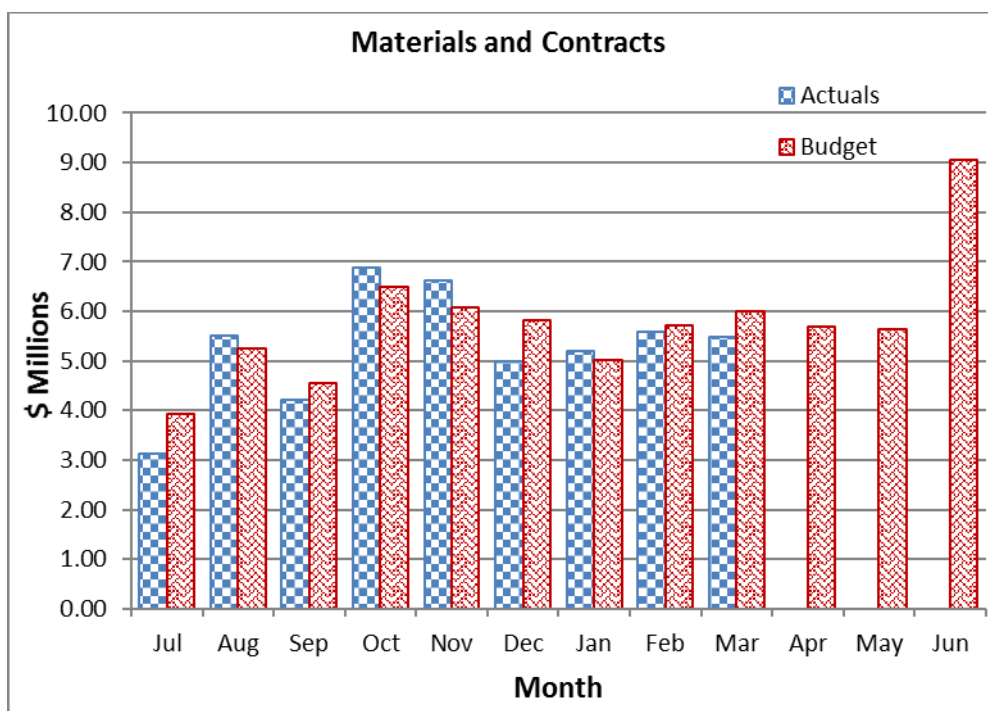
***Year to Date - (Actual \$57.0m, Revised Budget \$56.9m)***

The unfavourable variance of \$0.2m is mainly due to overspend in temporary personnel cost offset by Long Service Leave.

Note 7 Materials and Contracts***Month to Date - (Actual \$5.5m, Revised Budget \$6.0m)***

The variance is favourable by \$522.7k relates to:

- Lower refuse removal expenses of \$329k due to lower than expected collection of waste tonnage of recycled material and domestic rubbish;
- Lower consulting fee expenses of \$266k due to underspend on various projects;
- Lower advertising expense of \$40k; offset by
- Increase in legal fee expenses of \$109k.



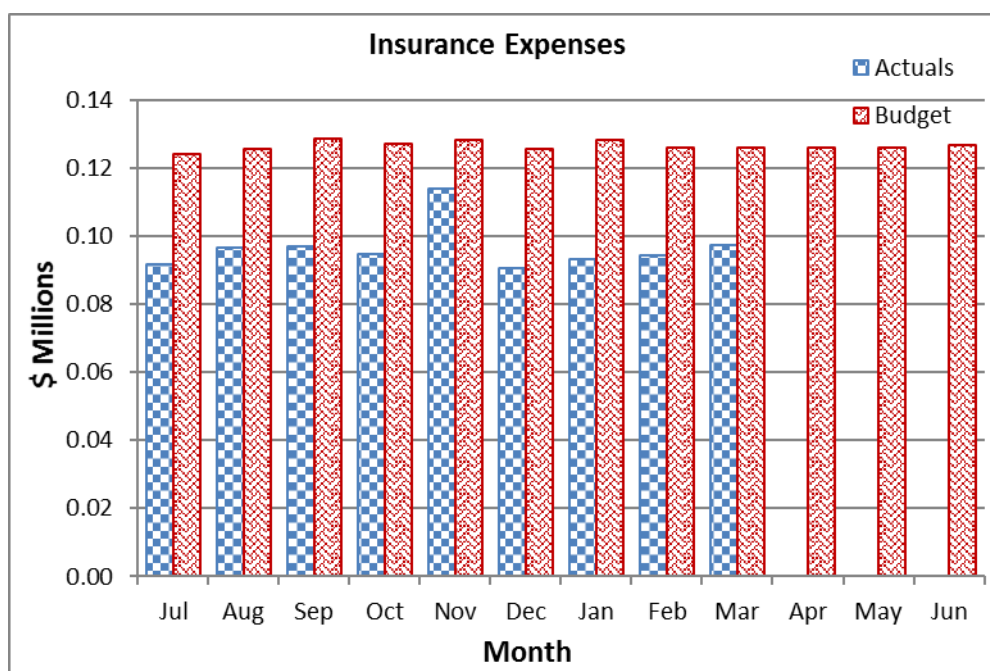
Year to Date - (Actual \$47.6, Revised Budget \$48.8m)

The favourable variance of \$1.2m mainly relates to:

- Lower consulting fees of \$880k due to underspend on various projects;
- Lower refuse removal expenses of \$635k due to lower than expected collection of waste tonnage;
- Higher legal fee expenses of \$179k; and
- Higher tyre expense on waste domestic plants of \$84k, heavy duty vehicles of \$10k and light vehicles of \$7k.

Note 8 Insurance**Month to Date - (Actual \$97k, Revised Budget \$126k)**

The favourable variance of \$29k reflects improved claims experience.

**Year to Date - (Actual \$870k, Revised Budget \$1.1m)**

The favourable variance of \$270k reflects improved claims experience.

Other Revenue & Expenses**Note 9 Non-Operating Grants, Subsidies & Contributions****Month to Date – (Actual \$1.4m, Revised Budget \$1.3m)**

The variance is favourable by \$106k but within the reporting threshold.

Year to Date – (Actual \$12.3m, Revised Budget \$13.0m)

The unfavourable variance of \$720k year to date is due to delay in State Governments' grants which was partially offset by receipt of \$450k unbudgeted grants for construction phases of Splendid Skate Park in Yanchep.

Note 10 Contributed Physical Assets**Month to Date – (Actual \$0k, Revised Budget \$1.4m)**

The unfavourable variance of \$1.4m is due to the phasing of the Budget. The actual asset recognition is recorded as and when assets are handed over to the City.

Year to Date – (Actual \$5.6m, Revised Budget \$12.2m)

The unfavourable variance is due to lower than anticipated level of asset handover from developers.

Note 11 Profit / Loss on Asset Disposals**Month to Date – (Combined Actual \$46.9k, Combined Revised Budget \$13.7m)**

The variance is favourable by \$13.7m and relates to loss on Residential Land disposal being lower than anticipated.

Year to Date – (Combined Actual \$493.7k, Combined Revised Budget \$13.5m)

The variance is favourable by \$13.9m due to the reason noted above.

Note 12 Town Planning Scheme (TPS) Revenues**Month to Date – (Actual \$215k, Revised Budget \$2.1m)**

The variance is unfavourable by \$1.9m due to delay in receipt headworks levy for Cell 8,9 and Yanchep/Two Rocks Community Facilities.

Year to Date – (Actual \$8.3m, Revised Budget \$8.9m)

The unfavourable variance of \$595k relates to delay in receipt of headworks levy year to date for Cell 8, 9 and Yanchep/Two Rocks Community Facilities and Interest Income for TPS Cells 1,2,3,4,5,6,7,8 and 9.

Note 13 Town Planning Scheme (TPS) Expenses**Month to Date – (Actual \$90k, Revised Budget \$159k)**

The variance is favourable by \$69k but within the reporting threshold.

Year to Date – (Actual \$5.3m, Revised Budget \$5.0m)

The unfavourable result is due to allocation of \$251k of Municipal fund to TPS expenses which was partially offset by lower recovery of salaries and wages for TPS projects.

Statement of Financial Position (Attachment 2)

CITY OF WANNEROO
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 MARCH 2020

Description	30 June 2019 Actual \$	31 Mar 2020 Actual \$	Variance		30 June 2020 Revised Budget \$	Notes
			\$m	%		
Current Assets	403,439,111	428,156,123	24,717,012	6.1	356,756,446	
Current Liabilities	(56,239,311)	(66,698,311)	(10,459,000)	(18.6)	(50,034,382)	
NET CURRENT ASSETS	347,199,800	361,457,812	14,258,012	4.1	306,722,064	1
Non Current Assets	2,365,909,507	2,392,584,815	26,675,308	1.1	2,509,043,661	2
Non Current Liabilities	(80,786,864)	(86,375,922)	(5,589,058)	(6.9)	(78,068,455)	3
NET ASSETS	2,632,322,443	2,667,666,705	35,344,262	1.3	2,737,697,270	
TOTAL EQUITY	(2,632,322,443)	(2,667,666,705)	35,344,262	1.3	(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 \$14.3m which is predominately due to the impact of 2019/20 Rates and Waste Service Fees levied.

Within the Current Assets, Current Receivables of \$20.9m are mainly comprised of collectable Rates and Waste Service Fees debtors of \$18.0m and Emergency Services Levy of \$1.2m, with the remaining balance attributed to General Debtors of \$1.7m.

Note 2 - Non-Current Assets

Non-Current Assets as at 29 February 2020 have increased by \$26.7m from 30 June 2019 Actuals. The movement is due to increase in Work in Progress of \$50.6m partially offset by accumulated depreciation of \$32.2m.

Note 3 - Non-Current Liabilities

Non-Current Liabilities as at 31 March 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 not yet 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 31/03/2020	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)	=>1.00:1	0.80 : 1	1.17:1	YES
Current Liabilities (CL) - CL Associated with RCA		Note 1		
Debt Service Cover Ratio				
The ability to produce enough cash to cover debt payments.				
Operating Surplus before Interest & Depreciation	=>2.00:1	6.71 : 1	27.67:1	YES
Principle & Interest Repayments				
Own Source Revenue Coverage Ratio				
The ability to cover costs through own revenue efforts.				
Own Source Operating Revenue	=>0.40:1	1.03 : 1	1.25:1	YES
Operating Expense				
Operating Surplus Ratio				
The ability to cover operational costs and have revenues available for capital funding or other purposes.				
Operating Revenue - Operating Expense	=>0.01:1	0.08 : 1	0.23:1	YES
Own Source Operating Revenue				
Asset Consumption Ratio				
by comparing their written down value to their replacement cost.				
Depreciated Replacement Cost of Depreciable Assets	=>0.50:1	0.69 : 1	Calculated at year end	N/A
Current Replacement Cost of Depreciable Assets				
Asset Sustainability Ratio				
Indicates whether assets are replaced or renewed at the same rate that overall assets are wearing out.				
Capital Renewal & Replacement Expenditure	=>0.90:1	0.44 : 1	Calculated at year end	N/A
Depreciation Expense		Note 2		
Asset Renewal Funding Ratio				
The ability to fund projected asset renewal/replacements in the future.				
NPV of Planned Capital Renewal over 10 Years	=>0.75:1	0.96 : 1	Calculated at year end	N/A
NPV of Required Capital Renewal over 10 Years				

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

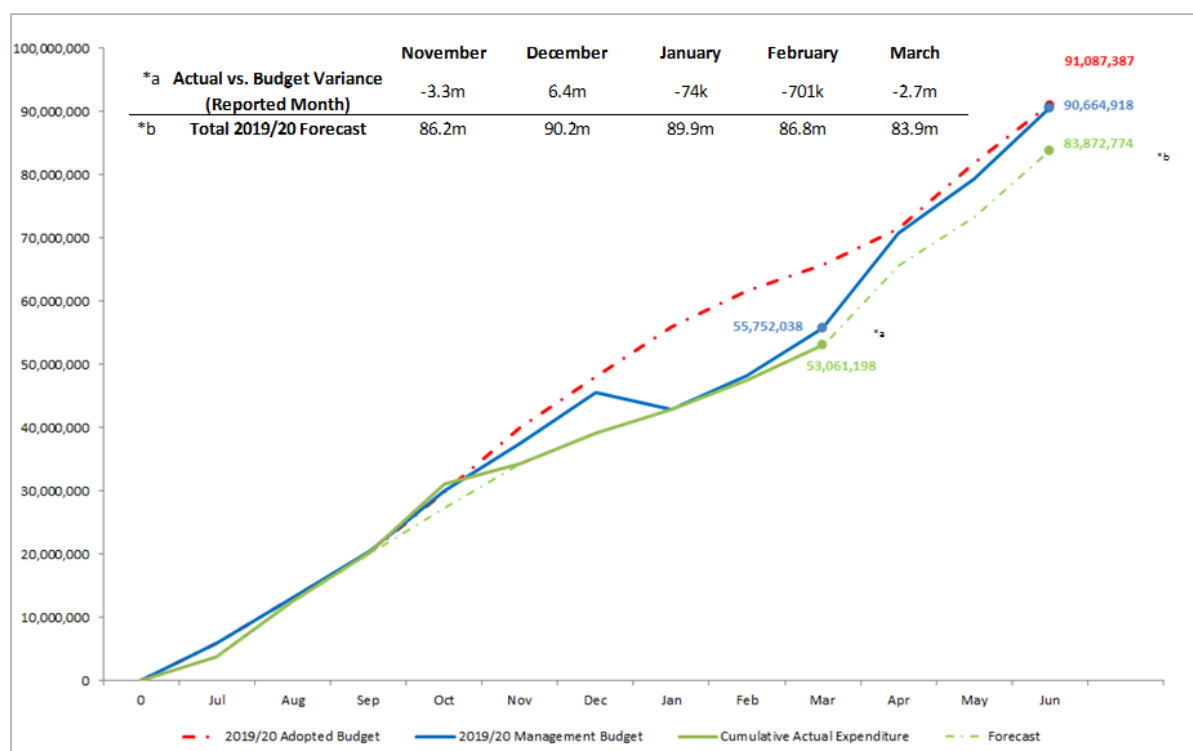
The current status of the Capital Works Program is summarised by Sub-Program in the table below:

Sub-Program	No. of Projects	Current Month Actual	YTD Actual	Revised Budget	% Spend
		\$	\$	\$	
Community Buildings	16	66,267	570,167	1,322,973	43.1%
Community Safety	2	11,494	217,775	267,242	81.5%
Conservation Reserves	4	12,120	251,875	430,600	58.5%
Corporate Buildings	3	28,285	301,005	416,262	72.3%
Environmental Offset	6	27,597	422,077	687,600	61.4%
Fleet Mgt - Corporate	6	162,038	2,035,234	6,344,068	32.1%
Foreshore Management	8	76,639	2,056,551	2,896,743	71.0%
Golf Courses	2	7,473	(5,733)	50,000	-11.5%
Investment Projects	7	44,786	422,842	1,694,590	25.0%
IT Equipment & Software	16	235,783	1,801,209	7,209,460	25.0%
Parks Furniture	13	60,328	2,358,860	2,639,733	89.4%
Parks Rehabilitation	1	41,716	445,931	1,500,000	29.7%
Passive Park Development	11	377,797	1,066,699	1,467,939	72.7%
Pathways and Trails	6	66,845	901,090	1,057,000	85.2%
Roads	16	3,359,775	29,202,397	35,777,979	81.6%
Sports Facilities	54	971,303	9,408,630	22,587,219	41.7%
Stormwater Drainage	5	21,361	216,063	719,936	30.0%
Street Landscaping	5	2,836	70,816	1,045,720	6.8%
Traffic Treatments	17	28,362	1,188,415	2,159,254	55.0%
Waste Management	3	-	133,771	390,600	34.2%
Grand Total	201	5,602,804	53,065,673	90,664,918	58.5%

During March 2020 \$5.6m was spent. Details of significant expenditure for the month are included in **Attachment 3**. As at 31 March 2020 the City has spent \$53.1m, which represents 58.5% of the \$90.7m Capital Works Budget.

The City forecasts spend of \$83,872,774 which represents 92% of the 2019/20 revised Capital Works Budget (Which includes the MYR adjustments) including contingencies and savings.

Capital Expenditure to March 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-1087 Road Resurfacing Program – An additional \$160,000 is required to complete works associated with the apportionment of the Roads to Recovery grant. It is proposed that this expenditure will be funded from savings identified in PR-4098 Pinjar Road Upgrade.

PR-2094 New CCTV Network and Supporting Infrastructure – It is proposed to add \$10,000 to this project to enable scoping to take place in 2019/20 for the provision of CCTV in the Wangara Industrial Estate. The City is in negotiation with the Federal Government for funding for the Wangara CCTV project. Savings have been identified in PR-4102 Shelvock Park Sports Amenities Building to allow for the expenditure.

PR-2565 Renew Leased Building Assets – It has been recognised that replacement of HVAC systems at Kingsway Cricket and Hockey Club and Alexander Heights House, which were scheduled to take place in 2020/21, can be brought forward to 2019/20. These works, totalling \$22,500, are proposed to be funded from savings identified in PR-4102 Shelvock Park Sports Amenities Building.

PR-2621 Kingsway Olympic Clubrooms, New Change Rooms and Grandstand – Additional funds of \$59,000 are required to complete works at the site to the tenant's specifications. Savings have been identified in PR-4031 Kingsway Netball Building Upgrade to cover this additional expenditure.

PR-2622 Upgrade Aquamotion Building – With Aquamotion currently closed it is proposed that the fencing upgrade that was planned for 2020/21 be brought forward to this year. The upgrade (\$22,500) will be funded from savings identified in PR-4102 Shelvock Park Sports Amenities Building.

PR-2946 Renew Kingsway Indoor Stadium – It is proposed to bring forward the renewal of the wooden floor at Kingsway from 2020/21 whilst the stadium is closed to the public, in order to minimise disruption. The cost of the floor is \$10,000, and will be funded from savings in PR-2558 Renew Corporate Buildings.

PR-2947 Renew Aquamotion Building Assets – It has been recognised that replacement of HVAC systems at Aquamotion which were scheduled to take place in 2020/21 can be brought forward to 2019/20. Additionally, with the facility closed to the public, works can also be done to the pool area at the same time. These works, totalling \$78,500, are proposed to be funded from savings identified in PR-4031 Kingsway Netball Building Upgrade.

PR-3018 Hartman Drive, Wangara, Upgrade Road To Dual Carriageway – A change is required to the funding of this project for 2019/20 to reflect the contribution from TPS Cell 6 towards the works. As the Cell-funded works are in the early stage of the project, it is more appropriate to allocate the funding of \$950,000 into 2019/20. This will reduce the amount of grant funding required by the same amount, which will in turn result in a decrease in the amount of Municipal Funds required to fund the project in 2020/21 by \$950,000.

PR-3098 Hepburn Ave/Highclere Blvd, Upgrade Intersection – Additional funds are required due to increased traffic management and temporary lighting, on-site attendant required for site security and pavement redesign to allow for earlier traffic access. The additional expenditure of \$190,000 will be funded from savings identified in PR-4098 Pinjar Road Upgrade.

PR-4024 Alexander Heights Adult Day Centre Upgrade – Some minor building compliance works have been identified as being required post practical completion. It is proposed that savings from PR-2569 New Park Signage Installations (\$4,500) and PR-2686 Appleby Park Passive Park Upgrade (\$2,500) are utilised to fund the \$7,000 shortfall.

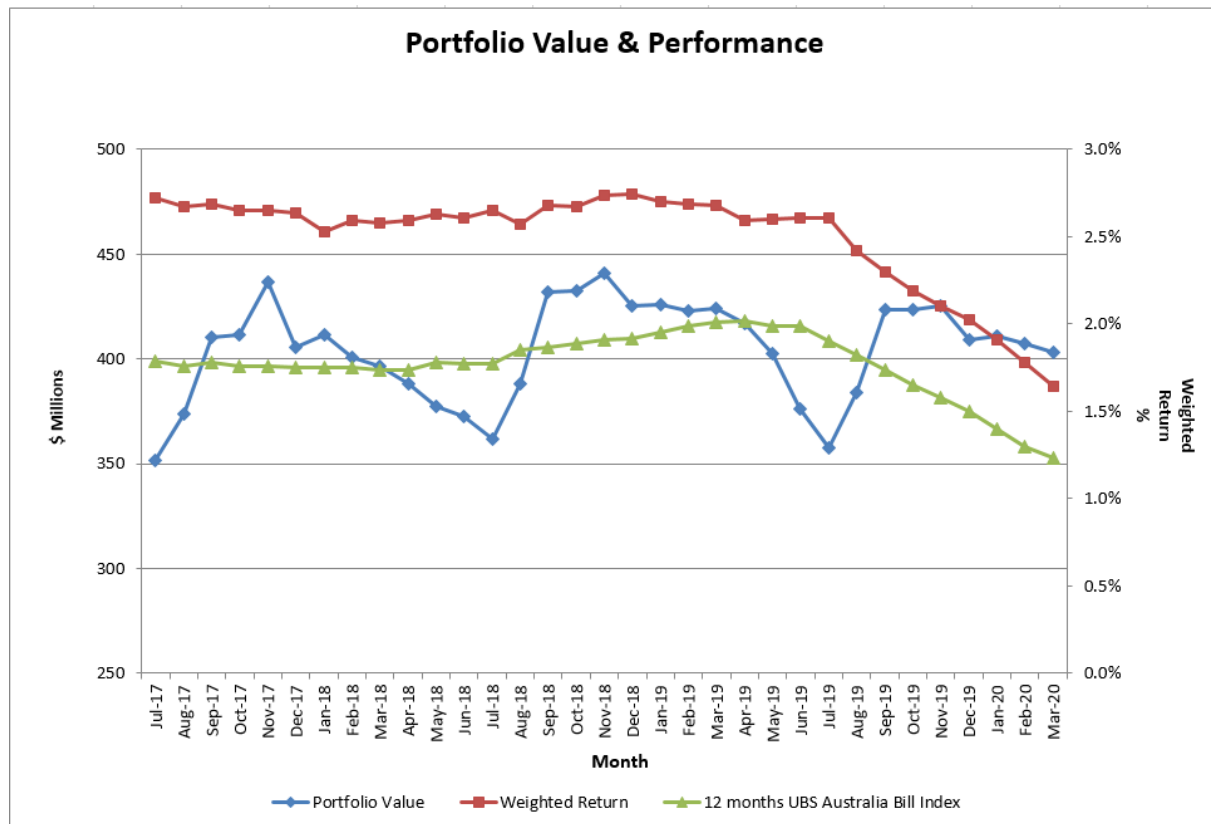
PR-4140 Marmion Avenue Dual Carriageway – Variations to works being undertaken by the City for developers has resulted in an increase to the cost of the project of \$1,004,420. As per the Deeds of Agreement between the City and the developers, this cost will be totally funded by contributions from the developers.

PR-4165 Abbeville Park Sports Floodlighting Upgrade – Additional costs have been incurred on this project to ascertain if further works are required due to the site's proximity to the coast. It is proposed that these costs (\$1,769) are funded from savings in PR-2558 Renew Corporate Buildings.

PR-4183 Wanneroo Central Bush Fire Brigade, New Transportable Change Rooms – The installation of septic tanks and leach drains for the new building, has resulted in the necessity for some remedial landscaping works. It is proposed that the \$15,000 required for the landscaping is sourced from PR-4207 Monaghan Park Eco-Lighting, which has identified savings upon completion of the project.

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 (ADI's):



At the end of March 2020, the City held an investment portfolio (cash & cash equivalents) of \$403.4m (Face Value), equating to \$406.5m inclusive of accrued interest. The City's year to date investment portfolio return has exceeded the UBS Australia Bank Bill rate index benchmark by 0.41% pa (1.64% pa vs. 1.23% pa), however it is noted that Interest Earnings were budgeted at a 2.25% yield.

As global equities tumble and markets contemplate the economic impact of the Corona virus, markets have begun ramping up rate cut expectations across all major economies. This is impacting on the City's ability to attract higher interest rates from ADI's.

Funds transfer between Reserves

As at 30 June 2019, the City has transferred a net amount of \$14,591,337 out of the East Wimmeroo Development Area Cells and recouped to the City's Strategic Projects/Initiatives Reserve because of recognising prior period adjustments. Upon further consideration of the balances of each of the City's reserves, and in recognition of current economic climate and financial forecasts, it is proposed that this amount is however transferred across to the Loan Repayment Reserve, to achieve more optimal allocation of the City's funds to meet its obligations over the longer term.

To ensure the Loan Repayment Reserve reflects the loan liability due to the West Australian Treasury Corporation (WATC) of \$60,778,188, after taking into account the above transfer and future Tamala Park Regional Council land sale profit into account, a gap of \$15,358,348 is identified and recommended to be transferred from the Strategic Projects/Initiatives Reserve to the Loan Repayment Reserve.

Loan Repayment Reserve as at 31 March 2020	\$ 23,828,503
Expected land sale profit from Tamala Park Regional Council (financial years 2019/20 to 2025/26)	\$7,000,000
Proposed funds transfer from the City's Strategic Projects/Initiatives Reserve to Loan Repayment Reserve (\$14,591,337 + \$15,358,348)	\$29,949,685
Expected balance to be in Loan Repayment Reserve at 30 June 2026	\$60,778,188

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 MARCH 2020

Description	30 June 2019 Actual \$	31 Mar 2020 Actual \$	30 June 2020	
			Adopted Budget \$	Revised Budget \$
Current Assets				
Cash & Cash Equivalents - Unrestricted	21,430,249	57,046,408	22,376,948	22,235,828
Cash & Cash Equivalents - Restricted	358,285,089	349,812,928	308,449,131	308,590,251
Receivables	23,409,420	20,927,265	25,595,130	22,176,752
Inventory	314,348	369,522	335,237	314,347
TOTAL CURRENT ASSETS	403,439,106	428,156,123	356,756,446	353,317,178
Current Liabilities				
Payables	(38,897,068)	(47,234,001)	(34,523,724)	(39,079,751)
Provisions	(17,342,243)	(19,464,310)	(15,510,658)	(17,342,241)
TOTAL CURRENT LIABILITIES	(56,239,311)	(66,698,311)	(50,034,382)	(56,421,992)
Net Current Assets	347,199,795	361,457,812	306,722,064	296,895,186
Adjustments for Restrictions				
Cash & Cash Equivalents - Restricted	(358,285,089)	(349,812,928)	(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	(347,199,795)	(327,499,956)	(306,722,064)	(296,895,186)
Surplus/(Deficit) Carried Forward	-	33,957,856	-	-

**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 yet 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 33A and 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;
- Investment Policy; and
- Purchasing Policy.

Financial Implications

As outlined in the report and detailed in **Attachments 1 to 6**.

Voting Requirements

Absolute Majority

Recommendation

That Council, by ABSOLUTE MAJORITY:

1. **RECEIVES** the Financial Activity Statement and commentaries on variances year to date Budget for the period ended 31 March 2020 consisting of:
 - a) March 2020 year to date Financial Activity Statement;
 - b) March 2020 year to date Net Current Assets Position; and
 - c) March 2020 year to date Material Financial Variance Notes.
2. **APPROVES** the following changes to the 2019/20 Capital Work Budget:

Number	From	To	Amount	Description
PR-1087	PR-4098 Pinjar Road Upgrade	PR-1087 Road Resurfacing Program	\$160,000	Transfer of budget to complete works associated with Gov't grant.
PR-2094	PR-4102 Shelvock Park Sports Amenities Building	PR-2094 New CCTV Network	\$10,000	Transfer of budget to allow for scoping of future CCTV project to take place.
PR-2565	PR-4102 Shelvock Park Sports Amenities Building	PR-2565 Renew Leased Buildings	\$22,500	Transfer of budget to bring forward HVAC works to 2019/20.
PR-2621	PR-4031 Kingsway Netball Building upgrade	PR-2621 Kingsway Olympic Clubrooms	\$59,000	Transfer of budget to complete works at site.
PR-2622	PR-4102 Shelvock Park Sports Amenities Building	PR-2622 Upgrade Aquamotion	\$22,500	Transfer of budget to bring forward fencing upgrade to 2019/20.
PR-2946	PR-2558 Renew Corporate Buildings	PR-2946 Renew Kingsway Indoor Stadium	\$10,000	Transfer of budget to bring forward floor renewal to 2019/20.
PR-2947	PR-4031 Kingsway Netball Building upgrade	PR-2947 Renew Aquamotion Building Assets	\$78,500	Transfer of budget to bring forward HVAC renewal and pool works for Aquamotion to 2019/20.
PR-3018	Contributions – TPS Cell 6	PR-3018 Hartman Drive, Upgrade Road	\$950,000	Change of budget to reflect Cell-funded works.
PR-3018	PR-3018 Hartman Drive, Upgrade Road	Grants – MRRP	\$950,000	Transfer of grant funding to 2020/21 Budget
PR-3098	PR-4098 Pinjar Road Upgrade	PR-3098 Hepburn Ave / Highclere	\$190,000	Transfer of budget due to increased site costs.

Number	From	To	Amount	Description
		Blvd Intersection		
PR-4024	PR-2569 New Parks Signage Installations	PR-4024 Alexander Heights Day Centre Upgrade	\$4,500	Transfer of budget for minor building compliance works.
PR-4024	PR-2686 Appleby Park Passive Park Upgrade	PR-4024 Alexander Heights Day Centre Upgrade	\$2,500	Transfer of budget for minor building compliance works.
PR-4140	Developer Contributions	PR-4140 Marmion Ave Dual Carriageway	\$1,004,420	Variation of works, funded by developers.
PR-4165	PR-2558 Renew Corporate Buildings	PR-4165 Abbeville Park Sports Floodlighting	\$1,769	Transfer of budget for investigation into requirement for further works.
PR-4183	PR-4207 Monaghan Park Eco Lighting	PR-4183 Wanneroo Central BFB New Change Rooms	\$15,000	Transfer of budget for remedial landscaping works.

3. APPROVES the following funds transfer from Strategic Projects/Initiatives Reserve to Loan Repayment Reserve:

From	To	Amount	Description
Strategic Projects/Initiatives Reserve	Loan Repayment Reserve	\$29,949,685	To ensure adequate balance is available in the Loan Repayment Reserve

Notes the changes to the *Local Government (Functions and General) Regulations 1996* to raise the public tender threshold to \$250,000 and APPROVES the revised threshold to be reflected in the City's Purchasing Policy.

Attachments:

1	Attachment 1 - Statement of Comprehensive Income March 2020	20/137475	Minuted
2	Attachment 2 - Statement of Financial Position March 2020	20/137478	Minuted
3	Attachment 3 - Significant Capital Expenditure March 2020	20/137485	Minuted
4	Attachment 4 - Top Projects 2019-20 March 2020	16/151914[v48]	Minuted
5	Attachment 5 - Investment Report March 2020	20/137490	Minuted
6	Attachment 6 - Rate Setting Statement March 2020	20/137497	Minuted

CITY OF WANNEROO
STATEMENT OF COMPREHENSIVE INCOME BY NATURE OR TYPE
FOR THE PERIOD ENDED 31 MARCH 2020

Attachment 1

Description	Current Month					Year to Date				Annual				Notes	
	Actual	Revised Budget	Variance		Notes	Actual	Revised Budget	Variance		Original Budget	Revised Budget	Variance			Notes
	\$	\$	\$	%		\$	\$	\$	%	\$	\$	\$	%		
Revenues															
Rates	279,608	320,000	(40,392)	(12.6)	1	134,046,752	134,324,189	(277,437)	(0.2)	135,581,907	134,639,896	(942,011)	(1)		
Operating Grants, Subsidies & Contributions	328,461	174,741	153,720	88.0	2	5,710,801	5,815,637	(104,836)	(1.8)	10,860,681	11,691,244	830,563	7		
Fees & Charges	1,102,182	1,421,826	(319,644)	(22.5)	3	42,223,315	42,654,008	(430,693)	(1.0)	46,787,670	46,550,152	(237,518)	(1)		
Interest Earnings	604,127	499,683	104,444	20.9	4	6,583,303	6,458,368	124,935	1.9	8,715,234	7,579,269	(1,135,965)	(15)		
Other Revenue	23,973	46,465	(22,492)	(48.4)	5	395,942	629,924	(233,982)	(37.1)	627,194	774,792	147,598	19	5	
Total Operating Revenue	2,338,351	2,462,715	(124,364)	(5.0)		188,960,113	189,882,126	(922,013)	(0.5)	202,572,686	201,235,353	(1,337,333)	(1)		
Expenses															
Employee Costs	(8,060,953)	(6,235,364)	(1,825,589)	(29.3)	6	(57,206,938)	(56,864,273)	(342,665)	(0.6)	(76,825,787)	(75,872,298)	953,489	1	6	
Materials & Contracts	(5,480,469)	(6,003,181)	522,712	8.7	7	(47,622,157)	(48,847,194)	1,225,037	2.5	(68,528,997)	(69,229,375)	(700,378)	(1)	7	
Utility Charges	(866,808)	(834,428)	(32,380)	(3.9)		(6,973,860)	(7,104,589)	130,729	1.8	(9,695,193)	(9,631,498)	63,695	1		
Depreciation	(3,562,874)	(3,410,909)	(151,965)	(4.5)		(32,189,852)	(30,698,181)	(1,491,671)	(4.9)	(40,947,313)	(40,947,295)	18	0		
Interest Expenses	(343,764)	(345,975)	2,211	0.6		(3,086,887)	(3,151,338)	64,451	2.0	(4,111,186)	(4,111,186)	0	0		
Insurance	(97,480)	(126,087)	28,607	22.7	8	(870,301)	(1,139,995)	269,694	23.7	(1,510,000)	(1,518,848)	(8,848)	(1)	8	
Total Operating Expenditure	(18,412,348)	(16,955,944)	(1,456,404)	(8.6)		(147,949,995)	(147,805,570)	(144,425)	(0.1)	(201,618,476)	(201,310,500)	307,976	0		
RESULT FROM OPERATIONS	(16,073,997)	(14,493,229)	(1,580,768)	(10.9)		41,010,117	42,076,556	(1,066,439)	(2.5)	954,210	(75,147)	(1,029,357)	1,370		
Other Revenue & Expenses															
Non Operating Grants, Subsidies & Contributions	1,447,821	1,342,116	105,705	7.9	9	12,265,933	12,986,301	(720,368)	(5.5)	28,798,613	34,947,191	6,148,578	18	9	
Contributed Physical Assets	0	1,356,209	(1,356,209)	(100.0)	10	5,590,074	12,205,877	(6,615,803)	(54.2)	16,274,500	16,274,500	0	0	10	
Profit on Asset Disposals	46,931	48,749	(1,818)	(3.7)	11	612,582	541,699	70,883	13.1	585,217	688,175	102,958	15	11	
Loss on Assets Disposals	0	(13,733,325)	13,733,325	100.0	11	(118,913)	(14,007,405)	13,888,492	99.2	(14,110,346)	(14,110,346)	0	0	11	
Town Planning Scheme (TPS) Revenues	215,049	2,141,062	(1,926,013)	(90.0)	12	8,297,538	8,892,787	(595,249)	(6.7)	15,288,167	11,865,712	(3,422,455)	(29)	12	
Town Planning Scheme (TPS) Expenses	(89,613)	(158,966)	69,353	(43.6)	13	(5,262,715)	(5,011,948)	(250,767)	(5.0)	(8,031,975)	(10,718,440)	(2,686,465)	(25)	13	
Total Other Revenue and Expenses	1,620,187	(9,004,155)	10,624,342	118.0		21,384,497	15,607,311	5,777,186	37.0	38,804,176	38,946,792	142,616	0		
NET RESULT	(14,453,810)	(23,497,384)	9,043,574	38.5		62,394,614	57,683,867	4,710,747	8.2	39,758,386	38,871,645	(886,741)	(2)		
Other Comprehensive Income	0	0	0	0.0		0	0	0	0.0	0	0	0	0		
TOTAL COMPREHENSIVE INCOME	(14,453,810)	(23,497,384)	9,043,574	38.5		62,394,614	57,683,867	4,710,747	8.2	39,758,386	38,871,645	(886,741)	(2)		

CITY OF WANNEROO

Attachment 2

STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 MARCH 2020

Description	30/06/2019 Actual \$	31/03/2020 Actual \$	Annual	
			Adopted Budget \$	Revised Budget \$
Current Assets				
Cash at Bank	3,489,483	407,556	3,308,261	3,308,261
Investments	376,225,860	406,451,780	327,517,818	373,157,395
Receivables	23,409,420	20,927,265	25,595,130	22,176,752
Inventories	314,348	369,522	335,237	314,347
	403,439,111	428,156,123	356,756,446	398,956,755
Current Liabilities				
Payables	(38,897,068)	(47,234,001)	(34,523,724)	(39,079,751)
Provisions	(17,342,243)	(19,464,310)	(15,510,658)	(17,342,241)
	(56,239,311)	(66,698,311)	(50,034,382)	(56,421,992)
NET CURRENT ASSETS	347,199,800	361,457,812	306,722,064	342,534,763
Non Current Assets				
Receivables	3,421,480	3,268,215	3,061,000	3,407,870
Investments	19,669,497	20,148,489	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	168,189,413	185,505,768	183,333,456
Plant	17,419,406	16,582,064	23,721,259	23,631,444
Equipment	82,634,639	78,913,355	69,002,438	58,957,695
Furniture & Fittings	7,419,363	6,823,756	17,020,429	14,941,825
Infrastructure	1,871,272,395	1,856,406,421	1,974,478,388	1,955,678,328
Work in Progress	36,691,624	87,297,477	36,691,624	-
	2,365,909,507	2,392,584,815	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	(11,708,676)	(16,597,734)	(1,727,067)	(11,695,065)
	(80,786,864)	(86,375,922)	(78,068,455)	(85,336,453)
NET ASSETS	2,632,322,443	2,667,666,705	2,737,697,270	2,673,162,582
Equity				
Retained Surplus	(1,241,456,854)	(1,284,871,663)	(1,376,417,279)	(1,289,517,450)
Reserves - Cash/Investment Backed	(229,713,212)	(224,709,760)	(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)	(93,837,057)	(91,744,762)	(82,060,057)
TOTAL EQUITY	(2,632,322,443)	(2,667,666,705)	(2,737,697,270)	(2,673,162,582)

Attachment 3**Significant Capital expenditure for March 2020**

- \$1.48m Marmion Ave, Upgrade to Dual Carriageway from Butler Blvd to Yanchep Beach Rd
- \$507K Connolly Drive, Butler, Upgrade to Dual Carriageway from Lukin Dr to Benenden Ave
- \$388K Warradale Park, Landsdale, New Skate Park
- \$365K Recurring Program, Renew Transport Infrastructure Assets
- \$363K Hepburn Avenue, Marangaroo, Upgrade Intersection at Highclere Blvd
- \$280K Mirrabooka Avenue, Koondoola, Renew Marangaroo Dr to Montrose Ave Asphalt Resurfacing
- \$240K Marangaroo Drive, Koondoola, Renew Koondoola Ave to Mirrabooka Ave Asphalt Resurfacing
- \$220K Hardcastle Park, Landsdale, Upgrade Passive Park
- \$193K Wanneroo City Soccer Clubrooms, Madeley, New Changerooms and Store Room
- \$153K Casserley Park, Girrawheen, Upgrade Passive Park
- \$129K Recurring Program, Renew Light Vehicles
- \$117K Recurring Program, Renew Sporting Structures
- \$112K Recurring Program, New IT Equipment and Software

Significant (LTD) commitments in the Capital Works Program as at 31 March 2020

- \$3.78m Hartman Drive, Upgrade to Dual Carriageway from Hepburn Ave to Ngangara Rd
- \$2.02m Recurring Program, Renew Domestic Waste Vehicles
- \$1.88m Renew Finance System
- \$1.69m Marmion Ave, Upgrade to Dual Carriageway from Butler Blvd to Yanchep Beach Rd
- \$1.41m Recurring Program, Renew Irrigation Infrastructure and Upgrade Installations
- \$1.19m Connolly Drive, Butler, Upgrade to Dual Carriageway from Lukin Dr to Benenden Ave
- \$960K Recurring Program, Renew IT Equipment and Software
- \$914K Shelvock Park, New Sports Amenities Building
- \$774K Hudson Park, Refurbish and Extend Sports Amenities Building
- \$702K Recurring Program, Renew Light Vehicles
- \$573K Splendid Park, Yanchep, New Skate Park
- \$301K Neerabup Industrial Area, Neerabup, New Development
- \$284K Recurring Program, Renew Community Building Assets
- \$271K Quinns Beach, Quinns Rocks, New Long Term Coastal Management Works
- \$245K Hardcastle Park, Landsdale, Upgrade Passive Park
- \$217K Joondalup Dr, Banksia Grove, Upgrade Intersection at Tumbleweed Dr and Joseph Banks Blvd
- \$206K Warradale Park, Landsdale, New Skate Park
- \$204K Koondoola Park, Koondoola, Upgrade Sports Floodlighting
- \$193K Hainsworth Park, Girrawheen, Upgrade Sports Floodlighting
- \$191K Addison Park, Merriwa, Upgrade Sports Floodlighting and Oval Extension
- \$188K Recurring Program, Renew Park Assets
- \$172K Recurring Program, New IT Equipment and Software
- \$171K Coastal Dual Use Path, Burns Beach to Mindarie, New Pathway
- \$167K Recurring Program, Upgrade Beach Accessways
- \$166K Kingsway Olympic Clubrooms, Madeley, New Changerooms and Grandstand
- \$198K Recurring Program, New Light Vehicles

LTD – Life to Date

As at 31 March 2020, the City has spent \$9.56 (76%) 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):

Attachment 3

- \$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%)
- \$361K Recurring Program, New IT Equipment and Software (24%)
- \$333K Belhaven Park, Quinns Rocks, New Sports Amenities Building (100%)
- \$311K Coastal Protection Works, Quinns Rocks Beach (100%)
- \$273K Recurring Program, Renew Heavy Trucks (100%)
- \$227K John Moloney Park, Marangaroo, Upgrade Sports Floodlighting (80%)
- \$198K Recurring Program, Renew IT Equipment and Software (43%)
- \$193K Recurring Program, Renew Corporate Building Assets (80%)
- \$169K Abbeville Park, Mindarie, Upgrade Storage Rooms (100%)
- \$169K Recurring Program, Renew Plant (95%)
- \$160K Renew Assets Management System (55%)
- \$114K Connolly Drive, Butler, Upgrade to Dual Carriageway from Lukin Dr to Benenden Ave (100%)

Top Capital Projects 2019/20 - March 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	1,817,866	296,521	(0)	11,946,580	11,946,580	(0)					87	Delivery	Stage 3 coastal management works underway and all major works were completed in December 2019. Carpark repairs works completed. Minor works including landscaping dune rehabilitation works to be completed by June 2020. Groyne 1 maintenance design to be completed by June 2020 for construction in 2020/21. Forecast for 2019/20 includes contingency of \$40,000.
PMO16050	PR-3098	23725	Hepburn Avenue, Marangaroo, Upgrade Intersection at Highclere Blvd	1,200,000	1,048,343	278,153	(126,496)	1,235,000	1,358,946	(123,946)					89	Delivery	Reviewing budgets to ascertain anticipated overspend due to traffic management factors, lightening towers, changing the pavement design and unforeseen plant charges. Forecast for 2019/20 includes no contingency.
PMO16061	PR-2955	23756	Halesworth Park, Butler, New Sports Facilities	1,492,500	125,068	667,392	700,040	20,824,936	19,581,278	1,243,658					37	Delivery	Schedule; Environmental Clearing Permit - Dept. of Water and Environmental Regulation (DWER) Approved. Federal government assessment extended. Request for tender (RFT) 20019 for retendering of Ovals and Landscaping returned 4 March 2020, currently under review. RFT 20095 for Consultancy Design Services closes 7 April 2020. Risk; Overall delivery project program remains amber pending clearing permit approval and subsequent contract award for civils and landscaping works. Budget; Forecast expenditure for 2019/20 adjusted due to delay with permit and Tender 20019 award. Forecast for 2019/20 includes contingency of \$50,000. Carry forward \$700,040 for multi-year project required for continuing construction.
PMO16064	PR-2621	23809	Kingsway Olympic Clubrooms, Madeley, New Changerooms and Grandstand	1,088,246	977,550	159,810	(49,114)	3,045,749	3,104,204	(58,455)					98	Defects Liability Period	Schedule; Additional works, confirmation of construction timeframe to be confirmed by builder. Risk; COVID-19 delays completion of additional works. Budget; Change Form raised to request transfer \$59,000 from PR-4031 into this project to cover costs for design matters raised by Olympic Kingsway Sports Club. Forecast for 2019/20 includes no contingency. Carry forward \$9,886 for consultancy commitments raised for defects liability period in future year.

Top Capital Projects 2019/20 - March 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
PMO16135	PR-4010	24615	Edgar Griffiths Park, Wanneroo, New Sports Amenities Building	804,748	666,031	128,824	9,893	1,700,000	1,698,480	1,520					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 \$20,000 required for unresolved possible landscaping works. Carry forward of \$4,735 for consultancy at final completion. Anticipated projects savings of \$5,158.
PMO17006	PR-4111	24676	Belhaven Park, Quinns Rocks, New Sports Amenities Building	1,308,223	1,160,810	136,984	10,429	1,399,000	1,395,289	3,711					91	Delivery	Project completing construction phase. Variations monitored, currently within budget allowance. Minor risk of City power account establishment marginally delaying practical completion, however this is nearly resolved. Forecast expenditure for 2019/20 includes \$50,000 contingency required for unresolved landscaping scope, anticipated may be hydrozoning, trees and mulch. Carry forward of \$3,954 for consultancy at final completion. Anticipated project savings of \$6,475.
PMO17008	PR-4031	24879	Kingsway Netball Clubrooms, Madeley, Upgrade Building	1,698,415	1,504,486	33,928	160,001	3,147,716	2,997,716	150,000					94	Defects Liability Period	Schedule: Defects Liability Period. Risk: All works complete. Budget: Proposed reallocation of underspend to various projects (PR-2621, PR-2947 & PR-2622) for other works as a result of project savings. Change Forms in progress. Forecast for 2019/20 includes contingency of \$15,000. Carry forward \$20,000 for consultancy at end of Defects Liability Period.
PMO17021	PR-4145	25887	Splendid Park, Yanchep, New Skate Park	698,779	12,772	580,971	105,036	700,000	700,001	(1)					59	Delivery	Site works have commenced and are progressing well. However a threat to discontinue site works exist due to the constantly changing situation surrounding the COVID-19 pandemic. Anticipated practical completion is 14 July 2020. Forecast for 2019/20 includes contingency of \$60,807. Carry forward of \$105,036 for continuing projects works.
PMO17143	PR-4034	28576	Hudson Park, Girrawheen, Upgrade Dennis Cooley Pavilion	1,560,770	647,679	833,091	80,000	1,670,270	1,677,628	(7,358)					56	Delivery	Completion is anticipated in June 2020 and the overall risk indicator remains amber due to unforeseeable environmental and geotechnical risks, which might be encountered during construction and site reinstatement. COVID-19 crisis may have a direct impact on delivery of this project in an event of state wide construction shutdown or scarcity of construction materials. Forecast for 2019/20 includes contingency of \$80,000. Carry forward \$80,000 required for potential issues during defects liability period in 2020/21.

Top Capital Projects 2019/20 - March 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
PMO18051	PR-4108	28879	Wanneroo City Soccer Clubrooms, Madeley, New Change Rooms and Store Room	1,062,666	863,644	199,023	(1)	1,185,500	1,123,001	62,499					82	Delivery	The construction completion is anticipated in May 2020. Gas connection is anticipated for 31 April 2020 subject to ATCO's COVID -19 operation schedule. The builder is anticipated to quote for construction of new stairs requested by the club. Practical completion date has been minimally effected due to ATCO's COVID -19 operation schedule/constraints and the project scope change (new stairs). Forecast for 2019/20 includes no contingency.
PMO18063	PR-4088	30136	Neerabup Industrial Area, Neerabup, New Development	750,000	176,704	424,330	148,966	15,855,000	15,855,003	(3)					16	Delivery	Due to COVID-19 Council Forum cancelled. Briefing Note to be issued to include the NIA Development Project Cost v Revenue Model & Final Concept Subdivision Layout for Lot 9100. The resource extraction contract pre start on site documentation and licence application ongoing, however due COVID-19 site work anticipated in June 2020. Water supply engineering solution consultancy ongoing. A detailed investigation summary into the renewable energy options recommended in the completed feasibility study includes Western Power information with regard to the sub-station requirement, timing & cost; presented to Working Group (WG) 11 March 2020. Detail from the completed investigation to be presented to WG in May 2020, subject to COVID-19 situation. The Information, Communication and Technology Strategy consultancy ongoing, and not yet affected by the COVID-19. The Project proposals for water supply, energy supply and economic development provided to project sponsor for acceptance. The costed Project schedule includes for NIA development through to 2035 (water provision and distributor road construction costs not included). Forecast for 2019/20 includes contingency of \$13,233. Carry forward of \$148,966 for continuing works.
PMO18093	PR-4098	30925	Pinjar Road, Banksia Grove, Upgrade to Dual Carriageway from Blackberry Dr to Joondalup Dr	5,148,407	4,295,780	112,490	740,136	6,500,000	5,759,864	740,136					95	Defects Liability Period	Pinjar Road and Harris Street practical completion achieved on 4 March 2020. Pinjar Road Landscape to be completed by June 2020. On completion of the project cell funding to be returned to land developers. Forecast for 2019/20 includes contingency of \$50,000. Anticipated project savings of \$740,136.

Top Capital Projects 2019/20 - March 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
PMO18098	PR-4102	31842	Shelvock Park, Koondoola, New Sports Amenities Building	1,913,080	627,671	960,409	325,000	2,018,080	1,946,142	71,938					64	Delivery	Construction is at Lock Up stage. Club compound operational. Carry Forward of \$250,000 required for continuing construction in 2020/21 due to potential COVID restrictions on labour, materials and resourcing. Anticipated project savings of \$75,000.
PMO18104	PR-4140	31839	Marmion Ave Upgrade to Dual Carriageway from Butler Bvd to Yanchepp Beach Rd	18,583,443	17,122,044	2,461,399	(1,000,000)	27,924,113	28,924,113	(1,000,000)					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 Yanchepp). 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 / May 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 due for completion end of May '20 delay due to external stakeholders. Forecast for 2019/20 includes no contingency.
PMO18122	PR-2930	34057	Warradale Park, Landsdale, New Skate Park	616,212	413,104	205,834	(2,726)	650,000	652,726	(2,726)					68	Delivery	Site works have commenced and are progressing well. However a threat to discontinue site works exist due to the constantly changing situation surrounding the COVID-19 pandemic. Forecast for 2019/20 includes no contingency.
PMO19040	PR-2797	34171	Connolly Dr, Butler, Upgrade to Dual Carriageway from Lukin Dr to Benenden Ave	3,077,463	1,534,066	1,290,292	253,165	3,675,000	3,135,169	539,831					68	Delivery	Construction contract 16 October 2019 and was 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 2019/20 includes contingency of \$50,000. Carry forward of \$200,000 required for landscape and possible Western Power amended electrical quotation. Anticipated project savings of \$53,165.

Top Capital Projects 2019/20 - March 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
PMO19041	PR-3018	34175	Hartman Dr, Wangara, Upgrade to Dual Carriageway from Hepburn Ave to Gnangara Rd	2,430,865	146,223	1,868,000	416,642	4,700,000	4,483,359	216,641					58	Delivery	Tender awarded. Site construction and escalation commenced 03 March 2020. Forecast to End of Year of \$1, 8 million anticipated to be expensed prior to EOFY. Forecast for 2019/20 includes contingency of \$50,000. Carry forward of \$200,641 required for continuing construction. Anticipated project savings of \$216,000.
				45,548,204	33,139,781	10,637,451	1,770,971	108,176,944	106,339,496	1,837,448							

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

Attachment 5

INVESTMENT SUMMARY - As At 31 March 2020									
Face Value \$	Interest Rate %	Borrower	Rating	Maturity Date	Purchase price	Deposit Date	Current Value \$	YTD Accrued Interest \$	Accrued Interest
Current Account Investment Group									
23,420,990.00	0.20	Commonwealth Bank of Australia Perth	A1	N/A		N/A	23,420,990.00		
10,000,000.00	2.48	Westpac Banking Corporation	A1	06-April-2020	10,000,000.00	06-May-2019	10,224,219.18	186,849.32	224,219.18
10,000,000.00	2.50	Westpac Banking Corporation	A1	16-April-2020	10,000,000.00	09-May-2019	10,223,972.60	188,356.16	223,972.60
10,000,000.00	2.50	Westpac Banking Corporation	A1	11-May-2020	10,000,000.00	09-May-2019	10,223,972.60	188,356.16	223,972.60
10,000,000.00	2.15	Members Equity Bank Melbourne	A2	07-May-2020	10,000,000.00	07-June-2019	10,175,534.25	161,986.30	175,534.25
10,000,000.00	2.40	Westpac Banking Corporation	A1	17-June-2020	10,000,000.00	17-June-2019	10,189,369.86	180,821.92	189,369.86
5,000,000.00	2.40	Westpac Banking Corporation	A1	01-July-2020	5,000,000.00	01-July-2019	5,090,082.19	90,082.19	90,082.19
5,000,000.00	2.00	Westpac Banking Corporation	A1	08-June-2020	5,000,000.00	08-July-2019	5,073,150.68	73,150.68	73,150.68
5,000,000.00	1.90	National Australia Bank	A1	23-June-2020	5,000,000.00	17-July-2019	5,067,150.68	67,150.68	67,150.68
15,000,000.00	1.80	National Australia Bank	A1	07-July-2020	15,000,000.00	06-August-2019	15,176,054.79	176,054.79	176,054.79
10,000,000.00	1.80	Westpac Banking Corporation	A1	19-May-2020	10,000,000.00	15-August-2019	10,112,931.51	112,931.51	112,931.51
10,000,000.00	1.80	Westpac Banking Corporation	A1	08-June-2020	10,000,000.00	15-August-2019	10,112,931.51	112,931.51	112,931.51
5,000,000.00	1.80	Westpac Banking Corporation	A1	15-July-2020	5,000,000.00	15-August-2019	5,056,465.75	56,465.75	56,465.75
10,000,000.00	1.62	Westpac Banking Corporation	A1	24-August-2020	10,000,000.00	23-August-2019	10,015,978.08	98,087.67	15,978.08
5,000,000.00	1.65	Members Equity Bank Melbourne	A2	28-July-2020	5,000,000.00	28-August-2019	5,048,821.92	48,821.92	48,821.92
5,000,000.00	1.61	Westpac Banking Corporation	A1	28-July-2020	5,000,000.00	28-August-2019	5,047,638.36	47,638.36	47,638.36
10,000,000.00	1.60	Members Equity Bank Melbourne	A2	11-August-2020	10,000,000.00	04-September-2019	10,091,616.44	91,616.44	91,616.44
5,000,000.00	1.60	Members Equity Bank Melbourne	A2	18-August-2020	5,000,000.00	04-September-2019	5,045,808.22	45,808.22	45,808.22
10,000,000.00	1.60	Bank of Queensland	A2	06-August-2020	10,000,000.00	04-September-2019	10,091,616.44	91,616.44	91,616.44
10,000,000.00	1.67	Westpac Banking Corporation	A1	07-September-2020	10,000,000.00	06-September-2019	10,011,438.36	94,709.59	11,438.36
10,000,000.00	1.68	Suncorp	A1	06-April-2020	10,000,000.00	06-September-2019	10,095,276.71	95,276.71	95,276.71
10,000,000.00	1.68	Suncorp	A1	23-April-2020	10,000,000.00	09-September-2019	10,093,895.89	93,895.89	93,895.89
5,000,000.00	1.76	Westpac Banking Corporation	A1	15-September-2020	5,000,000.00	16-September-2019	5,003,616.44	47,495.89	3,616.44
5,000,000.00	1.65	Members Equity Bank Melbourne	A2	22-September-2020	5,000,000.00	24-September-2019	5,042,719.18	42,719.18	42,719.18
5,000,000.00	1.65	Members Equity Bank Melbourne	A2	07-October-2020	5,000,000.00	01-October-2019	5,041,136.99	41,136.99	41,136.99
5,000,000.00	1.55	Bank of Queensland	A2	13-October-2020	5,000,000.00	08-October-2019	5,037,157.53	37,157.53	37,157.53
5,000,000.00	1.55	Bank of Queensland	A2	20-October-2020	5,000,000.00	14-October-2019	5,035,883.56	35,883.56	35,883.56
5,000,000.00	1.58	Westpac Banking Corporation	A1	28-October-2020	5,000,000.00	28-October-2019	5,033,547.95	33,547.95	33,547.95
10,000,000.00	1.63	Westpac Banking Corporation	A1	06-November-2020	10,000,000.00	06-November-2019	10,065,200.00	65,200.00	65,200.00
10,000,000.00	1.58	Suncorp	A1	26-May-2020	10,000,000.00	14-November-2019	10,059,736.99	59,736.99	59,736.99
10,000,000.00	1.58	Suncorp	A1	05-June-2020	10,000,000.00	14-November-2019	10,059,736.99	59,736.99	59,736.99
10,000,000.00	1.50	Bendigo Bank	A2	27-November-2020	10,000,000.00	29-November-2019	10,050,547.95	50,547.95	50,547.95
10,000,000.00	1.55	Rural Bank	A2	07-December-2020	10,000,000.00	05-December-2019	10,049,684.93	49,684.93	49,684.93
10,000,000.00	1.60	Members Equity Bank Melbourne	A2	21-December-2020	10,000,000.00	20-December-2019	10,044,712.33	44,712.33	44,712.33
10,000,000.00	1.55	Members Equity Bank Melbourne	A2	11-January-2021	10,000,000.00	09-January-2020	10,034,821.92	34,821.92	34,821.92
10,000,000.00	1.55	Bank of Queensland	A2	11-January-2021	10,000,000.00	09-January-2020	10,034,821.92	34,821.92	34,821.92
10,000,000.00	1.55	National Australia Bank	A1	14-January-2021	10,000,000.00	13-January-2020	10,033,123.29	33,123.29	33,123.29
10,000,000.00	1.55	Rural Bank	A2	21-January-2021	10,000,000.00	20-January-2020	10,030,150.68	30,150.68	30,150.68
5,000,000.00	1.55	Rural Bank	A2	28-January-2021	5,000,000.00	29-January-2020	5,013,164.38	13,164.38	13,164.38
10,000,000.00	1.50	Bendigo Bank	A2	04-February-2021	10,000,000.00	05-February-2020	10,022,602.74	22,602.74	22,602.74
5,000,000.00	1.52	Rural Bank	A2	11-February-2021	5,000,000.00	12-February-2020	5,009,994.52	9,994.52	9,994.52
10,000,000.00	1.53	Members Equity Bank Melbourne	A2	15-February-2021	10,000,000.00	14-February-2020	10,019,282.19	19,282.19	19,282.19
15,000,000.00	1.52	Rural Bank	A2	23-February-2021	15,000,000.00	24-February-2020	15,022,487.67	22,487.67	22,487.67
10,000,000.00	1.40	Bank of Queensland	A2	09-March-2021	10,000,000.00	09-March-2020	10,008,438.36	8,438.36	8,438.36
10,000,000.00	1.40	Bank of Queensland	A2	09-March-2021	10,000,000.00	11-March-2020	10,007,671.23	7,671.23	7,671.23
5,000,000.00	1.60	Suncorp	A2	18-March-2021	5,000,000.00	19-March-2020	5,002,630.14	2,630.14	2,630.14
	Weighted Return								
403,420,990.00	1.64%	Totals					406,451,785.89	3,109,357.53	3,030,795.89

1.23% 12 month UBS Australia Bank Bill Index for 31 March 2020

0.41% 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 institution through which the City's monies are invested.

Rating - refers to the Standard & Poor Short Term Rating of the Borrower which, per Council Policy, must be a minimum of A2.

Current Value - refers to the accumulated value of the investment including accrued interest from time invested to current period.

