



Council Minutes

CONFIRMED MINUTES

ORDINARY COUNCIL MEETING

7:00pm, 22 September 2020

**Council Chambers (Level 1), Civic Centre,
23 Dundobar Road, Wanneroo**

RECORDING AND ACCESS TO RECORDINGS OF COUNCIL MEETINGS POLICY

Objective

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

Implications

City of Wanneroo Strategic Community Plan 2017/2018 to 2026/2027:

“4 Civic Leadership

4.2 Good Governance

4.2.1 Provide transparent and accountable governance and leadership”

Recordings pertaining to the proceedings of Council Meetings shall be retained in accordance with the *State Records Act 2000*.

Implementation

This Policy shall be printed within the Agenda of all Council Meetings which include:

- Ordinary Council Meeting;
- Special Council Meeting;
- Annual General Meeting of Electors; and
- Special Electors Meeting.

To advise the public that the proceedings of the meeting are recorded.

Evaluation and Review Provisions

Recording of Proceedings

1. Proceedings for Council Meetings; as well as Deputations and Public Question Time during these meetings shall be recorded by the City on sound recording equipment, except in the case of a meeting where Council closes the meeting to the public.
2. Notwithstanding subclause 1, proceedings of a Council Meeting, which is closed to the public, shall be recorded where the Council resolves to do so.
3. No member of the public is to use any audio visual technology or devices to record the proceedings of a Council or Committee Meeting, without the written permission of the Mayor or the Mayors Delegate.

Access to Recordings

4. Members of the public may purchase a copy of the recorded proceedings or alternatively, listen to the recorded proceedings at the Civic Centre. Costs of providing a copy of the recorded proceedings to members of the public will include staff time to make the copy of the proceedings; as well as the cost of the digital copy for the recording to be placed on. The cost of staff time will be set in the City's Schedule of Fees and Charges each financial year.
5. Council Members may request a copy of the recording of the Council proceedings at no charge.
6. All Council Members are to be notified when recordings are requested by members of the public, and of Council.
7. Transcripts can be produced on the request of the Chief Executive Officer and will include staff time set by the City's Schedule of Fees and Charges.



UNCONFIRMED MINUTES OF ORDINARY COUNCIL MEETING

HELD ON TUESDAY 22 SEPTEMBER, 2020

CONTENTS

ITEM 1	ATTENDANCES	3
ITEM 2	APOLOGIES AND LEAVE OF ABSENCE	3
ITEM 3	PUBLIC QUESTION TIME	4
QUESTIONS RECEIVED IN WRITING PRIOR TO THE MEETING		4
PQ01-09/20	MR N. NAICKER – LEEWARD AVENUE, EGLINTON	4
PQ02-09/20	MR D. CROKER – HEREFORD BEND, BUTLER	4
QUESTIONS RECEIVED AT THE MEETING		4
PQ03-09/20	MR D. WAKE – STARRS ROAD, QUINNS ROCKS	4
ITEM 4	CONFIRMATION OF MINUTES	5
OC01-09/20	MINUTES OF ORDINARY COUNCIL MEETING HELD ON 25 AUGUST 2020	5
ITEM 5	ANNOUNCEMENTS BY THE MAYOR WITHOUT DISCUSSION	6
OA01-09/20	PRESENTATION TO MR HENRY WARNER - TURTLE RESCUE OFF MINDARIE BEACH	6
ITEM 6	QUESTIONS FROM COUNCIL MEMBERS	6
CQ01-09/20	QUESTION RELATING TO ITEM PS04-09/20 (CR MILES)	6
CQ02-09/20	FORMAL APOLOGY TO CR COETZEE (CR NEWTON)	7
CQ03-09/20	QUESTIONS RELATING TO ITEM CS03-09/20 (CR SANGALLI)	7
ITEM 7	PETITIONS	8
NEW PETITIONS RECEIVED		8
PT01-09/20	OPPOSING ANY EXPANSION OF THE FORMER QUINNS ROCKS CARAVAN PARK SITE AT LOT 211 QUINNS ROAD, MINDARIE	8
UPDATE ON PETITIONS		8
UP01-09/20	PT01-08/20 REQUEST TO CONSTRUCT A NOISE WALL BARRIER ALONG MIRRABOOKA AVENUE NEAR SOUTHMEAD DRIVE LANDSDALE	8
ITEM 8	REPORTS	8
PROPERTY SERVICES		9
CS03-09/20	BUSINESS CASE - QUINNS ROCKS CARAVAN PARK RE-DEVELOPMENT	9
PLANNING AND SUSTAINABILITY		65
STRATEGIC LAND USE PLANNING & ENVIRONMENT		65
PS01-09/20	CONSIDERATION OF ACTIONS RELATING TO DEVELOPER CONTRIBUTION ARRANGEMENTS	65

APPROVAL SERVICES	67
PS02-09/20 REMOVAL OF VEHICLE ACCESS RESTRICTION TO WARRADALE TERRACE (PEDESTRIAN ACCESS WAY CLOSURE) – LOT 55 ON PLAN 22545	67
PS03-09/20 RESIDENTIAL DESIGN CODES INTERIM REVIEW	69
PS04-09/20 CONSIDERATION OF AMENDMENT No. 43 TO THE EAST WANNEROO CELL 6 APPROVED STRUCTURE PLAN No. 8 - LOT 2 DRIVER ROAD, DARCH	82
ASSETS	90
ASSET OPERATIONS & SERVICES	90
AS01-09/20 REVIEW OF TERMS OF REFERENCE: ROADWISE WORKING GROUP	90
AS02-09/20 RESPONSE TO PETITION PT02-06/20 ADDRESS THE PROBLEMS OF VOLUME AND SPEED OF TRAFFIC ON ASHLEY ROAD & WALDBURG DRIVE, TAPPING	94
COMMUNITY & PLACE	94
COMMUNITY FACILITIES	94
CP01-09/20 REVIEW OF THE SPORTS FLOODLIGHTING POLICY	94
CP02-09/20 FACILITY HIRE AND USE POLICY	101
CP03-09/20 ALKIMOS AQUATIC AND RECREATION CENTRE - SITE SELECTION, MASTER PLANNING AND LAND ACQUISITION	108
CORPORATE STRATEGY & PERFORMANCE	110
BUSINESS & FINANCE	110
CS01-09/20 FINANCIAL ACTIVITY STATEMENT FOR THE PERIOD ENDED 31 JULY 2020	110
TRANSACTIONAL FINANCE	123
CS02-09/20 WARRANT OF PAYMENTS FOR THE PERIOD TO 31 AUGUST 2020	123
COUNCIL & CORPORATE SUPPORT	176
CS04-09/20 REVIEW OF WARDS AND REPRESENTATION 2020	176
CS05-09/20 APPOINTMENT OF DELEGATE TO THE WANNEROO AND DISTRICTS HISTORICAL SOCIETY	213
CHIEF EXECUTIVE OFFICE	213
OFFICE OF THE CEO REPORTS	213
CE01-09/20 WA RECOVERY PLAN FUNDING	213
GOVERNANCE & LEGAL	214
CE02-09/20 REQUEST FOR EXTENSION TO REVIEW DATES AND MINOR REVIEW OF COUNCIL POLICIES	214
CE03-09/20 LOCAL GOVERNMENT REVIEW PANEL RECOMMENDATIONS - CITY OF WANNEROO SUBMISSION	227
ITEM 9	MOTIONS ON NOTICE
	247
ITEM 10	URGENT BUSINESS
	247
ITEM 11	CONFIDENTIAL
	247
ITEM 12	DATE OF NEXT MEETING
	247
ITEM 13	CLOSURE
	247

MINUTES

Mayor Roberts declared the meeting open at 7:02pm and read the prayer.

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

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

Please refer to agenda for details of full reports and attachments.

Item 1 Attendances

TRACEY ROBERTS, JP

Mayor

Councillors:

NATALIE SANGALLI	North Coast Ward
LINDA AITKEN, JP	North Coast Ward
CHRIS BAKER	North Coast Ward
SONET COETZEE	North Coast Ward
LEWIS FLOOD	North Coast Ward
FRANK CVITAN, JP	Central Ward
JACQUELINE HUNTLEY	Central Ward
PAUL MILES	Central Ward
DOT NEWTON, JP	Central Ward
HUGH NGUYEN	South Ward
VINH NGUYEN	South Ward
BRETT TREBY	South Ward
GLYNIS PARKER	South Ward

Officers:

DANIEL SIMMS	Chief Executive Officer
HARMINDER SINGH	Director, Assets
DEBBIE TERELINCK	Director, Community & Place
NOELENE JENNINGS	Director, Corporate Strategy & Performance
MUSTAFA YILDIZ	Executive Manager Governance & Legal
NATASHA SMART	Manager Council & Corporate Support
GREG BOWERING	Manager, Approval Services
PAUL GREER	Manager, Property
EMILLE VAN HEYNINGEN	Manager, Strategic Land Use Planning & Environment
HEATHER ATKINSON	Property Projects Officer
SARAH HINGSTON	Council Support Officer

Item 2 Apologies and Leave of Absence

DOMENIC ZAPPA	South Ward
---------------	------------

There were 15 members of the public and three members of the press in attendance.

Item 3 Public Question Time

Questions Received in Writing Prior to the Meeting

PQ01-09/20 Mr N. Naicker – Leeward Avenue, EGLINTON

My 1.8m boundary colourbond fence still allows my neighbour from across the road to look into my kitchen, lounge and backyard. Administration advised there is nothing I can do to extend my fence in order to maintain privacy. Is Council able to advise what options are available?

Response by Director, Planning and Sustainability –

Administration has attempted to contact Mr Naicker regarding the possibility of lodging a development application for a screen structure to address concerns with visual privacy, as an alteration to the existing fence requires planning approval as it is subject to a Detailed Area Plan (DAP). Administration was unable to contact Mr Naicker, but will continue to find a suitable resolution to this matter.

PQ02-09/20 Mr D. Croker – Hereford Bend, BUTLER

Item CS03-09/20 Business Case - Quinns Rocks Caravan Park Re-Development

Why is Council considering whether there should be a Tourist Park on Quinns Beach when the decision to develop the old caravan site into a modern tourist park was made by Council at a formal meeting in 2012?

Response by Director, Corporate Strategy and Performance –

The 2012 decision remains in effect. The present report relates to a business case, which was conducted to investigate the potential viability of the site. The report does not relate to whether or not development should occur, which would be a separate consideration for Council in evaluating the outcomes of the proposed Expression of Interest process (which will investigate market interest in the site).

Questions Received at the Meeting

PQ03-09/20 Mr D. Wake – Starrs Road, QUINNS ROCKS

Item CS03-09/20 Business Case - Quinns Rocks Caravan Park Re-Development

- 1. What is the total sizes of the patches of bushland adjacent from the former Caravan Park site that are mapped as degraded in the Agenda?*

Response by Director, Corporate Strategy & Performance –

Question taken on notice.

Further response by Director, Corporate Strategy & Performance –

The total area of degraded areas identified in the Vegetation Condition Map, attached to the report, was approximately 8,243m² (0.82ha) of which 2,840m² was separated from the former caravan park site. As noted in the report, it was recommended (and considered for modelling) that any expansion is limited to 'Degraded' areas (or 'Good' areas in proximity to 'Degraded' areas).

The approximate total area of the bushland/ vegetated portion of Lot 211 is 7.03ha. With the inclusion of the unconstructed road reserve area (which is bordered by Lot 211), the bushland/ vegetated area increases to approximately 7.71ha.

2. *How could tourism development be on the former Caravan Park footprint, be accommodated by only using the degraded patches of bushland?*

Response by Director, Corporate Strategy & Performance –

Various grades are using the Keighery condition scale, which is in the report on page 306. The description of those such as the “good” are possible to be used. Administration would need to look at each of those patches precisely, once we know more about what the Expression of Interest (EOI) tells us. At this point, there are some options available based on the study that has been done.

3. *How would any additional parking to cater for peak demand or growth and activity for beach users be accommodated if the former Caravan Park land area is leased long-term to another party?*

Response by Director, Corporate Strategy & Performance –

This Business Case is about the Caravan Park and the plan is internally capable of looking after its own parking requirements. If there are issues within the Precinct area, then the City will investigate the Precinct issues.

4. *Was the potential requirement for buffer zones or a second access road considered as part of the Bushfire Risk Assessment, mentioned in the Business Case summary report?*

Response by Manager, Property –

It was considered, noting the different methods of compliance in terms of the ways it could be managed. It was also noted that it would be something the proposals received under an EOI would address and the need to provide a smaller, or minimal footprint.

5. *Was the cost to the proponent of seeking environmental and planning approvals, and the potential to have to fund environmental offsets, factored in the cost benefit analysis for the Business Case?*

Response by Director, Corporate Strategy & Performance –

The EOI will provide that information and it will be clear that development approvals, and associated documents are required. The EOI information will give the information analysis to prepare Stage 3 of the Business Case.

Item 4 Confirmation of Minutes

OC01-09/20 Minutes of Ordinary Council Meeting held on 25 August 2020

Moved Cr Baker, seconded Cr Treby.

That the minutes of the Ordinary Council Meeting held on 25 August 2020 be confirmed.

CARRIED UNANIMOUSLY

Item 5 Announcements by the Mayor without Discussion

OA01-09/20 Presentation to Mr Henry Warner - Turtle Rescue off Mindarie Beach

"I would like to take a moment to recognise a member of our community who has displayed the values of compassion and thoughtfulness that make our City a wonderful place to live.

Tonight we are joined in the Council Chamber by Mr Henry Warner.

A few weeks ago, Henry was walking his dog near Rosslare Park in Mindarie when he spotted a sea turtle on the beach that had become tangled up in netting.

The turtle was clearly in distress, and despite the significant swell and freezing water, Henry had no hesitation in rushing over to help.

With the turtle too heavy to move alone, Henry called on his friends, who brought knives to cut it free from the netting.

The group then carried the turtle all the way to the calmer waters of the Mindarie Marina.

Henry even retrieved the rest of the netting, to ensure no other sea creatures would become entangled.

On behalf of the City of Wanneroo, I would like to present Henry with a certificate of appreciation in recognition of his quick-thinking, compassion and service to our community."

Item 6 Questions from Council Members

CQ01-09/20 Question Relating to Item PS04-09/20 (Cr Miles)

Has the Chief Executive Officer (CEO) been able to further the questions in relation to the Public Open Space (POS) site in Item PS04-09/20 with reference to where it goes for the City to purchase the site, how the purchase happens and what is the ongoing strategy to look after the site?

Response by CEO –

Thanked Cr Miles for advanced warning of the question, which allowed the Executive Manager, Governance & Legal and Manager, Approval Service to investigate this further and there is now an additional point in the Recommendation of PS04-09/20, which addresses Cr Miles questions. Referred to the Manager, Approval Services for a further response.

Further response by Manager, Approval Services –

At last week's Briefing Session, there were a number of issues raised in relation to the contamination, remediation and acquisition of the site through the District Contribution Plan (DCP) Cell 6 Contribution Fund. Administration has worked with the applicant in light of those concerns and further to page 48, paragraph seven of the Agenda, the applicant confirmed their expectation that the POS site will be re-classified by the Department of Water and Environmental Regulation (DWER) as remediated restricted use. With the site being cleaned up to a standard where it is suitable for use as POS.

To address the obligation to ensure that the land is suitably remediated and there is no ongoing management requirement, Administration have drafted the following additional Clause to the Recommendation and will present that when the Item is discussed. The additional provision reads:

3. *“The landowner acknowledges and agrees that the City will not clear the conditions of subdivision for the creation of POS 6M (District Open Space) until such time as the landowner can satisfy the City that the POS 6M site is classified by the Department of Water Environmental Regulation as suitable for use as Public Open Space and there is no ongoing management plan obligations (contamination monitoring or mitigation measures) to the satisfaction of the City.”*

On that basis, the City will not clear the subdivision until it is satisfied that the above Clause has been complied with.

CQ02-09/20 Formal Apology to Cr Coetzee (Cr Newton)

Cr Newton advised that the Local Government Standards Panel had found that she had contravened Regulation 7.1 b) of the *Local Government (Rules of Conduct) Regulations 2007*. Cr Newton accepted the Panels finding and apologised in accordance with the requirements of the Panel's decision.

CQ03-09/20 Questions Relating to Item CS03-09/20 (Cr Sangalli)

1. *There is no mention throughout the answers provided by Administration that Bush Forever was referred to in Council reports, which it was, but it was not referred to in online media and the survey. What Council report said that Council would consider an expansion?*

Response by Director, Corporate Strategy & Performance –

This has been discussed over a number of years, particularly through the Working Group about viability. The Business Case was requested to understand a viable area for a caravan park, hence the reason for going through a three staged Business Case. The City has been clear during the project that there was not going to be significant clearing undertaken, the City just needs to understand viability size.

2. *At what point did the City inform the community that we were looking at expansion? Was it only at the workshops, only in the surveys or was it prior to that?*

Response by Director, Corporate Strategy & Performance –

The City is working on basis of the Council resolution of the Ordinary Council Meeting on 13 November 2012 (CB03-11/12), which states:

6. *“REQUIRES Administration to submit a series of reports to Council to consider a framework/ plan for transitioning the site, and determining the terms of tender documentation to be publicly advertised seeking Expressions of Interest/ Tenders from suitably qualified and experienced caravan park operators for the upgrade and management of the caravan park; and...”*
3. *The upgrade of the old Caravan park would not have necessarily meant an expansion, is that correct?*

Response by Director, Corporate Strategy & Performance –

The upgrade could be a number of things. In particular, at the time it was closed, there was a desire for it to be a viable Caravan Park.

4. *Is the Quinns Mindarie Foreshore Management Plan still a working document or has that been replaced with another Foreshore Management Plan?*

Response by Manager, Approval Services –

Question taken on notice.

Further response by Manager, Approval Services –

The Quinns-Mindarie Foreshore Management Plan (**FMP**) was approved in 2004 and covers Lot 211. Any development on Lot 211 would require an updated FMP for the area affected by the development. As the State Planning Policy 2.6 Coastal Planning (2013) was not considered as part of the Foreshore to take into account sea level rise, this will have to be considered as part of an updated FMP.

Item 7 Petitions**New Petitions Received****PT01-09/20 Opposing any Expansion of the Former Quinns Rocks Caravan Park Site at Lot 211 Quinns Road, Mindarie**

Cr Sangalli presented a petition of 1,148 signatories requesting Council opposing any expansion to the development 1.9ha footprint of the former Quinns Rocks Caravan Park site at Lot 211 Quinns Road, Mindarie, which will encroach on the Bush Forever Site (HPE: 20/415353).

Moved Cr Baker, seconded Cr Treby.

That the petition PT01-09/20 be received and forwarded to the relevant Directorates for reporting back to Council.

CARRIED UNANIMOUSLY

Update on Petitions**UP01-09/20 PT01-08/20 Request to Construct a Noise Wall Barrier Along Mirrabooka Avenue Near Southmead Drive Landsdale**

Cr Treby presented a petition of 333 signatories requesting Council to construct a noise wall barrier along Mirrabooka Avenue between Gngara Road and Hepburn Avenue in the Landsdale/Darch area. This wall is required to block the noise from increasing traffic and the industrial area. (HPE: 20/361413).

Update:

A report will be presented to Council at the 17 November 2020 Ordinary Council Meeting.

Item 8 Reports

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

Mayor Roberts declared an impartiality interest in CS03-09/20 Business Case – Quinns Rocks Caravan Park Re-Development due to being the Vice Patron of Quinns Mindarie Surf Life Saving Club.

Mayor Roberts declared a financial interest in CS02-09/20 Warrant of Payments for the Period to 31 August 2020 due to being a Board Member for LGIS.

Cr V. Nguyen declared a impartiality interest in PS04-09/20 Consideration of Amendment No. 43 to the East Wanneroo Cell 6 Approved Structure Plan No. 8 - Lot 2 Driver Road, Darch due to living near the Lot being discussed.

Moved Cr Treby, seconded Cr Cvitan.

That Item CS03-09/20 Business Case - Quinns Rocks Caravan Park Re-Development be discussed as the first item of business.

CARRIED UNANIMOUSLY

Property Services

CS03-09/20 Business Case - Quinns Rocks Caravan Park Re-Development

File Ref:	22542V08 – 20/349368
Responsible Officer:	Director Corporate Strategy & Performance
Disclosure of Interest:	Nil
Attachments:	7
Previous Items:	CB03-11/12 - Future Redevelopment of Quinns Rocks Caravan Park, Mindarie - Ordinary Council - 13 Nov 2012 7.00pm CS08-06/15 - Quinns Rocks Caravan Park Re-development - Establishment of Councillor Working Group - Ordinary Council - 23 Jun 2015 7.00pm CS10-05/18 - Quinns Rocks Caravan Park Redevelopment Working Group - Updated Terms of Reference - Ordinary Council - 29 May 2018 7.00pm

Mayor Roberts declared an impartiality interest in CS03-09/20 Business Case – Quinns Rocks Caravan Park Re-Development due to being the Vice Patron of Quinns Mindarie Surf Life Saving Club.

Moved Cr Baker, seconded Cr Aitken.

That Council:-

- 1. ENDORSES the Quinns Rocks Caravan Park Redevelopment Business Case (August 2020) prepared by Pracsys (Attachment 3);**
- 2. AUTHORISES Administration, in consultation with Pracsys and Quinns Rocks Caravan Park Re-Development Working Group, to:**
 - a) Develop and conduct an Expression of Interest process for market-based interest from third party operators, of the former Quinns Rocks Caravan Park site (as a modern caravan or holiday park) under a commercial ground lease, noting that:**
 - i. The Expression of Interest will invite submissions on one or both of the following alternatives:**
 - a. The original footprint of the former Quinns Rocks Caravan Park; and**
 - b. The original footprint plus an expansion in accordance with item 2.a)ii) below;**

- ii. Any expansion to the development footprint of the former Quinns Rocks Caravan Park site will be to the extent reasonably required for the commercial viability of a development, while preserving the environmental value the majority of natural vegetation at Lot 211 Quinns Road, Mindarie (noting that the preservation of the environmental value will be an important criterion in the Expression of Interest process); and
 - iii. The outcomes of the Expression of Interest process, including any recommended lessee/ operator and development footprint will be the subject of a subsequent report to Council; and
 - b) Investigate and report to Council on options to preserve and enhance the environmental value of those portions of Lot 211 Quinns Road, Mindarie which are not required for the redevelopment of the former Quinns Rocks Caravan Park; and
- 3. NOTES that Administration, in parallel to the Expression of Interest process described in Recommendation 2 above, will:
 - a) Undertake further community engagement in conjunction with the Expression of Interest process, including site specifications and design elements, with that community engagement to include:
 - i. Providing information sessions for participants in the community workshops (and other interested parties) to convey further details on the Expression of Interest process; and
 - ii. Investigation of a reference group (or groups) or an Advisory Group (or Advisory Groups), representing local, environmental/ heritage and business/ tourism interests, to inform the Quinns Rocks Caravan Park Re-Development Working Group on the development of the Expression of Interest documentation; and
 - b) Engage with the Department of Planning, Lands and Heritage in relation to the land tenure of the road reserve area bounded by Lot 211 Quinns Road, Mindarie.

Moved Cr Baker, seconded Cr Treby.

That an extension of time of two minutes to speak be granted to Cr Sangalli.

CARRIED UNANIMOUSLY

The Substantive Motion was put and

For the motion: Mayor Roberts, Cr Aitken, Baker, Cr Coetzee, Cr Cvitan, Cr Flood, Huntley, Cr Miles, Cr Newton, Cr H. Nguyen, Parker, and Cr Treby.

Against the motion: Cr V. Nguyen, Cr Sangalli.

CARRIED
12/2



CITY OF WANNEROO

Quinns Rocks Caravan Park Redevelopment Business Case

AUGUST 2020

Quinns Rocks Caravan Park Redevelopment
Business Case



Document Control				
Document Version	Description	Prepared By	Approved By	Date Approved
v 1.0	Draft	Nesben Guevara Dawson D-Huning	Lucy Heales	2 June 2020
v 1.1	Final	Lucy Heales	Lucy Heales	2 July 2020
v 1.2	Appendix Addition	Lucy Heales	Lucy Heales	5 August 2020

Disclaimer

This report has been prepared for **The City of Wanneroo**. The information contained in this document has been prepared with care by the authors and includes information from apparently reliable secondary data sources which the authors have relied on for completeness and accuracy. However, the authors do not guarantee the information, nor is it intended to form part of any contract. Accordingly, all interested parties should make their own inquiries to verify the information and it is the responsibility of interested parties to satisfy themselves in all respects.

This document is only for the use of the party to whom it is addressed and the authors disclaim any responsibility to any third party acting upon or using the whole or part of its contents.

Quinns Rocks Caravan Park Redevelopment
Business Case



CONTENTS

1	Executive Summary	5
1.1	Need for Facility.....	5
1.2	Options Analysis.....	6
1.3	Construction Phase Employment	6
1.4	Operation Phase Employment.....	7
1.5	Economic Benefits of the Project	7
1.6	Social Benefits of the Project	8
1.7	Value for Money	9
2	Introduction	11
3	Strategic Alignment.....	14
4	Problem & Opportunities	16
4.1	Community Amenity	16
4.2	Tourism Trends and Market Demand.....	16
4.3	Regional Accommodation Supply.....	18
5	Options Analysis	19
5.1	Option Development Process	19
5.2	Options Assessment	20
5.3	Preferred Options	22
6	Design and Cost	24
6.1	The Family Tourist Park.....	24
6.2	The Eco Retreat.....	26
6.3	Capital Costs	28
6.4	Operating Costs.....	28
7	Construction Phase Impact	29
8	Ongoing Impact Pathways	34
8.1	Methodology Overview.....	34
8.2	Critical Assumptions	34

Quinns Rocks Caravan Park Redevelopment
Business Case



8.3	Impact Pathways.....	35
9	Valuing Ongoing Impacts	37
9.1	Quinns Beach South Vibrancy.....	37
9.2	Additional Tourism Expenditure	37
9.3	Visitors and Playground Participation.....	38
9.4	Camping, Caravans and the Great Outdoors.....	40
9.5	Benefits from Government Spending	41
9.6	Surf Life Saving Club Community Benefits.....	41
10	Cost Benefit Analysis	43
11	Conclusion	46
12	Appendix A: Financial Analysis Results	47
12.1	Option 1 Family Park – Revenues and Costs.....	47
12.2	Option 2 Luxury Units – Revenues and Costs.....	50
12.3	Option 3 Eco Retreat – Revenues and Costs	52
12.4	Financial Analysis Results.....	55



1 EXECUTIVE SUMMARY

This Business Case has been prepared for the City of Wanneroo to support the proposed redevelopment of the former Quinns Rocks Caravan Park at Lot 211 Quinns Road, Mindarie in Western Australia.