INDIVIDUAL ADI LIMITS - As At 31 March 2020

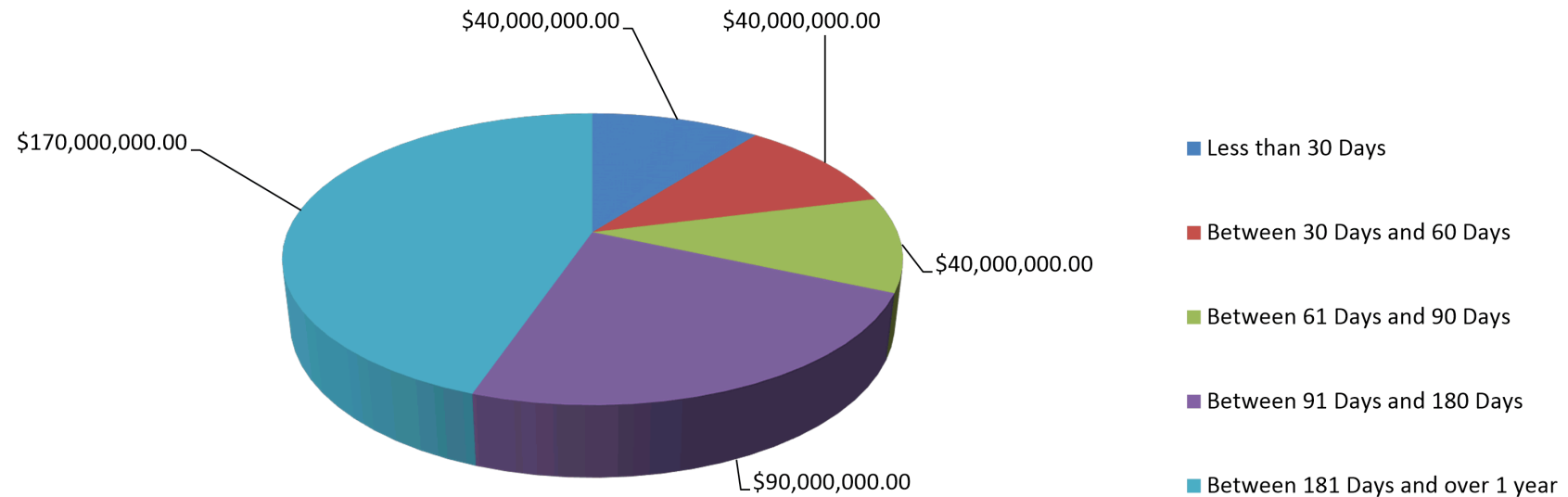
BORROWER	INVESTMENT RATING	FACE VALUE (\$)	MAXIMUM LIMIT PER INVESTMENT POLICY (\$)	INVESTMENT BALANCE (%)	MAXIMUM LIMIT PER INVESTMENT POLICY (%)
Commonwealth Bank of Australia Perth	A1	23,420,990.00	201,710,495.00	5.81	50.00
National Australia Bank	A1	30,000,000.00	201,710,495.00	7.44	50.00
Westpac Banking Corporation	A1	120,000,000.00	201,710,495.00	29.75	50.00
Suncorp	A1	45,000,000.00	201,710,495.00	11.15	50.00
Bank of Queensland	A2	50,000,000.00	100,855,247.50	12.39	25.00
Bendigo Bank	A2	20,000,000.00	100,855,247.50	4.96	25.00
Members Equity Bank Melbourne	A2	70,000,000.00	100,855,247.50	17.35	25.00
Rural Bank	A2	45,000,000.00	100,855,247.50	11.15	25.00
Totals		403,420,990.00		100.00	

OVERALL CREDIT PROFILE - As At 31 March 2020

	INVESTMENT RATING	FACE VALUE (\$)	MAXIMUM LIMIT PER INVESTMENT POLICY (\$)	INVESTMENT BALANCE (%)	MAXIMUM LIMIT PER INVESTMENT POLICY (%)
Subtotal of Securities	A1	218,420,990.00	403,420,990.00	54.14	100.00
Subtotal of Securities	A2	185,000,000.00	322,736,792.00	45.86	80.00
Totals		403,420,990.00		100.00	

Maturity Breakdown - As At 31 March 2020

Maturity Profile	Face Value	% Portfolio	Number of Investments	Lowest Amount Invested per Investment	Highest Amount Invested per Investment
Current Account	\$23,420,990.00	5.81%	1.00	\$23,420,990.00	\$23,420,990.00
Less than 30 Days	\$40,000,000.00	9.92%	4.00	\$10,000,000.00	\$10,000,000.00
Between 30 Days and 60 Days	\$40,000,000.00	9.92%	4.00	\$10,000,000.00	\$10,000,000.00
Between 61 Days and 90 Days	\$40,000,000.00	9.92%	5.00	\$5,000,000.00	\$10,000,000.00
Between 91 Days and 180 Days	\$90,000,000.00	22.31%	12.00	\$5,000,000.00	\$15,000,000.00
Between 181 Days and over 1 year	\$170,000,000.00	42.14%	20.00	\$5,000,000.00	\$15,000,000.00
Totals	\$403,420,990.00	100.00%	46.00		



**RATE SETTING STATEMENT
(FINANCIAL ACTIVITY STATEMENT)
FOR THE PERIOD ENDED 31 MARCH 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	5,710,801	5,815,637	(104,836)	(2)	10,860,681	11,691,244	830,563	7
Fees & Charges	42,223,315	42,654,008	(430,693)	(1)	46,787,670	46,550,152	(237,518)	(1)
Interest Earnings	6,583,303	6,458,368	124,935	2	8,715,234	7,579,269	(1,135,965)	(15)
Other Revenue	395,942	629,924	(233,982)	(37)	627,194	774,792	147,598	19
	54,913,361	55,557,937	(644,576)	(1)	66,990,779	66,595,457	(395,322)	(1)
Expenses								
Employee Costs	(57,206,938)	(56,864,273)	(342,665)	(1)	(76,825,787)	(75,872,298)	953,489	1
Materials & Contracts	(47,622,157)	(48,847,194)	1,225,037	3	(68,528,997)	(69,229,375)	(700,378)	(1)
Utility Charges	(6,973,860)	(7,104,589)	130,729	2	(9,695,193)	(9,631,498)	63,695	1
Depreciation	(32,189,852)	(30,698,181)	(1,491,671)	(5)	(40,947,313)	(40,947,295)	18	0
Interest Expenses	(3,086,887)	(3,151,338)	64,451	2	(4,111,186)	(4,111,186)	0	0
Insurance	(870,301)	(1,139,995)	269,694	24	(1,510,000)	(1,518,848)	(8,848)	1
	(147,949,995)	(147,805,570)	(144,425)	(0)	(201,618,476)	(201,310,500)	307,976	0
Non-Cash Amounts Excluded								
Depreciation	32,189,852	30,698,181	1,491,671	5	40,947,313	40,947,295	18	0
	(60,846,782)	(61,549,452)	702,670	1	(93,680,384)	(93,767,748)	(87,364)	(0)
INVESTING ACTIVITIES								
Non Operating Grants, Subsidies & Contributions	12,265,933	12,986,301	(720,368)	(6)	28,798,613	34,947,191	6,148,578	18
Contributed Physical Assets	5,590,074	12,205,877	(6,615,803)	(54)	16,274,500	16,274,500	0	0
Profit on Asset Disposals	612,582	541,699	70,883	13	585,217	688,175	102,958	15
Loss on Assets Disposals	(118,913)	(14,007,405)	13,888,492	99	(14,110,346)	(14,110,346)	0	0
TPS & DCP Revenues	8,297,538	8,892,787	(595,249)	(7)	15,288,167	11,865,712	(3,422,455)	(29)
TPS & DCP Expenses	(5,262,715)	(5,011,948)	(250,767)	(5)	(8,031,975)	(10,718,440)	(2,686,465)	(25)
Capital Expenditure	(53,065,673)	(53,997,375)	931,702	2	(91,087,387)	(90,664,918)	422,469	0
Proceeds From Disposal Of Assets	566,204	1,190,406	(624,202)	(52)	1,484,250	1,587,208	102,958	6
	(31,114,971)	(37,199,658)	6,084,687	16	(50,798,961)	(50,130,918)	668,043	1
Non-Cash Amounts Excluded								
Contributed Physical Assets	(5,590,074)	(12,205,877)	6,615,803	54	(16,274,500)	(16,274,500)	0	0
Profit on Asset Disposals	(612,582)	(541,699)	(70,883)	(13)	(585,217)	(688,175)	(102,958)	15
Loss on Assets Disposals	118,913	14,007,405	(13,888,492)	(99)	14,110,346	14,110,346	0	0
	(6,083,742)	1,259,829	(7,343,571)	583	(2,749,371)	(2,852,329)	(102,958)	(4)
	(37,198,714)	(35,939,829)	(1,258,885)	(4)	(53,548,332)	(52,983,247)	565,085	1
FINANCING ACTIVITIES								
Contributions from New Loans	700,000	5,447,400	(4,747,400)	(87)	7,263,200	7,263,200	0	0
Transfers from Restricted Grants, Contributions & Loans	837,609	17,742,425	(16,904,816)	(95)	21,836,335	23,656,567	(1,820,232)	(8)
Transfers to Restricted Grants, Contributions & Loans	(436,509)	0	(436,509)	(100)	0	0	0	0
Transfers from Reserves	4,634,633	22,541,129	(17,906,496)	(79)	35,094,989	30,054,839	(5,040,150)	(17)
Transfers to Reserves	0	(28,966,349)	28,966,349	100	(41,382,138)	(38,621,799)	2,760,339	7
Transfers from Schemes	0	18,113,092	(18,113,092)	(100)	20,847,432	24,150,789	3,303,357	16
Transfers to Schemes	(7,779,133)	(11,105,123)	3,325,990	30	(12,427,342)	(14,806,830)	(2,379,488)	(19)
	(2,043,400)	23,772,575	(25,815,974)	(109)	31,232,476	31,696,766	464,290	1
BUDGET DEFICIENCY	(100,088,895)	(93,302,374)	(6,786,522)	(7)	(135,581,907)	(134,639,896)	942,011	1
Amount To Be Raised From Rates	134,046,752	134,324,189	(277,437)	(0)	135,581,907	134,639,896	(942,011)	(1)
Closing Surplus/(Deficit)	33,957,856	41,021,816	(7,063,959)	(17)	0	0	0	0

Transactional Finance

3.6 Warrant of Payments for the Period to 31.03.2020

File Ref: 1859V02 – 20/138801
 Responsible Officer: Director Corporate Strategy & Performance
 Disclosure of Interest: Nil
 Attachments: Nil

Issue

Presentation to the Council of a list of accounts paid for the month of March 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 Ordinary Meeting of the 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 the Council meeting.

This warrant of payments report is for the month March 2020 (pre-COVID-19) and most of the conference and training payments will be refunded in coming months where the respective events were not taken place.

Detail

The following is the Summary of Accounts paid in March 2020:

Funds	Vouchers	Amount
Director Corporate Services Advance A/C		
Accounts Paid – March 2020		
Cheque Numbers	119204 -	\$821,263.36
EFT Document Numbers	119543	<u>\$23,171,104.12</u>
TOTAL ACCOUNTS PAID	3767 - 3797	\$23,992,367.48
Manual Journal		\$6,092.50
Less Cancelled Cheques		(\$27,359.69)
Town Planning Scheme		<u>(\$47,197.09)</u>
RECOUP FROM MUNICIPAL FUND		<u>(\$23,923,903.20)</u>
Municipal Fund – Bank A/C		
Accounts Paid – March 2020		
Recoup to Director Corporate Services Advance A/C		\$23,923,903.20
Direct Payments		\$44,427.47
Payroll – Direct Debits		<u>\$3,640,918.96</u>
TOTAL ACCOUNTS PAID		<u>\$27,609,249.63</u>
Town Planning Scheme		
Accounts Paid – March 2020		
Cell 1		\$6,917.13
Cell 2		\$50.91
Cell 3		\$1,074.66
Cell 4		\$21,316.82
Cell 5		\$5,765.45

Funds	Vouchers	Amount
Cell 6		\$50.91
Cell 7		\$50.91
Cell 8		\$11,919.39
Cell 9		\$50.91
TOTAL ACCOUNTS PAID		\$47,197.09

At the close of March 2020 outstanding creditors amounted to \$141,208.04.

Consultation

Nil

Comment

The list of payment (cheques and electronic transfers) and the end of month total of outstanding creditors for the month of March 2020 is presented to the 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 the 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 the 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 March 2020, as summarised below:-

Funds	Vouchers	Amount
Director Corporate Services Advance A/C		
Accounts Paid – March 2020		
Cheque Numbers	119204 - 119543	\$821,263.36
EFT Document Numbers	3767 - 3797	<u>\$23,171,104.12</u>
TOTAL ACCOUNTS PAID		\$23,992,367.48
Manual Journal		\$6,092.50
Less Cancelled Cheques		(\$27,359.69)
Town Planning Scheme		(\$47,197.09)
RECOUP FROM MUNICIPAL FUND		<u>(\$23,923,903.20)</u>
Municipal Fund – Bank A/C		
Accounts Paid – March 2020		
Recoup to Director Corporate Services Advance A/C		\$23,923,903.20
Direct Payments		\$44,427.47
Payroll – Direct Debits		<u>\$3,640,918.96</u>
TOTAL ACCOUNTS PAID		<u>\$27,609,249.63</u>
Town Planning Scheme		
Accounts Paid – March 2020		
Cell 1		\$6,917.13
Cell 2		\$50.91
Cell 3		\$1,074.66
Cell 4		\$21,316.82
Cell 5		\$5,765.45
Cell 6		\$50.91
Cell 7		\$50.91
Cell 8		\$11,919.39
Cell 9		<u>\$50.91</u>
TOTAL ACCOUNTS PAID		<u>\$47,197.09</u>

WARRANT OF PAYMENTS MARCH 2020			
PAYMENT	DATE	DESCRIPTION	AMOUNT
00119204	04/03/2020	Quinns Rocks Senior Cricket Club	\$401.60
		Hire Fee Refund	
00119205	04/03/2020	Rates Refund	\$3,038.55
00119206	04/03/2020	Andantino Pty Ltd Trading Outdoor World	\$147.00
		Refund - Application Fee - Lodged In Error	
00119207	04/03/2020	Quinns Rocks Senior Cricket Club	\$850.00
		Bond Refund	
00119208	04/03/2020	Christian Lintag	\$350.00
		Bond Refund	
00119209	04/03/2020	Laura Dunne	\$100.00
		Bond Refund	
00119210	04/03/2020	Susara Scheffer	\$350.00
		Bond Refund	
00119211	04/03/2020	Australia Karen Organization WA	\$350.00

		Incorporated	
		Bond Refund	
00119212	04/03/2020	Rahimah Sarvari	\$350.00
		Bond Refund	
00119213	04/03/2020	Naresh H Bhudia	\$350.00
		Bond Refund	
00119214	04/03/2020	Rebekah Prasad	\$100.00
		Bond Refund	
00119215	04/03/2020	Karica Williams	\$350.00
		Bond Refund	
00119216	04/03/2020	Kylie N Cockman	\$100.00
		Bond Refund	
00119217	04/03/2020	Kathryn Gower	\$100.00
		Bond Refund	
00119218	04/03/2020	Bianca Licata	\$100.00
		Bond Refund	
00119219	04/03/2020	Jenny Ioppolo	\$850.00
		Bond Refund	
00119220	04/03/2020	Coralie Steward	\$360.00
		Vehicle Crossing Subsidy	
00119221	04/03/2020	J Carter	\$360.00
		Vehicle Crossing Subsidy	
00119222	04/03/2020	Megan Longley	\$50.00
		Refund - Dog Registration - Already Paid	
00119223	04/03/2020	Rates Refund	\$181.02
00119224	04/03/2020	Sandra Gordon	\$25.00
		Refund - Copies Of Septic Tank Plan - Not Available	
00119225	04/03/2020	Gregory Reddacliff	\$345.10
		Refund - Damage To Plant And Pot By Waste Truck	
00119226	04/03/2020	Premier Residential	\$122.00
		Refund - Building Application - Cancelled	
00119227	04/03/2020	Christopher Hurlbatt	\$61.65
		Refund - Building Application - Cancelled	
00119228	04/03/2020	Pasquale Rottura	\$40.00
		Refund - CTF Levy - Not Required	
00119229	04/03/2020	James McClarence	\$23.40
		Hire Fee Refund	
00119230	04/03/2020	Rates Refund	\$1,676.55
00119231	04/03/2020	Rates Refund	\$351.69
00119232	04/03/2020	Huey Ang	\$294.00
		Refund - Food Business Application - Withdrawn	
00119233	04/03/2020	Shire of Wannon Aged Persons Home	\$294.00
		Refund - Food Business Application - Registered Charity/Not For Profit	
00119234	04/03/2020	Rates Refund	\$2,684.10
00119235	04/03/2020	High Steel Buildings Pty Ltd	\$166.65
		Refund - Building Application - Duplicate	
00119236	04/03/2020	Nicole Cahill	\$2,000.00

		Refund - Street & Verge Bond	
00119237	04/03/2020	Timothy Preece	\$1,000.00
		Refund – Street & Verge Bond	
00119238	04/03/2020	Michael Feeley	\$2,000.00
		Refund – Street & Verge Bond	
00119239	04/03/2020	Brendan Doherty	\$2,000.00
		Refund – Street & Verge Bond	
00119240	04/03/2020	Michelle Gawthorne	\$1,000.00
		Refund – Street & Verge Bond	
00119241	04/03/2020	Kerryn Storm	\$2,000.00
		Refund – Street & Verge Bond	
00119242	04/03/2020	Rates Refund	\$849.22
00119243	04/03/2020	Clancy J Metzke	\$360.00
		Vehicle Crossing Subsidy	
00119244	04/03/2020	Cancelled	
00119245	04/03/2020	Christopher Wood	\$60.00
		Dog Registration Refund – Deceased	
00119246	04/03/2020	Rachel Eccles	\$150.00
		Dog Registration Refund – Deceased	
00119247	04/03/2020	Lynette Greenwood	\$21.25
		Dog Registration Refund – Overpayment	
00119248	04/03/2020	The Rural Building Company	\$811.14
		Refund - Development Application - Overpayment	
00119249	04/03/2020	Girrawheen Library Petty Cash	\$59.20
		Petty Cash	
00119250	04/03/2020	Wanneroo Youth Centre Petty Cash	\$128.70
		Petty Cash	
00119251	04/03/2020	Telstra	\$2,070.91
		Mens Shed ADSL - IT	
		Phone Charges For The City	
00119252	04/03/2020	Clarkson Library Petty Cash	\$170.20
		Petty Cash	
00119253	04/03/2020	Kingsway Stadium Petty Cash	\$178.90
		Petty Cash	
00119254	04/03/2020	Redink Homes Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
00119255	04/03/2020	Brierty Ltd	\$20,726.38
		Bond Refund - Ashton Heights Stage 5 Tapping WAPC 124474	
		Bond Refund - Somerly Stage 24 Clarkson WAPC 128046	
		Bond Release - Somerly Stage 15A Clarkson WAPC 122242 & 125236	
00119256	04/03/2020	Assets Petty Cash	\$137.80
		Petty Cash	
00119257	04/03/2020	Australia Post - Postal Manager	\$487.00
		Locked Bag Renewal - IM	
00119258	04/03/2020	Arasi Constructions Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	

00119259	04/03/2020	APC Constructions	\$2,000.00
		Refund - Street & Verge Bond	
00119260	04/03/2020	Noongar Boodja Language Cultural	\$1,860.00
		Translation - English To Noongar - Business Planning	
00119261	04/03/2020	Get Home Safe Limited	\$378.68
		Subscription - Gethomesafe - IT	
00119262	04/03/2020	The Trustee For Glitter Glam & Co Trust	\$880.00
		Sparkle Technician - Wanneroo Festival - Events	
00119263	04/03/2020	Tardan Pty Ltd T/A Western Projects	\$2,000.00
		Refund - Street & Verge Bond	
00119264	10/03/2020	Rates Refund	\$722.16
00119265	10/03/2020	Rates Refund	\$511.81
00119266	10/03/2020	Rates Refund	\$94.96
00119267	10/03/2020	Rates Refund	\$494.00
00119268	10/03/2020	Rates Refund	\$290.28
00119269	10/03/2020	Rates Refund	\$576.01
00119270	10/03/2020	Rates Refund	\$100.00
00119271	10/03/2020	Rates Refund	\$100.00
00119272	10/03/2020	Colin Smith	\$30.00
		Refund - Moore River - Gold Program	
00119273	10/03/2020	Rates Refund	\$1,600.00
00119274	10/03/2020	Luke Samuel Hudson	\$100.00
		Bond Refund	
00119275	10/03/2020	Simon James Van Der Bruggen	\$850.00
		Bond Refund	
00119276	10/03/2020	Hermanus Smith	\$850.00
		Bond Refund	
00119277	10/03/2020	Suzanne Hogg	\$350.00
		Bond Refund	
00119278	10/03/2020	Kiril Karanfilovski	\$350.00
		Bond Refund	
00119279	10/03/2020	Amy Bell	\$100.00
		Bond Refund	
00119280	10/03/2020	Sarah Bonacchi	\$350.00
		Bond Refund	
00119281	10/03/2020	Beshir Feto	\$100.00
		Bond Refund	
00119282	10/03/2020	Trevor Chater	\$850.00
		Bond Refund	
00119283	10/03/2020	Rates Refund	\$30.00
00119284	10/03/2020	Rates Refund	\$123.30
00119285	10/03/2020	Kingdom City	\$250.00
		Bond Refund - Community Transport Bus	
00119286	10/03/2020	Gina Thiess	\$60.00
		Dog Registration Refund - Lifetime Registration Changed To 1 Year	
00119287	10/03/2020	Tori Eber	\$25.00
		Dog Registration Refund - Concession Card	

00119288	10/03/2020	Damon Brussche	\$550.00
		Reimbursement - Replace Damaged Windscreen - Mowing Incident - Parks	
00119289	10/03/2020	Lorelie Flavier	\$360.00
		Vehicle Crossing Subsidy	
00119290	10/03/2020	Nolan Bisschoff	\$360.00
		Vehicle Crossing Subsidy	
00119291	10/03/2020	Rates Refund	\$60,819.80
00119292	10/03/2020	Amy Tremain	\$147.60
		Refund - Skin Penetration Inspection Fee - Not Required	
00119293	10/03/2020	Anthony O'Brien	\$1,000.00
		Refund - Street & Verge Bond	
00119294	10/03/2020	Tracey Lisett	\$2,000.00
		Refund - Street & Verge Bond	
00119295	10/03/2020	Lauren Hancock	\$2,000.00
		Refund - Street & Verge Bond	
00119296	10/03/2020	D William & J Smith	\$2,000.00
		Refund - Street & Verge Bond	
00119297	10/03/2020	Ben Austin	\$2,000.00
		Refund - Street & Verge Bond	
00119298	10/03/2020	Benjamin Seinor	\$1,000.00
		Refund - Street & Verge Bond	
00119299	10/03/2020	Mark Robins	\$1,000.00
		Refund - Street & Verge Bond	
00119300	10/03/2020	Rosalba Iozzi	\$1,000.00
		Refund - Street & Verge Bond	
00119301	10/03/2020	Deborah Morian	\$1,000.00
		Refund - Street & Verge Bond	
00119302	10/03/2020	Troy Harris	\$2,000.00
		Refund - Street & Verge Bond	
00119303	10/03/2020	Watson Property Group Pty Ltd	\$2,956.25
		Bond Refund Release - Ashby Rise Stage 1 & 2 Ashby WAPC 120695	
00119304	10/03/2020	Telstra	\$28.99
		Phone Charges For The City	
00119305	10/03/2020	Finance Services Petty Cash	\$819.50
		Petty Cash	
00119306	10/03/2020	MCI Building Company	\$2,000.00
		Refund - Street & Verge Bond	
00119307	10/03/2020	Peter Banks Building	\$2,000.00
		Refund - Street & Verge Bond	
00119308	10/03/2020	Rawlinsons (WA)	\$450.00
		Digital Edition - Construction Handbook 2020 - Assets	
00119309	10/03/2020	Suez Recycling & Recovery (Perth) Pty Ltd	\$62,098.90
		Recycling For The City - Waste	
00119310	10/03/2020	Western Australian Planning Commission	\$3,487.00
		Application For Subdivision Fee - Kaiber Avenue - Property	
00119311	11/03/2020	Amber Appelbee	\$2,190.00

		2 Face Painters - Australia Day Citizenship Ceremony - Events	
		4 Face Painters - Wanneroo Festival - Events	
00119312	12/03/2020	Cr F Cvitan	\$4,287.88
		Monthly Allowance	
00119313	12/03/2020	Cr X Nguyen	\$2,510.01
		Monthly Allowance	
00119314	17/03/2020	Rates Refund	\$465.40
00119315	17/03/2020	Nadege Anderson	\$29.70
		Hire Fee Refund	
00119316	17/03/2020	Deborah Gouges	\$20.80
		Hire Fee Refund	
00119317	17/03/2020	Aleisha Baker	\$100.00
		Bond Refund	
00119318	17/03/2020	Angeth Deng	\$100.00
		Bond Refund	
00119319	17/03/2020	Mitesh Halai	\$540.00
		Bond Refund	
00119320	17/03/2020	Jessica Newton	\$100.00
		Bond Refund	
00119321	17/03/2020	Lara Martelli	\$100.00
		Bond Refund	
00119322	17/03/2020	Shanna Thomas	\$350.00
		Bond Refund	
00119323	17/03/2020	Tita Adrias	\$350.00
		Bond Refund	
00119324	17/03/2020	Stacey Dewey	\$350.00
		Bond Refund	
00119325	17/03/2020	Ileshkumar Patel	\$350.00
		Bond Refund	
00119326	17/03/2020	Organisation of African Communities	\$350.00
		Bond Refund	
00119327	17/03/2020	Quang Tran	\$850.00
		Bond Refund	
00119328	17/03/2020	Lenore Stanton	\$42.40
		Refund - Copies Of Plans - Not Available	
00119329	17/03/2020	Sean King	\$228.30
		Refund - Building Application Fees - Withdrawn	
00119330	17/03/2020	Rates Refund	\$507.23
00119331	17/03/2020	Rates Refund	\$619.00
00119332	17/03/2020	Rates Refund	\$789.47
00119333	17/03/2020	Rates Refund	\$670.58
00119334	17/03/2020	Rates Refund	\$436.83
00119335	17/03/2020	Rates Refund	\$364.00
00119336	17/03/2020	Sports Climbing Western Australia Incorporated	\$59.15
		Hire Fee Refund	
00119337	17/03/2020	Veris Australia Pty Ltd	\$73.00

		Refund - Subdivision Fee - WAPC Clearance Fee Not Applicable	
00119338	17/03/2020	Goss Developments Pty Ltd	\$10.00
		Refund - Subdivision Clearance Fees - Overpaid	
00119339	17/03/2020	Catherine Y Gartner	\$100.57
		Refund - Infringement Notice Withdrawn	
00119340	17/03/2020	Rates Refund	\$18,937.17
00119341	17/03/2020	Sheldon Coxon	\$126.00
		Refund - Copies Of Plans - Not Available	
00119342	17/03/2020	Rates Refund	\$69,906.68
00119343	17/03/2020	Rates Refund	\$468.37
00119344	17/03/2020	Rates Refund	\$63.47
00119345	17/03/2020	Filipino Association In Banksia Grove Incorporated	\$4,999.10
		Community Funding - Flores De Mayo Festival - Alexander Heights Community Centre 02.05.2020	
00119346	17/03/2020	P3 Events Pty Ltd	\$300.50
		Refund - Bristlebird Park - Event Cancelled	
00119347	17/03/2020	Stephanie Siney	\$519.99
		Reimbursement - Broken Windscreen Due To Mowing Incident	
00119348	17/03/2020	Jason David Wheat	\$223.19
		Refund - Swimming Lessons - Cancelled	
00119349	17/03/2020	Maxim Vitte	\$51.20
		Refund - Swimming Lessons - Cancelled	
00119350	17/03/2020	Girrawheen Library Petty Cash	\$46.70
		Petty Cash	
00119351	17/03/2020	Wanneroo Library Petty Cash	\$298.65
		Petty Cash	
00119352	17/03/2020	Water Corporation	\$2,966.87
		Water Supplies For The City	
00119353	17/03/2020	Telstra	\$1,984.84
		Telecommunication Charges For The City	
00119354	18/03/2020	Show West	\$6,250.00
		Carnival Amusement Games - Retro Rewind 22.02.2020 - Events	
00119355	25/03/2020	Pojulu Community Association of WA	\$350.00
		Bond Refund	
00119356	25/03/2020	Mark Folkard MLA	\$850.00
		Bond Refund	
00119357	25/03/2020	North Coast Ball Club Incorporated	\$850.00
		Bond Refund	
00119358	25/03/2020	Hayley Walmsley	\$100.00
		Bond Refund	
00119359	25/03/2020	Ian Edwards	\$100.00
		Bond Refund	
00119360	25/03/2020	Jacinta Stacey	\$100.00
		Bond Refund	

00119361	25/03/2020	Jennifer Cooper	\$350.00
		Bond Refund	
00119362	25/03/2020	Kelly Griffiths	\$100.00
		Bond Refund	
00119363	25/03/2020	Jigna Shah	\$350.00
		Bond Refund	
00119364	25/03/2020	Rishabh Sharma	\$850.00
		Bond Refund	
00119365	25/03/2020	Rates Refund	\$1,523.97
00119366	25/03/2020	Rates Refund	\$1,576.22
00119367	25/03/2020	Rates Refund	\$452.33
00119368	25/03/2020	Rates Refund	\$3,040.98
00119369	25/03/2020	P3 Events Pty Ltd	\$350.00
		Bond Refund	
00119370	25/03/2020	Anil Karsan Dabasia	\$100.00
		Bond Refund	
00119371	25/03/2020	Nelson Schreiner	\$100.00
		Bond Refund	
00119372	25/03/2020	Shilpa Kerai	\$350.00
		Bond Refund	
00119373	25/03/2020	Emma Evelyn	\$850.00
		Bond Refund	
00119374	25/03/2020	Shilpa Kerai	\$166.80
		Hire Fee Refund - Booking Cancelled	
00119375	25/03/2020	Anil Karsan Dabasia	\$262.70
		Hire Fee Refund	
00119376	25/03/2020	Northern Suburbs Womens Friendship	\$100.00
		Bond Refund	
00119377	25/03/2020	Chetan Jina	\$350.00
		Bond Refund	
00119378	25/03/2020	Vishal Lila	\$350.00
		Bond Refund	
00119379	25/03/2020	Bochasanwasi Shri Akshar-Purshottam	\$349.95
		Hire Fee Refund	
00119380	25/03/2020	Vietnamese Community in Australia WA	\$3,956.00
		Bond Refund	
00119381	25/03/2020	Aranmore Catholic College	\$471.90
		Hire Fee Refund	
00119382	25/03/2020	Mindarie FC	\$160.80
		Hire Fee Refund	
00119383	25/03/2020	Rates Refund	\$1,445.67
00119384	25/03/2020	Rates Refund	\$450.14
00119385	25/03/2020	Rates Refund	\$473.61
00119386	25/03/2020	Mindarie FC	\$850.00
		Bond Refund	
00119387	25/03/2020	Aranmore Catholic College	\$350.00
		Bond Refund	
00119388	25/03/2020	Colin Griffin	\$100.00
		Bond Refund	
00119389	25/03/2020	Deon Van der Westhuizen	\$850.00

		Bond Refund	
00119390	25/03/2020	Graham Wallace	\$100.00
		Bond Refund	
00119391	25/03/2020	Deon Van der Westhuizen	\$222.40
		Hire Fee Refund	
00119392	25/03/2020	Graham Wallace	\$70.20
		Hire Fee Refund	
00119393	25/03/2020	Colin Griffin	\$139.00
		Hire Fee Refund	
00119394	25/03/2020	Nelson Schreiner	\$117.00
		Hire Fee Refund	
00119395	25/03/2020	Vasco da Camara	\$2,000.00
		Refund - Street & Verge Bond	
00119396	25/03/2020	Cancelled	
00119397	25/03/2020	Pauline Bird	\$1,000.00
		Refund - Street & Verge Bond	
00119398	25/03/2020	Simon Spence	\$1,000.00
		Refund - Street & Verge Bond	
00119399	25/03/2020	Kingdom City	\$2,200.00
		Refund - Community Transport Bus Hire	
00119400	25/03/2020	Butler College Nikki Nightingale	\$300.00
		Refund - Community Transport Bus Hire	
00119401	25/03/2020	Robyn Power	\$140.00
		Refund - Food Business Registration Fee - Withdrawn	
00119402	25/03/2020	Alexander Bowley	\$52.70
		Refund - Copies Of Plans - Incorrect Forms	
00119403	25/03/2020	Emerge Associates	\$800.00
		Refund - Fees Paid - Not Required	
00119404	25/03/2020	Fengfang Zhang	\$88.32
		Refund - Swimming Lessons Term 1 2020 - Cancelled	
00119405	25/03/2020	GW & JR Simmons	\$360.00
		Vehicle Crossing Subsidy	
00119406	25/03/2020	Nigle Churchill	\$30.00
		Dog Registration Refund - Sterilised	
00119407	25/03/2020	Daniel Kodi	\$277.20
		Hire Fee Refund	
00119408	25/03/2020	M Folkard MLA	\$93.60
		Hire Fee Refund	
00119409	25/03/2020	Daniel Kodi	\$139.00
		Hire Fee Refund	
00119410	25/03/2020	Betty Bramley	\$198.00
		Hire Fee Refund	
00119411	25/03/2020	Mishal Noor	\$69.50
		Hire Fee Refund	
00119412	25/03/2020	Ephraim Osaghae	\$93.60
		Hire Fee Refund	
00119413	25/03/2020	L N Harris	\$70.20
		Hire Fee Refund	

00119414	25/03/2020	Deborah F Gouges	\$72.80
		Hire Fee Refund	
00119415	25/03/2020	Ryanin R Bryce	\$138.00
		Hire Fee Refund	
00119416	25/03/2020	Yanchep Red Hawks Football Club	\$478.90
		Hire Fee Refund	
00119417	25/03/2020	Michael J Dawson	\$93.60
		Hire Fee Refund	
00119418	25/03/2020	Toni O'Loughlin	\$138.00
		Hire Fee Refund	
00119419	25/03/2020	The Grove Church Incorporated	\$31.99
		Hire Fee Refund	
00119420	25/03/2020	Chui Wah Leong	\$360.00
		Vehicle Crossing Subsidy	
00119421	25/03/2020	Seventh Day Adventist Church	\$81.90
		Hire Fee Refund	
00119422	25/03/2020	David Oola Otim	\$333.60
		Hire Fee Refund	
00119423	25/03/2020	Kingsley Westside Senior Soccer Club	\$278.00
		Hire Fee Refund	
00119424	25/03/2020	Carmen Martins	\$140.40
		Hire Fee Refund	
00119425	25/03/2020	Melanie Robins	\$117.00
		Hire Fee Refund	
00119426	25/03/2020	Chanea Paull	\$81.90
		Hire Fee Refund	
00119427	25/03/2020	Geng Liu	\$47.85
		Refund – Swimming Lessons - Cancelled	
00119428	25/03/2020	Angela Vagos	\$15.55
		Refund – Swimming Lessons - Cancelled	
00119429	25/03/2020	Hollie Whitfield	\$96.20
		Refund – Swimming Lessons - Cancelled	
00119430	25/03/2020	Carmen Martins	\$100.00
		Bond Refund	
00119431	25/03/2020	Melanie Robins	\$100.00
		Bond Refund	
00119432	25/03/2020	Kingsley Westside Senior Soccer Club	\$850.00
		Bond Refund	
00119433	25/03/2020	Chanea Paull	\$100.00
		Bond Refund	
00119434	25/03/2020	The Grove Church Incorporated	\$100.00
		Bond Refund	
00119435	25/03/2020	Classic Home and Garage Innovations	\$398.00
		Refund - Development Application - Incomplete	
00119436	25/03/2020	Toni O'Loughlin	\$100.00
		Bond Refund	
00119437	25/03/2020	Michael J Dawson	\$100.00
		Bond Refund	
00119438	25/03/2020	Sinead Noone	\$100.00

		Bond Refund	
00119439	25/03/2020	Belinda D'Costa	\$350.00
		Bond Refund	
00119440	25/03/2020	Cancelled	
00119441	25/03/2020	Jaimie McMeekan	\$100.00
		Bond Refund	
00119442	25/03/2020	Ashdale Primary School - P & C	\$100.00
		Bond Refund	
00119443	25/03/2020	Megan Stewart	\$300.00
		Dog Registration Refund - 2 Dogs Sterilised	
00119444	25/03/2020	Scott Mola	\$2,000.00
		Refund – Street & Verge Bond	
00119445	25/03/2020	Emma Evelyn	\$194.60
		Hire Fee Refund	
00119446	25/03/2020	Deng Goljok	\$350.00
		Bond Refund	
00119447	25/03/2020	City of Wanneroo	\$200.00
		Cash Advance - 4 \$50 Dymocks Gift Cards - Prizes - Southern Suburbs Community Engagement With Local Schools	
00119448	25/03/2020	Museum Petty Cash	\$98.15
		Petty Cash	
00119449	25/03/2020	Telstra	\$39,405.82
		Fire Protection Wireless Data - Community Safety	
		Phone Charges For The City	
00119450	25/03/2020	Finance Services Petty Cash	\$422.20
		Petty Cash	
00119451	25/03/2020	Commissioner Of Police	\$128.00
		Corporate Firearm Licence - Rangers	
00119452	25/03/2020	Ben Trager Homes Pty Ltd	\$2,000.00
		Refund – Street & Verge Bond	
00119453	25/03/2020	Bay Pools & Spas	\$2,000.00
		Refund – Street & Verge Bond	
00119454	25/03/2020	RJC Constructions	\$2,000.00
		Refund – Street & Verge Bond	
00119455	26/03/2020	Carl Pickthorn	\$1,000.00
		Refund – Street & Verge Bond	
00119456	27/03/2020	1800 Move It	\$429.00
		Moving Services - Cultural Development	
00119457	27/03/2020	CA Technology Pty Ltd	\$22,000.00
		Project Scoping And Initial Configuration 25% - Strategic & Business Planning	
00119458	27/03/2020	Ciara Niclasen	\$500.00
		Presentation - 2 Decluttering Workshops 06.02.2020 @ Girrawheen Library & 27.02.2020 @ Wanneroo Library	
00119459	27/03/2020	City of Belmont	\$5,275.66
		Long Service Leave Reimbursement -	

		Jason Nonis - HR	
00119460	27/03/2020	Dry Cleaning Laundry Hub	\$396.00
		Dry Cleaning Services - Cultural Services	
00119461	27/03/2020	Get Home Safe Limited	\$371.03
		Monthly Subscription - Get Home Safe - IT	
00119462	27/03/2020	Kosmic Sound	\$95.00
		Music Equipment - Youth Services	
00119463	27/03/2020	Logiudice Property Group	\$732.05
		Quarterly Admin/Reserve Fund Levy - Mindarie Medical Centre - Property	
00119464	27/03/2020	Naomi Mary Hanbury	\$1,350.00
		Presentation - 3 Discover Your Voice Workshops - Cultural Development	
00119465	27/03/2020	Organisation of African Community of Western Australia Incorporated	\$1,000.00
		Performance - Rwandan Traditional Dance - Australia Day 2020 - Events	
00119466	27/03/2020	Perth Playground And Rubber	\$129,811.00
		Install Softfall - Ferrara, Coldstream & Banyandah Parks - Projects	
00119467	27/03/2020	Ralph Beattie Bosworth	\$2,750.00
		Detailed Design & Documentation - Dalvik Park Sports Amenities Building & Carpark - Projects	
00119468	27/03/2020	Repco	\$119.08
		Vehicle Spare Parts - Stores	
00119469	27/03/2020	Southern Metropolitan Regional Council	\$66,851.40
		Mixed Recyclables - February 2020 - WRC	
00119470	27/03/2020	Subaru and VW Osborne Park	\$69,482.80
		New Vehicle Purchase - 2 Subaru Outback - \$34,741.40 each - Fleet Assets	
00119471	27/03/2020	Super Cheap Auto Pty Ltd	\$272.64
		Tyre Deflator & Recovery Air Bag - Rangers	
00119472	27/03/2020	Suzanne Waldron Enterprises Pty Ltd	\$2,200.00
		Coaching - Wanneroo - Community Development	
00119473	27/03/2020	Vocus Communications	\$247.50
		NBN Connection - Ytrac - IT	
00119474	31/03/2020	Yanchep Red Hawks Football Club	\$850.00
		Bond Refund	
00119475	31/03/2020	Mindarie Netball Club	\$100.00
		Bond Refund	
00119476	31/03/2020	David Oola Otim	\$350.00
		Bond Refund	
00119477	31/03/2020	Mindarie Netball Club	\$111.20
		Hire Fee Refund	
00119478	31/03/2020	Quinns FC Incorporated	\$850.00
		Bond Refund	
00119479	31/03/2020	Betty Bramley	\$350.00

		Bond Refund	
00119480	31/03/2020	Quinns Districts Netball Club	\$850.00
		Bond Refund	
00119481	31/03/2020	Faraz Golzar	\$350.00
		Bond Refund	
00119482	31/03/2020	Vaishali Halai	\$350.00
		Bond Refund	
00119483	31/03/2020	Mishal Noor	\$350.00
		Bond Refund	
00119484	31/03/2020	Deborah F Gouges	\$100.00
		Bond Refund	
00119485	31/03/2020	Laura N Harris	\$100.00
		Bond Refund	
00119486	31/03/2020	Daniel Kodi	\$350.00
		Bond Refund	
00119487	31/03/2020	Specialised Building Solutions Pty Ltd	\$441.00
		Refund - Development Application - Proposal Covered By Another Application	
00119488	31/03/2020	Lynn Jones	\$413.00
		Refund - Cancelled Performance Solution Application	
00119489	31/03/2020	Faraz Golzar	\$222.40
		Hire Fee Refund	
00119490	31/03/2020	Vaishali Halai	\$198.00
		Hire Fee Refund	
00119491	31/03/2020	Blackburne Strata	\$76.95
		Hire Fee Refund	
00119492	31/03/2020	Ashley Cross	\$100.00
		Bond Refund	
00119493	31/03/2020	Morena Paton	\$100.00
		Bond Refund	
00119494	31/03/2020	Aiza White	\$850.00
		Bond Refund	
00119495	31/03/2020	Paul G Dodds	\$850.00
		Bond Refund	
00119496	31/03/2020	Anita Dumitru	\$350.00
		Bond Refund	
00119497	31/03/2020	Kathlene Mae Co	\$350.00
		Bond Refund	
00119498	31/03/2020	Sabrin Ali Alhaj	\$350.00
		Bond Refund	
00119499	31/03/2020	Yanchep Two Rocks Recreation Association	\$850.00
		Bond Refund	
00119500	31/03/2020	Erin Heslop	\$850.00
		Bond Refund	
00119501	31/03/2020	Mammoth Investments Pty Ltd	\$12,293.75
		Refund - Bond Refund Release - Lot 1 Kingsway Darch WAPC 124305	
00119502	31/03/2020	Watson Property Group Northern Aspects Ltd	\$29,000.00

		Refund - Bond Refund Release - Chianti Estate Stage 2 Woodvale WAPC 140038	
00119503	31/03/2020	Diabetes WA	\$717.25
		Partial Hire Fee Refund - Education Workshops - Due To Covid19	
00119504	31/03/2020	Hiroko Cook	\$31.00
		Refund - School Holiday Program Cancelled	
00119505	31/03/2020	Luke Jackson	\$10.00
		Refund - School Holiday Program Cancelled	
00119506	31/03/2020	Cristian Moraru	\$10.00
		Refund - School Holiday Program Cancelled	
00119507	31/03/2020	Chae Won An	\$31.00
		Refund - School Holiday Program Cancelled	
00119508	31/03/2020	Shayna Taplin	\$23.00
		Refund - School Holiday Program Cancelled	
00119509	31/03/2020	Ramona Moza	\$79.80
		Refund - Junior Term Passes - Classes Cancelled	
00119510	31/03/2020	Tanya Tulloch	\$156.00
		Refund - 3 X Soccer Games - Program Cancelled	
00119511	31/03/2020	Quinns Rocks Little Athletics Club	\$100.00
		Hire Fee Refund	
00119512	31/03/2020	Sabine Winton	\$70.20
		Hire Fee Refund	
00119513	31/03/2020	Ashley Cross	\$53.60
		Hire Fee Refund	
00119514	31/03/2020	Christian Blocksidge	\$2,000.00
		Refund - Street & Verge Bond	
00119515	31/03/2020	Monica Lebib	\$350.00
		Bond Refund	
00119516	31/03/2020	Susan Telfer	\$77.50
		Dog Registration Refund – Sterilised	
00119517	31/03/2020	Monica Lebib	\$250.00
		Hire Fee Refund	
00119518	31/03/2020	Aiza White	\$182.00
		Hire Fee Refund	
00119519	31/03/2020	Phuong Nguyen	\$6.40
		Hire Fee Refund	
00119520	31/03/2020	Paul G Dodds	\$208.50
		Hire Fee Refund	
00119521	31/03/2020	Anita Dumitru	\$180.70
		Hire Fee Refund	
00119522	31/03/2020	Kathlene Mae Co	\$180.70
		Hire Fee Refund	
00119523	31/03/2020	Sabrin Ali Alhaj	\$284.95

		Hire Fee Refund	
00119524	31/03/2020	Logiudice Property Group	\$100.10
		Hire Fee Refund	
00119525	31/03/2020	Shamini Srinivasan	\$180.00
		Hire Fee Refund	
00119526	31/03/2020	Sinead Noone	\$109.00
		Hire Fee Refund	
00119527	31/03/2020	Cygnets Dance	\$563.50
		Hire Fee Refund	
00119528	31/03/2020	Veris	\$70.00
		Refund - Subdivision Fee - Overpayment	
00119529	31/03/2020	Sean McAuliffe	\$2,000.00
		Refund – Street & Verge Bond	
00119530	31/03/2020	Scott O'Donoghue	\$1,000.00
		Refund – Street & Verge Bond	
00119531	31/03/2020	Lisa Browne	\$1,000.00
		Refund – Street & Verge Bond	
00119532	31/03/2020	Peter Roberts	\$1,000.00
		Refund – Street & Verge Bond	
00119533	31/03/2020	Emma Duckworth	\$1,000.00
		Refund – Street & Verge Bond	
00119534	31/03/2020	Suzanne Becker	\$156.00
		Refund - Soccer Competition - Kingsway	
00119535	31/03/2020	O Bulatovic	\$156.00
		Refund - Soccer Competition - Kingsway	
00119536	31/03/2020	R.C.C.N Pty Ltd	\$8,175.00
		Refund - BSL & CTF Levies - Application Refused	
00119537	31/03/2020	Jessica Clifford	\$109.20
		Refund - Junior Clinics - Cancelled	
00119538	31/03/2020	Morena Paton	\$45.50
		Hire Fee Refund	
00119539	31/03/2020	Museum Petty Cash	\$96.05
		Petty Cash	
00119540	31/03/2020	Facility Officer WLCC Petty Cash	\$191.85
		Petty Cash	
00119541	31/03/2020	Youth Projects Petty Cash	\$50.55
		Petty Cash	
00119542	31/03/2020	101 Residential Pty Ltd	\$2,000.00
		Refund – Street & Verge Bond	
00119543	31/03/2020	Residential Building WA Pty Ltd	\$8,000.00
		Refund – 4 Street & Verge Bonds	
		Total Director Corporate Services Advance - Cheques	\$821,263.36
ELECTRONIC FUNDS TRANSFER			
00003767	04/03/2020		
		Synergy	\$22,850.71
		Power Supplies For The City	

00003768	04/03/2020		
		Advanced Traffic Management	\$4,043.60
		Traffic Control Services For The City	
		Air Liquide Australia	\$285.12
		Gas Cylinder Hire - Stores	
		Artists Chronicle	\$470.00
		Advertising - March/April 2020 - Arts Development	
		Barra Civil & Fencing	\$37,717.90
		Replace Fencing - Various Locations - Engineering/Parks	
		Bindhu Holavanahalli	\$200.00
		Performance - Australia Day - Events	
		Budo Group Pty Ltd	\$5,413.95
		Bin Store Upgrade - Quinns Mindarie Community Centre - Projects	
		Cabcharge	\$137.33
		Cabcharges For The City	
		CS Legal	\$9,250.32
		Court Fees For The City	
		Department of the Premier and Cabinet	\$120.80
		Advertising - Government Gazette - Rates	
		Diamond Plumbing & Gas	\$306.52
		Plumbing Maintenance For The City	
		Drainflow Services Pty Ltd	\$341.00
		Sweeping - Russell Road - Engineering	
		Email Media	\$165.00
		Advertising - Environmental Assets Officer 26.02.2020 - 11.03.2020 - Assets	
		Emerge Environmental Services Pty Ltd	\$4,283.13
		Smart Monitoring Briefing - Yellagonga Catchment Review - Projects	
		Environmental Industries Pty Ltd	\$95,839.05
		Landscape Maintenance For The City	
		Hays Personnel Services	\$3,961.32
		Casual Labour For The City	
		Iconic Property Services Pty Ltd	\$43.62
		Cleaning Services For The City	
		Integrity Industrial Pty Ltd	\$11,096.33
		Casual Labour For The City	
		James Bennett Pty Ltd	\$1,173.64
		Book Purchases - Library Services	
		Kerb Direct Kerbing	\$13,080.10
		Road Resurfacing - Finlay Place - Construction	
		Kmart Australia Limited (Wanneroo)	\$125.25
		Kitchen Items - Clarkson Youth Centre - Youth Services	
		LD Total	\$25,834.92
		Landscape Maintenance For The City	

		Ligna Construction	\$1,925.00
		Retaining Wall - Abbeville Park - Parks	
		Local Government Professionals Australia WA	\$2,630.00
		Registration - Finance Professionals Conference 2020 - 2 Attendees - Finance	
		Marketforce Pty Ltd	\$2,640.00
		Produce Conference Video For Cities Of Wanneroo, Swan & Joondalup - Local Government Chief Officers Conference - Communications & Brand	
		Mayday Earthmoving	\$7,741.03
		Heavy Equipment Hire For The City	
		Michael Page International (Australia) Pty Ltd	\$2,078.13
		Casual Labour For The City	
		Mindarie Regional Council	\$257,363.24
		Refuse Disposal For The City	
		National Tax & Accountants' Association Ltd	\$1,294.00
		Registration - NTAA 2020 FBT Seminar - 2 Attendees - Financial Accounting	
		Opposite Lock - Wangara	\$954.00
		Safety Flag Whip - Fleet	
		Phenomenon Event Services Pty Ltd	\$2,266.00
		Equipment Hire - Wanneroo Showgrounds - Events	
		Programmed Integrated Workforce	\$12,243.39
		Casual Labour For The City	
		Reliable Fencing	\$20,868.64
		Install Gates & Rail Fencing - Anchorage Park - Projects	
		Sifting Sands	\$2,170.25
		Sand Cleaning - Various Locations - Parks	
		St John Ambulance Western Australia Ltd	\$240.00
		First Aid Training Services For The City	
		This Is Creative Pty Ltd	\$1,280.00
		Registration - 2020 NCC Seminars - 8 Attendees - Approval Services	
		Twin Cities FM	\$1,000.00
		Sponsorship Agreement - 2019 / 2020 Financial Year - Communications & Brand	
		Wanneroo Electric	\$130.35
		Electrical Maintenance For The City	
		West Coast Shade Pty Ltd	\$8,004.87
		Subdivision Bond Refund - Parks Assets Renewal Program 2019 / 2020	
		William Buck Audit (WA) Pty Ltd	\$28,050.00
		Audit Services - Yanchep Two Rocks - Finance	
		Audit Services - Cell 1 Annual Cost Review - Finance	

		Wilsons Sign Solutions	\$633.60
		Update Honour Board & Pigeon Holes For Elected Members - Corporate Support	
		Zetta Group	\$128,359.58
		Monthly Service Fee - Disaster Recovery Managed Service - IT	
		Managed Network Provision Support - IT	
00003769	04/03/2020		
		Alinta Gas	\$79.60
		Gas Supplies For The City	
		Australian Taxation Office	\$582,318.00
		Payroll Deductions	
		BGC Residential Pty Ltd	\$6,000.00
		Refund - 3 Street & Verge Bond	
		Cr Sonet Coetzee	\$740.91
		Travel Allowance	
		Dale Alcock Homes Pty Ltd	\$6,000.00
		Refund - 3 Street & Verge Bond	
		Danmar Homes Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
		Duncan-Crosbie Pro Golf WA Pty Ltd	\$9,267.50
		Refund - Overpayment Of Account - Accounts Receivable	
		Halpd Pty Ltd Trading As Affordable Living Homes	\$2,000.00
		Refund - Street & Verge Bond	
		Landgate	\$1,236.61
		GRV Interim Values - Rates	
		Identification Of Land Parcels - Rates	
		LD & D Australia Pty Ltd	\$653.40
		Milk Deliveries For The City	
		Materon Investments WA Pty Ltd	\$711.36
		Refund - Street & Verge Bond	
		Ms Rachael Kvesich	\$1,828.09
		Reimbursement - Study Assistance - Certificate III In Horticulture	
		Prime Projects Construction Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
		School Sport Western Australia Incorporated	\$400.00
		Sponsorship - 2 Members - School Sport Western Australia Triathlon Championship - Hervey Bay QLD - 21 - 26.03.2020	
		SSB Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
		Tangent Nominees Pty Ltd (Atf The Summit Homes Group Trust)	\$1,618.39
		Refund - Street & Verge Bond	
		Urban Development Institute of Australia WA Division Incorporated	\$396.00

		Registration - UDIA Industry Breakfast - Planning Matters - Crown Perth - 4 Attendees - 11.03.2020 - Strategic Land Use Planning	
		Water Corporation	\$11,621.50
		Water Charges For The City	
		Western Australian Athletics Commission	\$75.00
		Sponsorship - 1 Member - Australian All Schools Athletics Championships - Mount Claremont WA - 06 - 08.12.2019	
00003770	09/03/2020		
		Solution 4 Building Pty Ltd	\$156,840.68
		Progress Claim 6 - Wanneroo City Soccer Clubrooms - Projects	
		Stiles Electrical	\$33,192.72
		Progress Claim 1 - Koondoola Park Floodlighting - Projects	
		Progress Claim 1 - Hainsworth Park Floodlighting - Projects	
00003771	10/03/2020		
		Rates Refund	\$575.37
		Synergy	\$572,095.87
		Power Supplies For The City	
00003772	10/03/2020		
		Alinta Gas	\$55.05
		Gas Supplies For The City	
		Australian Manufacturing Workers Union	\$83.40
		Payroll Deductions	
		Australian Services Union	\$691.30
		Payroll Deductions	
		Australian Taxation Office	\$17,992.00
		Payroll Deductions	
		BGC Residential Pty Ltd	\$4,000.00
		Refund - 2 Street & Verge Bonds	
		Blueprint Homes (WA) Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
		Child Support Agency	\$1,465.29
		Payroll Deductions	
		City of Wanneroo	\$213.65
		Building Application - Global Beats And Eats - Events	
		City of Wanneroo - Payroll Rates	\$6,679.00
		Payroll Deductions	
		City of Wanneroo - Social Club	\$752.00
		Payroll Deductions	
		Decipha Pty Ltd	\$2,001.57
		Monthly Mailroom Service Fee - IM	
		Fleet Network	\$1,617.71

		Input Tax Credits For Salary Packaging 03.03.2020	
		Payroll Deductions	
		Halpd Pty Ltd Trading As Affordable Living Homes	\$2,000.00
		Refund - Street & Verge Bond	
		HBF Health Limited	\$622.90
		Payroll Deductions	
		Home Group WA Pty Ltd	\$8,000.00
		Refund - 4 Street & Verge Bonds	
		JCorp Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
		Landgate	\$3,919.04
		GRV Interim Values - Rates	
		LGRCEU	\$1,875.76
		Payroll Deductions	
		Materon Investments WA Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
		Maxxia Pty Ltd	\$7,755.13
		Payroll Deductions	
		Rates Refund	\$271.00
		Mr Miroslav Vujaklija	\$63.39
		Registration - Changing The World Conference - 06.03.2020	
		Mr Roy Bastick	\$60.00
		Volunteer Payment	
		Optus	\$1,313.70
		Phone Charges For The City	
		Paywise Pty Ltd	\$1,936.67
		Payroll Deductions	
		Smartsalary	\$8,411.22
		Payroll Deductions	
		SSB Pty Ltd	\$6,000.00
		Refund - 6 Street & Verge Bonds	
		Tangent Nominees Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
		Urban Development Institute of Australia WA Division Incorporated	\$396.00
		Industry Breakfast - Approval Services - 4 Attendees	
		Webb & Brown-Neaves Pty Ltd	\$4,000.00
		Refund - 2 Street & Verge Bonds	
00003773	10/03/2020		
		McCorkell Constructions Pty Ltd	\$278,516.05
		Payment Certificate 4 - Dennis Cooley Pavilion Upgrade - Projects	
00003774	10/03/2020		
		Allaboutxpert Technologies Pty Ltd	\$1,718.75
		Consulting Services - HRP Post Go Live	

		Support - IT	
		Atom Supply	\$878.28
		Jerry Cans & Safety Glasses - Stores	
		Bridgestone Australia Limited	\$921.56
		Tyre Fitting Services For The City	
		Car Care Motor Company Pty Ltd	\$167.25
		Vehicle Repairs - Fleet	
		CDM Australia Pty Ltd	\$73,865.00
		Windows 7 Security Update - IT	
		Chillo Refrigeration & Air-Conditioning	\$396.00
		Airconditioning Services For The City	
		Critical Fire Protection & Training Ltd	\$562.39
		Fire Extinguisher Services - Building Maintenance	
		CS Legal	\$39,311.91
		Court Fees For The City	
		DFP Recruitment Services	\$1,998.15
		Casual Labour For The City	
		Diamond Plumbing & Gas	\$12,610.07
		Plumbing Maintenance For The City	
		Facet	\$250.00
		2020 / 2021 Corporate Membership - 3 Staff Members - Economic Development	
		Geoff's Tree Service Pty Ltd	\$18,153.85
		Pruning Works - Various Locations - Parks	
		Hays Personnel Services	\$3,961.32
		Casual Labour For The City	
		Integrity Industrial Pty Ltd	\$10,244.57
		Casual Labour For The City	
		Iron Tech Industries	\$847.00
		Steel Fabrication Works - Padlock Covers - Building Maintenance	
		Joondalup Smash Repairs Pty Ltd	\$2,000.00
		Excess Payments - WN 33872 & WN 33628 - Insurance Services	
		Kelyn Training Services	\$2,145.00
		Training - Advanced Worksite Traffic Management - 2 Attendees - Traffic Services	
		Leamac Picture Framing	\$696.00
		Frames - Council Photos - Corporate Support	
		Ligna Construction	\$962.50
		Remove Damaged Bollards - Conservation Maintenance	
		Local Government Professionals Australia WA	\$2,130.00
		Registration - Australasian LG Performance Excellence Program Event - 2 Attendees - Strategic Business Planning	
		Conference - Finance Professionals 2020 - 2 Attendees - Finance & Strategic And	

		Business Planning	
		Marketforce Pty Ltd	\$10,871.95
		Advertising Services For The City	
		McLeods	\$14,721.52
		Legal Fees For The City	
		Michael Page International (Australia) Pty Ltd	\$2,632.30
		Casual Labour For The City	
		Mindarie Regional Council	\$300,247.64
		Refuse Disposal For The City	
		Mrs Susan Leong	\$400.00
		150 Lanterns - Wanneroo Festival 2020 - Events	
		Officeworks Superstores Pty Ltd	\$177.00
		3 X Footrest - Rates	
		Prestige Alarms	\$97.63
		Alarm Services For The City	
		Print Smart Online Pty Ltd	\$610.00
		Printing - Mayoral Envelopes - Office Of The Mayor	
		Printing - A6 Postcards - Retro Rewind - Events	
		Programmed Integrated Workforce	\$9,870.37
		Casual Labour For The City	
		RAC Motoring & Services Pty Ltd	\$198.00
		Callout – WN 33486 - Planning	
		SJ McKee Maintenance Pty Ltd	\$1,215.00
		Clean Driveway & Street - Ashmore Drive - Waste	
		Remove Asbestos - Amberton Avenue - Waste	
		St John Ambulance Western Australia	\$120.00
		Training - First Aid X 1 - Rangers	
		Strategic Art Services	\$715.00
		Exhibition Lightning - Even Keel - Cultural Services	
		Tamala Park Regional Council	\$4,377.04
		Bond Refund - Catalina Stage 26 Clarkson WAPC 153330	
		Total Landscape Redevelopment Services Pty Ltd	\$5,786.00
		White Sand - Warradale Park - Parks	
		Turf Care WA Pty Ltd	\$1,188.00
		Eco Prime Emerald - Picnic Cove - Parks	
		WA Garage Doors Pty Ltd	\$704.00
		Repair To Roller Door - Clarkson VBFB - Building Maintenance	
		Wanneroo Business Association Incorporated	\$300.00
		Breakfast 17.03.2020 - 6 Tickets - Economic Development	

		Western Tree Recyclers	\$32,378.50
		Removal Of Green Waste - Waste	
00003775	11/03/2020		
		Mrs Judith Davis	\$1,000.00
		Refund – Street & Verge Bond	
00003776	12/03/2020		
		City of Wanneroo	\$2,635.00
		Rates Assessment Payments From Monthly Allowances	
		Cr Brett Treby	\$2,285.01
		Monthly Allowance	
		Cr Christopher Baker	\$2,510.01
		Monthly Allowance	
		Cr Domenic Zappa	\$2,300.01
		Monthly Allowance	
		Cr Dot Newton	\$2,410.01
		Monthly Allowance	
		Cr Glynis Parker	\$2,510.01
		Monthly Allowance	
		Cr Huu Van Nguyen	\$2,510.01
		Monthly Allowance	
		Cr Jacqueline Huntley	\$2,510.01
		Monthly Allowance	
		Cr Lewis Flood	\$2,415.01
		Monthly Allowance	
		Cr Linda Aitken	\$2,510.01
		Monthly Allowance	
		Cr Natalie Sangalli	\$2,510.01
		Monthly Allowance	
		Cr Paul Miles	\$505.01
		Monthly Allowance	
		Cr Sonet Coetzee	\$2,510.01
		Monthly Allowance	
		Mayor Tracey Roberts	\$10,876.51
		Monthly Allowance	
00003777	13/03/2020		
		Department of Mines, Industry Regulation & Safety	\$53,859.68
		Collection Agency Fees - 01.02.2020 - 29.02.2020	
00003778	16/03/2020		
		Australia Post	\$44,513.16
		Billpay Transaction Fees - Rates	
		Postage Charges - February 2020 - Lodged	
00003779	17/03/2020		

		Synergy	\$99,688.79
		Power Supplies For The City	
00003781	17/03/2020		
		Alinta Gas	\$6,906.15
		Gas Supplies For The City	
		Alinta Sales Pty Ltd	\$4,228.18
		Energy Supplies For The City	
		Australian Taxation Office	\$590,756.00
		Payroll Deductions	
		Building & Construction Industry Training Board	\$27,259.74
		Collection Approved Levy 01 - 29.02.2020 - Finance	
		Cr Christopher Baker	\$450.72
		Reimbursement - Travel Allowance - 15.01.2020 - 03.03.2020	
		Cr Linda Aitken	\$420.42
		Reimbursement - Travel Allowance - 05.01.2020 - 25.02.2020	
		Department of Fire & Emergency Services	\$7,866,210.81
		2019 / 2020 ESL Quarter 3 Contributions - Ratings Services	
		False Fire Alarm Attendance - Wanneroo Community Centre 12.02.2020 - Building Maintenance	
		Department of Planning, Lands and Heritage	\$11,206.00
		Development Application Fee - Applicant: Creative Design & Planning, Reference: DAP/19/01724 Development Value: \$2,200,000 Address: Lot 9027 (300K) Celeste Street Eglinton, Proposal: Child Care Centre	
		Development Application Fee - Applicant: Planning Solutions Reference: DAP/20/01753 Development Value: \$2,100,000, Property Address: Lot 42 (2038) Wanneroo Road Neerabup, Proposal: Redevelopment Of Service Station	
		Department of Transport	\$1,891.20
		Vehicle Ownership Searches - Rangers	
		LD & D Australia Pty Ltd	\$275.40
		Milk Deliveries For The City	
		Mr Daniel Simms	\$40.00
		Reimbursement - Broadband Usage - 01.01.2020 - 31.01.2020	
		Mr Graham John Woodard	\$243.55
		Keyholder Payment	
		Mr Nathan Long	\$974.00

		Reimbursement - Building Services Registration Renewal Level 2 - Building Services	
		Rates Refund	\$849.01
		Ms Peggy Brown	\$145.00
		Keyholder Payment	
		Royal Freshwater Bay Yacht Club	\$400.00
		Sponsorship - 2 Members - 2020 Musto Optimist Australian Open Championships - Williamstown - 2 - 9.01.2020	
		Softball WA	\$200.00
		Sponsorship - 1 Member - 2020 Australian U16 Girls Softball Championship - Waverley - 4 - 10.01.2020	
		Vodafone Hutchinson Australia Pty Ltd	\$747.84
		SMS Charges - Fire Services	
		Wanneroo Secondary College	\$2,000.00
		2020 Student Scholarship Awards - Youth Services	
		Water Corporation	\$15,932.66
		Water Charges For The City	
		West Coast Men's & Mixed Netball Association	\$200.00
		Sponsorship - 1 Member - Australian Men's & Mixed Netball Championships - Adelaide 04.04.2020	
		Western Power	\$229.00
		Revised Quote - Halesworth Park - Projects	
		Zurich Australia Insurance Ltd	\$2,000.00
		Excess - WN 33738 & WN 34308 - Insurance Services	
00003782	17/03/2020		
		RJ Vincent & Co	\$598,682.41
		Payment Certificate 4 - Connolly Drive Duplication - Projects	
		Solution 4 Building Pty Ltd	\$94,038.21
		Progress Claim 5 - Construction Of Shelvock Park Sports Amenities Building & Multipurpose Room - Projects	
		WEX Australia Pty Ltd	\$1,603.65
		Fuel Issues - February 2020 - Fleet	
00003783	18/03/2020		
		Lantern Creative Pty Ltd	\$17,309.60
		Architectural Consultancy - Belhaven Park Sports Amenities Building - Projects	
00003784	18/03/2020		
		Adform Engraving & Signs	\$18.70
		Photoboard Plaques - Community	

		Services	
		Applied Design	\$266.20
		Signage - Civic Centre Foyer Artwork - Customer Relations	
		Australian Airconditioning Services Ltd	\$336.27
		Airconditioning Maintenance For The City	
		Australian Institute of Traffic Planning and Management Incorporated	\$750.00
		Subscription - Corporate 3 - Traffic Services	
		BOC Limited	\$117.05
		Cylinder Hire - Fleet/Emergency Services	
		Boral Construction Materials Group	\$295.46
		Concrete Mix - Dresent Street - Engineering	
		Bridgestone Australia Limited	\$8.80
		Tyre Fitting Services For The City	
		Call Associates Pty Ltd	\$6,386.88
		Call Centre Fees - December 2019 - Customer Relations	
		Canon Production Printing Australia Pty Ltd	\$101.62
		Scanner Charges 01 - 31.03.2020 - IT	
		Community Greenwaste Recycling Pty Ltd	\$119.53
		Disposal Of Materials - Parks	
		Community Newspapers	\$1,100.00
		Advertising Services For The City	
		Cossill & Webley Consulting Engineers	\$1,969.85
		Refund - Development Application Fees - Withdrawn	
		David Golf & Engineering Pty Ltd	\$1,461.90
		Putting Cups, Tournament Poles & Flags - Carramar Golf Course - Parks	
		DFP Recruitment Services	\$5,408.33
		Casual Labour For The City	
		Diamond Plumbing & Gas	\$1,545.41
		Plumbing Maintenance For The City	
		Elliotts Irrigation Pty Ltd	\$2,244.00
		Reticulation Items & Filter Services - Parks	
		Embroidme Malaga	\$1,009.53
		Staff Uniforms - Rangers	
		Freedom Fairies Pty Ltd	\$3,795.00
		Entertainers - Retro Rewind 22.02.2020 - Events	
		Geoff's Tree Service Pty Ltd	\$157.30
		Pruning Works For The City	
		Global Marine Enclosures Pty Ltd	\$5,910.01
		Protect West CCTV Upgrade & Protect West Cherry Picker For Installation - Quinns Beach - Engineering	
		Hays Personnel Services	\$3,961.32
		Casual Labour For The City	

		Horizon West Landscape & Irrigation Ltd	\$10,109.77
		Irrigation Works - St Andrews Reserve - Parks	
		Hydroquip Pumps	\$363.00
		Inspect Irrigation Inlet Filter - Kingsway - Parks	
		Imagesource Digital Solutions	\$506.00
		Signs - Non Fiction - Library Services	
		Window Decals - School Holidays - Libraries	
		Integrity Industrial Pty Ltd	\$38,578.82
		Casual Labour For The City	
		Integrity Staffing	\$5,603.16
		Casual Labour For The City	
		Joondalup Smash Repairs Pty Ltd	\$1,000.00
		Vehicle Excess - WN 33222 - Cultural Development	
		Ladybird's Plant Hire	\$157.30
		Indoor Plant Rental - Main Foyer - Customer Relations	
		Marketforce Pty Ltd	\$10,248.18
		Advertising Services For The City	
		Mayday Earthmoving	\$16,929.00
		Heavy Plant Hire For The City	
		McInerney Sales Pty Ltd	\$46,821.50
		New Vehicle - Ford Ranger 4X4 Extra Cab - Fleet Assets	
		Michael Page International (Australia) Pty Ltd	\$13,842.23
		Casual Labour For The City	
		Mindarie Regional Council	\$213,551.65
		Refuse Disposal For The City	
		Navman Wireless Australia Pty Ltd	\$286.00
		Remove & Refit GPS - Fleet	
		Nutrien Ag Solutions Limited	\$519.75
		15 Single Posts - Conservation	
		Perlex Holdings	\$400.00
		Bouncy Castle - Hainsworth Open Day - Youth Services	
		Prestige Alarms	\$955.90
		Alarm Services For The City	
		Pro Av Solutions (WA)	\$453.75
		Service And Repair - Amplifier - IT	
		Programmed Integrated Workforce	\$15,503.32
		Casual Labour For The City	
		Publik Group	\$5,291.00
		Signs - Brolga Double Interpretive & Colourlok Interpretive Graphic Panels - Cultural Services	
		RJ Vincent & Co	\$1,557,891.22
		Progress Payment 12 - Marmion Avenue Duplication - Assets	

		Scatena Clocherty Architects	\$5,362.50
		Architectural Consultancy - Shelvock Sports Amenities Building - Projects	
		Schindler Lifts Australia Pty Ltd	\$3,440.14
		Lift And/OR Escalator Service - Building Maintenance	
		Skipper Transport Parts	\$167.16
		Vehicle Spare Parts - Fleet	
		TJ Depiazzi & Sons	\$18,735.64
		Mulch Delivery - Pinjar Road - Projects	
		Triton Electrical Contractors Pty Ltd	\$66.00
		Electrical Works - Fred Stubbs - Parks	
		Truck Centre WA Pty Ltd	\$141.48
		Vehicle Filters - Stores	
		Turf Care WA Pty Ltd	\$10,329.17
		Application Of Primo Max - Various Locations - Parks	
		Wanneroo Electric	\$1,636.58
		Electrical Maintenance For The City	
		West Coast Shade Pty Ltd	\$124.58
		Refund - Building Service Levy - Fees Already Paid	
		Western Resource Recovery Pty Ltd	\$924.00
		Service Grease Trap - Quinns Mindarie Community Centre - Building Maintenance	
		Service Grease Trap - Grandis Park Sports Pavilion - Building Maintenance	
00003785	19/03/2020		
		Hitachi Construction Machinery Pty Ltd	\$691.06
		Vehicle Filters For Depot Store	
		Parins	\$1,000.00
		Insurance Excess - WN 34137 - Waste	
		Workshed Children's Mosaics	\$3,168.00
		Mosaic Structures - Ridgewood Park - Cultural Services	
00003786	24/03/2020	Cancelled	
00003787	24/03/2020	Cancelled	
00003788	24/03/2020		
		ABM Landscaping	\$1,163.36
		Paving - Mint Circuit - Engineering	
		Action Glass & Aluminium	\$9,638.48
		Glazing Services For The City	
		Acurix Networks Pty Ltd	\$4,452.80
		Monthly Monitoring Charges - IT	
		Advanced Traffic Management	\$100,292.51
		Traffic Control Services For The City	
		AGM Automation North	\$605.00

		Repair Gate - Wangara Recycling - Building Maintenance	
		Air & Power Pty Ltd	\$568.72
		Air Compressor Maintenance - Assets	
		Air Communications	\$962.50
		Rigging Labour - IT	
		Air Liquide Australia	\$285.12
		Refuse Disposal - Wanneroo - Fleet Management	
		Air-Born Amusements	\$1,300.00
		Carnival Game - Retro Rewind - Events	
		Airlite Cleaning	\$232.28
		Cleaning Services - Yanchep Hub - Place Management	
		Alexander House of Flowers	\$578.00
		Arrangement - 90th Birthday - D Gowing - Office Of The Mayor	
		13 Table Arrangements & 3 Helium Balloons - Reward & Recognition - People & Culture	
		All Australian Safety Pty Ltd	\$445.87
		Uniform Issue - Fleet	
		Allmark & Associates Pty Ltd	\$219.45
		Date Stamp - Payroll	
		Stamp - Accounts Payable - Corporate Support	
		Allused Pty Ltd	\$3,300.00
		Equipment Hire - 2500 Rake Bucket - Engineering	
		Altiform Pty Ltd	\$8,903.40
		Bollard Replacement - Captiva Approach - Engineering	
		Altronic Distributors	\$140.37
		Vehicle Spare Parts - Fleet	
		AMBIUS	\$174.10
		Plant Rental - Girrawheen Hub - Place Management	
		Amgrow Australia Pty Ltd	\$715.00
		Pure Distinction Bent Seeds - Parks	
		Anna Pretorius Photography	\$750.00
		Photography - It's All About Play Community Book Yanchep/Two Rocks Library - Child & Youth Planning	
		Aquatic Services WA Pty Ltd	\$247.50
		Service To Spa Jet - Aquamotion	
		Armaguard	\$456.59
		Cash Collections For The City	
		Ascon Survey And Drafting Pty Ltd	\$3,201.00
		Surveying - Yanchep Foreshore - Assets	
		Aslab Pty Ltd	\$1,287.00
		Testing - Asphalt Cores - Badgerup Road - Projects	

		Subbase Testing - Hepburn/ Highclere Proposed Roundabout - Construction	
		Atom Supply	\$949.23
		Jerry Cans - Stores Stock	
		Australasian Performing Right Association	\$997.98
		Licence Fees 01.03.2020 - 31.02.2020 - Kingsway Indoor Stadium	
		Australian Airconditioning Services Ltd	\$11,631.09
		Airconditioning Maintenance For The City	
		Australian Property Consultants	\$4,950.00
		Market Rent Assessment - Alexander Heights Community Centre - Property	
		Market Rent Assessment - Hocking Community Centre - Property	
		Autosmart North Metro Perth	\$198.00
		Floor Smart Cleanse - Fleet	
		AV Truck Service Pty Ltd	\$5,597.31
		Vehicle Spare Parts - Fleet	
		Axis Building Approvals	\$550.00
		Certificate Of Design - Global Eats And Beats Stage & Rigging - Events	
		Ball & Doggett Pty Ltd	\$715.08
		Paper Supplies - Print Room	
		Bardfield Engineering	\$3,190.00
		Install New Steel Soccer Goals - St Andrews Oval - Parks	
		Barra Civil & Fencing	\$962.50
		Gate Repairs - Wanneroo Recreation Centre - Parks	
		BCI Sales Pty Ltd	\$1,208.80
		Vehicle Repairs - Fleet	
		Bentley Systems International Limited	\$12,741.28
		Select Subscription - 01.03.2020 - 28.02.2021 - IT	
		Bibliotheca Australia Pty Ltd	\$2,274.80
		RFID Tags - Library Services	
		Bidfood Perth	\$1,258.30
		Tea/Coffee Supplies - Stores	
		Binley Fencing	\$694.43
		Temporary Fencing - Highclere/Hepburn Compound - Construction	
		Bladon WA Pty Ltd	\$3,128.40
		Promotional Items - Pewter Coasters - Hospitality	
		Retractable Badge Holder X 200 - Capability & Culture	
		BOC Limited	\$528.92
		Oxygen Medical C Size - Aquamotion	
		Bolinda Publishing Pty Ltd	\$5,570.62
		Book Purchases - Library Services	
		Boral Construction Materials Group	\$7,270.93

		Concrete Mix - Various Locations - Engineering	
		Boss Bollards	\$478.50
		Remove Speed Hump - Fred Stubbs Carpark - Engineering	
		Box 'n' Dice Activity Resources	\$194.00
		Game Hire - Community Development	
		BP Australia Ltd	\$87,953.45
		Fuel Issues For The City	
		Bridgestone Australia Limited	\$89,533.49
		Tyre Fitting Services For The City	
		Britel Enterprise Pty Ltd	\$390.00
		Advertising - WA Volunteer Rural Fire Service Calendar - Communications & Brand	
		Bucher Municipal Pty Ltd	\$68,226.27
		Vehicle Spare Parts - Fleet/Stores	
		Budo Group Pty Ltd	\$2,730.75
		Install Metal Roof - Clarkson Library Bin Store - Projects	
		Buggybuddys	\$302.50
		Advertising - Aquamotion	
		Bunnings Pty Ltd	\$791.08
		Hardware Equipment For The City	
		Bunzl Limited	\$1,149.08
		Wypall Wipes - Stores	
		Busby Investments Pty Ltd	\$233.20
		Van Hire - Retro Rewind - Events	
		BYOM Pty Ltd	\$1,650.00
		License - Entrepreneurial Mindset Profile Assessment - Economic Development	
		Call Associates Pty Ltd	\$5,601.20
		Call Centre Services - January 2020	
		Cameron Chisholm & Nicol (WA) Pty Ltd	\$2,200.00
		Professional Services - Chairperson Design Review Panel - Planning	
		Canon Production Printing Australia Ltd	\$525.58
		Scanner Charges - Assets/IM	
		Car Care Motor Company Pty Ltd	\$5,199.50
		Vehicles Services For The City	
		Carramar Resources Industries	\$8,872.57
		Disposal Of Waste - Construction/Parks	
		Castledex	\$675.84
		5 Mobile Drawers - Assets/IT	
		Cat Welfare Society Incorporated	\$1,050.00
		Impound Fees For The City - Rangers	
		CCS Strategic	\$5,225.00
		Consulting Services - EOI Evaluation - Property Services	
		CDM Australia Pty Ltd	\$38,032.50

		Professional Services, Dell Battery & Sophos Licence Renewals - IT	
		Central Refrigeration Services	\$2,390.00
		Ice Machine Maintenance - Building Maintenance	
		Check White Goods - WLCC - Building Maintenance	
		Cherry's Catering	\$27,720.60
		Catering Services For The City	
		Chocolate Drops	\$735.07
		Chocolate Animal Bags - Reward & Recognition - People & Culture	
		Chris Kershaw Photography	\$3,030.00
		Photography - Citizenship Ceremonies - Events	
		Photography - Youth Leadership Forums - Youth Services	
		Photography - Art Collection And Art Banners - Cultural Services	
		Photography - Splendid Park Yanchep Project Commencement - Communications & Brand	
		Photography - Years Of Service & Annual Rewards & Recognition - People & Culture	
		Chubb Fire & Security Pty Ltd	\$605.00
		Extinguisher Service - Fleet	
		Cineads Australia	\$1,833.33
		Cinema Advertising - Communications & Brand	
		Civica Pty Ltd	\$1,082.19
		Webshpere Licence - 01.04.2020 - 31.03.2021 - IT	
		CJD Equipment Pty Ltd	\$3,692.90
		Vehicle Spare Parts - Fleet	
		CK Maloney Surveying	\$29,319.40
		Survey - Hartman Drive - Assets	
		Survey - Lenore Road, Kemp Street To East Road - Assets	
		Clark Equipment Sales Pty Ltd	\$2,615.67
		Vehicle Spare Parts - Fleet	
		Claw Environmental	\$301.40
		Collect Polystyrene - Waste	
		Clayton Utz	\$46,864.18
		Legal Fees For The City	
		Climate Change Response Pty Ltd	\$4,400.00
		Consultancy - Reticulated Gas To City Of Wanneroo - Contracts	
		Clinipath Pathology	\$1,813.54
		Medical Fees For The City	
		Coates Hire Operations Pty Ltd	\$13,167.02
		Equipment Hire - Highclere/Hepburn - Construction	

		Coca Cola Amatil Pty Ltd	\$1,397.23
		Beverages - Kingsway	
		Commercial Aquatics Australia	\$3,981.08
		Replace Flow Switch - Outdoor Pool Pump - Aquamotion	
		Monthly Preventative Maintenance - Pool Filtration - Aquamotion	
		Commissioner of Police	\$131.20
		Volunteer Police Checks - Library Services & Community Development	
		Community Greenwaste Recycling Pty Ltd	\$864.90
		Green Waste Recycling - Parks	
		Material Disposal - Engineering	
		Converge International Pty Ltd	\$9,762.50
		Employee Support Services - People & Culture	
		Cooldrive Distribution	\$95.57
		Vehicle Spare Parts - Fleet	
		Corsign (WA) Pty Ltd	\$22,324.28
		Sign - Roadworks Ahead - Hepburn Avenue - Construction	
		Signs - Mary Lindsay Homestead - Facilities	
		Sign - Beelara Park - Parks	
		Stickers - No Through Road & Street Name Plates - Engineering	
		Sign - One Path Terminates Ahead - Engineering	
		Signs - Street Name Plates & District Signs - Engineering	
		Stickers - Change Of Hours - Kingsway Aquatic Playspace	
		Street Name Plates - Engineering Maintenance	
		Traffic Cones - Engineering	
		Plastic Sleeve Install Kit - Ashby - Engineering	
		Corflute Signs - Fox Control Program - Conservation	
		Signs - Studmaster Park - Projects	
		Grabrails - Engineering	
		Cossill & Webley Consulting Engineers	\$7,378.80
		Consulting - Connolly Drive Duplication - Lukin Drive To Benenden Road - Projects	
		Pavement Linemarking - Various Locations - Projects	
		Couplers Malaga	\$81.71
		Water Truck Spray Extensions - Construction	
		Critical Fire Protection & Training Ltd	\$6,971.42
		Fire Equipment Services/Repairs - Various Locations - Building Maintenance	

		Log Books - Building Maintenance	
		Accredited Warden Training For The City - OSH	
		Update Evacuation Plans - Wanneroo Districts Netball Association - Osh	
		CS Legal	\$15,712.22
		Court Fees For The City	
		CSP Group	\$402.80
		Vehicle Spare Parts - Fleet	
		Curtin University of Technology	\$1,039.50
		Radio Advertising - Home Exhibition - Cultural Services	
		Custom Cars	\$3,954.50
		Install Seat & Adaptor Brackets & Accessories - WN 34220 - Fleet	
		Cyclus Pty Ltd	\$1,306.25
		Site Crews - Retro Rewind - Events	
		Data #3 Limited	\$304.45
		Visio Licence - IT	
		Data Documents	\$2,200.00
		Sign - Hartman Drive Project - Projects	
		Database Consultants Australia	\$24,640.00
		Printer Batteries & Cleaning Cards - Community Safety	
		12 Month Pinforce Annual Software Support & Maintenance March 2020 - February 2021 - IT	
		Datavoice Communications Pty Ltd	\$9,339.00
		20 Handsets - IT	
		Dave Lanfear Consulting	\$34,100.00
		Consultancy Services - Technical Review - Wanneroo Recreation Centre Feasibility Study - Facilities	
		Davson & Ward Pty Ltd	\$4,400.00
		Quantity Surveying Services - Belhaven Reserve Amenities Building - Projects	
		DC Golf	\$76,486.40
		Commission Fees - Carramar & Marangaroo Golf Courses - Property	
		DDL Australia Pty Ltd	\$4,290.00
		Training - Microsoft 20703-1 Administering System Centre Configuration Manager - 1 Attendee - 09.03.2020	
		Deans Auto Glass	\$418.00
		Windscreen - WN 31959 - Workshop	
		Dell Australia Pty Ltd	\$4,253.70
		Supply/Install Dock & Connections For Sweeper Truck - Engineering	
		Department of the Premier and Cabinet	\$135.90
		Advertising - Government Gazette - Planning	
		Devlyn Australia Pty Ltd	\$189,871.15

		Payment Certificate 6 - Belhaven Park Sports Amenities Building - Projects	
		Diamond Plumbing & Gas	\$13,226.10
		Plumbing Maintenance For The City	
		Digital Education Services	\$4,126.35
		DVD Stock - Library Services	
		Dimension Data Australia Pty Ltd	\$1,789.37
		10 Microsoft Project Online Licenses - IT	
		Direct Communications	\$4,593.60
		Replace PSU For Serial Port Device - Community Safety	
		Install Two Way Radio, Supply Antenna & Base, Replace LCD Screen & Install PC Cradle - Fleet	
		Labour Repairs - Fleet	
		Douglas Partners Pty Ltd	\$5,291.00
		Geotechnical Investigation - Quinns Rocks Drainage Upgrade - Projects	
		Dowsing Group Pty Ltd	\$149,568.37
		Concrete Works - Various Locations - Engineering/Projects	
		Drainflow Services Pty Ltd	\$119,350.95
		Drain Cleaning & Road Sweeping Services For The City	
		Driving Wheels	\$220.00
		Wheel Alignment - WN 33129 - Fleet	
		Drovers Vet Hospital Pty Ltd	\$886.03
		Veterinary Services For The City	
		Dual Autos Pty Ltd	\$468.78
		Vehicle Spare Parts - Fleet	
		DVA Fabrications	\$12,401.40
		Furniture - Yanchep Library - Cultural Development	
		E & MJ Rosher	\$5,054.15
		Vehicle Spare Parts - Fleet/Stores	
		Edge People Management	\$2,510.50
		Ergonomic Assessments & Return To Work Monitoring - OSH	
		Elliotts Irrigation Pty Ltd	\$43,292.29
		Reticulation Items - Parks	
		Irrigation Alterations - Crisafulli Avenue - Construction	
		Reticulation Repairs - Peaslake - Parks	
		Iron Filter Servicing - 3 Parks - Parks	
		Reinstate Irrigation - Blackmore Avenue - Projects	
		Emerge Associates	\$1,320.00
		Design & Cost Estimate - Splendid Park Cycling Facility - Facilities Planning	
		Emerge Environmental Services Pty Ltd	\$13,218.88

		Consultancy Services - Stormwater Monitoring - Yellagonga Regional Park & Wangara Industrial Area - Projects	
		Enchanting Landscapes	\$7,832.00
		Repaint Wooden Path & Hand Rails - Lookout Drive - Engineering	
		Engaging Education Pty Ltd	\$4,250.00
		Funding - In-School Incubators - Pilot Programme - Economic Development	
		Environmental Industries Pty Ltd	\$249,965.73
		Landscape Maintenance For The City	
		EPM Partners Pty Ltd	\$11,616.00
		Care Support Package - Project Management System Implementation - IT	
		Equifax Australasia Credit Rating Pty Ltd	\$800.80
		Financial Assessment - 2 Companies - Contracts & Procurement	
		Equifax Australasia Workforce Solutions Pty Limited	\$369.60
		Australian Criminal History Check - Emergency Services	
		Eventex	\$18,565.80
		Audio Visual - Retro Rewind - Events	
		Puppet Rigging - Global Beats & Eats - Events	
		Flick Anticimex Pty Ltd	\$880.00
		Install Baby Change Table - Kingsway Olympic Soccer Clubrooms Changerooms - Building Maintenance	
		Forch Australia Pty Ltd	\$2,361.22
		Stock - Stores Issues	
		Freestyle Now	\$363.00
		Workshop - Skatepark Coaching - Two Rocks Skatepark - Youth Services	
		Frontline Fire & Rescue Equipment	\$6,764.73
		Antibacterial Wipes, Knapsack & Fire Boots - Fire Services	
		Galt Geotechnics	\$6,930.00
		Training - Karst Risk Management Training - Facility Projects	
		Gastech Australia	\$567.60
		Calibrate Gas Detectors - Construction	
		GBG Maps Pty Ltd	\$23,030.47
		Geophysical Investigation - Mindarie Breakwater - Asset Maintenance	
		Geared Construction Pty Ltd	\$41,667.15
		Payment Certificate 12 - Wanneroo Districts Netball Association Building Upgrade - Projects	
		Geoff's Tree Service Pty Ltd	\$223,842.71
		Pruning, Tree Removal & Various Other Services For The City	

		GHD Pty Ltd	\$1,512.50
		Consultancy - Aquamotion Aquatic Centre - Assets	
		Glass Tinting WA	\$572.00
		Window Tinting - Hocking Pearsall Community Centre - Building Maintenance	
		Global Gypsies Pty Ltd	\$1,020.00
		Training - Towing 09.03.2020 - 6 Staff - Youth Services	
		Global Marine Enclosures Pty Ltd	\$7,711.00
		Summer Maintenance - Quinns Beach Structures - Coastal Projects	
		GPR Truck Sales & Service	\$2,291.10
		Vehicle Repairs - Fleet	
		GPS Linemarking	\$495.00
		Survey & Mark Soccer Pitch - St Andrews Oval - Facilities	
		Grand Toyota	\$115.83
		Vehicle Spare Parts - Fleet	
		Greens Hiab Service	\$877.25
		Goal Post Removal - Splendid Park - Parks	
		Groeneveld Lubrication Solutions Pty Ltd	\$1,049.65
		Vehicle Spare Parts - Fleet	
		Gymcare	\$561.75
		Gym Equipment Service - Aquamotion - Facilities	
		Hall & Wilcox	\$5,124.68
		Legal Fees For The City	
		Hanson Construction Materials Pty Ltd	\$1,149.50
		Concrete Mix - Various Locations - Engineering	
		Hays Personnel Services	\$7,130.38
		Casual Labour For The City	
		Headset ERA	\$2,805.00
		Plantronics Wireless Headsets - Customer Relations/IT	
		Heatley Sales Pty Ltd	\$3,702.22
		Stock - Stores Issues	
		HECS Fire	\$286.00
		Fire Extinguisher Hire - Retro Rewind - Events	
		Helen O'Hara	\$270.00
		Art Workshop X 2 - Girrawheen & Wanneroo Libraries - Library Services	
		Hemsley Paterson	\$2,970.00
		Rental Valuations - Property	
		Hickey Constructions Pty Ltd	\$11,539.00
		Repair Decking/Repaint Staircase - Jindalee Foreshore - Parks/Engineering	
		Gazebo Repairs - Brampton Park - Parks	
		Hire Intelligence International Limited	\$1,149.50

		10 X Ipad Hire - Global Beats & Eats - Events	
		Hitachi Construction Machinery Pty Ltd	\$1,026.53
		Vehicle Spare Parts - Stores	
		Hodge Collard Preston Unit Trust	\$6,545.00
		Architectural Consultancy - Wanneroo Aquamotion - Projects	
		HopgoodGanim	\$39,742.34
		Legal Fees For The City	
		Horizon West Landscape & Irrigation Ltd	\$306.75
		Reinstate Median Strip - Capricorn Village Centre - Construction	
		Horizon West Landscape Construction	\$90,876.50
		Landscaping Works - Casserley Park - Projects	
		Hose Right	\$1,892.89
		Vehicle Spare Parts - Fleet	
		HR Publications Pty Ltd	\$1,689.00
		Subscription - HR Daily Premium - 12 Months - People & Culture	
		HS Hyde & Son	\$40,089.92
		Install Doorway - Aquamotion - Building Maintenance	
		Bar Structure Works - Kingsway Stadium - Building Maintenance	
		Water Tower Repairs - Cockman House - Building Maintenance	
		Humes Concrete Products	\$7,190.07
		Drainage Materials - Various Locations - Construction	
		Hydreco Hydraulics (WA) Pty Ltd	\$1,262.59
		Vehicle Spare Parts - Fleet	
		Hydroquip Pumps	\$34,051.26
		Electrical Pump Works - Various Locations - Parks	
		Iconic Property Services Pty Ltd	\$149,546.45
		Cleaning Services For The City	
		Imagesource Digital Solutions	\$424.60
		Corflute Sign - Retro Rewind - Events	
		2 Banners - Global Beats & Eats - Events	
		Impact Training Corporation	\$3,800.50
		Training Services - Aquamotion - Facilities	
		Impeltec Pty Ltd	\$6,600.00
		Kace Upgrade - IT	
		InSig Technologies Pty Ltd	\$2,860.00
		Rental Charges & Iot Hosting & Licensing Fees 01.03.2020 - 30.04.2020 - IT	
		Instant Toilets & Showers Pty Ltd	\$1,712.70
		Portable Toilet Hire - Retro Rewind - Events	
		Integrity Industrial Pty Ltd	\$26,330.55

	Casual Labour For The City	
	Interfire Agencies Pty Ltd	\$4,740.57
	Wildland Fire Helmets - Fire Services	
	International Food & Multiculture Incorporated	\$550.00
	Calligraphy Artist - Wanneroo Festival 2020 - Events	
	Iron Mountain Australia Group Pty Ltd	\$4,836.37
	Document Management Services - IM	
	Ixm Operations Pty Ltd	\$2,327.82
	Pool Chemicals - Aquamotion	
	Izra	\$4,653.00
	Workshop - 2 Leadership Forums - Youth Services	
	J Blackwood & Son Ltd	\$5,603.11
	Stock - Stores Issues	
	Jackson McDonald	\$19,736.76
	Legal Fees For The City	
	James Bennett Pty Ltd	\$2,432.37
	Book Purchases - Library Services	
	JAS Oceania Pty Ltd	\$360.36
	Led Combination Light - Stores	
	Jason Sign Makers	\$581.96
	Hydrant Stickers - Fire Services	
	JB Hi Fi Group Pty Ltd	\$4,434.00
	Mavic 2 Pro Drone - Health & Compliance	
	3 Hisense 4K Televisions - Facilities	
	JBS & G Australia Pty Ltd	\$11,842.60
	Auditor's Review And Advice - Lot 551 (34) Opportunity Street - Property	
	Stage A - Contaminated Site Audit - Former Landfill 70 Motivation Drive - Property	
	JDSI Consulting Engineers	\$8,754.63
	Professional Services - Butler North District Open Space - Projects	
	Jodie Aedy	\$1,530.00
	Graphic Design Services - Global Beats & Eats - Events	
	John Hughes Group	\$39,618.80
	New Vehicle Purchase - Hyundai Iload - Fleet Assets	
	Joondalup Coachline	\$770.00
	Bus Charter - Moore River - Gold Program	
	Kennards Hire Pty Ltd	\$2,853.80
	Equipment Hire - Hepburn Avenue - Construction	
	Kerb Direct Kerbing	\$9,197.10
	Progress Claim 1 - Roundabout Hepburn Avenue And Highclere Boulevard - Construction	
	Kevrek	\$387.20

	Vehicle Spare Parts - Fleet	
	Kidsafe WA Incorporated	\$396.00
	Playground Inspection - Colmworth Park & Allanbi Park - Projects	
	Kinetic IT Pty Ltd	\$10,541.27
	Monthly Threat Intelligence Service Fee - IT	
	Kleenit	\$283.80
	High Pressure Clean Oil Stain - Kingsway Sporting Complex - Engineering	
	Kmart Australia Limited (Wanneroo)	\$10.00
	Board Game - Community Development	
	Komatsu Australia Pty Ltd	\$2,883.15
	Vehicle Spare Parts - Fleet/Stores	
	Kyocera Document Solutions	\$37,442.05
	12 Printers, Toner Kit & Copier Charges - IT	
	L & T Venables Pty Ltd	\$31.80
	Vehicle Spare Parts - Fleet	
	Ladelle Pty Ltd	\$290.66
	Kangaroo Paw Mugs & Scatter Trays - Civic Functions - Events	
	Ladybird's Plant Hire	\$22.00
	Indoor Plant Rental - Office Of The CEO	
	Landcare Weed Control	\$49,909.79
	Weed Control - Various Locations - Conservation	
	Lapis Rasulle Pty Ltd	\$176.00
	Consultation - Relocate Bronze Sculpture - Cultural Services	
	Laundry Express	\$1,151.26
	Laundry Services For The City	
	LD Total	\$143,701.91
	Landscape Maintenance For The City	
	Les Mills Asia Pacific	\$1,028.20
	Monthly License Fees - Aquamation	
	Ligna Construction	\$7,920.00
	Limestone Park Signs - Various - Projects	
	Linemarking WA Pty Ltd	\$13,616.45
	Linemarking Services For The City	
	Lobel Events	\$7,978.30
	Power Requirements - Retro Rewind - Events	
	Local Government Professionals Australia WA	\$140.00
	Registration - Values Driven Leadership - 2 Attendees - Information Services/Property	
	Lock Joint Australia	\$847.00
	Stiffjoint - Stores Stock	
	Mackay Urban Design	\$660.00

		Professional Services - Design Review Panel - Approval Services	
		Major Motors	\$6,072.70
		Vehicle Repairs/Inspection/Spare Parts - Fleet	
		Malco Flooring Pty Ltd	\$30,734.00
		Floor Coverings - Girrawheen Hub Community Building - Projects	
		Marketforce Pty Ltd	\$1,380.50
		Artwork - Cycling Fact Sheet - Economic Development	
		Artwork - Agribusiness Position Paper - Economic Development	
		Mastec Australia Pty Ltd	\$64,392.32
		1768 Green Bins 884 With Yellow Lids - Waste Services	
		Mayday Earthmoving	\$74,830.25
		Heavy Equipment Hire For The City	
		McGees Property	\$4,400.00
		Rent & Market Valuation - 2 Locations - Property	
		McInerney Sales Pty Ltd	\$43,849.50
		New Vehicle Purchase - Ford Ranger Dual Cab - Fleet Assets	
		McLeod Installations	\$2,420.00
		Service Inspections & Reports - Bifold And Concertina Doors - Building Maintenance	
		McLeods	\$9,990.58
		Legal Fees For The City	
		Mega Music Australia	\$180.00
		Portable PA System - Waste	
		Mega Vision Sound & Lighting	\$515.35
		Staging Hire - Wanneroo - Capability And Culture	
		Menchetti Consolidated Pty Ltd	\$182,570.92
		Progress Claim 1 - Hardcastle Park Upgrade - Projects	
		Progress Claim 1 - Warradale Skate Park - Projects	
		Mercer Consulting (Australia) Pty Ltd	\$14,040.06
		Consultancy Services - People & Culture	
		Meter Office	\$348.48
		Black On White Tape - Library Services	
		Michael Page International (Australia) Pty Ltd	\$4,789.60
		Casual Labour For The City	
		Mindarie Regional Council	\$269,207.87
		Refuse Disposal For The City	
		Mini-Tankers Australia Pty Ltd	\$6,031.40
		Fuel Issues - February 2020	
		Minuteman Press - Wanneroo	\$742.65

		Printing - Economic Development Strategy Booklets - Economic Development	
		Laminating - Economic Development	
		Miracle Recreation Equipment Pty Ltd	\$35,588.74
		Playground Equipment Services - Parks	
		Moharich And More Pty Ltd	\$693.00
		Legal Fees For The City	
		Mowmaster Turf Equipment	\$820.00
		Edger Blades - Stores Stock	
		MPS Architects	\$1,650.00
		Quantity Surveyor - Kingsway Cricket Fence - Projects	
		NAPA - GPC Asia Pacific Pty Ltd	\$2,368.25
		Vehicle Spare Parts - Fleet/Stores	
		Nastech (WA) Pty Ltd	\$12,501.50
		Certificate Of Title & Diagram Of Survey & Cadastral Survey - Property	
		Natural Area Holdings Pty Ltd	\$76,271.79
		Seed Collections, Plant Propagation, Watering & Weed Control - Various Locations - Conservation	
		Navman Wireless Australia Pty Ltd	\$1,782.00
		Move/Install GPS Units - Fleet Assets	
		Nespresso Professional	\$133.00
		Coffee Capsules - Elected Members Area - Corporate Support	
		Neverfail Springwater Limited	\$39.00
		Water For Print Room - Corporate Support	
		NoiseNet Operations Pty Ltd	\$2,200.00
		Noisenet Monitoring Device - Rangers	
		Noma Pty Ltd	\$660.00
		Professional Services - Design Review Panel - Approval Services	
		Northern Lawnmower & Chainsaw Specialists	\$2,992.80
		Small Plant & Spare Parts - Stores/Fleet/Parks	
		Nu-Trac Rural Contracting	\$10,227.46
		Beach Cleaning - Quinns Beach - Engineering	
		OEM Group Pty Ltd	\$740.08
		Pressure Lances And Nozzles - Fleet	
		Office Line	\$436.70
		2 Whiteboards - Facilities	
		Officeworks Superstores Pty Ltd	\$65.94
		Stamp Refill - Customer Relations	
		On Road Auto Electrics	\$922.91
		Vehicle Repairs - Fleet	
		Optima Press	\$699.60
		Printing - Retro Rewind Program - Events	

		Owen Consulting Quantity Surveyors Construction Consultants	\$4,400.00
		Consultancy - Shelvock Park Sports Amenities Building - Projects	
		Paint Industries Pty Ltd	\$246.90
		Road Marking Paint & Brushes - Fire Services	
		Palace Homes & Construction Pty Ltd	\$82,249.20
		Upgrade Basketball Court - Butterworth Park - Projects	
		Paperbark Technologies Pty Ltd	\$11,531.00
		Arboricultural Reports - Various Locations - Conservation/Projects/Parks	
		Parker Black & Forrest	\$1,211.54
		Locking Services For The City	
		Pedersens Event Hire	\$14,633.24
		Equipment Hire - Retro Rewind - Events	
		Equipment Hire - Global Beats & Eats - Events	
		Perth City Farm Incorporated	\$4,798.20
		Consultancy - Development Of Sustainable Girrawheen Hub Community Garden - Community Development	
		Perth Detailing Centre	\$275.00
		Bus Detailing - Community Planning	
		Perth Energy Pty Ltd	\$146,902.80
		Electrical Supplies For The City	
		Perth Heavy Towing	\$1,699.50
		Towing Services - Fleet	
		Perth Office Equipment Repairs	\$342.10
		Ideal Wooden Block - Guillotine - Corporate Support	
		Perth Progressive Supplies	\$1,963.10
		Pro Viroclean - Fleet	
		Perth Racing Security	\$2,478.30
		Security Services - Retro Rewind - Events	
		Peter's Bus Charters	\$525.00
		Bus Hire - Community Tour - Waste Education 12.03.2020 - Waste	
		Plantrite	\$10,346.94
		Tubestock - Parks	
		Play Check	\$20,130.00
		Surface Impact Testing - Coldstream Park - Construction	
		Playground Inspections - Various Locations - Parks/Projects	
		Playground Audit - 106 Locations - Parks	
		PLE Computers	\$1,966.00
		Power Shield Computer Tower & Card - IT	
		Pool Robotics Perth	\$106.60
		Dolphin Prox2 Repairs - Aquamotion	

		Porter Consulting Engineers	\$9,900.00
		Consultancy Services - 2020 / 2021 Black Spot Project Identification - Traffic Services	
		Power On Australia	\$1,844.04
		Investigate Power Disturbance In Server Room - IT	
		Power Vac Pty Ltd	\$1,770.90
		Vehicle Spare Parts/Service - Fleet	
		Powerhouse Batteries Pty Ltd	\$298.19
		Power Sonic Battery - Fleet	
		PR Mattaboni & Co	\$1,100.00
		Remove Couch With Bees - Darch - Waste	
		Survey And Peg For Fencing Alignment - Lake Gnangara - Projects	
		Prestige Alarms	\$35,429.48
		Alarm/CCTV Works For The City	
		Prime Creative Media Pty Ltd	\$500.00
		Inside Waste Industry Report 2017 / 2018 - Waste Services	
		Prodesign Lighting Pty Ltd	\$378.40
		Universal Three Circuit Adapter - IT	
		Professional Trapping Supplies	\$565.80
		Cable For Ketch All Pole - Rangers	
		Programmed Integrated Workforce	\$21,027.02
		Casual Labour For The City	
		Promolab	\$269.50
		Gift Boxes - Events	
		Proton Promotional Advertising	\$2,180.75
		Deposit - 100 Custom Scarves - Events	
		Prova Construction Pty Ltd	\$5,626.32
		Install Handrail - Gumblossom Community Centre - Projects	
		Footpath Upgrade - Phil Renkin Community Centre - Projects	
		Public Sector Training Solutions Pty Ltd	\$13,050.00
		Training - Certificate 4 - Government Investigations - 6 Attendees - Community Safety	
		Public Transport Authority	\$32,679.00
		Install New Bus Shelters - Marmion Avenue - Projects	
		Quadient	\$470.80
		Neoseal Fluid For Folding Machine - Corporate Support	
		Quickmail	\$328.46
		Mail Out Letters - Global Beats & Eats - Events	
		RAC Motoring & Services Pty Ltd	\$495.00
		Callout Fees - City Vehicles	
		Raeco	\$828.30
		Designer Book Easel - Cultural	

		Development	
		Rain Bird (Australia) Pty Ltd	\$7,296.30
		Install Weather Station Interface - Central PC - Parks	
		Rainbird Global Service Plan - Parks	
		Randal	\$121.88
		Financial Review - Office Of The CEO	
		Reinol WA	\$473.62
		Reinol "K" Hand Cleaner - Fleet	
		Reliable Fencing	\$25,264.94
		Fencing Works At Various Locations For The City	
		REMPPLAN	\$9,900.00
		Subscription - 3 Economy User License - Economic Development	
		Rent A Dingo	\$352.00
		Dingo Hire - Splendid - Parks	
		Resource Furniture	\$6,513.19
		Curved Shelving - WLCC - Cultural Services	
		Retro Music Box	\$9,900.00
		Balance - Entertainment - Retro Rewind 2020 - Events	
		Ricoh Australia Pty Ltd	\$6,501.20
		Lease Charges - Production Machine - Print Room	
		RJ Vincent & Co	\$264,189.20
		Street Works - Harris Street - Construction	
		RM Gillis & CJ Marci	\$2,295.00
		Removalist Services For The City	
		Roads 2000	\$339,795.57
		Roadworks - Various Locations - Construction/Engineering	
		Roy Gripske & Sons Pty Ltd	\$974.56
		Stock - Stores Issue	
		Royal Wolf Trading Australia Pty Ltd	\$600.58
		Monthly Cabin Hire Charges - Fire Services	
		RPS Australia West Pty Ltd	\$5,500.00
		Consulting Services - Jimbub Swamp Groundwater Assessment - Projects	
		RSEA Pty Ltd	\$456.00
		Safety Vests - Stores	
		Rubek Automatic Doors	\$993.30
		Service Glass Sliding Doors - Clarkson Library - Building Maintenance	
		Main Door Service - Aquamotion - Building Maintenance	
		RW Quantity Surveyors	\$1,650.00
		Accessibility Upgrade - Jenolan Way Community Centre - Projects	

		Safeman WA Pty Ltd	\$841.50
		Safety Boots - Stores	
		Safety And Rescue Equipment	\$525.25
		Equipment Inspection - Grandis Park Pavilion - Building Maintenance	
		Electronic Height Safety Drawings - Various Locations - Building Maintenance	
		Safety Tactile Pave	\$4,657.22
		Replace Pavers - Gngara Road - Engineering Maintenance	
		Safety World	\$339.02
		Latex Gloves/HI Vis Vests - Parks/Rangers	
		Sage Consulting Engineers	\$8,481.00
		Design Review - Floodlighting - Ferrara And Paloma Park - Facilities	
		Lighting Investigation - Kingsway Dog Park - Construction	
		SAI Global Ltd	\$740.88
		Training - Foundation - Injury Management	
		Licence Renewal - IT	
		Sanax Medical And First Aid Supplies	\$458.04
		Hand Sanitiser - Ashby - Fleet Management	
		Sanzap Pty Ltd	\$5,362.50
		Library Patron Mobile Phone Application Fee - IT	
		Scarboro Toyota	\$38,944.17
		New Vehicle Purchase - Toyota Camry - Fleet Assets	
		Scatena Clocherty Architects	\$2,337.50
		Architectural Consultancy Services - Shelvock Park Sports Amenities Building - Projects	
		SCF Group Pty Ltd	\$88.00
		HIAB Hire - Sea Container Installation - Depot - Parks	
		Scotts Trimming Service	\$55.00
		Tarp Repair - Conservation	
		Sequor Analytics	\$13,200.00
		Agricultural Drone Trial - Economic Development	
		Shaun Nannup	\$850.00
		Welcome To Country - Retro Rewind - Events	
		Sheridans For Badges	\$109.46
		Name Bars - Civic Centre - Corporate Support	
		Shred-X	\$305.36
		Shredding Services For The City	
		Sifting Sands	\$7,245.50

		Sand Cleaning - Various Parks - Parks	
		Sigma Chemicals	\$1,208.35
		Pool Chemicals - Aquamotion - Facilities	
		Silver Squid Productions	\$3,225.20
		Photography - Kingsway Aquatic Place Space - Communication And Brand	
		Videography - Retro Rewind 2020 - Events	
		Photographer - Kingsway Indoor Stadium	
		Site Architecture Studio	\$11,121.00
		Architectural Services - Joondalup Park Changeroom Upgrade And Storage Addition - Facilities	
		Consultancy Services - Dennis Cooley Pavilion Upgrade - Projects	
		SJ McKee Maintenance Pty Ltd	\$4,965.00
		Repair Works - Various Locations - Waste	
		Skipper Transport Parts	\$6,768.94
		Vehicle Spare Parts - Fleet/Stores	
		Skyline Landscape Services (WA)	\$44,665.08
		Landscape Maintenance For The City	
		Smartbuilt Perth Pty Ltd	\$3,263.32
		Pest Control Services For The City	
		Softfall Guys	\$2,788.50
		Repair Softfall - Various Locations - Parks	
		Sonic Healthplus Pty Ltd	\$1,670.35
		Medical Fees For The City	
		Sphere Architects	\$7,381.00
		Contract Documentation - Jenolan Way Community Centre Upgrade - Projects	
		Sports World of WA	\$1,457.50
		Goggles Order - Aquamotion	
		Sprayline Spraying Equipment	\$454.87
		Vehicle Spare Parts - Fleet	
		St John Ambulance Western Australia Ltd	\$10,319.00
		First Aid Training Services & Supplies For The City	
		Event Health Services - Retro Rewind - Events	
		Ambulance Charges - People & Culture	
		Statewide Cleaning Supplies Pty Ltd	\$547.74
		Cleaning Items - Stores Stock	
		Statewide Pump Services	\$396.00
		Unblock Pump - Mary Lindsay Homestead - Building Maintenance	
		Stats WA Pty Ltd	\$3,077.80
		Geotechnical Investigation - Lake Joondalup Park - Projects	
		Stepchange Consultants Pty Ltd	\$11,000.00
		Ci Anywhere 2019B Upgrade - IT	
		Stewart & Heaton Clothing Company Pty	\$3,519.28

		Ltd	
		Uniforms & Name Badges - Emergency Services	
		Stiles Electrical	\$10,273.36
		Electrical Works - Monaghan Park - Construction	
		StrataGreen	\$2,669.48
		Turbo Cut Saw & Fertiliser - Parks	
		Jarraah Survey Stake - Stores Stock	
		Strategic DCP Consulting	\$3,002.98
		Consulting Services - Cells 1 - 9, Alkimos/Eglinton & Yanchep/Two Rocks - Strategic Land Use Planning	
		Suez Recycling & Recovery Pty Ltd	\$6,269.84
		Confidential Shredding Disposal - Corporate Support	
		Refuse Collection - Waste	
		Sunny Industrial Brushware	\$1,932.48
		Brooms - Stores Stock	
		Supreme Dry Cleans and Laundrette	\$460.00
		Laundry Of Sports Bibs - Kingsway	
		Supreme Shades	\$29,755.00
		Temporary Fencing- Coldstream Park - Construction	
		Surf Life Saving WA Incorporated	\$71,239.33
		Beach Safety Services - Quinns Beach - Facilities	
		Swan Towing Services Pty Ltd	\$330.00
		Vehicle Recovery - Lorian Park - Parks	
		Systems Edge Management Services Pty Ltd	\$20,666.25
		Yanchep Lagoon Masterplan - Economic Feasibility Masterplan - Place Management	
		40 Project Management Hours - Quinns Caravan Park - Property	
		Taldara Industries Pty Ltd	\$575.30
		Ripple Cups & Lunch Boxes - Hospitality	
		Tamala Park Regional Council	\$6,252.00
		GST Payable For February 2020 Pursuant To Section 153 B Of Agreement - Finance	
		Tanks For Hire	\$842.60
		1 X 9000L Drink Station - Retro Rewind - Events	
		TC Precast Pty Ltd	\$1,149.50
		Concrete Lids - Highclere Boulevard - Construction	
		Team Digital	\$795.00
		Training - After Effects CC Essentials - 1 Attendee - 30 - 31.03.2020 - Communications & Brand	
		Technology One Limited	\$15,793.80
		Xlone Report Writing - IT	

		Intramaps V9.6 Configuration - IT	
		Reporting Writing Styles Onsite Assistance - IT	
		HRP Consulting Advise Transfer - IT	
		Terravac Vacuum Excavations Pty Ltd	\$9,541.79
		Location Of Services - Various Locations - Construction	
		The Distributors Perth	\$263.70
		Snacks And Confectionery - Kingsway	
		The Garden Party Company	\$596.00
		Lawn Games - Retro Rewind - Events	
		The Hire Guys Wangara	\$151.10
		Grinder & Cutting Discs - Engineering	
		Equipment Hire - Arrow Board - Waste	
		The IRIS Consulting Group Trust	\$560.00
		Registration - Records Management Basics - 2 Attendees - 09.03.2020 - Customer Relations	
		The Rigging Shed	\$2,473.90
		4 Lid Lifters & 2 Fasty Straps - Engineering	
		Vehicle Spare Parts - Fleet	
		The Trustee for New Dealership Trust	\$46,746.03
		Vehicle Spare Parts/Repairs - Fleet	
		New Vehicle Purchase - Ford Rangers - \$46,462.11 - Fleet Assets	
		The Trustee for Talis Unit Trust	\$11,946.85
		Consultancy Services - Soil Sampling Assessment - WRC - Waste	
		The Trustee For The Dell Trust	\$1,300.00
		Kombi Photobooth - Retro Rewind - Events	
		The Trustee for TLC Solutions Australia Unit Trust	\$1,980.00
		Facilitation Of The Operational Leadership Program - People & Culture	
		The Wipes Australia Trust	\$997.48
		Gym Wipes - Aquamotion	
		The Workwear Group Pty Ltd	\$2,147.79
		Uniform Stock - Stores Issues	
		Thirty4 Pty Ltd	\$211.20
		Subscription - Qnav Mobile Data Monthly - Community Safety	
		TJ Depiazzi & Sons	\$68,738.23
		Mulch Delivery - Various Locations - Parks/Engineering	
		Toll Transport Pty Ltd	\$1,137.20
		Courier Services For The City	
		Toolmart	\$186.80
		Vehicle Spare Parts - Fleet	
		Top Of The Ladder Gutter Cleaning	\$17,501.00

		Roof And Gutter Cleans - March 2020 - Building Maintenance	
		Total Eden Pty Ltd	\$620.21
		Vehicle Spare Parts - Fleet	
		Total Green Recycling Pty Ltd	\$4,466.44
		Skip Bins - Ewaste Disposal Drop Off Day - Waste	
		Total Landscape Redevelopment Service Pty Ltd	\$121,848.36
		Playground Installation - Colmworth Park - Projects	
		Playground Installation - Allanbi Park - Projects	
		Watering - Wanneroo Library - Parks	
		TQuip	\$1,091.00
		Vehicle Spare Parts - Fleet	
		Small Plant Spare Parts - Stores	
		Trisley's Hydraulic Services Pty Ltd	\$875.60
		Supply / Install UV Lamp - Aquamotion	
		Triton Electrical Contractors Pty Ltd	\$20,365.40
		Reticulation Electrical Works - Various Locations - Parks	
		Trophy Shop Australia	\$3,048.07
		Name Badges - Various Employees	
		Sports Awards - Kingsway Stadium - Sports And Programs	
		Plaque - Kingsway Aquatic Place Space Opening - Facilities	
		Truck Centre WA Pty Ltd	\$335.81
		Vehicle Spare Parts - Fleet	
		TSN Group Pty Ltd	\$917.40
		260 X Bronze Pins With No Flame - Events	
		Turf Care WA Pty Ltd	\$280,315.85
		Turfing Works For The City	
		Two Rocks Volunteer Bush Fire Brigade	\$362.31
		Reimbursement - Operational Purchases - Emergency Services	
		Tyrecycle Pty Ltd	\$5,800.45
		Tyre Collection & Disposal - Waste	
		UES (Int'L) Pty Ltd	\$1,058.16
		Vehicle Spare Parts - Fleet	
		Ultimate Slotracer	\$320.00
		Slot Car Track Hire - Retro Rewind - Events	
		Ultimo Catering And Events	\$1,023.50
		Catering - Civic Centre - Events	
		Unicare Health	\$148.50
		Pool Hoist Service - Aquamotion - Facilities	
		United Equipment Pty Ltd	\$422.40
		Annual Inspection - Vertical Lift - Building	

		Maintenance	
		United Fuel Injection	\$154.00
		Replace Injector Pump - Fleet	
		Vermeer (WA & NT)	\$1,380.03
		Vehicle Spare Parts - Fleet	
		Viva Energy Australia Pty Ltd	\$56,706.91
		Fuel Issues For The City	
		WA Garage Doors Pty Ltd	\$649.00
		Inspect/Repair Roller Door - Basement Carpark - Building Maintenance	
		WA Hino Sales & Service	\$786.50
		Vehicle Spare Parts - Fleet/Stores	
		WA Limestone Company	\$19,177.36
		Limestone - Various Locations - Engineering/Construction	
		WA Safety And Training Pty Ltd	\$1,276.00
		Safety Officer - Retro Rewind - Events	
		Wangara Subaru & Volkswagen	\$3,151.40
		Annual Service WN 33635 - Fleet	
		Wanneroo Agricultural Machinery	\$1,074.35
		Vehicle Spare Parts - Fleet	
		Wanneroo Business Association Incorporated	\$1,980.00
		Workshop - Save Time And Money In Your Business By Creating Raving Fans - Economic Development	
		Workshop - Make Decisions, Take Action, Add Value - Economic Development	
		Wanneroo Districts Cricket Club Incorporated	\$46,930.00
		Grant 2 Of 2 - Management Of Kingsway Turf Wickets - Facilities	
		Wanneroo Electric	\$44,719.30
		Electrical Maintenance For The City	
		Water Technology Pty Ltd	\$9,190.72
		Professional Services - Mindarie Breakwater - Coastal Projects	
		Waterproofing Works Epoxy Grout Specialist	\$3,965.00
		Tiling - Dundobar Road Bollards - Engineering	
		West Australian Young Readers Book	\$118.00
		Merchandise For Awards - Library Services	
		West Coast Shade Pty Ltd	\$2,453.00
		Replace Shade Sail - Carramar Community Centre - Parks	
		Reattach Shade Sail - Marchwood Park - Parks	
		West Coast Turf	\$61,043.40
		Turfing Works For The City	
		Westbuild Products Pty Ltd	\$852.54

		GP Cement - Stores Issues	
		Western Australian Local Government Association	\$9,660.00
		Training - Meeting Procedures - 1 Attendee - Council & Corporate Support	
		Training - Understanding Financial Reports And Budgets - 1 Attendee - Council & Corporate Support	
		Training - Understanding Local Government - 1 Attendee - Council & Corporate Support	
		Training - Serving On Council - 1 Attendee - Council & Corporate Support	
		Training - Conflicts Of Interest - 1 Attendee - Council & Corporate Support	
		Market Creations Intranet - Additional Module - IT	
		Western Australian Planning Commission	\$345.00
		Nocturnal Walk Tour - Whiteman Park - Gold Program	
		Western Resource Recovery Pty Ltd	\$2,420.00
		Empty Washdown Bay - Ashby Operations Centre - Building Maintenance	
		Western Tree Recyclers	\$36,085.39
		Removal Of Greenwaste - Motivation Drive - Waste	
		West-Sure Group Pty Ltd	\$646.48
		Cash Collection Service For The City	
		William Buck Consulting (WA) Pty Ltd	\$701.36
		Audit And Risk Committee Reporting - Internal Audit Services	
		Winc Australia Pty Limited	\$6,675.31
		Stationery For The City	
		Work Clobber	\$732.60
		Safety Boots & Uniforms - Various Employees	
		Workpower Incorporated	\$68,213.76
		Rubbish Removal, Weed Control & Watering Application - Various Parks	
		WSP Australia Pty Ltd	\$21,149.70
		Consultancy - CCTV Technical Support - Facilities	
		Feasibility Study - CCTV Communications For 16 Sites - Facilities	
		Wurth Australia Pty Ltd	\$381.70
		Vehicle Spare Parts - Fleet	
		Yanchep Beach Joint Venture	\$8,858.58
		Rent, Outgoings, Rates & Taxes - Yanchep Hub - Property	
		Ytrac Internet Service - Place Management	
		Zenien	\$825.00

		IT Consulting - Girrawheen Hub - Place Management	
		Zetta Group	\$49,307.94
		MPLS Managed Service Fees - IT	
		Monthly Service Fee - Disaster Recovery - IT	
		Zipform Pty Ltd	\$4,851.54
		4th Instalment & Interim Notice Mailing - Rates	
00003789	25/03/2020		
		Synergy	\$44,744.12
		Power Supplies For The City	
00003790	25/03/2020		
		Alinta Gas	\$848.10
		Gas Supplies For The City	
		Australian Manufacturing Workers Union	\$83.40
		Payroll Deductions	
		Australian Services Union	\$717.20
		Payroll Deductions	
		Australian Taxation Office	\$589,642.00
		Payroll Deductions	
		BGC Residential Pty Ltd	\$2,932.57
		Refund – 2 Street & Verge Bonds	
		Celebration Homes Pty Ltd	\$2,000.00
		Refund – Street & Verge Bond	
		Child Support Agency	\$1,674.36
		Payroll Deductions	
		City of Wanneroo - Payroll Rates	\$6,599.00
		Payroll Deductions	
		City of Wanneroo - Social Club	\$752.00
		Payroll Deductions	
		FDC Construction & Fitout (WA) Pty Ltd	\$2,000.00
		Refund – Street & Verge Bond	
		Fleet Network	\$1,617.90
		Input Tax Credits For Salary Packaging 17.03.2020 - Finance	
		Payroll Deductions	
		Halpd Pty Ltd Trading As Affordable Living Homes	\$4,000.00
		Refund – 2 Street & Verge Bonds	
		HBF Health Limited	\$622.90
		Payroll Deductions	
		Rates Refunds	\$1,221.21
		IPAA WA	\$3,781.21
		Workshop - Writing With Style - The Power Of Plain English - 1 Attendee - People & Culture	
		JCorp Pty Ltd	\$2,000.00
		Refund – Street & Verge Bond	