Council has previously endorsed the City investigating the development of a modern caravan park on the site of the former (decommissioned) Quinns Rocks Caravan Park. In the present Business Case, the terms 'caravan park' and 'tourist park' have each been used. Within the accommodation and tourism sector, caravan park is more commonly used for low scale, long stay and camping style accommodation. Tourist park (or holiday park) is more likely to include a mix of caravans, tents, cabins or apartments for short-term holiday accommodation for holiday makers in the area. Ultimately, the accommodation mix for the development will be determined by an EOI process and market submissions (subject to Council approval).

The Business Case summarises the results of extensive feasibility analysis, community and industry consultation and options analysis that includes financial analysis and cost benefit analysis. The Business Case intends to provide succinct information to be considered if the decision is made to advance to the tender process and construction phase.

The assessment is based on the information and projections prepared before the onset of COVID-19 pandemic, and as such does not take into account the impact and opportunities associated with it. It is important to highlight that should an EOI be approved the current development timeline extends far beyond the current economic downturn associated with the pandemic. Most importantly the project provides an opportunity to attract local intrastate and interstate visitors that are likely to have higher interest in holidaying within Australia as a result of the pandemic. The proposed development provides an opportunity to boost local employment through both the construction and operation stages, mitigating the long-term effect of the pandemic on the local economy.

1.1 Need for Facility

The development site previously contained a caravan park, which was decommissioned between 2012 and 2015, and represents a significant opportunity for redevelopment into a prime tourism location within the City of Wanneroo.

There is a significant demand for tourist accommodation within the City of Wanneroo. Destination Perth as a tourist region has seen a steady increase in overnight visitors, presenting a demand for additional destinations as overnight stays during peak season can outstrip supply.¹ International visitor numbers in 2018/19 have since exceeded the peak of 2013 with domestic visitor numbers reaching the highest levels to date. As a result, there has been an increase in tourism spend and demand for caravan park style accommodation.

¹ Tourism Research Australia 2019

Quinns Rocks Caravan Park Redevelopment
Business Case



A survey of local and metropolitan residents identified high levels of support for the project. The development of the site into a distinctive tourist or caravan park has the combined benefit of adding to the City of Wanneroo’s overall pool of accommodation for overnight holiday makers, as well as offering a differentiated product.

1.2 Options Analysis

An initial options development has identified three distinct options based on the target market, price points, type of accommodation and spacing to compare results and select preferred options. The options were family tourist park, luxury accommodation and eco retreat. Based on the options analysis, two development options have been selected as meeting the key criteria for the development and being more financially viable. These two options present distinct market offerings with differing number, types and styles of accommodation. The options are:

- **Family Tourist Park:** Providing a mix of caravan sites and affordable chalets suitable for family groups
- **Eco Retreat:** Providing a low impact natural setting with boutique eco-tent accommodation

A key outcome of the Feasibility Study and subsequent consultation was that the final development footprint selected will significantly influence State Government level approvals, commercial viability and community perceptions of the development. Community consultation has highlighted there will be strong support for a design that takes into consideration minimal impact on the local environment. Furthermore, a design with minimal adverse impact on the Bush Forever location will be allowed under State Planning Policy 2.8 dependent on sufficient information on the values. In order to provide comparable results between the options, the required development footprint is kept equal. Both options contain facilities such as a reception, function space/restaurant, children’s play zone and sports space, and outdoor kitchens and BBQs.

1.3 Construction Phase Employment

Family Park

The Family Park option will inject \$34.7 million into the local economy in one year, creating 89 Full-Time Equivalent (FTE) direct jobs and indirectly stimulating up to 239 jobs in the broader economy.



Direct Employment

89 FTEs

Indirect Employment

239 FTEs

Quinns Rocks Caravan Park Redevelopment Business Case



Eco Tents Retreat

The Eco Tents retreat will inject \$26.2 million into the local economy over one year, creating 63 Full-Time Equivalent (FTE) direct jobs and indirectly stimulating up to 172 jobs in the broader economy.



Direct Employment

63 FTEs

Indirect Employment

172 FTEs

1.4 Operation Phase Employment

Family Park

During the operational phase, the Family Park will directly support 36 Full-Time Equivalent (FTE) on-site employment and 3 FTE employment opportunities elsewhere in the City.



On-site Employment

36 FTEs

Other Employment in Local Economy

3 FTEs

Eco Tents Retreat

The Eco Retreat will support 27 Full-Time Equivalent (FTE) on-site jobs and 3 FTE employment opportunities elsewhere in the City.



On-site Employment

27 FTEs

Other Employment in Local Economy

3 FTEs

1.5 Economic Benefits of the Project

Revenue from both accommodation options will provide economic benefits to the City with the Family Park generating an estimated Net Present Value of \$32.7 million over 20-year period. The Eco Tent retreat offers an NPV of \$29.9 million.

The proposed development seeks to attract visitors to the region which will result in increasing footfall along the southern Quinns Beach area and aid in its activation. This will result in additional tourism expenditure that is expected to be absorbed not only at the development but to the wider local economy.

The Family Park option is estimated to attract \$1.1 million retail and food/beverage expenditure per annum into the local economy from both domestic and international visitors. This spend is inclusive of food and beverage purchased at the in-house restaurant and bar and on other items purchased elsewhere in the region. The Eco Tent retreat is estimated to attract up to \$870,000 each operational year for the local economy.

Quinns Rocks Caravan Park Redevelopment Business Case



Economic Benefits	Present Value Family Park	Present Value Eco Tents
 Accommodation Revenue	\$67,501,718	\$49,842,860
 Additional Tourism Expenditure	\$11,334,887	\$9,214,337
Total Economic Benefits	\$ 78,836,605	\$ 59,057,197

1.6 Social Benefits of the Project

The social aspect of the tourist park provides its guest with benefits associated with social interaction and being in nature. Amenities at the park offer visitors the potential for added social interactions by utilising the outdoor kitchen and BBQ structures, as well as interacting with other guests at the children's playzone. Its bush surrounds and proximity to the southern tip of Quinns Beach gives visitors the incentive to engage with nature. There is a scope for some of the facilities to be used by general public.

The playzone not only increases social interactions between parents and children, but also offers health benefits for engaging in physical activity. The analysis estimates that children on average play for 2.03 hours each day in the outdoors with their parents, and this results in a daily health benefit of \$201 per child staying at the Family Park and \$98 per child vacating at the Eco Tent retreat.

The location of the tourist park adjacent to the Quinns Mindarie Surf Life Saving Club presents beach related benefits to the tourist visitors. Some 66% of drownings occur at an unpatrolled beach and the added services provided by the SLSC makes the development attractive to visitors by providing benefits such as drowning prevention.

Local government spending also provides benefits for the wider community by the support of the social, economic, and environmental viability and sustainability of their city. The proposed tourist park will provide a revenue to the City of Wanneroo that can be injected back into the community. A conservative estimate of community benefit of expenditure by local government is \$15 in benefits for every \$1 spent. This presents value generated by restaurant lease revenue to the City of up to \$617,000.

Quinns Rocks Caravan Park Redevelopment Business Case



Social Benefits	Present Value Family Park	Present Value Eco Tents
 Quinns Beach South Vibrancy	Qualitative	Qualitative
 Playground Participation Health Benefits	\$ 607,730	\$295,213
 Engagement in the Great Outdoors	Qualitative	Qualitative
 Government Spending on The Community	\$616,995	\$616,995
 Surf Life Saving Club Community Benefits	Qualitative	Qualitative
Total Economic Benefits	\$1,224,725	\$912,208

1.7 Value for Money

A Cost Benefit Analysis assessed the value for money of the project related to the capital costs and operational costs associated with the project. Total present value economic and social benefits over 20 years amount to an estimated \$79.3 million for the Family Park and \$59.3 million for the Eco Tents (Figure 1). See Section Cost Benefit Analysis for the full breakdown of these benefits.

Figure 1. Benefits and Costs Associated with the Project

Benefits and Costs Present Value (\$)	Family Park	Eco Tents
Economic Benefits	\$78,836,605	\$59,057,197
Health Benefits	\$607,730	\$295,213
Community Benefits	\$616,995	\$616,995
Total Benefits	\$80,061,330	\$59,969,405
Total Costs	-\$47,346,005	-\$30,036,102
Total Net	\$32,715,325	\$29,933,303

Source: Pracsys 2020

The project Benefit Cost Ratio (BCR) is estimated to be 1.69 and a Net Present Value (NPV) of \$32.7 million for the Family park. The BCR is estimated at 2.00 for Eco Tents with an NPV of \$29.9 million. These BCRs indicate that both of the proposed options are suitable for government investment.

Both options present a clear rationale for the development, as long as key non-negotiable criteria are met, such as visual amenity and low environmental impact. It is proposed to invite market to present the suitable

Quinns Rocks Caravan Park Redevelopment
Business Case



option by expression of interest process, with the City clearly defining key criteria. Expression of Interest process has been identified as a potential Stage 3 of the project development, subject to the Council approval. The project is an important opportunity for the City to realise community benefits while minimising the risk as majority of costs and approvals will be the responsibility of the developer and operator. Any costs incurred by the City will arise from negotiation with the operator via the EOI process, but may be limited to servicing of the site or upgrading parking. Such costs would likely be offset by the City's rental income. Further financial analysis will be requested as part of the EOI submission evaluation.



2 INTRODUCTION

Lot 211 Quinns Road, Mindarie is the proposed development site and it is situated approximately 40km from the Perth CBD in Western Australia. It is zoned as 'Parks and Recreation' under the State's Metropolitan Region Scheme (MRS). The site can be seen in context with commercial centres, tourist routes, and major caravan parks and holiday villages in Figure 2.

Figure 2 Lot 211 Quinns Road, Mindarie Context Map



Source: Google Maps 2017, Pracsys 2017

Quinns Rocks Caravan Park Redevelopment
Business Case



The overall site is contained within Bush Forever Site No. 397, a certification which protects clearing of untouched native vegetation unless the clearing can be shown to have a minimal adverse impact on the site.² Native vegetation has previously been cleared across the north-western portion of the site, inclusive of Quinns Mindarie Surf Life Saving Club, Portofinos Restaurant and a carpark. A large area to the south-west of the site contains a decommissioned caravan park which is currently used as overflow parking (the 'indicative development site'). Native vegetation across the indicative development site has been cleared by previous development, although a small amount remains. These areas can be seen in Figure 3.

Figure 3 Proposed Development Site Map



Source: City of Wanneroo 2017, Department of Planning Lands and Heritage 2000, Google Maps 2017

The assessment is based on the information and projections prepared before the onset of COVID-19 pandemic, and as such does not take into account the impact and opportunities associated with it. It is

² State Planning Policy 2.8

Quinns Rocks Caravan Park Redevelopment
Business Case



important to highlight that should an EOI be approved the current development timeline extends far beyond the current economic downturn associated with the pandemic. Most importantly the project provides an opportunity to attract local intrastate and interstate visitors that are likely to have higher interest in holidaying within Australia as a result of the pandemic. The proposed development provides an opportunity to boost local employment through both the construction and operation stages, mitigating the long-term effect of the pandemic on the local economy.



3 STRATEGIC ALIGNMENT

The following Federal, State and Local Government documents (policies and strategies) have been identified as in support of the proposed former Quinns Rocks Caravan Park redevelopment.

Figure 4 Supporting Documents

Document	Relevant Objectives/Focus Area	Project Alignment
National Policy		
Tourism Australia Tourism 2020	Identifies six strategic areas to achieve Australia's tourism potential. Two of these are directly relevant to the project: <ul style="list-style-type: none"> Encourage investment and implement the regulatory reform agenda To provide a consistent and transparent process to raise unsolicited proposals to the Government 	The project will contribute to improving the tourism potential of the City and wider region. It addresses the two strategic areas through: <ul style="list-style-type: none"> Direct investment from the City and developing a strong evidence-base that will facilitate development of a major project Undertaking a thorough project development process that has identified project options which are potentially profitable for industry operators while also being of high quality and meeting the requirements of the local community
Austrade Policy and Strategy	Tourism is prioritised by the Australian Government to help drive investment in tourism infrastructure. Outlines the need for significant investment in tourism infrastructure with investment and regulatory reform: <ul style="list-style-type: none"> Further improve the planning and environmental approval process Deliver better investment facilitation services 	The project presents opportunities with these related areas: <ul style="list-style-type: none"> Takes advantage of the potential increase in overnight visitor expenditure The project construction can commence earlier
State Policy		
Diversify WA	Diversify WA identifies tourism, events and creative industries as a priority sector for growth in WA. There are a number of strategic levers it identifies to achieve the desired vision for the State. The project aligns with three of them: <ul style="list-style-type: none"> Strategic government investment Supporting priority sectors 	The proposed tourism park is applying the three strategic levers: <ul style="list-style-type: none"> The project is in a priority sector The project has a positive benefit to cost ratio (both options) making it a strategic government investment The City has undertaken community and industry consultation to develop the project

Quinns Rocks Caravan Park Redevelopment
Business Case



Document	Relevant Objectives/Focus Area	Project Alignment
	<ul style="list-style-type: none"> Engagement and communication 	
Tourism WA – Two Year Action Plan for Tourism Western Australia 2018-2019	<p>Aid in delivering authentic demand-driving visitor experiences and infrastructure:</p> <ul style="list-style-type: none"> Help drive awareness of Perth's unique natural position Encouraging the development of new tourism attractions 	The proposed location of this project takes full advantage of a uniquely natural setting and represents as a new holiday destination within its region.
<p>Department of Planning, Lands and Heritage</p> <p>Planning Bulletin 49 - Caravan Parks supports the provision of caravan parks in Western Australia</p>	<p>Key planning objectives:</p> <ul style="list-style-type: none"> Recognise commercial sustainability of caravan parks requires some flexibility in product mix, site design and risk mitigation plan for and facilitate growth in the caravan park industry Ensure compatibility of short stay and long stay uses of caravan parks Encourage development and redevelopment of caravan parks responding to environment, economy and context Ensure new caravan parks are located appropriately to their intended market, function and context 	<p>The proposed tourist park succeeds in these areas:</p> <ul style="list-style-type: none"> Positive returns have been estimated for its investors The concept designs have evolved after thorough market research and consultation has been completed The local environment has been taken into consideration during the design stage The location is suited to the local domestic market
Tourism Council WA – WA Tourism Federal Policy Priorities	<p>This document highlights five priorities with two relevant to the proposed project:</p> <ul style="list-style-type: none"> Encourage Australians to holiday at home Develop quality tourism businesses 	<p>The projects is successful in these areas:</p> <ul style="list-style-type: none"> The tourist park is located within the Perth metropolitan area The concept design offers modern facilities at a beachside location
Local Documents		
The City of Wanneroo Tourism Plan 2019-2024	<p>The plan identifies how to best further enhance the City as a unique tourism destination through two relevant strategies:</p> <ul style="list-style-type: none"> Set a direction for tourism in Wanneroo aligned to the City's strengths and opportunities Provide strategic direction on markets that are to be pursued 	<p>The tourist park will create an experience for tourists as it:</p> <ul style="list-style-type: none"> Takes advantage of the Quinns Beach locale Provides a caravan style accommodation offering which is in-line with the growing domestic market



4 PROBLEM & OPPORTUNITIES

4.1 Community Amenity

A survey of local and metropolitan residents identified high levels of support for the project. The survey collected over 1,000 responses with 66% of respondents from the City of Wanneroo and 31% from the wider Perth metropolitan area. The survey covered a broad mix of respondents and highlighted an overall positive attitude towards the project with 82% of respondents showing interest in visiting the tourist park and 77% believing the development will become an important tourism destination within the City of Wanneroo. This is also in line with 68% of respondents believing the tourist park will have a positive impact on local residents.

4.2 Tourism Trends and Market Demand

The market for tourist overnight stays has steadily increased since 2010, largely as a result of the falling Australian dollar (post 2011) and increased visitation from Chinese travellers and other key international markets. Tourist numbers have seen fluctuations since the strengthening of the Australian dollar post 2016, although international numbers on average are still on an upward trajectory.

Strong levels of overnight visitor numbers to the "Destination Perth" tourism region highlights the demand for additional tourism sites. Overnight visitor nights in the region have increased from 12.1 million in 2015 to 15.6 million in 2019. In particular, the demand for overnight stays in peak-season are renowned for outstretching available market supply, representing a significant opportunity for further development in the sector.³ This undersupply is also recognised by the City, as a 'lack of a range of accommodation limits target markets and has a detrimental effect on visitor numbers.'⁴

The City of Wanneroo has experienced a resurgence in overnight visitor numbers despite last year's slight reduction. International visitor numbers for the period 2018/19 has surpassed the peak period demand of 2012/13, whilst domestic visitor nights for the period reached their highest level to date in the period 2017/18. These trends are observable in Figure 5.

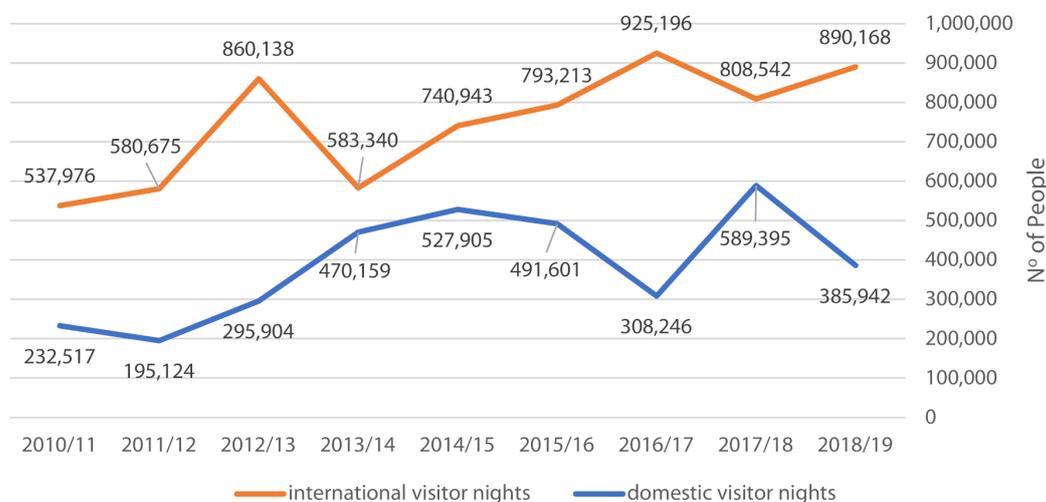
³ Tourism Research Australia 2019

⁴ City of Wanneroo 2011

Quinns Rocks Caravan Park Redevelopment
Business Case



Figure 5 International and Domestic Visitor Nights to the City of Wanneroo



Source: Tourism Research Australia 2020

In order to support ongoing growth in tourism, the City needs to continue to increase its capacity to attract and accommodate tourists. Key markets for visitation to the City have previously been identified as:

- Visiting (and hosts of) friends and relatives
- Indian Ocean Drive north and south bound drivers
- ‘Up-north’ day-trippers
- Events attendees

The site is well positioned to cater to demand as it is located at the junction of Perth’s Sunset Coast drive and the Indian Ocean Drive, with access to both Greater Perth and northern coastal attractions, making the site an ideal start or end point to longer drive-based journeys.

The demographic segment of young families and young couples aged between 25 and 40 years constitutes a large portion of the total overnight visitor market. These groups are particularly attracted to cabin and chalet stays on weekend trips or short stays of three to four days. The location of the Development just 38 km from the Perth CBD, coastal setting and character are likely to appeal to this segment.⁵

Increasing levels of tourism spend, as well as the recent increase in preference for chalet-based accommodation, powered and unpowered camping and caravan sites suggests that there is increasing demand for a tourist park in the region. Growing demand in this market for accommodation can be seen by recent projects, such as the Lancelin Caravan Park and Discovery Eco Retreat on Rottne Island⁶, where construction has recently been completed.

⁵ Brighthouse 2016

⁶ Discovery Rottne Island 2020, <https://www.discoveryholidayparks.com.au/discovery-rottne-island>

Quinns Rocks Caravan Park Redevelopment Business Case



4.3 Regional Accommodation Supply

A number of accommodation providers were identified as being in direct competition to the prospective market of the proposed Tourist Park. These potential competitors exist in the local Mindarie and Quinns Rock areas, as well as further along the coast North of Perth stretching as far north as Jurien Bay.

Figure 6 Local and Regional Tourists Park in Direct Competition with the Development



Source: experienceperth.com 2017, westernaustralia.com 2017, Pracsys 2017

The majority of these accommodation providers cater to a market of low-cost caravan sites, camp sites or basic chalets typically (without the provision of significant open space). The development of the indicative development site into a distinctive tourist park has the combined benefit of adding to the City of Wanneroo's overall pool of accommodation for overnight holiday makers, as well as offering a differentiated product which is likely to:

- Be of a slightly higher price per night but superior quality to the current offerings
- Offer a full holiday experience without being at great distance from the Perth CBD
- Leverage the indicative development site's proximity to the beach which is protected by a shark net, one of very few in the region



5 OPTIONS ANALYSIS

5.1 Option Development Process

The project development process has involved community consultation, technical studies and industry consultation.

An initial survey was undertaken to understand the attitude of City residents towards the management of the beach and overall site. This information was combined with a number of independent studies to design four development scenarios. These scenarios were assessed through a feasibility study to understand their potential financial viability.

In July 2019, industry consultation was undertaken to better understand the potential private interest in developing a tourist park at the site and the parameters they would consider. A number of industry representatives were interviewed:

- RAC
- Mandalay Busselton
- Discover Parks Swan Valley & Coogee
- Shire of Gingin

The industry representatives indicated the site would be highly developable with some clearing and expressed interest in participating in future bids. Important elements they noted include:

- Site dimensions will influence type of operator, smaller site suited to smaller owner-operator
- There must be a clear target market for the development
- Advice regarding practical considerations such as accommodation spacing, landscaping and wind breaks, rates, lease period and useful additional park attractions (e.g. BBQs, playgrounds, pool etc.)
The advice was included in the development of the final options to be assessed
- Highlighted the target market and non-negotiables need to be clearly stated in the potential EOI.

The size of the site and development potential would likely attract operators such as Discovery or RAC.

In 2019-2020, the City conducted a further community survey to seek feedback from members of the community throughout the Perth metropolitan area, to gain an understanding on opinions and level of support towards the development of the site and its future use. The survey returned over 1,000 responses, covering a broad mix of respondents and highlighted an overall positive attitude towards the project. Respondents placed a high importance on providing easy beach access, BBQ and picnic facilities, and children's play spaces. When asked about values regarding the park design, respondents placed a high importance on development that is sensitive to the requirements of the area, followed by the project's ability to boost the local economy. Respondents also identified a natural and organic design and feel that the tourist park was of high importance. Further to that, all local businesses that participated in the survey stated that the development will have neutral or positive impact on their business.

Quinns Rocks Caravan Park Redevelopment Business Case



The consultation results helped define a set of final options for consideration in an Options Assessment.⁷

5.2 Options Assessment

The three development options considered include:

- **Option 1 - Family Tourist Park:** Providing a mix of caravan sites and affordable chalets suitable for family groups
- **Option 2 - Luxury Units:** Providing higher build quality units priced as an alternative to hotel style accommodation
- **Option 3 - Eco Retreat:** Providing a low impact natural setting with eco-tent accommodation

The Options Assessment uses a high-level multi-criteria analysis with five criteria that are in line with the general public consultation workshops held by the City of Wanneroo. Each option was scored on a scale of 0 to 10 against five specific criteria developed to measure the option's ability to address the problems that have been highlighted and the ability to capitalise on opportunities (Figure 7).

Figure 7 Multi-Criteria Analysis Scores

MCA Scores	Option 1 Family Stay	Option 2 Luxury Units	Option 3 Eco Tents	Criteria Weighting
RCR	8.6	7.2	10.0	0.2
Risk	5.2	2.0	6.9	0.2
Environmental	6.2	1.1	9.2	0.3
Visual	7.4	0.7	9.7	0.2
Economic	6.8	9.1	3.4	0.1
Total Weighted Score	6.7	3.2	8.4	1.0

Source: Pracsys 2020

5.2.1 Criterion 1 – Revenue Cost Ratio

RCR is an indicator used to highlight the relationship between the relative costs and the revenue of a proposed project. This is expressed in present value monetary terms. If the option returns a RCR value greater than 1.0, the option is anticipated to produce a positive net present revenue to the City of Wanneroo. If the RCR value is below 1.0, the option's present value costs outweigh the revenue and is considered to be unviable.

Option 1's estimated initial investment of up to \$35.8 million based on the full developed area. The present value revenue is calculated at \$68.3 million while the total cost present value is calculated at \$47.3 million. This results in a net present value of \$21.0 million and a RCR of 1.44. The ROI for the project has been calculated at 44%, meaning over the 20-year period there is a 44% return on the present value investment.

This high-end option requires considerable investment estimated at up to \$52.5 million based on the full developed area. Due to the considerable level of accommodation on offer, this option's present value revenue

⁷ The detailed Options Assessment is provided in:
City of Wanneroo 2020, Quinns Rock Tourist Park Briefing Not – Options Assessment

Quinns Rocks Caravan Park Redevelopment Business Case



is calculated at \$76.4 million with total costs present value calculated at \$62.6 million. This results in a net present value of \$13.8 million. The Option's RCR is calculated at a more modest 1.22 and shows an estimated return of investment of 22%.

Option 3 represents the more cost sensitive option and requires initial investment of up to \$27.0 million based on the full developed area. The project's total revenue at present value is calculated at \$50.7 million, with total costs at present value to be \$30.0 million. This results in net present value of \$20.6 million. The project's RCR is calculated at 1.69 with an ROI estimated to be 69%.

The Family Park provides a middle ground between the other two designs on offer. This option offers a range of caravan sites that require minimal upkeep costs but also offers a modest cabin-style accommodation to guests. The Eco Retreat receives the highest RCR score as eco-tents require minimal construction and low upkeep costs.

For details on the financial analysis, please see **Appendix A: Financial Analysis Results**.