		Landgate	\$4,890.73
		Gross Rental Valuations - Rates	
		LD & D Australia Pty Ltd	\$714.10
		Milk Deliveries For The City	
		LGRCEU	\$1,834.76
		Payroll Deductions	
		Maxxia Pty Ltd	\$8,504.22
		Input Tax Credits For Salary Packaging February 2020	
		Payroll Deductions	
		Rates Refunds	\$280.58
		Ms Verity Bignell	\$120.00
		Reimbursement - Refresher Training - Aquamotion	
		Paywise Pty Ltd	\$2,197.04
		Input Tax Credits For Salary Packaging For February 2020	
		Payroll Deductions	
		Select Homes (WA) Pty Ltd	\$2,000.00
		Refund – Street & Verge Bond	
		Smartsalary	\$10,813.37
		Input Tax Credits For Salary Packaging For February 2020	
		Payroll Deductions	
		Tangent Nominees Pty Ltd (Atf The Summit Homes Group Trust)	\$575.00
		Refund – Street & Verge Bond	
		Trailer Parts Pty Ltd	\$74.24
		Vehicle Spare Parts - Workshop	
		Urban Development Institute of Australia WA Division Incorporated	\$99.00
		Registration - Industry Breakfast - Planning Matters - 1 Attendee - Approval Services	
		Ventura Home Group Pty Ltd	\$2,932.57
		Refund – 2 Street & Verge Bonds	
		Volunteering WA	\$290.00
		Membership - Volunteering WA - Community Services	
		Water Corporation	\$33,203.47
		Water Supplies For The City	
		Western Power	\$1,299.59
		Redesign Fee - Hartman Drive - Projects	
		Revised Quote - Halesworth Park - Projects	
		Yanchep Community Mens Shed	\$7,200.00
		Community Sheds Establishment Fund - Community Development	
00003791	26/03/2020		
		City of Wanneroo - Municipal Bank Account	

		Credit Cards February 2020 & Bank Fees March 2020\$44,427.47 Breakdown On Page 67	
00003792	26/03/2020		
		Devlyn Australia Pty Ltd	\$67,027.44
		Payment Certificate 7 - Belhaven Park Sports Amenities Building - Projects	
		Peoplestreme Pty Ltd	\$35,750.14
		Subscription – E-Recruitment & Welcomestreme Module - People & Culture	
		Annual Licence Fees - Software - People & Culture	
00003793	30/03/2020	Cancelled	
00003794	30/03/2020		
		Australia Post	\$12,161.87
		Postage Charges For The City	
00003795	30/03/2020		
		Adform Engraving & Signs	\$52.25
		Velcro Name Tags And Name Badge - Emergency Services	
		Advanced Traffic Management	\$4,701.13
		Traffic Control Services For The City	
		Atom Supply	\$675.73
		Safety Glasses & Lens Cleaning Wipes - Stores	
		Australian Airconditioning Services Pty Ltd	\$3,688.79
		Airconditioning Maintenance For The City	
		Ball & Doggett Pty Ltd	\$115.46
		Paper Supplies - Print Room	
		Barra Civil & Fencing	\$16,656.20
		Replace Fence - Davinci Sump - Parks	
		Install New Gates - Jenolan Way Community Centre - Parks	
		Bee Advice	\$160.00
		Remove Wasps – Addington Way - Parks	
		Bishop Family Trust	\$13,200.00
		Performance - Global Beats & Eats - Events	
		Boral Construction Materials Group Ltd	\$2,405.25
		Concrete Mix - Various Locations - Engineering	
		Bridgestone Australia Limited	\$10,524.27
		Tyre Fitting Services For The City	
		Bucher Municipal Pty Ltd	\$4,878.77
		Vehicle Spare Parts - Fleet/Stores	
		Bunnings Pty Ltd	\$28.48
		Hardware Purchases - Fleet	

	Bunzl Limited	\$2,172.92
	Wypall Wipes - Stores	
	Kleenex Hand Cleanser - Stores	
	Burgtec	\$1,084.60
	Office Chair - Emergency Services & Accounts	
	Burgtec Australasia Pty Ltd	\$429.48
	Supply Locker Batteries - Facility Projects	
	Car Care Motor Company Pty Ltd	\$4,638.30
	Vehicle Service - Fleet	
	Carramar Resources Industries	\$3,142.15
	Reinforced Concrete - Hepburn/Highclere - Construction	
	Castledine Gregory	\$23,392.50
	Legal Fees For The City	
	Central Refrigeration Services	\$1,472.00
	Repair Fridge - WLCC - Building Maintenance	
	Challenge Batteries WA	\$2,871.00
	Vehicle Batteries - Stores/Fleet	
	Cherry's Catering	\$682.00
	Catering Services For The City	
	Christophe Canato	\$700.00
	Photography - Even Keel Exhibition - Cultural Services	
	Chubb Fire & Security Pty Ltd	\$335.28
	Extinguisher Covers - Fleet	
	Civica Pty Ltd	\$6,134.70
	Spydus Collection - Amendment To Contract - IT	
	Cleanaway Equipment Services Pty Ltd	\$5,436.18
	Pesticide Washings - Ashby Operations Centre - Building Maintenance	
	Coastal Navigation Solutions	\$2,141.99
	Ridgewood Park - 3 New Mosaics - Cultural Services	
	Commercial Aquatics Australia	\$206.80
	Repair Outdoor Pool Flowswitch - Aquamotion	
	Commercial Driveline Services Pty Ltd	\$103.40
	Vehicle Spare Parts - Fleet	
	Converge International Pty Ltd	\$1,031.25
	Employee Support Services For The City	
	Cool Breeze Rentals Pty Ltd	\$2,661.06
	Vehicle Spare Parts - Fleet	
	Cooldrive Distribution	\$495.21
	Vehicle Spare Parts - Stores/Fleet	
	Coolican Civil Engineering Pty Ltd	\$2,970.00
	Drainage Items - Engineering	
	Corsign (WA) Pty Ltd	\$2,311.65

		Sign - Maintenance - Quinns Beach Carpark - Coastal Projects	
		Sign - Keep Off Seawall - Coastal Projects	
		Signs - Parking - Warradale Park - Construction	
		Sign - Mary Lindsay Homestead - Facilities	
		Critical Fire Protection & Training Pty Ltd	\$8,311.07
		Monthly Fire Equipment Tests - February 2020 - Building Maintenance	
		Evacuation Plans - Ashby Operations Centre - Building Maintenance	
		Fire Protection Works - Kingsway Mower Shed - Building Maintenance	
		Training - Fire Warden & Chief Fire Warden - OSH	
		CS Legal	\$184,404.34
		Court Fees For The City	
		CW Brands Pty Ltd	\$1,090.98
		Paint - Stores	
		Daimler Trucks Perth	\$86.90
		Vehicle Spare Parts - Fleet	
		Deans Auto Glass	\$176.00
		Repair Window - 95353 - Fleet	
		Design & Construct Mechanical Services Pty Ltd	\$8,338.00
		Replace Damaged HVAC - Butler Community Centre - Building Maintenance	
		Diamond Plumbing & Gas	\$16,817.43
		Plumbing Maintenance For The City	
		Digital Networks	\$320.00
		4 X Digital Literacy Training - February 2020- Libraries	
		Direct Communications	\$1,020.80
		Move 2 Way Radio - Fleet Assets	
		Domus Nursery	\$1,029.16
		Plants - Parks	
		Dowsing Group Pty Ltd	\$18,132.84
		Concrete Works - Various Locations - Engineering	
		Drainflow Services Pty Ltd	\$1,089.00
		Road Sweeping Services For The City	
		E & MJ Rosher	\$497.16
		Spray Paint - Fleet	
		Elliotts Irrigation Pty Ltd	\$9,923.22
		Reticulation Supplies/Repairs - Parks	
		Erin Coates	\$300.00
		Artist Fee - Evenkeel Exhibition - Cultural Services	
		Flick Anticimex Pty Ltd	\$3,587.79
		Sanitary Waste Services - Building Maintenance	

		Forch Australia Pty Ltd	\$3,774.53
		Stock - Store Issues	
		Frontline Fire & Rescue Equipment	\$7,823.09
		Operational Equipment - Emergency Services	
		Geoff's Tree Service Pty Ltd	\$61,098.26
		Pruning Works - Various Locations - Parks	
		Grand Toyota	\$2,427.05
		Vehicle Repairs - WN 33493 - Fleet	
		Greens Hiab Service	\$1,028.50
		Hiab Hire - Moving Of Goals - Parks	
		GSR Laser Tools	\$147.40
		Bulls Eye Level & Bear Cut & Fill Rod - Construction	
		Gymcare	\$598.45
		Pedal Straps & Service Cardio Equipment - Aquamotion	
		Hanson Construction Materials Pty Ltd	\$1,009.14
		Concrete Works - Various Locations - Engineering	
		Heatley Sales Pty Ltd	\$1,107.92
		Stock - Store Issues	
		Hickey Constructions Pty Ltd	\$4,620.00
		Repaint Hand Rails – Portifinos - Engineering	
		Himac Attachments	\$5,192.00
		5000kg Loader Lifting Jib - Engineering	
		Hydroquip Pumps	\$4,458.30
		Reticulation Pump Works - Various Locations - Parks	
		Iconic Property Services Pty Ltd	\$12,815.67
		Cleaning Services For The City	
		Imagesource Digital Solutions	\$1,904.10
		Vinyl Banners - Girrawheen Koondoola Project - Cultural Services	
		Printing - Swim School Flyer - Aquamotion	
		Insync Surveys	\$19,580.00
		Final Instalment - Alignment And Engagement Survey 2019 - People & Culture	
		Integrity Industrial Pty Ltd	\$25,678.62
		Casual Labour For The City	
		Ixom Operations Pty Ltd	\$1,565.82
		Disinfect Pool - Aquamotion	
		J Blackwood & Son Ltd	\$3,965.80
		Stock Items - Stores Issues	
		Jarrad Seng	\$1,650.00
		Photography - Wanneroo Festival - Events	
		Photography - Retro Rewind - Events	
		Jodie Aedy	\$150.00
		Flyer Design - Aquamotion - Facilities	

		Kleenit	\$7,328.78
		Graffiti Removal For The City	
		Ladybird's Plant Hire	\$28.60
		Plant Hire - Aquamation	
		Landcare Weed Control	\$27,719.77
		Weed Control - Sump Area - Middlegate Mews - Engineering	
		Weed Control - Burn Sites - Parks	
		LD Total	\$10,027.60
		Landscape Maintenance For The City	
		Lee Syminton	\$3,960.00
		Architectural Consultation - Warradale Clubroom Upgrade - Projects	
		Major Motors	\$5,032.03
		Vehicle Spare Parts - Stores	
		Matthias Felix Dickmann	\$867.00
		Artist Fee - Even Keel Exhibition - Cultural Services	
		McGees Property	\$3,575.00
		Market Advice - Wanneroo Road Neerabup - Property	
		Metrocount	\$4,614.50
		Traffic Counter - Traffic Services	
		Midalia Steel Pty Ltd	\$1,549.36
		Steel Supplies - Fleet	
		Mindarie Regional Council	\$252,310.65
		Refuse Disposal For The City	
		Miracle Recreation Equipment Pty Ltd	\$1,199.00
		Sand Bridge Boards - Kingsbridge - Parks	
		Repair Play Equipment - Splendid Park - Parks	
		Spring Replacement - Dinosaur Park - Parks	
		MP Rogers & Associates Pty Ltd	\$2,503.05
		Engineering Services - Clarecastle Access Path - Coastal Projects	
		Mrs Shirley Treasure	\$278.40
		Artist Fee - Home Exhibition - Cultural Services	
		NAPA - GPC Asia Pacific Pty Ltd	\$987.03
		Vehicle Spare Parts - Fleet/Stores	
		Natural Area Holdings Pty Ltd	\$16,447.20
		Beach Access Maintenance X 7 - January & February 2020 - Conservation	
		Nespresso Professional	\$13.00
		Coffee Pods - Office Of CEO	
		Northern Lawnmower & Chainsaw Specialists	\$96.00
		Wool Bale - Parks	
		Office Line	\$833.80
		Sit Stand Desk - Cultural Development	

		Officeworks Superstores Pty Ltd	\$437.06
		Mobile Filing Pedestal - Facilities	
		Stationery Items - Emergency Services	
		Mail Bags - Printroom	
		On Road Auto Electrics	\$1,179.50
		Vehicle Repairs - Fleet	
		Owen Consulting Quantity Surveyors & Construction Consultants	\$1,650.00
		Quantity Surveying Services - Kingsway Olympic New Amenities - Projects	
		Paperbark Technologies Pty Ltd	\$3,436.00
		Tree Inspection & Reports - Various Locations - Parks	
		Pearsall IGA	\$156.86
		Food For Christmas Party - Aquamotion	
		Penelope Wendy Coss	\$330.00
		Artist Fee - Even Keel - Cultural Services	
		Penske Power Systems Pty Ltd	\$695.20
		Vehicle Filters - Stores	
		Perth Office Equipment Repairs	\$297.00
		Service Of Guillotine Blade - Print Room	
		Pool Robotics Perth	\$1,004.70
		Dolphin Robotic Cleaner - Aquamotion	
		Power On Australia	\$1,345.44
		Preventative Maintenance Plan - Annual Instalment - IT	
		Prestige Alarms	\$5,517.11
		Alarm Services For The City	
		Programmed Integrated Workforce	\$7,071.75
		Casual Labour For The City	
		QLM Label Makers Pty Ltd	\$1,177.80
		Domestic Bin Collection Stickers - Waste	
		RAC Motoring & Services Pty Ltd	\$99.00
		Call Out - Battery - Fleet	
		Randal	\$121.88
		Financial Review - Office Of The CEO	
		Reliable Fencing	\$4,889.72
		Replace Fencing With Windbreak Mesh - Compass Circle Yanchep Beach - Projects	
		Install Conservation Fencing - Compass Pass - Parks	
		Repair Bollard - Mereworth Park - Parks	
		Repair Chain Gate - Curtis Park - Parks	
		Rent A Dingo	\$352.00
		Dingo/Auger Hire - Depot - Parks	
		Repco	\$264.00
		Vehicle Spare Parts - Fleet	
		Ricoh Australia Pty Ltd	\$6,686.89
		Lease Charges - Print Room	
		RJ Vincent & Co	\$20,788.04
		Payment Certificate 10 - Pinjar Road	

	Duplication - Projects	
	Roads 2000	\$235.06
	Asphalt - Engineering	
	Robert Ernt John Sheppard	\$250.00
	Presentation - Even Keel - Cultural Services	
	RSEA Pty Ltd	\$719.69
	Dettol Wipes & Ear Muffs - Stores	
	Safety And Rescue Equipment	\$20,735.00
	Relocate Staircase - Butler Community Centre - Building Maintenance	
	Height Safety Inspections For The City - February 2020 - Building Maintenance	
	Safety Tactile Pave	\$7,161.96
	Replace Tactile Pavers - Various Locations - Engineering	
	Safety World	\$260.15
	Glove Gel Inserts - Parks	
	Sanax Medical And First Aid Supplies	\$266.42
	First Aid Supplies - Stores	
	Sealanes	\$1,900.24
	Food/Beverages - Hospitality	
	Select Music Agency Pty Ltd	\$5,500.00
	Balance - Thelma Plum - Global Beats & Eats - Events	
	Shelter WA Incorporated	\$2,805.00
	Workshop - Ending Homelessness In Your Community - Social Inclusion	
	Sifting Sands	\$4,950.00
	Remove Sand - Splendid Park - Parks	
	Sigma Chemicals	\$793.21
	Pool Chemicals - Aquamotion	
	Skipper Transport Parts	\$2,338.44
	Vehicle Spare Parts - Fleet/Stores	
	Smartbuilt Perth Pty Ltd	\$330.00
	Pest Control Services For The City	
	Softfall Guys	\$368.50
	Repair Softfall - Damperia Park - Parks	
	Sonic Healthplus Pty Ltd	\$4,583.76
	Medical Fees For The City	
	St John Ambulance Western Australia Ltd	\$470.25
	First Aid Training Services For The City	
	Statewide Cleaning Supplies Pty Ltd	\$1,871.36
	Cleaning Supplies For Depot Store	
	Statewide Pump Services	\$1,870.00
	Periodic Inspections X 4 Locations - Building Maintenance	
	Stewart & Heaton Clothing Company Pty Ltd	\$2,441.06
	Uniforms - Fire Services	
	Subaru Wangara	\$36,936.60

		New Vehicle - Subaru Forester WN 33690 - Fleet	
		Surekleen Products	\$2,402.40
		Hand Cleaner & Dispenser - Stores	
		Systems Edge Management Services Pty Ltd	\$17,710.00
		Business Case - Aquatic & Recreation Facility - Northern Coastal Growth Corridor - Community Facilities	
		Terravac Vacuum Excavations Pty Ltd	\$21,587.12
		Location Of Underground Services For The City	
		Terrestrial Ecosystems	\$44,640.75
		Biological Field Survey & Environmental Impact Assessment Report - Lot 211 Quinns Rocks - Property	
		Biological Field Survey & Environmental Impact Assessment Report - Yanchep - Projects	
		The Distributors Perth	\$183.10
		Snacks And Confectionery - Kingsway	
		The Royal Life Saving Society Australia	\$159.30
		Term 1 Certificates - Aquamotion	
		Think Promotional	\$962.50
		Silicone Wristbands - Youth Services	
		TJ Depiazzi & Sons	\$9,367.82
		Pine Bark Mulch - Pinjar Road - Projects	
		Transformed Pty Ltd	\$2,500.00
		Training - Diploma Of Civil Construction - 1 Attendee - Construction	
		Tree Planting & Watering	\$48,814.80
		Plant Watering Services For The City	
		Triton Electrical Contractors Pty Ltd	\$31,608.50
		Electrical Works - Various Parks - Parks	
		Trophy Shop Australia	\$520.60
		Name Badges - Various Employees	
		Truck Centre WA Pty Ltd	\$696.54
		Vehicle Spare Parts - Fleet	
		Turf Care WA Pty Ltd	\$50,540.29
		Turfing Works For The City	
		Two Rocks Volunteer Bush Fire Brigade	\$160.86
		Reimbursement - Hand Sanitiser - Fire Services	
		Tyrecycle Pty Ltd	\$676.58
		Storage Cage & Collection Of Tyres - Waste	
		UES (Int'L) Pty Ltd	\$3,788.66
		Vehicle Spare Parts - Fleet	
		WA Fenceworks Pty Ltd	\$7,458.00
		Handrails Installation - Marangaroo Golf Course - Parks	
		WA Garage Doors Pty Ltd	\$363.00

		Repairs To Roller Door - Workshop - Building Maintenance	
		WA Hino Sales & Service	\$709.28
		Vehicle Spare Parts - Fleet	
		Wacker Neuson Pty Ltd	\$3,872.00
		Vibratory Rammer - Fleet Assets	
		Wanneroo Agricultural Machinery	\$5,021.35
		Vehicle Spare Parts - Fleet	
		Wanneroo Business Association Incorporated	\$2,970.00
		Webinar - Business Cash Flow And Accessing Finance - Economic Development	
		Wanneroo Electric	\$10,778.67
		Electrical Maintenance For The City	
		West Coast Turf	\$34,485.00
		Kikuyu Turf - Kings Bridge Park - Parks	
		Western Australian Local Government Association	\$1,078.00
		Training - Local Government Emergency Management Preparation - 1 Attendee - Community Safety	
		Training - Conflict Of Interest - March 2020 - Cr V Nguyen - Council Support	
		Training - Understanding Local Government - Cr V Nguyen - Council Support	
		Western Resource Recovery Pty Ltd	\$412.50
		Service Grease Trap - Koondoola Community Centre - Building Maintenance	
		Wrenoil	\$16.50
		Oil Waste Disposal - Waste	
		WSP Australia Pty Ltd	\$10,623.80
		CCTV Consultancy - Assets	
00003796	31/03/2020		
		Synergy	\$3,350.11
		Power Supplies For The City	
00003797	31/03/2020		
		Aveling Homes Pty Ltd	\$2,000.00
		Refund – Street & Verge Bond	
		Blueprint Homes (WA) Pty Ltd	\$2,000.00
		Refund – Street & Verge Bond	
		Celebration Homes Pty Ltd	\$6,000.00
		Refund – 3 Street & Verge Bonds	
		Cr Glynis Parker	\$161.13
		Travel Allowance - 03.02.2020 - 26.02.2020	
		Rates Refund	\$2,216.01
		Eric Jan Byleveld	\$280.00
		Volunteer Payment	

		Halpd Pty Ltd Trading As Affordable Living Homes	\$4,000.00
		Refund – 2 Street & Verge Bonds	
		Home Group WA Pty Ltd	\$10,000.00
		Refund – 5 Street & Verge Bonds	
		Ice Hockey Australia	\$500.00
		Sponsorship - 1 Member - 2020 National Women's U18 World Championship - Eindhoven Netherlands - 25 - 28.01.2020	
		Rates Refund	\$445.74
		LD & D Australia Pty Ltd	\$173.90
		Milk Deliveries For The City	
		Lions Cancer Institute Incorporated	\$2,000.00
		Donation - Special Children's Christmas Big Day Out - 21.12.2019	
		Mayor Tracey Roberts	\$914.36
		Reimbursement Of Expenses – As per Policy	
		Mr Ian Mullane	\$220.00
		Volunteer Payment	
		Rates Refund	\$284.64
		Rates Refund	\$494.00
		Rates Refund	\$468.29
		Rates Refund	\$1,008.00
		Rates Refund	\$2,148.54
		Mrs Cherie Voss	\$275.00
		Reimbursement - Fitness Australia Exercise Professionals 2 Years - Aquamotion	
		Mrs Elaine Richardson	\$166.75
		Refund - Cashless Account - Aquamotion Closure	
		Rates Refund	\$360.00
		Rates Refund	\$237.55
		Quinns FC Incorporated	\$250.20
		Refund - Hire Fee Refund - Booking Cancelled	
		SSB Pty Ltd	\$2,000.00
		Refund – Street & Verge Bond	
		Rates Refund	\$1,985.23
		Water Corporation	\$15.11
		Water Supplies For The City	
		Western Australian Athletics Commission	\$200.00
		Sponsorship - 1 Member - Australian Athletics National Combined Event Championships - Brisbane 14 - 15.02.2020	
		Zurich Australia Insurance Ltd	\$1,000.00
		Insurance Excess - WN 33626 - Construction	
		Total Director Corporate Services Advance - EFTs	\$23,171,104.12

CANCELLED CHEQUES FROM PREVIOUS PERIOD			
119072	11.02.2020	Nicole Cahill	-\$2,000.00
117247	09.07.2019	Crown Castle International Pty Ltd	-\$523.41
117246	09.07.2019	Axicom Pty Ltd	-\$2,930.18
118863	14.01.2020	Marangaroo Golf Course Pro Shop	-\$9,267.50
118563	10.12.2019	Amy Tremain	-\$147.60
119185	25.02.2020	Mollydag Made	-\$2,190.00
117995	08.10.2019	Manifest WA Pty Ltd	-\$126.00
119169	25.02.2020	C & A Blocksidge	-\$2,000.00
119063	11.02.2020	Capital Industries	-\$8,175.00
		Total	-\$27,359.69
MANUAL JOURNAL			
10965/20	31.03.2020	Lodgement Fee 26.03.2020 Registering 24 Unpaid Infringements	\$1,680.00
10965/20	31.03.2020	Returned Creditor Payment 10.03.2020	\$2.50
10901/20	09.03.2020	Lodgement Fee 05.03.2020 Registering 26 Unpaid Infringements	\$1,820.00
10914/20	16.03.2020	Lodgement Fee 16.03.2020 Registering 237 Unpaid Infringements	\$2,590.00
		Total	\$6,092.50
Town Planning Scheme			
		Cell 1	
		William Buck Audit (WA) Pty Ltd	\$6,000.00
		Strategic DCP Consulting	\$917.13
		Cell 2	
		Strategic DCP Consulting	\$50.91
		Cell 3	
		Strategic DCP Consulting	\$1,074.66
		Cell 4	
		Strategic DCP Consulting	\$50.91
		Castledine Gregory	\$21,265.91
		Cell 5	
		Strategic DCP Consulting	\$50.91
		McLeods	\$5,714.54
		Cell 6	
		Strategic DCP Consulting	\$50.91
		Cell 7	
		Strategic DCP Consulting	\$50.91
		Cell 8	
		Strategic DCP Consulting	\$50.91
		McLeods	\$11,868.48
		Cell 9	
		Strategic DCP Consulting	\$50.91
		Total	\$47,197.09

GENERAL FUND BANK ACCOUNT			
		Payroll Payments - March 2020	
		10.03.2020	\$19,099.88
		10.03.2020	\$12,896.26
		10.03.2020	\$1,803,269.21
		24.03.2020	\$3,771.19
		24.03.2020	\$12,321.29
		24.03.2020	\$1,789,561.13
		Total	\$3,640,918.96
00003791	26/03/2020		
		City of Wanneroo - Municipal Bank Account	
		Credit Cards - February 2020	
		N Jennings	
		Public Sector Network – 2020 Local Government Transformation Roadshow – 12.02.2020	\$875.93
		Mailchimp – Creation & Distribution Of Wanneroo Wrap	\$14.97
		Urban Development Institute – UDIA 2020 National Congress – 16.03.2020 - Cr Aitken & Cr Coetzee	\$2,639.00
		Local Government Professionals – Finance Professionals Conference 12 - 13.03.2020 – 1 Finance Employee	\$1,315.00
		Institute Of Public Administration Australia WA Division – Registration - Embracing Risk - 24.04.2020	\$90.00
		M Dickson	
		Double Charged – Awaiting Credit	\$561.00
		PIA Congress 2020 - Registration - Congress In Adelaide 13 -15.05.2020 - Manager Approvals	\$2,200.00
		NIB - Travel Insurance - Qantas Flight	\$12.00
		Qantas - Flights - PIA Congress 2020 - Adelaide	\$455.28
		CPP Convention Centre - Parking Fees	\$26.25
		Qantas - Adjustment To Flight - UDIA Congress	\$156.41
		Urban Development Institute - Registration - Industry Breakfast - Planning Matters - 2 Attendees	\$201.96
		Law Society - 4 Registrations	\$1,040.00
		H Singh	
		Institute Of Public Works - State Conference - 12 - 13.03.2020	\$1,339.80
		Western Power - Installation Of Streetlights - 23 Dundobar Road, 41 Rigali Way & Nowergup	\$1,493.76

		Humanitix Event Ticket - Changing Your World Conference - City Of Canning	\$63.39
		Town Of Cambridge - Parking Fees	\$2.00
		WA Local Government Of Australia - Workshop - Waste Authority Breakfast 30.10.2019	\$100.00
		Department Of Water And Environmental Regulation	\$600.00
		Celeste Catering Pty Ltd – Business Hospitality – Offsite Meeting	\$17.00
		N Smart	
		Urban Development Institute - Registration - National Congress 2020 Delegate - Cr Aitken & T Coetzee	\$5,572.35
		Qantas - National Congress 2020 - Flights - Cr Aitken & Coetzee	\$3,150.52
		D Terelinck	
		Department Water And Environment Regulation – Clearing Permit Application Fee - Two Rocks Beach Access Project	\$2,000.00
		M Yildiz	
		Secure Parking - Parking Fees	\$32.80
		Town Of Cambridge - Parking Fees	\$6.70
		Asic - Company Searches	\$18.00
		Total	\$23,984.12
		Bank Fees - February 2020	
		GLF Trans Fee	\$50.00
		CBA Merchant Fee	\$9,412.52
		BPay Fees Debtors	\$28.52
		BPay Fees Rates	\$10,101.69
		BPoint Fees Debtors	\$1.18
		BPoint Fees Rates	\$194.68
		Commbiz Fee	\$160.50
		Commbiz Fee	\$214.06
		Account Service Fee	\$280.20
		Total	\$20,443.35
		Total Bank Fees And Credit Cards	\$44,427.47
		Recoup to Director Corporate Services Advance A/C	\$23,923,903.20
		Direct Payments Total (Includes Payroll, Advance Recoup, Credit Cards And Bank Fees)	\$27,609,249.63

3.7 Fee Waivers, Concessions and Debt Write Off Policy and Donations and Youth Sponsorships Policy

File Ref:	5115 – 20/149179
Responsible Officer:	Director Corporate Strategy & Performance
Disclosure of Interest:	Nil
Attachments:	3

Issue

To discuss the proposed Fee Waivers, Concessions and Debt Write-Off Policy and the Donations and Youth Sponsorships Policy.

Background

An internal audit conducted in 2017 highlighted inconsistencies with the application and approval of fee waivers, particularly those within City initiated partnering agreements. This audit forms part of the broader context of the Community Support and Financial Assistance (CS&FA) project and subsequent review of associated policies to address recommendations and ensure the future approach meets governance requirements.

The audit noted that the City's existing policies '*do not provide the level of guidance required operationally by the City to apply a consistent approach in the application of waiver of fees*'.

At present, the City has a *Donations, Sponsorships and Waiver of Fees and Charges Policy*. However, the audit noted that this policy did not provide sufficient context regarding application and approval processes for fee waivers, specifically in relation to endorsed eligibility criteria. In addition, it was recommended that formal approval processes be developed to ensure consistent, equitable and transparent processes, with all final decisions determined as per the *Local Government Act 1995* (the Act).

Detail

In order to address audit requirements and improve governance around the application of fee waivers, a proposed '*Fee Waivers, Concessions and Debt Write-Off Policy*' as shown in **Attachment 1** has been developed.

This new policy seeks to combine functions pertaining to approval of fees and charges amendments, in accordance with the Act, within one document for improved consistency and transparency. Based on audit recommendations, the policy includes criteria whereby an individual or community group/organisation may be eligible for a waiver, concession or debt write-off.

Whilst the criteria do not differ from the informal processes currently being applied by the City, the implementation of this policy will ensure that all relevant requirements are documented within a Council policy. This ensures compliance with audit recommendations with regards to ongoing governance across the distribution of City funds and improved reporting mechanisms for the organisation.

To remove duplication and inconsistency, endorsement of this new policy will require administrative changes to be made to the City's existing *Donations, Sponsorships and Waiver of Fees and Charges Policy* to remove references to fee waivers.

Given Council's recent approval of the City's new Sponsorship Policy, it is recommended that the current Donations, Sponsorships and Waiver of Fees and Charges Policy be renamed

'Donations and Youth Sponsorships Policy' to ensure the community are able to clearly distinguish between the two different types of sponsorships currently provided by the City. The revised policy as shown in **Attachment 2** has been prepared for Council consideration, noting that all other content remains unchanged. A copy of the revised policy with track changes is shown in **Attachment 3**. Administration notes that further work is required to review this particular policy in its entirety and, as such, this draft, if approved by Council, will be considered as an interim policy until such time that the CS&FA review project is completed. A comprehensive review of this policy will then be undertaken to align with the CS&FA review project.

At its Council meeting held 07 April 2020, Council authorised the Chief Executive Officer to *"Determine all applications received in respect of the City's Donations, Sponsorship and the Waivers of Fees and Charges Policy and NOTES that Administration will review the policy and present a report to Council to include policy clauses that will provide a more flexible assessment of the policy criteria during the COVID-19 Pandemic."* (Item CE01-04/20 Resolution part 5b)

Due to the current COVID-19 Pandemic and resultant decrease in community events and participation, there has been an overall reduction in applications relating to Sponsorships and Donations and Community Funding requests. Therefore the funding that would usually be provided through these policies currently remains unallocated. In accordance with the above Council resolution of 07 April 2020, it is proposed that Council consider the addition of a new item 4.5 under *"Community Group Donations"* within the Donations and Youth Sponsorships Policy, as follows:

"4.5 not-for-profit or incorporated community groups to provide funding assistance to support services such as the provision of food relief, community legal services, financial counselling and other urgent services required for City of Wanneroo residents to a maximum of \$5000 per group. The CEO is authorised to determine such applications."

It is important to note that the above addition 4.5, is proposed to remain in place only during the emergency period declared for the COVID-19 pandemic, for the specific purpose of financially supporting these groups to provide services to City of Wanneroo residents whilst a state of emergency is in place.

Consultation

These policies have been developed with consultation of relevant internal stakeholders and executive leadership team. These policies have also been considered and supported by the Community Support and Financial Assistance Working Group and the City's Internal Auditors.

Comment

Alongside the development of these draft policies, Administration has sought to improve internal approval processes to enhance the customer experience. Through the implementation of these policies and associated Management Procedures, it is expected that applications will be addressed in a more timely manner with information and supporting evidence being received in advance. As such, approval of the draft policies is anticipated to benefit the customer in their application for a fee waiver, concession or debt write-off and Administration.

In relation to a previous Motion on Notice for the support of youth leadership initiatives, the Administration has since been working with local schools to implement a youth leadership program. The amended Donations and Youth Sponsorships Policy continues to support youth who are demonstrating leadership in their respective fields. The review of the Community Funding Program that has been undertaken by the Community Support and

Financial Assistance Working Group is also considering options to support youth leadership programs, noting that the review of the Community Funding Program is expected to come to Forum for consideration in the coming months.

Statutory Compliance

This policy is drafted in accordance with the following provisions as detailed in the Act:

6.12. *Power to defer, grant discounts, waive or write off debts*

(1) *Subject to subsection (2) and any other written law, a local government may -*

(a) *when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or*

(b) *waive or grant concessions in relation to any amount of money; or*

(c) *write off any amount of money,*

which is owed to the local government.

** Absolute majority required.*

(2) *Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.*

(3) *The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.*

(4) *Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.*

[Section 6.12 amended: No. 64 of 1998 s. 39.]

6.47. *Concessions*

Subject to the Rates and Charges (Rebates and Deferments) Act 1992, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.*

** Absolute majority required.*

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-S23 Stakeholder Relationships	Low
Accountability	Action Planning Option
Chief Executive Officer	Manage

Risk Title	Risk Rating
CO-017 Financial Management	Moderate
Accountability	Action Planning Option
Director Corporate Strategy and 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 this risk to support existing management systems.

The development of these draft policies aligns with the Civic Leadership objectives of the existing Strategic Community Plan and associated risk appetite statement: Civic Leadership: 4.2 Good Governance.

The City places a high priority on the importance of maintaining good governance and has no appetite for deliberate act or omission by any party that jeopardises this. Decisions are aligned to policy to ensure non-compliance impacts are reduced as low as reasonably practicable (ALARP) and reputational damage is restricted to low. Therefore the City accepts low or ALARP of compliance and governance risk.

Policy Implications

If adopted by Council, both the proposed Fee Waivers, Concessions and Debt Write-Off Policy as shown in **Attachment 1** and the proposed interim Donations and Youth Sponsorships Policy as shown in **Attachment 2** will replace the existing Donations, Sponsorships and Waiver of Fees and Charges Policy.

A comprehensive review of the Donations and Youth Sponsorships Policy will be undertaken in the future to align with the work being undertaken

Financial Implications

The financial implications arising from these policies can be varied. Fees and charges will be recognised as an income at the time of the provision of the goods or services and any approved fee waivers, concessions and debt write-offs will be recorded as an expense in the City's financial records. Respective service units will factor potential financial implications in their operating budgets on an annual basis.

Financial implications arising from the addition of proposed clause 4.5 under "*Community Group Donations*" within the Donations and Youth Sponsorships Policy can be funded through the existing operational budget using unallocated funds from the sponsorships and donations budget and the Community Funding Program for 2019/20 as well as other savings that may be identified.

Voting Requirements

Simple majority

Recommendation

That Council:

1. **ADOPTS** the proposed Fee Waivers, Concessions and Debt Write Off Policy as shown in Attachment 1 and the proposed interim Donations and Youth Sponsorships Policy as shown in Attachment 2;
2. **APPROVES** a new item 4.5 under “*Community Group Donations*” within the Donations and Youth Sponsorships Policy, **NOTING** that item 4.5 will remain in place only during the emergency period declared for the COVID-19 pandemic, as follows:

4.5 not-for-profit or incorporated community groups to provide funding assistance to support services such as the provision of food relief, community legal services, financial counselling and other urgent services required for City of Wanneroo residents to a maximum of \$5000 per group. The CEO is authorised to determine such applications.

Attachments:

- | | | | |
|----------------------------|--|-----------|---------|
| 1 Download | Fee Waivers, Concessions and Debt Write-Off Policy DRAFT | 19/328015 | Minuted |
| 2 Download | Donations and Youth Sponsorships Policy | 19/413191 | Minuted |
| 3 Download | Donations and Youth Sponsorships Policy with track changes | 20/150357 | |



Policy Manual

Fee Waivers, Concessions and Debt Write-Off Policy

Policy Owner:	Finance
Contact Person:	Manager Finance
Date of Approval:	5 May 2020

POLICY STATEMENT

The City of Wanneroo (City) provides fee **waivers**, **concessions** and debt **write-offs** to support community groups, organisations and individuals in the delivery of programs, services or events that benefit the community or to assist those with limited capacity to pay.

POLICY OBJECTIVE

The objective of this policy is to provide a framework for the consideration of requests for fee waivers, concessions and debt write-offs that:

- provides a fair and equitable assessment and approval process; and
- is consistent, transparent and fiscally responsible.

SCOPE

- The policy applies to all **fees and charges** adopted through the City's annual budget process, as detailed in the City's Fees and Charges Schedule, and any concessions authorised and granted throughout the financial year.
- This policy does not apply to **statutory fees and charges**, penalties or requests for relief from rates levied by the City.

IMPLICATIONS (Strategic, Financial, Human Resources)

This policy must be read and applied in conjunction with the City's endorsed Fees and Charges Schedule, policies and other relevant legislation.

This policy will result in a financial cost to the City, offset by the community benefit of the goods or services provided by the individual or organisation. The Administration will identify the actual cost involved in successful requests and all individual amounts in excess of \$5,000 will be reported to the Audit and Risk Committee of Council. The total cost of all successful requests will be reported to the community on an annual basis in the City's Annual Report.

The policy considers and adheres to the Local Government Act 1995 and associated Regulations.

IMPLEMENTATION

Section 6.12 the Act allows the City to waive or grant concessions in relation to any amount of money which is owed to the City.



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Fee waivers, concessions or write-offs may be provided by the City to individual residents or community groups and organisations that live or operate within the City of Wanneroo area to deliver community outcomes, or provide assistance to an individual or group with limited capacity to pay.

The City will assess and make determinations on requests in accordance with the following principles:

- User's capacity to pay;
- Compliance with statutory requirements;
- Fairness and equity;
- Legislative or regulatory obligations;
- Type of service being provided;
- Alignment with the City's brand and strategic objectives; and
- Benefit to the City of Wanneroo community.

The City has determined eligibility criteria, as outlined in **Schedule 1**, where consideration for a fee waiver, concession or write-off may be considered.

In addition to these criteria, the City may choose to provide a waiver or concession in order to provide community outcomes through an approved sponsorship, community funding, collaboration or other City-initiated agreement, or to enhance opportunities for business development and effectively promote the City's services through promotional initiatives at City facilities.

ROLES AND RESPONSIBILITIES

The policy will be administered by Finance services.

Under the provisions of the Act, authority to approve fee and charge variations rests with Council or its delegates, depending on the value of each request. To ensure transparent decision making, all requests for fee waivers, concessions or write-offs will be reviewed by the City against the principles and criteria detailed within this policy.

DISPUTE RESOLUTION

All disputes in regard to this policy will be reviewed by an alternate delegate.

EVALUATION AND REVIEW PROVISIONS

The Policy will be reviewed every three years.

DEFINITIONS

DEFINITIONS: Any definitions listed in the following table apply to this document only.

Concession	A preferential rate in relation to any amount of money which would ordinarily be owed to the Local Government.
Charitable/Religious Groups	Not for Profit groups generally formed for religious purposes, predominantly grant funded and that of which derive a level of



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	income from such activity.
Fees and Charges	Fees and charges set by Council where it has discretion as to the provision of the goods or services being offered and the associated costs.
Sporting, Recreational or Volunteer Groups (SRVG)	Not for Profit groups of a sporting, recreational and community nature, (including football clubs, athletics clubs, soccer clubs, sports and social clubs, surf lifesaving clubs, Men's Sheds, Scouts and the like), whether incorporated or not, that would be deemed exempt dispositions under the Local Government Act 1995.
Statutory Fees and Charges	Fees and Charges set under a Statutory Act (other than the Local Government Act 1995) administered by the City.
Waiver	A waiver of any amount of money which would ordinarily be owed to the Local Government (a debt has not been incurred).
Write-Off	Write off of any amount of money that is owed to the Local Government (the debt has been incurred).

RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

- Fee Waivers, Concessions and Debt Write-Off Management Procedure (draft)
- Strategic Budget Policy
- Accounting Policy
- Consolidated Delegated Authority Register (Section 1.1.24 Waiver, grant of concession or write off of monies owing)

REFERENCES

Local Government Act 1995

RESPONSIBILITY FOR IMPLEMENTATION

Manager Finance

Version	Next Review	Record No:
May 2020	May 2025	19/328015



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SCHEDULE 1

Fee Waiver, Concession and Debt Write-Off Eligibility Criteria

The City may consider requests to provide a fee waiver, concession or debt write-off in accordance with the following criteria:

Users Capacity To Pay

Where there is evidence that payment of the fee or charge will impose unreasonable financial hardship on the applicant given their particular circumstances. For example:

- A change to employment status, such as job loss or reduced work hours.
- Unemployment.
- Business failure.
- A significant life event, such as a relationship breakdown or death in the family.
- Trauma or tragedy.
- Illness or disability.
- An emergency event or natural disaster.
- Other reasonable cause adversely affecting the ability to pay.

In determining eligibility on the basis of the users capacity to pay, the City will require the applicant to provide reasonable proof which may include details of assets, income and living expenses, and other such information required to make a valid assessment i.e. a statutory declaration, or written request with supporting evidence.

The following conditions apply to requests for fee waivers, concessions or debt write-off:

1. Applicants should live, own property or be delivering an activity/service within the City of Wanneroo.
2. Applicants should have not received a waiver, concession or debt write-off within the same financial year.
3. Applications must not directly or indirectly contravene Council policy.
4. Applications must not create an actual or perceived conflict of interest or potential reputational risk for the City.
5. Applications must not interfere with the City's compliance with and exercise of its legislative obligations.
6. Applications will not be accepted from commercial organisations or State or Federal Government organisations.
7. Charitable/Religious Groups and Sporting, Recreational or Volunteer Groups (SRVG) may be considered if it can be clearly demonstrated that the organisation has a charitable or community service orientated purpose directly serving the community of the City of Wanneroo.
8. Applications should not have the potential for income generation or profit, beyond gold coin contribution, unless otherwise agreed.
9. Applications should not be for fundraising activities beyond gold coin contribution such as quiz nights, fetes or generic fund raising campaigns.



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Donations and Youth Sponsorships Policy

Policy Owner:	Council & Corporate Support
Contact Person:	Manager Council & Corporate Support
Date of Approval:	5 May 2020

POLICY OBJECTIVE

To provide clear guidelines for the equitable assessment of requests for donations and youth sponsorships incorporating conditions and processes to ensure accountability for the funds expended and to meet Council's strategic objective of providing healthy, safe, vibrant and connected communities.

POLICY STATEMENT

Given that Council receives a large number of requests from community organisations throughout the year for donations and youth sponsorships, a policy for the assessment of applications ensures:-

- Transparency and accountability to the community;
- An effective reporting mechanism to Council regarding the total value of donations approved in any one financial year;
- An equitable assessment of each application or request received;
- A standard process for applicants to follow when requesting donations or youth sponsorships from the Council.

SCOPE

This policy applies to community groups applying for a donation towards an activity, event or program with a charitable or community service oriented purpose and to sporting organisations and clubs on behalf of individuals aged 18 years of age or under who reside in the City of Wanneroo and have been selected to participate in State, National or International competitions. All funding will be allocated at the discretion of Council or the Chief Executive Officer (or nominee) and subject to budgetary constraints. No applicant is guaranteed funding support or that the full amount requested will be donated.

Each application for funding assistance is considered on its individual merits. The City of Wanneroo reserves the right to determine eligibility for financial assistance based on information provided in the funding application. Recipients of funding will be asked to assess their performance according to the following indicators:-

- Demonstrable achievement of outcome identified;
- The level of public awareness of their activity or project;
- Public attendance at events held;
- Involvement of volunteers; and
- Acknowledgement of the contribution made by the City of Wanneroo.



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Tangible evidence to support these performance indicators will be required such as photos, press clippings, copies of fliers, newsletters, documents produced, etc. Failure to satisfactorily complete the performance evaluation requirements may disqualify recipients from future funding assistance from Council.

BACKGROUND

The Donations, Sponsorships and Waiver of Fees and Charges Policy was first implemented in July 2002 and has been reviewed on several occasions. The policy provides guidelines to support the provision of funding to residents and community groups of the City of Wanneroo.

CONSULTATION WITH STAKEHOLDERS

Key stakeholders include not-for-profit community organisations within and servicing Wanneroo as well as individual sports people 18 years of age or under or disabled sports people of any age, who have been selected to compete in State, National and International competitions and reside within the City of Wanneroo. Internal stakeholders include staff who implement the policy, such as Governance, Community Facilities and Finance as well as the decision makers, namely the Chief Executive Officer (or nominee) and Elected Members.

IMPLICATIONS (Financial, Human Resources)

The implementation of this policy is supported by funds allocated through the Annual Budget of Council each financial year. Council has demonstrated a long term commitment to the provision of donations to community groups and individual sports people through the implementation of this policy.

REPORTING PROCEDURES

A report noting donations and youth sponsorships approved by the Chief Executive Officer (or nominee) will be prepared and circulated to Elected Members.

Applications determined by Council under this policy shall become part of the public record, via Council minutes.

IMPLEMENTATION

1. Timeframe:

Applications (except for emergency assistance) must be submitted on the official form and must be received at least three weeks prior to the event. The Assessment process can take between four to six weeks from date of receipt of the application, therefore the sooner it is received the sooner it can be processed.



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2. Exclusions:

Council **will not** consider funding applications for donations or youth sponsorships for:

- 2.1 Any activity, event or program that contravenes Council's existing policies;
- 2.2 The bond associated with the use of Council Facilities;
- 2.3 Retrospective applications;
- 2.4 More than one application per financial year, including funding through the Community Funding Program;
- 2.5 Requests from non resident individuals or organisations which do not directly serve or represent the community of the City of Wanneroo;
- 2.6 Requests from commercial organisations unless they clearly relate to community or not-for-profit projects and/or events occurring in, and directly serving the community of the City of Wanneroo;
- 2.7 Requests that have the potential for income generation or profit or where an entry fee is being charged (excluding a gold coin donation);
- 2.8 Requests from organisations who have monies owing to the City;
- 2.9 Fund raising activities, for example, prizes for quiz nights, fetes and generic fundraising campaigns from individuals or National Charities, unless it can be demonstrated that the events aims and objectives are targeted primarily at the City's community as a whole;
- 2.10 State or Federal government organisations (unless substantial benefit to the City of Wanneroo community is established).

3. Standard conditions relating to funding agreements:

- 3.1 All applications must be on official form, otherwise not accepted.
- 3.2 Funds should be expended in keeping with ethical conduct and practices;
- 3.3 The City to be acknowledged in associated publicity and promotional material, with the City's logo displayed appropriately;
- 3.4 Event organisers must liaise with the City's Communication and Brand service unit before proceeding to use the City's logo or material;
- 3.5 Event organisers may be required to complete an Event Application Form or a "Casual Facility Hire Application" Form. For more information please refer to the City's web site at www.wanneroo.wa.gov.au;



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- 3.6 Successful organisations without an ABN must be prepared to sign a "Statement by a Supplier" Form in order to be funded;
- 3.7 Any funds not spent in the agreed time are to be returned to the City of Wanneroo;
- 3.8 Assistance is provided on a one-off basis with no commitment to future funding.

CATEGORIES AND CRITERIA

CRITERIA	YOUTH SPONSORSHIPS	DONATIONS
Promotes City of Wanneroo's mission and objectives	√	√
Significant benefits to the City of Wanneroo community	√	√
Not-for-profit or Non-government organisations	√	√
75% of membership of groups requesting support must be City of Wanneroo residents		√
Requests from supporting clubs and organisations on behalf of young people who reside within the City of Wanneroo (18 years of age and under), who are performing or competing in State, National or International competitions, festivals or exhibitions	√	
Selection letter included	√	
Disabled athletes, regardless of age.	√	

All applications under the following categories must firstly adhere to the timeframe, standard conditions and exclusions section of this policy as set out in points 1. to 3. above.

4. Community Group Donations

- 4.1 Not-for-profit or Non-government organisation that has a charitable or community service orientated purpose;
- 4.2 75% of membership of groups requesting support must be City of Wanneroo residents unless it can be demonstrated that the events' aims and objectives are targeted primarily at the City's community.
- 4.3 Council at its own discretion may donate to disaster relief funds for humanitarian reasons.
- 4.4 Requests are required to adhere to the "Exclusions and Standard Conditions" criteria detailed in points 1. to 3. of this policy.



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- 4.5 not-for-profit or incorporated community groups to provide funding assistance to support services such as the provision of food relief, community legal services, financial counselling and other urgent services required for City of Wanneroo residents to a maximum of \$5000 per group. The CEO is authorised to determine such applications.

5. Youth Sponsorships

- 5.1 Supporting groups and organisations (e.g sports clubs, dance academies etc) are required to apply for funding on behalf of young people who reside within the City of Wanneroo (up to and including 18 years of age), and who are performing, competing or taking part in State, National or International competitions, festivals and exhibitions. The group or organisation needs to include all children in the team who reside within the City of Wanneroo and who have been selected to the event.
- 5.2 Requests for funding will only be considered on the official form and signed by a club official. Forms submitted and signed by parents will not be considered.
- 5.3 Requests must be supported by a letter of selection from the state association or supporting agency and included with the application.
- 5.4 Selection of individuals by schools are subject to the following criteria:-
- Funding will be to a maximum of \$2,000.00 per school, per financial year to support students attending events.*
- 5.5 Youth Sponsorships approved by the City will be forwarded through to the supporting group who is then required to distribute the funds to the individuals identified on the supporting group's application.
- 5.6 Disabled athletes, regardless of age, who reside within the City of Wanneroo.
- 5.7 Requests are required to adhere to the "Exclusions and Standard Conditions" criteria detailed under points 1. to 3. of this policy.

Applications for youth sponsorships will be determined by the Chief Executive Officer (or nominee) (up to and including \$500.00) or Council (over \$500.00) according to the following schedule:

Type of competition/exhibition/festival	Amount provided
State (Western Australia)	\$75.00 per individual (capped at \$600 per club)
National	\$200.00 per individual (capped at \$600 per team to a maximum of four teams per event).
International	\$500.00 per individual (capped at \$1,500 per team)



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Additional Exclusions

The City will not consider applications for Youth Sponsorships from individuals if:

- 5.8 The individual receives payment of any kind for their participation in the event or activity; and
- 5.9 Individuals have selected themselves to participate in an event or activity.

6. Specific Donations

The City of Wanneroo will continue to honour its commitment to the following organisations/programs by ensuring an appropriate budget allocation is made in the annual budget to a value determined by the Chief Executive Officer (or nominee) (subject to a request for funding being received):

- 6.1 Cancer Council – Relay for Life (\$5,000 p.a.)
- 6.2 Wanneroo Agricultural Society (perpetual trophy)
- 6.3 Country Women's Association, Wanneroo Branch 100% waiver of fees for hire of the Gallery (WLCC) once a year to hold a morning tea to raise funds for Breast Cancer Care WA.

7. Applications with extenuating circumstances

If an application for a donation or youth sponsorship does not meet the evaluation criteria but is assessed by City Administration as a case warranting further consideration, it will be forwarded to Council for determination.

DETERMINATION PROCEDURES

Donation value/applicant	Determination Procedure
Applications up to and including the value of \$500.00 from City of Wanneroo based organisations or individuals	Determined by CEO (or nominee)
Applications over \$500.00 from City of Wanneroo based organisations and individuals	Council determination
Applications up to and including the value of \$500.00 from supporting groups on behalf of individuals to attend State, National or International events	Determined by CEO (or nominee)
Applications over the value of \$500.00 from supporting groups on behalf of individuals to attend State, National or International events	Council determination
Applications with extenuating circumstances	Council determination



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ROLES AND RESPONSIBILITIES

The City's Governance Officer is responsible for monitoring compliance with this policy and will provide interpretations in the event of clarification being required.

DISPUTE RESOLUTION

All disputes in regard to this policy will be referred to the Chief Executive Officer in the first instance. In the event that an agreement cannot be reached, the matter will be submitted to Council for a ruling.

WHO NEEDS TO KNOW ABOUT THIS POLICY?

All employees. Elected Members. Members of the public.

EVALUATION AND REVIEW PROVISIONS

The success of this policy can be gauged by the number of applications received and the percentage that receive funding.

DEFINITIONS

DEFINITIONS: Any definitions listed in the following table apply to this document only.

Donation/s	Is a cash contribution to an individual, organisation or group for the purpose of supporting an activity, event or programme with a charitable, welfare, sporting or community service orientated purpose, and does not have an acquittal requirement.
Not-for-profit Community Group or Organisation	Provides services that benefit the broader community. Any profit made goes back into the operation of the group or organisation to carry out its purposes and is not distributed to any of its members.
Council Facilities	Council facilities means all City owned and operated facilities and reserves across the City that are included as available for hire or use in the City's Annual Schedule of Fees and Charges.
Official Form	Is the application form to be completed with all required details and submitted to the City for assessment. A new form is to be submitted for each new application. The Official Form may be amended from time to time as required. The Official Form is available from the City of Wanneroo website at www.wanneroo.wa.gov.au



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DEFINITIONS: Any definitions listed in the following table apply to this document only.

Youth Sponsorship	Is a cash contribution to a supporting group or organisation (e.g sports clubs, dance academies) on behalf of young people who reside within the City of Wanneroo (up to and including 18 years of age), and who are performing, competing or taking part in State, National or International competitions, festivals and exhibitions. Youth Sponsorships are also available to athletes with a disability who reside within the City of Wanneroo, regardless of age.
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REFERENCES

Community Funding Policy
 Facility Hire and Use Policy
 Fees Waivers, Concessions and Debt Write Off Policy

RESPONSIBILITY FOR IMPLEMENTATION

Council & Corporate Support

Version	Next Review	Record No:
11 October 2011 (CS04-10/11)	October 2013	10/67965
05 March 2013 (CS07-03/13)	October 2015	10/67965
26 April 2016 (CS14-04/16 – minor amendment)	October 2016	10/67965
23 July 2019 (minor review)	July 2020	10/67965V2
5 May 2020	May 2025	19/413191



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Donations and Youth, Sponsorships ~~and Waiver of Fees and Charges~~ Policy

Policy Owner:	Council & Corporate Support
Contact Person:	Manager Council & Corporate Support
Date of Approval:	27 August 2019 – CE02-08/19 <u>5 May 2020</u>

POLICY OBJECTIVE

To provide clear guidelines for the equitable assessment of requests for donations and youth, sponsorships ~~s and waiver of fees and charges~~ incorporating conditions and processes to ensure accountability for the funds expended and to meet Council's strategic objective of providing healthy, safe, vibrant and connected communities.

POLICY STATEMENT

Given that Council receives a large number of requests from community organisations throughout the year for donations and youth, sponsorships ~~s and waiver of Council fees and charges~~, a procedure policy for the assessment of applications ensures:-

- Transparency and accountability to the community;
- An effective reporting mechanism to Council regarding the total value of donations approved in any one financial year;
- An equitable assessment of each application or request received;
- A standard process for applicants to follow when requesting donations or youth sponsorships from the Council.

SCOPE

This policy applies to community groups applying for a donation towards an activity, event or program with a charitable or community service oriented purpose and to sporting organisations and clubs on behalf of individuals aged 18 years of age or under who reside in the City of Wanneroo and have been selected to participate in State, National or International competitions. All funding will be allocated at the discretion of Council or the Chief Executive Officer (or nominee) and subject to budgetary constraints. No applicant is guaranteed funding support or that the full amount requested will be donated.

Each application for funding assistance is considered on its individual merits. The City of Wanneroo reserves the right to determine eligibility for financial assistance based on information provided in the funding application. Recipients of funding will be asked to assess their performance according to the following indicators:-

- Demonstrable achievement of outcome identified;
- The level of public awareness of their activity or project;
- Public attendance at events held;
- Involvement of volunteers; and
- Acknowledgement of the contribution made by the City of Wanneroo.

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Tangible evidence to support these performance indicators will be required such as photos, press clippings, copies of fliers, newsletters, documents produced, etc. Failure to satisfactorily complete the performance [evaluation](#) requirements may disqualify recipients from future funding assistance from Council.

BACKGROUND

The Donations, Sponsorships and Waiver of Fees and Charges Policy was first implemented in July 2002 and has been reviewed on several occasions. The policy provides guidelines to support the provision of funding to residents and community groups of the City of Wanneroo.

CONSULTATION WITH STAKEHOLDERS

Key stakeholders include not-for-profit community organisations within and servicing Wanneroo as well as individual sports people 18 years of age or under or disabled sports people of any age, who have been selected to compete in State, National and International competitions and reside within the City of Wanneroo. Internal stakeholders include staff who implement the policy, such as Governance, Community Facilities and Finance as well as the decision makers, namely the Chief Executive Officer (or nominee) and Elected Members.

IMPLICATIONS (Financial, Human Resources)

The implementation of this policy is supported by funds allocated through the Annual Budget of Council each financial year. Council has demonstrated a long term commitment to the provision of donations to community groups and individual sports people through the implementation of this policy.

REPORTING PROCEDURES

A report noting donations [and youth sponsorships](#) ~~and waivers of fees and charges~~ approved by the Chief Executive Officer (or nominee) will be prepared and circulated to Elected Members ~~through the Wanneroo Wrap~~.

Applications determined by Council under this policy shall become part of the public record, via Council minutes.

IMPLEMENTATION

1. Timeframe:

Applications (except for emergency assistance) must be submitted on the official form and must be received at least ~~two~~ [three](#) weeks prior to the event. The Assessment process can take between four to six weeks from date of receipt of the application, therefore the sooner it is received the sooner it can be processed.

2. Exclusions:

Council **will not** consider funding applications for donations or youth, sponsorships ~~or the waiver of fees and charges~~ for:

- 2.1 Any activity, event or program that contravenes Council's existing policies;
- 2.2 The bond associated with the use of Council Facilities; ~~(only the waiver of fees for an activity, event or function will be considered);~~
- 2.3 Retrospective applications;
- 2.4 More than one application per financial year, including funding through the Community Funding Donation Program fund;
- 2.5 Requests from non resident individuals or organisations which do not directly serve or represent the community of the City of Wanneroo;
- 2.6 Requests from commercial organisations unless they clearly relate to community or not-for-profit projects and/or events occurring in, and directly serving the community of the City of Wanneroo;
- 2.7 Requests that have the potential for income generation or profit or where an entry fee is being charged (excluding a gold coin donation);
- 2.8 Requests from organisations who have monies owing to the City;
- 2.9 Fund raising activities, for example, prizes for quiz nights, fetes and generic fundraising campaigns from individuals or National Charities, unless it can be demonstrated that the events aims and objectives are targeted primarily at the City's community as a whole;
- 2.10 State or Federal government organisations (unless substantial benefit to the City of Wanneroo community is established).

3. Standard conditions relating to funding agreements:

- 3.1 All applications must be on official form, otherwise not accepted. ~~The form can be downloaded from the web site at www.wanneroo.wa.gov.au;~~
- 3.2 Funds should be expended in keeping with ethical conduct and practices;
- 3.3 The City to be acknowledged in associated publicity and promotional material, with the City's logo displayed appropriately;
- 3.4 Event organisers must liaise with the City's Communication and BrandEvents service unit before proceeding to use the City's logo or material;
- 3.5 Event organisers may be required to complete an Event Application Form or a "Casual Facility Hire Application" Form. For more information please contact

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~~the City's Communication and Events Service Unit or~~ refer to the City's web site at www.wanneroo.wa.gov.au;

- 3.6 Successful organisations without an ABN must be prepared to sign a "Statement by a Supplier" Form in order to be funded;
- 3.7 Any funds not spent in the agreed time are to be returned to the City of Wanneroo;
- 3.8 Assistance is provided on a one-off basis with no commitment to future funding.

CATEGORIES AND CRITERIA

CRITERIA	<u>YOUTH</u> SPONSORSHIPS	DONATIONS
Promotes City of Wanneroo's mission and objectives	√	√
Significant benefits to the City of Wanneroo community	√	√
Not-for-profit or Non-government organisations	√	√
75% of membership of groups requesting support must be City of Wanneroo residents		√
Requests from supporting clubs and organisations on behalf of young people who reside within the City of Wanneroo (18 years of age and under), who are performing or competing in State, National or International competitions, festivals or exhibitions	√	
Selection letter included	√	
Disabled athletes, regardless of age.	√	

All applications under the following categories must firstly adhere to the timeframe, standard conditions and exclusions section of this policy as set out in points 1. to 3. above.

4. Community Group Donations ~~& Waiver of Fees and Charges~~

- 4.1 Not-for-profit or Non-government organisation that has a charitable or community service orientated purpose;
- 4.2 75% of membership of groups requesting support must be City of Wanneroo residents unless it can be demonstrated that the events' aims and objectives are targeted primarily at the City's community.
- 4.3 ~~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;~~

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~~4.4~~ Council at its own discretion may donate to disaster relief funds for humanitarian reasons.