5.2.2 Criterion 2 – Risk on Capital Expenditure

Each of the three options represent different options for initial capital expenditure. The Family Park represents a higher risk associated with capital expenditure and therefore receives the lower score. Eco Retreat receives the highest score as the option requires the least initial investment.

5.2.3 Criterion 3 – Environmental Impact

The environmental impact score was calculated using the calculated ROI and the average footprint of the accommodation structures (square metre) in each option. The Eco Retreat was given the highest score due to the small footprint and minimal construction requirements. For the potential proponent, it will be important to consider the effect of the wind on the tents' distribution throughout the proposed site. The proximity to the beach means the tourist park is susceptible to wind and the Eco Retreat will be the most affected scenario due to the nature of the structures.

5.2.4 Criterion 4 – Visual Impact

The tourist park's visual impact was considered critical from the responses received in the general public consultation workshops. The responses highlighted the importance of minimising the visual impact on the natural landscape. Both the Family Park and Eco Tents receive high scores as the designs include only single-storey accommodation. The Eco Retreat rates even higher due to the small footprint of eco-tents, which allows for more vegetation to be planted around the site grounds.

5.2.5 Criterion 5 – Economic Impact

The economic impact scores were calculated using the estimated total number of tourists each option could accommodate at full capacity. The more visitors the park can accommodate, the more expenditure will flow to the surrounding area, supporting other local businesses such as retailers and charter vessel operators. Scores were based on the following assumptions:

Quinns Rocks Caravan Park Redevelopment Business Case



- Caravan sites accommodate four people (two adults and two children).
- One bedroom can accommodate two people (adults or children).
- Eco-tents house two people (adults or children) per night.

In this category, the Eco Retreat received the lowest score as the accommodation style limits the total number of guests in the park to an estimated 262 at full capacity, impeding the economic impact of this option. The Family Park can accommodate more visitors with a total of 630 persons at full capacity. Despite this, the design offers only modest accommodation options combined with caravan sites. Family tourists who may be more attracted to the price-conscious offerings in this option, may not have the financial spending habits of those choosing to stay in the Eco Retreat.

5.3 Preferred Options

Based on the assessment, Option 1 – Family Retreat and Option 3 – Eco Retreat are the preferred options. They provide suitable opportunity for significant economic and social benefits through environmental preservation, social interaction, and tourism expenditure capture. Both are environmentally and site conscious in design, and will integrate into the natural landscape, minimising the potential for negative externalities, such as impeded views and local congestion. The Family Park offers a traditional low-cost caravan park experience by providing cabin accommodation mixed with caravan spaces. The Eco Retreat offers minimal structural eco-tent accommodations and maximises the level of open spaces between each structure resulting in minimal impact on the landscape. Both options achieve a positive return on investment and a positive RCR, indicating that they are suitable for government funding.

Alignment with the City's Values

The preferred options are in alignment with the City of Wanneroo's Strategic Community Plan 2017/18 – 2026/27 which outlines four priority themes, namely:

- Society
- Economy
- Environment (natural and built)
- Civic leadership

Society

The development of the overall site can create a distinctive multi-purpose destination which will encourage social interaction, community wellbeing, and active and healthy lifestyles. These benefits will arise from a combination of the site's natural coastal setting and development potential for built amenities such as the opening of a new restaurant and beachside children's playzone. City of Wanneroo residents will have access to the child playzone facilities and the beachfront via the site. Increased presence and activity will provide passive surveillance, ensuring that the area is safe for all members of the community.

Economy

Quinns Rocks Caravan Park Redevelopment Business Case



The development of currently unproductive land into its full productive capacity as a tourist park is expected to give rise to economic benefits in the form of revenue for the park, and spill-over expenditure to adjoining businesses both on and off-site. For the City, this additional revenue can be reinvested to support its strategic objectives. Furthermore, a number of jobs are expected to be created from the development, and the development itself is likely to provide a one-off injection of revenue to the local construction industry.

Environment

The development of the site into a tourist park is intended to embody the virtues of sustainable design and behaviour. Necessary precautions were considered to ensure the environmental value of Quinns Beach and the adjoining native bushland are not overly impacted by the development. The proposed options provide appropriate pathing around sensitive bushland areas with limited land allowance for development based on assessments of environmental constraints.

Civic Leadership

The development represents responsible planning for the future growth anticipated by the City's tourism industry and the process that has been undertaken in developing this Business Case is directly in line with the City's stated objectives. This can be seen under the City of Wanneroo draft Economic Development Strategy & Action Plan action item 1.4 c) for industry diversification.

In early 2017 on behalf of the City, Cardno conducted an online and postal survey amongst the users of Quinns Beach. This formed part of a Coastal Hazards Risk Management and Adaption Plan. The results from the survey intended to highlight the attitudes towards preservation and development of the beach and proposed site. Respondents placed the highest value on environmental, safety and facilities and amenities.

Following this initial survey, in 2019-2020 the City of Wanneroo conducted a Community Survey to seek feedback from members of the community throughout the Perth metropolitan area, to gain an understanding on opinions and level of support towards the development of the site and its future use. Survey results show respondents placing high value on beach access, amenities and children's play spaces. Responses on the design of the facility showed respondents would support a natural and organic design that would not encroach on the natural view of the area.

This Business Case demonstrates civic responsibility through the process that has been undertaken, with multiple community engagements that have provided direct input into the final options.



6 DESIGN AND COST

6.1 The Family Tourist Park

The Family Tourist Park focuses on providing a range of family-oriented accommodation options and offers a more traditional caravan park environment. This option offers two different types of powered caravan sites; sites with shared ensuites and larger drive-through caravan sites. Accompanying these sites are two-bedroom and three-bedroom chalet offerings. Figure 8 provides examples of similar accommodation and Figure 9 presents an initial architectural concept for the design and layout of the development.

Figure 8 Family Tourist Park Concept Examples

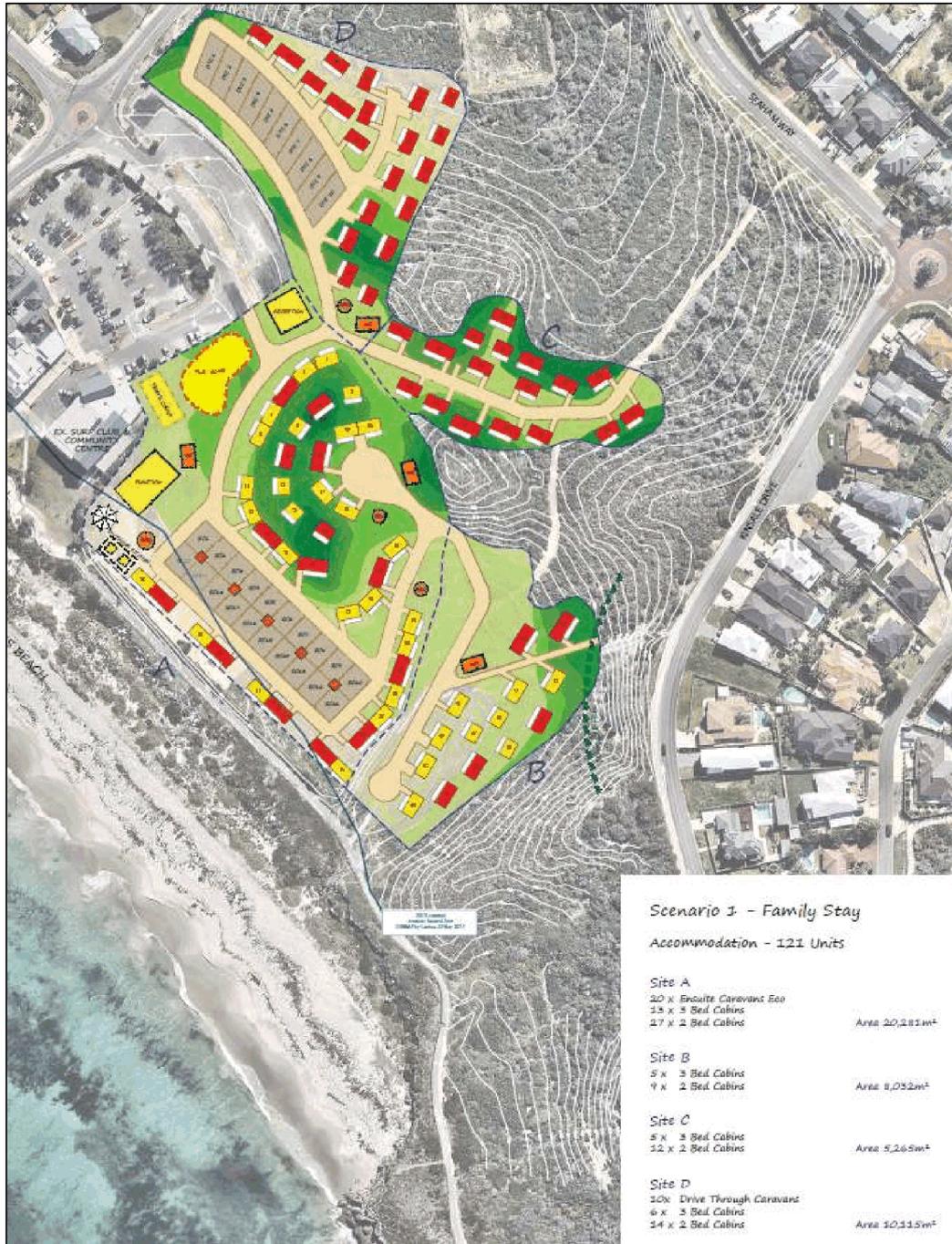


Source: Mandalay Resort & Tourist Park Busselton, Discovery Park Woodman Point, Discovery Park Coogee Beach (2020)

Quinns Rocks Caravan Park Redevelopment
Business Case



Figure 9 – Family Tourist Park Design Concept



Source: Gresley Abas Architects (2019)

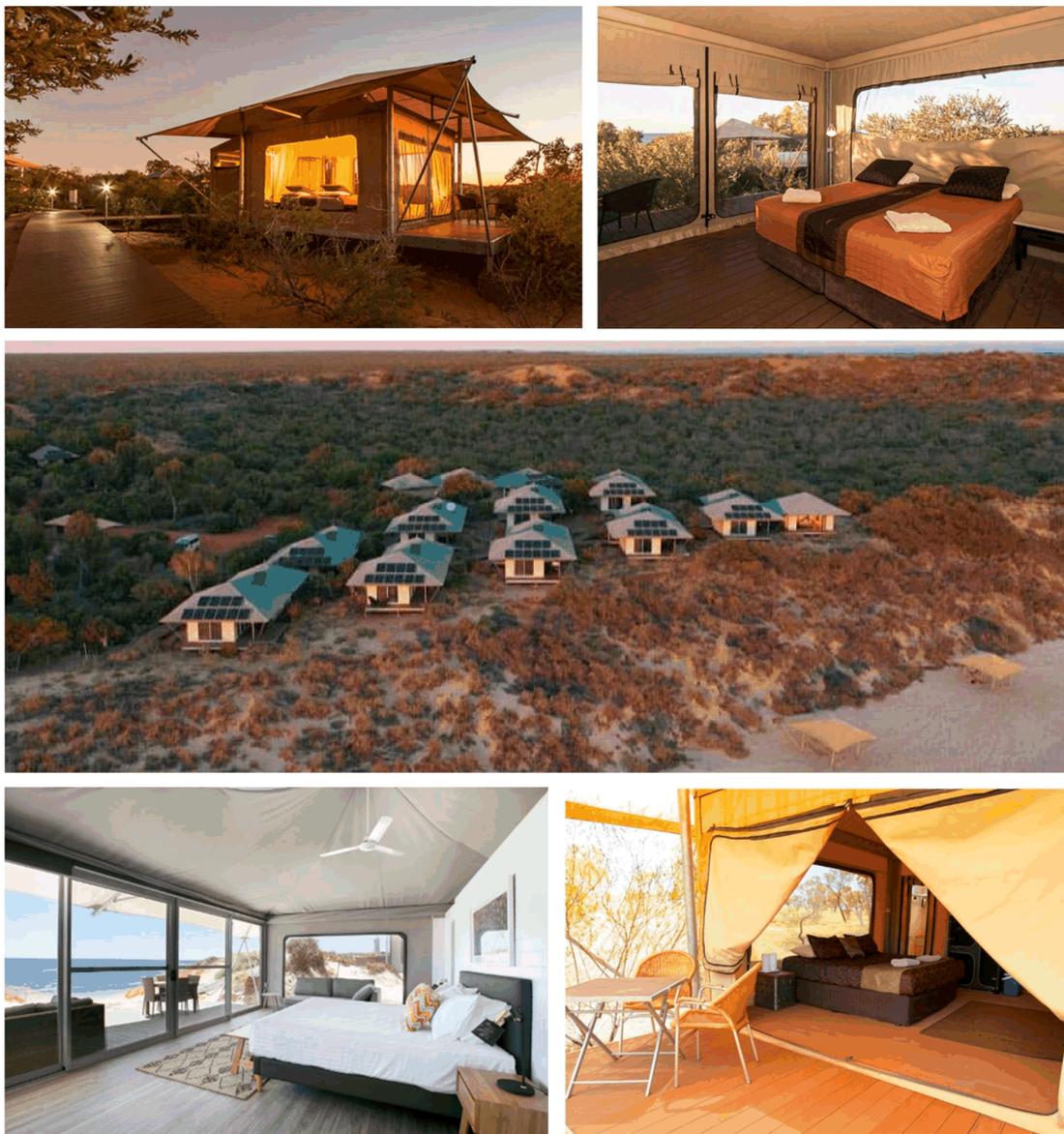
Quinns Rocks Caravan Park Redevelopment Business Case



6.2 The Eco Retreat

The Eco Retreat option focuses on a more environmentally aware offering by providing eco-tent accommodation. This option would be designed in a way that allowed the structures to be enveloped within the landscape and had been conceived to minimise the impact on the existing natural terrain. This option will offer guests two accommodation options – entry-level eco-tents with an ensuite and larger luxury-style eco-tents.

Figure 10 Eco Tents Concept Examples



Source: Ramada Eco Beach Broome, Discovery Parks Rottneest, Eco Retreat Karijini (2020)

Quinns Rocks Caravan Park Redevelopment
Business Case



Figure 11 Eco Tents Retreat Design Concept



Source: Gresley Abas (2019)



6.3 Capital Costs

Figure 12 below outlines the initial capital costs associated with each tourist park option. The Family Park will require added costs due to the more substantial structures required on site. As with the nature of eco tent formations, lower capital costs are required to construct the Eco Retreat. Please refer to the City of Wanneroo – Tourism Park Options Assessment 2020 for details.

Figure 12 Tourist Park Capital Costs

Accommodation Options	Capital Cost (\$)
Family Park	35,772,873
Eco Tents	26,999,532

Source: Pracsys 2020

6.4 Operating Costs

Operating costs differ greatly between the two accommodation options due to the nature of the structures required. The larger lodgings on offer in the Family Park require increased annual costs and requires an additional \$1 million in annual costs over the Eco Retreat.

Figure 13 Tourist Park Annual Operating Costs

Option	Fixed Costs (\$)	Variable Costs (\$)
Family Park	332,500	1,400,537
Eco Tents	242,500	424,186

Source: Pracsys 2020

A detailed breakdown of all capital-, fixed- and variable costs are outlined in the City of Wanneroo – Tourism Park Options Assessment 2020.



7 CONSTRUCTION PHASE IMPACT

The economic impact of developing the options has been assessed using ABS National Input-Output tables at an Input-output Industry Group (IOIG)⁸ level. The methodology involves estimating the total direct and indirect employment, value add and output arising from the options.

7.1.1 Input-Output Tables Methodology

Input-Output tables provide information about supply and disposition of commodities in the Australian economy as well as the structure and inter-relationships between industries.⁹ The National Input-Output tables were used to derive input-output multipliers. The multipliers predict the total impact on all industries of changes in the demand for output of any one industry. Total impact multipliers were calculated for employment, gross value added and output. The obtained multipliers were then combined with annual expenditure data to estimate the direct and indirect economic effect of the project on the economy.

7.1.2 Assumptions and Limitations

The following assumptions and limitations apply to the model:

- Results of the model represent the gross impacts in the absence of capacity constraints.
- National Input-Output table approximates the actual patterns of linkages between industries in the regional economy;
- Analysis assumes that the industrial structure of the economy is fixed. Considering the scale of the Redevelopment project, it is likely that this assumption stays true;
- Estimates the employment impact based on the average output per Full Time Equivalent (FTE) employee. It is likely a significant component of the impact will result in an increase in the number of hours worked by existing employees, with some additional employment created.

7.1.3 Construction phase

Economic impact in the construction phase was calculated based on the estimated cost of \$35.8 million for the Family Park option and \$27 million for the Eco Tents. The expenditure was applied to the appropriate industry sector based on the breakdown of costs (Figure 14).

Figure 14. Construction Stage and Corresponding Industry

Construction Activity	Industry
Accommodation (Cabins, Caravan Spaces, Eco Tents)	Residential Building Construction
Function space/Restaurant/Bar	Non-residential building construction
Reception/Information centre	Non-residential building construction
Children's Playzone	Non-building construction

⁸ Industry grouping used by the ABS for constructing National Input-Output Tables

⁹ ABS, 1995, Introduction to Input-Output Multipliers

Quinns Rocks Caravan Park Redevelopment
Business Case



Construction Activity	Industry
Swimming Pool	Non-building construction
Outdoor Kitchen/BBQ	Non-building construction
Preliminaries	Construction trade services
Professional fees	Professional, Scientific and Technical services

Source: ABS I-O Tables (2012-13)

The costs for the Family Park option are concentrated in one year with the construction directly injecting approximately \$34.7 million into the local economy. This will lead to an estimated \$111.7 million in total output for the broader economy (Figure 15). This large multiplying effect on total output describes the significant amount of industry-to-industry inputs within the construction sector e.g. purchasing of materials that must be manufactured within Australia.

Figure 15. Family Tourist Park impact of Construction Activity: Increase in Output

Construction Type	Cost (Direct Output) (\$)	Total Output (\$)
Accommodation (Family Stays)	13,389,000	46,073,090
Function Space/Restaurant/Bar	1,600,000	5,229,496
Reception/Information centre	846,000	2,765,096
Children's Playzone	216,000	705,982
Swimming pool	65,000	212,448
Tourist Park Facilities	1,525,000	4,984,363
Roads and Pavings	1,212,510	3,825,969
Earthworks	475,161	1,499,330
Power and Lighting	1,798,684	5,425,399
Water Supply	344,015	762,254
Gas Supply	225,665	603,712
Fire Services	779,100	2,463,096
Sewer	465,340	1,227,722
Stormwater	735,850	1,941,418
Landscaping and Improvements	1,591,000	5,200,080
Design contingency	3,790,249	11,432,588
FF&E where applicable	365,000	1,153,934
Professional fees and disbursements	2,905,857	8,764,984
Development charges (planning fees, DA fees etc.)	871,757	2,800,472
TOTAL¹⁰	33,201,189	107,071,433

Source: ABS I-O Tables (2012-13);

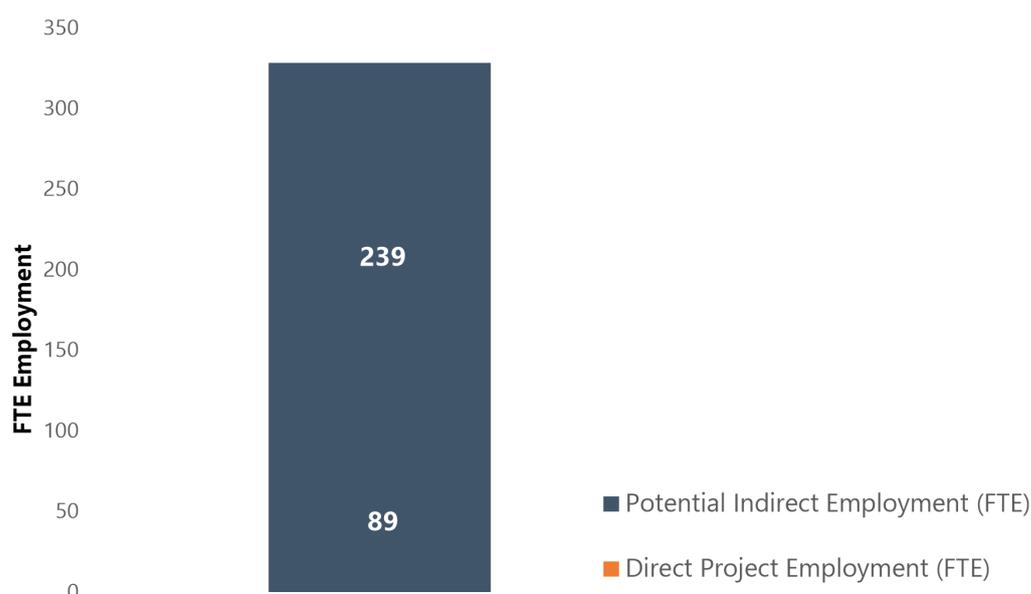
¹⁰ Construction contingency of \$3,790,249 not included in table

Quinns Rocks Caravan Park Redevelopment Business Case



The project is expected to create 89 direct FTE employment opportunities in the local area. The construction phase is estimated to generate 239 indirect and induced FTE employment opportunities (Figure 16) in the broader economy.

Figure 16. Family Tourist Park Impact of Construction Activity: Number of FTE Employees



Source: ABS I-O Tables (2012-13); Pracsys, 2020

The same structure was applied to the Eco Tents option where costs are concentrated in one year with the construction directly injecting approximately \$26.2 million into the local economy. This will lead to an estimated \$82.2 million in total output for the broader economy (Figure 17).

Figure 17 Eco Tents Tourist Park impact of Construction Activity: Increase in Output

Construction Type	Cost (Direct Output) (\$)	Total Output (\$)
Accommodation (Eco Tents)	8,074,500	27,785,284
Function space/Restaurant/Bar	1,600,000	5,229,496
Reception/Information centre	846,000	2,765,096
Public/Shared Facilities	281,000	918,430
Tourist Park Facilities	682,250	2,229,890
Roads and Pavings	1,061,590	3,469,738
Earthworks	475,161	1,553,034
Power and Lighting	1,778,384	4,278,950
Water Supply	344,015	762,254
Gas Supply	225,665	603,712
Fire Services	779,100	2,463,096
Sewer	465,340	1,227,722

Quinns Rocks Caravan Park Redevelopment Business Case

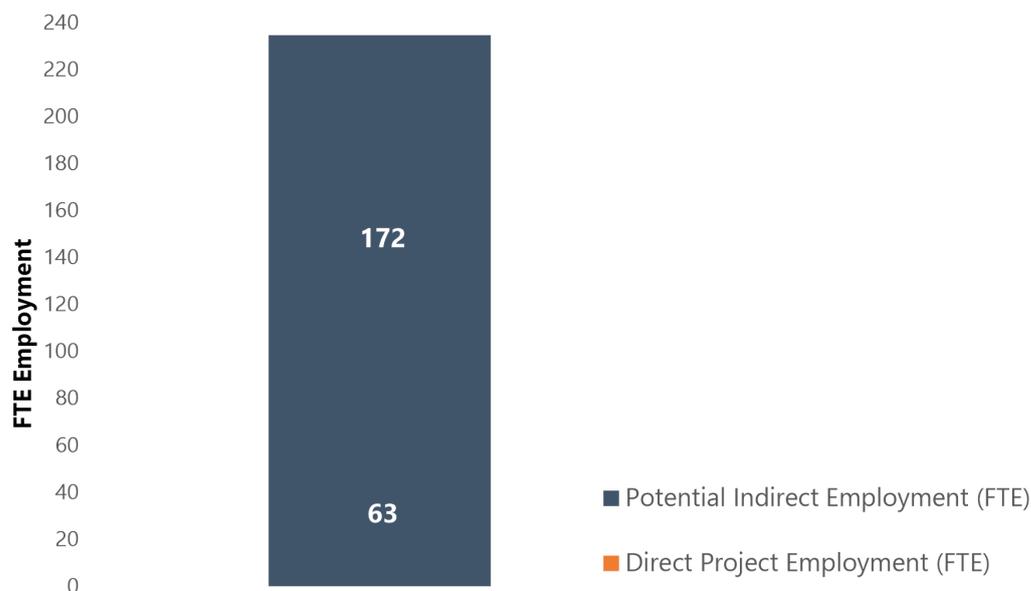


Construction Type	Cost (Direct Output) (\$)	Total Output (\$)
Stormwater	780,850	1,730,174
Landscaping and Improvements	1,613,500	5,273,620
Design contingency	2,851,103	8,599,828
FF&E where applicable	365,000	1,153,934
Professional fees and disbursements	2,185,846	6,593,202
Development charges (planning fees, DA fees etc.)	655,754	2,106,573
TOTAL¹¹	25,065,058	78,744,032

Source: ABS I-O Tables (2012-13)

The Eco Retreat option is expected to create 63 direct FTE employment opportunities in the local area. The construction phase will generate an estimated 72 indirect and induced FTE employment opportunity (Figure 18) in the broader economy.

Figure 18 Eco Retreat Tourist Park Impact of Construction Activity: Number of FTE Employees



Source: ABS I-O Tables (2012-13); Pracsys, 2020

7.1.4 Operation Phase

Tourism Employment

The development of the site will create a suite of employment for the local economy. While construction jobs are outlined in the Construction Phase Impact section, the completed tourist park will generate a range of internal and external employment for the community.

¹¹ Construction contingency of \$1,092,923 not included in table

Quinns Rocks Caravan Park Redevelopment
Business Case

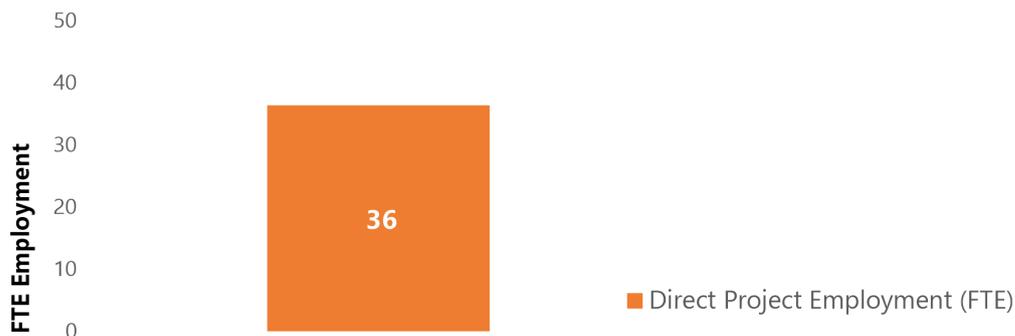


The proposed tourist park will require a range of positions such as administration, housekeeping, grounds-people and maintenance. Caravan Park and Camping Ground Managerial positions have stable prospects, with employment numbers estimated to remain constant between 2018 and 2023.¹² The depth of roles will be reliant on the accommodation style chosen, with the Eco Tents option requiring a greater number of grounds-people and gardeners due to the increased greenery in the park grounds. The Family Park option will require added housekeeping personnel due to the greater number of accommodation units on offer, which in turn would also require extra maintenance positions.

Potential employment was calculated based on the estimated visitor expenditure on accommodation and food and beverage. The expenditure was applied to the appropriate industry sector based on the breakdown of costs.

The Family Park is estimated to support 36 direct FTE positions on-site during its operational phase.

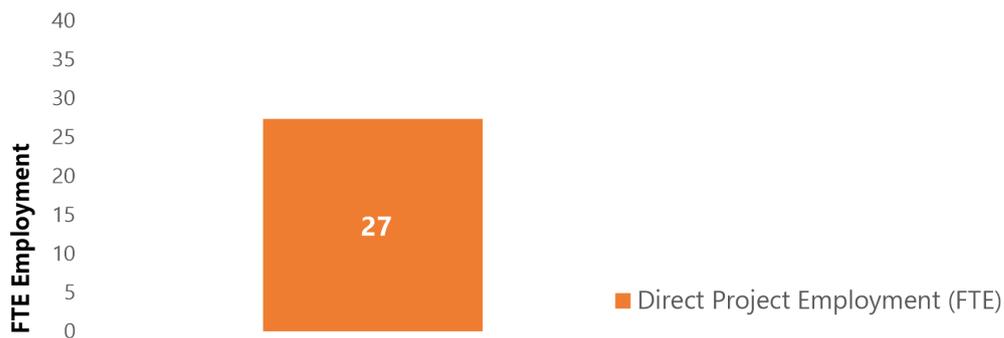
Figure 19 Family Park Operational Phase Impact on Employment: FTE Positions



Source: ABS I-O Tables (2012-13); Pracsys, 2020

The Eco Retreat will support 27 Full-Time Equivalent (FTE) on-site jobs.

Figure 20 Eco Retreat Operational Phase Impact on Employment: FTE Positions



Source: ABS I-O Tables (2012-13); Pracsys, 2020

¹² Job Outlook 2020, <https://joboutlook.gov.au/Occupation?search=alpha&code=1412>



8 ONGOING IMPACT PATHWAYS

8.1 Methodology Overview

Impact Pathways are central to the economic and social impact assessment. Impact Pathways are a method of summarising the process by which value is created through a Project (Figure 21).

Figure 21 Impact Pathways Approach



Source: Pracsys (2017) based on the SROI Network International's Guide to Social Return on Investment 2015

The identified impacts are then monetised by using the 'benefit transfer' method – drawing values (through financial proxies) from high-quality studies and applying them to the context in question. The consistent quantification of metrics allows the direct comparison of project costs and benefits, summarised in the Benefit Cost Ratio (BCR).

8.2 Critical Assumptions

Costs and Timeframe

The capital and operating costs for each accommodation option are stated in the Options Analysis section. It is assumed that the project will progress following an open tender process and dependent on the option chosen, construction was assumed to take place in one year during 2021.

Additional Costs and Benefits

For the purpose of the analysis, only the additional costs and benefits that would not have occurred but for the projects being evaluated. This means that only the benefits for additional tourist visitors (visitors attracted to the tourist park in line with its projected occupancy rates) and additional impacts on current and future residents were included in the report.

Discount Rate and Present Value

To be directly comparable in a CBA, the monetised flows of future costs and benefits need to be discounted back to present dollar terms. This reflects the market's preference to place greater weight on consumption occurring closer to the present, and the opportunity cost of the investment. In the analysis, all future costs and benefits are discounted to obtain the present value of benefits and costs. A standard 20-year timeframe was set for this analysis; after 20-years, present value costs and benefits become minor.

The rate that converts future values into present values is known as the discount rate. The office of Best Practice Regulation (2016) requires the calculation of present values at an annual real discount rate of seven percent (7%). This is consistent with the NSW Treasury (2007) and USOMB (2003). As with any uncertain

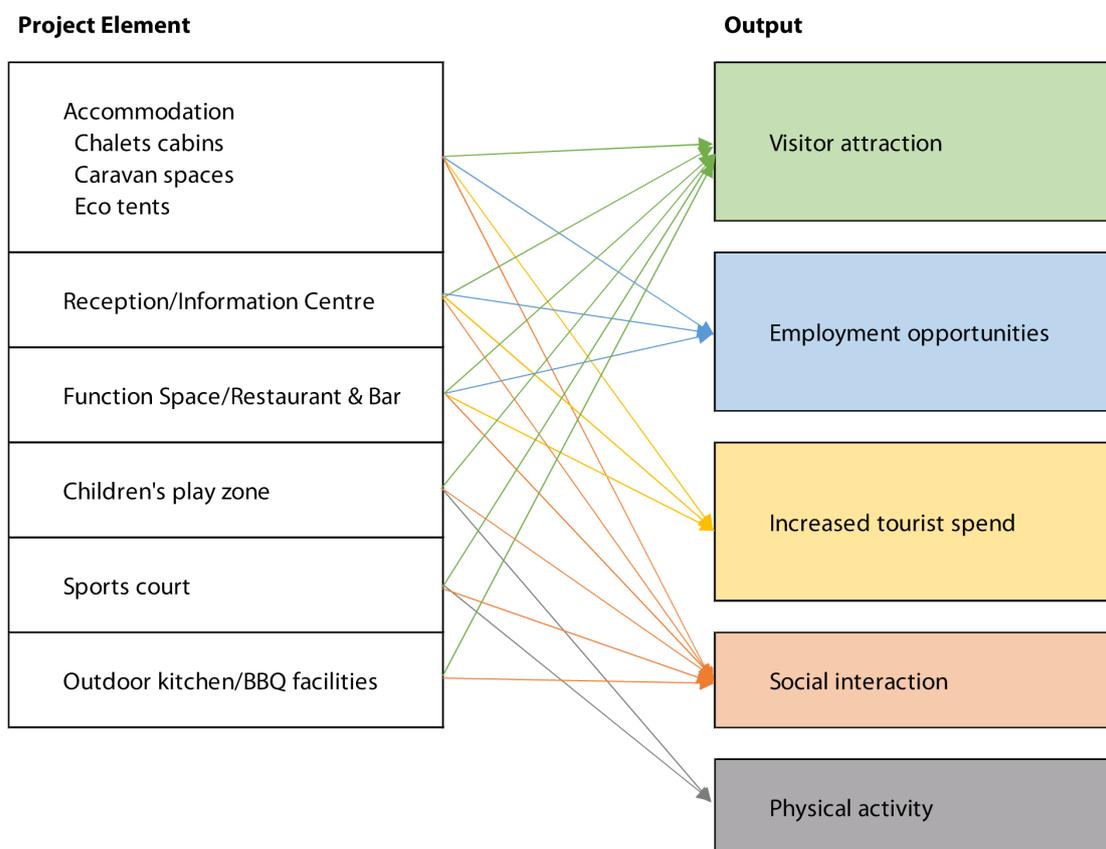
Quinns Rocks Caravan Park Redevelopment
Business Case



variable, sensitivity analysis was conducted, so in addition to the 7% 'central' discount rate, the net present values were also calculated with real discount rates of 3% and 10%.

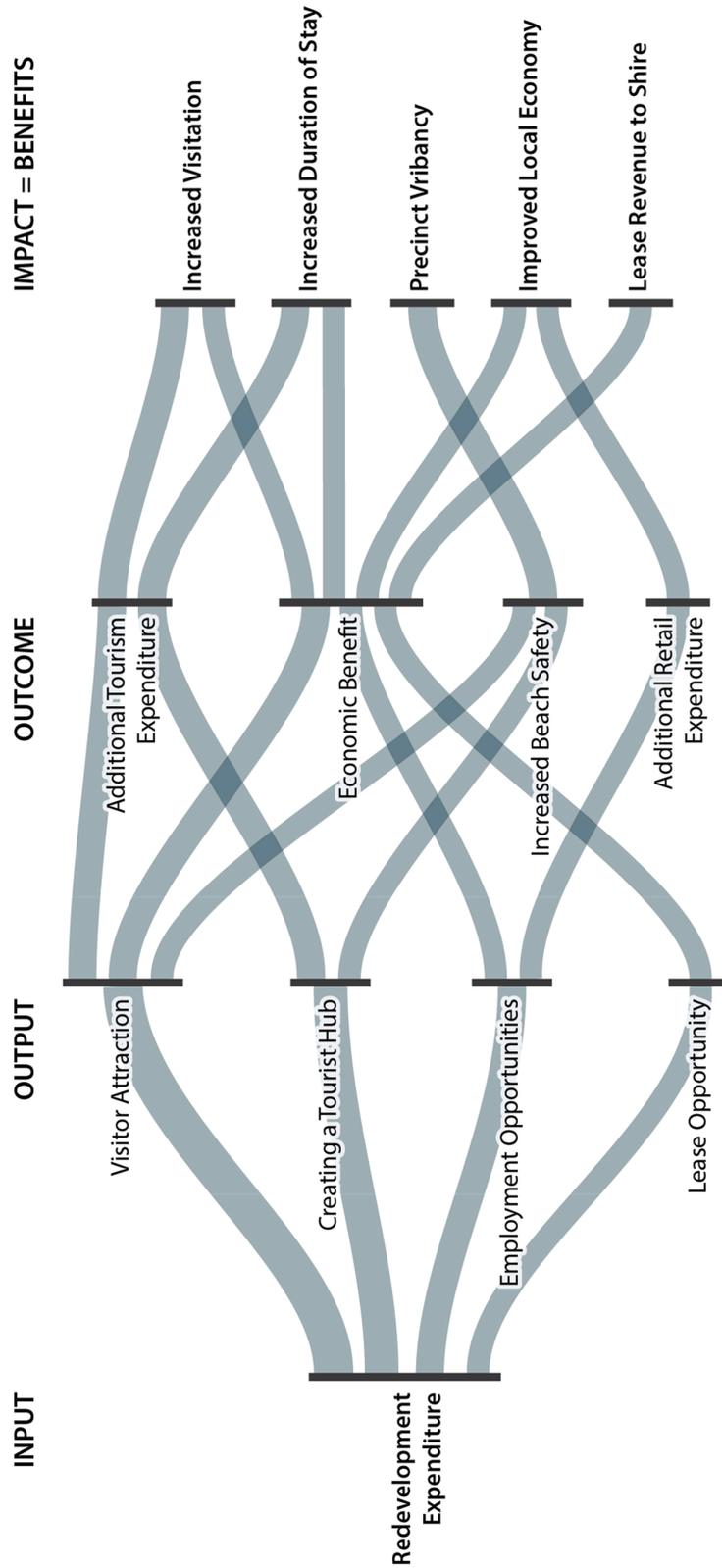
8.3 Impact Pathways

Direct investment into each element of the proposed development allows for several outputs to be created that in turn trigger outcomes (positive changes) for the community and the City of Wanneroo. Each element of the development has the potential to create specific outputs that address the needs of the tourist park visitors and local residents. Overall, the development will create an activity hub that supports the following outputs.



Each project output is associated with specific positive changes in the community. The process through which specific outcomes are achieved is mapped over-page.

Quinns Rocks Caravan Park Redevelopment
Business Case





9 VALUING ONGOING IMPACTS

This section of the report aims to discuss and quantify, where possible, the impacts (benefits) associated with each outcome identified in Section 8 Ongoing Impact Pathways.

There exists a mixture of benefits associated with the development of both options for the Quinns Road Tourist Park, and only certain benefits can be successfully expressed in monetary values. Therefore, the combined benefits of the entire project are expected to be higher than those quantified. All benefits have been assessed over a 20-years period using a 7% discount rate to determine the present value of future benefits.

9.1 Quinns Beach South Vibrancy

The proposed development site is a decommissioned caravan park at the southern end of Quinns Rock Beach. The Quinns Mindarie Surf Lifesaving Club and Community Centre, and Portofinos Restaurant and Function Venue are adjacent to this site.

This project presents an opportunity to create additional vibrancy to the beach location by enticing tourists to visit and interact within the other businesses. The tourist park is expected to improve the attractiveness of the area which in turn will produce a more profitable commercial environment.

9.2 Additional Tourism Expenditure

Additional Tourist Expenditure

It is estimated that approximately 39,000 international and 134,700 domestic overnight visitors will travel to the City in 2023, the estimated first year of operation for the proposed Tourist Park. WA tomorrow has forecasted that the West Australian population will grow at an annualised rate of 1.80% in the decade between 2021 and 2031. This growth has been applied to the domestic visitor numbers to estimate the future visitation. In regards to International visitor numbers, the growth rate estimated by Tourism Research Australia for Greater Perth have been applied in the analysis. It is estimated that on average, domestic overnight visitors in Western Australia will spend \$170.45 while international visitors will spend \$94.68 per night. After applying the average visitor spend, a further breakdown of the spending habits is required to provide a more granular view of where potential benefits can be achieved. It is expected that visitor spend on accommodation, food and beverage will be absorbed into the local economy more so than spending on travel items such as airfares, car rental and taxis. Figure 22 below illustrates the variations between estimated visitor spend from those lodging at either the Family Park or Eco Tents tourist park options.

Quinns Rocks Caravan Park Redevelopment
Business Case



Figure 22 Estimated Visitor Spending Habits in 2023

Family Park	Domestic	International
Groceries for self-catering (\$)	221,539	1,278
Alcohol, drinks (not already reported) (\$)	210,467	1,183
Takeaway and restaurant meals (\$)	631,790	3,675
Eco Tents	Domestic	International
Groceries for self-catering (\$)	180,093	1,039
Alcohol, drinks (not already reported) (\$)	171,093	962
Takeaway and restaurant meals (\$)	513,594	2,988

Source: Pracsys 2020

It is important to note that the total 'takeaway and restaurant meals' spend includes purchases made outside of the Tourist Park grounds as well as meals and drinks purchased at the in-house restaurant of the Tourist Park. Therefore, it captures potential spending benefits for the wider economy and also for the Tourist Park itself.

The calculated present value of additional tourism expenditure over a 20-year period for each accommodation option is highlighted in Figure 23.

Figure 23 Additional Tourism Expenditure Present Value

Accommodation Option	Present Value of Additional Tourism Expenditure
Family Park	\$11,058,395
Eco Retreat	\$8,989,572

Source: Pracsys 2020

Long-term employment

Through the use of the Australian Bureau of Statistics' (ABS) Input-Output tables, multipliers were derived to estimate the total impact on all industries of changes in the demand for output of any one industry.

Potential visitor spend outside of the tourist park but within the City will support local tourism employment. To be conservative only potential spend towards groceries and beverages (both alcoholic and non-alcoholic) have been used to estimate the long-term employment supported by the tourist park. Overall, there is a minimum of 3 FTE employment opportunities induced elsewhere in the City by the Family Park and the Eco Retreat.

9.3 Visitors and Playground Participation

The children's playzone and activity areas are the same in both options. The playzone will include playground equipment, a bouncy castle structure, and a tennis/sports activity court. These facilities are integral in attracting and catering to family groups of the tourist park and offer potential benefits through physical activity and exercise.

Quinns Rocks Caravan Park Redevelopment Business Case



Research has identified that some 25% of domestic caravan and camping visitors consist of family groups of parents and children.¹³ Further research has identified the average number of children within a family group in Western Australia is 1.8.¹⁴ This analysis assumes that 25% of visitors to the tourist park will be comprised of visitors benefitting from the playzone (parents and children).

Applying the estimated occupancy rates over the calendar year and across differing accommodation types, the Family Stay option is estimated to attract over 68,000 visitors each year, while the Eco Tent option is estimated to attract over 33,200 annual visitors. This equates to over 8,100 children visitors each year staying at the Family Park option while up to 4,000 children are estimated to vacation at the Eco Tents option.

Figure 24 Breakdown of Family Groups and Children

	Family Park	Eco Tents
Total pax	68,381	33,217
Family group (persons)	17,095	8,304
Adults	8,939	4,342
Children	8,157	3,962

Source: Pracsys 2020

Extra research has identified that children on average, play for 2.03 hours each day in the outdoors with their parents.¹⁵ This analysis assumes the playzone enables children to play for the average identified time during their stay at the tourist park. In addition, one hour each day was injected through the summer months to account for the longer days and warm weather conditions. The Family Stay option is expected to bring a daily health benefit of \$201 for children and the Eco Retreat option is estimated to attract \$98 in health benefits per day.

Figure 25 Children's Benefits from Physical Activity

Benefits of Physical Activity (\$/hour spent)	Accommodation Options	Total Hours per Day	Health Benefit Daily (\$)	Health Benefit Annual (\$)
3.02	Family Stay	67	201	57,365
	Eco Tent	32	98	27,866

Source: Pracsys 2020, Bureau of Meteorology, Wakefield Research

it has been a requirement by the City that the children's playzone remain available for public use. The attractiveness of the new playzone for the local residents is dependent on the current supply of playgrounds in the Quinns Rock and Mindarie area. National benchmarks show the ideal supply to the community is one playground per population of 1,300.¹⁶ External research has highlighted that there are 13 existing playgrounds

¹³ Tourism WA 2017, *Caravan and Camping Visitor Snapshot 2017*

¹⁴ Australian Bureau of Statistics 2017

¹⁵ Wakefield Research for IPEMA 2017, *Voice of Play Survey*

¹⁶ City of Burnside, *Playground Strategy 2014-2025*

Quinns Rocks Caravan Park Redevelopment Business Case



in the Quinns Rock and Mindarie area. ABS Census 2016 data shows Quinns Rock and Mindarie have a combined population of approximately 16,245 and it is estimated that there is a playground for every 1,250 persons. This result is below the national benchmark which means there is an above average supply for the existing population.

There are physical activity benefits available to the users of this new playzone but we expect that day trippers visiting from the wider community (those outside of Quinns Rock and Mindarie) will take advantage of these benefits. It is uncertain on the number of people estimated to flow through the area after the completion of the tourist park, and therefore no benefits have been calculated.

9.4 Camping, Caravans and the Great Outdoors

The tourist park will provide additional capacity for camping. The proposed location provides visitors with the perfect opportunity to engage with the outdoors. Some benefits stemming from visitation include:

- Increased social opportunities and interactions within a family group
- Increased social opportunities with other family groups
- Health advantages linked to outdoor activities and green spaces

Green spaces and tree-lined pathways give people an improved sense of community. A study has identified one's probability for extending one's life was linked to their ability to get involved in leisurely activities, like walking, in local parks and tree-lined streets.¹⁷ Further research has identified that natural landscapes in the urban environment improve physical and mental health. Views of nature, such as trees and large bodies of water, promote a drop in blood pressure and reduce stress.

Caravan parks offer guests an environment that promotes social interactions not only within an immediate travel or family group, but with other guests of the facility. Family groups make up 25% of campers, group and family travellers can take advantage of the added time spent together. Participating in family activities together is found to create stronger emotional bonds between parents and children and improve communication between family members.¹⁸ These improvements will build understanding and trust between family groups and as a flow on effect, parents are better equipped to support their children's wellbeing and development.

Social interactions outside of one's immediate family group are also encouraged within the tourist park grounds as the children's playzone will be open to the general public. Social interactions provide a range of benefits include increased physical health as social activities tend to increase one's level of physical activity with the additional motivation to maintain physical health to keep up with their peers. As social gatherings tend to incorporate food and meals, there is a tendency to improve one's eating habits through social events. Staying connected with others improves one's brain active and engaged leading to improved mental

¹⁷ Takano T. et al 2002, 'Urban residential environments and senior citizens' longevity in megacity areas: the importance of walkable green spaces. *Journal of Epidemiology and Community Health*, Vol. 12

¹⁸ South University Counselling and Psychology 2016, *The Advantages of Family Time*

Quinns Rocks Caravan Park Redevelopment Business Case



sharpness. Another benefit is the impact of having a support system of peers that share common experiences. This can result in longer and happier lives through deep and fulfilling connections.

9.5 Benefits from Government Spending

Local governments contribute to long-term positive outcomes for their communities by supporting the social, economic and environmental viability and sustainability of their municipality. Revenue received by a council is redistributed to the community through the provision of services, development of infrastructure or through community and economic development initiatives. The proposed tourist park will provide revenue to the City of Wanneroo that will be injected back into the community.

This analysis conservatively used only the lease revenue from the on-site restaurant and bar that will be received by the City with an estimated per annum revenue of \$80,000, so the actual benefits are likely to be higher. The estimated community benefit of expenditure by local governments could be as high as \$15 for every dollar spent on community development.¹⁹ The City of Wanneroo spend around 5.2% of its revenue on community programs, therefore it was conservatively assumed that at least 5.2% of the future lease revenue will be spent on community development. The present value of the community development benefits is up to \$617,000.

9.6 Surf Life Saving Club Community Benefits

A flow on effect of the construction of the tourist park is an increase in the number of persons attending the Quinns Beach south area. Western Australian surf conditions can be dangerous, erratic and provide a constant threat to those not necessarily competent with traversing the beach environment. The coastline also requires steady monitoring for ocean predators that pose a risk for beach goers. Quinns Beach is amongst three other Perth beaches that have installed shark nets for the protection of its patrons. This is a major drawcard for swimmers concerned with shark safety. The Quinns Mindarie Surf Lifesaving Club (SLSC) neighbours the proposed development site and is the point of contact for all surf related issues for current and future visitors to the Quinns Beach South Area. Beach patrol activities provide benefits such as drowning prevention and the prevention of permanent incapacitations.

External research has shown that ocean drownings are the most prominent within Western Australia, making up 35% of all drownings.²⁰ Some 45% of all drownings are located near major cities or within metropolitan areas. Over the last 10 years, 66% of coastal drownings occurred away from a patrolled beach. Of those that occurred within 1km of a patrolled beach, some 55% occurred outside of patrolled hours.²¹ This highlights the increased risk of beach locations without the services of a SLSC. Therefore, added benefits exist for visitors by the placement of the Tourist Park adjacent to the Quinns Mindarie Surf Life Saving Club. This increases benefits

¹⁹ Nef Consulting 2010. Catalysts for Community Action and Investment: A Social Return on Investment analysis of community development work based on a common outcomes framework. Available from: < <https://www.lcsansw.org.au/documents/item/464> >

²⁰ Royal Life Saving Australia 2019, *National Drowning Report*

²¹ Royal Life Saving Australia 2018, *Coastal Safety Report*

Quinns Rocks Caravan Park Redevelopment
Business Case



in drowning prevention and permanent incapacitations and improves the attractiveness of the Tourist Park as a holiday destination.



10 COST BENEFIT ANALYSIS

Costs and Benefits

The cost benefit analysis combines estimates of both economic impacts and quantified social impacts. The benefits accredited to the options have been calculated based on the marginal benefit associated with each option. Costs are based on independently verified estimates (see Section 6.3 Capital Cost).

Costs were analysed over a 20-year period. Capital expenditure for the project as well as additional ongoing costs were included in the analysis. Ongoing operating costs for the proposed development were provided by the City of Wanneroo and equate to approximately \$17.9 million for the Family Park and \$7.8 million for the Eco Retreat over the 20-year period.

Figure 26 outlines the present value of benefits calculated from the additional expenditure stemming from the visitors to the tourist park, along with the health benefits associated with children engaging with the proposed playzone. Benefits have also been identified through the investments by local governments for the wider community. This is done through the support of the social, economic, and environmental viability and sustainability of their city. Revenue received by the City through the Tourist Park will be injected back into the community. A estimate of community benefit of expenditure by local government is \$15 in benefits for every dollar spent. This presents value generated by revenue to the City of up to \$617,000.

Figure 26 Present Value of Benefits

Accommodation	Additional Tourism Expenditure (\$)	Children's Playground Engagement (\$)	Community Benefits from Local Government Spending
Family Park	\$11,334,887	\$607,730	\$616,995
Eco Tents	\$9,214,337	\$295,213	\$616,995

Source: Pracsys 2020

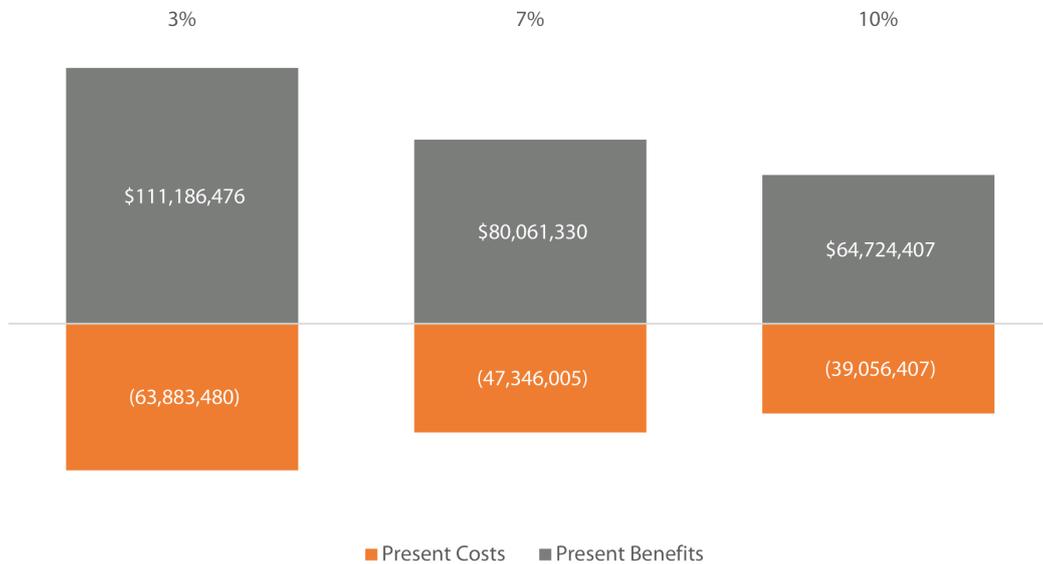
Benefit Cost Ratio and Net Present Value

The Benefit Cost Ratio (BCR) was calculated based on the ratio of present value benefits to present value costs, evaluated over a 20-year period for the Family Park option (Figure 27) and also explores results achieved with discount rates of 3% and 10%.