~~4.45~~ Requests are required to adhere to the "Exclusions and Standard Conditions" criteria detailed in points 1. to 3. of this policy.

~~4.5 not-for-profit or incorporated community groups to provide funding assistance to support services such as the provision of food relief, community legal services, financial counselling and other urgent services required for City of Wanneroo residents to a maximum of \$5000 per group. The CEO is authorised to determine such applications.~~

Additional Exclusions:

~~The City will not consider applications for community group donations or the waiver of fees and charges for:~~

~~4.6 Requests for continuous or ongoing waiver of fees and charges although a one-off 50% waiver of fees (covering one financial year) may be provided to not-for-profit groups hiring Council facilities. This will be available to groups as short-term support.~~

5. Youth Sponsorships

5.1 Supporting groups and organisations (e.g sports clubs, dance academies etc) are required to apply for funding on behalf of young people who reside within the City of Wanneroo (up to and including 18 years of age), and who are performing, competing or taking part in State, National or International competitions, festivals and exhibitions. The group or organisation needs to include all children in the team who reside within the City of Wanneroo and who have been selected to the event.

5.2 Requests for funding will only be considered on the official form and signed by a club official. Forms submitted and signed by parents will not be considered.

5.3 Requests must be supported by a letter of selection from the state association or supporting agency and included with the application.

5.4 Selection of individuals by schools are subject to the following criteria:-

Funding will be to a maximum of \$2,000.00 per school, per financial year to support students attending events.

5.5 Donations-Youth Sponsorships approved by the City will be forwarded through to the supporting group who is then required to distribute the funds to the individuals identified on the supporting group's application.

5.6 Disabled athletes, regardless of age, who reside within the City of Wanneroo.



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- 5.7 Requests are required to adhere to the "Exclusions and Standard Conditions" criteria detailed under points 1. to 3. of this policy.

Applications for ~~donations to athletes and performers~~ youth sponsorships will be determined by the Chief Executive Officer (or nominee) (up to and including \$500.00) or Council (over \$500.00) according to the following schedule:

Type of competition/exhibition/festival	Amount provided
State (Western Australia)	\$75.00 per individual (capped at \$600 per club)
National	\$200.00 per individual (capped at \$600 per team to a maximum of four teams per event).
International	\$500.00 per individual (capped at \$1,500 per team)

Additional Exclusions

The City will not consider applications for Youth Sponsorships ~~donations~~ from ~~individuals~~ ~~athletes or performers~~ if:

- 5.8 The ~~individual athlete or performer~~ receives payment of any kind for their participation in the event or activity; and

- 5.9 Individuals have selected themselves to participate in an event or activity.

6. Specific Donations

The City of Wanneroo will continue to honour its commitment to the following organisations/programs by ensuring an appropriate budget allocation is made in the annual budget to a value determined by the Chief Executive Officer (or nominee) (subject to a request for funding being received):

- 6.1 Cancer Council – Relay for Life (\$5,000 p.a.)

~~6.2 Lake Joondalup Village Choir~~

~~6.3 Challenge Brass Band~~

~~6.34 Jaguars Softball Club for Disabilities~~

~~6.452~~ Wanneroo Agricultural Society (perpetual trophy)

~~6.6 Twin Cities FM (\$5,000 p.a.)~~

~~6.573~~ Country Women's Association, Wanneroo Branch 100% waiver of fees for hire of the Gallery (WLCC) once a year to hold a morning tea to raise funds for Breast Cancer Care WA.

7. Applications with extenuating circumstances

If an application for a donation or youth sponsorship does not meet the evaluation criteria but is assessed by City Administration as a case warranting further consideration, it will be forwarded to Council for determination.

DETERMINATION PROCEDURES

Donation value/applicant	Determination Procedure
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10/67965



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Donation value/applicant	Determination Procedure
Applications up to and including the value of \$500.00 from City of Wanneroo based organisations or individuals	Determined by CEO (or nominee)
Applications over \$500.00 from City of Wanneroo based organisations and individuals	Council determination
Applications up to and including the value of \$500.00 from supporting groups on behalf of individuals to attend State, National or International events	Determined by CEO (or nominee)
Applications over the value of \$500.00 from supporting groups on behalf of individuals to attend State, National or International events	Council determination
Applications with extenuating circumstances	Council determination

ROLES AND RESPONSIBILITIES

The City's Governance Officer is responsible for monitoring compliance with this policy and will provide interpretations in the event of clarification being required.

DISPUTE RESOLUTION

All disputes in regard to this policy will be referred to the Chief Executive Officer in the first instance. In the event that an agreement cannot be reached, the matter will be submitted to Council for a ruling.

WHO NEEDS TO KNOW ABOUT THIS POLICY?

All employees. Elected Members. Members of the public.

EVALUATION AND REVIEW PROVISIONS

The success of this policy can be gauged by the number of applications received and the percentage that receive funding.

DEFINITIONS

DEFINITIONS: Any definitions listed in the following table apply to this document only.	
Donation/s	Is a cash contribution to an individual, organisation or group for the purpose of supporting an activity, event or programme with a charitable, welfare, sporting or community service orientated purpose, and does not have an acquittal requirement.
Fees and Charges	Are stipulated monetary amounts levied by the City on an organisation or group for the use of a City owned facility or the staging of a particular event or activity.

DEFINITIONS: Any definitions listed in the following table apply to this document only.

In-kind Donation	Is the provision of services and/or resources where no cash is exchanged. In-kind requests include, but are not limited to, subsidised or waived venue hire fees, rubbish bins for events and various applications of employee time and other non-monetary resources.
Not-for-profit Community Group or Organisation	Provides services that benefit the broader community. Any profit made goes back into the operation of the group or organisation to carry out its purposes and is not distributed to any of its members.
Council Facilities	Council facilities means all City owned and operated facilities and reserves across the City that are included as available for hire or use in the City's Annual Schedule of Fees and Charges.
<u>Official Form</u>	<u>Is the application form to be completed with all required details and submitted to the City for assessment. A new form is to be submitted for each new application. The Official Form may be amended from time to time as required. The Official Form is available from the City of Wanneroo website at www.wanneroo.wa.gov.au</u>
<u>Youth Sponsorship</u>	<u>Is a cash contribution to a supporting group or organisation (e.g sports clubs, dance academies) on behalf of young people who reside within the City of Wanneroo (up to and including 18 years of age), and who are performing, competing or taking part in State, National or International competitions, festivals and exhibitions. Youth Sponsorships are also available to disabled athletes with a disability who reside within the City of Wanneroo, regardless of age.</u>

REFERENCES

Community Funding Policy

Facility Hire and Use Policy

[Fees Waivers, Concessions and Debt Write O-off to Debt Policy \(draft\)](#)

RESPONSIBILITY FOR IMPLEMENTATION

Council & Corporate Support

Version	Next Review	Record No:
11 October 2011 (CS04-10/11)	October 2013	10/67965
05 March 2013 (CS07-03/13)	October 2015	10/67965
26 April 2016 (CS14-04/16 – minor amendment)	October 2016	10/67965
23 July 2019 (minor review)	July 2020	10/67965V2
5 May 2020 (minor review)	May 2025	19/413191

CITY OF WANNEROO DONATION REQUEST FORM

GROUP DETAILS

Name of Organisation or Group: <i>(Cheques will be made out to this name, please ensure an account is available)</i>			
Contact Person <i>(all mail will be addressed to this person)</i>			
Postal Address			
Phone No:		Email Address:	
Incorporated? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/>	Year of Incorporation:	ABN: <i>(If not, please complete attached Statement by Supplier.)</i>	
Is your organisation registered for GST? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/>	Basis of operation: <input type="checkbox"/> Commercial <input type="checkbox"/> Not For Profit <input type="checkbox"/> Registered Charity		

ABOUT YOUR ORGANISATION

Describe the role of your organisation:			
Where do you operate from and in what area? (eg. Suburbs)			
Membership:	No. of members: How many are residents of the City of Wanneroo?		

ABOUT THE PROJECT OR EVENT

Name of Project or Event:			
Date and Time:		Location and Venue:	
Who can attend?			
Purpose of project or event:			
If in the City of Wanneroo, has an Event Approval Form been submitted? <i>(Event Approval Forms are available by contacting the City of Wanneroo on 9405 5000)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Is there an entry fee <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, how much is the fee?
What will the donation be used for specifically?:		Will income be generated as a result of event or project? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, how will this be used?
How will your organisation acknowledge City of Wanneroo support?		Is the event:	<input type="checkbox"/> One-off Event <input type="checkbox"/> Regular Event

PROJECT OR EVENT BUDGET SUMMARY

Total Cost of Project/Event:	\$	
Amount contributed by your organisation:	\$	
In-kind contribution, (e.g. volunteer time):	\$	
Amount from other sources, (e.g. other funding, sponsorship):	\$	
Amount Requested from City of Wanneroo:	\$	



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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: <i>(Cheques will be made out to this name, please ensure an account is available)</i>			
Contact Person <i>(all mail will be addressed to this person)</i>			
Postal Address			
Phone No:		Fax No:	
Email Address:			
ABN No:			

EVENT DETAILS

Title of Event:			
Location and Venue:			
Date of the Event*:		State <input type="checkbox"/> National <input type="checkbox"/> International <input type="checkbox"/>	

**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

(Attach separate sheet if more names to be included)

SELECTION DETAILS

Who made the selection? <i>(Selection letter/s must be attached for each individual)</i>			
Will any payment be received by the individual/s for participating?	Yes <input type="checkbox"/> No <input type="checkbox"/>	What is the cost to each individual to participate in this event?	

ACKNOWLEDGEMENT OF CITY OF WANNEROO SUPPORT

If successful, how are you prepared to acknowledge the City's support? <i>(eg. Display promotional items; provide brief report and photos)</i>	
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DECLARATION

I, (print name) on behalf of (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: Position:

11/115124

3.8 Review of Accounting Policy

File Ref: 5115 – 20/148692
Responsible Officer: Director Corporate Strategy & Performance
Disclosure of Interest: Nil
Attachments: 2

Issue

To review the City's Accounting Policy.

Background

The City's current Accounting Policy (the **Policy**) was adopted by Council in June 2019. The contents of this Policy include the significant accounting Policies, which are required to be administrated and thoroughly monitored for compliance and accountability. Of utmost importance is that the significant accounting Policies will be incorporated as 'Notes' to both the Audited Annual Financial Statements and Annual Budget, which will be available to the general public for usage and viewing.

Detail

The purpose of the Policy is to provide a framework to ensure all City accounts are reported to Council with consistent application of the Australian Accounting Standards and in compliance with statutory requirements under the *Local Government Act 1995* (the **Act**) and *Local Government (Financial Management) Regulations 1996* (the **Regulations**).

The Policy contains a set of specific policies known as '*Summary of Significant Accounting Policies*' to be applied in the preparation of the City's Annual Financial Statements. These include methods, measurement systems and procedures for presenting disclosures as required by the Australian Accounting Standards Board (**AASB**). AASB 101 Presentation of Financial Statements requires the City to use the summary of significant accounting policies to disclose how the City prepared its Annual Financial Statements in order to assist users in making informed decisions.

Consultation

The policy has been prepared in consultation with the Executive Leadership Team, Elected Members and the Audit and Risk Committee.

Comment

In March 2020, the annual Policy review process was undertaken. This resulted in some minor administrative changes being incorporated and the inclusion of latest changes in the accounting standards (if any). The revised Accounting Policy can be found in **Attachment 1** and a version showing tracked changes is in **Attachment 2**.

Statutory Compliance

The Policy complies with the City accounting requirements as detailed in:

- a) *The Act*,
- b) *The Regulations*; and
- c) *AASB Standards*.

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-017 Financial Management	Moderate
Accountability	Action Planning Option
Director Corporate Strategy & Performance	Manage

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

In pursuing growth under the Economic objectives of the existing Strategic Community Plan, Council should consider the following risk appetite statements:

Local Jobs

The City is prepared to accept a high level of financial risk provided that the City implements a risk management strategy to manage any risk exposure.

Strategic Growth

The City will accept a moderate level of financial risk for facilitating industry development and growth.

Any strategic objective including ongoing planning, funding and capital investment to develop infrastructure strategic assets carries financial risks.”

Policy Implications

If adopted by Council, the revised Policy will form the major part of Note 1 of the City Annual Financial Report and will supersede the current Policy.

Financial Implications

Adoption of the Policy will ensure consistent application of accounting principles and treatments to aid comparative analysis for decision making.

Voting Requirements

Simple Majority

Recommendation

That Council ADOPTS the proposed revised Accounting Policy as shown in Attachment 1.

Attachments:

- 1 [Download](#) Attachment 1 - Accounting Policy 17/34812[v4] Minuted
- 2 [Download](#) Attachment 2 - Accounting Policy with track changes 20/149379



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Accounting Policy

Policy Owner: Finance
Contact Person: Manager Finance
Date of Approval: 5 May 2020

POLICY OBJECTIVE

To provide a framework to ensure the City's financial information is reported to Council with consistent application of Australian Accounting Standards and in compliance with statutory requirements under the *Local Government Act 1995* (the "Act"), and *Local Government (Financial Management) Regulations 1996* (the "Regulations").

POLICY STATEMENT

This policy will apply to the development and presentation of the City's;

- Management Accounts;
- Annual Financial Statements;
- Annual Budget; and
- Long Term Financial Plan.

1. Summary of Significant Accounting Policies

(a) Basis of Preparation

The City's financial information is to be prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board (AASB), the Act and accompanying regulations.

Except for cash flow and rate setting information, all financial information will be prepared on an accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

Critical Accounting Estimates

The preparation of the City's financial information in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are to be based on historical experience and various other factors that are believed to be reasonable under the circumstances. The results of this experience and other factors combine to form the basis of making judgements about carrying values of assets and liabilities not readily apparent from other sources.

(b) The Local Government Reporting Entity

All Funds, through which the City controls resources to carry on its functions, are to be included in the relevant financial information. In the process of reporting on the local government as a single unit, all transactions and balances between those Funds (for example, loans and transfers between Funds) will be eliminated.

All monies held in the Trust Fund are excluded from the financial statements a separate statement of those monies is to be appended to the Annual Financial Statements.



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(c) Goods and Services Tax ("GST")

Revenues, expenses and assets capitalised are to be stated net of any GST recoverable. Receivables and payables in the Statement of Financial Position are stated inclusive of applicable GST.

(d) Cash and Cash Equivalents

Cash and cash equivalents in the Statement of Financial Position comprise cash at bank and on hand and short-term deposits with an original maturity of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Statement of Cash Flows, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities on the Statement of Financial Position.

(e) Trade and Other Receivables

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that the debt will not be collectible.

(f) Inventories

(i) Raw materials and stores, work in progress and finished goods

Raw materials and stores, work in progress and finished goods are stated at the lower of cost and net realisable value. Cost comprises direct materials, direct labour and an appropriate proportion of variable and fixed overhead expenditure, the latter being allocated on the basis of normal operating capacity. Costs are assigned to individual items of inventory on the basis of weighted average costs. Net realisable value is the established selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

(ii) Land held for resale/capitalisation of borrowing costs

Land held for resale is stated at the lower of cost and net realisable value. Cost is assigned by specific identification and includes the cost of acquisition, development and borrowing costs during development. When development is completed, borrowing costs and other holding charges are expensed as incurred. Borrowing costs included in the cost of land held for resale are those costs that would have been avoided if the expenditure on the acquisition and development of the land had not been made. Borrowing costs incurred while active development is interrupted for extended periods are recognised as expenses.

Revenue arising from the sale of property is recognised in the operating statement as at the time when the conditions of a binding contract of sale are met. Land held for resale is classified as current except where it is held as non-current based on the City's intentions to release for sale.

(g) Non-Current Assets

Each class of fixed assets within either property, plant and equipment or infrastructure, is carried



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at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Expenditure on items of equipment under \$5,000 are not capitalised but are placed on an "Attractive & Portable Device Register" list for reference and maintenance.

Mandatory requirement to revalue non current assets

Each asset class must be revalued in accordance with the Regulations and the Australian Accounting Standards.

Relevant disclosures, in accordance with the requirements of Australian Accounting Standards, will be made in the financial statement as necessary.

Initial recognition and measurement between mandatory revaluation dates

All assets are to be initially recognised at cost and subsequently revalued in accordance with the mandatory measurement framework detailed above.

In relation to initial measurement, cost is determined as the consideration paid plus costs incidental to acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the City includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework detailed above, are carried at cost less accumulated depreciation as management believes this approximates fair value. They will be subject to subsequent revaluation at the next anniversary date in accordance with the mandatory measurement framework detailed above.

Revaluation

The fair value of fixed assets is determined at least every three years in accordance with the regulatory framework. At the end of each period the valuation is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is in accordance with Local Government (Financial Management) Regulation 17A (2) which requires property, plant and equipment to be shown at fair value.

Increases in the carrying amount arising on revaluation of asset classes are credited to a revaluation reserve. Decreases in the carrying amount that offset previous increases of the same asset classes are recognised against revaluation reserve, all other decreases are recognised in the Statement of Comprehensive Income.

Land under Control

In accordance with *Local Government (Financial Management) Regulation 16(a)(ii)*, the City is required to include as an asset, Crown Land operated by the local government as a golf course, showground or other sporting or recreational facility of the State or Regional significance.

Land under Roads

In Western Australia, all land under roads is Crown land. The responsibility for managing land under roads is vested in the local government.

Effective as at 1 July 2008, the City elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB 1051 Land Under Roads and *Local Government (Financial Management) Regulation 16(a)(i)*, which prohibits local governments from recognising such land as an asset.



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Whilst such treatment is inconsistent with the requirements of AASB 1051, *Local Government (Financial Management) Regulation 4(2)* provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the City.

Gains and losses on disposal of non current assets

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the Statement of Comprehensive Income. When revalued assets are sold, amounts included in the revaluation reserve relating to that asset are transferred to retained earnings.

(h) Depreciation of Non-Current Assets

All non-current assets that have a limited useful life are separately and systematically depreciated over their useful lives in a manner that reflects the consumption of the future economic benefits embodied in those assets. Assets are depreciated from the date of acquisition or, in respect of internally constructed assets, from the time the assets is completed and held ready for use.

Depreciation for infrastructure assets is calculated from the end of the year in which the asset was completed and brought into account.

Depreciation is recognised on a straight-line basis over the useful life.

The major categories of assets and the useful lives recorded on recognition are:

Buildings	40 years
Bus Shelters*	30 - 50 years
Computer Hardware	3 years
Computer Software	2 years
Pathways*	25 - 70 years
Furniture & Equipment (excluding Artwork & Artefacts **)	10 years
Heavy Vehicles - 1,201 kg to 4,000 kg	6 years/100,000 km's (45% residual)
Heavy Vehicles - 4,001 kg to 9,000 kg	6 years/200,000 km's (40% residual)
Heavy Vehicles - 9,001 kg to 12,000 kg	8 years/500,000 km's (48% residual)
Heavy Vehicles – Refuse	5 years (20% residual)
Irrigation Piping	30 years
Land**	Not Applicable
Light Vehicles	3 years (60% residual)
Other Infrastructure*	10 – 80 years
Other Plant and Equipment	10 years
Parks & Reserves*	12 - 85 years
Mobile Plant	10 years (50% residual)
Reserves/Playground Equipment*	10 - 15 years
Sealed Car Parks – Pavement	40 - 80 years
Road – Kerb	40 years
Road – Seal*	15 - 40 years
Road Pavement *	40 years
Underpasses	40 years
Water Supply Piping & Drainage Systems*	40 -80 years

*Due to useful lives of the individual assets within each asset type varying, despite being of a



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similar nature, the asset types denoted have a range of depreciation periods.

****Land, Artwork and Artefacts are not considered depreciable asset classes.**

Certain elements of a non-current asset useful life can be shorter than the particular asset and this will be depreciated faster than the parent asset.

Residual values, useful lives and residual lives of individual assets are reviewed every three years as part of the revaluation process. Subsequent depreciation is recorded based on assets fair value and residual life.

(i) Financial Instruments

Recognition and derecognition

Financial Instruments, financial assets and financial liabilities are recognised when the City becomes a party to the contractual provisions of the financial instrument.

Financial assets are derecognised when the contractual rights to the cash flows from the financial asset expire, or when the financial asset and substantially all the risks and rewards are transferred. A financial liability is derecognised when it is extinguished, discharged, cancelled or expires.

Classification and initial measurement of financial assets

Except for those trade receivables that do not contain a significant financing component and are measured at the transaction price in accordance with AASB 15, all financial assets are initially measured at fair value adjusted for transaction costs (where applicable).

Financial assets, other than those designated and effective as hedging instruments, are classified into the following categories:

- amortised cost;
- fair value through profit or loss (FVTPL); and
- fair value through other comprehensive income (FVOCI).

The classification is determined by both:

- the City's business model for managing the financial asset; and
- the contractual cash flow characteristics of the financial asset.

All income and expenses relating to financial assets that are recognised in profit or loss are presented within finance costs, finance income or other financial items, except for impairment of trade receivables which is presented within other expenses.

Subsequent measurement of financial assets

Financial assets at amortised cost

Financial assets are measured at amortised cost if the assets meet the following conditions (and are not designated as FVTPL):

- they are held within a business model whose objective is to hold the financial assets and collect its contractual cash flows; and
- the contractual terms of the financial assets give rise to cash flows that are solely payments of principal and interest on the principal amount outstanding.

This category includes non-derivative financial assets like loans and receivables with fixed or determinable payments that are not quoted in an active market. After initial recognition, these are measured at amortised cost using the effective interest method. Discounting is omitted



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where the effect of discounting is immaterial. The City's cash and cash equivalents, trade and most other receivables fall into this category of financial instruments.

Financial assets at fair value through profit or loss (FVTPL)

Financial assets that are held within a different business model than 'hold to collect' or 'hold to collect and sell', and financial assets whose contractual cash flows are not solely payments of principal and interest are accounted for at FVTPL. All derivative financial instruments fall into this category, except for those designated and effective as hedging instruments, for which the hedge accounting requirements apply.

Assets in this category are measured at fair value with gains or losses recognised in profit or loss. The fair values of financial assets in this category are determined by reference to active market transactions or using a valuation technique where no active market exists.

Financial assets at fair value through other comprehensive income (FVOCI)

Financial assets are accounted for at FVOCI if the assets meet the following conditions:

- they are held under a business model whose objective is hold to collect the associated cash flows and sell: and
- the contractual terms of the financial assets give rise to cash flows that are solely payments of principal and interest on the principal amount outstanding.

Any gains or losses recognised in Other Comprehensive Income will be recycled upon derecognition of the asset. This category includes listed securities and debentures.

Classification and measurement of financial liabilities

Financial liabilities are initially measured at fair value, and, where applicable, adjusted for transaction costs unless the City designated a financial liability at fair value through profit or loss.

Subsequently, financial liabilities are measured at amortised cost using the effective interest method except for derivatives and financial liabilities designated at FVTPL, which are carried subsequently at fair value with gains or losses recognised in profit or loss (other than derivative financial instruments that are designated and effective as hedging instruments).

All interest-related charges and, if applicable, changes in an instrument's fair value that are reported in profit or loss are included within finance costs or finance income.

Impairment of Financial assets

The City considers a broad range of information when assessing credit risk and measuring expected credit losses, including past events, current conditions, reasonable and supportable forecasts that affect the expected collectability of the future cash flows of the instrument.

Measurement of the expected credit losses is determined by a probability-weighted estimate of credit losses over the expected life of the financial instrument.

(j) Fair Value Estimation

The fair value of financial assets and financial liabilities must be estimated for recognition and measurement or for disclosure purposes.

The fair value of financial instruments traded in active markets is determined using various valuation techniques. The City will use valuation methods and make assumptions that are based on market conditions existing at each balance date. Quoted market prices or dealer quotes for similar instruments will be used for long-term debt instruments. Other techniques, such as estimated discounted cash flows, will be used to determine fair value for the remaining financial instruments.



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The nominal value less estimated credit adjustments of trade receivables and payables are assumed to approximate fair values. The fair value of financial liabilities for disclosure purposes will be estimated by discounting future contractual cash flows at the current market interest rate that is available to the City for similar financial instruments.

(k) Provisions

Provisions are recognised when the City has a present legal or constructive obligation as a result of past events for which it is probable that an outflow of economic benefits will result, and that outflow can be reliably measured. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow, with respect to any one item included in the same class of obligations, may be small.

(l) Leases

All Leases will be recognised in the Balance Sheet as a liability by capitalising the present value of the minimum lease payments and showing a 'right-of-use' asset, while future lease payments will be recognised as depreciation on the 'right-of-use' asset, and an interest will be charged on the lease liability. The interest charge will be calculated using the effective interest method, which will result in a gradual reduction of interest expense over the lease term.

(m) Investments in Associates

An associate is an entity over which the City has significant influence. Significant influence is the power to participate in the financial operating policy decisions of that entity but is not control or joint control of those policies. Investments in associates are accounted for in the financial statements by applying the equity method of accounting, whereby the investment is initially recognised at cost and adjusted thereafter for the post-acquisition change in the City's share of net assets of the associates. In addition, the City's share of the profit or loss of the associate is included in the City's profit or loss.

The carrying amount of the investment includes, where applicable, goodwill relating to the associate. Any discount on acquisition, whereby the City's share of the net fair value of the associate exceeds the cost of investment, is recognised in profit or loss in the period in which the investment is acquired.

Profits and losses resulting from transactions between the City and the associate are eliminated to the extent of the City's interest in the associate.

When the City's share of losses in an associate equals or exceeds its interest in the associate, the City discontinues recognising its share of further losses. This occurs unless the City has incurred legal or constructive obligations or made payments on behalf of the associate. When the associate subsequently generates a profit, the City will resume recognising its share of those profits once its share of the profits equals the share of the losses not recognised.

(n) Impairment

The City's assets, other than inventories, are tested annually for impairment. Where impairment exists, an estimate of the recoverable amount of the asset is made in accordance with AASB 136 Impairment of Assets and appropriate adjustments made. Assets that are subject to amortisation are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable



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amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use. Impairment losses are recognised in the Statement of Comprehensive Income.

For non-cash generating assets such as roads, drains and public buildings value in use is represented by the asset's written down replacement cost.

(o) Trade and Other Payables

Trade and other payables reflect obligations to make future payments in respect of the purchase of goods and services and are carried at amortised cost.

(p) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid for the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the City has an unconditional right to defer settlement of the liability for at least 12 months after the Statement of Financial Position date. Borrowing costs are recognised as an expense when incurred, except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(q) Employee Benefits

Provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are to be calculated as follows:

Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the City has a present obligation to pay resulting from employees' services provided to balance. The provision is to be calculated at nominal amounts based on remuneration rates the City expects to pay and includes related on-costs.

Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date, using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on state government bonds with terms to maturity and currency that match as closely as possible the estimated future cash outflows.

Where the City does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

(r) Superannuation

Contributions to employee defined contribution plans are recognised as an expense as they become payable. Prepaid contributions are recognised as an asset to the extent that a cash refund or a reduction in the future payments is available.

(s) Interests in Joint Arrangements

Joint arrangements represent the contractual sharing of control between parties in a business



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venture where unanimous decisions about relevant activities are required.

Separate joint venture entities providing joint venturers with an interest to net assets are classified as a joint venture and accounted for using the equity method.

Joint operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The City's interests in the assets, liabilities, revenue and expenses of joint operations are included in the respective line items of the financial statements

(t) Rates, Grants, Donations and Other Contributions

Revenue recognition is determined based on what the customer expects to be entitled to (rights and obligations), while measurement encompasses estimation by the entity of the amount expected to be entitled for performing under the contract or in the case of Rates, when the relevant rateable year commences.

AASB 1058 Income of Not-for-Profit Entities is to be considered where AASB 15 does not apply to a transaction. The timing of income recognition will depend on whether a transaction gives rise to a performance obligation, liability or contribution by owners.

(u) Current and Non-Current Classification

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the City's operation cycle. In the case of liabilities where the City does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months. An exception exists for land held for resale, where it is held as non-current based on the City's intentions to release for sale.

(v) Rounding of Figures

All figures in the annual financial statement, other than a rate in the dollar, are rounded to the nearest dollar.

(w) Comparative Figures

Where required, comparative figures will be adjusted to conform with changes in presentation for the current financial year.

When the City applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statement, a statement of financial position as at the beginning of the earliest period will be disclosed.

(x) Budget Comparative Figures

Unless otherwise stated the budget comparative figures shown in the annual financial statement will be the original budget for the relevant item of disclosure.

(y) Investment Property

Investment property, principally comprising freehold office buildings, is held for long-term rental yields. Investment property is carried at fair value, representing open-market value determined annually by external users.

(z) Non-Current Assets (or Disposal Groups) "Held for Sale" & Discontinued Operations

Non-current assets (or disposal groups) that are "held for sale" are classified as held for sale and stated at the lower of either:



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- (i) their carrying amount or
- (ii) fair value less costs to sell.

The exception to this is plant and motor vehicles, which are sold on a regular basis. Plant and motor vehicles are retained in Non-Current Assets under the classification of Property, Plant and Equipment unless the assets are to be traded in after balance date and the replacement assets were already purchased and accounted for as at balance date.

For any assets or disposal groups classified as Non-Current Assets "held for sale", an impairment loss will be recognised when the assets carrying value is greater than its fair value less costs to sell.

Non-current assets "held for sale" are not depreciated or amortised while they are classified as "held for sale".

Non-current assets classified as "held for sale" will be presented separately from the other assets in the balance sheet.

A Discontinued Operation is a component of the City's operations that has been disposed of or is classified as "held for sale". A discontinued operation represents a separate major line of business or geographical area of operations, is part of a single co-ordinated plan to dispose of such a line of business or area of operations, or is a subsidiary acquired exclusively with a view to resale.

The results of discontinued operations are to be shown separately on the face of the Statement of Comprehensive Income.

(aa) Intangible Assets

The City is not expected to classify any assets as Intangible.

(ab) New Accounting Standards and Interpretations for Application in Future Periods

Australian Accounting Standards and Interpretations that have been issued or amended but are not yet mandatory, will not be early adopted by the City. The City will adopt new Accounting Standards and Interpretations for the accounting periods on or after the effective date of the respective standard.

(ac) Provision of Financial Guarantees and Lending Money

In certain circumstances the City may consider pre-funding selected community projects with special approval from Council. The interest is charged at the borrowing cost to the City. The City does not offer financial guarantees to external entities.

2. Budget Variations

In order to maintain sound financial control the City maintains a Revised Budget. Budget revisions (or reallocations) are required in a number of circumstances, and will be actioned as follows:-

Circumstances	Action
(a) Where expenditure is required to be incurred for a purpose for which there was no provision in the budget; or	In accordance with Section 6.8 of the <i>Local Government Act 1995</i> , by way of a report and recommendation to the council seeking authorisation of the expenditure and to endorse the necessary budget variation.
(b) Where grant or other monies are received that necessitate expenditure to be incurred and no provision was included in the budget.	



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(c) Where a material variance has occurred, or is likely to occur.	Variances over 10% and \$100,000 will be reported to Council via the monthly Financial Activity Statement Report.
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To facilitate proper accountability requirements, each Director will be presented with a report summarising all forecast changes within their Directorate for their endorsement.

CONSULTATION WITH STAKEHOLDERS

This policy is prepared in consultation with the Executive Leadership Team (ELT).

IMPLICATIONS (Financial, Human Resources)

At the time of adoption the City maintains sufficient financial and human resources to result in successful implementation of this policy. Further, there are sufficient and appropriate resources to ensure that changes in legislation affecting this policy are monitored and adhered to.

ROLES AND RESPONSIBILITIES

The Chief Executive Officer has a duty to ensure that accounts and records are kept in accordance with this policy. Through the directives of the Chief Executive Officer all staff are required to comply with this policy and other relevant policies, management procedures, documents or delegations to ensure the City is in compliance with the Act, Regulations and relevant Australian Accounting Standards.

DISPUTE RESOLUTION

All disputes in regard to this policy will be referred to the Director Corporate Strategy and Performance in the first instance and in the event that an agreement cannot be reached the matter will be submitted to the Chief Executive Officer for arbitration.

WHO NEEDS TO KNOW ABOUT THIS POLICY?

All City of Wanneroo employees should be aware of the Policy.

EVALUATION AND REVIEW PROVISIONS

Where, as a result of an amendment to legislation the need arises to action contrary to the provisions of this policy, the Director Corporate Strategy and Performance may initiate such variations as deemed necessary.

RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

This policy is supported by the following policies, procedures and delegations:

1. Investment Policy
2. Purchasing Policy
3. Financial (Cash Backed) Reserves Policy
4. Financial (Cash Backed) Reserves Management Procedure
5. Money Handling Procedure
6. Revenue Collection Management Procedure
7. Use of Corporate Credit Cards Management Procedure
8. Processing of Purchase Requisition and Purchase Orders Management Procedure
9. Part 3 Financial Management of the Delegated Authority Registry

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10. Strategic Budget Policy
11. Financial Hardship - Collection of Rates and Service Charges Policy
12. Fee Waivers, Concessions and Debt Write Off Policy
13. Purchasing Card Management Procedure

REFERENCES

- The *Local Government Act 1995*;
- The *Local Government (Financial Management) Regulations 1996*;
- Australian Accounting Standards Board (AASB) Standards; and
- Western Australian Local Government Accounting Manual.

RESPONSIBILITY FOR IMPLEMENTATION

Manager Finance

Versions:	Next Review:	Record No:
1 July 1999		
9 January 2002		
26 April 2005 - GS04-04/05		
28 August 2007 - CS05-08/07	July 2009	892532
May 2010 – CS06-05/10	October 2014	10/1334
November 2014	October 2015	14/289534[v1]
September 2015	September 2016	14/289534[v2]
March 2017	January 2018	17/34812
May 2018	May 2019	17/34812 [v2]
May 2019	May 2020	17/34812 [v3]
May 2020	May 2023	17/34812 [v4]

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Accounting Policy

Policy Owner: Transactional Finance
Contact Person: Manager Transactional Finance
Date of Approval: 4 June 2019 CS04-06/195 May 2020

POLICY OBJECTIVE

To provide a framework to ensure the City's financial information is reported to Council with consistent application of Australian Accounting Standards and in compliance with statutory requirements under the *Local Government Act 1995* (the "Act"), and *Local Government (Financial Management) Regulations 1996* (the "Regulations").

POLICY STATEMENT

This policy will apply to the development and presentation of the City's;

- Management Accounts;
- Annual Financial ~~Report~~ Statements;
- Annual Budget; and
- Long Term Financial Plan.

1. Summary of Significant Accounting Policies

(a) Basis of Preparation of the Annual Financial Report

The ~~Annual Financial Report is a general purpose~~ City's financial ~~statement and information~~ is to be prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board (AASB), the Act and accompanying regulations.

Except for cash flow and rate setting information, all financial ~~reports information~~ will be prepared on an accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

Critical Accounting Estimates

The preparation of ~~the City's a~~ financial ~~information report~~ in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are to be based on historical experience and various other factors that are believed to be reasonable under the circumstances. The results of this experience and other factors combine to form the basis of making judgements about carrying values of assets and liabilities not readily apparent from other sources.

(b) The Local Government Reporting Entity

All Funds, through which the City controls resources to carry on its functions, are to be included in the ~~relevant~~ financial ~~statements information~~. In the process of reporting on the local government as a single unit, all transactions and balances between those Funds (for example, loans and transfers between Funds) will be eliminated.



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All monies held in the Trust Fund are excluded from the financial statements a separate statement of those monies is to be appended to the Annual Financial Statements.

(c) Goods and Services Tax ("GST")

Revenues, expenses and assets capitalised are to be stated net of any GST recoverable. Receivables and payables in the Statement of Financial Position are stated inclusive of applicable GST.

(d) Cash and Cash Equivalents

Cash and cash equivalents in the Statement of Financial Position comprise cash at bank and on hand and short-term deposits with an original maturity of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Statement of Cash Flows, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities on the Statement of Financial Position.

(e) Trade and Other Receivables

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that the debt will not be collectible.

(f) Inventories

(i) Raw materials and stores, work in progress and finished goods

Raw materials and stores, work in progress and finished goods are stated at the lower of cost and net realisable value. Cost comprises direct materials, direct labour and an appropriate proportion of variable and fixed overhead expenditure, the latter being allocated on the basis of normal operating capacity. Costs are assigned to individual items of inventory on the basis of weighted average costs. Net realisable value is the established selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

(ii) Land held for resale/capitalisation of borrowing costs

Land held for resale is stated at the lower of cost and net realisable value. Cost is assigned by specific identification and includes the cost of acquisition, development and borrowing costs during development. When development is completed, borrowing costs and other holding charges are expensed as incurred. Borrowing costs included in the cost of land held for resale are those costs that would have been avoided if the expenditure on the acquisition and development of the land had not been made. Borrowing costs incurred while active development is interrupted for extended periods are recognised as expenses.

Revenue arising from the sale of property is recognised in the operating statement as at the time when the conditions of a binding contract of sale are met. Land held for resale is classified as current except where it is held as non-current based on the City's intentions to release for sale.



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(g) **Fixed Assets**~~Non-Current Assets~~

Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Expenditure on items of equipment under \$5,000 are not capitalised but are placed on an "Attractive & Portable Device Register" list for reference and maintenance.

Mandatory requirement to revalue non current assets

Each asset class must be revalued in accordance with the Regulations and the Australian Accounting Standards.

Relevant disclosures, in accordance with the requirements of Australian Accounting Standards, will be made in the financial ~~report~~ statement as necessary.

Initial recognition and measurement between mandatory revaluation dates

All assets are to be initially recognised at cost and subsequently revalued in accordance with the mandatory measurement framework detailed above.

In relation to initial measurement, cost is determined as the consideration paid plus costs incidental to acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the City includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework detailed above, are carried at cost less accumulated depreciation as management believes this approximates fair value. They will be subject to subsequent revaluation at the next anniversary date in accordance with the mandatory measurement framework detailed above.

Revaluation

The fair value of fixed assets is determined at least every three years in accordance with the regulatory framework. At the end of each period the valuation is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is in accordance with Local Government (Financial Management) Regulation 17A (2) which requires property, plant and equipment to be shown at fair value.

Increases in the carrying amount arising on revaluation of asset classes are credited to a revaluation reserve. Decreases in the carrying amount that offset previous increases of the same asset classes are recognised against revaluation reserve, all other decreases are recognised in the ~~s~~Statement of ~~C~~eomprehensive ~~I~~ncome.

Land under Control

In accordance with *Local Government (Financial Management) Regulation 16(a)(ii)*, the City is required to include as an asset, Crown Land operated by the local government as a golf course, showground or other sporting or recreational facility of the State or Regional significance.

Land under Roads

In Western Australia, all land under roads is Crown land. The responsibility for managing land under roads is vested in the local government.

Effective as at 1 July 2008, the City elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian



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Accounting Standard AASB 1051 Land Under Roads and *Local Government (Financial Management) Regulation 16(a)(i)*, which prohibits local governments from recognising such land as an asset.

Whilst such treatment is inconsistent with the requirements of AASB 1051, *Local Government (Financial Management) Regulation 4(2)* provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the City.

Gains and losses on disposal of non current assets

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the Statement of Comprehensive Income. When revalued assets are sold, amounts included in the revaluation reserve relating to that asset are transferred to retained earnings.

(h) Depreciation of Non-Current Assets

All non-current assets that have a limited useful life are separately and systematically depreciated over their useful lives in a manner that reflects the consumption of the future economic benefits embodied in those assets. Assets are depreciated from the date of acquisition or, in respect of internally constructed assets, from the time the assets is completed and held ready for use.

Depreciation for infrastructure assets is calculated from the end of the year in which the asset was completed and brought into account.

~~Expenditure on items of equipment under \$5,000 are not capitalised but are placed on an "Attractive & Portable Device Register" for reference and maintenance.~~

Depreciation is recognised on a straight-line basis over the useful life.

The major categories of assets and the useful lives recorded on recognition are:

Buildings	40 years
Bus Shelters*	30 - 50 years
Computer Hardware	3 years
Computer Software	2 years
Pathways*	25 - 70 years
Furniture & Equipment (excluding Artwork & Artefacts **)	10 years
Heavy Vehicles - 1,201 kg to 4,000 kg	6 years/100,000 km's (45% residual)
Heavy Vehicles - 4,001 kg to 9,000 kg	6 years/200,000 km's (40% residual)
Heavy Vehicles - 9,001 kg to 12,000 kg	8 years/500,000 km's (48% residual)
Heavy Vehicles – Refuse	5 years (20% residual)
Irrigation Piping	30 years
Land**	Not Applicable
Light Vehicles	3 years (60% residual)
Other Infrastructure*	10 – 80 years
Other Plant and Equipment	10 years
Parks & Reserves*	120 - 85 years
Mobile Plant	10 years (50% residual)
Reserves/Playground Equipment*	10 - 15 years
Sealed Car Parks – Pavement	40 - 80 years
Road – Kerb	40 years



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Road – Seal*	15 - 40 years
Road Pavement *	40 years
Underpasses	40 years
Water Supply Piping & Drainage Systems*	40 -80 years

*Due to useful lives of the individual assets within each asset type varying, despite being of a similar nature, the asset types denoted have a range of depreciation periods.

**Land, Artwork and Artefacts are not considered depreciable asset classes.

Certain elements of a non-current asset useful life can be shorter than the particular asset and this will be depreciated faster than the parent asset.

Residual values, useful lives and residual lives of individual assets are reviewed every three years as part of the revaluation process. Subsequent depreciation is recorded based on assets fair value and residual life.

(i) Financial Instruments

Recognition and derecognition

~~As per AASB 9~~ Financial Instruments, financial assets and financial liabilities are recognised when the City becomes a party to the contractual provisions of the financial instrument.

Financial assets are derecognised when the contractual rights to the cash flows from the financial asset expire, or when the financial asset and substantially all the risks and rewards are transferred. A financial liability is derecognised when it is extinguished, discharged, cancelled or expires.

Classification and initial measurement of financial assets

Except for those trade receivables that do not contain a significant financing component and are measured at the transaction price in accordance with ~~IFRS~~ AASB 15, all financial assets are initially measured at fair value adjusted for transaction costs (where applicable).

Financial assets, other than those designated and effective as hedging instruments, are classified into the following categories:

- amortised cost;
- fair value through profit or loss (FVTPL); and
- fair value through other comprehensive income (FVOCI).

The classification is determined by both:

- the City's business model for managing the financial asset; and
- the contractual cash flow characteristics of the financial asset.

All income and expenses relating to financial assets that are recognised in profit or loss are presented within finance costs, finance income or other financial items, except for impairment of trade receivables which is presented within other expenses.

Subsequent measurement of financial assets

Financial assets at amortised cost

Financial assets are measured at amortised cost if the assets meet the following conditions (and are not designated as FVTPL):

- they are held within a business model whose objective is to hold the financial assets and collect its contractual cash flows; and



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- the contractual terms of the financial assets give rise to cash flows that are solely payments of principal and interest on the principal amount outstanding.

This category includes non-derivative financial assets like loans and receivables with fixed or determinable payments that are not quoted in an active market. After initial recognition, these are measured at amortised cost using the effective interest method. Discounting is omitted where the effect of discounting is immaterial. The City's cash and cash equivalents, trade and most other receivables fall into this category of financial instruments.

Financial assets at fair value through profit or loss (FVTPL)

Financial assets that are held within a different business model than 'hold to collect' or 'hold to collect and sell', and financial assets whose contractual cash flows are not solely payments of principal and interest are accounted for at FVTPL. All derivative financial instruments fall into this category, except for those designated and effective as hedging instruments, for which the hedge accounting requirements apply.

Assets in this category are measured at fair value with gains or losses recognised in profit or loss. The fair values of financial assets in this category are determined by reference to active market transactions or using a valuation technique where no active market exists.

Financial assets at fair value through other comprehensive income (FVOCI)

Financial assets are accounted for at FVOCI if the assets meet the following conditions:

- they are held under a business model whose objective is hold to collect the associated cash flows and sell; and
- the contractual terms of the financial assets give rise to cash flows that are solely payments of principal and interest on the principal amount outstanding.

Any gains or losses recognised in Other Comprehensive Income will be recycled upon derecognition of the asset. This category includes listed securities and debentures.

Classification and measurement of financial liabilities

Financial liabilities are initially measured at fair value, and, where applicable, adjusted for transaction costs unless the City designated a financial liability at fair value through profit or loss.

Subsequently, financial liabilities are measured at amortised cost using the effective interest method except for derivatives and financial liabilities designated at FVTPL, which are carried subsequently at fair value with gains or losses recognised in profit or loss (other than derivative financial instruments that are designated and effective as hedging instruments).

All interest-related charges and, if applicable, changes in an instrument's fair value that are reported in profit or loss are included within finance costs or finance income.

Impairment of Financial assets

~~AASB 9's impairment requirements use more forward looking information to recognize expected credit losses – the 'expected credit losses (ECL) model'.~~

The City considers a broader range of information when assessing credit risk and measuring expected credit losses, including past events, current conditions, reasonable and supportable forecasts that affect the expected collectability of the future cash flows of the instrument.

Measurement of the expected credit losses is determined by a probability-weighted estimate of credit losses over the expected life of the financial instrument.

(j) Fair Value Estimation

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The fair value of financial assets and financial liabilities must be estimated for recognition and measurement or for disclosure purposes.

The fair value of financial instruments traded in active markets is determined using various valuation techniques. The City will use valuation methods and make assumptions that are based on market conditions existing at each balance date. Quoted market prices or dealer quotes for similar instruments will be used for long-term debt instruments. Other techniques, such as estimated discounted cash flows, will be used to determine fair value for the remaining financial instruments.

The nominal value less estimated credit adjustments of trade receivables and payables are assumed to approximate fair values. The fair value of financial liabilities for disclosure purposes will be estimated by discounting future contractual cash flows at the current market interest rate that is available to the City for similar financial instruments.

(k) Provisions

Provisions are recognised when the City has a present legal or constructive obligation as a result of past events for which it is probable that an outflow of economic benefits will result, and that outflow can be reliably measured. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow, with respect to any one item included in the same class of obligations, may be small.

(l) Leases

Post 1 July 2019

~~As per AASB 16, the classification of leases as either finance leases or operating leases is eliminated for lessees.~~ All Leases will be recognised in the Balance Sheet as a liability by capitalising the present value of the minimum lease payments and showing a 'right-of-use' asset, while future lease payments will be recognised as depreciation on the 'right-of-use' asset, and an interest will be charged on the lease liability. The interest charge will be calculated using the effective interest method, which will result in a gradual reduction of interest expense over the lease term.

(m) Investments in Associates

An associate is an entity over which the City has significant influence. Significant influence is the power to participate in the financial operating policy decisions of that entity but is not control or joint control of those policies. Investments in associates are accounted for in the financial statements by applying the equity method of accounting, whereby the investment is initially recognised at cost and adjusted thereafter for the post-acquisition change in the City's share of net assets of the associates. In addition, the City's share of the profit or loss of the associate is included in the City's profit or loss.

The carrying amount of the investment includes, where applicable, goodwill relating to the associate. Any discount on acquisition, whereby the City's share of the net fair value of the associate exceeds the cost of investment, is recognised in profit or loss in the period in which the investment is acquired.

Profits and losses resulting from transactions between the City and the associate are eliminated to the extent of the City's interest in the associate.

When the City's share of losses in an associate equals or exceeds its interest in the associate, the City discontinues recognising its share of further losses. This occurs unless the City has incurred legal or constructive obligations or made payments on behalf of the



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associate. When the associate subsequently generates a profit, the City will resume recognising its share of those profits once its share of the profits equals the share of the losses not recognised.

(n) Impairment

The City's assets, other than inventories, are tested annually for impairment. Where impairment exists, an estimate of the recoverable amount of the asset is made in accordance with AASB 136 Impairment of Assets and appropriate adjustments made. Assets that are subject to amortisation are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use. Impairment losses are recognised in the Statement of Comprehensive Income.

For non-cash generating assets such as roads, drains and public buildings value in use is represented by the asset's written down replacement cost.

(o) Trade and Other Payables

Trade and other payables reflect obligations to ~~move~~~~make~~ future payments in respect of the purchase of goods and services and are carried at amortised cost.

(p) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid for the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the City has an unconditional right to defer settlement of the liability for at least 12 months after the Statement of Financial Position date. Borrowing costs are recognised as an expense when incurred, except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(q) Employee Benefits

Provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are to be calculated as follows:

Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the City has a present obligation to pay resulting from employees' services provided to balance. The provision is to be calculated at nominal amounts based on remuneration rates the City expects to pay and includes related on-costs.

Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date, using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on state government bonds with terms to maturity and currency that match as closely as possible the estimated future cash outflows.



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Where the City does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

(r) Superannuation

Contributions to employee defined contribution plans are recognised as an expense as they become payable. Prepaid contributions are recognised as an asset to the extent that a cash refund or a reduction in the future payments is available.

(s) Interests in Joint Arrangements

Joint arrangements represent the contractual sharing of control between parties in a business venture where unanimous decisions about relevant activities are required.

Separate joint venture entities providing joint venturers with an interest to net assets are classified as a joint venture and accounted for using the equity method.

Joint operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The City's interests in the assets, liabilities, revenue and expenses of joint operations are included in the respective line items of the financial statements

(t) Rates, Grants, Donations and Other Contributions

Post 1 July 2019

~~AASB 15 Revenue from contracts with customers – The standard shifts the focus from the transaction-level to a contract-based approach.~~ Revenue recognition is determined based on what the customer expects to be entitled to (rights and obligations), while measurement encompasses estimation by the entity of the amount expected to be entitled for performing under the contract or in the case of Rates, when the relevant rateable year commences.

AASB 1058 Income of Not-for-Profit Entities – ~~The standard~~ is to be considered where AASB 15 does not apply to a transaction. The timing of income recognition will depend on whether a transaction gives rise to a performance obligation, liability or contribution by owners.

(u) Current and Non-Current Classification

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the City's operation cycle. In the case of liabilities where the City does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months. An exception exists for land held for resale, where it is held as non-current based on the City's intentions to release for sale.

(v) Rounding of Figures

All figures in the annual financial ~~report~~statement, other than a rate in the dollar, are rounded to the nearest dollar.

(w) Comparative Figures

Where required, comparative figures will be adjusted to conform with changes in presentation for the current financial year.

When the City applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statement, a statement of financial position as at the beginning of the earliest period will be disclosed.



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(x) **Budget Comparative Figures**

Unless otherwise stated the budget comparative figures shown in the annual financial **report statement** will be the original budget for the relevant item of disclosure.

(y) **Investment Property**

Investment property, principally comprising freehold office buildings, is held for long-term rental yields. Investment property is carried at fair value, representing open-market value determined annually by external users.

(z) **Non-Current Assets (or Disposal Groups) "Held for Sale" & Discontinued Operations**

Non-current assets (or disposal groups) that are "held for sale" are classified as held for sale and stated at the lower of either:

- (i) their carrying amount or
- (ii) fair value less costs to sell.

The exception to this is plant and motor vehicles, which are sold on a regular basis. Plant and motor vehicles are retained in Non-Current Assets under the classification of Property, Plant and Equipment unless the assets are to be traded in after balance date and the replacement assets were already purchased and accounted for as at balance date.

For any assets or disposal groups classified as Non-Current Assets "held for sale", an impairment loss will be recognised when the assets carrying value is greater than its fair value less costs to sell.

Non-current assets "held for sale" are not depreciated or amortised while they are classified as "held for sale".

Non-current assets classified as "held for sale" will be presented separately from the other assets in the balance sheet.

A Discontinued Operation is a component of the City's operations that has been disposed of or is classified as "held for sale". A discontinued operation represents a separate major line of business or geographical area of operations, is part of a single co-ordinated plan to dispose of such a line of business or area of operations, or is a subsidiary acquired exclusively with a view to resale.

The results of discontinued operations are to be shown separately on the face of the Statement of Comprehensive Income.

(aa) **Intangible Assets**

The City is not expected to classify any assets as Intangible.

(ab) **New Accounting Standards and Interpretations for Application in Future Periods**

Australian Accounting Standards and Interpretations that have been issued or amended but are not yet mandatory, will not be early adopted by the City. The City will adopt new Accounting Standards and Interpretations for the accounting periods on or after the effective date of the respective standard.

(ac) **Provision of Financial Guarantees and Lending Money**

In certain circumstances the City may consider pre-funding selected community projects with special approval from Council. The **i**nterest is charged at the borrowing cost to the City. **The City does not offer financial guarantees to external entities.**

2. **Budget Variations**

17/34812[V3]



Policy Manual

In order to maintain sound financial control the City maintains a Revised Budget. Budget revisions (or reallocations) are required in a number of circumstances, and will be actioned as follows:-

Circumstances	Action
(a) Where expenditure is required to be incurred for a purpose for which there was no provision in the budget; or (b) Where grant or other monies are received that necessitate expenditure to be incurred and no provision was included in the budget.	In accordance with Section 6.8 of the <i>Local Government Act 1995</i> , by way of a report and recommendation to the council seeking authorisation of the expenditure and to endorse the necessary budget variation.
(c) Where a material variance has occurred, or is likely to occur.	Variances over 10% and \$100,000 will be reported to Council via the monthly Financial Activity Statement Report.

To facilitate proper accountability requirements, each Director will be presented with a report summarising all forecast changes within their Directorate for their endorsement.

CONSULTATION WITH STAKEHOLDERS

~~This policy is prepared in consultation with the Executive Leadership Team (ELT). Recommendations from the City's external Auditors, The Office of Auditor General and Grant Thornton, for the Financial Statement 2017/18, along with recommendations from the Internal Audit Review of the Financial Management Processes (December 2018) have been considered in the production of this Policy.~~

IMPLICATIONS (Financial, Human Resources)

At the time of adoption the City maintains sufficient financial and human resources to result in successful implementation of this policy. Further, there are sufficient and appropriate resources to ensure that changes in legislation affecting this policy are monitored and ~~the policy is duly updated to reflect relevant changes adhered to.~~

ROLES AND RESPONSIBILITIES

The Chief Executive Officer has a duty to ensure that accounts and records are kept in accordance with this policy. Through the directives of the Chief Executive Officer all staff are required to comply with this policy and other relevant policies, management procedures, documents or delegations to ensure the City is in compliance with the Act, Regulations and relevant Australian Accounting Standards.

DISPUTE RESOLUTION

All disputes in regard to this policy will be referred to the Director Corporate Strategy and Performance in the first instance and in the event that an agreement cannot be reached the matter will be submitted to the Chief Executive Officer for arbitration.

WHO NEEDS TO KNOW ABOUT THIS POLICY?

All City of Wanneroo employees should be aware of the Policy.

EVALUATION AND REVIEW PROVISIONS

17/34812[V3]



Policy Manual

~~This Policy will be reviewed annually and prior to the production of the City's annual financial statements.~~ Where, as a result of an amendment to legislation the need arises to action contrary to the provisions of this policy, the Director Corporate Strategy and Performance may initiate such variations as deemed necessary.

RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

This policy is supported by the following policies, procedures and delegations:

1. Investment Policy
2. Purchasing Policy
3. Financial (Cash Backed) Reserves Policy
4. Financial (Cash Backed) Reserves Management Procedure
5. Money Handling Procedure
6. Revenue Collection Management Procedure
7. Use of Corporate Credit Cards Management Procedure
8. Processing of Purchase Requisition and Purchase Orders Management Procedure
9. Part 3 Financial Management of the Delegated Authority Registry
10. Strategic Budget Policy
11. Financial Hardship - Collection of Rates and Service Charges Policy
12. Fee Waivers, Concessions and Debt Write Off Policy
13. Purchasing Card Management Procedure

REFERENCES

- The *Local Government Act 1995*;
- The *Local Government (Financial Management) Regulations 1996*;
- Australian Accounting Standards Board (AASB) Standards; and
- Western Australian Local Government Accounting Manual.

RESPONSIBILITY FOR IMPLEMENTATION

Manager ~~Transactional~~ Finance

Versions:	Next Review:	Record No:
1 July 1999		
9 January 2002		
26 April 2005 - GS04-04/05		
28 August 2007 - CS05-08/07	July 2009	892532
May 2010 – CS06-05/10	October 2014	10/1334
November 2014	October 2015	14/289534[v1]
September 2015	September 2016	14/289534[v2]
March 2017	January 2018	17/34812
May 2018	May 2019	17/34812 [v2]
May 2019	May 2020	17/34812 [v3]
<u>May 2020</u>	<u>May 2023</u>	<u>17/34812 [v4]</u>

Property Services

3.9 Proposed Dedication of Land for Road – Mitchell Freeway Extension from Hester Avenue to Romeo Road

File Ref:	21841V02 – 19/513754
Responsible Officer:	Director Corporate Strategy & Performance
Disclosure of Interest:	Nil
Attachments:	6
Previous Items:	CS06-06/17 - Proposed Dedication of Land for Road – Mitchell Freeway Extension to Hester Avenue - Ordinary Council - 27 Jun 2017 6.00pm

Issue

To consider the dedication of land required for the extension of Mitchell Freeway from Hester Avenue to Romeo Road, and for related road improvements, as public roads.

Background

MRWA is currently arranging approvals for the extension of the Mitchell Freeway (**Freeway**) between Hester Avenue to Romeo Road.

The project involves:

1. The extension of the Freeway;
2. The extension of Romeo Road to Marmion Avenue; and
3. Widening of part of Wanneroo Road;

as identified bordered in red on Main Roads drawings 1360-021-6, 1960-055-1, 1360-022-3 and 1360-023-5 (**Attachments 1, 2, 3, 4 and 5** refer).

The land required for the project is currently held in various tenures and ownerships. MRWA is in the process of acquiring the land for road purposes, and obtaining the necessary land and interest holder consents for dedication, with the exception of the extension of Romeo Road.

Romeo Road is zoned Other Regional Road under the MRS and therefore the City is responsible for having the required land transferred and dedicated as road. The land is currently held in the names of Northern Corridor Developments Ltd and Western Australian Land Authority (now Developments WA). When the area is developed, the land required for Romeo Road will be ceded free of cost to the State of Western Australia and automatically dedicated as public road when the subdivisions are finally approved.

In accordance with section 56 of the *Land Administration Act 1997 (LAA)*, a request by the local government in the district of a proposed road is required in order to facilitate the dedication of land as a public road.

Following the dedication of the land as public road, the Freeway extension and the widened portion of Wanneroo Road will be under the care, control and management of MRWA. The extension of Romeo Road is proposed to be under the City's care, control and management.

Detail

The land required to be dedicated for the project is border red on Attachments 1 to 5 and described as follows:

1. Lot 569 on Deposited Plan 67750 being the whole of the land comprised in Certificate of Title Volume 2785 Folio 870 registered in the name of the Commissioner of Main Roads (shown as (8) on **Attachment 2** and (1) on **Attachment 4**);
2. Lot 568 on Deposited Plan 67750 (Reserve 48274) being the whole of the land comprised in Crown Certificate of Title Volume LR 3161 Folio 679 registered in the name of the State of Western Australia (shown as (9) on **Attachment 2** and (4) on **Attachment 4**);
3. Portion of Lot 705 on Deposited Plan 405359 (Reserve 27575) being a portion of the land comprised in Crown Certificate of Title Volume LR 3166 Folio 427 registered in the name of the State of Western Australia (shown as (11) on **Attachment 2** and enlarged on **Attachment 3**);
4. Portion of Lot 700 on Deposited Plan 405358 (Reserve 27575) being a portion of the land comprised in Crown Certificate of Title Volume LR 3166 Folio 424 registered in the name of the State of Western Australia (shown as (12) on **Attachment 2**);
5. Portion of Lot 10313 on Deposited Plan 219820 (Reserve 27575) being a portion of the land comprised in Crown Certificate of Title Land Volume LR 3136 Folio 393 registered in the name of the State of Western Australia (shown as (13) on **Attachment 2**);
6. Portion of Lot 809 on Deposited Plan 25657 being a portion of the land comprised in Certificate of Title Volume 2738 Folio 951 registered in the name of the Commissioner of Main Roads (shown as (14) on **Attachment 2**);
7. Lot 813 on Deposited Plan 61909 being the whole of the land comprised in Certificate of Title Volume 2757 Folio 193 registered in the name of the Commissioner of Main Roads (shown as (2) on **Attachment 4**);
8. Lot 14040 on Deposited Plan 221398 (Reserve 49844) being the whole of the land comprised in Crown Certificate of Title Volume LR 3124 Folio 568 registered in the name of the State of Western Australia (shown as (3) on **Attachment 4** and (1) on **Attachment 5**);
9. Lot 586 on Deposited Plan 69319 (Reserve 27575) being the whole of the land comprised in Crown Certificate of Title Volume LR 3162 Folio 188 registered in the name of the State of Western Australia (shown as (5) on **Attachment 4**);
10. Portion of Lot 11607 on Deposited Plan 217933 (Reserve 24581) being a portion of the land comprised in Crown Certificate of Title Volume LR 3000 Folio 698 registered in the name of the State of Western Australia (shown as (6) on **Attachment 4**);
11. Portion of Lot 101 on Deposited Plan 416082 being a portion of the land comprised in Certificate of Title Volume 2961 Folio 785 registered in the name of the Commissioner of Main Roads (shown as (2) on **Attachment 5**);
12. Lot 5002 on Deposited Plan 60315 being the whole of the land comprised in Certificate of Title Volume 2710 Folio 552 registered in the name of the Western Australian Planning Commission (shown as (3) on **Attachment 5**);
13. Lot 702 on Deposited Plan 407869 being the whole of the land comprised in Certificate of Title Volume 2902 Folio 997 registered in the name of the Western Australian Planning Commission (shown as (4) on **Attachment 5**);

14. Portion of Lot 9055 on Deposited Plan 416649 being a portion of the land comprised in Certificate of Title Volume 2973 Folio 546 registered in the name of the Northern Corridor Developments Ltd (under contract to Commissioner of Main Roads) (shown as (5) on **Attachment 5**);
15. Portion of Lot 9602 on Deposited Plan 409771 being a portion of the land comprised in Certificate of Title Volume 2914 Folio 425 registered in the name of the Western Australian Land Authority (shown as (6) on **Attachment 5**);
16. Lot 587 on Deposited Plan 69319 (Reserve 27575) being the whole of the land comprised in Crown Certificate of Title Volume LR 3162 Folio 189 registered in the name of the State of Western Australia (shown as (7) on **Attachment 5**);
17. Lot 120 on Diagram 91582 being the whole of the land comprised in Certificate of Title Volume 2107 Folio 404 registered in the name of the Western Australian Planning Commission (shown as (8) on **Attachment 5**). Previously known as Lot 29 on Plan 12468 being whole of the land comprised in Certificate of Title Volume 1508 Folio 915; and
18. Portion of Lot 2002 on Deposited Plan 409771 being portion of the land comprised in Certificate of Title Volume 2914 Folio 422 registered in the name of the Western Australian Planning Commission (shown as (9) on **Attachment 5**),

(collectively, the **Land**).

Reserve 51143, Lot 567, is not included in the land to be dedicated as the reserve is for the Purpose of "*Railway Purposes and Other Purposes Consistent with Other Functions Granted to The Public Transport Authority of Western Australia by Acts or Regulations*" and is under the care, control and management of the Public Transport Authority of Western Australia.

The land shown on Attachment 2 that is not listed above was included in a previous report for dedication presented at Ordinary Council meeting on 27 June 2017 (CS06-06/17).

Consultation

The extension of the Freeway is a key State Government initiative and is expected to provide significant benefit to residents of the City. For this reason, no consultation was carried out by City officers.

Aside from the extended portion of Romeo Road (which will be acquired under subdivision processes and is not the subject of the present report), the land required to be dedicated for the project will not come under City management, and will instead be the responsibility of MRWA.

Comment

Administration recommends that Council supports the dedication of the Land as a public road on the basis that:

- (a) the extension of the Mitchell Freeway and Romeo Road is of significant benefit to the residents of the City; and
- (b) MRWA will indemnify Council against any cost and claims that may arise as a result of the dedication action.

Statutory Compliance

The ability to dedicate the Land as road reserve is provided by the LAA.

Section 56 of the LAA provides that where a local government requests the Minister for Lands (**Minister**) to dedicate land as a road it is to indemnify the Minister against any claim for compensation that may arise from that action. However, MRWA has advised the City that:

- (a) MRWA has a standing indemnification to the Minister for Lands in relation to land acquisition and road dedication, and that this indemnification will extend to the road dedication proposed in the present report; and
- (b) there is no requirement for the City to indemnify the Minister for Lands in relation to the road dedication proposed in the present report.

(Attachment 6 refers).

Strategic Implications

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

“3 *Environment (Built)*

3.5 *Connected and Accessible City*

3.5.3 *Advocate for major integrated transport close to communities”*

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

The cost of constructing the road will be borne by MRWA.

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. **SUPPORTS** the dedication of land required for:
 - a) the extension of the Mitchell Freeway between Hester Avenue and Romeo Road; andthe widening of Wanneroo Road, as public road;
2. **AUTHORISES** a request being made by Main Roads Western Australia to the Minister for Lands pursuant to Section 56 of the *Land Administration Act 1997* for the dedication of the following portions of land as a public road:

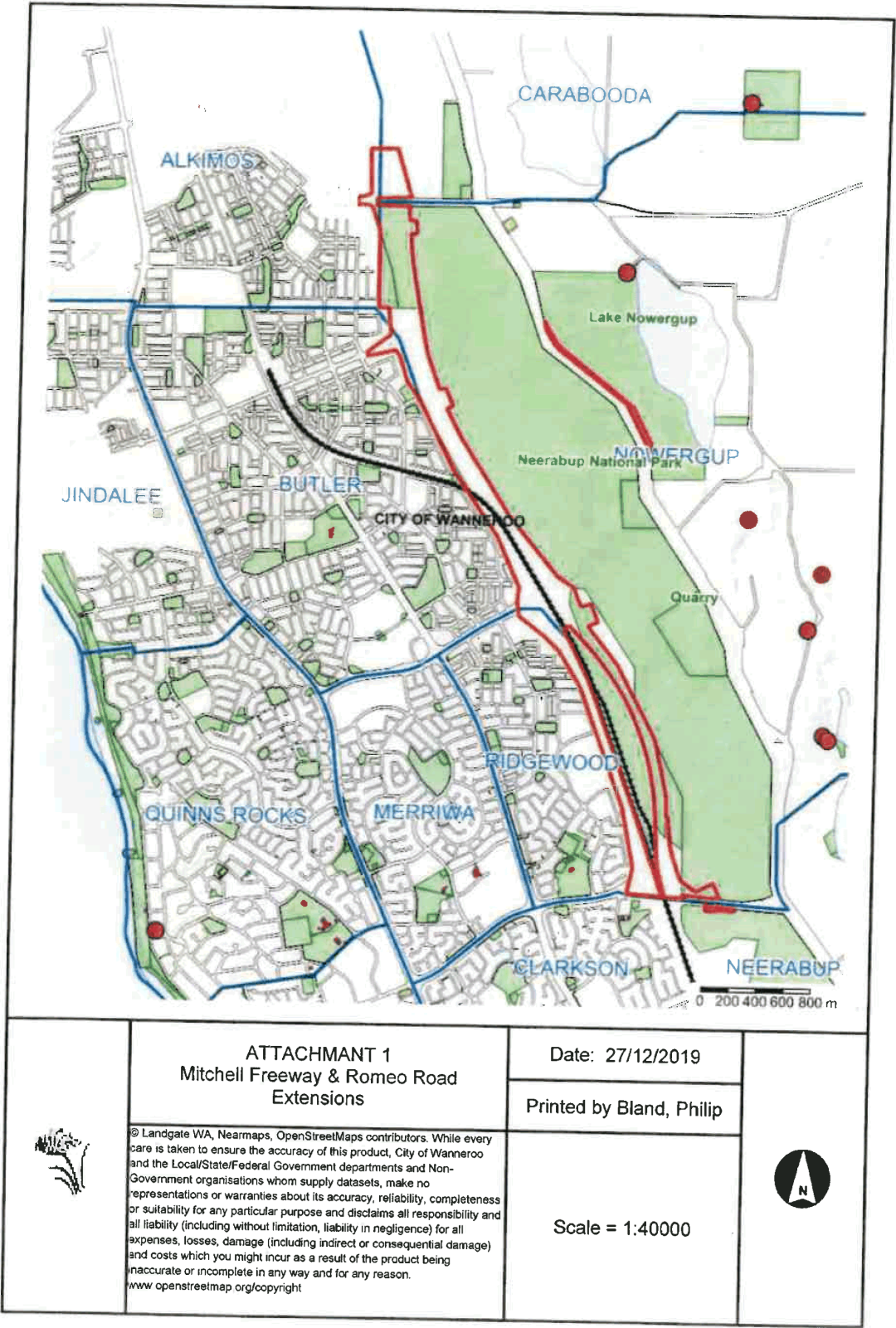
- a) Lot 569 on Deposited Plan 67750 being the whole of the land comprised in Certificate of Title Volume 2785 Folio 870 registered in the name of the Commissioner of Main Roads (shown as (8) on Attachment 2 and (1) on Attachment 4);
- b) Lot 568 on Deposited Plan 67750 (Reserve 48274) being the whole of the land comprised in Crown Certificate of Title Volume LR 3161 Folio 679 registered in the name of the State of Western Australia (shown as (9) on Attachment 2 and (4) on Attachment 4);
- c) Portion of Lot 705 on Deposited Plan 405359 (Reserve 27575) being a portion of the land comprised in Crown Certificate of Title Volume LR 3166 Folio 427 registered in the name of the State of Western Australia (shown as (11) on Attachment 2 and Attachment 3);
- d) Portion of Lot 700 on Deposited Plan 405358 (Reserve 27575) being a portion of the land comprised in Crown Certificate of Title Volume LR 3166 Folio 424 registered in the name of the State of Western Australia (shown as (12) on Attachment 2);
- e) Portion of Lot 10313 on Deposited Plan 219820 (Reserve 27575) being a portion of the land comprised in Crown Certificate of Title Land Volume LR 3136 Folio 393 registered in the name of the State of Western Australia (shown as (13) on Attachment 2);
- f) Portion of Lot 809 on Deposited Plan 25657 being a portion of the land comprised in Certificate of Title Volume 2738 Folio 951 registered in the name of the Commissioner of Main Roads (shown as (14) on Attachment 2);
- g) Lot 813 on Deposited Plan 61909 being the whole of the land comprised in Certificate of Title Volume 2757 Folio 193 registered in the name of the Commissioner of Main Roads (shown as (2) on Attachment 4);
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- i) Lot 586 on Deposited Plan 69319 (Reserve 27575) being the whole of the land comprised in Crown Certificate of Title Volume LR 3162 Folio 188 registered in the name of the State of Western Australia (shown as (5) on Attachment 4);
- j) Portion of Lot 11607 on Deposited Plan 217933 (Reserve 24581) being a portion of the land comprised in Crown Certificate of Title Volume LR 3000 Folio 698 registered in the name of the State of Western Australia (shown as (6) on Attachment 4);
- k) Portion of Lot 101 on Deposited Plan 416082 being a portion of the land comprised in Certificate of Title Volume 2961 Folio 785 registered in the name of the Commissioner of Main Roads (shown as (2) on Attachment 5);
- l) Lot 5002 on Deposited Plan 60315 being the whole of the land comprised in Certificate of Title Volume 2710 Folio 552 registered in the name of the Western Australian Planning Commission (shown as (3) on Attachment 5);
- m) Lot 702 on Deposited Plan 407869 being the whole of the land comprised in Certificate of Title Volume 2902 Folio 997 registered in the name of the Western Australian Planning Commission (shown as (4) on Attachment 5);
- n) Portion of Lot 9055 on Deposited Plan 416649 being a portion of the land comprised in Certificate of Title Volume 2973 Folio 546 registered in the name of the Commissioner of Main Roads (shown as (5) on Attachment 5);

- o) Portion of Lot 9602 on Deposited Plan 409771 being a portion of the land comprised in Certificate of Title Volume 2914 Folio 425 registered in the name of the Western Australian Land Authority (shown as (6) on Attachment 5);
 - p) Lot 587 on Deposited Plan 69319 (Reserve 27575) being the whole of the land comprised in Crown Certificate of Title Volume LR 3162 Folio 189 registered in the name of the State of Western Australia (shown as (7) on Attachment 5);
 - q) Lot 120 on Diagram 91582 being the whole of the land comprised in Certificate of Title Volume 2107 Folio 404 registered in the name of the Western Australian Planning Commission (shown as (8) on Attachment 5). Previously known as Lot 29 on Plan 12468 being whole of the land comprised in Certificate of Title Volume 1508 Folio 915; and
 - r) Portion of Lot 2002 on Deposited Plan 409771 being a portion of the land comprised in Certificate of Title Volume 2914 Folio 422 registered in the name of the Western Australian Planning Commission (shown as (9) on Attachment 5).
3. **NOTES** that Main Roads Western Australia has:
- a) indemnified the Minister for Lands against any claim for compensation arising from the dedication; and
 - b) advised the City of Wanneroo that it is not necessary for the City to provide an indemnity to the Minister for Lands under section 56(4) of the Land Administration Act 1997 (WA) in relation to the request described in item 2; and
4. **AUTHORISES** the Chief Executive Officer to execute such documents as are required by the Minister for Lands and Main Roads Western Australia to effect the dedication of the land described in item 2 as public road.

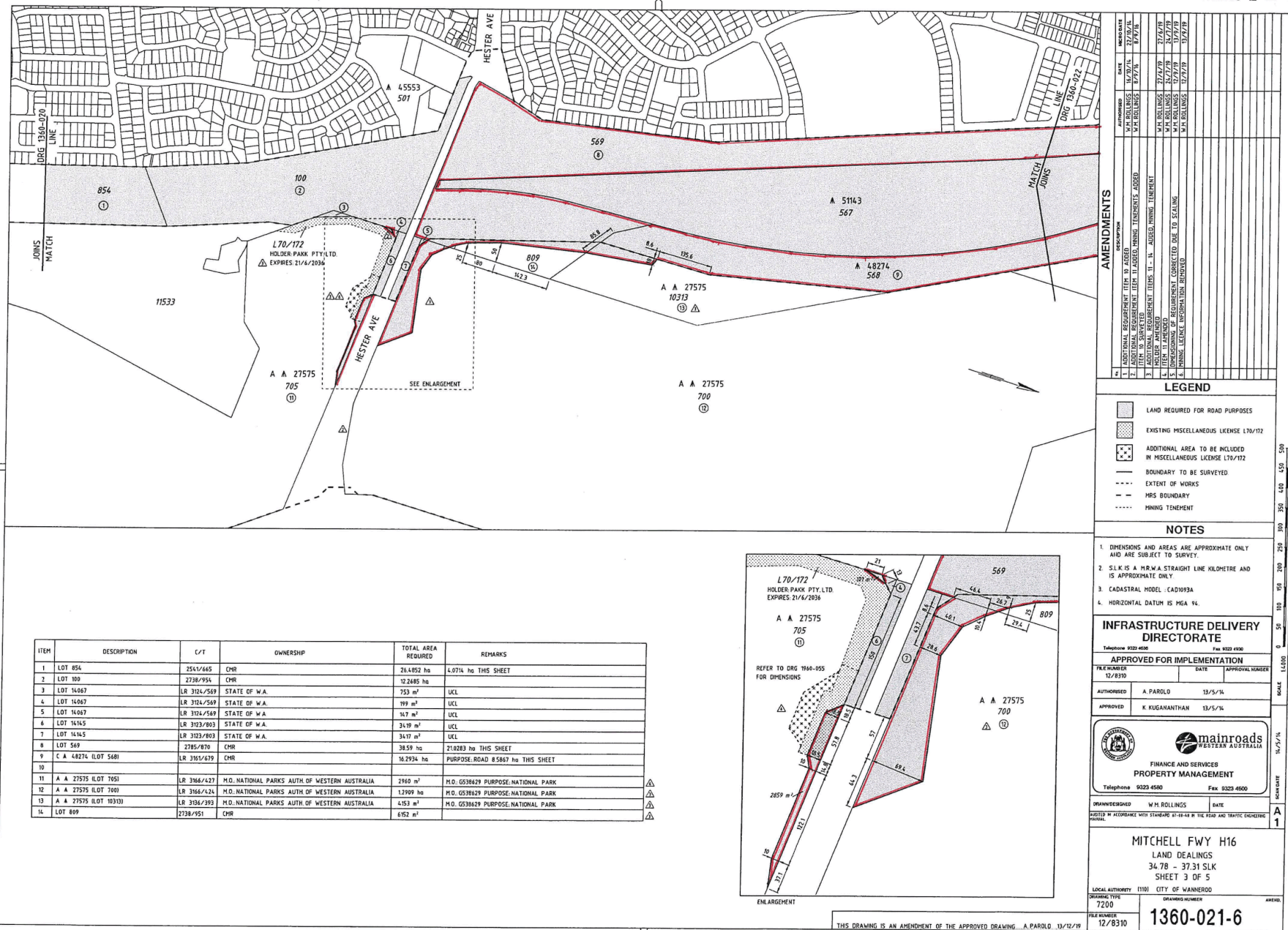
Attachments:

<u>1</u>	Attachment 1 - Location Plan	19/515800[v2]	
<u>2</u>	Attachment 2 - MRWA Plan 1360-021-6	19/515793[v2]	Minuted
<u>3</u>	Attachment 3 - MRWA Plan - 1960-055-1	19/515803[v2]	Minuted
<u>4</u>	Attachment 4 - MRWA Plan - 1360-022-3	19/515805[v2]	Minuted
<u>5</u>	Attachment 5 - MRWA Plan 1360-023-4	19/515810[v3]	Minuted
<u>6</u>	Attachment 6 - MRWA - Letter to City of Wanneroo - Indemnity for Road Dedication	20/117436	

ATTACHMENT 1

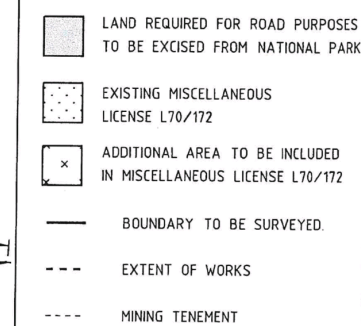


Attachment 2



Attachment 3

LEGEND



NOTES

- 1 DIMENSIONS AND AREAS ARE APPROXIMATE ONLY AND ARE SUBJECT TO SURVEY.
- 2 S.L.K IS A M.R.STRAIGHT LINE KILOMETRE AND IS APPROXIMATE ONLY
- 3 HORIZONTAL DATUM IS MGA 94.

**INFRASTRUCTURE DELIVERY
DIRECTORATE**

Telephone 9323 4636 Fax 9323 4930

APPROVED FOR IMPLEMENTATION

FILE NUMBER	FOLIO	DATE	APPROVAL NUMBER
AUTHORISED	A. PAROLO	24/7/19	
APPROVED	C. RAYKOS	24/7/19	



FINANCE AND SERVICES
PROPERTY MANAGEMENT

Telephone 9323 4580 Fax 9323 4600

FILE No. 12/8310

DRAWN/DESIGNED W.M. ROLLINGS 9/4/18

AUDITED IN ACCORDANCE WITH STANDARD 67-08-48 IN THE
ROAD AND TRAFFIC ENGINEERING MANUAL

MITCHELL FWY H16

LAND DEALINGS

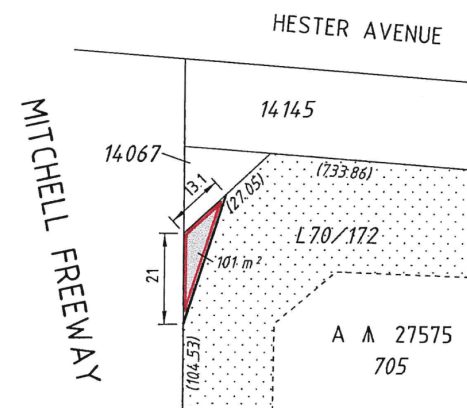
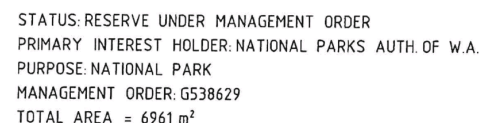
A ▲ 27575 (LOT 705). 35.68 SLK

LOCAL AUTHORITY (110) CITY OF WANNEROO

DRAWING TYPE	DRAWING NUMBER
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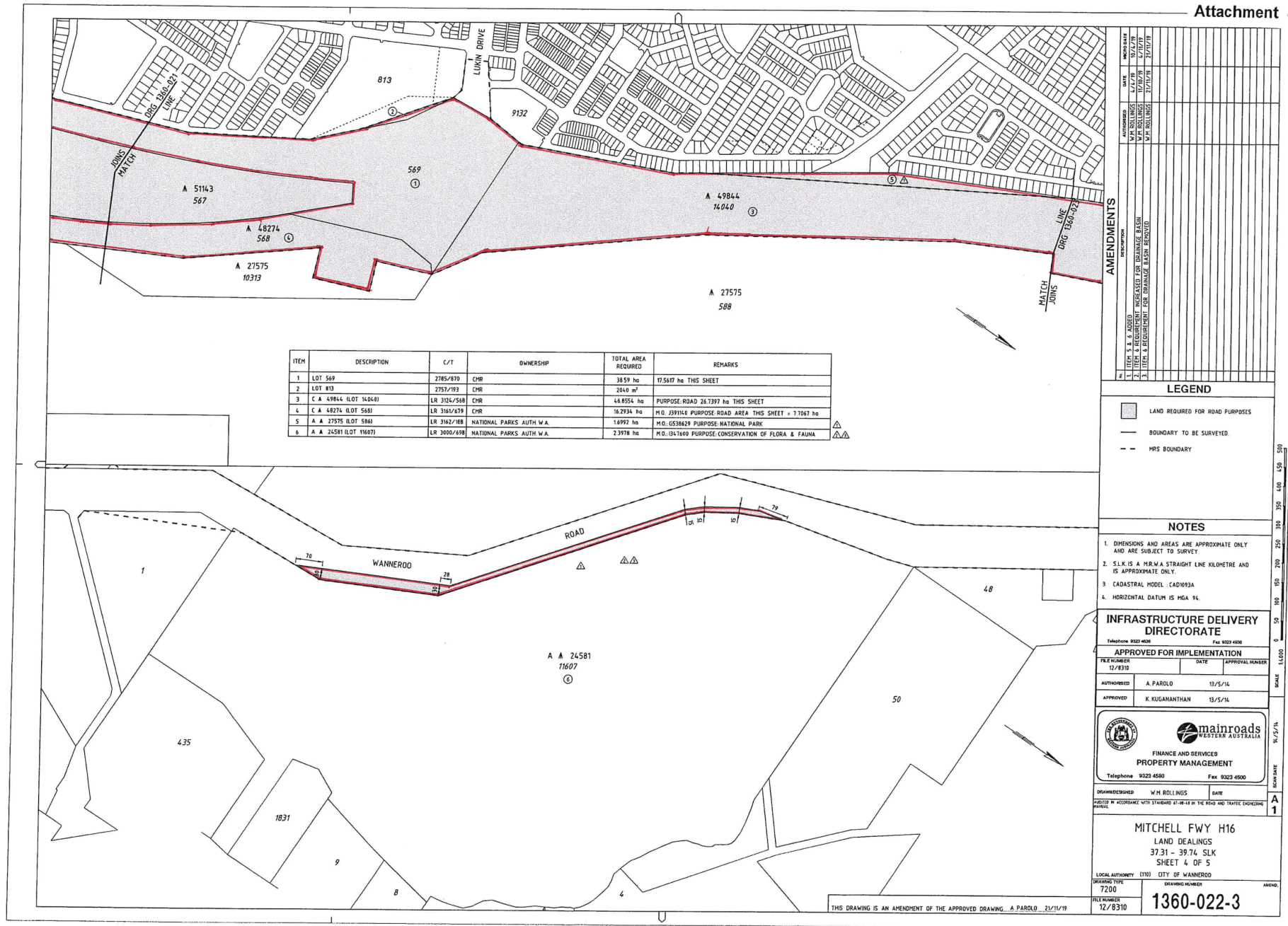
7200

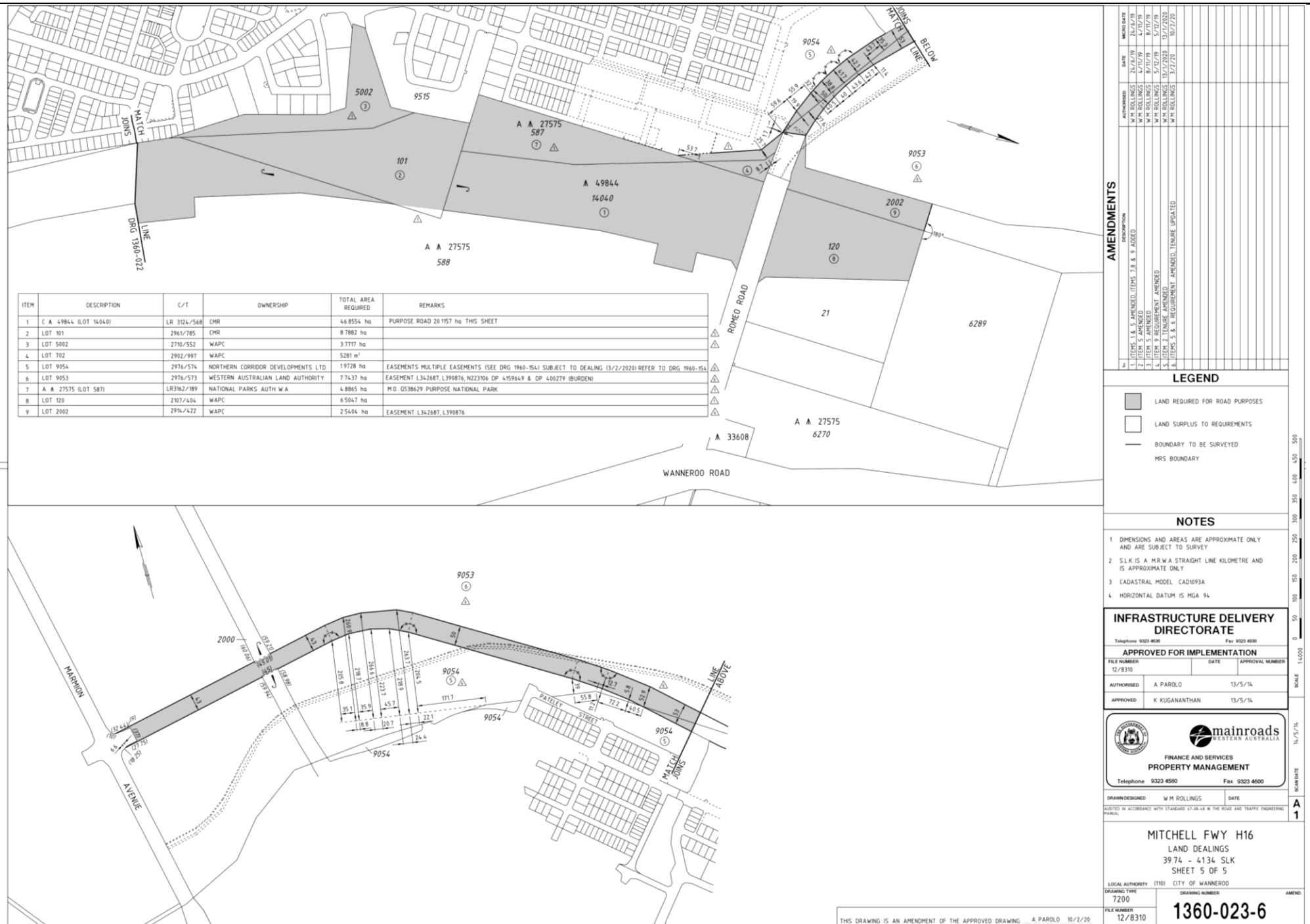
DRAWING NUMBER
1960-055-1



THIS DRAWING IS AN AMENDMENT OF THE APPROVED DRAWING. A PAROLO 13/12/19

Attachment 4







mainroads
WESTERN AUSTRALIA

Enquiries: Nick Kitin
Our Ref: 19/6544
Your Ref: 19/513754

23 March 2020

Chief Executive Officer
City of Wanneroo
Locked Bag 1
Wanneroo WA 6946

Dear Mr Simms

INDEMNITY FOR DEDICATION OF THE MITCHELL FREEWAY EXTENSION – HESTER AVENUE TO ROMEO ROAD

I refer to previous dealings and correspondences with Paul Greer, Manager Property regarding the above.

Main Roads Western Australia (MRWA) has requested the City of Wanneroo provide a council resolution for the dedication of the Mitchell Freeway extension, pursuant to section 56 of the *Land Administration Act 1997* (LAA).

Section 56(4) of the LAA provides that the local government making the request must indemnify the Minister for Lands against any costs or claims arising from the dedication.

MRWA is the acquiring authority for the project. I confirm that the Managing Director of MRWA under delegated authority has provided the Director General of the Department of Planning, Lands and Heritage an indemnity in relation to claims for compensation for any works undertaken on Crown land, including the acquisition of any interests.

Should you have any enquiries regarding this matter, please do not hesitate to contact me by email at nick.kitin@mainroads.wa.gov.au or telephone on 9323 4358.

Yours sincerely

Nick Kitin
LAND ASSEMBLY MANAGER
PROPERTY MANAGEMENT BRANCH

Main Roads Western Australia
Don Aitken Centre, Waterloo Crescent, East Perth WA 6004
PO Box 6202, East Perth WA 6892

mainroads.wa.gov.au
enquiries@mainroads.wa.gov.au
138 138

3.10 Settlement of Land Acquisition - Splendid Park (Yanchep Active Open Space)

File Ref:	2069V03 – 20/148208
Responsible Officer:	Director Corporate Strategy & Performance
Disclosure of Interest:	Nil
Attachments:	6
Previous Items:	CS04-05/13 - Yanchep Active Open Space - Deed of Agreement - Ordinary Council - 28 May 2013 7.00pm CE01-09/13 - Yanchep Active Open Space - Deed of Agreement - Ordinary Council - 17 Sep 2013 7.00pm

Issue

To consider the acquisition of Splendid Park, Yanchep (previously known as Yanchep Active Open Space), at a purchase price determined in accordance with the Deed of Agreement previously approved by Council.

Background

Deed of Agreement

Following consideration of a proposed Deed of Agreement (**Deed**) between the City and the entities comprising the Yanchep Beach Joint Venture (St Andrews Private Estate Pty Ltd and New Orion Investments Pty Ltd) (**YBJV**) at the Ordinary Council meetings on 28 May 2013 and 17 September 2013 (items CS04-05/13 and CE01-09/13), the City and YBJV executed the Deed on 11 February 2014.

The Deed provided for the development and subdivision of the land now known as Splendid Park, and also for the extension of Marmion Avenue.

Splendid Park

Splendid Park is situated at 1 Splendid Avenue, Yanchep, and is described as Lot 800 on Deposited Plan 406263 and comprised in Certificates of Title Volume 2950 Folio 650 and Volume 2950 Folio 651 (**Attachments 1, 2 and 3** refer). The site has an area of 12.804 hectares.

Splendid Park remains owned by YBJV in freehold, subject to the settlement of a transfer to the City occurring on the terms of the Deed.

Works for the development of Splendid Park were undertaken by the City and YBJV.

Ground Lease

In accordance with the terms of the Deed, YBJV (as lessor) and the City (as lessee) entered a Ground Lease (undated) for Splendid Park. The Ground Lease provides for a peppercorn rent of \$1.00 by the City, and permits the City to operate and manage the site as sporting ovals and facilities.

The Deed provides that the Ground Lease expires on the date of settlement of the transfer of Splendid Park to the City.

In order to facilitate the City's construction of a skate park at Splendid Park, the City and YBJV entered a Variation of Ground Lease dated 20 December 2019.

Detail

Acquisition of Splendid Park – Deed of Agreement

The Deed provided that YBJV was entitled to elect to:

- apply the transfer of Splendid Park to its public open space contribution in relation to the development of Lot 602 on Deposited Plan 56101 (being the parent lot for land including Splendid Park); or
- sell Splendid Park to the City, on terms specified in the Deed.

By notice to the City, YBJV elected to sell Splendid Park to the City.

In accordance with the terms of the Deed:

- the purchase price was to be determined by an independent valuation engaged by the City:
 - at the englobo value of the land, determined under the terms of the gazetted version of Amendment No. 122 to DPS2 (**Amendment No. 122**); and
 - with an effective valuation date of the fifth anniversary of the gazettal of Amendment No. 122; and
- the intended settlement date and requirements for settlement are specified in the Deed.

Amendment No. 122 was gazetted on 9 September 2014.

Valuation

The City engaged Independent Valuers of Western Australia (**IVWA**) to complete the englobo valuation of Splendid Park, with an effective date of 9 September 2019.

IVWA determined that the englobo valuation of Splendid Park was \$47.50 per square metre, being \$6,081,900 GST exclusive for the total land area (**Attachment 4** refers).

Negotiations with YBJV

The City provided the valuation information to YBJV following the determination by IVWA. YBJV objected to the valuation, noting that the englobo rate was not consistent with the rate recommended by YBJV's valuer, CBRE.

In late 2019 and early 2020, IVWA and CBRE compared their respective valuations for Splendid Park and comparable sales evidence, and conferred to identify any potential points of agreement. As a result of these communications, IVWA recommended that the englobo valuation be increased to \$51 per square metre (**Attachment 5** refers). For the 12.8040 hectare site, this would equate to an acquisition price of \$6,530,040 GST exclusive.

The reason for IVWA's amended valuation is an additional comparable sale at 148 (Lot 9502) Toreopango Avenue, Yanchep, which had not been included in the comparable sales used in IVWA's original valuation. IVWA has confirmed that the updated valuation is consistent with the terms of Amendment No. 122. The amended valuation equates to an increase of \$448,140.

YBJV has subsequently provided written confirmation on 16 April 2020 that it accepts the englobo valuation of \$51 per square metre (\$6,530,040 plus GST in total) (**Attachment 6** refers). YBJV has requested that settlement occurs as soon as possible, preferably by mid-May 2020.

Administration is satisfied that the updated valuation, as agreed by YBJV, is in accordance with the terms of the Deed.

Implementing the Deed does not strictly require Council approval, but Administration considers that the endorsement recommended in the present report is appropriate, given the strategic significance Splendid Park and the amendment to the valuation.

Consultation

The determination of the purchase price recommended in this report followed review by an independent valuer engaged by the City on the terms of the Deed (IVWA), negotiation with YBJV, and conferral between the valuer engaged by the City and a second valuer engaged by YBJV.

Comment

Administration recommends that Council endorses the purchase price based on the updated valuation by IVWA and the settlement of the acquisition of Splendid Park at that price. The acquisition is in accordance with the terms of the Deed, which was previously entered following Council approval.

Statutory Compliance

The Deed of Agreement was previously executed by the City, and the transaction recommended in the present report is merely implementing the terms of the Deed. There is no additional statutory compliance required to effect the transfer of the land.

Strategic Implications

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

“4 Civic Leadership

4.1 Working with Others

4.1.3 Advocate and collaborate for the benefit of the City”

Risk Management Considerations

Risk Title	Risk Rating
CO-O03 Strategic Land	Low
Accountability	Action Planning Option
Director Planning and 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-O20 Productive Communities	Moderate
Accountability	Action Planning Option
Director Community and Place	Manage

The above risks 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

accept this risk to support existing management systems. This proposal aligns with the Environment objective of the existing Strategic Community Plan; Council should therefore consider the following risk appetite statement: 3.4 Activated Places.

The City's defined risk appetite for 3.4 Activated Places is articulated through the risk appetite statement as - The City places a high priority on the importance of promoting, protecting and activating local areas including the beaches, bush land and open spaces to meet community expectations. As such community engagement is an important focus as well as building capacity for communities to be involved in place activation and creating distinctive places. The City seeks to pursue initiatives that activate distinctive places and supports improvements made to local amenities that retain or complement natural landscapes within the built environment. **Therefore, the City will accept a low risk in relation to governance/compliance and reputation.**

Policy Implications

Nil

Financial Implications

The cost split of the land acquisition between Yanchep Two Rocks Development Contribution Plan (YTRDCP) and the City based on revised contribution percentage rates (submitted for approval of Council under a separate report to the Ordinary Council meeting by Council on 5 May 2020) are as follows:

		Proposed rates (Post 5 May 2020)	
		YTRDCP (Loan Funded)	City (St Initiatives Reserve)
LAND VALUE		69.77%	30.23%
Proposed Land Value	\$6,530,040	\$4,556,009	\$1,974,031

YTRDCP amount (Loan funded) = \$4,556,009

City amount (Funded from Strategic Initiatives Reserve) = \$1,974,031

As a part of 2019/21 budget, Council approved a loan of \$4,600,000 at the special Council meeting held on 28 June 2019 for the above land acquisition.

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. ENDORSES:

- (a) the land valuation of \$51 per square metre for Splendid Park, Yanchep (the land at 1 Splendid Avenue, Yanchep, being Lot 800 on Deposited Plan 406263 and comprised in Certificates of Title Volume 2950 Folio 650 and Volume 2950 Folio 651), being the valuation approved by an independent valuer engaged by the City and approved by Yanchep Beach Joint Venture; and
- (b) the settlement of the acquisition of Splendid Park, Yanchep by the City in accordance with the terms of the Deed of Agreement dated 11 February 2014 between the City and Yanchep Beach Joint Venture; and

2. AUTHORISES:

- (a) the Mayor and the Chief Executive Officer to affix the Common Seal of the City of Wanneroo to the Transfer of Land documentation (or to authorise the Transfer of Land under Landgate's electronic conveyancing processes, if applicable) for the transfer of Splendid Park, Yanchep to the City;
- (b) the Chief Executive Officer to:
 - (i) vary the settlement date; and
 - (ii) sign any other associated documentation relating to the transfer of Splendid Park, Yanchep to the City,
 in accordance with the City of Wanneroo's Execution of Documents Policy.

Attachments:

<u>1</u>	Attachment 1 - Site Plan - Splendid Park	20/148749
<u>2</u>	Attachment 2 - Landgate search - Splendid Park (Certificate of Title 2950-640)	20/149076
<u>3</u>	Attachment 3 - Landgate search - Splendid Park (Certificate of Title 2950-641)	20/149079
<u>4</u>	Attachment 4 - Valuation - IVWA - Splendid Park - September 2019	20/149640
<u>5</u>	Attachment 5 - Update Valuation - IVWA - Splendid Park - March 2020	20/149709
<u>6</u>	Attachment 6 - Yanchep Beach Joint Venture - Letter of Agreement	20/149255



ATTACHMENT 1 - SPLENDID PARK
LOT 8000 on DP406263
1 SPLENDID AVENUE YANCHEP

SCALE: 1: 4000 @ A4

DATE: April 2020

REF: 2020-04 splend pk report

NOTE: While the City of Wanneroo has made every effort to ensure the accuracy and completeness of data it accepts no responsibility or liability for any errors or omissions within the information presented.
 Based on information provided by and with the permission of the Western Australian Land Authority trading as LANDGATE (2012).

WESTERN



AUSTRALIA

REGISTER NUMBER N/A	
DUPLICATE EDITION N/A	DATE DUPLICATE ISSUED N/A

RECORD OF CERTIFICATE OF TITLE

UNDER THE TRANSFER OF LAND ACT 1893

VOLUME
2950FOLIO
640

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.

REGISTRAR OF TITLES

**THIS IS A SHARE TITLE****LAND DESCRIPTION:**

1/2 UNDIVIDED SHARES OF
LOT 8000 ON DEPOSITED PLAN 406263

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

NEW ORION INVESTMENTS PTY LTD OF LEVEL 4 225 ST GEORGES TERRACE PERTH
AS SOLE PROPRIETOR OF THE SHARE SHOWN IN THE LAND DESCRIPTION

(AF N876111) REGISTERED 29/6/2018

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

1. *EXCEPT AND RESERVING METALS, MINERALS, GEMS AND MINERAL OIL SPECIFIED IN TRANSFER 1466/1928.
2. *EASEMENT BENEFIT CREATED UNDER SECTION 136C T.L.A. FOR RIGHT OF CARRIAGEWAY PURPOSES - SEE DEPOSITED PLAN 69318
3. *G407786 MEMORIAL. TOWN PLANNING AND DEVELOPMENT ACT 1928 - AS TO PORTION ONLY SEE DEPOSITED PLAN 406263 REGISTERED 27/2/1997.
4. *N179060 MORTGAGE TO COMMONWEALTH BANK OF AUSTRALIA REGISTERED 19/11/2015.
5. *N933725 CAVEAT BY CITY OF WANNEROO LODGED 29/6/2018.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: DP406263
PREVIOUS TITLE: 2950-490
PROPERTY STREET ADDRESS: 1 SPLENDID AV, YANCHEP.

END OF PAGE 1 - CONTINUED OVER

LANDGATE COPY OF ORIGINAL NOT TO SCALE 16/04/2020 01:55 PM Request number: 60506654

RECORD OF CERTIFICATE OF TITLE

REGISTER NUMBER: N/A

VOLUME/FOLIO: 2950-640

PAGE 2

LOCAL GOVERNMENT AUTHORITY: CITY OF WANNEROO

NOTE 1: DUPLICATE CERTIFICATE OF TITLE NOT ISSUED AS REQUESTED BY DEALING
N179060

WESTERN



AUSTRALIA

REGISTER NUMBER N/A	
DUPLICATE EDITION N/A	DATE DUPLICATE ISSUED N/A

RECORD OF CERTIFICATE OF TITLE

UNDER THE TRANSFER OF LAND ACT 1893

VOLUME
2950FOLIO
641

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.

REGISTRAR OF TITLES

**THIS IS A SHARE TITLE****LAND DESCRIPTION:**

1/2 UNDIVIDED SHARES OF
LOT 8000 ON DEPOSITED PLAN 406263

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

ST ANDREWS PRIVATE ESTATE PTY LTD OF LEVEL 4 225 ST GEORGES TERRACE PERTH
AS SOLE PROPRIETOR OF THE SHARE SHOWN IN THE LAND DESCRIPTION

(AF N876111) REGISTERED 29/6/2018

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

1. *EXCEPT AND RESERVING METALS, MINERALS, GEMS AND MINERAL OIL SPECIFIED IN TRANSFER 1466/1928.
2. *EASEMENT BENEFIT CREATED UNDER SECTION 136C T.L.A. FOR RIGHT OF CARRIAGEWAY PURPOSES - SEE DEPOSITED PLAN 69318
3. *G407786 MEMORIAL. TOWN PLANNING AND DEVELOPMENT ACT 1928 - AS TO PORTION ONLY SEE DEPOSITED PLAN 406263 REGISTERED 27/2/1997.
4. *N179060 MORTGAGE TO COMMONWEALTH BANK OF AUSTRALIA REGISTERED 19/11/2015.
5. *N933725 CAVEAT BY CITY OF WANNEROO LODGED 29/6/2018.

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* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

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SKETCH OF LAND: DP406263
PREVIOUS TITLE: 2950-490
PROPERTY STREET ADDRESS: 1 SPLENDID AV, YANCHEP.

END OF PAGE 1 - CONTINUED OVER

LANDGATE COPY OF ORIGINAL NOT TO SCALE 16/04/2020 01:55 PM Request number: 60506654

RECORD OF CERTIFICATE OF TITLE

REGISTER NUMBER: N/A

VOLUME/FOLIO: 2950-641

PAGE 2

LOCAL GOVERNMENT AUTHORITY: CITY OF WANNEROO

NOTE 1: DUPLICATE CERTIFICATE OF TITLE NOT ISSUED AS REQUESTED BY DEALING
 N179060



Lot 8000 Splendid Avenue, Yanchep WA 6035

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: <ul style="list-style-type: none"> New Orion Investments Pty Ltd as sole proprietor of 1/2 undivided shares of Lot 8000 on Deposited Plan 406263 St Andrews Private Estate Pty Ltd as sole proprietor of 1/2 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.	



Lot 8000 Splendid Avenue, Yanchep WA 6035

	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)	
AUTHORISED FOR ISSUE	Ross Lambert AAPI Managing Director Certified Practising Valuer Licensed Valuer 44131 (WA)	

"Liability limited by a scheme approved under Professional Standards Legislation"

All data provided in this summary are wholly reliant on and must be read in conjunction with the information provided in the following report. It is a synopsis only designed to provide a brief overview and must not be acted on in isolation.

Your Ref:
Our Ref: 202003001 RL:rl
Enquiries: Ross Lambert Ph 9271 9500



30 March 2020

City of Wanneroo
23 Dundobar Road,
Wanneroo, WA 6065

Email to: Paul.Greer@wanneroo.wa.gov.au

Attention: Paul Greer

Lot 8000 Splendid Ave, YANCHEP 6035

Thank you for your instructions to review the valuation by CBRE of the above property, issued on 25 February 2020 with the date of valuation being 21 February 2020 (assumed as date of inspection) and to undertake a valuation conferral with CBRE.

This advice is to be read in conjunction with our previous report, Reference 201908003 issued on 25 September 2019, which provides full information and descriptions. This advice is relevant only at the date of the original valuation being 9 September 2019.

I inspected the property and previously unknown sales activity on 21 March 2020.

As requested, I have discussed the valuation with Mr Sam Baird, Valuer for CBRE.

Analysis of CBRE Valuation

I have reviewed the CBRE valuation.

They note 5 sales in the northern residential corridor for comparison purposes. Of these, they principally rely upon 3 key sales. We note that the other 2 properties are substantially smaller than the subject parent property and, as such, are not considered relevant. These properties covered 0.0692ha (692m²) and 0.2473ha (2,473m²). We would anticipate a market value for the subject land to fall well below the rates disclosed on these 2 sales of \$123/m² and \$70/m² respectively.

The key sales are discussed below.

1. Lot 5001 Pipidinny, Eglinton

I agree with the analysis of this sale which varies from our original analysis.

INDEPENDENT VALUERS OF WESTERN AUSTRALIA

PO Box 277 Mt Lawley WA 6929

Tel (08) 9271 9500

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)



Lot 8000 Splendid Ave, YANCHEP 6035

There is a portion of around 10ha on the western margin that is allocated to parks and recreation. We originally anticipated that this could have been utilised for POS requirements and, therefore, no adjustment was necessary. However, CBRE indicate this area is also an allocated bush forever site and adjusted the effective area accordingly. Bush Forever land cannot be utilised as a POS contribution giving it no added value for development purposes. Investigation of the City of Wanneroo records (Intramaps) and National Map did not indicate any Bush Forever classification. However, a review of MRS maps indicates that it is Bush Forever Site No 289. Accordingly, we agree that the analysis should be adjusted to reflect the effective area with an adjusted rate of \$61.50/m². as opposed to our original analysis of \$53.65/m².

Eglinton is considered a superior location and a lower market value rate should apply to the subject land.

We note that there is no marketing history indicating the site may not have had proper market exposure to a variety of potential purchasers which does not allow for normal negotiation patterns to establish value. The sale price may or may not represent a fair market value. It is possible that this sale does not meet the IVSC definition of market value being:

The estimated amount for which an asset or liability should exchange on the valuation date between a willing buyer and a willing seller in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.

As such, some caution may need to be applied when using this sale for market value comparison.

2. 148 (Lot 9502) Toreopango Avenue, Yanchep

This is a sale that we did not consider in our original valuation due to its age. It was sold in December 2017.

I also noted that our property database shows no vendor for this sale which is usually an indicator of a related party sale or an internal transaction for taxation or other purposes. Considering this observation and that the purchase price is a most unusually accurate figure of \$18,403,044, we considered that the sale may not be arm's length.

To confirm the status and validity of this sale, a Title search to confirm the background to this transfer was made. The following was disclosed:

- The property was sold by St Andrews Estate Pty Ltd to Housing Authority
- The consideration was \$20,243,348.80
- Office of State Revenue indicated a dutiable value of \$20,218,160.00

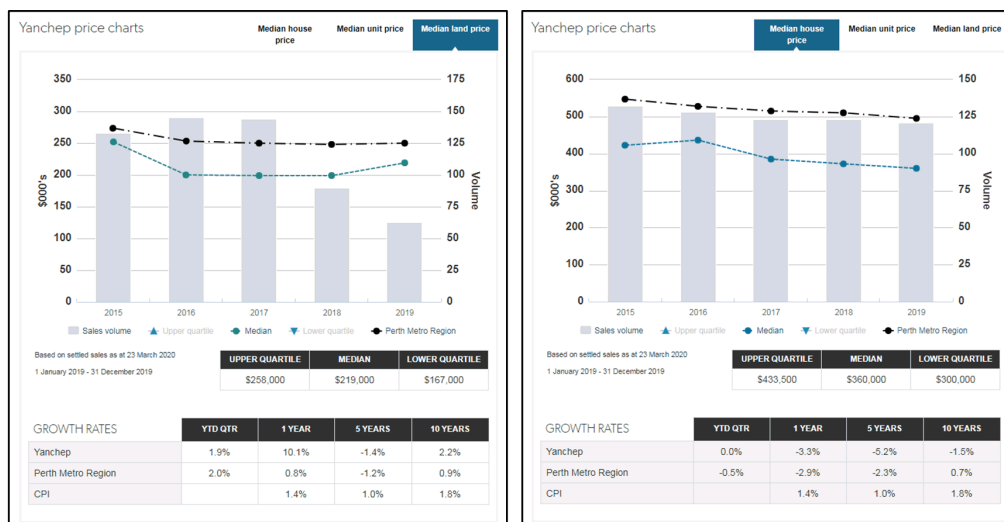
We conclude that this sale appears to be made inclusive of GST and appears to be arm's length.

This site is very close to the subject and would be considered broadly comparable at a disclosed sale price of \$51/m² assuming that it is a valid sale. However, some adjustment for time and a static to falling market may be appropriate.



Lot 8000 Splendid Ave, YANCHEP 6035

REIWA shows that, while median land prices (finished lots) have remained fairly static since 2016 (with a possible modest uptick in 2019), and sale volumes have halved (about), extending development periods substantially and impacting a purchaser's ability to make a profit. The usual reaction to this is to pay less for the englobo land to return a development to profit or fair profit.



This is a relatively smaller parcel than the subject's parent site area. Some adjustment should be made for economies of scale, that is, a lower rate is anticipated.

Mr Baird states that, "Overall, we consider a slightly higher rate per sqm applicable to the subject property, reflecting an adjustment for the smaller size." While the actual parcel is smaller, it is portion of a much larger site and this statement indicates a potential error of judgement. The subject parcel was excised from a substantially larger parcel in order to effect a sale to the City of Wanneroo. As such, it was not a stand-alone site and should be treated as part of the larger parcel only.

Overall, I would anticipate a lower to slightly lower market value rate to apply to the subject land due to market change over time and scale.

3. 19 Taronga, Eglinton

My investigations indicated that this property sold for \$0 in March 2019 with our property database not indicating a vendor name. This is usually indicative of related party or share sales for financial or taxation purposes, that is, sales that are not arm's length. An investigation of the Titles and land transfer (N466075) indicated an arm's length transfer from the Estate of Lindsay William Spiers to Daws and Son Pty Ltd at a price of \$25,000,000 in July 2016.

It appears that the property sold in 2016 as Certificate of Title 1909/63 covering an area of 141.9370ha. on 12 March 2019, a new balance Title was issued as 2964/312 covering an area of 139.8350ha hence the unusual entry in our property database.



Lot 8000 Splendid Ave, YANCHEP 6035

The site at date of sale covered a total area of 141.9370ha and was bisected by a Freeway reservation (not part of the land sold) with the western moiety being zoned for Urban Development (around 65ha using Landgate's measurement tools) and the eastern moiety being zoned for rural development (around 74ha using Landgate's measurement tools). There is a reserve that bisects the western portion being the future extension of the northern railway corridor. This land does not yet appear to be excised for this purpose and appears will either be purchased by the State Government or required to be ceded free of charge as a consequence of development.

Commentary on CBRE Analysis

Mr Baird did not show any workings for his analysis which required the reader to either reconstruct the reasoning or have blind faith that the outcome was mathematically possible and plausible. I do not believe that the analysis was either possible or plausible.

Mr Baird referred to an Exchange deed between YBJV and the WAPC for a recent land purchase. He appears to have relied on this when analysing the component lands of 19 Taronga Place. The agreed apportionment of land value under this deed was as follows:

Residential Englobo	\$57.50/m ²
Service Industrial	\$30.00/m ²
Centre	\$87.50/m ²

Based on Mr Baird's commentary, the fair value for the service commercial land was adopted as \$30/m², the railway reserve was to be ceded free of charge and the residential englobo land had a fair value of \$64/m², Mr Baird's analysis of this sale would appear to be as follows:

Sale Price (All-in Rate Shown)	141.9370 ha	\$ 17.61 /m ²	\$ 25,000,000
Deduct			
Rail - per rate adopted in Mr Baird's valuation	4.6900 ha @	\$ 0.00 /m ²	\$ 0
Service Commercial - per rate adopted in Mr Baird's valuation	35.1974 ha @	\$ 30.00 /m ²	\$ 10,559,220
Rural Land - Derived	74.7390 ha @	-\$ 4.06 /m ²	-\$ 3,038,004
Adopted Price of Urban Land Portion	27.3106 ha @	\$ 64.00 /m ²	\$ 17,478,784

Based on Mr Baird's adopted englobo value rates, the vendor must have paid the purchaser to take the rural land component (negative value in the analysis). This does not appear realistic.

If we accept that the rail land and the rural land have no added value (\$0/m²) and that the residential englobo land has a value rate of \$64/m², then the service commercial englobo area would show a value rate of just \$21/m² as derived mathematically in the analysis below.



Lot 8000 Splendid Ave, YANCHEP 6035

Sale Price (All-in Rate Shown)	141.9370 ha	\$ 17.61 /m ²	\$ 25,000,000
Deduct			
Rail - per rate adopted in Mr Baird's valuation	4.6900 ha @	\$ 0.00 /m ²	\$ 0
Service Commercial - Derived	35.1974 ha @	\$ 21.37 /m ²	\$ 7,521,216
Rural Land - Assumed no added value	74.7390 ha @	\$ 0.00 /m ²	\$ 0
Adopted Price of Urban Land Portion	27.3106 ha @	\$ 64.00 /m²	\$ 17,478,784

Further to this, a value rate for service commercial englobo land that is less than half the price of residential englobo land does not appear realistic.

If we accept that a fair value for the service commercial land is \$30/m², the railway reserve is to be ceded free of charge and the rural land has no added value (unlikely), Mr Baird's analysis should derive the following:

Sale Price (All-in Rate Shown)	141.9370 ha	\$ 17.61 /m ²	\$ 25,000,000
Deduct			
Rail - per rate adopted in Mr Baird's valuation	4.6900 ha @	\$ 0.00 /m ²	\$ 0
Service Commercial - per rate adopted in Mr Baird's valuation	35.1974 ha @	\$ 30.00 /m ²	\$ 10,559,220
Rural Land - Assumed nil added value	74.7390 ha @	\$ 0.00 /m ²	\$ 0
Derived Price of Urban Land Portion	27.3106 ha @	\$ 52.88 /m²	\$ 14,440,780

Applying Mr Baird's analytical assumptions and premises, we note that the analysed value of the residential englobo land would be in the order of \$53/m². Both Mr Baird and IVWA indicate that this is a superior district. Therefore, a value below this level would be appropriate for the subject land.

If we assume the rail and rural land has no added value, then the residential/commercial englobo land (62.5080ha comprising 35.1974ha plus 27.3106ha) would show a price of \$40/m². Considering that the subject land forms part of a larger parcel where the overall site was likely to have mixed uses of both commercial and residential, this analysed price appears to be a more relevant comparison.

Mr Baird's analysis does not sit well with me as it assumes a substantially different rate between residential englobo land and service commercial englobo land. I would not anticipate any differential, let alone one where residential englobo land is worth more than twice commercial use englobo land. The subject land is part of a larger land parcel that, had it not been for Council requirements for division of uses within the parcel would have a potential mix of residential and commercial use, therefore, an all-in rate of \$40/m² would be a more appropriate comparison assuming that the rural and rail land had no added value.

Summary of Sales

1. Lot 5001 Pipidinny, Eglinton 1/2019 70.4578ha \$61/m² Superior location (less remote), similar land

Comparison Lower value rate anticipated due to superior location



Lot 8000 Splendid Ave, YANCHEP 6035

2. 148 (Lot 9502) Toreopango, Yanchep 12/2017 36.0844ha \$51/m² Similar location and utility but older sale in static market. Smaller land compared to subject's parent parcel.

Comparison Slightly lower value rate anticipated due to size variation and age of sale in static to falling market

3. 19 Taronga, Eglinton 7/2016 62.5080ha \$40/m² IVWA analysis of Developable Area (residential and service commercial). Assumes rural and rail land to have no added value and sub-components of the development area (residential and service commercial) have equal weighting. Superior location, old sale in static to falling market, mixed use land.
4. 19 Taronga, Eglinton 7/2016 31.5800ha \$64/m² CBRE analysis of residential portion (unsubstantiated). Analysis based on adopting \$30/m² for service commercial portion, \$0/m² for the railway portion and a significant loss for the rural portion (unrealistic). The rate adopted for the Commercial portion appears grossly understated
5. 19 Taronga, Eglinton 7/2016 27.3106ha \$53/m² CBRE analysis of residential portion (unsubstantiated) – revised by IVWA. Analysis based on adopting \$30/m² for service commercial portion, and \$0/m² for both the railway and rural portions. The rate adopted for the Commercial portion appears grossly understated.

Comparison Slightly lower value rate anticipated due to superior location and age of sale in static to falling market

Valuation Notes

We note that our approach to valuation was to consider the land as part of the larger land holding rather than as a stand-alone lot as noted in our original valuation (extract below).

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.



Lot 8000 Splendid Ave, YANCHEP 6035

We believe that CBRE has viewed the site as stand-alone adopting a higher value rate as a consequence of economies of scale. As the smaller site was created as a consequence of the Local Government's requirement for public open space rather than as an individual saleable lot, we cannot accept the approach that the land is to be valued as stand-alone. This is the accepted industry practice for the acquisition of public utility space, that is, the land and value is a proportion of the parent site.

Conclusion of Value

The adopted market value rate of \$55/m² by CBRE is around 16% above the market value rate of \$47.50/m² adopted in the IVWA valuation. Considering the valuation complexity and limited evidence available, this difference is within reason. I note that the rate adopted by CBRE is lower than that adopted in their other valuation of similar land within the locality.

Sales 1 and 2 appear to provide an accurate view of the market. Sale 3 is questionable due to the disparate zoning and utility across the site. This is exacerbated by a questionable approach to analysis. Consequently, most weighting is placed on Sales 1 and 2. These sales appear to be an accurate reflection of market sentiment based on our review of sales outside this precinct.

Sale 1 at \$61/m² is a more recent sale in a superior location. This tends to indicate that the market for englobo land has been fairly static for the last few years when compared to other activity despite declining end-lot sale volumes, static to falling end-lot pricing and falling house prices.

Sale 2 at Yanchep disclosed a rate of \$51/m². This transaction was not available at the time of our original valuation as it has only recently settled even though the contract of sale was made over 2 years ago. This sale more clearly defines englobo value in the Yanchep district as we previously needed to interpolate value from sales activity in disparate locations. This sale tends to indicate that the value rate adopted by CBRE is excessive and that the value rate adopted by Independent Valuers of WA is conservative.

Even though the market for finished lots since the date of Sale 2 has fallen slightly, I accept that this sale is the best evidence of current value and recommend that the market value of the subject be set at \$51/m². I see no justification for adopting a value higher than this, especially as our parent site is larger than most of the sales activity. Our valuation calculations follow.

Market Value of Land	12.8040 ha @	50 /m²	\$ 6,402,000	
		51 /m²	\$ 6,530,040	
		52 /m²	\$ 6,658,080	\$ 6,530,040
		Total	\$ 6,530,040	
ADOPT Land Value (GST Exclusive)		Round to nearest: \$10,000	\$ 6,530,000	

Discussions with CBRE

A valuer conferral meeting was preferred but considered inappropriate in light of issues and restrictions surrounding the Novel Coronavirus (COVID-19) pandemic. Accordingly, the conferral was conducted over the telephone.



Lot 8000 Splendid Ave, YANCHEP 6035

I have had several discussions with Mr Sam Baird of CBRE and provided him with an outline of my analysis and preferred position on value by email. He conferred with his manager prior to our final discussion on issues raised in preliminary discussions and my discussion notes.

In our final discussion, Mr Baird agreed that the analysis of Sale 3 was less reliable due to the complex nature of the multiple uses and that Sale 2 at \$51/m² was the most comparable. Sale 1 at \$61/m² was the most recent, but in a slightly superior location in the suburb of Eglinton to the south of Yanchep. He indicated that the analysis of Sale 3 was based on the purchaser's advice of their rationale at the time of purchase. He considered that Sale 2 was slightly less desirable than the subject land due to it being further north and slightly less ripe for subdivision. His original analysis considered that, as this was a larger site than the subject, a higher rate was appropriate by comparison to account for economies of scale. He advised that he did not consider the concept that the subject land was excised from a larger parcel rather than being a stand-alone site. It appears that he may have taken this into some account when providing a revised assessment of value at \$53/m², down from his assessment of \$55/m² in his valuation. He appeared particularly mindful of Sales 1 and 2 when making this conclusion.

He could not be convinced to come down further to meet my recommended outcome of \$51/m².

We agreed to advise our clients of our preferred positions of \$53/m² for CBRE and \$51/m² for IVWA. We discussed the possibility that the City of Wanneroo and the vendor may wish to consider a "commercial settlement" by meeting in the middle at \$52/m² as the variation in value did not appear significant or outside the parameters of variations under normal negotiation.

Valuation Recommendation

As a consequence of discussions with CBRE and the discovery of new evidence, we certify that it is our considered opinion that the market value of the subject property for Two Rocks Developer Contribution Scheme purposes as at 9 September 2019 is the sum of

\$6,530,000

(Six Million Five Hundred and Thirty Thousand Dollars)

The above value is exclusive of GST

Commercial Settlement

Both valuers recommend a value that is very close to the other's recommendation, but we could not make a final agreement.

We understand that the land is a priority acquisition as a consequence of current contracts in place. As such, a time conscious settlement may be advantageous.