Quinns Rocks Caravan Park Redevelopment
Business Case



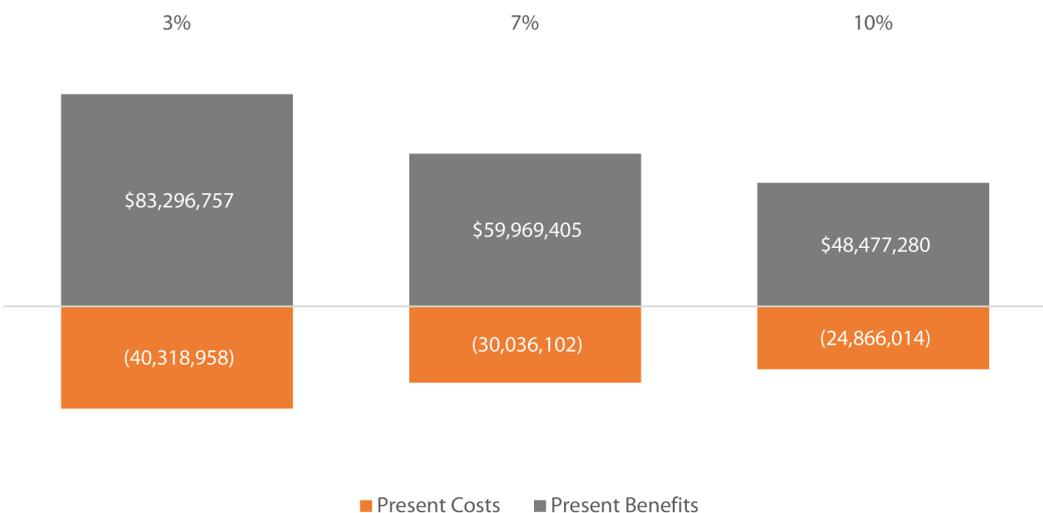
Figure 27. Present Value Benefits and Costs – Family Park



Source: Pracsys 2020

The analysis estimates a BCR of 1.69 for the Family Park option, indicating that for every dollar in costs there is approximately \$1.69 of benefits in the community (Figure 29). There is an economic only BCR of 1.67, which indicates a likely substantial benefit to the local economy associated with the project. A positive NPV indicates that the project is a good value for money in the long term. The project is likely to provide significant long-term benefits with an NPV of approximately \$32.7 million.

Figure 28 Present Value Benefits and Costs – Eco Tents



Source: Pracsys 2020

Quinns Rocks Caravan Park Redevelopment
Business Case



The analysis estimates a BCR of 2.00 for the Eco Retreat, indicating that for every dollar in costs there is approximately \$2.00 of benefits generated in the community (Figure 29). The economic only BCR is 1.97 which indicates a likely substantial benefit to the local economy associated with the project. A positive NPV indicates that the project is a good value for money in the long term. The project is likely to provide significant long-term benefits with an NPV of approximately \$29.9 million.

A sensitivity analysis was conducted to test the effect of different discount rates on the analysis (Figure 29). All discount rates return a positive NPV and a BCR above 1.60.

Figure 29. NPV and BCR

		Discount Rate		
		3%	7%	10%
Total Costs (\$PV)				
Family park		(63,883,480)	(47,346,005)	(39,056,407)
Eco Tents		(40,318,958)	(30,036,102)	(24,866,014)
Total Benefits (\$PV)				
Family park		\$111,186,476	\$80,061,330	\$64,724,407
Eco Tents		\$83,296,757	\$59,969,405	\$48,477,280
NPV (\$)				
Family park		\$47,302,997	\$32,715,325	\$25,668,000
Eco Tents		\$42,977,799	\$29,933,303	\$23,611,266
BCR				
Family park		1.74	1.69	1.66
Eco Tents		2.07	2.00	1.95

Sources: Pracsys 2020



11 CONCLUSION

The development of the proposed site into a distinctive tourist park with a focus on either providing a traditional caravan park experience or a boutique eco tent atmosphere will cater to the growing market of caravan holidaymakers along the Western Australian coast. The offer of providing a full overnight holiday experience and remaining in close proximity to the Perth CBD is a strong drawcard for many vacationers. Not only will the Tourist Park attract visitors, it will also provide residents with access to a child playzone and maintain access to the beach with minimal impact on visual amenity. This site presents untapped potential for the City of Wanneroo by providing a catalyst for economic development through tourism and improving the sense of place for local residents.

There are strong financial, economic and clear social benefits resulting from the completion of the Tourist Park irrespective of the accommodation design chosen. The Family Park option is estimated to attract a present value revenue of \$68.3 million with an overall social and economic benefits totalling \$80.0 million. This project will generate 89 FTE positions in the construction phase (short term), support 26 FTE on-site positions during its operational phase and directly support 3 FTE positions elsewhere in the City in the long-term. A BCR of 1.69 represents a sound investment for the City.

The construction of an Eco Retreat will attract a present value revenue of \$50.7 million, along with an overall social and economic benefits of \$60.0 million. The retreat will generate 63 FTE positions in the construction phase and is estimated to support 27 FTE on-site jobs during its operational phase, with support for 3 FTE positions elsewhere in the City over the long-term. This option offers a BCR of 2.00 which presents a better investment proposition for the City.

To summarise, the proposed development provides the City of Wanneroo with an appropriate investment option in either constructing a Family Park or an Eco Retreat. Both options present a clear rationale for the development, as long as key non-negotiable criteria are met, such as visual amenity and low environmental impact. It is proposed to invite market to present the suitable tourist park option by expression of interest process, with the City clearly defining key criteria.

The project is an important opportunity for the City to realise community benefits while minimising the risk as majority of costs and approvals will be the responsibility of the developer and operator. Any costs incurred by the City will arise from negotiation with the operator via the EOI process, but may be limited to servicing of the site or upgrading parking. Such costs would likely be offset by the City's rental income. Further financial analysis will be requested as part of the EOI submission evaluation.



12 APPENDIX A: FINANCIAL ANALYSIS RESULTS

This appendix documents the costs and revenues associated with each option in detail, including their final present value revenue, present value cost, net present value, benefit cost ratio, and return on investment. The table below provides a quick reference as to the financial configuration of each option.

Figure 30 Overall Financing Structure

Variables	Option 1	Option 2	Option 3
Discount Rate (% p.a.)		7	
Interest Rate (% p.a.)		4	
Discounting Period (years)		20	
Financing Type	Initial Capital Finance		
ROI Target	Maximum		

Figure 31 Accommodation Revenue Assumptions

Accommodation Type	Low Season price per night	High Season price per night	High Season Occupancy Rate (%)	Low Season Occupancy Rate (%)
Ensuite (shared) caravan sites	\$48	\$60	85%	40%
Drive through caravan sites	\$56	\$70	85%	40%
3 Bedroom cabins	\$300	\$375	85%	50%
2 Bedroom cabins	\$236	\$295	85%	50%
2 Level twin key - 6 bedrooms	\$880	\$1,100	85%	40%
1.5 Level - 4 bedrooms	\$640	\$800	85%	40%
1 Level - 3 bedrooms	\$480	\$600	85%	40%
Luxury Eco-Tents	\$240	\$300	85%	30%
Ensuite Eco-Tents	\$200	\$250	85%	30%

12.1 Option 1 Family Park – Revenues and Costs

Figure 32 Option 1 – Estimated Revenues

Option 1	Number	Revenue per Unit (\$ p.a.)	Total Revenue (\$ p.a.)
Ensuite (shared) caravan sites	20	\$9,437	\$188,748
Drive through caravan sites	10	\$11,010	\$110,103
3 Bedroom cabins	45	\$67,594	\$3,041,719
2 Bedroom cabins	60	\$53,174	\$3,190,425
Function space/Restaurant	1	\$80,000	\$80,000
Totals			\$6,610,995

Figure 33 Option 1 - Estimated Capital Costs

Category	Item	Unit (per)	Quantity	Capital Cost (\$)
Accommodation	Ensuite (shared) caravan sites	unit	20	\$600,000
	Drive through caravan sites	unit	10	\$170,000

Quinns Rocks Caravan Park Redevelopment
Business Case



Category	Item	Unit (per)	Quantity	Capital Cost (\$)
	3 Bedroom cabins	unit	29	\$4,466,000
	2 Bedroom cabins	unit	62	\$8,153,000
Public/Shared Facilities	Play zone including equipment (900m2)	unit	1	\$150,000
	Tennis/play space	unit	1	\$65,000
	Function space/Restaurant	m ²	400	\$1,600,000
	Outdoor kitchen	m ²	150	\$240,000
	Children's Bouncy Castle	No	1	\$30,000
	Bench Seating	No	6	\$36,000
Tourist Facilities Park	Reception	m ²	235	\$846,000
	BBQ (15 m2 each)	No	4	\$53,000
	Ablution block 2 No	m ²	320	\$1,232,000
Roads and Paving	Roads and car parking	m ²	8,241	\$906,510
	Paving	m ²	3,600	\$306,000
Earthworks	Clear site	m ²	43,693	\$65,540
	Cut and fill over site	m ³	32,770	\$409,622
Power and Lighting	MSB	unit	1	\$195,000
	HV mains	m	1,110	\$272,600
	LV sub-mains	m	1,486	\$210,334
	Switchboards	unit	195	\$68,250
	Primary external lighting	unit	66	\$330,000
	Secondary external lighting	unit	190	\$237,500
	Western power	fixed	1	\$285,000
	Sundries	fixed	1	\$200,000
Water Supply	Mains connection to site boundary	fixed	1	\$50,000
	Mains	m	1,110	\$183,150
	Lines	m	1,486	\$96,590
	Hosecocks	unit	41	\$8,200
	Meters	unit	27	\$6,075
Gas Supply	Mains connection to site boundary	unit	1	\$30,000
	Mains	m	1,110	\$94,350
	Lines	m	1,486	\$96,590
	Meters	unit	21	\$4,725
Fire Services	Mains connection to site boundary	unit	2	\$100,000
	Site mains	m	1,110	\$205,350
	Lines	m	415	\$45,650
	Hose reels/hydrants	unit	14	\$23,100
	Tanks and pumps	unit	1	\$305,000
	Sundries	fixed	1	\$100,000
Sewer	Mains connection to site boundary	unit	1	\$50,000
	150 diameters	m	1,110	\$194,250
	100 diameters	m	1,486	\$96,590
	Grease traps	unit	2	\$30,000
	Manholes	unit	21	\$94,500
Stormwater	Soakwells/Gully's	unit	89	\$489,500

Quinns Rocks Caravan Park Redevelopment
Business Case



Category	Item	Unit (per)	Quantity	Capital Cost (\$)
	Lines	m	1,310	\$111,350
	Sundries	fixed	1	\$135,000
Landscaping and Improvements	Landscaping and irrigation	m ²	28,000	\$1,260,000
	Site identity signage and Wayfinding	fixed	1	\$100,000
	Shade structures	m ²	204	\$106,000
	Urban furniture	fixed	1	\$125,000
Design/Capital Contingencies	Design contingency	fixed	15%	\$3,790,249
	Construction contingency	fixed	5%	\$1,452,929
	Escalation provision - Say 2 years to start	fixed	3.5%	\$1,118,755
	FF&E where applicable	fixed	1	\$365,000
	Professional fees and disbursements	fixed	10%	\$2,905,857
	Development charges (planning fees, DA fees etc.)	fixed	3%	\$871,757
Total				\$35,772,873

Figure 34 Option 1 - Operating Costs

Fixed Costs	Amount p.a. (\$)	
Insurance - public liability		\$2,500
Security services & CCTV		\$15,000
Management and staff fee		\$200,000
Municipal rates and taxes		\$15,000
Water rates and consumption		\$10,000
Ground Lease (payable to City of Wanneroo) ²²		\$90,000
Total		\$332,500
Variable Costs	Rate (\$)	Cost p.a. (\$)
Mechanical maintenance	\$8.63	\$93,645
Energy costs	\$25.16	\$263,066
Fire services maintenance	\$2.88	\$31,215
General Repairs & Maintenance	\$11.50	\$124,860
Pavings - cleaning and repairs	\$1.44	\$15,032
Gardens and soft landscaping maintenance	\$1.80	\$18,790
Administration costs	\$32.35	\$338,228
General insurance	\$8.99	\$97,547
Cleaning - General	\$17.97	\$187,904
Lighting consumables	\$1.44	\$15,032
Electrical maintenance	\$1.44	\$15,607
Hydraulics maintenance	\$1.08	\$11,706
Sundry costs	\$17.97	\$187,904
Subtotal		\$1,400,537
Total Operating Costs		\$1,733,037
Op Cost / m²		\$532

²² City of Wanneroo March 2018, Valuation

Quinns Rocks Caravan Park Redevelopment
Business Case



12.2 Option 2 Luxury Units – Revenues and Costs

Figure 35 Option 2 – Revenues

Option 1	Number	Revenue per Unit (\$ p.a.)	Total Revenue (\$ p.a.)
2 Level twin key - 6 bed	19	\$173,019	\$3,287,361
1.5 Level - 4 bed	14	\$125,832	\$1,761,648
1 Level - 3 bed	24	\$94,374	\$2,264,976
Totals			\$7,313,985

Figure 36 Option 2 - Estimated Capital Costs

Category	Item	Unit (per)	Quantity	Capital Cost (\$)
Accommodation	2 Level twin key - 6 bed	unit	19	\$12,426,000
	1.5 Level - 4 bed	unit	14	\$5,698,000
	1 Level - 3 bed	unit	24	\$8,160,000
Public/Shared Facilities	Play zone including equipment (900m2)	unit	1	\$150,000
	Tennis/play space	unit	1	\$65,000
	Function space/Restaurant	m ²	400	\$1,600,000
	Outdoor kitchen	m ²	150	\$240,000
	Children's Bouncy Castle	No	1	\$30,000
	Bench Seating	No	6	\$36,000
Tourist Park Facilities	Reception	m ²	235	\$846,000
	BBQ (15 m2 each)	No	9	\$119,250
	Ablution block 2 No	m ²	160	\$616,000
Roads and Paving	Roads and car parking	m ²	7,439	\$818,290
	Paving	m ²	3,080	\$261,800
Earthworks	Clear site	m ²	43,693	\$65,540
	Cut and fill over site	m ³	32,770	\$409,622
Power and Lighting	MSB	unit	1	\$195,000
	HV mains	m	1,015	\$247,900
	LV sub-mains	m	886	\$125,330
	Switchboards	unit	80	\$28,000
	Primary external lighting	unit	66	\$330,000
	Secondary external lighting	unit	190	\$237,500
	Western power	fixed	1	\$285,000
	Sundries	fixed	1	\$200,000
Water Supply	Mains connection to site boundary	fixed	1	\$50,000
	Mains	m	1,015	\$167,475
	Lines	m	886	\$57,590
	Hosecocks	unit	41	\$8,200
	Meters	unit	27	\$6,075

Quinns Rocks Caravan Park Redevelopment
Business Case



Category	Item	Unit (per)	Quantity	Capital Cost (\$)
Gas Supply	Mains connection to site boundary	unit	1	\$30,000
	Mains	m	1,015	\$86,275
	Lines	m	886	\$57,590
	Meters	unit	21	\$4,725
Fire Services	Mains connection to site boundary	unit	2	\$100,000
	Site mains	m	1,015	\$187,775
	Lines	m	415	\$45,650
	Hose reels/hydrants	unit	14	\$23,100
	Tanks and pumps	unit	1	\$305,000
	Sundries	fixed	1	\$100,000
Sewer	Mains connection to site boundary	unit	1	\$50,000
	150 diameters	m	1,015	\$177,625
	100 diameters	m	886	\$57,590
	Grease traps	unit	2	\$30,000
	Manholes	unit	21	\$94,500
Stormwater	Soakwells/Gully's	unit	84	\$462,000
	Lines	m	1,220	\$103,700
	Sundries	fixed	1	\$180,000
Landscaping and Improvements	Landscaping and irrigation	m ²	28,600	\$1,287,000
	Site identity signage and Wayfinding	fixed	1	\$100,000
	Shade structures	m ²	206	\$133,000
	Urban furniture	fixed	1	\$125,000
Design/Capital Contingencies	Design contingency	fixed	15%	\$5,583,015
	Construction contingency	fixed	5%	\$2,140,156
	Escalation provision - Say 2 years to start	fixed	3.5%	\$1,647,920
	FF&E where applicable	fixed	1	\$365,000
	Professional fees and disbursements	fixed	10%	\$4,280,312
	Development charges (planning fees, DA fees etc.)	fixed	3%	\$1,284,093
Total				\$52,520,598

Quinns Rocks Caravan Park Redevelopment
Business Case



Figure 37 Option 2 - Operating Costs

Fixed Costs	Amount p.a. (\$)	
Insurance - public liability	\$ 2,500	
Security services & CCTV	\$15,000	
Management and staff fee	\$200,000	
Municipal rates and taxes	\$15,000	
Water rates and consumption	\$10,000	
Ground Lease (payable to City of Wanneroo) ²³	\$90,000	
Total	\$332,500	
Variable Costs	Rate (\$)	Cost p.a. (\$)
Mechanical maintenance	\$8.63	\$103,126
Energy costs	\$25.16	\$290,719
Fire services maintenance	\$2.88	\$34,375
General Repairs & Maintenance	\$ 11.50	\$137,501
Paving - cleaning and repairs	\$1.44	\$16,613
Gardens and soft landscaping maintenance	\$1.80	\$20,766
Administration costs	\$32.35	\$373,781
General insurance	\$8.99	\$107,423
Cleaning - General	\$17.97	\$207,656
Lighting consumables	\$1.44	\$16,613
Electrical maintenance	\$1.44	\$17,188
Hydraulics maintenance	\$1.08	\$12,891
Sundry costs	\$17.97	\$207,656
Subtotal		\$1,546,307
Total Operating Costs		\$1,878,807
Op Cost / m²		\$539

12.3 Option 3 Eco Retreat – Revenues and Costs

Figure 38 Option 3 – Revenues

Option 1	Number	Revenue per Unit (\$ p.a.)	Total Revenue (\$ p.a.)
Luxury eco tents	63	\$40,299	\$2,538,837
Ensuite eco tents	68	\$33,583	\$2,283,610
Totals			\$4,822,447

Figure 39 Option 3 - Estimated Capital Costs

Category	Item	Unit (per)	Quantity	Capital Cost (\$)
Accommodation	Luxury eco tents	unit	63	\$4,504,500
	Ensuite eco tents	unit	68	\$3,570,000
Public/Shared Facilities	Play zone including equipment (900m2)	unit	1	\$150,000

²³ City of Wanneroo March 2018, Valuation

Quinns Rocks Caravan Park Redevelopment
Business Case



Category	Item	Unit (per)	Quantity	Capital Cost (\$)
	Tennis/play space	unit	1	\$65,000
	Function space/Restaurant	m ²	400	\$1,600,000
	Children's Bouncy Castle	No	1	\$30,000
	Bench Seating	No	6	\$36,000
Tourist Facilities	Park Reception	m ²	235	\$846,000
	BBQ (15 m2 each)	No	5	\$66,250
	Ablution block 1 No	m ²	160	\$616,000
Roads and Paving	Roads and car parking	m ²	6,869	\$755,590
	Paving	m ²	3,600	\$306,000
Earthworks	Clear site	m ²	43,693	\$65,540
	Cut and fill over site	m ³	32,770	\$409,622
Power and Lighting	MSB	unit	1	\$195,000
	HV mains	m	1,110	\$272,600
	LV sub-mains	m	1,486	\$210,334
	Switchboards	unit	137	\$47,950
	Primary external lighting	unit	66	\$330,000
	Secondary external lighting	unit	190	\$237,500
	Western power	fixed	1	\$285,000
	Sundries	fixed	1	\$200,000
Water Supply	Mains connection to site boundary	fixed	1	\$50,000
	Mains	m	1,110	\$183,150
	Lines	m	1,486	\$96,590
	Hosecocks	unit	41	\$8,200
	Meters	unit	27	\$6,075
Gas Supply	Mains connection to site boundary	unit	1	\$30,000
	Mains	m	1,110	\$94,350
	Lines	m	1,486	\$96,590
	Meters	unit	21	\$4,725
Fire Services	Mains connection to site boundary	unit	2	\$100,000
	Site mains	m	1,110	\$205,350
	Lines	m	415	\$45,650
	Hose reels/hydrants	unit	14	\$23,100
	Tanks and pumps	unit	1	\$305,000
	Sundries	fixed	1	\$100,000
Sewer	Mains connection to site boundary	unit	1	\$50,000
	150 diameters	m	1,110	\$194,250
	100 diameters	m	1,486	\$96,590
	Grease traps	unit	2	\$30,000
	Manholes	unit	21	\$94,500
Stormwater	Soakwells/Gully's	unit	89	\$489,500
	Lines	m	1,310	\$111,350
	Sundries	fixed	1	\$180,000

Quinns Rocks Caravan Park Redevelopment
Business Case



Category	Item	Unit (per)	Quantity	Capital Cost (\$)
Landscaping and Improvements	Landscaping and irrigation	m ²	27,900	\$1,255,500
	Site identity signage and Wayfinding	fixed	1	\$100,000
	Shade structures	m ²	206	\$133,000
	Urban furniture	fixed	1	\$125,000
Design/Capital Contingencies	Design contingency	fixed	15%	\$2,841,203
	Construction contingency	fixed	5%	\$1,089,128
	Escalation provision - Say 2 years to start	fixed	3.5%	\$838,629
	FF&E where applicable	fixed	1	\$365,000
	Professional fees and disbursements	fixed	10%	\$2,178,256
	Development charges (planning fees, DA fees etc.)	fixed	3%	\$653,477
	Total			

Figure 40 Option 3 - Operating Costs

Fixed Costs	Amount p.a. (\$)	
Insurance - public liability		\$2,500
Security services & CCTV		\$15,000
Management and staff fee		\$200,000
Municipal rates and taxes		\$15,000
Water rates and consumption		\$10,000
Ground Lease (payable to City of Wanneroo)		\$90,000
Total		\$242,500
Variable Costs	Rate (\$)	Cost p.a. (\$)
Mechanical maintenance	\$8.63	\$30,142
Energy costs	\$25.16	\$77,850
Fire services maintenance	\$2.88	\$10,047
General Repairs & Maintenance	\$11.50	\$40,190
Paving - cleaning and repairs	\$1.44	\$4,449
Gardens and soft landscaping maintenance	\$1.80	\$5,561
Administration costs	\$32.35	\$100,093
General insurance	\$8.99	\$31,398
Cleaning - General	\$17.97	\$55,607
Lighting consumables	\$1.44	\$4,449
Electrical maintenance	\$1.44	\$5,024
Hydraulics maintenance	\$1.08	\$3,768
Sundry costs	\$17.97	\$55,607
Subtotal		\$424,186
Total Operating Costs		\$666,686
Op Cost / m²		\$545



12.4 Financial Analysis Results

12.4.1 Option 1 – Family Park

Option 1's estimated initial investment of up to \$35.8 million based on the full developed area. The present value revenue is calculated at \$68.3 million while the total cost present value is calculated at \$47.3 million. This results in a net present value of \$21.0 million and a RCR of 1.44. The ROI for the project has been calculated at 44%, meaning over the 20-year period there is a 44% return on the present value investment.

12.4.2 Option 2 – Luxury Units

This high-end option requires considerable investment estimated at up to \$52.5 million. Due to the considerable level of accommodation on offer, this option's present value revenue is calculated at \$76.4 million with total costs present value calculated at \$62.6 million. This results in a net present value of \$13.8 million. The Option's RCR is calculated at a more modest 1.22 and shows an estimated return of investment of 22%.

12.4.3 Option 3 – Eco Retreat

Option 3 represents the more cost sensitive option and requires initial investment of up to \$27.0 million. The project's total revenue at present value is calculated at \$50.7 million, with total costs at present value to be \$30.0 million. This results in net present value of \$20.6 million. The project's RCR is calculated at 1.69 with an ROI estimated to be 69%.

12.4.4 Financial Results Summary

The table below provides the range of project RCR for alternative development footprints. Part A includes the reception building, function space, children's play zone, outdoor kitchen and space for sporting activities. There is an option to construct Part A without requiring any of the other sections and would limit the new tourist park footprint to that of the original caravan park. Please note, there is a potential to investigate the use of site D for additional parking purposes. This is subject to negotiation with the potential proponent during an EOI process.

The feasibility of combining Part A with either Part B, C or D was also analysed and the RCR results are contained in the table below.

RCR Matrix	Option 1 Family Stay	Option 2 Luxury Units	Option 3 Eco Tents
Part A + Function Space	1.01	1.06	1.18
Part A + Function Space + Part B	1.12	1.11	1.39
Part A + Function Space + Part C	1.16	1.11	1.38
Part A + Function Space + Part D	1.34	1.19	1.48
Total area (A + B + C + D)	1.44	1.22	1.69

Planning and Sustainability**Strategic Land Use Planning & Environment****PS01-09/20 Consideration of Actions Relating to Developer Contribution Arrangements**

File Ref: 5734V04 – 20/374238
Responsible Officer: Director Planning and Sustainability
Disclosure of Interest: Nil
Attachments: 1

Moved Cr Parker, seconded Cr Cvitan.

That Council APPROVES the actions, as contained in Attachment 1.

CARRIED UNANIMOUSLY

Tax Invoice/Quotation or Credit Note Request									Recommendation
Item	Landowner	Cell or DCP Area	Address	Approval	Credits	Contributions	Payable/ Receivable	Comment	It is Recommended that Council:
1	Queensway Gardens Pty Ltd	Cell 9	PO Box 53 WEST PERTH WA 6872	155841	\$ -	\$ 239,576.00	Tax Invoice	WAPC subdivision approval (WAPC 155841). Deposited Plan 419827. Condition of subdivision approval requiring payment on 8 residential lots at the approved ICPL rate of \$29.947.	Approves the preparation of a Tax Invoice to Queensway Gardens Pty Ltd for the amount of \$239,576.00
2	Prime Eglinton Pty Ltd	Alkimos Eglinton DCP	C/- Urban Quarter WA Unit 8-9, 48 Kishorn Road APPLECROSS WA 6153	155700	\$ -	\$ 57,805.03	Tax Invoice	WAPC subdivision approval (WAPC155700). Deposited Plan 419424 (Stage 4A) . Condition of subdivision approval requiring payment on a square metre basis over 5,833m2 of residential land at the rate of \$9.91 per square metre.	Approves the preparation of a Tax Invoice to Prime Eglinton Pty Ltd for the amount of \$57,805.03
3	Starbrake Holdings Pty Ltd	Cell 8	PO Box 3329 EAST PERTH WA 6892	155764	\$ -	\$ 113,380.21	Tax Invoice	WAPC subdivision approval (WAPC155764). Deposited Plan 419805. Condition of subdivision approval requiring payment on a square metre basis for 6,697 m2 of industrial land at the ICPL m2 rate of \$16.93.	Approves the preparation of a Tax Invoice to Starbrake Holdings Pty Ltd for the amount of \$113,380.21
4	Prime Eglinton Pty Ltd	Alkimos Eglinton DCP	C/- Urban Quarter WA Unit 8-9, 48 Kishorn Road APPLECROSS WA 6153	155700	\$ -	\$ 133,834.55	Tax Invoice	WAPC subdivision approval (WAPC155700). Deposited Plan 418559 (Stage 3) . Condition of subdivision approval requiring payment on a square metre basis over 13,505m2 of residential land at the rate of \$9.91 per square metre.	Approves the preparation of a Tax Invoice to Prime Eglinton Pty Ltd for the amount of \$133,834.55
5	Peet Alkimos Pty Ltd	Alkimos Eglinton DCP	C/- Peet Limited Level 7, 200 St Georges Terrace PERTH WA 6000	156694	\$ -	\$ 7,382.95	Quotation	WAPC subdivision approval (WAPC156694). Deposited Plan 411239 (Stage 7-phase 2) . Condition of subdivision approval requiring payment on a square metre basis over 745 m2 of residential land at the rate of \$9.91 per square metre.	Approves the preparation of a Quotation to Peet Alkimos Pty Ltd for the amount of \$7,382.95
6	Peet Alkimos Pty Ltd	Alkimos Eglinton DCP	C/- Peet Limited Level 7, 200 St Georges Terrace PERTH WA 6000	156694	\$ -	\$ 119,980.37	Quotation	WAPC subdivision approval (WAPC158357). Deposited Plan 412116 (Stage 7) . Condition of subdivision approval requiring payment on a square metre basis over 12,107 m2 of residential land at the rate of \$9.91 per square metre.	Approves the preparation of a Quotation to Peet Alkimos Pty Ltd for the amount of \$119,980.37
7	Capricorn Village Joint Venture	Yanchep Two Rocks DCP	PO Box 266 WEST PERTH WA 6872	157804	\$ -	\$ 101,963.10	Tax Invoice	WAPC subdivision approval (WAPC157804). Deposited Plan 419398 (Stage 6CB) . Condition of subdivision approval requiring payment on a per lot basis for 30 residential lots at the rate of \$3,398.77 per lot.	Approves the preparation of a Tx Invoice to Capricorn Village Joint Venture for the amount of \$101,963.10
8	Stockland WA Development Pty Ltd (ABN 16 000 097 825)	Alkimos Eglinton DCP	Level 12, Durack Centre, 263 Adelaide Terrace Perth WA 6000	158049	\$ -	\$ 94,224.28	Tax Invoice	WAPC subdivision approval (WAPC158049). Deposited Plan 419370 (Stage 22C) . Condition of subdivision approval requiring payment on a square metre basis over 9,508 m2 of residential land at the rate of \$9.91 per square metre.	Approves the preparation of a Tax Invoice to Stockland WA Development Pty Ltd for the amount of \$94,224.28
9	Peet Alkimos Pty Ltd	Alkimos Eglinton DCP	C/- Peet Limited Level 7, 200 St Georges Terrace PERTH WA 6000	156694, 157142 and 158357	\$ -	\$ 91,290.92	Quotation	WAPC subdivision approval (WAPC156694,157142 and 158357). Deposited Plan 406091 (Coastal Stage 8) . Condition of subdivision approval requiring payment on a square metre basis over 9,212 m2 of residential land at the rate of \$9.91 per square metre.	Approves the preparation of a Quotation to Peet Alkimos Pty Ltd for the amount of \$91,290.92
10	Teresa Lucy and Jack Skender	Cell 6	C/- P R Mattaboni 16 Ivory Court Kingsley WA 6026	413-20	\$ -	\$ 24,679.00	Tax Invoice	WAPC subdivision approval (WAPC 413-20). Survey Strata Plan 81968. Condition 6 of subdivision approval requiring payment on one additional lot at the approved ICPL rate of \$24,679 per lot.	Approves the preparation of a Tax Invoice to Teresa Lucy and Jack Skender for the amount of \$24,679.00
11	Primewest (Yanchep Beach Road) Pty Ltd	Yanchep Two Rocks DCP	C/- Primewest Level 1, 307 Murray Street PERTH WA 6000	156201 and 156493	\$ -	\$ 50,981.55	Tax Invoice	WAPC subdivision approval (WAPC156201/156493). Deposited Plan 419412 (Stage 3A) . Condition of subdivision approval requiring payment on a per lot basis for 15 residential lots at the rate of \$3,398.77 per lot.	Approves the preparation of a Tax Invoice to Primewest (Yanchep Beach Road) Pty Ltd for the amount of \$50,981.55
12	Stockland WA Development Pty Ltd	Alkimos Eglinton DCP	Level 12, Durack Centre, 263 Adelaide Terrace Perth WA 6000	158049	\$ -	\$ 113,112.74	Tax Invoice	WAPC subdivision approval (WAP157367). Surveyor pre-cal plan (Stage 10A) . Condition of subdivision approval requiring payment on a square metre basis over 11,414 m2 of residential land at the rate of \$9.91 per square metre.	Approves the preparation of a Tax Invoice to Stockland WA Development Pty Ltd for the amount of \$113,112.74
13	Stockland WA Development Pty Ltd	Alkimos Eglinton DCP	Level 12, Durack Centre, 263 Adelaide Terrace Perth WA 6000	158049	\$ -	\$ 72,749.31	Tax Invoice	WAPC subdivision approval (WAPC155283). Surveyor pre-cal plan (Stage 21C) . Condition of subdivision approval requiring payment on a square metre basis over 7,341 m2 of residential land at the rate of \$9.91 per square metre.	Approves the preparation of a Tax Invoice to Stockland WA Development Pty Ltd for the amount of \$72,749.31
14	Stockland WA Development Pty Ltd	Alkimos Eglinton DCP	Level 12, Durack Centre, 263 Adelaide Terrace Perth WA 6000	158049	\$ -	\$ 88,783.69	Tax Invoice	WAPC subdivision approval (WAPC158049). Surveyor pre-cal plan (Stage 29AR) . Condition of subdivision approval requiring payment on a square metre basis over 8,959 m2 of residential land at the rate of \$9.91 per square metre.	Approves the preparation of a Tax Invoice to Stockland WA Development Pty Ltd for the amount of \$88,783.69
15	Housing Authority	Yanchep Two Rocks DCP	Locked Bag 22 EAST PERTH WA 6892	157404 & 158554	\$ -	\$ 175,945.88	Tax Invoice	WAPC subdivision approval (WAPC157404/158554). Deposited Plan 419668 (Stage 19 A/B) . Condition of subdivision approval requiring payment on a per lot basis for 44 residential lots at the rate of \$3,398.77 per lot.	Approves the preparation of a Tax Invoice to Housing Authority for the amount of \$175,945.88
Total					\$ -	\$ 1,485,689.58			\$ 1,485,689.58

Approval Services

PS02-09/20 Removal of Vehicle Access Restriction to Warradale Terrace (Pedestrian Access Way Closure) – Lot 55 on Plan 22545

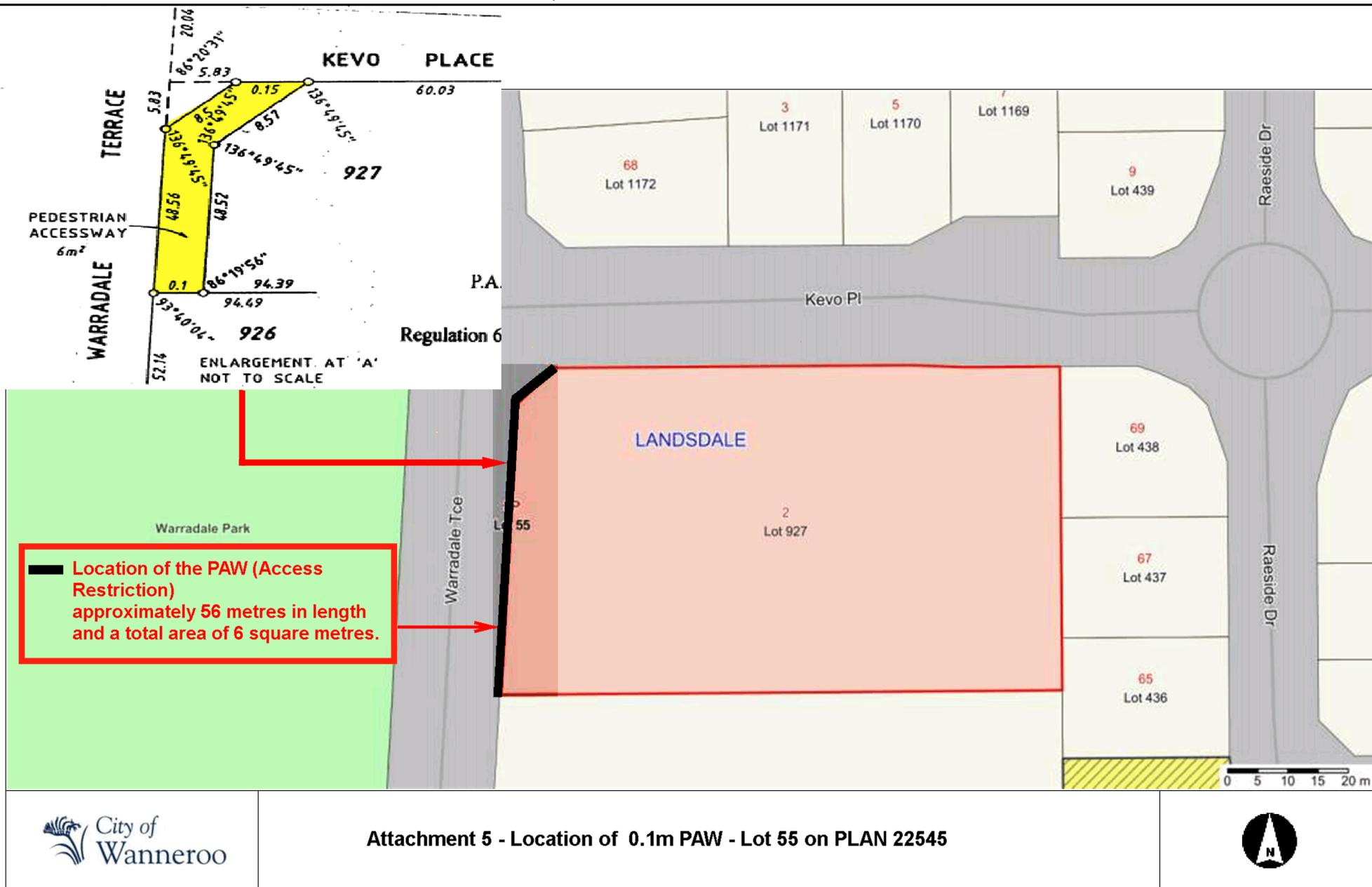
File Ref: 40661 – 20/286658
Responsible Officer: Director Planning and Sustainability
Disclosure of Interest: Nil
Attachments: 5

Moved Cr Huntley, seconded Cr Treby.

That Council:-

- 1. SUPPORTS the closure of the Pedestrian Access Way described as Lot 55 on Plan 22545 being, identified in Attachment 5;**
- 2. REQUESTS Administration to FORWARD the proposal to the Western Australian Planning Commission for its endorsement;**
- 3. Subject to the closure of the Pedestrian Access Way described as Lot 55 on Plan 22545 being endorsed by the Western Australian Planning Commission, AUTHORISES Administration to request the Minister for Lands to amalgamate the Pedestrian Access Way, identified in Attachment 5, with Lot 927; and**
- 4. ADVISES the proponent and submitters of its decision.**

CARRIED UNANIMOUSLY



PS03-09/20 Residential Design Codes Interim Review

File Ref: 30442 – 20/332143
Responsible Officer: Director Planning and Sustainability
Disclosure of Interest: Nil
Attachments: 1

Moved Cr Baker, seconded Cr Newton.

That Council advises the Western Australian Planning Commission that it SUPPORTS the proposed modifications in the interim review of State Planning Policy 7.3 – Residential Design Codes: Volume 1 subject to the responses provided in the Feedback, set out in Attachment 1.

CARRIED UNANIMOUSLY

Schedule of proposed modifications R-Codes Volume 1 interim review 2020

Feedback Table

Note: For clarity, please do not modify the general formatting of the table and indicate the specific clause to which the comment relates. Additional rows can be inserted to accommodate comments.

Respondent: [City of Wanneroo]

Part/Clause	Comment	Solution	Relates to... A = Advertised version C = Current R-Codes
Part 1 – Preliminary	Support modifications to Part 1 and inclusion of R-MD Codes into R-Codes.		A
Part 2 – R-Codes Volume 1 approval process	Support the removal of the requirement to submit a development application for Single Houses on lots less than 260m ² that satisfy the deemed-to-comply requirements. 2.1.5 - Support ability to waive the requirement for a further development approval, however request clarification as to what constitutes a minor amendment.		A
Part 3 – Accompanying information	No comment		A
Part 4 – Consultation	No comment		A
Part 5 – Design elements for all single house(s) and grouped dwellings; and multiple dwellings in areas coded less than R40			
5.1.1 – Site area	C1.4 i – is worded to state ' <i>subject of a development proposal</i> ' which suggests that a development application is required.	Modify terminology to delete ' <i>the subject of a development proposal</i> ' and insert ' <i>proposed,</i> ' as this could apply to a building permit or development application.	A

Schedule of proposed modifications R-Codes Volume 1 interim review 2020

Feedback Table

Note: For clarity, please do not modify the general formatting of the table and indicate the specific clause to which the comment relates. Additional rows can be inserted to accommodate comments.

Respondent: [City of Wanneroo]

Part/Clause	Comment	Solution	Relates to... A = Advertised version C = Current R-Codes
5.1.2 – Street setback	<p>C2.1 ii - Typo as it refers to Figures 2a, 2c and 2e and 2c.</p> <p>C2.1 iii – Support removing the requirement to assess averaging for carports as can be confusing and will not result in any unnecessary bulk to the streetscape as carports are open structures.</p> <p>C2.4 – Support change but wording does not explicitly state that compensating is not required.</p>	<p>C2.1 ii - Correct Typo and remove 'and 2c'.</p> <p>C2.4 – Recommend modifying wording to clearly state that the projections at C2.4 are not subject to compensation or averaging assessment.</p>	A
5.1.3 – Lot boundary setback	<p>C3.1 ii – Support change but suggest clarification in the wording that patios are assessed independently of the primary building, as currently patio setbacks are assessed as a continuation of a wall. This will make it easier to determine what the requirement is for a patio setback.</p>	<p>C3.1 ii – Recommend adding a note that clarifies a patio assessment is independently assessed to the dwelling.</p>	A

Schedule of proposed modifications R-Codes Volume 1 interim review 2020

Feedback Table

Note: For clarity, please do not modify the general formatting of the table and indicate the specific clause to which the comment relates. Additional rows can be inserted to accommodate comments.

Respondent: [City of Wanneroo]

Part/Clause	Comment	Solution	Relates to... A = Advertised version C = Current R-Codes
	<p>C3.1 ii – Clarify that this means that only posts are permitted with a nil setback and that the 2.7m height is to the top of the post/gutter. Also there is no description of post size and separation which may assist in preventing excessive structures on the boundary.</p> <p>C3.1 ii – Clarify that nil setbacks are not permitted to secondary streets. ‘Mum and Dad’ developers are unlikely to know that lot boundary setbacks do not include secondary streets.</p> <p>C 3.1 Table 2 – Support the simplified assessment of Lot Boundary Setbacks, however, this could lead to long portions of exposed blank walls for two storey (and above) development.</p>	<p>C3.1 ii – Recommend inclusion of maximum post size for proposals with posts on the boundary of 100mm x 100mm and minimum separation of 2 metres between posts.</p> <p>C3.1 ii – Include wording to clarify that nil setbacks are not permitted to secondary street boundaries.</p> <p>C 3.1 Table 2 - It is suggested that consideration be given to an articulation requirement for two storey dwellings (and above) to avoid long portions of exposed blank walls, which are likely to be far more visible from the public realm than single storey</p>	

Schedule of proposed modifications R-Codes Volume 1 interim review 2020

Feedback Table

Note: For clarity, please do not modify the general formatting of the table and indicate the specific clause to which the comment relates. Additional rows can be inserted to accommodate comments.

Respondent: [City of Wanneroo]

Part/Clause	Comment	Solution	Relates to... <i>A = Advertised version C = Current R-Codes</i>
	<p>C3.2 – Support the removal of an ‘average’ wall height for boundary walls.</p> <p>Notes following C3.2 – the proposed new note referring to the horizontal dimension of pillars and posts is considered excessive to support patios and similar structures and no separation distance is specified that may lead to enclosure of spaces.</p> <p>C3.5 i - This clause has the potential to lead to inconsistent development and conflict between adjoining properties regarding built form and amenity. For example, a single storey building located between two two-storey buildings with 8m high boundary walls. This will also lead to excessive overshadowing and an inability to comply with clause 5.4.2.</p>	<p>development.</p> <p>Refer to comment above regarding post size and separation distance.</p> <p>C3.5 i – Consider potential issues that may arise from this clause. Should it be included it is suggested that some monitoring takes place to evaluate outcomes and determine if it is suitable or requires modification.</p>	

Schedule of proposed modifications R-Codes Volume 1 interim review 2020

Feedback Table

Note: For clarity, please do not modify the general formatting of the table and indicate the specific clause to which the comment relates. Additional rows can be inserted to accommodate comments.

Respondent: [City of Wanneroo]

Part/Clause	Comment	Solution	Relates to... <i>A = Advertised version C = Current R-Codes</i>
5.1.4 – Open space	The proposed reduction in the open space requirements is not supported and should be increased to enable larger areas of landscaping to be provided. This should be in addition to the proposed implementation of the increased changes to the Outdoor Living Area provisions (minimum 32m ²), landscaping of 50% of the front setback and requirement to provide space for a minimum of one tree on every lot. The trend of building large dwellings on small lots, whilst acknowledged to be an efficient use of land, has the effect of precluding the ability for adequate landscaping and establishment of trees. This potentially contributes to the urban heat island effect of increased temperatures due to lack of vegetation and tree canopy.	Suggest that the open space required should be increased rather than decreased	A
5.1.5 – Communal open space	No comment		A
5.1.6 – Building height	Support simplification of building		A

Schedule of proposed modifications R-Codes Volume 1 interim review 2020

Feedback Table

Note: For clarity, please do not modify the general formatting of the table and indicate the specific clause to which the comment relates. Additional rows can be inserted to accommodate comments.

Respondent: [City of Wanneroo]

Part/Clause	Comment	Solution	Relates to... A = Advertised version C = Current R-Codes
<p>5.2.1 – Setback of garages and carports</p>	<p>height assessments.</p> <p>C1.1 i and ii – Suggest these two provisions are merged for clarity as they both need to be achieved together to be considered deemed-to-comply. The setbacks of garages should, however, be greater to enable vehicles parked in driveways to be completely contained within the property boundaries and avoid any obstruction to the adjoining footpath.</p> <p>C1.1 iii – Support but unclear as to how the openings parallel to the street are to be compatible with the façade of the dwelling as this requires discretion. Suggest the wording be modified or clarification be provided.</p> <p>C1.2 – Support the proposed modifications and introduction of provisions relating to carports as this will simplify the assessment process</p>	<p>C1.1 i – It is recommended that the setback of garages be a minimum of 5.5 metres.</p> <p>C1.1 iii – Recommend wording be modified to clarify how openings are to be compatible.</p>	<p>A</p>

Schedule of proposed modifications R-Codes Volume 1 interim review 2020

Feedback Table

Note: For clarity, please do not modify the general formatting of the table and indicate the specific clause to which the comment relates. Additional rows can be inserted to accommodate comments.

Respondent: [City of Wanneroo]

Part/Clause	Comment	Solution	Relates to... A = Advertised version C = Current R-Codes
	and provide clarity as to when an application is required.		
5.2.2 – Garage width	Support intent of change, but existing wording <i>'at the setback line as viewed from the street.'</i> is unclear if this applies to all proposals or only proposals where the garage is proposed in front of the setback line.	Recommend deleting the words <i>'at the setback line as viewed from the street.'</i>	A/C
5.2.3 – Street surveillance	No comment		A
5.2.4 – Street walls and fences	Support the clarification that pillars are permitted as of right to 1.8 metres in height.		A
5.2.5 – Sightlines	Support the clarification of sight line assessments.		A
5.2.6 – Appearance of retained dwelling	No comment		A
5.3.1 – Outdoor living area	Support the increased Outdoor Living Area requirements as it ensures sufficient useable open space is being provided.		A
5.3.2 – Landscaping	C2.1 i – Support the requirement to provide space for a tree for every dwelling, however, this does not include a requirement to provide a tree and the description of the 2m	C2.1 i – Suggest specifying that a tree is required to be provided and clarify a minimum dimension of 2m by 2m that is free of hard ground surface and roof above.	A

Schedule of proposed modifications R-Codes Volume 1 interim review 2020

Feedback Table

Note: For clarity, please do not modify the general formatting of the table and indicate the specific clause to which the comment relates. Additional rows can be inserted to accommodate comments.

Respondent: [City of Wanneroo]

Part/Clause	Comment	Solution	Relates to... <i>A = Advertised version C = Current R-Codes</i>
	dimension is somewhat vague as to what is required. C2.1 ii - Support the requirement to provide a minimum 50% landscaping of the front setback.		
5.3.3 – Parking	Support proposed additional wording.		A
5.3.4 – Design of car parking spaces	No comment		A
5.3.5 – Vehicle access	Support amendment to C5.1 , but seek clarification on whether or not a development application is required for a corner lot when access from a secondary street is not feasible due to site constraints, e.g. a retaining wall on the boundary.	Suggest further deemed to comply provisions for instances where constraints for access such as retaining walls created through subdivision process exist.	A
5.3.6 – Pedestrian access	Support amendments to clause 5.3.6.		A
5.3.7 – Site works	Supports the existing clauses 5.3.7 and 5.3.8 being merged for clarity and the introduction of Table 4.		A
5.3.8 – Retaining walls	Provision removed. See comment above.		A
5.3.9 – Stormwater management	No comment		A

Schedule of proposed modifications R-Codes Volume 1 interim review 2020

Feedback Table

Note: For clarity, please do not modify the general formatting of the table and indicate the specific clause to which the comment relates. Additional rows can be inserted to accommodate comments.

Respondent: [City of Wanneroo]

Part/Clause	Comment	Solution	Relates to... <i>A = Advertised version C = Current R-Codes</i>
5.4.1 – Visual privacy	Support amendments.		A
5.4.2 – Solar access for adjoining sites	The provisions of this clause may not be able to be achieved in light of proposed clause 5.1.3 C3.5 which permits two boundary walls up to a height of 8 metres.	An additional clause may be needed to address proposed clause 5.1.3 C3.5 in order to exempt it from applying to clause 5.4.2.	A
5.4.3 – Outbuildings	Generally support provisions proposed in Table 7. However, the City has recently been in receipt of a number of outbuilding applications proposed in front of a dwelling but behind the street setback line that satisfy the deemed-to-comply requirements of the R-Codes (in split coded areas). These proposals are considered detrimental to the established streetscape. It is therefore recommended that outbuildings not be permitted in front of the dwelling alignment to avoid undesirable streetscapes.	Include an additional deemed-to-comply provision that requires outbuildings ' <i>not be visible from the primary street.</i> '; and Include a Design Principle that requires outbuildings when visible from the primary street to ' <i>be designed to complement the colour, roof pitch and materials of the existing dwelling on the lot.</i> '	A
5.4.4 – External fixtures, utilities and facilities	No comment		A
5.5.1 – Ancillary dwellings	Support the additional requirements for ancillary accommodation to be		A

Schedule of proposed modifications R-Codes Volume 1 interim review 2020

Feedback Table

Note: For clarity, please do not modify the general formatting of the table and indicate the specific clause to which the comment relates. Additional rows can be inserted to accommodate comments.

Respondent: [City of Wanneroo]

Part/Clause	Comment	Solution	Relates to... <i>A = Advertised version C = Current R-Codes</i>
	<p>located behind the street setback line and be designed to complement and match existing dwelling.</p> <p>C1 i – Consider the need for a Design Principles assessment for lots between 350m² and 450m², to ensure that the ancillary dwelling contributes positively to the amenity of the streetscape and its context.</p> <p>As ancillary dwellings can function as independent dwellings, consideration should be given to a requirement for the provision of a separate Outdoor Living Area (OLA) for ancillary dwellings.</p>	<p>C1 i – It is recommended that a Design Principles approach be introduced for Ancillary dwellings proposed on lots between 350m² and 450m².</p> <p>Consider the provision of a separate OLA for Ancillary dwellings.</p>	
5.5.2 – Aged or dependent persons dwellings	No comment		A
5.5.3 – Single bedroom dwellings	No comment		A
Part 7 – Local planning framework			
	Support changes to Part 7, Table 1 and proposed new definitions.		A
Other			
Garage Definition	When a garage is not attached to the	Modify the definition of a garage to	C

Schedule of proposed modifications R-Codes Volume 1 interim review 2020

Feedback Table

Note: For clarity, please do not modify the general formatting of the table and indicate the specific clause to which the comment relates. Additional rows can be inserted to accommodate comments.

Respondent: [City of Wanneroo]

Part/Clause	Comment	Solution	Relates to... A = Advertised version C = Current R-Codes
	dwelling it is required to be assessed as an outbuilding. There have been scenarios where this has not been an appropriate assessment and resulted in the need to consider reduced wall and roof heights (2.4m wall height and 4.2m ridge height) whilst allowing colorbond structures to be considered which typically does not match the dwelling.	remove the requirement that it be attached to a dwelling and include a deemed-to-comply requirement that garages are to compliment the dwelling, similar to the approach taken for carports.	
Natural Ground Level (NGL) Definition	Multiple SAT cases have determined that NGL should not be determined as per the wording in the R-Codes (Lee v City of Cockburn and Lynn v City of Joondalup). It is suggested that the NGL definition be updated to clarify that development approval does not change the 'natural' ground level.	Modify the NGL definition to clarify that a development approval does not alter the 'natural' ground level.	C
Figures	Figure 4A – Considered confusing it is requested this is reviewed. Figures 5a, 5b, and 5c – Unclear what the difference is between these	Further clarification on the figures and associated wording.	A

Schedule of proposed modifications R-Codes Volume 1 interim review 2020

Feedback Table

Note: For clarity, please do not modify the general formatting of the table and indicate the specific clause to which the comment relates. Additional rows can be inserted to accommodate comments.