Lot 8000 Splendid Ave, YANCHEP 6035

Accordingly, the City of Wanneroo might wish to consider a "commercial settlement" rather than pursue the uncertainty of processing the matter to the State Administrative Tribunal (SAT) or the Supreme Court. There may be issues that could be brought to bear that might influence a judgement in a more generous sense than assessed, notwithstanding they are likely, in our opinion, to be unsupportable. However, in a judgement, one cannot be confident. A judgement in favour of an increase in a proposed purchase price, no matter how small, may result in costs being borne by the purchaser.

From our review, we consider that the claim is within reasonable parameters given the potential savings in time and interest costs, and potential (and possibly substantial) litigation costs.

We trust these observations are of assistance.

We remind you that observations regarding the potential for a commercial settlement arrangement are not formal opinion but serve as guidance in establishing a maximum level of worth for consideration. They should not be disclosed in any request under freedom of information. They should be considered privileged and, if necessary, directed through your legal advisors.

Determination Review of Valuations

Agreement by the respective valuers for the City of Wanneroo and the landowner could not be reached. As such, an independent valuation on a determination basis may need to be sought. An approach on this basis would need to be agreed by both parties. I have discussed this possibility with Mr Baird, and he appeared amenable subject to recommendation to his client.

Landgate has indicated that they can provide an independent valuation service on a determination basis. A determination will consider input from both parties as well as their own investigations with the value determined being final.

Mr Kevin Di Prinzie from Landgate is aware of this task and is able to provide an independent determination valuation. He can be contacted on 9273-9180 or Kevin.DiPrinzie@landgate.wa.gov.au.

If you have any queries, please call Ross Lambert on 0429 449 919.

INDEPENDENT VALUERS OF WESTERN AUSTRALIA

Ross Lambert AAPI
Managing Director
Certified Practising Valuer
Licensed Valuer 44131 (WA)

Liability limited by a scheme approved under Professional Standards Legislation



16 April 2020

Paul Greer
Manager Property
City of Wanneroo
Locked Bag 1
Wanneroo WA 6946

Dear Paul,

VALUATION OF SPLENDID PARK, YANCHEP FOR THE PURPOSES OF ACQUISITION BY COUNCIL

I refer to the above and the 2015 Deed of Agreement (the Deed) between the City of Wanneroo and the Yanchep Beach Joint Venture (YBJV) governing the development of the Yanchep Active Open Space and Marmion Avenue Extension.

Under Clause 8.2 (a) of the Deed, the YBJV elected to sell the land to Council triggering the process of Land Purchase under Clause 9 of the Deed.

Clause 9.2 (a) of the Deed states that the City's valuer will determine the Englobo Value of the land under the mechanism contained within Amendment 122 to the City's District Planning Scheme No.2. Clause 9.2 (b) requires the value to be as at the 5th anniversary of the gazettal of Amendment 122 which fell on 9 September 2019.

The City's valuer has determined the valuation to be \$51 per square metre, or \$510,000 per hectare. The valuation is acceptable to the YBJV and we now seek the City to pay the purchase price in cash as per Clause 9.5 of the Deed.

According to Deposited Plan 406263, the land area of the Yanchep Ovals is 12.804 hectares, meaning the purchase price is \$6,530,000.

I look forward to Council agreeing to acquire the land on these terms, and for settlement to occur as soon as possible in accordance with Clause 9.5 of the Deed.

Yours sincerely,

Gin Wah Ang
CEO
YANCHEP BEACH JOINT VENTURE

Chief Executive Office

Advocacy & Economic Development

3.11 Update of Terms of Reference of the Wanneroo Business and Tourism Development Working Group

File Ref: 1455V02 – 20/158059
 Responsible Officer: Manager Advocacy & Economic Development
 Disclosure of Interest: Nil
 Attachments: 2

Issue

To seek endorsement of the revised draft Terms of Reference (**ToR**) (**Attachment 1**) of the Wanneroo Business and Tourism Development Working Group (**BTDWG**).

Background

As part of the City's annual Policy and Procedure review, Administration identified information in the BTDWG ToR that required updating. The BTDWG ToR were last updated in June 2012.

As a result of this current review, Administration is recommending that Council consider endorsing the updated BTDWG ToR as shown at **Attachment 1**. For reference, the current approved ToR is shown at **Attachment 2**.

Detail

The following table outlines the main changes to the BTDWG ToR that are proposed:

Amendment	Justification
1 Alignment to the standardised template.	Ensures consistency across all City Groups.
2 Change from Working Group to Advisory Group: From Wanneroo Business and Tourism Development Working Group to Business and Tourism Advisory Group	The definition of working group is a group of experts working together to achieve specified goals, generally of a temporary nature. It would be devoted to finite tasks with a specific timeline, whereas the definition of an advisory group is to act in an advisory capacity, providing the City's Administration and Council with its views and/or proposals relevant to the objectives for which the group was established. It is put together to get opinions, make recommendations and/or provide key information and materials to the Council, usually of a strategic nature. The ToR have been edited (Attachment 1) according to the standardised terms of reference for an advisory group, noting that the name of the group will be changed to Business and Tourism Advisory Group.
3 Role and Purpose: Add the words 'to support the City's Economic Development Strategy, stimulate major investment, drive economic	Alignment to the City's Council endorsed Economic Development Strategy to ensure the Role and Purpose is clear.

Amendment	Justification
growth and diversify our economic base'.	
4 Membership: Amend Administration staff titles.	Minor change to refer to updated titles.
5 Membership: Amend to "a maximum of eight representatives from the local business community" (previously a maximum of six representatives from the local business community).	Proposed change from six to eight representatives to allow for a diverse range of representatives from the business community. Given the variety of businesses that exist within the City of Wanneroo, this will allow for sufficient representation from a wider range of industries.
6 Operating Procedures: Amended to include the relevant Group Administrator Support. That support person will be the Economic Development Support Officer.	Minor change to reflect updated role title.

Consultation

Consultation was undertaken with Council Support and the Chief Executive Officer to ensure the standardised template was used and further minor changes were in alignment with the intent of the Group.

The changes were also discussed with the Wanneroo Business and Tourism Development Working Group at its 6 March 2020 meeting, with the group recommending the draft Business and Tourism Advisory Group Terms of Reference are presented to Council for consideration.

Comment

It is recommended that Council adopts the new ToR for the Wanneroo Business and Tourism Development Working Group.

Statutory Compliance

Nil

Strategic Implications

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

"2 Economy

2.1 Local Jobs

2.1.2 Build capacity for businesses to grow"

"4 Civic Leadership

4.1 Working with Others

4.1.2 Engage, include and involve community"

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

Absolute Majority

Recommendation

That Council ENDORSES by ABSOLUTE MAJORITY the amended Wanneroo Business and Tourism Development Group Terms of Reference as shown in Attachment 1.

Attachments:

- | | | |
|---|---|----------------------|
| 1  | Attachment 1 - Business and Tourism Advisory Group Terms of Reference March 2020
DRAFT | 20/80309[v2] Minuted |
| 2  | Attachment 2 - Terms of Reference Final June 2012 | 12/72675 |



TERMS OF REFERENCE

Business and Tourism Advisory Group

(Draft March 2020)

Name:	Business and Tourism Advisory Group
Role/Purpose:	To advise the City on business and tourism initiatives relevant to the Wanneroo region and the NW corridor to support the City's Economic Development Strategy, stimulate major investment, drive economic growth and diversify our economic base.
Definition:	<p>Advisory Group: The role of an Advisory Group is to act in an Advisory capacity, providing the City's Administration and the Council with its views and/or proposals relevant to the objectives for which the group was established.</p> <p>It is put together to get opinions and make Recommendations and/ or provide key information and materials to the Council, usually of a strategic nature. It may be ongoing (standing) or ad hoc (one-time) in nature. In operation, the Advisory Group cannot direct City Employees, expend monies, direct Volunteers or do anything, which is the responsibility of the City.</p>
Aims & Functions:	<ol style="list-style-type: none"> 1.1 To assist Council with the identification of strategic business issues and the development of strategies relating to these issues. 1.2 To recommend to Council on policy matters pertaining to economic development in the Wanneroo local government area (LGA). 1.3 To receive information on business and tourism development matters relevant to the City of Wanneroo. 1.4 To receive information on strategic business and tourism development partnerships (including funding partnerships/sponsorships) with external organisations.
Membership:	<ol style="list-style-type: none"> 2.1 The Advisory Group shall consist of the following representation: <ul style="list-style-type: none"> • Council representatives appointed by Council (preferably from each City of Wanneroo ward); • Mayor or nominee; • Chief Executive Officer or nominated representative; • Director Planning and Sustainability or nominee; • Director Community and Place or nominee; • Manager Communications and Brand or nominee; • Manager Advocacy and Economic Development; • Representative from Wanneroo Business Association; and • A maximum of eight representatives from the business community. 2.2 Representatives are to be approved by the appropriate Director. 2.3 Membership shall be for a period of up to two years terminating on the day of the Ordinary Council Elections, with retiring members eligible to apply. 2.4 Members must comply with the City's Code of Conduct. 2.5 The Advisory Group has authority to second individuals from outside of the Advisory Group, on a voluntary basis, for their expert advice. 2.6 Consideration will not be given to any nomination received from a person who is currently serving as an Elected Member of a neighbouring Council.
Operating procedures:	<ol style="list-style-type: none"> 3.1 Chairperson: <ol style="list-style-type: none"> a) The members of an Advisory Group are to elect a Chairperson and Deputy Chairperson from amongst themselves at the first meeting of the Group. (For transparency and accountability it is recommended

XX/XXXXX

	<p>that City Officer's not be appointed to the position of Chairperson and Deputy Chairperson.)</p> <ul style="list-style-type: none"> b) The Chairperson will preside at all meetings. c) In the absence of the Chairperson, the Deputy Chairperson will assume the Chair, and in their absence, a person is to be elected by the Advisory Group present to assume the Chair. d) The Chairperson is responsible for the proper conduct of the Advisory Group. <p>3.2 Meetings:</p> <ul style="list-style-type: none"> a) The Advisory Group shall meet on a regular basis as determined by the nominated Group members. b) All meeting dates are to be provided in the Elected Members Diary in the 'Wanneroo Wrap' and in the City's Corporate Calendar. c) A Notice of Meetings including an Agenda to be circulated to the Group members (including Deputy Delegates) at least 72 hours prior to each meeting where possible. d) The Chairperson shall ensure that detailed Minutes of all meetings are kept and that copies are made available to all Group members (including Deputy Delegates) as soon as practicable after the meeting. The Minutes are to be available for public inspection. e) Copies of all Minutes are to be forwarded electronically, through HPE Content Manager (the City's electronic record keeping system), to Council Support for filing in the Elected Members' Reading Room, and a copy placed on the Elected Members Hub Portal. f) All Agenda and Minute documentation to be generated through Council's InfoCouncil software reporting system. g) A Group Recommendation does not have effect, unless it has been made by simple majority. A simple majority is the agreement of not less than half of the votes present at the meeting. h) All endorsed members (or the proxy or Deputy Delegate attending in lieu of the Elected Member) of the Group will have one vote. The Chairperson will have the casting vote and simple majority will prevail. <p>3.3 Quorum:</p> <p>A meeting can be conducted without a quorum if necessary. However, every endeavour should be made to achieve a quorum (50% of voting Delegates) or at least to ensure a reasonable spread of representation in the Group. Particularly in circumstances where Recommendations will be made for Councils consideration.</p> <p>3.4 Administration:</p> <p>3.4.1 Advisory Group Administrator Support</p> <p>Administration support for the Advisory Group will be provided by the City of Wanneroo. That support person will be the Economic Development Support Officer.</p> <p>3.4.2 Motions on Notice</p> <p>A Group member may raise at a meeting any business that the member considers appropriate and which is relevant to the purpose of the Committee, in the form of a Motion, of which seven days notice has been given in writing to the Group Administrator prior to the compilation of the Agenda for that meeting.</p> <p>An Administration Comment is to be added at the end of Motions on Notice and signed off by the appropriate Director.</p>
Delegated Authority:	<ul style="list-style-type: none"> 4.1 The Advisory Group has no delegated power and has no authority to implement its recommendations without approval of Council. 4.2 The Advisory Group has no delegated authority to commit Council to the expenditure of monies. 4.3 Matters requiring Council consideration will be subject to separate specific reports to Council.



TERMS OF REFERENCE

Wanneroo Business and Tourism Development Working Group

May 2011. (Amended: June 2012)

Name:	Wanneroo Business and Tourism Development Working Group
Role/Purpose :	To participate in the development and promotion of business and tourism development strategies relevant to the Wanneroo region and the NW corridor.
Aims & Functions:	<ol style="list-style-type: none"> 1.1 To assist Council with the identification of strategic business issues and the development of strategies relating to these issues. 1.2 To recommend to Council on policy matters pertaining to local economic development in the Wanneroo local government area (LGA). 1.3 To receive information on business and tourism development matters relevant to the City of Wanneroo. 1.4 To receive information on strategic business and tourism development partnerships (including funding partnerships/sponsorships) with external organisations.
Membership:	<ol style="list-style-type: none"> 2.1 The Working Group shall consist of the following representation: <ul style="list-style-type: none"> • A Councillor representative from each City of Wanneroo ward; • Mayor or nominee; • Chief Executive Officer or nominated representative; • Director Planning & Sustainability or nominee; • Director Community Development or nominee; • Manager Communications and Events or nominee; • Manager City Growth and/or Principal Business Development Advisor or nominee; • Representative from the Wanneroo Business Association; and • A maximum of six Business Operators located in the Wanneroo LGA. 2.2 Membership shall be for a period of up to two years terminating on the day of the Ordinary Council elections, with retiring members eligible to apply. 2.3 Members must comply with the City's Code of Conduct. 2.4 The Working Group has authority to second individuals from outside of the Working Group, on a voluntary basis, for their expert advice. 2.5 Consideration will not be given to any nomination received from a person who is currently serving as an elected member of a neighbouring council.
Operating procedures:	<ol style="list-style-type: none"> 3.1 Chairperson: <ol style="list-style-type: none"> a) The members of a working Group are to elect a Chairperson and Deputy Chairperson from amongst themselves at the first meeting of the Group. (For transparency and accountability Council officers should not be appointed to the position of Chairperson and Deputy Chairperson.) b) The Chairperson will preside at all meetings. c) In the absence of the Chairperson, the Deputy Chairperson will assume the chair, and in their absence, a person is to be elected by the Working Group members present to assume the Chair. d) The Chairperson is responsible for the proper conduct of the Working Group.

TRIM Ref: 12/69391

	<p>3.2 Meetings:</p> <ul style="list-style-type: none"> a) The Working Group shall meet on a regular basis at least every six months as determined by the nominated Group members. b) All meeting dates are to be provided in Councillors' Clipboard and in the City of Wanneroo diary. c) A Notice of Meetings including an agenda will be circulated to the Working Group members (including deputy delegates) at least 72 hours prior to each meeting where possible. d) The Chairperson shall ensure that minutes of all meetings are kept and that copies are made available to all Working Group members (including deputy delegates) as soon as is practicable after the meeting. The minutes are to be available for public inspection. e) Copies of all agendas and minutes are to be forwarded electronically through TRIM the City's electronic record keeping system to Governance for filing in the Elected Members' Reading Room. f) All agenda and minute documentation is to be generated through Council's Infocouncil software reporting system. g) A Working Group outcome or recommendation will have effect if it is supported by general consensus of the meeting, or through a vote made by simple majority. A simple majority is the agreement of not less than half of the votes present at the meeting. h) In the event that a vote is taken, all endorsed members of the Working Group will have one vote. The Chairperson will have the casting vote and simple majority will prevail. <p>3.3 Quorum:</p> <p>A meeting can be conducted without a quorum if necessary. However, every endeavour should be made to achieve a quorum or at least to ensure a reasonable spread of representation, particularly in circumstances where recommendations will be made for Council's consideration.</p> <p>3.4 Administration:</p> <p>3.4.1 Administration Support</p> <p>Administration support for the Working Group will be provided by the City of Wanneroo. That support person will be nominated by the Manager City Business.</p> <p>3.4.2 Motions on Notice</p> <p>A Working Group member may raise at a meeting any business that the member considers appropriate and which is relevant to the purpose of the Working Group, in the form of a motion, of which 7 days notice has been given in writing to the Administration Officer prior to the compilation of the Agenda for that meeting. An Administration Comment is to be added at the end of Motions on Notice and signed off by the appropriate Director.</p>
Delegated Authority:	<ul style="list-style-type: none"> 4.1 The Working Group has no delegated power and has no authority to implement its recommendations without approval of Council. 4.2 The Working Group has no delegated authority to commit Council to the expenditure of monies. 4.3 Matters requiring Council consideration will be subject to separate specific reports to Council.

3.12 City of Wanneroo Agribusiness Position Paper Finalisation

File Ref: 25415V02 – 20/157760
Responsible Officer: Manager Advocacy & Economic Development
Disclosure of Interest: Nil
Attachments: 4

Issue

To seek Council endorsement of the final City of Wanneroo Agribusiness Position Paper; A Thriving Agri-precinct in Wanneroo (**Attachment 1**).

Background

The draft Agribusiness Position Paper (**Attachment 2**) was presented to Council at its 4 June 2019 meeting. At the meeting Council resolved the following:

*ENDORSES a 42 days public consultation period to seek comment on the draft Agribusiness Position Paper: A Thriving Agri-precinct in Wanneroo; and
NOTES that the final Agribusiness Position paper will be presented to Council for endorsement at the earliest opportunity.*

The public consultation has now been completed, with all feedback received collated, analysed, recommended changes peer reviewed and incorporated into a final Agribusiness Position Paper (**Attachment 1**). The proposed final Agribusiness Position Paper was presented to the Business and Tourism Development Working Group (**BTDWG**) 6 March 2020 meeting. At this meeting the BTDWG recommended:

“That Wanneroo Business and Tourism Development Working Group RECOMMENDS that the final Agribusiness Position Paper: A Thriving Agri-precinct is presented to Council for final endorsement.”

In addition, the final Agribusiness Position Paper was presented to a Council Forum on 24 March 2020.

Agricultural production in the City has significantly contributed to the State through consistent productive output. Agribusiness has been identified as a strategic industry in the City's Economic Development Strategy and Advocacy Strategy.

At its meeting of 2 February 2016 (item CE01-01/16), Council resolved to:

1. *“...SUPPORT the elevation of Agribusiness as a priority under the ‘Region’ pillar of the Advocacy Strategy.*
2. *SUPPORT Administration’s investigation into possible sources of funding related to Industry Growth Centres with respect to the Wanneroo Agribusiness Industry...”*

At its meeting of 28 June 2016 (item CE01-06/16) Council resolved to adopt the Economic Development Strategy, which outlines strategic opportunities for the City to identify, protect and support high-value, intensive production precincts for agriculture in the City of Wanneroo including:

- *Developing a concept plan for agri-precincts in the City of Wanneroo in line with the Draft State Planning Policy 2.5 – Rural Planning Policy;*

- *Investigate the development of agri-precincts (including viable agricultural land and suitable crop types) in the City of Wanneroo and the allocation of additional water resources for agricultural purposes; and*
- *Explore linkages between tourism and agribusiness in the City of Wanneroo.*

The expansion of Perth's urban area has resulted in the loss of agricultural land and pressure on remaining rural land. In the financial year ending June 2019, agriculture in the City contributed 1,014 local jobs (National Institute of Economic and Industry Research, 2019). These jobs are now being jeopardised through a combination of urbanisation in East Wanneroo and water availability in North Wanneroo. The City aims to preserve agriculture and food production as a significant sector for a diversified local economy and to encourage greater employment self-sufficiency, as well as supporting an important contributor to food supply for the broader metropolitan region. This approach is aligned with the City's Strategic Community Plan 2017/18-2026/27 (**SCP**), which identifies the role of protecting and increasing availability of employment generating land in achieving strategic growth and the role of innovation and smart business in agriculture. The SCP also identifies the need to proactively manage the scarcity of water through sustainable local water management strategies and advocate and collaborate for the benefit of the City.

The position to preserve agriculture in North Wanneroo is also shared by the State Government, as demonstrated in the North West Sub-regional Planning Framework and the North Wanneroo Agriculture and Water Taskforce (**Taskforce**) Report and Minister's response released on 30 January 2019. The City's involvement in the Taskforce, the Taskforce Report and Recommendations along with the Minister's response and the City's public consultation on the draft Agribusiness Position Paper has informed the preparation of a final Agribusiness Position Paper for consideration.

The Taskforce identified water as a major limiting factor for agricultural production and in a hotter, dryer climate access to water is becoming an increasingly important issue in Wanneroo. This issue has been highlighted by the Minister's announcement on 30 January 2019 of a proposed 10 per cent reduction to groundwater allocations for growers in the North Wanneroo area from 2028. It is anticipated that this proposed reduction will have a negative effect on the profitability, productivity and viability of the City's agribusinesses resulting in loss of employment and without an alternative water source being made available there is a credible threat to the long term future of this industry in Wanneroo. Current industry and future agricultural investment will be forced to look elsewhere to accommodate growth representing a lost opportunity for the City.

It is expected that this proposed reduction will be included in the draft Gnambarra Groundwater Areas Allocation Plan which is yet to be released for public consultation by the Department of Water and Environmental Regulation (**DWER**).

At its Council Meeting on 7 May 2019 (item CE01-05/19), Council endorsed a formal position on the Minister's response to the Taskforce report. The key elements of this formal position were incorporated into the draft Agribusiness Position Paper.

Detail

Throughout 2017, 2018 and 2019 the City has undertaken a number of studies related to agriculture in Wanneroo including an Agri-precincts study, Tourism Land Needs Assessment, Employment Land Needs Assessment and a Water Options Analysis for Agriculture in partnership with DWER. The learnings from these and the public consultation undertaken of the draft Agribusiness Position Paper has informed the preparation of a proposed final Agribusiness Position Paper (**Attachment 1**).

The proposed final Agribusiness Position Paper sets a clear objective for the future of agribusiness in the City of Wanneroo. It includes the challenges faced by the industry, the

opportunities and the key initiatives required to address these challenges and leverage opportunities.

The City is currently working on a number of closely related projects to continue to implement the Economic Development Strategy actions relating to the agriculture sector. Current projects include:

- **Benchmarking project:** This project is nearing completion and is in partnership with Perth Region NRM, vegetablesWA, DPIRD and growers. The project, entitled *Fertiliser and Irrigation Efficiency for Horticulture in a Drying Climate*, aims to assess the practical use and adoption of improved soil water monitoring practices by horticulturalists in the North of Perth Food Zone. During the first stage of the project an opportunity was identified to apply the findings beyond the horticultural industry and expand the project scope to include recreational, sporting and other public open spaces managed by local governments. Soil moisture sensors were installed at Kingsway Sporting Complex in the City of Wanneroo to build on the learnings from working with tree crop and turf grower and provide additional information to assist City staff to improve practices, improve water and nutrient use efficiencies and potentially reduce costs;
- **Regional partnerships:** Under the Economic Development Strategy action 5.1 a) - "*Further develop partnerships to deliver regional and local economic projects*" the City has been collaborating with strategic partner, the Wheatbelt Development Commission (WDC), on mutually beneficial regional development projects. As part of this relationship both parties have developed a Memorandum of Understanding (MOU) to provide a framework for the continual engagement, structures and processes with respect to projects and initiatives that contribute to development of both regions. The MOU was signed by both parties in June 2019 with Minister MacTiernan in attendance;
- **The North of Perth Food Zone:** The City has been collaborating with the WDC and other regional local government authorities on the North of Perth Food Zone concept. This concept re-positions the City of Wanneroo as the southern point of a regional agricultural ecosystem that stretches north along the Turquoise Coast through the Wheatbelt region. This \$1 billion per annum regional food zone produces over 60 agricultural products, playing a vital role in both the food production chain with the City a critical linkage to local suburban markets. The North of Perth Food Zone is integral to Perth and Western Australia's future food security;
- **Collaboration:** The City has initiated regular meetings with key government departments; Department of Water and Environmental Regulation (DWER) and Department of Primary Industries and Regional Development (DPIRD) to explore opportunities to collaborate and continues to engage with local industry representatives; and
- **Agri-tourism industry development and promotion:** The City has undertaken a joint project with neighbouring LGA the Shire of Chittering, Tourism WA and local agri-tourism operators to develop and promote the Eat Pick Grow agri-tourism trail and continues to explore opportunities to develop, promote and support agri-tourism in the City of Wanneroo.

In late 2019 the Western Australian Planning Commission (WAPC) released the draft East Wanneroo District Structure Plan for public comment. Submissions closed 20 December 2019 and the Structure Plan is expected to be finalised in late 2020. The draft proposes that approximately 350ha of land will remain rural in East Wanneroo however all of that area will be rural residential. This confirms that all current agricultural production in East Wanneroo will eventually be lost to urban uses. Careful consideration of where this production and its associated economic benefits will be relocated is required. Additional water availability will be needed if this production is to be retained in the City of Wanneroo.

The City is currently preparing a Local Planning Strategy concurrently with a Local Planning Scheme 3. Both documents are anticipated to be presented to Council for adoption as drafts

in mid-2021. The preparation will include a detailed review of land uses and zoning in North Wannon and all feedback received during the public consultation relating to land use and zoning will be considered as part of this process.

Consultation

Extensive consultation was undertaken to inform the development of the draft Agribusiness Position Paper including development of informing documentation, membership of the City on the Taskforce, meetings with key external stakeholders and engagement with industry. Refer to Council report CEO03-06 19 (3 June 2019) for details.

Further consultation has been completed as part of the public consultation of the draft Agribusiness Position Paper. Public consultation was open for 42 days from 10 July – 21 August 2019. All landowners and leaseholders from East and North Wannon along with key stakeholders were mailed a copy of the draft and invited to provide feedback.

Options available to provide feedback included online survey, e-mail, phone, direct submission or meeting with a member of the Advocacy & Economic Development team. Awareness about the consultation and encouragement to participate was created using the local media (print and online), the City's website and Facebook, the Biz@wannon App and Variable Message Sign (**VMS**) trailers on location in North Wannon. The VMS Trailers were utilised in the final week of consultation reminding landowners and leaseholders that the consultation would be closing on the 21 August.

The landowner/leaseholder survey consisted of 15 questions taking approximately 15 minutes to complete. The key stakeholder survey invited stakeholders to provide feedback on the sections of the Agribusiness Position Paper they felt relevant to their department or association.

The overall response is shown below:

- 15 individuals completed the landowner/leaseholder survey;
- 19 direct submissions were received from stakeholders including Ministers, Government Departments, Industry Organisations/associations and individual landowners;
- 6 meetings held with a range of stakeholders; and
- An independently facilitated stakeholder workshop.

The outcomes of the consultation were presented to the Wannon Business and Tourism Development Working Group on 6 March 2020. This presentation is included at **Attachment 3** and includes a summary of the consultation process and responses, as well as an outline of the changes Administration has made to the draft Agribusiness Position Paper. It should be noted that the submissions were provided in confidence and therefore the results shown in the presentation have been summarised to ensure submitters are not identified. However, the confidential detail of the submissions is included for Elected Member reference at **Attachment 4**. This attachment is not available for public viewing under the conditions of the consultation.

Following the presentation of the final Agribusiness Position Paper to a Council Forum on 24 March 2020 and the subsequent feedback received from Elected Members, a number of minor changes have been incorporated into the current final Agribusiness Position Paper. These changes include:

- Adding a list of specific options for investigation under "Water Security" in the Moving Forward section;
- Complete revision of the "Smart Land Uses" paragraph in the Moving Forward section to clarify that the City's current preparation of its Local Planning Strategy and the new

Local Planning Scheme 3 will include a detailed review of land uses and zoning in North Wanneroo, including investigation of alternative zones and land uses such as tourism related zones or uses and appropriate subdivision; and

- Minor formatting and other improvements.

Comment

Public consultation of the draft Agribusiness Position Paper confirmed shared views and ambition from stakeholders and Government on several key areas:

- The valuable contribution the agricultural industry makes to the local and regional economies;
- Recognition of the importance of retaining this industry in the City of Wanneroo;
- The expansion of agriculture in the City by opening up more land for agriculture such as State Forest 65 and increasing available water supplies; and
- For all stakeholders to use water responsibly and make improvement to water use efficiency.

Further analysis of feedback revealed a number of key themes arising as important to different groups of stakeholders. These themes were assessed against the Agribusiness Position Paper to ensure all key themes were adequately addressed in the Agribusiness Position Paper and any required changes made to the Paper. The analysis, assessment and recommended changes were then peer reviewed by consultants to ensure it was a fair and reasonable assessment of the feedback received.

Both the draft Agribusiness Position Paper (**Attachment 2**) and the proposed final Agribusiness Position Paper (**Attachment 1**) are attached for direct comparison. Minor changes were made to the Context, Opportunities, Challenges and Consequences of Non-Delivery sections of the Paper. The Current Project Status required significant updating due to the amount of time between the draft being developed and the final Paper being updated. The most significant changes were made to the moving forward section to ensure this reflected the City's position accurately and addressed feedback received during the public consultation.

Importantly the City's Agribusiness Position Paper acknowledges that the Gnangara groundwater system is over-allocated and continuing to over-use the system will only further reduce groundwater levels, reduce water quality and damage the groundwater dependent environment. However, the Agribusiness Position Paper holds the State Government to account on water availability and long term water security by asking the State Government and Federal Government to work together to reduce or remove barriers to expansion and ultimately provide the industry with the confidence to invest in Wanneroo long term. It is noted that "Perth Water Security" including water supply and resilience has been identified as one of only two new high priority initiatives to be implemented within the next five years by Infrastructure Australia on its Infrastructure Priority List. Added to the National New High Priority Initiatives were "Town and City Water Security" and "National Water Strategy".

The Agribusiness Position Paper offers the City's collaboration and limited resources as a willing participant to work together with other levels of government to develop a long term solution and see any reduction in groundwater licences in North Wanneroo supplemented with an affordable climate independent water supply.

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*
 - 2.2.6 *Focus on industry development in key strategic areas such as Neerabup*”
- 2 *Economy*
 - 2.1 *Local Jobs*
 - 2.1.2 *Build capacity for businesses to grow*
- 2 *Economy*
 - 2.3 *Smart Business*
 - 2.3.1 *Attract innovative businesses with a focus on technology hubs and agribusiness*
- 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*
 - 4.1.3 *Advocate and collaborate for the benefit of the City*

Risk Management Considerations

Risk Title	Risk Rating
ST-S12 Economic Growth	High
Accountability	Action Planning Option
Chief Executive Officer	manage

Risk Title	Risk Rating
ST-S05 Water	High
Accountability	Action Planning Option
Director Planning and Sustainability	Manage

Risk Title	Risk Rating
ST-S23 Stakeholder Relationships	High
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 Strategic Risk register. Action plans have been developed to manage these risks to support existing management systems. This proposal aligns with the Society objective of the existing Strategic Community Plan and Council should therefore consider the below risk appetite statement.

2.2 Strategic Growth

The City is keen to develop strong economic hubs for growth and employment within the region. This would involve exploring opportunities which will attract and promote investment for local businesses and job creation. The City's Strategic Community Plan acknowledges that development initiatives (for example, in Yanchep and Neerabup) requires planning, due diligence, consultation and funding. The City acknowledges that to achieve the growth that will lead to jobs, the City needs to work strategically with partners including investors and to promote a clear vision. **Therefore the City is prepared to accept a high level of financial**

risk provided that the City implements a risk management strategy to manage any risk exposure.

Policy Implications

Nil

Financial Implications

Budget for City led initiatives are included within Strategic Land Use Planning and Environment and Advocacy & Economic Development current budgets and draft annual budgets for 2020/2021.

Voting Requirements




Simple Majority

Recommendation

That Council:-

ENDORSES the final Agribusiness Position Paper: A Thriving Agri-precinct in Wanneroo.

Attachments:

- | | | |
|---|--|--------------|
| 1  | Attachment 1 - Proposed Final City of Wanneroo Agribusiness Position Paper | 20/158933 |
| 2  | Attachment 2 - Draft City of Wanneroo Agribusiness Position Paper | 20/158937 |
| 3  | Attachment 3 - Wanneroo BTDWG Agribusiness Position Paper Presentation and Consultation Overview | 20/158756 |
| 4. | Attachment 4 - CONFIDENTIAL Draft Agribusiness Position Paper Consultation summary | Confidential |



CITY OF WANNEROO
Agribusiness Position Paper

A THRIVING AGRI-PRECINCT IN WANNEROO

Agri-precinct Objective:

Celebrate and recharge our history to create a vibrant, competitive and innovative agri-food sector within the broader North Perth Food Zone that supports substantial employment for our growing community

CONTEXT

The City of Wanneroo (the City) is part of a regional agricultural ecosystem that stretches north along the Turquoise Coast through the Wheatbelt region. It is collectively referred to as the North of Perth Food Zone. Wanneroo is the southern point of this \$1 billion per annum regional food zone producing over 60 agricultural products, playing a vital role in both the food production chain and a critical linkage to local suburban markets. This region is integral to Perth and WA's future food security, providing an important source of high quality, healthy, local produce for Perth's growing urban population and potential export markets.

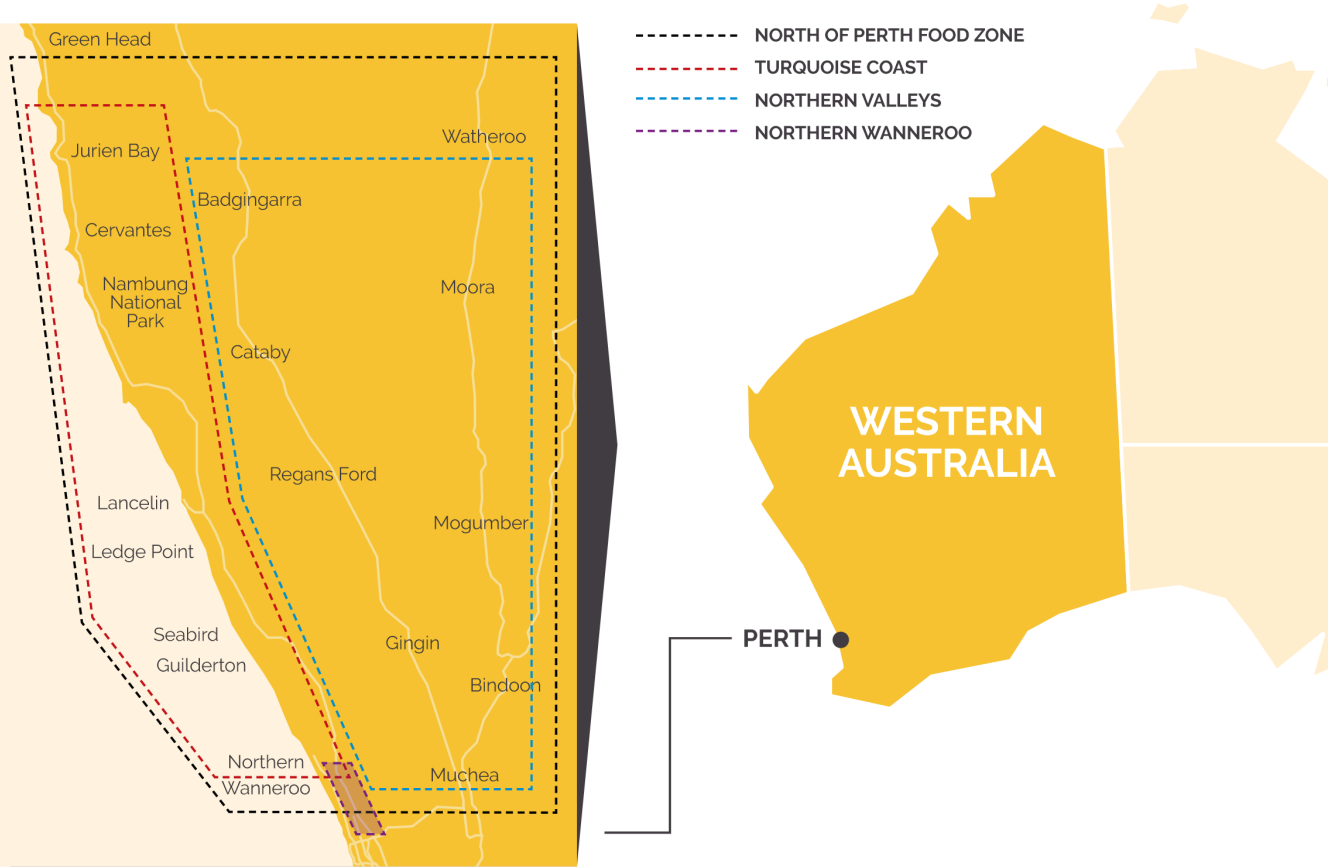
Perth's expansion and escalating population are placing ever-increasing pressure on agricultural land in the City due to urban encroachment. It is accepted that some land traditionally used for agricultural production across the City, particularly in East Wanneroo, has and will continue to be urbanised over the longer term. The Future of East Wanneroo (WAPC, 2007) recommended that productive agricultural land lost to urbanisation in East Wanneroo be replaced through the expansion of the existing agri-precinct in North Wanneroo.

The North Wanneroo agricultural precinct, including Carabooda and Nowergup has been identified by both the City and the State Government as being strategically significant with both indicating their intention to keep

this precinct for agricultural production by retaining the existing rural zoning and not supporting residential sub-division in this precinct. Expansion of agriculture in the City is being investigated by the State Government for a new leasehold precinct in State Forest 65 using recycled water.

Water is the major limiting factor for agribusinesses in the City and in a drying climate; water security is becoming an increasingly important problem. In response to the issues being faced, the State Government created a taskforce to address water allocation and land use issues in North Wanneroo by bringing together key government and industry stakeholders. The Taskforce delivered its recommendations to the Hon. Alannah MacTiernan, MLA Minister for Agriculture and Food 16 August 2018. Minister MacTiernan responded to the Taskforce report on behalf of the State Government on 30 January 2019 announcing a proposed 10 percent reduction to water allocations in North Wanneroo from 2028.

There is wide concern for the impact this proposed reduction will have on profitability, productivity and viability of agribusinesses in Wanneroo when coupled with the need to expend resources to improve water use efficiency, rising input costs and stagnant prices for produce.



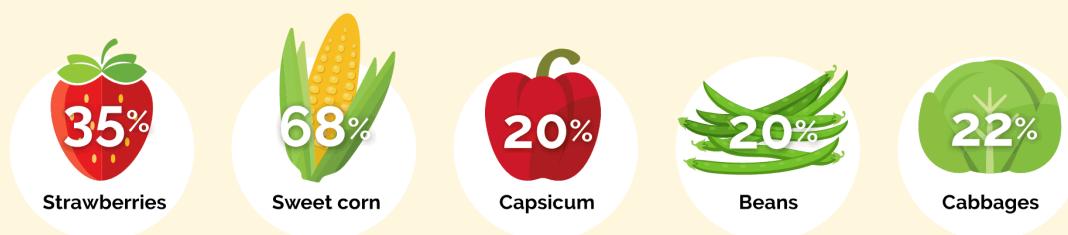
WANNEROO

Wanneroo has played a significant role in food production since the Whadjuk and Yued people followed the seasons. Since settlement, Wanneroo has been a food bowl for Perth and for travellers to the north, with agricultural activities an integral part of the area's cultural history.

In 2017/18, agriculture in the City contributed \$327.71m Output/Total Sales and 1,040 total jobs (National Institute of Economic and Industry Research, 2018).

The City contributes 34% of the total Gross Value of Agricultural Commodities produced in the Perth region (ABS, Agricultural Census, 2015-2016). The City's agri-supply is strategically significant to both Perth and Western Australia.

The region produces and/or processes 17.5% of West Australia's total vegetable production. Production includes:

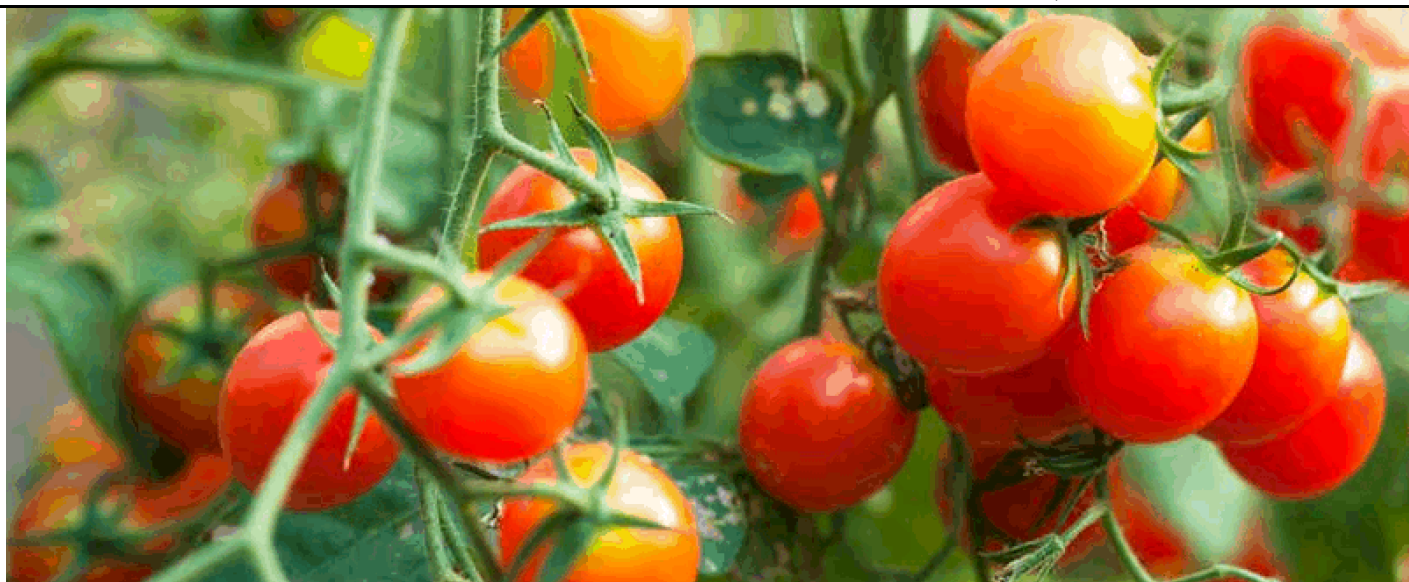


of the State's total production, ABS, Agricultural Census, 2015-2016

WHY WANNEROO – THE OPPORTUNITIES

Historically, Wanneroo offered the existence of relatively good quality Spearwood soils, low transport costs and travel time, availability of labour, groundwater and temperate weather patterns which encouraged settlement and establishment of the current agri-industry. Other strengths and opportunities include:

- Multi-generational knowledge, land ownership resulting in low land costs for agricultural development;
- Implementing improved water use practices;
- Access to large tracts of potential agricultural land including State Forest 65;
- Proximity of industrial development areas and potential supply chain linkages including Neerabup Industrial Area, Muchea Industrial Park and the metro food supply chain;
- Possible new sources of water available;
- Use of processed urban waste for fertilisers and soil improvements;
- Access to food precincts north of Perth;
- Ready access to population and labour;
- Growing population to support agriculture-based tourism, education and other recreational activities;
- Planned new road alignments such as Northlink;
- Existing zoning and ongoing strategic identification of the area as rural is likely to have attracted limited speculation in respect to urbanisation;
- Presence and interest in tourism activities;
- Increased interest in local food provenance and local branding;
- Role of the City in research and development, opportunity to be a peri-urban 'test bed' for the agricultural industry with access to universities and research bodies; and
- Increasing local, national and global demand for food, particularly food grown using high health and environmental standards.



WHAT'S IN OUR WAY – THE CHALLENGES

A hotter, dryer climate has reduced both natural rainfall and available groundwater for agriculture in Wanneroo. Availability of water including short and long-term water security is the most significant constraint and challenge facing the area at present. Other constraints and challenges include:

- Land size/availability;
- Expansion/growth potential;
- Workforce development to ensure local skills align with locally available job opportunities;
- Provision of adequate core infrastructure such as telecommunications infrastructure;
- Access to supply chain;
- Land use certainty and speculation regarding non-agricultural rural uses such as rural residential;
- Political support and public investment;
- Viability of assets;
- Reliance of industry on low value, price taking commodities with limited value adding or niche products grown and/or processed in the area;
- Potential land use conflict including the impacts of spray drift, noise, dust and odour;
- Wetlands;
- Bush forever areas;
- Bush fire prone areas;
- Presence of karst;
- The existence of basic raw materials;
- Long term mining of basic raw materials;
- Generational change, with low incentive for the next generation to continue farming; and
- Inefficient and outdated irrigation delivery systems.

CONSEQUENCES OF NON-DELIVERY

The consequences for the City and State of Wanneroo ceasing to be a significant agricultural area include:

- Loss of economic activity, economic diversity, jobs and future economic growth;
- Loss of viable agricultural lands;
- Food security threat with an increasing reliance on imported food;
- Affordability and quality of produce could be negatively impacted;
- Loss of historical and cultural value; and
- Loss of tourism opportunities.

CURRENT PROJECT STATUS

The main projects currently being undertaken at a State and Local Government level relevant to addressing the issues affecting agriculture in the City include:

- **Taskforce** - In response to the Taskforce report the McGowan Government's current projects include:
 - A business case for a new agri-precinct in State Forest 65 using recycled wastewater from Alkimos Wastewater Treatment Plant; and
 - Water efficiency audits have been completed on 22 irrigators in North Wanneroo in late 2019 coordinated by the Department of Primary Industries and Regional Development (DPIRD) who will present the results and recommendations from these audits to the industry in 2020.
- **Water** - No date has been confirmed by the Department of Water and Environmental regulation (DWER) to release the draft Gnamptara Groundwater Area Allocation Plan for public comment. The draft plan is expected to include the State Government's proposed 10% reduction to groundwater allocations for North Wanneroo growers.
- **Consultation** - The City has completed extensive stakeholder consultation to inform and finalise this position paper, along with administering and hosting regular collaborative meetings with

government departments; DPIRD and DWER. The City is supportive of initiatives to increase water use efficiency and has supported a water and nutrient benchmarking project in partnership with Perth Region NRM being undertaken with irrigators in North Wanneroo. The City has also collaborated with local agri-tourism businesses, neighbouring LGA the Shire of Chittering and Tourism WA to develop and promote the Eat Pick Grow agri-tourism trail.

- **Planning** - projects related to North Wanneroo include:
 - Recommendations relating to land use and zoning received during the public consultation period will be considered in the City's preparation of its Local Planning strategy. This will be prepared concurrently with the new Local Planning Scheme 3. Both documents are anticipated to be presented to Council for adoption as drafts in mid-2021; and
 - The draft East Wanneroo District Structure Plan was released by the Western Australian Planning Commission (WAPC) for public comment in late 2019. Submissions closed 20 December 2019 and the Structure Plan is expected to be finalised in late 2020.

MOVING FORWARD

Consultation has confirmed that there is shared ambition from stakeholders and Government on several key areas; the valuable contribution the agricultural industry makes to the local and regional economies, recognition of the importance of retaining this industry in the City of Wanneroo, removal of key barriers to the expansion of agriculture in Wanneroo (available water supplies and agricultural land), for all stakeholders to use water responsibly and make improvements to water use efficiency.

Following are the key initiatives required to address the identified challenges and leverage opportunities in North Wanneroo.

Key Stakeholders:

Industry stakeholders must be an active part of the solution and help set the direction of the area for the future.

- **Stakeholder alliance** - the industry would benefit significantly from coordinated activity amongst stakeholders including tourism operators. This alliance could provide recommendations to Government, explore opportunities for a regional food brand and facilitate and advocate for funding; and
- **Business development for the industry of the future** - with support from the State and Local Government an opportunity exists for further development of water use efficiency practices, innovative farming techniques, value-adding, agri-tourism, study tours, exemplar projects, local in residences, research grants and research and development.



MOVING FORWARD continued...

State & Federal Government Initiatives:

The State & Federal Governments can reduce uncertainty and reduce or remove barriers to expansion which will provide the Industry with the confidence to invest in Wanneroo long term.

- **Leadership** - strong leadership is required if Perth's foodbowl is to be preserved for current and future generations with a clear State-wide plan developed to achieve this;
- **Water Security** - reduce grower uncertainty about long term water supplies. A clear and long term plan for water supplies for agriculture in Wanneroo including access to sustainable groundwater and the development of new climate independent water supplies to augment sustainable groundwater supplies and accommodate industry expansion.

Options to investigate include but are not limited to:

- Recycled wastewater from Alkimos Wastewater Treatment Plant;
- Managed Aquifer Recharge; and
- Excess water from the urbanisation of East Wanneroo;
- **Collaboration** - work with stakeholders to develop innovative project proposals that respond to the identified challenges (including the impacts of climate change), develop programs that will assist horticulturalists to adopt new infrastructure and practices to improve water, nutrient and energy use efficiency;
- **Industry Support** - leverage funding from the Australian Government to support agreed projects and ensure that the industry has access to Commonwealth Government's funding for on-farm irrigation water efficiency projects which is currently only provided to irrigators in the eastern states;
- **Planning** - work with stakeholders to agree and confirm the long term land use expectations for urban agricultural areas and develop key messages which all levels of government can use consistently in response to the agreed land use expectations; and
- **Taskforce Recommendations** - continue to action key recommendations from the Taskforce Report including recommendation A1: Assess the capacity of the industry to adapt to a reduction in water allocation and remain profitable.

City Led Initiatives:

The City acknowledges that the Gngangara groundwater system is over-allocated and continuing to over-use the system will further reduce groundwater levels, reduce water quality and damage the groundwater dependent environment. However the City would like to work with State Government and other stakeholders to find a long term solution and see any reduction in groundwater licences in North Wanneroo supplemented with an affordable climate independent water supply.

- **Water Security** - water security in Wanneroo depends on continued access to sustainable groundwater and the development of new climate independent water supplies to augment sustainable groundwater supplies. The City will continue to work with State Government and other stakeholders to achieve long term water security for agricultural use including investigation of the feasibility and suitability of excess water from urbanisation in East Wanneroo being used as an alternative water supply;
- **Smart Land Uses** - the City's current preparation of its Local Planning Strategy and the new Local Planning Scheme 3 will include a detailed review of land uses and zoning in North Wanneroo including investigation of alternative zones and land uses such as tourism related zones or uses and appropriate subdivision. The review aims to provide adequate flexibility for business development while minimising conflict between food production and other land uses. It will provide clear guidelines for administration and council to make decisions on discretionary uses in rural zones to allow consistent decision making;
- **Partnership Building** - strengthen and build on current regional partnerships and collaboration efforts including industry stakeholders and organisations, the North of Perth Food Zone, Wheatbelt Development Commission and government departments;
- **Advocacy** - continue to advocate for local agribusinesses in line with the City's endorsed documents; and
- **Agri-tourism** - explore agri-tourism linkages and opportunities through development and promotion of the current industry and encouragement of new agri-tourism experiences, value add and niche products.

Advocacy & Economic Development
08 9405 5000
economic@wanneroo.wa.gov.au



DRAFT

CITY OF WANNEROO
Agribusiness Position Paper

A THRIVING AGRI-PRECINCT IN WANNEROO

Agri-precinct Objective (draft):

Celebrate and recharge our history to create a vibrant, competitive and innovative agri-food sector within the broader North Perth Food Zone that supports substantial employment for our growing community



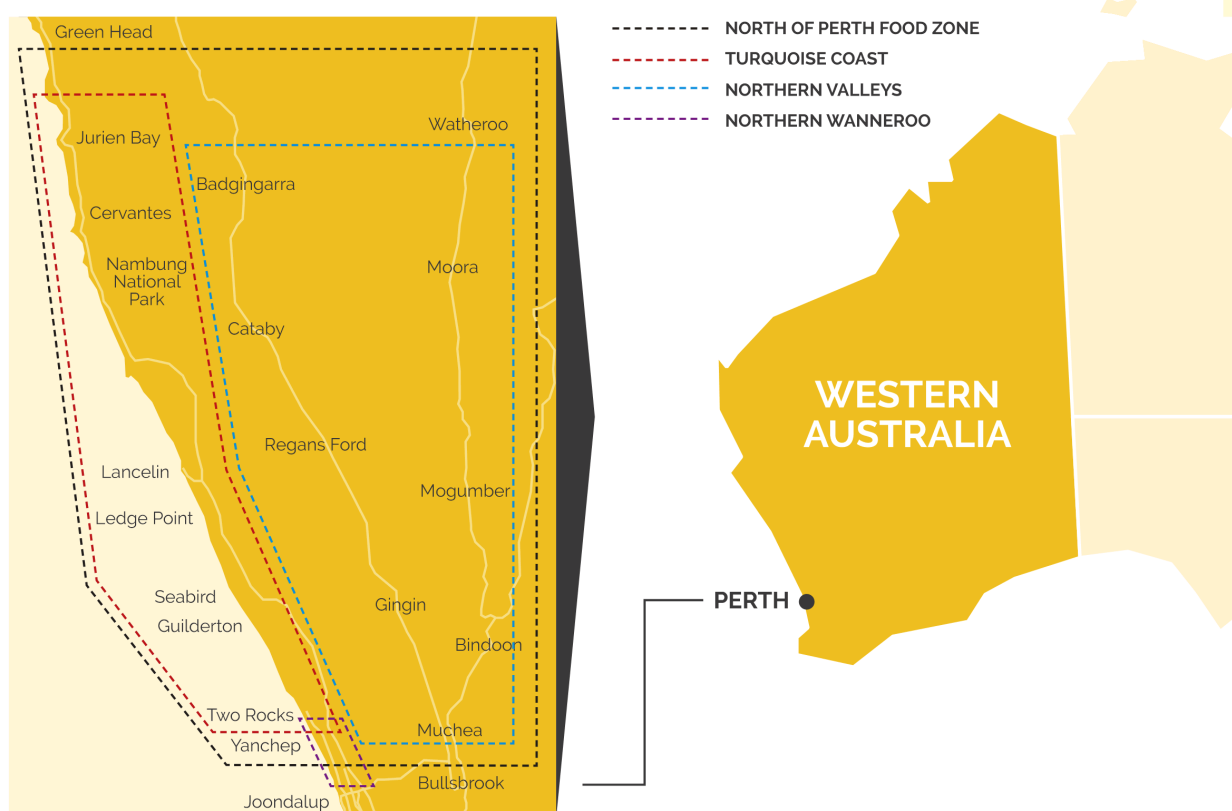
CONTEXT

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Perth's expansion and escalating population are placing ever-increasing pressure on agricultural land in the City due to urban encroachment. It is accepted that some land traditionally used for agricultural production across the City, particularly in East Wanneroo, has and will continue to be urbanised over the longer term. The Future of East Wanneroo (WAPC, 2007) recommended that productive agricultural land lost to urbanisation in East Wanneroo be replaced through the expansion of the existing agri-precinct in North Wanneroo.

The North Wanneroo agricultural precinct, including Carabooda and Nowergup has been identified by both the City and the State Government as being strategically significant with both indicating their intention to keep this precinct for agricultural production by retaining the existing rural zoning and not supporting residential sub-division in this precinct. Expansion of agriculture in the City is being investigated by the State Government for a new leasehold precinct in State Forest 65 using recycled water.

Water is the major limiting factor for agribusinesses in the City and in a drying climate, water security is becoming an increasingly important problem. This issue has been compounded by the announcement from the McGowan Government on 30 January 2019 proposing a 10 percent reduction to groundwater allocations for growers in the North Wanneroo area from 2028. There is wide concern for the effects this proposed reduction will have on profitability, productivity and viability of agribusinesses in Wanneroo.



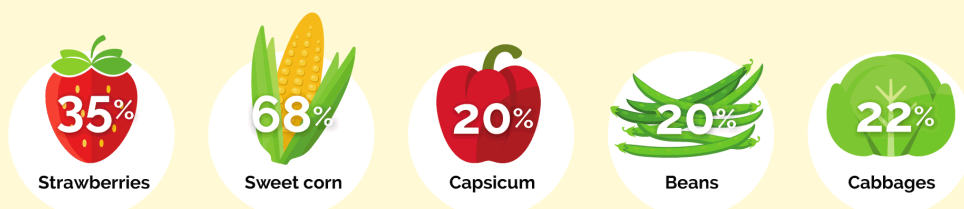
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The region produces and/or processes 17.5% of West Australia's total vegetable production. Production includes:



of the State's total production, ABS, Agricultural Census, 2015-2016

WHY WANNEROO – THE OPPORTUNITIES

Historically, Wanneroo offered the existence of relatively good quality Spearwood soils, low transport costs and travel time, availability of labour, groundwater and temperate weather patterns which encouraged settlement and establishment of the current agri-industry. Other strengths and opportunities include:

- Multi-generational knowledge, land ownership resulting in low land costs for agricultural development;
- Implementing improved water use practices;
- Access to large tracts of potential agricultural land including State Forest 65;
- Proximity of industrial development areas and potential supply chain linkages including Neerabup Industrial Area, Muchea and the metro food supply chain;
- Possible new sources of water available;
- Use of processed urban waste for fertilisers and soil improvements;
- Access to food precincts north of Perth;
- Ready access to population and labour;
- Growing population to support agriculture-based tourism, education and other recreational activities;
- Planned new road alignments;
- Existing zoning and ongoing strategic identification of the area as rural is likely to have attracted limited speculation in respect to urbanisation;
- Presence and interest in tourism activities;
- Increased interest in local food provenance and local branding;
- Role of the City in research and development, opportunity to be a peri-urban 'test bed' for the agricultural industry with access to universities and research bodies; and
- Increasing local, national and global demand for food, particularly food grown using high health and environmental standards.



WHAT'S IN OUR WAY – THE CHALLENGES

A hotter, dryer climate has reduced both natural rainfall and available groundwater for agriculture in Wanneroo. Availability of water including short and long-term water security is the most significant constraint and challenge facing the area at present. Other constraints and challenges include:

- Land size/availability;
- Expansion/growth potential;
- Access to labour force (417 visa);
- Presence of essential services;
- Access to supply chain;
- Land use certainty and speculation regarding non-agricultural rural uses such as rural residential;
- Political support and public investment;
- Viability of assets;
- Reliance of industry on low value, price taking commodities with limited value adding or niche products grown and/or processed in the area;
- Potential land use conflict including the impacts of spray drift, noise, dust and odour;
- Wetlands;
- Bush forever areas;
- Bush fire prone areas;
- Presence of karst;
- The existence of basic raw materials;
- Long term mining of basic raw materials; and
- Generational change, with low incentive for the next generation to continue farming.

CONSEQUENCES OF NON-DELIVERY

The consequences for the City and State of Wanneroo ceasing to be a significant agricultural area include:

- Loss of economic activity, economic diversity, jobs and future economic growth;
- Loss of viable agricultural lands;
- Food security threat with an increasing reliance on imported food;
- Affordability and quality of produce could be negatively impacted;
- Loss of historical and cultural value; and
- Loss of tourism opportunities.

CURRENT PROJECT STATUS

The main projects currently being undertaken at a State and Local Government level relevant to addressing the issues affecting agriculture in the City include:

- State Government Taskforce: The State Government created a taskforce to address water allocation and land use issues in North Wannon by bringing together key government and industry stakeholders. The taskforce delivered its recommendations to The Hon. Alannah MacTiernan, MLC Minister for Agriculture and Food 16 August 2018.
- Minister MacTiernan responded to the Taskforce report on behalf of the McGowan Government, releasing a statement 30 January 2019 announcing a proposed 10 percent reduction to water allocations in North Wannon from 2028, water efficiency programs and the commencement of a business case for a new agri-precinct in State Forest 65 using recycled wastewater.
- The Department of Water and Environmental Regulation (DWER) is expected to release the draft new Gnamptarra Groundwater Area Allocation Plan for public comment in 2019. The draft plan is expected to include the State Government's 10% reduction to groundwater allocations for North Wannon growers.
- The City has recently completed several studies related to agriculture in Wannon which have informed this position paper. Related current projects include a drone trial, water and nutrient benchmarking project in partnership with Perth Region NRM and the Rail Smart project in partnership with UWA, Department of Transport and Planning and Transport Research Centre (PATREC).
- Planning updates: recommendations relating to future land use and zoning from the above and future studies will inform the current preparation of a Local Planning Strategy and Local Planning Scheme 3 and these are anticipated to be presented to Council for adoption as drafts in mid 2020.

Council Endorsed Position:

At its Council Meeting on 7 May 2019, Council endorsed a formal position on the Minister's Response to the Taskforce Report. A summary of key elements of the City's position include:

- The City acknowledges that the system is currently over-allocated and that less water needs to be abstracted or Managed Aquifer Recharge (MAR) used to bring the groundwater system back into balance. However the City cannot support a blanket 10% reduction to all licence holders and would like to work with the State Government to find a long term solution to this issue.
- The City is supportive of initiatives to increase water use efficiency.
- The City welcomes investigation into growing the agribusiness industry and the establishment of a recycled water supply for agriculture. The City would like to see the current licence holders included in the scope of this business case.
- The City would like to see incentives for licence holders who expend resources into becoming more efficient to accommodate the 10% reduction to their allocation.
- The City is supportive of stormwater in East Wannon being used to recharge the aquifer. The City would like further investigation into how excess groundwater created through the urbanisation of East Wannon could be used most effectively.
- The City urges the State Government to address key recommendations from the Taskforce that have not yet been addressed:
 - Reduce grower uncertainty on groundwater supply. A long term solution for water security in Wannon is required;
 - Maintain and enhance the opportunity for long-term alternative water supply options by considering the objectives and requirements for a recycled water scheme; and
 - State Government and City undertake further investigation of the City's preferred alternative water supply options of enhanced rainwater infiltration in State Forest 65 and transfer of groundwater from East Wannon.