Respondent: [City of Wanneroo]

Part/Clause	Comment	Solution	Relates to... A = Advertised version C = Current R-Codes
	<p>figures. Further clarity required around the wording and intent.</p> <p>Figure 8b – S6 notes the minimum as per Clause 5.2.1 C1.1 which was the 4.5 metre garage setback which is proposed to be removed. This would make this note and annotation redundant.</p>		

PS04-09/20 Consideration of Amendment No. 43 to the East Wanneroo Cell 6 Approved Structure Plan No. 8 - Lot 2 Driver Road, Darch

File Ref: 3381-43 – 20/149647
Responsible Officer: Director Planning and Sustainability
Disclosure of Interest: Nil
Attachments: 12

Moved Cr H. Nguyen, seconded Cr V. Nguyen.

Cr V. Nguyen declared a impartiality interest in PS04-09/20 Consideration of Amendment No. 43 to the East Wanneroo Cell 6 Approved Structure Plan No. 8 - Lot 2 Driver Road, Darch due to living near the Lot being discussed.

The Manager, Approval Services advised that an Administrative amendment had been made since the Agenda publication to PS04-09/20 Consideration of Amendment No. 43 to the East Wanneroo Cell 6 Approved Structure Plan No. 8 - Lot 2 Driver Road, Darch, by adding an additional new provision No 3. Under section 4.2.1 Landfill site – Lot 2 Driver Road, Darch.

That Council:-

1. Pursuant to subclause 20(2)(e) of the deemed provisions of the City of Wanneroo District Planning Scheme No. 2 **RECOMMENDS** to the Western Australian Planning Commission that the proposed Amendment No. 43 to the East Wanneroo Cell 6 Approved Structure Plan No. 8 submitted by Rowe Group on behalf of Parcel Darch Pty Ltd as contained in Attachment 3 to the report be approved **WITH MODIFICATIONS** as detailed below:

a) **Structure Plan**

- i. Deletion of the R60 coded sites proposed to the immediate north of the Public Open Space site and coding those sites as R30; and
- ii. Provision of a road connection to Furniss Road ensuring no direct connection with Westport Parade to minimise potential through traffic;

b) **Part 1 – Implementation**

- i. Deletion of all proposed modifications to Clause 4.3; and
- ii. Inserting the following new subclauses:

“4.2.1 Landfill Site – Lot 2 Driver Road, Darch

1. ***Prior to the lodgement of a subdivision or development application, the applicant shall obtain approval for a Local Water Management Strategy, successfully demonstrating availability of water source for the on-going maintenance of the public open space, from the Department of Water and Environmental Regulation and the City of Wanneroo.***

2. *An Urban Water Management Plan shall be submitted along with the subdivision or development application to the satisfaction of the City of Wanneroo; and*
3. *The landowner acknowledges and agrees that the City will not clear the conditions of subdivision for the creation of POS 6M (District Open Space) until such time as the landowner can satisfy the City that the POS 6M site is classified by the Department of Water Environmental Regulation as suitable for use as Public Open Space and there is no ongoing management plan obligations (contamination monitoring or mitigation measures) to the satisfaction of the City.*

4.2.2 Lot 1 Furniss Road

At the subdivision stage prior to the endorsement of a diagram or plan of survey (deposited plan) for the creation of residential lots, the applicant is to demonstrate to the satisfaction of the Department of Water and Environmental Regulations that the licensed activities on Lot 1 Furniss Road, Darch have ceased.”

2. Pursuant to subclause 20(2) of the deemed provisions of the City of Wanneroo District Planning Scheme No. 2, PROVIDES a copy of the report on the proposed amendment to the Western Australian Planning Commission, including the schedule of submissions and the City’s response and recommendations;
3. REQUIRES Parcel Darch Pty Ltd to enter into a legal agreement with the City of Wanneroo (the City) to the effect that it will not require the City to acquire the proposed Public Open Space POS 6M 4.8 hectares in area under the provisions of the City of Wanneroo District Planning Scheme No. 2 until such time the POS site is completely decontaminated to the satisfaction of the City of Wanneroo and the Department of Water and Environmental Regulation; and
4. ADVISES the submitters of its decision.

For the motion: Mayor Roberts, Cr Aitken, Baker, Cr Coetzee, Cr Cvitan, Huntley, Cr Miles, Cr Newton, Cr Nguyen, Nguyen, Parker, Cr Sangalli and Cr Treby.

Against the motion: Cr Flood.

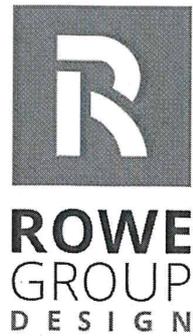
CARRIED
13/1



PART ONE

IMPLEMENTATION

Amendment No. 43 to the East Wanneroo Cell 6 Agreed Structure Plan (ASP8)



STRUCTURE PLAN AMENDMENT

Amendment No. 43 to the East Wanneroo Cell 6 Agreed Structure Plan (ASP8)

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

1. Amending the zoning of Lot 2 Driver Road, Darch as shown on the Zoning Plan from Landfill Precinct to Residential Precinct;
2. Amending the residential density coding of Lot 2 Driver Road as shown on the Structure Plan from Residential R20 to Residential R20, R30 and R60;
3. Inserting a new Clause 4.1.2 Setback to Business Precinct:

4.1.2 The rear setback for all residential lots abutting the Business Precinct shall be 10m;
4. Modifying Clause 4.3 Business Precinct 'Criteria' criteria b):

b) all Business Precinct development shall provide a nil rear setback;
5. Modifying Clause 4.3 Business Precinct 'Criteria' to:
 - a. delete existing criteria e);
 - b. renumber existing criteria f) and g) as e) and f);
 - c. insert a new criteria g):

g) notwithstanding criteria f) and Table 1, the use 'Service Station', may be approved by the City in accordance with the 'D' use requirements of District Planning Scheme No.2 at the easternmost end of the Business Precinct in proximity to the corner of Furniss Road and Mirrabooka Avenue where the matters outlined in f) and any other development requirements can be satisfactorily addressed to the City's satisfaction.
6. Revising the indicative road layout.



TABLE OF AMENDMENTS

Record of Amendments made to the East Wanneroo Cell 6 Structure Plan (ASP8)

AMENDMENT NUMBER	SUMMARY OF AMENDMENT	FINAL ENDORSEMENT DATE BY CITY OF WANNEROO	FINAL ENDORSEMENT DATE BY WAPC
43	Rezones Lot 2 Driver Road, Darch to Residential; recodes portions of Lot 2 Driver Road, Darch; amends the criteria relating to setbacks and landscaping and the non-permitted uses table for the easternmost portion of the 'Business Precinct' corner of Furniss Road and Mirrabooka Avenue in relation to Service Station and revises the indicative road layout.		



RECORD OF ENDORSEMENT

This structure plan amendment is prepared under the provisions of the City of Wanneroo District Planning Scheme No.2.

IT IS CERTIFIED THAT THIS STRUCTURE PLAN AMENDMENT No. 43 TO THE EAST WANNEROO CELL 6 AGREED STRUCTURE PLAN (AGREED STRUCTURE PLAN NO.8) WAS APPROVED BY RESOLUTION OF THE WESTERN AUSTRALIAN PLANNING COMMISSION ON:

..... Date

Signed for and on behalf of the Western Australian Planning Commission:

.....

an officer of the Commission duly authorised by the Commission pursuant to section 16 of the Planning and Development Act 2005 for that purpose, in the presence of:

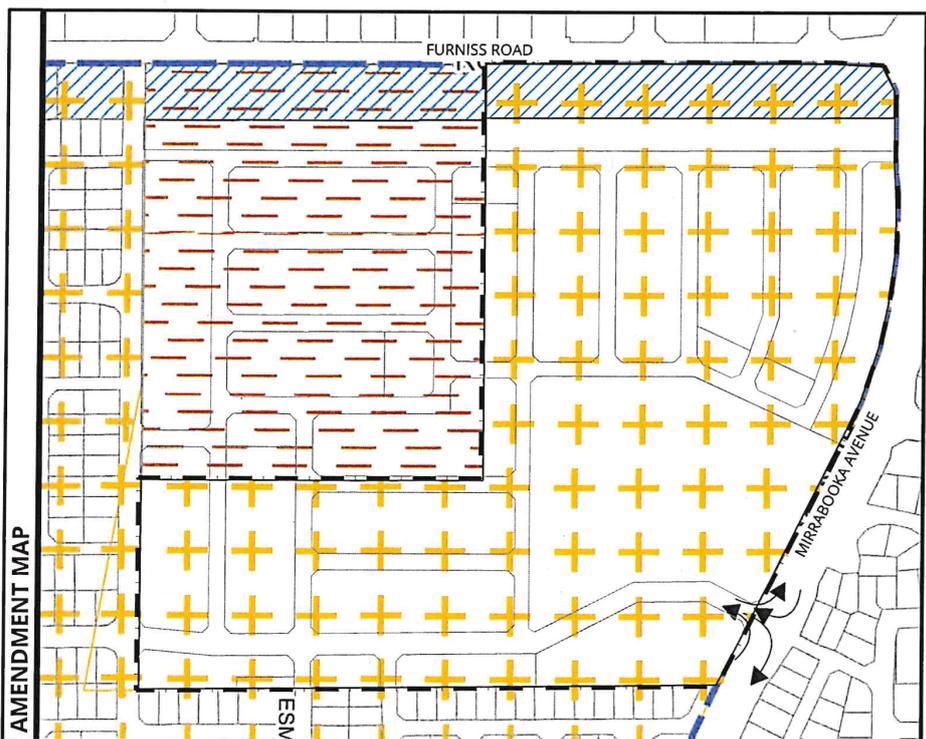
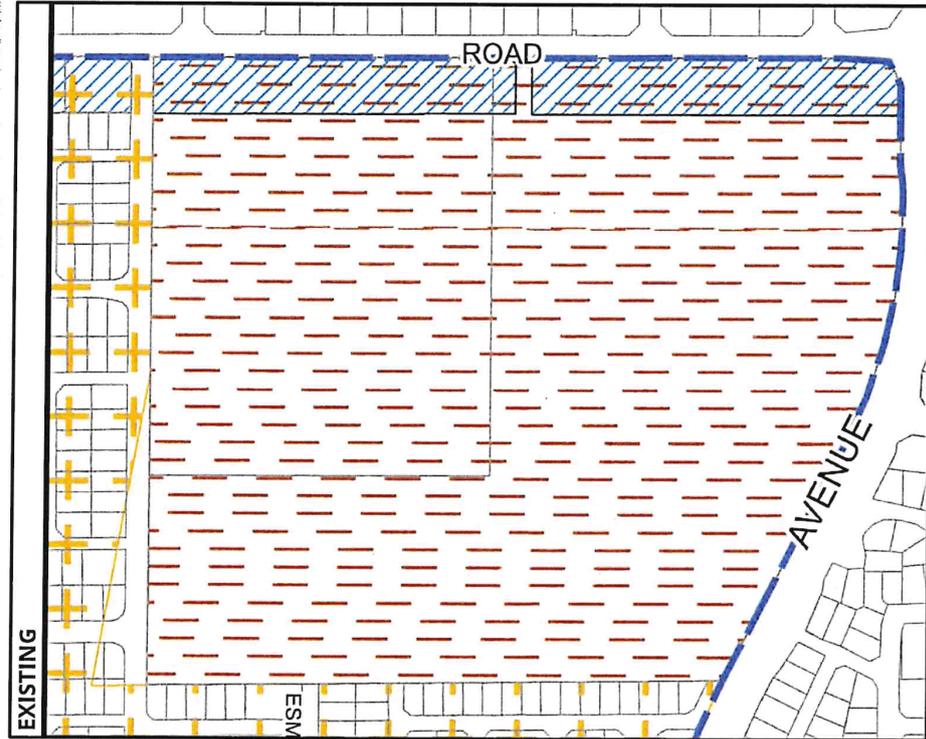
..... Witness

..... Date

..... Date of Expiry



While all care has been taken to ensure the accuracy of this document, the Council Group does not accept any responsibility for any errors or omissions. This document is and remains the property of Rowe Group and may not be reproduced or transmitted, in whole or in part, without the written consent of Rowe Group. All areas and dimensions are subject to survey.



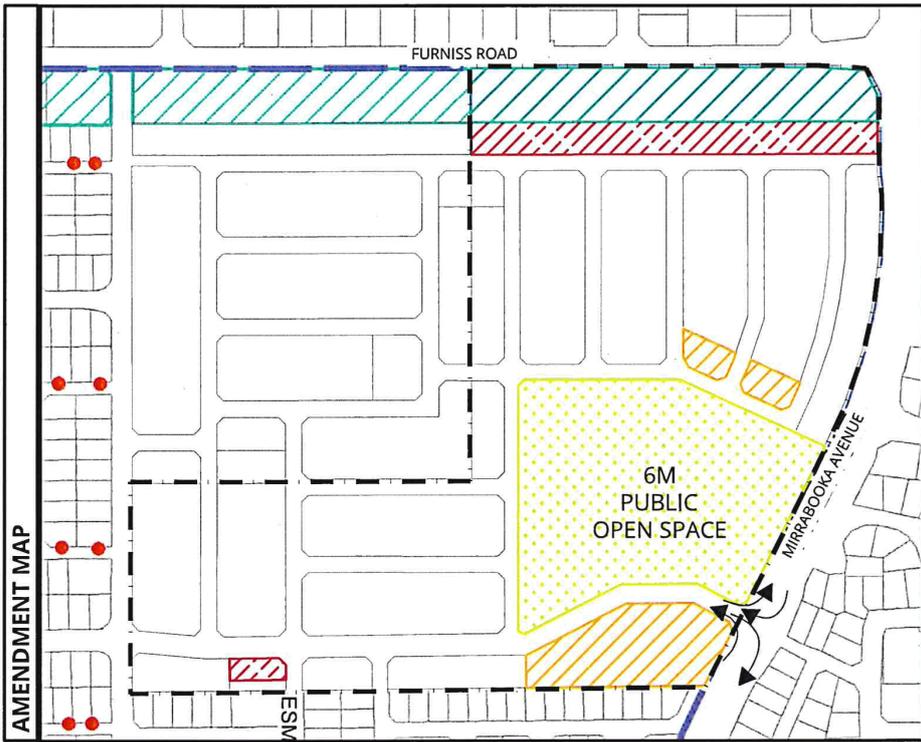
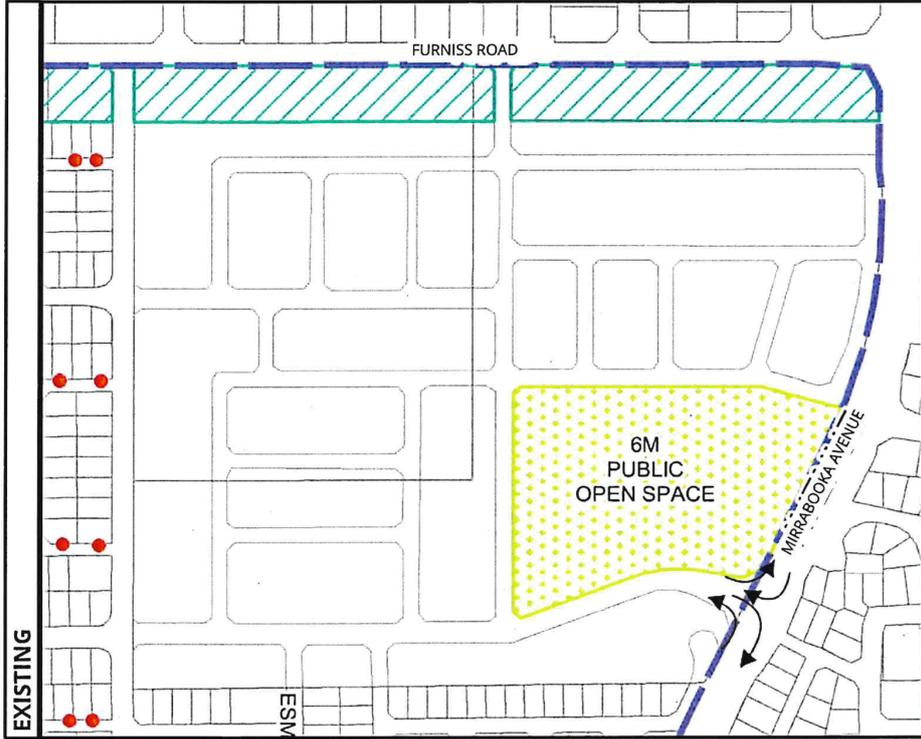
LEGEND	
	SUBJECT SITE
	BUSINESS PRECINCT
	LANDFILL PRECINCT
	RESIDENTIAL PRECINCT



AGREED ZONING PLAN No.8 EAST WANNEROO CELL 6
AMENDMENT No. 43

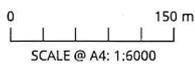
8997_FIG10C_20200117 Darch (Zoning Amendment A4) - DRAWN: W.CLEMENTS - DATE CREATED: 2020.01.17

While all care has been taken in the compilation of this document, some Group disclaim any responsibility for any errors or omissions. This document is and remains the property of Sewe Group and may not be reproduced or transmitted, in whole or in part, without the written consent of Sewe Group. All areas and dimensions are subject to survey.



• • PEDESTRIAN LINK

LEGEND	
	SUBJECT SITE
	RESIDENTIAL R30
	RESIDENTIAL R60
	BUSINESS PRECINCT
	PUBLIC OPEN SPACE



AGREED STRUCTURE PLAN No. 8 EAST WANNEROO CELL 6
AMENDMENT No. 43

N:\TOWN PLANNING\8000-8999\8997\DRAWINGS\A4 - WILLIAM CLEMENTS - 2020.01.17

8997_FIG8C_20200117 Darch (SP Amendment A4) - DRAWN: W.CLEMENTS - DATE CREATED: 2020.01.17

Assets**Asset Operations & Services****AS01-09/20 Review of Terms of Reference: RoadWise Working Group**

File Ref: 1446V04 – 20/111878
Responsible Officer: Director Assets
Disclosure of Interest: Nil
Attachments: 3

Moved Cr Baker, seconded Cr Huntley.

That Council APPROVES the proposed amendments to the RoadWise Working Group Terms of Reference, as per Attachment 2.

CARRIED UNANIMOUSLY



TERMS OF REFERENCE
RoadWise Advisory Group)
(Date of Council Adoption)

Name:	RoadWise Advisory Group
Role/Purpose:	<i>To provide a forum for community liaison, implement community road safety projects and to provide advice to the City of Wanneroo on strategic traffic and road safety issues aligned with the City of Wanneroo Road Safety Strategic Action Plan 2019-2021 that affects the residents and transport users within the City.</i>
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 encourage safe use of the City's road network by motorists, pedestrians and cyclists; 1.2 To contribute to the development of the City's Cycle Plan; 1.3 Become aware of existing and potential road safety problems, and recommend strategies to solve them; 1.4 Lead and encourage interested community members to implement strategies to address road safety issues; 1.5 Provide a means of two way communication and participation between the community and the City of Wanneroo on matters pertaining to road safety; 1.6 Improve inter-agency collaboration and co-ordination; 1.7 Safe Road Use through education and promotion of the Austroads Safe System framework with Towards Zero focus on influencing and improving road user behaviour. <ul style="list-style-type: none"> • Safe Roads and Roadsides; • Safe Speeds; • Safe Vehicles; • Increasing the awareness of factors affecting driver ability for example driving tired or under the influence of alcohol and drugs; • Liaising with the WA Police for effectiveness in enforcement. 1.8 Provide feedback to the Department of Transport on planned

	<p>legislation and new changes to road rules.</p> <p>1.9 Identify and recommend funding sources to Council to implement road safety projects.</p>
Membership:	<p>2.1 The <i>Advisory Group</i> shall consist of the following representation:</p> <ul style="list-style-type: none"> • A minimum of three Council representatives appointed by Council; • Director Assets or nominees (Traffic Services); • Main Roads Western Australia (MRWA) Traffic Section Representative (1); • Western Australian Local Government Association RoadWise/WALGA Representative; • A maximum of five community representatives. <p>2.2 The community representative shall;</p> <ul style="list-style-type: none"> • Reside or have a business within the City of Wanneroo that has a strong road safety involvement; • Represent a specific road user group, such as cyclists, emergency services, walking clubs or vehicle clubs; • Represent a specific section of the community such as seniors, disabled, schools, community service organisation; • Have a demonstrated interest/experience in general road safety strategies; • Have a positive attitude to road safety issues <p>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.</p> <p>2.4 Membership, other than Council Members appointed by Council, shall be appointed or removed by the Director Assets in accordance with the criteria outlined in 2.2. above;</p> <p>2.5 Members must comply with the City's Code of Conduct.</p> <p>2.6 The <i>Advisory Group</i> have authority to second individuals from outside <i>Advisory Group</i> on a voluntary basis, for their expert advice.</p> <p>2.7 Consideration will not be given to any nomination received from a person who is currently serving as a Council Member of a neighbouring Council.</p> <p>2.8 Director Assets or nominee (Traffic Services) will attend each meeting as administrative advisors only, and do not form membership of the RoadWise Advisory Group.</p>
Operating procedures:	<p>3.1. Chairperson:</p> <ol style="list-style-type: none"> a) The members of an <i>Advisory Group</i> are to elect a Chairperson and Deputy Chairperson from amongst themselves at the first meeting of the Group. 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 <i>Advisory Group</i> members present to assume the Chair. d) The Chairperson is responsible for the proper conduct of the <i>Advisory Group</i>. <p>3.2. Meetings:</p> <ol style="list-style-type: none"> a) The <i>Advisory Group</i> shall meet on a regular basis as

	<p>determined by the nominated Group members.</p> <ul style="list-style-type: none"> b) All meeting dates are to be provided in the Council Members Diary, in the 'Wanneroo Wrap' and in the City's Corporate Calendar. c) A Notice of Meetings including an Agenda is 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 Council Members' Reading Room, and a copy placed on the Council Members Hub Portal. f) All Agenda and Minutes 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 member) of the Group will have one vote. The Chairperson will have the casting vote and simple majority will prevail. <p>3.3. Quorum: The quorum for a meeting shall be at least 50% of the number of endorsed members.</p> <p>3.4. Administration:</p> <p>3.4.1 <i>Advisory Group</i> Administrator Support An <i>Advisory Group</i> Administrator for the Group will be provided by the City of Wanneroo. That support person will be the Administration Officer Traffic Services.</p> <p>3.4.2 Motions on Notice An <i>Advisory Group</i> member may raise at a meeting any business that the member considers appropriate and which is relevant to the purpose of the <i>Advisory Group</i> 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 <i>Advisory Group</i> has no delegated power and has no authority to implement its recommendations without approval of Council. 4.2 The <i>Advisory Group</i> 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.



Policy Manual

Sports Floodlighting Policy

Policy Owner:	Community Facilities
Contact Person:	Manager Community Facilities
Date of Approval:	22 September 2020 (CP01-09/20)

POLICY STATEMENT

The City has a significant number of sporting open spaces (fields and courts) that are used for formal (club-based training and competition) and some informal (recreational) sporting activities such as skate boarding, basketball and BMX pursuits. To ensure that these activities can be undertaken in a safe environment, it is critical that the City provides these facilities with sports floodlighting in line with Australian and other relevant Standards, as far as practicable.

POLICY OBJECTIVE

The objective of this policy is to guide the provision and maintenance of floodlights across the network of sporting open spaces (active reserves) within the City of Wanneroo (City).

IMPLEMENTATION

This Policy applies to the City-wide provision of sports floodlighting which must be designed and installed so that the applicable visual tasks can be comfortably performed by both the Participants and the Officials. Requirements for sports floodlighting depend on the nature of the sport, the speed and size of the ball and required speed of performance of user activities. The layout of the playing area, proximity to residents and site constraints will determine the most suitable locations and number of the poles, to ensure luminaire uniformity and minimise glare.

Therefore, the City seeks to provide a standard level of provision for lighting at facilities in line with Australian and other relevant Standards, as far as practicable. Sports floodlighting shall meet the lux level standards set by the Australian Standards for Sports Lighting - Australian Standard AS2560. The City's standard provision for lighting is shown in the table below:

Sport	Level of play	Aust. Standard LUX level	
Hockey/Lacrosse	Training	250 LUX	
	Match*	500 LUX	
Baseball/Softball	Training	Infield 250 LUX	Outfield 150 LUX
Football (all codes)	Training	50 LUX	
	Match*	100 LUX	
Netball/Basketball	Training	100 LUX	
	Match*	100 LUX	
Tennis	Training	150 LUX	
	Match*	250 LUX	



Policy Manual

*Match level refers to amateur club competition and match practice. Training refers to amateur level ball and physical training.

Specific lux lighting levels and lighting design shall be to the Australian Standards for the relevant sporting code or use as follows:

Sporting Open Spaces – Large Ball Sports (Football all codes)

The Hierarchy of Provision for floodlighting on the City's Sports Spaces for large ball sports will be as outlined in the table below:

Sports Space Functional Classification	Level of Competition	Level of Lighting (LED)
Neighbourhood	Amateur	Minimum of 50 lux*
District	Amateur/club	Maximum of 100 lux
Regional	Amateur/Semi-Professional	Minimum of 100 lux*

* designed to increase capacity based on meeting the below criteria.

The base level of lighting provided at outdoor multi-use sports playing venues will be determined as Amateur Level 'Ball and Physical Training' level by the City and the level of lighting will be in accordance with AS2560.2.3 2007.

Where it is deemed appropriate, the City will increase the level of floodlighting provision to Amateur Level 'Club competition and match practice' (100 lux) for neighbourhood and District Sports Spaces. In this instance, Clubs would not be required to provide their own financial contribution, however grant funding may still be sought by the City.