MOVING FORWARD

Listed below are key initiatives required to address the identified challenges and leverage opportunities in North Wanneroo:

State & Federal Government Initiatives:

- Leadership is required if Perth's foodbowl is to be preserved for current and future generations with a clear Statewide plan developed to achieve this;
- No net reduction to water allocations for North Wanneroo agribusinesses;
- A solution to the water crisis including long term water security for Wanneroo by addressing key recommendations from the Taskforce report that require action;
- Enact legislation to implement the State joining the National Water Initiative;
- Leverage funding available through the National Water Infrastructure Fund for a Wanneroo water solution; and
- Clear and consistent messaging from all levels of government on land use.

Key Stakeholders:

- Stakeholder alliance: the industry would benefit significantly from coordinated activity amongst stakeholders including tourism operators. This alliance could provide recommendations to Government, explore opportunities for a regional food brand and facilitate and advocate for funding;
- Business development for the industry of the future: with support from the State and Local Government an opportunity exists for further development of innovative farming techniques, value-adding, agri-tourism, water use efficiency practices, study tours, exemplar projects, local in residences, research grants and research and development.

City Led Initiatives:

- Advocacy
 - Continue to advocate for agribusiness in line with the City's Advocacy Factsheet: Agribusiness Preservation and Growth in the City of Wanneroo (endorsed by council October 2017);
 - Advocate for adequate core infrastructure services – telecommunications infrastructure has a close relationship with advanced technology agricultural practices. Continue to work with industry and research partners on a solution for Wanneroo;
- Partnership Building: strengthen and build on current regional partnerships and collaboration efforts including the North of Perth Food Zone, Wheatbelt Development Commission, vegetablesWA, government departments and key industry stakeholders;
- Smart Land Uses: undertake a detailed review of land uses and zoning in North Wanneroo. Provide adequate flexibility for business development without encouraging subdivision, urbanisation or encroachment of residential development. Minimise conflict between food production and other land uses. Provide clear guidelines and criteria for administration and council to make decision on discretionary uses in rural zones to allow consistent decision making;
- Water Security: work with key stakeholders to provide long term water security for agricultural use; and
- Agri-tourism: explore agri-tourism linkages and opportunities through encouragement of agri-tourism experiences, value add and niche products.

Advocacy & Economic Development
08 9405 5000
economic@wanneroo.wa.gov.au



Wanneroo Business and Tourism Development Working Group

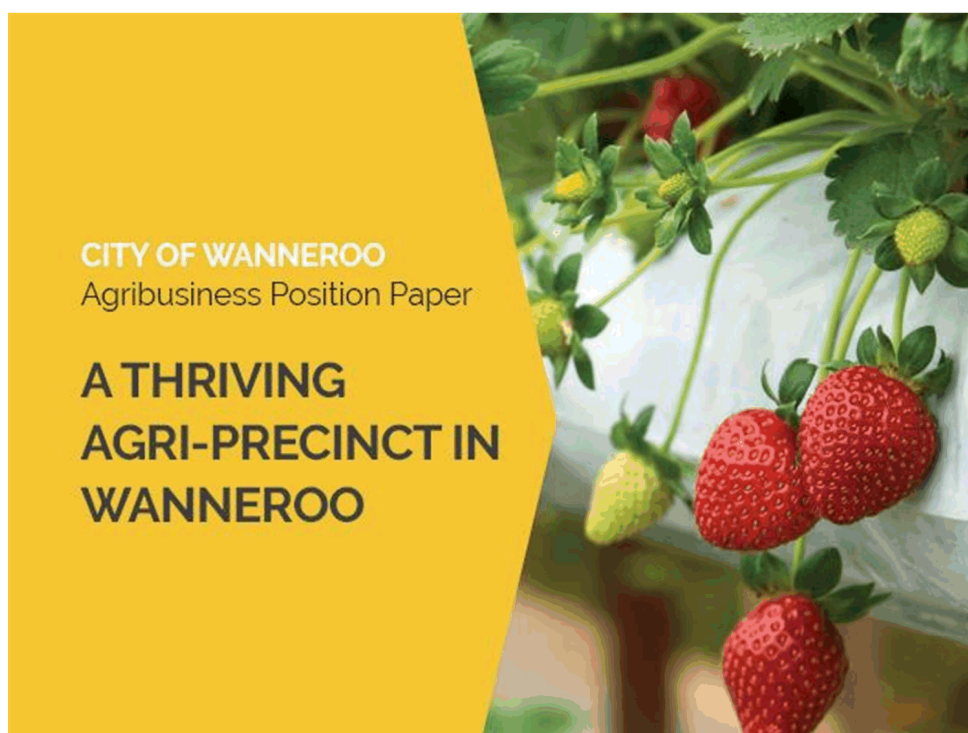
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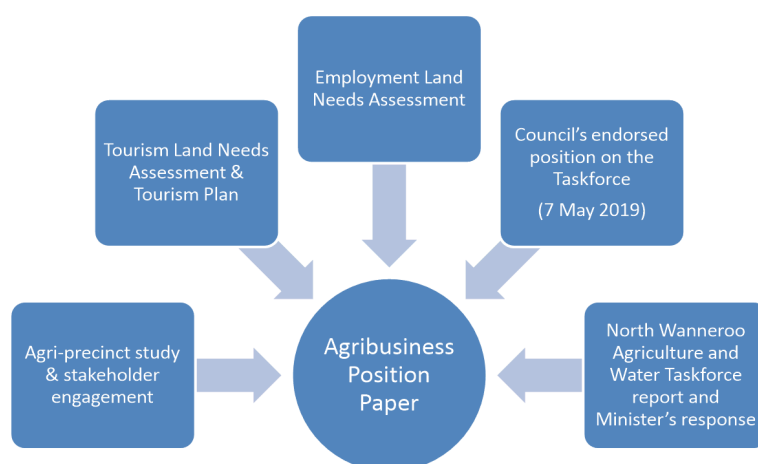
City of Wanneroo Agribusiness Position Paper Finalisation

Sarah Carracher





Background Information



Background Information - Timeline

- Draft Position Paper presented to BTWG in May 2019 for recommendation to present to council for their endorsement to go out for 42 day public consultation period
- Council endorsed Position Paper to go out for public consultation at the June 2019 meeting
- Public consultation period held 10 July – 21 August 2019
- Review & analysis of feedback received including peer review by Consultants Farlane/Shape Urban
- Stakeholder workshop held 28 October 2019
- Preparation of final Position Paper November – December 2019



Timeline Going Forward

- Presentation of proposed changes to BTWG (March 2020) for recommendation to present to Forum and Council
- Forum presentation proposed March
- Council endorsement proposed April
- Publish Final Agribusiness Position Paper



The Consultation

- Public consultation was open for 42 days from 10 July – 21 August 2019.
- All landowners, leaseholders and key stakeholders were mailed a copy of the draft Position Paper and invited to provide feedback.
- Options to provide feedback included online survey, e-mail, phone or meeting with a member of the team.
- Awareness about the consultation was created by using the local newspaper (print and online), the City's website, the City's Facebook, Biz@wanneroo app and VMS trailers on location in North Wanneroo in the final week of consultation reminding landowners and leaseholders that the consultation would be closing on the 21 August.
- Landowner/Leaseholder survey consisted of 15 questions taking approximately 15 minutes to complete.
- Key stakeholder survey invited stakeholders to provide feedback on the sections of the Position Paper they felt relevant to their department, organisation or association.

The Response

- 15 individuals completed the landowner/leaseholder survey
- 19 direct submissions from stakeholders including Ministers, Government Departments, industry organisations/associations and individual landowners
- 6 Meetings held with a range of stakeholders
- Independently facilitated stakeholder workshop



The Response

Consultation has confirmed shared views and ambition from stakeholders and Government on several key areas:

- The valuable contribution the agricultural industry makes to the local and regional economies;
- Recognition of the importance of retaining this industry in the City of Wanneroo;
- For the expansion of agriculture in the City by opening up more land for agriculture such as State Forest 65 and increasing available water supplies; and
- For all stakeholders to use water responsibly and make improvements to water use efficiency.

Key Themes	
Workforce challenges	Finding local labour is an issue
Planning, zoning and subdivision	Allow subdivision of small, unviable lots Need water security for agriculture to continue or new/alternative land uses opened up
Water security	Need water security Do not support reduction to groundwater licences Require expanded availability of water for future growth
Expansion of agriculture in the City of Wanneroo	Support for more land to become available for agriculture such as a new precinct in SF65
Business Viability	Concern for the impact a reduction to groundwater licences will have on business productivity, profitability and viability
Water Use Efficiency	Shared ambition from all stakeholders to use water responsibly and make improvements to WUE
Environment	Concern for the impact that agriculture has and will have in the future on the environment
Stakeholder Alliance/Local Leadership	Shared commitment from growers and stakeholders to form a united group and play an active part of the solution/direction of the area
Get on with it	Enough consultation/discussion has occurred it's time for action
Land security/urban encroachment	Recognition of the importance of retaining food production in the City of Wanneroo
Land Use Conflict	Concern for the potential conflict between food production and urban development

Proposed Changes

Section	
Cover Page	Remove 'DRAFT'
CONTEXT	Incorporate Taskforce info & State Gov response to Taskforce report from Current Project Status into Context
WANNEROO	No changes proposed
WHY WANNEROO – THE OPPORTUNITIES	Update: 'Muchea' to 'Muchea Industrial Park' Add: Northlink to planned new road alignments
WHAT'S IN OUR WAY – THE CHALLENGES	Update: 'Access to labour force (417 visa)' to 'Workforce development to ensure local skills align with locally available job opportunities' Update: 'Presence of essential services' to 'Provision of adequate core infrastructure such as telecommunications infrastructure' Add: inefficient and outdated irrigation delivery systems
CONSEQUENCES OF NON-DELIVERY	No changes proposed
CURRENT PROJECT STATUS	Move Taskforce info and State Gov response to CONTEXT Update: all current projects with current information
COUNCIL ENDORSED POSITION	Remove. The final Position Paper will become the Council endorsed position.

Moving Forward

Add an introduction:

Consultation has confirmed that there is shared ambition from stakeholders and Government on several key areas; the valuable contribution the agricultural industry makes to the local and regional economies, recognition of the importance of retaining this industry in the City of Wanneroo, removal of key barriers to the expansion of agriculture in Wanneroo (available water supplies and agricultural land), for all stakeholders to use water responsibly and make improvements to water use efficiency.



Moving Forward – Key Stakeholders

Bring Key Stakeholders to top to emphasise the importance of local leadership

Add intro:

Industry stakeholders must be an active part of the solution and help set the direction of the area for the future.

No changes to Initiatives

Moving Forward – State & Federal Government Initiatives

Add intro:

The State & Federal Governments can reduce uncertainty and reduce or remove barriers to expansion which will provide the industry with the confidence to invest in Wanneroo long term.

Initiatives:

Restructure and update initiatives to reflect feedback received during the consultation.

Moving Forward – State & Federal Government Initiatives

DRAFT INITIATIVES	PROPOSED CHANGES
Leadership is required if Perth's foodbowl is to be preserved for current and future generations with a clear Statewide plan developed to achieve this;	Leadership: strong leadership is required if Perth's foodbowl is to be preserved for current and future generations with a clear State-wide plan developed to achieve this;
No net reductions to water allocations for North Wanneroo agribusinesses;	Water Security: reduce grower uncertainty about long term water supplies. A clear and long term plan for water supplies for agriculture in Wanneroo including access to sustainable groundwater and the development of new climate independent water supplies to augment sustainable groundwater supplies and accommodate industry expansion;
A solution to the water crisis including long term water security for Wanneroo by addressing key recommendations from the Taskforce report that require action;	Collaboration: work with stakeholders to develop innovative project proposals that respond to the identified challenges (including the impacts of climate change), develop programs that will assist horticulturalists to adopt new infrastructure and practices to improve water, nutrient and energy use efficiency;

Moving Forward – State & Federal Government Initiatives

DRAFT INITIATIVES	PROPOSED CHANGES
Enact legislation to implement the State joining the National Water Initiative;	Industry Support: leverage funding from the Australian Government to support agreed projects and ensure that the industry has access to Commonwealth Government funding for on-farm irrigation water efficiency projects which is currently only provided to irrigators in eastern states;
Leverage funding available through the National Water Infrastructure Fund for a Wanneroo water solution; and	Planning: work with stakeholders to agree and confirm the long term land use expectations for urban agricultural areas and develop key messages which all levels of government can use consistently in response to the agreed land use expectations; and
Clear and consistent messaging from all levels of government on land use.	Taskforce Recommendations: continue to action key recommendations from the Taskforce Report including recommendation A1: Assess the capacity of the industry to adapt to a reduction in water allocation and remain profitable.

Moving Forward – City Led Initiatives

Add intro:

The City acknowledges that the Gnangara groundwater system is over-allocated and continuing to over-use the system will further reduce groundwater levels, reduce water quality and damage the groundwater dependent environment. However the City would like to work with State Government and other stakeholders to find a long term solution and see any reduction in groundwater licences in North Wanneroo supplemented with an affordable climate independent water supply.

Initiatives:

Restructure and update initiatives to reflect feedback received during the consultation.



Moving Forward – City Led Initiatives

DRAFT INITIATIVES	PROPOSED CHANGES
<p>Advocacy:</p> <ul style="list-style-type: none"> - Continue to advocate for agribusiness in line with the City's Advocacy Factsheet: Agribusiness Preservation and Growth in the City of Wanneroo (endorsed by council October 2017); - Advocate for adequate core infrastructure services – telecommunications infrastructure has a close relationship with advanced technology agricultural practices. Continue to work with industry and research partners on a solution for Wanneroo; <p>Partnership Building: strengthen and build on current regional partnerships and collaboration efforts including the North of Perth Food Zone, Wheatbelt Development Commission, vegetablesWA, government departments and key industry stakeholders;</p>	<p>Water Security: water security in Wanneroo depends on continued access to sustainable groundwater and the development of new climate independent water supplies to augment sustainable groundwater supplies. The City will continue to work with State Government and other stakeholders to achieve long term water security for agricultural use including investigation of the feasibility and suitability of excess water from urbanisation in East Wanneroo being used as an alternative water supply;</p> <p>Smart Land Uses: undertake a detailed review of land uses and zoning in North Wanneroo. Provide adequate flexibility for business development without encouraging subdivision of viable agricultural land, urbanisation or encroachment of residential development. Minimise conflict between food production and other land uses. Provide clear guidelines and criteria for administration and council to make decisions on discretionary uses in rural zones to allow consistent decision making;</p>

Moving Forward – City Led Initiatives

DRAFT INITIATIVES	PROPOSED CHANGES
Smart Land Uses: undertake a detailed review of land uses and zoning in North Wannon. Provide adequate flexibility for business development without encouraging subdivision, urbanisation or encroachment of residential development. Minimise conflict between food production and other land uses. Provide clear guidelines and criteria for administration and council to make decision on discretionary uses in rural zones to allow consistent decision making;	Partnership Building: strengthen and build on current regional partnerships and collaboration efforts including industry stakeholders and organisations, the North of Perth Food Zone, Wheatbelt Development Commission and government departments;
Water Security: work with key stakeholders to provide long term water security for agricultural use; and	Advocacy: continue to advocate for local agribusinesses in line with the City's endorsed documents; Agribusiness Position Paper and Advocacy Factsheet: Agribusiness Preservation and Growth in the City of Wannon.
Agri-tourism: explore agri-tourism linkages and opportunities through encouragement of agri-tourism experiences, value add and niche products.	Agri-tourism: explore agri-tourism linkages and opportunities through development and promotion of the current industry and encouragement of new agri-tourism experiences, value add and niche products.

Recommendation:

That the Wannon Business and Tourism Development Working Group RECOMMENDS the final Agribusiness Position Paper: A Thriving Agri-precinct is presented to Council for final endorsement.



Attachment 4 - CONFIDENTIAL Draft Agribusiness Position Paper Consultation Summary**City of Wanneroo Agribusiness Position Paper Finalisation**

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

Administration Use Only

Attachment 4 – HPE# 20/159163

Governance & Legal

3.13 Review of Function and Operation of the Audit and Risk Committee - Terms of Reference

File Ref:	7312V03 – 20/111558
Responsible Officer:	Executive Manager Governance and Legal
Disclosure of Interest:	Nil
Attachments:	1

Issue

To consider the recommendation of the Audit and Risk Committee to adopt the revised Audit and Risk Committee terms of reference (**ToR**) in accordance with the *Local Government (Audit) Regulations 1996* (the Regulations) and *Local Government Amendment (Auditing) Act 2017* issued by the Department of Local Government and Communities.

Background

The Regulations outline under clauses 16 and 17 the functions for the Audit and Risk Committee (**Committee**) and the Chief Executive Officer (**CEO**) respectively in relation to oversight of the results of reviews pertaining to the systems and procedures related to risk management, internal controls and legislative compliance.

The ToR has been revised in accordance to amendments to Section 7 of the *Local Government Amendment (Auditing) Act 2017*. The main consideration in the ToR is the definition and appointment of the external auditor and the frequency of the Regulation 17 and the City's internal reporting. A full review of the ToR will be undertaken upon receiving the Better Practice Guide (Guide) – Public Sector Audit Committees from the Auditor General. This Guide is scheduled for tabling in Parliament in the second quarter of 2020.

A review of the ToR was previously conducted in January 2017 and presented to the Committee on 21 February 2017. The revised ToR was then adopted by Council on 7 March 2017.

The further revised ToR was presented to the Audit and Risk Committee on 17 March 2020 which was noted and recommended to Council for adoption as follows:

"That the Audit and Risk Committee:

- 1. NOTES the marked-up amendments to the Audit and Risk Committee Terms of Reference, as detailed in Attachment 1; and*
- 2. RECOMMENDS to Council to adopt the marked-up amendments to the Terms of Reference, as detailed in Attachment 1."*

Detail

In the introduction of the revised Operational Guidelines Number 09 (the **Guidelines**), it states that:

"An audit committee plays a key role in assisting a local government to fulfil its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management systems, legislative compliance, ethical accountability and the internal and external audit functions."

In summary, key revisions have been made in the following sections of the ToR and include:

1. Meetings:
 - The Chairman and CEO will invite members of management, internal and external auditor or others to attend meeting as observers and to provide pertinent information, as necessary.
2. Duties and Responsibilities
 - i) External Audit:
 - The appointment of external auditors has been amended. Under the *Local Government Act 1995* (the **Act**), the Auditor General is mandated to be the external auditor if the Local Government does not have an audit contract that is in force.
 - ii) Internal Audit:
 - Previous formal reviews on Regulation 17 were performed and presented to the Audit and Risk Committee and Council every two years. In June 2018, the requirements of Regulation 17 were amended for the review and reporting to be conducted once in every three financial years which has now been reflected in the attached ToR; and
 - To oversee implementation and progress of the Internal Audit recommendations outlined in the City's Internal Audit Log reported on a quarterly basis.
 - iii) Risk Management:
 - The frequency on the Strategic Risk Report presented to the Committee has been defined as biannual and the Management Risk report rated extreme and high on a quarterly basis, to be in line with the City's approved Risk Policy.
 - iv) Corporate Reporting:
 - The frequency of the Contract Status Report and the CEO Exemption approvals report presented to the Committee have been reviewed and defined as biannually as updated the attached ToR; and
 - The Strategic Financial Report has been removed from the ToR after consultations with the Finance Team.

Revisions to the existing ToR have been captured in tracked changes as detailed in **Attachment 1**.

Consultation

The revised ToR has been redrafted in consultation with the City's Internal Auditors (William Buck) and respective Managers in November 2019 to consider the merits of alternative practices.

Comment

The review of the ToR which is conducted every two years provides the opportunity to review the structure and operation of the Committee to further enhance the oversight and scrutiny of the City's operations. A full review of the ToR will be undertaken upon receiving the Better Practice Guide (Guide) – Public Sector Audit Committees from the Auditor General which is expected to be released in the second half of 2020.

Statutory Compliance

The ToR has been reviewed to ensure conformance with the Act Division 1 A [7.1A] and clause 16 and 17 of the Regulations.

Strategic Implications

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

“4 Civic Leadership

4.3 Progressive Organisation

4.3.1 Lead excellence and innovation in local government”

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

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.

Reviewing and updating the ToR will reduce the relevant compliance risks and further enhance the Committee's governance and oversight of the City's operations.

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 ACCEPTS the recommendation of the Audit and Risk Committee and ADOPTS the proposed marked-up amendments to the Terms of Reference – Audit and Risk Committee as set out in Attachment 1.

Attachments:

1 [!\[\]\(d66ff64371a51729ac8c1cdaa685ba6f_img.jpg\)](#). *Attachment 1 - Terms of Reference Audit and Risk Committee 2019 - updated 19/265363 Minuted*



TERMS OF REFERENCE

Audit and Risk Committee

GS06-11/05; July 2008; August 2009; May 2011; February 2015; March 2017; March 2020

Name:	Audit and Risk Committee
1. Purpose:	<p>The purpose of the Audit and Risk Committee ("Committee") is to support the Council in fulfilling its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management, internal and external audit functions and ethical accountability.</p> <p>The primary objectives of the Committee are to:-</p> <ul style="list-style-type: none"> • Accept responsibility for the annual external audit; and • Liaise with the City of Wanneroo ("City") internal and external auditors so that Council can be satisfied with the performance of the City in managing its affairs. <p>Reports from the Committee will assist Council in discharging its legislative responsibilities and provide oversight of the City's affairs, determining the City's policies and overseeing the allocation of the City's finances and resources. The Committee will ensure openness in the City's financial reporting and will liaise with the <u>Chief Executive Officer ("CEO")</u> to ensure the effective and efficient management of the City's financial accounting systems and compliance with legislation.</p> <p>The Committee facilitates:</p> <ul style="list-style-type: none"> • The enhancement of the credibility and objectivity of internal and external financial reporting; • Effective management of enterprise risks and the protection of Council assets; • Compliance with laws and regulations as well as use of best practice guidelines relative to audit, risk management, internal control and legislative compliance; • Regular review of reports on the internal audit function and the Strategic Internal Audit Plan; and • The provision of an effective means of communication between the external auditor, internal auditor, the CEO and the Council.
2. Powers	<ul style="list-style-type: none"> • The Committee is a formally established committee of the Council and is responsible to the Council. • The Committee reports to Council and provides appropriate advice and recommendations in accordance with these Terms of Reference to facilitate informed decision-making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the CEO. <p>The Committee does not have:</p> <ul style="list-style-type: none"> • Executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility. • Any management functions and cannot involve itself in management

	processes or procedures.
3. Membership:	<p>Council determines by absolute majority the membership of the Committee considering the nature, size, scale, diversity and complexity of the City's activities and systems. The Committee as a whole should have:</p> <ul style="list-style-type: none"> • at least one member with financial qualifications and experience • skills and experience relevant to discharging responsibilities, including experience in business, financial and legal compliance, risk management • local government background and experience as applicable <p>The membership of the Committee must comprise a minimum of three members, the majority to be Elected Members with one position to be occupied by the Mayor. Council may determine to appoint one or more persons to the Committee who are external and independent to the Council.</p> <p>Committee Members (Members) should keep themselves informed and demonstrate they have the skills and experience to effectively discharge their responsibilities as detailed in section "Duties and Responsibilities" of these Terms of Reference.</p> <p>Elected Members Membership shall be for a period of up to two years terminating on the day of the Ordinary Council elections, with retiring members eligible to apply.</p> <p>An absolute majority decision of Council is required to remove an Elected Member.</p> <p>Elected Members who are Members of the Committee must comply with the City's Council Members Code of Conduct.</p> <p>External Independent Members External Independent Members (if appointed) must have senior business, financial management or requisite knowledge and skills to benefit the Committee. All recommendations to appoint an external independent member must be made by the Committee to Council.</p> <p>Current serving Elected Members of other local governments will not be considered as members of the Committee.</p> <p>Expressions of interest for appointment of any External Independent Member shall be publicly advertised by Council. Appointment of any External Independent Member will be for a maximum period of two years.</p> <p>Council must give written notice to any External Independent Member that Council proposes to remove them from the Committee and must provide the External Independent Member the opportunity to make a deputation at the relevant Council Briefing or Meeting as applicable.</p> <p>Remuneration will be paid to each External Independent member on the basis of an annual payment.</p> <p>External Independent Members must comply with the City's Code of Conduct.</p> <p>Administration The CEO and the City's employees are not members of the Committee.</p> <p>The CEO or his/her nominee is to attend all Committee meetings to provide advice and guidance to the Committee.</p> <p>The CEO shall provide secretarial and administrative support to the</p>

	Committee.
4. Operating Procedures:	<p>Presiding Member:</p> <ul style="list-style-type: none"> The Committee is to elect a Presiding Member and Deputy Presiding Member who must be Members of the Committee at the first meeting of the Committee following an Ordinary Local Government Election and in accordance with the Local Government Act 1995, Schedule 2.3, Division 1. The CEO or delegated nominee will attend the first meeting of the Committee following an Ordinary Local Government Election to conduct the election of the Presiding Member and Deputy Presiding Member. The Presiding Member will preside at all meetings. In the absence of the Presiding Member, the Deputy Presiding Member will preside over the meeting, and in their absence, a person is to be elected by the Committee to preside over the meeting. The Presiding Member is responsible for the proper conduct of the Committee.
5. Meetings	<p>Schedule</p> <ul style="list-style-type: none"> The Committee shall meet on a regular basis but at least quarterly. All meeting dates are to be provided in Councillor's Clipboard and in the City's diary. An agenda will be circulated to the Members at least 7 days prior to each meeting where possible. The CEO shall ensure that detailed minutes of all meetings are kept. Copies of all agendas and minutes are to be forwarded electronically, through TRIM the City's electronic record keeping system, to Council and Corporate Support for filing in the Elected Members reading room. <u>All agenda and minute documentation to be generated through Council's InfoCouncil software reporting system.</u> <u>The Chairman and CEO may invite members of management, internal and external auditors or others to attend meetings as observers and/or to provide pertinent information and/or answer queries of the committee.</u> <p>Voting</p> <ul style="list-style-type: none"> Committee recommendations have no effect unless it has been made by simple majority. A simple majority is not less than half of the votes of Members present at the meeting. All Members have one vote. The Presiding Member will have the casting vote and simple majority will prevail. The quorum for a meeting shall be at least 50% of the number of Members. <p>Administration</p> <p>Administration support for the Committee will be provided by the City. That support person will be Director Corporate Strategy & Performance or Executive Manager Legal and Governance.</p>
6. Reporting	<ul style="list-style-type: none"> Reports and recommendations of each Committee meeting requiring Council endorsement shall be presented to the next Ordinary Council Meeting. The committee shall report annually to the Council summarizing its activities during the previous financial year.
7. Duties and Responsibilities	<p>Audit:</p> <p>To provide guidance and assistance to Council in carrying out functions of the City in relation to audits.</p> <ul style="list-style-type: none"> To develop and recommend to Council an appropriate process for the selection and appointment of a person as the City's external and internal

auditor.

- To recommend to Council the person or persons to be appointed as the City's ~~external and~~ internal auditor.

NOTE: Appointment of an external auditor cannot take place after the commencement day as stated in Section 7.3 (1A) of the Local Government Act. Therefore the Auditor General of Western Australia is responsible in accordance to Section 1.4 of the Local Government Act

- To develop and recommend to Council:
 - a list of those matters to be audited; and
 - the scope of the audit to be undertaken.
- To address issues brought to the attention of the Committee, including responding to requests from Council for advice that are within the parameters of these Terms of Reference.
- To seek information or obtain expert advice through the CEO on matters of concern within the scope of these Terms of Reference following authorisation from Council.

External Audit

- ~~To develop and recommend to Council the appointment of the auditor. The agreement is to include: The Auditor General is mandated to be the external auditor and the Committee should therefore develop and recommend to Council the agreement between the Council and the Auditor General. The agreement is to include:~~
 - the objectives of the audit;
 - the scope of the audit;
 - a plan of the audit;
 - details of the remuneration and expenses to be paid to the auditor; and
 - the method to be used by the local government to communicate with, and supply information to, the auditor.
- To meet with the ~~external~~ auditor at least once in each year, without management being present and recommend to Council on the matters discussed and outcome of those discussions.
- To liaise with the CEO to ensure that the City does everything in its power to:
 - assist the auditor to conduct the audit and carry out his or her other duties under the Local Government Act 1995; and
 - ensure that audits are conducted successfully and expeditiously.
- To examine the reports of the auditor after receiving a report from the CEO on the matters and:
 - determine if any matters raised require action to be taken by the City; and
 - ensure that appropriate action is taken in respect of those matters.
- To review the report prepared by the CEO on any actions taken in respect of any matters raised in the report of the auditor and presenting the report to Council for adoption prior to the end of the next financial year or six months after the last report prepared by the auditor is received, whichever is the latest in time.
- To review the City's draft annual financial report, focusing on:
 - accounting policies and practices;
 - changes to accounting policies and practices;
 - the process used in making significant accounting estimates;
 - significant adjustments to the financial report (if any) arising from the audit process;
 - compliance with accounting standards and other reporting requirements; and
 - significant variances from prior years.
- To consider and recommend adoption of the annual financial report to

	<p>Council, and to review any significant changes that may arise subsequent to any such recommendation but before the annual financial report is signed.</p> <ul style="list-style-type: none"> • To discuss the external audit plan including proposed audit strategies and how they might relate to identified risk areas. • To extend a standing invitation to the external auditor to attend Committee meetings as required to discuss the external audit plan, draft and final financial statements and the management letter. <p>Internal Audit</p> <ul style="list-style-type: none"> • To review the scope of the audit plan and program and its effectiveness. • To review the appropriateness of special internal audit assignments undertaken by internal auditor at the request of Council or CEO unless the circulation of these assignments is prohibited by law from further circulation. • To review the level of resources allocated to internal audit and the scope of its authority. • To review reports of internal audits, monitor the implementation of recommendations made by the audit and review the extent to which Council and management reacts to matters raised. • To review the annual Compliance Audit Return and report to Council the results of that review. • To consider the CEO's biennialtriennial reviews <u>as stipulated in Regulation 17–ofon</u> the appropriateness and effectiveness of the City's systems and procedures in regard to risk management, internal control and legislative compliance; required to be provided to the Committee, and to report to the Council the results of those reviews. • To provide the opportunity for Committee Members to meet with the internal auditor as the need arises without management being present. • <u>To monitor and review the quality of internal audit services delivered.</u> • <u>To oversee implementation and progress of the Internal Audit recommendations outlined in the City's Internal Audit Log reported on a quarterly basis.</u> • To oversee implementation of the Fraud and Misconduct Control and Resilience Framework that ensures appropriate processes and systems are in place to prevent, detect and effectively respond to fraud and misconduct. <p>Risk Management</p> <ul style="list-style-type: none"> • To review and oversee progress and updates on all Strategic Risks quarterlybiannually. • To oversee the management of CorporateRisks rated extreme and high <u>on a quarterly basis</u> on a biannual basis. <p>Corporate Reporting</p> <ul style="list-style-type: none"> • <u>To oversee the management and progress of the Corporate Business Plan quarterly.</u> • To consider and oversee the Contract Status Report quarterlybiannually. • To consider and provide oversight of the Purchasing Policy (Section 10) Chief Executive Officer Exemption approvals quarterlybiannually. <p>To consider and provide oversight of Strategic Financial Reports quarterly.</p>
8. Delegated Authority:	<p>The only powers and duties that can be delegated to a Committee are any of the powers and duties of the local government under Part 7 of the Local Government Act; that is, those relating to audit. The Committee cannot on delegate the powers and duties delegated to it. The delegation from Council must be formally documented.</p>

3.14 Extension of Review Dates for Council Policies

File Ref: 26321V06 – 20/147050
 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 to 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

Due to the COVID-19 Pandemic, it is acknowledged that competing priorities may preclude the timely review of some policies. In addition, at its Ordinary Council Meeting on the 7 April 2020, Council resolved to defer community consultation for a period of 90 days commencing from 8 April 2020 (CE01-0/20). As a result, there are a number of policies that will not meet their review date due to the requirement to undertake public consultation.

The table below details the respective policies with the current due date, the proposed new due date and a comment as to the reason for the request for an extension of time to complete the policy review.

Title of Policy	Current Due Date	Proposed Due Date	Comment
Local Planning Policy 2.2: Caravan Park, Camping Grounds and Park Home Park Planning	30/06/2020	30/06/2021	Public consultation required and also waiting on the outcome of the State Government Draft Position Statement on Tourism.
Local Planning Policy 2.6: Ancillary Accommodation	1/02/2019	31/12/2020	Public consultation required.
Local Planning Policy 3.6: Employment	30/05/2019	30/11/2020	No resolution has been reached with the WAPC and clarification is still required by the City on roles and responsibilities for employment generation as well as targets that have been set by WAPC.
Local Planning Policy 4.5: Subdivisional	1/07/2019	30/06/2020	Public consultation has occurred for Public consultation has occurred and

Title of Policy	Current Due Date	Proposed Due Date	Comment
Retaining Walls			Administration intends to present the revised Policy to Council before 30/6/20.
Local Planning Policy 4.6: Signs	30/06/2020	31/12/2020	Public consultation required
Local Planning Policy 4.7: Uniform Fencing - Subdivision	1/07/2019	30/06/2020	Public consultation has occurred and Administration intends to present the revised Policy to Council before 30/6/20.
Local Planning Policy 4.14: Compliance	30/06/2020	31/12/2020	Public consultation required
Local Planning Policy 4.3: Public Open Space	30/06/2020	30/6/2021	Public consultation required
Local Planning Policy 4.18: Earthworks and Sand Drift	1/12/2018	31/12/2020	Public consultation required
Local Planning Policy 4.23: Design Review	30/09/2019	31/12/2020	Public consultation required
Bus Stop Infrastructure Policy	18/09/2020	30/06/2021	Public consultation required
Council Members Code of Conduct	30/06/2020	1/04/2021	The Department of Local Government are yet to progress the model Council Member Code of Conduct and are not able to provide a date when this will be available due to competing priorities as a result of the COVID-19 Pandemic.
Crossover Subsidy Policy	30/09/2020	30/06/2021	An extensive review of the Crossovers and Verge Programs has been impeded by the COVID-19 crisis. These reviews will have an impact on this policy and will need to undergo public consultation prior to presentation to Council.
Donations, Sponsorships and Waiver of Fees and Charges Policy	31/07/2020	31/10/2020	A revised draft of the <i>Donations, Sponsorships and Waiver of Fees and Charges Policy</i> to remove references to fee waivers is being considered, noting that all other content remains unchanged. Administration notes that further work is required to review this particular policy in its entirety and, as such, this draft, if approved by Council, will be considered as an interim policy until such time that the CS&FA review

Title of Policy	Current Due Date	Proposed Due Date	Comment
			project is completed. A comprehensive review of this policy will then be undertaken to align with the CS&FA review project
Fraud and Misconduct Control and Resilience Policy	31/05/2020	31/08/2020	The Fraud and Misconduct Risk Assessment will be considered by the Audit and Risk Committee Meeting at its meeting May and this will guide the review of the policy. An extension to the due date will allow further time to implement any outcomes within the policy.
Pathways Policy	2/07/2020	30/06/2021	Public consultation required.

Consultation

Consultation has been undertaken with the relevant stakeholders.

Comment

The COVID-19 Pandemic has impacted a number of the City's functions and several exemptions to policies have already been adopted by Council. In addition, amendments to legislation are occurring on an almost daily basis and these amendments along with competing priorities have impacted on the timeline for policy reviews. An extension to the review dates is therefore requested to support effective policy reviews within the constraints of the current crises.

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 ACCEPTS the revised review dates for the:

- 1. Local Planning Policy 2.2: Caravan Park, Camping Grounds and Park Home Park Planning to be 30 June 2021;**
- 2. Local Planning Policy 2.6: Ancillary Accommodation to be 31 December 2020;**
- 3. Local Planning Policy 3.6: Employment to be 30 November 2020;**
- 4. Local Planning Policy 4.3: Public Open Space to be 30 June 2021;**
- 5. Local Planning Policy 4.5: Subdivisional Retaining Walls to be 30 June 2020;**
- 6. Local Planning Policy 4.6: Signs to be 31 December 2020;**
- 7. Local Planning Policy 4.7: Uniform Fencing – Subdivision to be 30 June 2020;**
- 8. Local Planning Policy 4.14: Compliance to be 31 December 2020;**
- 9. Local Planning Policy 4.18: Earthworks and Sand Drift to be 31 December 2020;**
- 10. Local Planning Policy 4.23: Design Review to be 31 December 2020;**
- 11. Bus Stop Infrastructure Policy to be 30 June 2021;**
- 12. Council Members Code of Conduct to be 1 April 2021;**
- 13. Crossover Subsidy Policy to be 30 June 2021;**
- 14. Donations and Youth Sponsorship Policy to be 31 October 2020;**
- 15. Fraud and Misconduct Control and Resilience Policy to be 31 August 2020; and**
- 16. Pathways Policy to be 30 June 2021.**

Attachments: Nil

3.15 Local Government House Trust - Deed of Variation

File Ref: 11575 – 20/151518
Responsible Officer: Executive Manager Governance and Legal
Disclosure of Interest: Nil
Attachments: 2

Issue

To consider Council consenting to a variation to the Trust Deed for the Local Government House Trust (the **Trust**).

Background

The Trust exists primarily to provide building accommodation for the Western Australian Local Government Association (**WALGA**).

The following outlines the history of the evolution of the Trust over time including the variations:

1. The original Deed of Trust undated but stamped 12 February 1980 (**Original Trust Deed**) noted that the Original Trustees declared that they would hold the property (referred to as the Headquarters) and the monies referred to as the Trust Fund upon trust for the beneficiaries specified in the Original Trust Deed upon the terms and conditions contained therein.
2. By Deed dated 2 October 1981 made between the Original Trustees and the Retired Trustees the Original Trustees retired and appointed the Retired Trustees as the trustees of the Original Trust in their place.
3. By Deed dated 4 May 1994 (New Deed) the Retired Trustees (in the New Deed referred to as The Local Government Association of Western Australia (Inc) and The Country Shire Councils' Association of Western Australia (Inc) agreed that the proceeds from the sale of the Headquarters and the Trust Fund and the income derived should be, from 17 February 1993, held on trust upon the terms and conditions set out in the New Deed.
4. By Deed of Variation dated 5 June 2002 the Retired Trustees varied the New Deed (collectively, the 'Trust Deed') to provide for a new Clause 22 which provides that any trustee of the Trust may retire as trustee of the Trust and appoint a new trustee to act as trustee of the Trust and that notwithstanding that the original number of trustees of the Trust was five where a corporation or incorporated association is appointed as trustee of the Trust then it shall not be obligatory to appoint more than one new trustee.
5. By Deed dated 6 June 2002 made between the Retired Trustees and the Trustee, the Retired Trustees retired and appointed the Trustee as the trustee of the Trust.

Since January 2014, the Trust has provided WALGA with accommodation at 170 Railway Parade West Leederville.

The 2002 amendment of the Trust Deed reflected the merger of the metropolitan and country associations into WALGA. The current Trust Deed pronounces WALGA as Trustee and unit holders as Beneficiaries, with the Trustee holding property and associated monies "upon Trust" and in proportion to the units provided.

The term of the Trust Deed commenced on 17 February 1993, with a vesting date 79 years from commencement, which means that the Trust ends on 16 February 2072.

The Trust Deed is a confidential document and will be provided for viewing by Council Members upon request.

The Trust is exempt from income tax on the basis of being a State/Territory Body (**STB**) pursuant to *Division 1AB of the Income Tax Assessment Act 1936* (Cth).

Detail

The City is a unit holder and Beneficiary under the Trust, holding 5 units as set out in the Trust Deed.

Trust Deed Variation

The Trust's Board of Management is seeking to vary the Trust Deed in order to assist the Trust's income tax exempt status. As stipulated in the Trust Deed, the Trust requires consent of at least 75 per cent of all beneficiaries in order to execute any variation to the Trust Deed.

As a Beneficiary, the City is requested to consent to the Trust Deed being varied in accordance with the Deed of Variation by virtue of a Council resolution.

Council is to note that its consent (by Council resolution) only needs to be confirmed in writing as the City is not executing the Deed of Variation but instead providing its consent as a Beneficiary under the Trust for the Trustee to formally execute the Deed of Variation which is at **Attachment 1**.

Trust Deed amendments set out in the Deed of Variation are intended to assist the Trust's income tax exempt status by strengthening the position that the Trust is a STB.

It has been identified that the Trustee's ability to retire and appoint a new Trustee might affect the Trust's classification as a STB. This view, while based upon highly technical grounds, is a risk nonetheless.

Subsequently the Deed of Variation aims to strengthen the position that the Trust is a STB through the following amendments:

1. removing the existing Trustee's power to retire and appoint a new Trustee (Clause 2.1 and 2.2 (22.3) of the Deed of Variation);
2. enabling the beneficiaries to appoint and remove a Trustee (Clause 2.2 (22.4) of the Deed of Variation); and
3. ensuring that the Board of Management is the 'governing body' of the Trust (Clause 2.3 of the Deed of Variation).

The three proposed amendments when applied to the relevant clauses inserted by the Deed of Variation dated 5 June 2002 will subsequently read as follows:

1. Variation 2.1 amends clause 22.1 to point to additional clause:

"22.1 Any Trustee of the Trust may retire as Trustee of the Trust. ~~The Subject to clause 22.3, the right to appoint any new or additional trustee or trustees of the Trust is hereby vested in the retiring or continuing trustee.~~ A corporation or incorporated association may be appointed as Trustee of the Trust."
2. Variation 2.2 inserts two new clauses:

"22.3 The retiring or continuing trustee shall only be entitled to appoint any new or additional trustee of the Trust with the consent of not less than 75% of the Beneficiaries."

22.4 The Beneficiaries may at any time by Special Resolution:

- (a) remove a Trustee from the office as Trustee of the Trust; and
- (b) appoint such new or additional Trustee."

3. Variation 2.3 insert a new clause 13A as follows:

"13A Delegation to the Board of Management

Unless the Beneficiaries otherwise direct (such direction to be given by not less than 75% of the Beneficiaries), the Trustees shall delegate all of the powers authorities and discretions contained in subclauses (a) to (x) of clause 12 to the Board of Management. The Trustees shall, at the direction of the Board of Management, do such things as may be necessary to give effect to the exercise of a power, authority or discretion by the Board of Management."

Clause 12 is set out in **Attachment 2**.

Consultation

WALGA has consulted with the City in respect of the Trust and the Deed of Variation.

Comment

The first two amendments outlined above remove powers granted to the Trustee in the 2002 Deed Variation resulting from the merger to a single Association representing WA Local Governments. These amendments which previously facilitated the transfer of trusteeship to the then new Western Australian Local Government Association are removed, but with the clarification that any appointment must be with the consent of the beneficiaries.

The final amendment intends to confirm that power rests with the Board of Management. As the Board of Management comprises of Local Governments, this satisfies the requirements of a STB for tax purposes. This amendment reflects the actual operation of the Trustee in implementing the decisions of the Board of Management whilst retaining sufficient operational discretion to place and renew investments and pay suppliers.

These amendments provide greater power to the Beneficiaries through the Board of Management, and as such it is recommended that Council consent to the amendments as set out in the Deed of Variation.

Statutory Compliance

The relevant section of the *Income Tax Assessment Act 1936 (Cth)* is as follows:

24AM Certain STBs exempt from tax

The income of a State/Territory body (an STB) is exempt from income tax unless section 24AN applies to the STB.

24AS Fifth way in which a body can be an STB

A body is an STB if:

- (a) *it is not a company limited solely by shares; and*
- (b) *it is not established by State or Territory legislation; and*
- (c) *all the legal and beneficial interests (including, but not limited to, interests as to income, profits, dividends, capital and distributions of capital) in it are held only by one or more government entities; and*
- (d) *all the rights or powers (if any) to vote, appoint or dismiss its governing person or body and direct its governing person or body as to the conduct of its affairs are held only by one or more government entities.*

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

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

There are no policy implications in respect of the content of this report.

Financial Implications

There are no financial implications in respect of the content of this report.



Voting Requirements

Simple Majority

Recommendation

That Council CONSENTS to the variations to the Trust Deed for the Local Government House Trust as set out in the Deed of Variation at Attachment 1.

Attachments:

- | | | | |
|---|--|-----------|---------|
| 1  . | Attachment 1 - Deed of Variation - Local Government House Trust - 25.02.19 | 20/161097 | Minuted |
| 2  . | Attachment 2 - Clause 12 of Trust Deed 1994 (Extract) | 20/161101 | |

Attachment 1

DEED OF VARIATION

LOCAL GOVERNMENT HOUSE TRUST



LAW

PERTH

11 Mounts Bay Road, Perth WA 6000

Telephone (08) 9429 2222 Facsimile: (08) 9429 2434

eylawperth@au.ey.com www.ey.com

Our Ref: 4WAL / 2004 7043

Attachment 1

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THIS DEED dated the _____ day of _____ 2019

BY

WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION of Level 1, 170 Railway Parade, West Leederville in the State of Western Australia (the 'Trustee')

RECITALS

- A. By Deed of Trust undated but stamped 12 February 1980 ('Original Trust Deed') made between CHARLES WILSON TUCKEY, LYAL GORDON RICHARDSON, GORDON LAWRENCE KILPATRICK, HARRY STICKLAND and MAXWELL RAY FINLAYSON (the 'Original Trustees') and THE LOCAL GOVERNMENT ASSOCIATION OF WESTERN AUSTRALIA and the COUNTRY SHIRE COUNCILS ASSOCIATION (the 'Retired Trustees') the Original Trustees declared that they would hold the property therein referred to as the Headquarters and the monies therein referred to as the Trust Fund upon trust for the beneficiaries specified in the second schedule to the Original Deed upon the terms and conditions therein contained (the 'Original Trust').
- B. By Deed dated 2 October 1981 made between the Original Trustees and the Retired Trustees the Original Trustees retired and appointed the Retired Trustees as the trustees of the Original Trust in their place.
- C. By Deed dated 4 May 1994 (the 'New Deed') the Retired Trustees (in the New Deed referred to as THE LOCAL GOVERNMENT ASSOCIATION OF WESTERN AUSTRALIA (INC) and THE COUNTRY SHIRE COUNCILS' ASSOCIATION OF WESTERN AUSTRALIA (INC)) agreed that the proceeds from the sale of the Headquarters and the Trust Fund and the income thereof should be from 17 February 1993 held upon the terms and conditions set out in the New Deed (the 'Trust').
- D. By Deed of Variation dated 5 June 2002 the Retired Trustees varied the New Deed (collectively, the 'Trust Deed') to provide for a new Clause 22 which provides that any trustee of the Trust may retire as trustee of the Trust and appoint a new trustee to act as trustee of the Trust and that notwithstanding that the original number of trustees of the Trust was five where a corporation or incorporated association is appointed as trustee of the Trust then it shall not be obligatory to appoint more than one new trustee.
- E. By Deed dated 6 June 2002 made between the Retired Trustees and the Trustee, the Retired Trustees retired and appointed the Trustee as the trustee of the Trust.
- F. Clause 21.1 of the Trust Deed provides that the Trustees may at any time and from time to time (with the consent of not less than 75% of the Beneficiaries) by deed revoke add to or vary the trusts of the Trust Deed or declare (inter alia) any new or other powers, authorities or discretions concerning the management, control or investment of the Trust Fund upon the terms contained therein.
- G. The Trustee wishes to add to and vary the Trust Deed and declare (inter alia) new or other powers, authorities and discretions concerning the management, control or investment of the Trust Fund in accordance with the terms of this Deed.
- H. More than 75% of the Beneficiaries have consented in writing to the variations to the New Deed and the records relating to this consent will be placed with the original of this Deed.

Attachment 1

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NOW THIS DEED WITNESSES**1. DEFINITIONS AND INTERPRETATION**

In this Deed, unless the context otherwise requires:

- 1.1 a word importing the singular includes the plural and vice versa, and a word of any gender includes other genders;
- 1.2 another grammatical form of a defined word or expression has a corresponding meaning;
- 1.3 a reference to a clause, paragraph, recital, schedule or annexure is to a clause, paragraph or recital of, or schedule or annexure to, this Deed, and a reference to this Deed includes any schedule or annexure;
- 1.4 a reference to a document or instrument includes the document or instrument as varied, novated, altered, supplemented or replaced from time to time;
- 1.5 a reference to a person includes a natural person, the estate of an individual, a partnership, body corporate, the trustee of a trust (in the trustee's capacity as trustee of the trust), association, governmental or local authority or agency or other entity;
- 1.6 a reference to a statute, ordinance, code or other law includes regulations and other instruments under it and consolidations, amendments, re-enactments or replacements of any of them;
- 1.7 the meaning of general words is not limited by specific examples introduced by 'including, for example' or similar expressions;
- 1.8 Recitals A to H inclusive form part of and are included in this Deed;
- 1.9 headings are for ease of reference and do not affect interpretation;
- 1.10 'Deed' means this deed;
- 1.11 unless specified otherwise, terms which are defined in the Trust Deed and used in this Deed bear the same meanings in this Deed which are ascribed to them in the Trust Deed; and
- 1.12 in the event of any inconsistency between the provisions of the Trust Deed and the provisions of this Deed, the provisions of this Deed will prevail.

2. OPERATIVE PART

The Trustee in exercise of the power given to the Trustee by clause 21.1 of the Trust Deed and with the consent of more than 75% of the Beneficiaries hereby adds to and varies the Trust Deed and declares (inter alia) the following new or other powers authorities and discretions concerning the management, control or investment of the Trust Fund as follows:

- 2.1 delete the word "The" appearing after the words "Any trustee of the Trust may retire as trustee of the Trust." in the existing clause 22.1 and replace it with the words "Subject to clause 22.3, the";

Attachment 1

EY

2.2 insert after clause 22.2 the following:

“22.3 The retiring or continuing trustee shall only be entitled to appoint any new or additional trustee of the Trust with the consent of not less than 75% of the Beneficiaries.

22.4 The Beneficiaries may at any time by Special Resolution:

- (a) remove a Trustee from the office as trustee of the Trust; and
- (b) appoint such new or additional Trustee.

For the purposes of this clause 22.4, “Special Resolution” means a resolution passed or decision made by not less than 75% of the Beneficiaries.”

2.3 insert a new clause 13A as follows:

“13A **DELEGATION TO THE BOARD OF MANAGEMENT**

Unless the Beneficiaries otherwise direct (such direction to be given by not less than 75% of the Beneficiaries), the Trustees shall delegate all of the powers authorities and discretions contained in subclauses (a) to (x) of clause 12 to the Board of Management. The Trustees shall, at the direction of the Board of Management, do such things as may be necessary to give effect to the exercise of a power, authority or discretion by the Board of Management.”

3. **SEVERABILITY**

3.1 If any provision of this Deed is found by a competent authority (including without limitation a Court) to be void or unenforceable, then such finding shall not affect the other provisions of this Deed.

3.2 If making a subsequent amendment to this Deed avoids any invalidity or unenforceability of any provision of this Deed, the parties may elect to make that amendment, which shall be deemed for all purposes to be effective immediately prior to the occurrence of that invalidity or unenforceability.

4. **FURTHER ASSURANCES**

All parties shall make, execute and do all acts, deeds, documents and things and sign all documents which may reasonably be required to give full effect to this Deed, and the Trustee shall bear the costs of observing, performing and complying with this clause.

5. **COSTS**

The Trustee shall bear and pay the costs of and incidental to the preparation, execution and stamping of this Deed.

6. **RATIFICATION AND CONFIRMATION**

In all other respects the terms of the Trust Deed are hereby ratified and confirmed.

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This Deed shall be governed by the laws of the State of Western Australia and the parties submit to the jurisdiction of the Courts of the State of Western Australia.

THE COMMON SEAL of WESTERN)
AUSTRALIAN LOCAL GOVERNMENT)
ASSOCIATION is hereunto affixed in the)
presence of:)

Name of Chief Executive Officer

Attachment 2 Clause 12 of Trust Deed (Excerpt)

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demands outgoings debts and liabilities incurred in respect of the Trust Fund.

10.2 The Trustees may subject to any law in force at the time in relation to this Deed so permitting accumulate all or any part of the income arisen or arising during an accounting period and such accumulation shall be dealt with as an accretion to the Trust Fund but so that the Trustees may at any time or times resort to all such accumulations and pay or apply the whole or any part or parts thereof as if they were income of the Trust Fund for the then current accounting period.

10.3 Subject to Clause 10.2 the Trustees may at any time at their discretion pay the whole or part of the income of the Trust Fund for any accounting period to the beneficiaries in proportion to the number of units of which they are respectively registered as holders at the last day of such accounting period.

11.0 **ADVANCEMENT OF CAPITAL**

The Trustees may at any time and from time to time set aside from the capital of the Trust Fund or raise therefrom any sum or sums of money and pay the same to the beneficiaries in proportion to the number of units in respect of which they are respectively registered at the date of each such payment for their own use and benefit. The payment of any such sum or sums of capital may be made in the same manner and subject to the same provisions as contained in Clause 10.3 in relation to the payment application or setting aside of any income of the Trust Fund.

12.0 **POWERS OF INVESTMENT AND MANAGEMENT**

The Trustees shall apply and invest the Trust Fund in any of the investments from time to time authorised by law for the investment of trust funds by trustees and in addition to and without limiting the powers authorities and discretions vested in the Trustees by law and notwithstanding the trusts hereinbefore declared shall have the following powers authorities and discretions which may be exercised by the Trustees at any time and from time to time in the

Attachment 2 Clause 12 of Trust Deed (Excerpt)

absolute and uncontrolled discretion of the Trustees in carrying out the trusts hereof:

- (a) to invest the Trust Fund and deal with manage transpose and realise the Trust Fund or any part thereof whether real or personal property with such powers in all respects as if the Trustees were the absolute owner thereof;
- (b) to purchase or otherwise acquire any investments for cash or otherwise and upon any terms and conditions and to make any such purchase or acquisition for a sum greater than the amount of the Trust Fund for the time being and to agree to pay for any such investments wholly or in part from any future moneys which may come into the Trustees' hands including dividends profits interest or other income payable in respect of any such investments;
- (c) to sell or otherwise dispose of any real or personal property or interest therein for the time being forming the whole or part of the Trust Fund by public auction tender or private treaty at such price or prices and whether for cash or on terms and generally upon any terms and conditions and to grant options for such sale or disposition as aforesaid;
- (d)
 - (i) to borrow and raise moneys from; or
 - (ii) to secure by mortgage or otherwise howsoever the payment of or obligation to pay money to,

any person (including a beneficiary) upon any terms with or without security or interest;
- (e) to vary or transpose any investments and to vary the terms of or property comprised in any security;
- (f) to hold use purchase construct demolish maintain repair renovate reconstruct develop improve sell transfer convey surrender let lease exchange take and grant options or rights in alienate mortgage charge pledge reconvey release or discharge or otherwise deal with any real or personal

Attachment 2 Clause 12 of Trust Deed (Excerpt)

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property PROVIDED THAT in the improvement or development of any part of the Trust Fund the Trustees shall not be bound by the limitation contained in Section 30(1)(c) of the Trustees Act and the Trustees shall not be bound to apply to any Court to exceed such limitation;

- (g) to pay out of the Trust Fund or the income thereof all costs charges and expenses of and incidental to the management of the Trust Fund or to the exercise of any power authority or discretion hereby or by law conferred on the Trustees or in carrying out or performing the trusts hereof which the Trustees may at any time incur including all taxes of whatever kind payable in respect of the Trust Fund and costs in any way connected with the preparation and execution of these presents;
- (h) to act as manager or to employ any persons (including a Trustee hereof or a unit holder) contractors managers solicitors accountants clerks workmen employees servants or agents to transact all or any business of whatever nature including the receipt and payment of money and to decide the remuneration to be allowed and paid and to pay all charges and expenses so incurred and to create or arrange any scheme or superannuation retirement benefit or pension for the benefit of any person so employed;
- (i) to partition or agree to the partition of or to subdivide or agree to the subdivision or strata title or agree to the strata-titling of any land or other property which or any interest in which may for the time being be subject to the trusts hereof and to pay any moneys by way of equality of partition;
- (j) to determine whether any real or personal property or any increase or decrease in amount number or value of any property or holdings of property or any profit loss receipt or payments from for or in connection with any real or personal property shall be treated as and credited or debited to capital or to income and generally to determine all matters as to which any doubt difficulty or question

Attachment 2 Clause 12 of Trust Deed (Excerpt)

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may arise under or in relation to the execution of the trusts and powers of this Deed and every determination of the Trustees in relation to any of the matters aforesaid whether made upon a question formally or actually raised or implied in any of the acts or proceedings of the Trustees in relation to the Trust Fund shall bind all parties interested therein and shall not be objected to or questioned on any ground whatsoever;

- (k) to open accounts with any bank or building society and to operate by and in all usual ways any such accounts;
- (l) to give effectual receipts and discharges for any moneys received by or on behalf of the Trustees or otherwise relating to any of the acts matters and things provided for in these presents;
- (m) to provide and set aside out of the Trust Fund or the income thereof such sum of money as the Trustees shall consider is available or necessary for and to pay or apply the same in or towards the discharge or reduction of any encumbrance debt or other liability for the time being affecting the Trust Fund or any part thereof;
- (n) to let sub-let lease or sub-lease for any period (and including to any beneficiary) and at any rental any real or personal property comprised in the Trust Fund upon any terms conditions or covenants;
- (o) to purchase take on lease sub-lease assignment hire or otherwise acquire any estate or interest in any real or personal property for any price premium rental charge payment fee or other consideration and subject to any terms conditions and covenants;
- (p) to take such action as the Trustees shall think fit for the adequate protection of any part of the Trust Fund and to do all such other things as may be incidental to the exercise of any of the powers authorities and discretions hereby or by law conferred on the Trustees;

Attachment 2 Clause 12 of Trust Deed (Excerpt)

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- (q) to take and act upon the opinion (given in writing) of a solicitor an attorney at law or counsel practising in any country where the Trust Fund or any part thereof may for the time being be or be proposed to be invested in relation to the interpretation or effect of these presents or any other document or statute or as to the administration of the trusts hereof without being liable to any of the beneficiaries in respect of any act done by the Trustees in accordance with such opinion PROVIDED THAT nothing in this provision shall prohibit or impede the Trustees from applying to any Court if it shall think fit or prohibit any unit holder from so doing;
- (r) to allow any beneficiary to occupy have custody of or use any part of the Trust Fund on any terms or conditions as to inventories repair replacement insurance outgoings or otherwise but the Trustees shall not be liable for any loss or damage which may occur to any such part of the Trust Fund during or by reason of any such occupation custody or use except insofar as such loss or damage shall be occasioned by the conscious and wilful default or neglect of the Trustees;
- (s) to permit any part of the Trust Fund to be held or registered in the name of any nominee of the Trustees and to deposit securities deeds and other documents belonging or related to the Trust Fund with any bank or solicitor;
- (t) in the event of any gift stamp or other duties fees or taxes becoming payable in any part of the world in respect of these presents or the Trust Fund or any part thereof in any circumstances to pay all or any part of such duties fees and taxes out of the Trust Fund notwithstanding that such duties fees or taxes or some part thereof are not or may not be recoverable from the Trust Fund by legal process;
- (u) to receive and accept any real or personal property by gift inter vivos or by Will or under the provisions of any other trust or otherwise from any other person as additions to the Trust Fund and to hold the same upon the trusts herein

Attachment 2 Clause 12 of Trust Deed (Excerpt)
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set forth and to administer such additions under the provisions hereof;

- (v) at any time and from time to time to ascertain and fix the value of the Trust Fund in accordance with the provisions herein contained and for that purpose to engage such competent valuers or experts as the Trustees may select and the Trustees may cause the value so ascertained and fixed to be entered from time to time in a book kept for that purpose;
- (w) to appoint any date earlier than the Vesting Date to be the Vesting Date;
- (x) during an accounting period to nominate any date not more than 18 months after the date of commencement of the then current accounting period as the last day of that accounting period and thereafter the accounting period shall mean each succeeding 12 month period commencing on the day following such nominated date until the anniversary of such nominated date immediately preceding the Vesting Date and the period thereafter until the Vesting Date.

13.0 DELEGATION OF TRUSTEE POWERS

The Trustees if at any time they are more than one shall act jointly and may delegate the exercise of all or any of the powers authorities or discretions hereby or by law conferred on the Trustees:-

- (a) to the Board of Management constituted by clause 14.0 of this Deed, or
- (b) to any other person or persons,

and execute any power of attorney or other instrument necessary to effectuate such purpose.

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 Contractural Dispute**

File Ref: 11575 – 20/149874
Responsible Officer: Chief Executive Officer

This report is to be dealt with in confidential session, under the terms of the Local Government Act 195 Section 5.23 (2), as follows:

- (c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting*

7.2 Acquisition of land from Lot 6 (320) and Lot 7 (314) Gnangara Road, Landsdale for the widening of Gnangara Road

File Ref: 15895 – 20/156294
Responsible Officer: Director Corporate Strategy & Performance

This report is to be dealt with in confidential session, under the terms of the Local Government Act 195 Section 5.23 (2), as follows:

- (c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting*

Item 8 Date of Next Meeting

The next Council Meeting has been scheduled for 6:00pm on Tuesday 5 May 2020, to be held electronically.

Item 9 Closure