Provision of floodlighting lux levels above 100 lux at Regional Sports Spaces will be considered via an individual business case. This may occur as a part of the provision of a new floodlighting installation or as a part of an upgrade of an existing installation and will be assessed based on the following criteria:

- Does the Sports Space currently have 100 lux floodlighting provision, irrespective of luminaire type?
- Is the Sports Space capable of hosting night time competitions?
- Does the Sports Space have the necessary supporting infrastructure such as a Sports Amenities Building to support night time competitions?
- Would the relevant State Sporting Association sanction night time competitions at the Sporting Space?
- Will upgrading the floodlighting at this Sports Space enable the City to manage ground maintenance and allocations more efficiently?
- Is the Sports Space currently being used/is there an existing club?
- Asset life/condition: How old/new is the existing floodlighting infrastructure? (ie. < 15yrs);
- What is the classification of the Sports Space within the Hierarchy of Provision, and/or is the facility being used at a level above its hierarchy of provision?



Policy Manual

The above criteria will also be used to prioritise projects which involve increasing the lux levels and in the replacement of existing Metal Halide floodlighting installations with LED floodlighting installations.

Sporting Open Spaces – Small Ball Sports

The provision of lighting for small ball sports will be considered on a case-by-case basis and, if determined necessary by the City, lighting will be provided to meet the appropriate Australian Standard for the particular sport. Australian Standards for:

- Baseball and softball are AS2560.2.6 -1994.
- Hockey is AS2560.2.7-1994. Synthetic hockey fields must have sports floodlighting to a minimum of training standard with match play being considered through a business case.
- Cricket currently has no specific Australian Standard but typically follows the AS2560 for the above sports. However, The European Sports Lighting Standard 'EN12193 Light and Lighting – Sports Lighting 2007' contains recommendations specific to both Outdoor and Indoor Cricket, and should be used as a guide where applicable.

If deemed acceptable through a business case, lighting of practices cages and wickets may be provided to assist clubs training longer in the summer and during the darker months of the year.

Where specific sports such as lacrosse, are not covered by AS2560, lux levels will be assessed against other Australian Standards with similar sporting types as a benchmark.

Outdoor Court Lighting

The level of lighting provided for outdoor court venues (basketball, netball) will be determined as 'Recreation or Training and Competition with few spectators' level by the City and the level of lighting will be in accordance with AS2560.2.4.

Tennis Courts

The installation of any tennis courts as a new standalone facility or addition to existing facilities is to have floodlighting that meets with AS2560.2.1-2003 for 'Recreational and Residential Tennis'.

Outdoor Youth Activity Spaces (Skate Parks and BMX/pump tracks)

There are no Australian Standards for the illumination of outdoor 3 on 3 courts, skate parks, BMX/pump tracks and the like, and therefore lighting standards for these types of outdoor sporting activities must meet a minimum horizontal illuminance of 100 lux at ground level, with a 0.5 uniformity (min/ave). Lighting for these spaces is to be sited to ensure there is no shadowing in bowls or glare when users are performing tricks.

The method of illumination is to be floodlights with full cut-offs (to minimise light pollution) with poles located at least 3m from all active areas around the perimeters of the spaces so they do not become an obstruction to the users, noting that the final pole locations will be determined during the design stage to ensure the active functional area illuminated as outlined above.



Policy Manual

City Design Requirements

All sports floodlighting infrastructure must be initially designed and constructed to allow for levels of lighting to be increased or improved, in future years.

All sports floodlighting infrastructure must be designed and constructed using LED technology as this will minimise running and whole of life costs, provide a higher quality and distribution of light and provide instantaneous switching (on/off).

Where training and match floodlighting Lux levels are to be provided, the system must be designed to allow switching between the two levels.

Transition from Metal Halide to LED Installations

In recognition of the greater energy efficiency of LED floodlighting and reduced life cycle costs, the City will seek to undertake a program to replace existing metal halide floodlighting installations with LED floodlighting installations, to the required lux levels as outlined within the standards identified above. This will be undertaken subject to budget capacity in any given year.

Additional Levels of Sports Floodlighting

Clubs may apply to the City for approval to increase or improve illumination levels beyond the specific standard. Additional lighting is to be in accordance with Australian Standard 2560 through 2560.2.8. The application should detail:

- The proposed standard of lighting;
- Reasons for requesting the change;
- A plan for the courts/grounds to be changed; and
- Sources of funding.

Applications will be considered by the Director Community & Place (or other authorised person) and the Manager Community Facilities.

If approved, the cost of the installation of additional floodlights over and above that of the City's standards for any sport will be the responsibility of the applicant club or clubs. These costs may include new or modified poles, luminaires, conduits, cables, fuses and switch boxes, cabinets, upgrade or modified power to site, consulting engineering fees for investigation and design, pavement and surface reconstruction costs and all other capital and project management costs for the works.

The ongoing operating cost of the upgrade installations beyond the specified standard shall be charged to the user groups, at a cost per hour as defined with the City's Schedule of Fees and Charges to cover the cost of the additional power provider charges. These fees shall include a pro-rata element for lamp, luminaire and control gear replacement, cleaning, wear and tear on the electrical installation and switching points, and all other maintenance costs.

The City shall undertake all works associated with the upgrades, with the required infrastructure becoming the property of the City. The City retains the right to use the additional lighting as required.



Policy Manual

ROLES AND RESPONSIBILITIES

This Policy is the responsibility of the Manager Community Facilities.

DISPUTE RESOLUTION

Disputes in regard to this policy will be referred to the Manager Community Facilities in the first instance. In the event that an agreement cannot be reached, the matter will be escalated to the Director Community & Place.

EVALUATION AND REVIEW PROVISIONS

The Policy will be reviewed every three years, in consultation with Community Facilities, and will take into account any feedback received from external stakeholders.

DEFINITIONS

DEFINITIONS: Any definitions listed in the following table apply to this document only.	
Participant	Someone who takes part in an activity
Official	Umpire, Club, Coach, Timekeeper
Sports Spaces	Provide for formal structured sporting activities, as defined by the Department of Local Government, Sport and Cultural Industries.
Recreation Spaces	Provide for informal play and physical activity, relaxation and social interaction, as defined by the Department of Local Government, Sport and Cultural Industries.

RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

Nil

REFERENCES

Australian Standard 2560.1 to 2560.2.8: Sports Lighting (reconfirmed in 2017)

RESPONSIBILITY FOR IMPLEMENTATION

Manager Community Facilities



Policy Manual

Version	Next Review	Record No:
29 June 2010, Resolution No. CD05-06/10 (Revokes Floodlighting Policy and Tennis Courts Floodlighting Policy – both last reviewed in September 2005)	June 2012	10/16815
CS05-08/12	August 2014	12/91944
Resolution No. CS11-11/14	November 2016	12/91944
9 May 2017 CE02-05/17	May 2019	12/91944[v2]
23 September 2020 CP01-09/20	July 2022	12/91944[v3]

CP02-09/20 Facility Hire and Use Policy

File Ref: 30232 – 20/330113
Responsible Officer: Director Community and Place
Disclosure of Interest: Nil
Attachments: 3

Cr H. Nguyen left the meeting at 8:13pm and did not return.

Moved Cr Treby, seconded Cr Cvitan.

That Council APPROVES the revised Facility Hire and Use Policy, as per Attachment 2.

CARRIED UNANIMOUSLY



Policy Manual

Facility Hire & Use Policy

Policy Owner:	Community Facilities
Contact Person:	Manager Community Facilities
Date of Approval:	22 September 2020 (CP02-09/20)

POLICY STATEMENT

The City of Wanneroo (City) is committed to providing fair and equitable access to high quality **facilities** which contribute to creating healthy, safe and connected communities.

POLICY OBJECTIVE

The purpose of this policy is to:

- Ensure that community facilities are used in a manner that aligns with the City's priorities and provides benefits for the local community.
- Outline principles of hire and use which allow an appropriate return for the City.
- Define categories of facility use to ensure appropriate activation of facilities.

SCOPE

This policy applies to all types of hire (**casual, annual and seasonal hire**) of facilities owned or managed by the City (existing, new and proposed), excluding any that are leased or are subject to a **shared use agreement**.

The policy does not apply to Wanneroo Aquamotion, Kingsway Indoor Stadium, Wanneroo Civic Centre Council Chambers and Civic Golf Courses at Marangaroo and Carramar.

IMPLICATIONS

This policy supports compliance with relevant legislation and Local Laws including the *Public Places and Local Government Property Local Law 2015*.

IMPLEMENTATION

The following principles guide how the City manages its community facilities to ensure fair and equitable use:

Maximising Usage, Diversity of Use and Activation

- The City will consider community demand and capacity of facilities to ensure appropriate and accessible use of space that is fit for purpose.



Policy Manual

- To ensure the City is able to create connected communities, the City will promote appropriate activation of community facilities and hubs by seeking to maximise usage during identified periods.
- The City may seek to amend existing bookings as required to achieve effective utilisation, diversity of use and activation.

Prioritising Local Residents

- The City seeks to protect the interests of its ratepayers by ensuring priority access for local residents, community groups and activities based within the City of Wanneroo.
- The provision and use of City facilities will be responsive to changing needs across local communities by prioritising access for groups highlighted in Council endorsed plans and strategies, to target support where it is needed most.

Promoting Diversity of Use

- The City ensures availability of different types of facilities to offer choice and meet the diverse needs of groups and organisations.
- The City encourages a range of uses within its facilities to maximise community participation and provide greater access for a range of local groups and organisations.
- The City will consider opportunities for commercial use, which may include business sector partnerships, in order to increase revenue or utilisation of a facility where there is demonstrated community benefit.

Affordability of Hire

- Fees and charges are based on the guiding principles in this policy, according to the types of users, levels of services and types of facilities.
- The City is committed to employing an affordable fee structure which reflects a reasonable user contribution towards the cost of maintaining the facility.
- The City will continue to provide concessionary rates for City residents and relevant local community groups/organisations conducting activities within the City of Wanneroo, as per the endorsed Schedule of Fees and Charges.

The City has determined eligibility criteria, as outlined in Annexure 1, where application of a concessionary rate for facility hire may be considered. Where applicable, concessionary rates can only be sought for one category only.

All facility hire fees and associated concessionary rates will be detailed in the City's Schedule of Fees and Charges available on the City's website.

Any requests for concessions or fee waivers not detailed within this policy will be managed in accordance with the criteria and processes detailed in the City's Fee Waivers, Concessions and Debt Write-Off Policy and Management Procedure.



Policy Manual

ROLES AND RESPONSIBILITIES

The Manager Community Facilities is responsible for the implementation of this policy in collaboration with relevant service unit managers.

DISPUTE RESOLUTION

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

EVALUATION AND REVIEW PROVISIONS

The policy will be evaluated every three years.

DEFINITIONS

DEFINITIONS: Any definitions listed in the following table apply to this document only.	
Term	DEFINITIONS
Annual Hire	Ongoing or regular hire which results in more than 12 sessions per calendar year (per financial year from July 2021).
Casual Hire	A one-off specific booking, intermittent and/or irregular meeting to a maximum of 12 sessions per calendar year.
Concessionary Rates	Relates to the provision of a reduction or discount on approved fees for the use of the City's community and sporting facilities for eligible groups and individuals.
Facilities	Facilities are defined as multipurpose community and recreation buildings and open spaces supplied by the City and available for hire by the general community. These can include but are not limited to: community centres, community hubs, libraries, parks and reserves, recreation centres and sporting facilities.
Seasonal Hire	This term specifically refers to recognised sporting seasons. A typical/traditional season is the portion of the year in which the sports regulated and fixtured matches are played, as defined by the relevant national, state or regional association. Seasonal hire entitles the hirer up to 2 x 2 hour training sessions per week and one match session, per team. This does not include pre- or post-season competitions or cup games held during the season.
Shared Use Agreement	Relates to the use of City of Wanneroo sports fields and hard-courts which are co-located with the Department of Education schools. Refer to <i>Joint Development and Shared Use Facilities with the Department of Education Policy</i> .



Policy Manual

RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

- Facility Hire and Use Guidelines (draft)
- Facility Hire and Use Management Procedure
- Fee Waivers, Concessions and Debt Write-Off Policy and Management Procedure
- Food Truck Management Procedure
- Public Community Event Policy and Management Procedure
- Circuses and Performing Animals Policy
- Community Funding Policy and Management Procedure
- Community Led Initiatives and Collaborations Management Procedure
- Public Places and Local Government Property Local Law 2015
- Conditions of Hire – Facility Booking
- City of Wanneroo Schedule of Fees & Charges

RESPONSIBILITY FOR IMPLEMENTATION

Manager Community Facilities

Version	Next Review	Record No:
CD06-08/09	25 Aug 2009	
CD02-05/11	2 May 2011	11/22399
CD01-05/13	May 2015	12/40855
16/12/14 – Admin amendment – See Trim: 14/9002	May 2015	12/40855
03/09/2018 – Admin Amendment from CP05-08/18	May 2015	12/40855
22 September 2020 CP02-09/20	June 2022	19/419971



Policy Manual

ANNEXURE 1 – CATEGORIES OF USE

The City may consider requests to provide a concession for facility hire in accordance with the following criteria:

Category No.	Hirer Description	Reference	Method of Calculation for Concessionary Rate
1.	Junior Use	Applies to registered teams, clubs, associations and community groups only. Juniors are defined as individuals aged 18 years and under.	Between 50 - 100% of the Adult Fee
2.	Adult Use	Applies to registered teams, clubs, associations and community groups only. Adults are defined as individuals that are between 19 and 59 years of age.	N/A. As per Schedule of Fees & Charges
3.	Senior Use	Applies to registered teams, clubs, associations and community groups only. Seniors are defined as individuals aged over 60 years.	Between 50 - 100% of the Adult Fee
4.	Support Services	Community-based groups and organisations that provide essential support services to the Wanneroo community. Such organisations are not-for-profit and typically do not generate revenue sufficient to support facility hire costs.	100% concession for regular bookings (as defined within Facility Hire & Use Guidelines)
5.	Charitable Purpose Use	Any event, program or activity which has a charitable purpose for the benefit of City residents (includes licensed collections under the Charitable Collections Act). This excludes fundraising for the purposes of income generation for individual groups.	100% concession for regular bookings (as defined within Facility Hire & Use Guidelines)
6.	Emergency Service Organisations	Groups that provide Emergency Service support to the community. This excludes fundraising for the purposes of income generation for individual groups.	100% concession for regular bookings (as defined within Facility Hire & Use Guidelines)
7.	Government Use	State and Federal Government agencies with commercial rates applicable.	N/A. As per Schedule of Fees & Charges
8.	Community Use	Any event, program or activity undertaken by a City resident or community-based organisation on a casual or ongoing basis.	N/A. As per Schedule of Fees & Charges
9.	Commercial Use	Where the activity being undertaken is a profit making venture regardless of whether the body is incorporated or not.	N/A. As per Schedule of Fees & Charges
10.	Community-based business	Small or single operator community-based business who conducts their activities on a cost-recovery basis. In this instance, the community rate will apply.	N/A. As per Schedule of Fees & Charges



Policy Manual

- | | | | |
|-----|-------------------|--|--|
| 11. | Sport Training | Small to medium size sports coaching using portions of public open space with little or no set-up requirements. | N/A. As per Schedule of Fees & Charges |
| 12. | Personal Training | Small to medium size basic fitness training using portions of public open space with little or no set-up requirements. | N/A. As per Schedule of Fees & Charges |

CP03-09/20 Alkimos Aquatic and Recreation Centre - Site Selection, Master Planning and Land Acquisition

File Ref: 40645 – 20/369229
Responsible Officer: Director Community and Place
Disclosure of Interest: Nil
Attachments: 2

Moved Mayor Roberts, seconded Cr Sangalli.

Moved Cr Miles, seconded Cr Coetzee.

That an extension of time of three minutes to speak be granted to Cr Baker.

CARRIED UNANIMOUSLY

That Council:-

- 1. ENDORSES Option 5, as per Attachment 1, as the preferred site for the Alkimos Aquatic and Recreation Centre within Alkimos Central, subject to item 4 below;**
- 2. AUTHORISES the Chief Executive Officer to progress the land acquisition of Option 5, as per Attachment 1, negotiate commercial terms (including a purchase price), engage property valuations, surveys and due diligence investigations, and execute a sale contract and related documentation, provided that the sale contract will be subject to:**
 - a) The City's independent valuation of the Option 5 site, noting item 4 below;**
 - b) The approval of Council; and**
 - c) The City's compliance with Section 3.59, if applicable having regard to regulation 8A of the *Local Government (Functions and General) Regulations 1996 (WA)*; and**
- 3. NOTES that a Site Master Plan is currently being progressed, with the outcomes of this Master Plan to be reported to Council at a future meeting; and**
- 4. NOTES that a further report to Council, incorporating analysis of the site options (including acquisition cost as a criterion in addition to the criteria identified in this report) and recommendation of a preferred site, will be submitted to Council if the City and Development WA do not agree that Options 1, 2, 3, 4 and 5 will be valued equally on an en globo basis.**

CARRIED UNANIMOUSLY

MASTERPLAN



LEGEND

-  Options for proposed 3.5ha Site Inclusive of Aquatic and Recreation Facility and Car Parking
-  Site boundary
-  Walkable Catchment: 400m / 800m
-  Alkimos Rail Station

Corporate Strategy & Performance**Business & Finance****CS01-09/20 Financial Activity Statement for the Period ended 31 July 2020**

File Ref: 37350 – 20/335615
 Responsible Officer: Director Corporate Strategy & Performance
 Disclosure of Interest: Nil
 Attachments: 7

Moved Cr Cvitan, seconded Cr Baker.

That Council, by ABSOLUTE MAJORITY:

1. RECEIVES the Financial Activity Statement and commentaries on variances year to date Budget for the period ended 31 July 2020 consisting of:
 - a) July 2020 year to date Financial Activity Statement;
 - b) July 2020 year to date Net Current Assets Position; and
 - c) July 2020 year to date Material Financial Variance Notes.
2. APPROVES the following change to the 2020/21 Capital Work Budget:

Number	From	To	Amount	Description
PR-2794	PR-2794 East Wanneroo Cell 1, Tapping - Upgrade infrastructure	TPS Cell 1	-\$27,100	Construction cost will be less than first forecast.
PR-2955	Federal Gov't Grant	PR-2955 Halesworth Park, New Sports Facilities	\$1,250,000	Change of funding source due to successful Federal Gov't grant.
PR-2955	PR-2955 Halesworth Park, New Sports Facilities	State Gov't Grant	-\$500,000	CSRFF Grant to be received in 2021/22.
PR-2955	PR-2955 Halesworth Park, New Sports Facilities	Strategic Projects/Initiative reserve	-\$750,000	Strategic Projects/Initiative reserve funding is not required as the Federal Gov't grant was successful.
PR-4140	Developer Contributions	PR-4140 Marmion Ave Dual Carriageway	\$245,000	Variation of works, funded by developers.

3. **APPROVES** the following change to the 2019/20 Carry Forward Adjustments as detailed in Attachment 7, in the 2020/21 Capital Work Budget.

CARRIED BY ABSOLUTE MAJORITY

CITY OF WANNEROO

STATEMENT OF COMPREHENSIVE INCOME BY NATURE OR TYPE

Attachment 1

FOR THE PERIOD ENDED 31 JULY 2020

Description	Current Month					Year to Date				Annual				
	Actual	Budget	Variance		Notes	Actual	Budget	Variance		Original Budget	Revised Budget	Variance		Notes
	\$	\$	\$	%		\$	\$	\$	%	\$	\$	\$	%	
Revenues														
Rates	134,627,934	134,451,516	176,418	0.1	1	134,627,934	134,451,516	176,418	0.1	135,971,516	135,971,516	0	0	1
Operating Grants, Subsidies & Contributions	97,687	169,797	(72,110)	(42.5)	2	97,687	169,797	(72,110)	(42.5)	11,426,636	11,426,636	0	0	2
Fees & Charges	32,491,474	31,205,970	1,285,504	4.1	3	32,491,474	31,205,970	1,285,504	4.1	44,156,022	44,156,023	1	0	3
Interest Earnings	324,074	275,811	48,263	17.5		324,074	275,811	48,263	17.5	4,416,017	4,416,017	0	0	
Other Revenue	41,606	13,441	28,165	209.5		41,606	13,441	28,165	209.5	1,015,816	1,015,817	1	0	
Total Operating Revenue	167,582,776	166,116,535	1,466,241	0.9		167,582,776	166,116,535	1,466,241	0.9	196,986,007	196,986,009	2	0	
Expenses														
Employee Costs	(6,145,590)	(6,838,142)	692,552	10.1	4	(6,145,590)	(6,838,142)	692,552	10.1	(75,073,152)	(75,073,152)	0	0	4
Materials & Contracts	(6,797,808)	(6,839,789)	41,981	0.6		(6,797,808)	(6,839,789)	41,981	0.6	(71,049,101)	(71,049,101)	0	0	
Utility Charges	(748,170)	(862,741)	114,571	13.3	5	(748,170)	(862,741)	114,571	13.3	(9,976,703)	(9,976,703)	0	0	5
Depreciation	(3,571,971)	(3,571,971)	0	0.0		(3,571,971)	(3,571,971)	0	0.0	(42,863,029)	(42,863,029)	0	0	
Interest Expenses	(343,592)	(341,429)	(2,163)	(0.6)		(343,592)	(341,429)	(2,163)	(0.6)	(4,114,716)	(4,114,716)	0	0	
Insurance	(137,133)	(109,137)	(27,996)	(25.7)		(137,133)	(109,137)	(27,996)	(25.7)	(1,327,151)	(1,327,151)	0	0	
Total Operating Expenditure	(17,744,263)	(18,563,209)	818,946	4.4		(17,744,263)	(18,563,209)	818,946	4.4	(204,403,852)	(204,403,852)	0	0	
RESULT FROM OPERATIONS	149,838,513	147,553,326	2,285,187	1.5		149,838,513	147,553,326	2,285,187	1.5	(7,417,845)	(7,417,843)	2	(0)	
Non Operating Revenue & Expenses														
Non Operating Grants, Subsidies & Contributions	167,930	1,770,413	(1,602,483)	(90.5)	6	167,930	1,770,413	(1,602,483)	(90.5)	11,049,674	11,049,674	0	0	6
Contributed Physical Assets	0	0	0	0.0		0	0	0	0.0	9,092,000	9,092,000	0	0	
Profit on Asset Disposals	0	0	0	0.0	7	0	0	0	0.0	248,176	248,176	0	0	7
Loss on Assets Disposals	0	(13,699,065)	13,699,065	100.0	7	0	(13,699,065)	13,699,065	100.0	(14,821,299)	(14,821,299)	0	0	7
Town Planning Scheme (TPS) Revenues	1,435,645	138,917	1,296,728	933.5	8	1,435,645	138,917	1,296,728	933.5	10,667,481	10,667,481	0	0	8
Town Planning Scheme (TPS) Expenses	(70,743)	(62,646)	(8,097)	(12.9)		(70,743)	(62,646)	(8,097)	(12.9)	(6,759,073)	(6,759,073)	0	0	
Total Non Operating Revenue and Expenses	1,532,831	(11,862,381)	13,385,212	112.9		1,532,831	(11,862,381)	13,385,212	112.9	9,476,959	9,476,959	0	0	
NET RESULT (OPERATING & NON OPERATING)	151,371,344	135,700,945	15,670,399	11.5		151,371,344	135,700,945	15,670,399	11.5	2,059,114	2,059,116	2	0	
Other Comprehensive Income	0	0	0	0.0		0	0	0	0.0	0	0	0	0	
TOTAL COMPREHENSIVE INCOME	151,371,344	135,700,945	15,670,399	11.5		151,371,344	135,700,945	15,670,399	11.5	2,059,114	2,059,116	2	0	

CITY OF WANNEROO

Attachment 2

STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 JULY 2020

Description	30/06/2020 Estimate \$	31/07/2020 Actual \$	Budget 30/06/2021 Estimate \$
Current Assets			
Cash at Bank	3,469,524	1,409,326	3,308,261
Investments	371,558,000	361,008,656	364,221,716
Receivables	18,715,258	190,745,645	20,023,000
Inventories	347,448	324,546	316,000
	394,090,230	553,488,173	387,868,977
Current Liabilities			
Payables	(56,945,209)	(63,601,167)	(29,910,926)
Provisions	(21,532,818)	(21,215,549)	(20,582,394)
	(78,478,027)	(84,816,716)	(50,493,320)
NET CURRENT ASSETS	315,612,203	468,671,457	337,375,657
Non Current Assets			
Receivables	3,712,310	3,709,191	3,268,165
Investments	19,639,610	19,636,472	20,243,091
Inventories	22,117,151	22,117,151	22,117,151
Land	136,341,325	136,341,325	138,221,721
Buildings	177,291,240	176,783,985	189,295,791
Plant	16,601,893	16,562,713	21,440,107
Equipment	84,970,844	84,763,562	89,942,404
Furniture & Fittings	7,666,913	7,517,910	14,243,635
Infrastructure	1,879,983,413	1,877,314,162	1,867,304,297
Work in Progress	62,293,699	63,797,948	62,293,699
	2,410,618,398	2,408,544,419	2,428,370,061
Non Current Liabilities			
Interest Bearing Liabilities	(74,466,045)	(74,429,145)	(76,334,197)
Provisions & Payables	(20,832,004)	(20,833,849)	(11,699,460)
	(95,298,049)	(95,262,994)	(88,033,657)
NET ASSETS	2,630,932,552	2,781,952,882	2,677,712,061
Equity			
Retained Surplus	(1,257,509,336)	(1,409,830,501)	(1,187,821,113)
Reserves - Cash/Investment Backed	(219,653,541)	(219,474,525)	(333,303,832)
Reserves - Asset Revaluation	(1,061,144,605)	(1,061,144,605)	(1,061,144,605)
Town Planning Schemes	(92,625,070)	(91,503,251)	(95,442,511)
TOTAL EQUITY	(2,630,932,552)	(2,781,952,882)	(2,677,712,061)

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

- \$602K Hartman Drive, Upgrade to Dual Carriageway from Hepburn Ave to Gnangara Rd
- \$165K Leatherback Park, Alkimos, New Sports Amenities Building
- \$151K Marmion Avenue, Upgrade Street Landscaping
- \$126K Halesworth Park, Butler, New Sports Facilities
- \$92K Recurring Program, Upgrade Tracks
- \$66K Renew Finance System
- \$54K Recurring Program, Renew IT Equipment and Software

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

- \$8.16m Halesworth Park, Butler, New Sports Facilities
 - \$2.02m Recurring Program, Renew Domestic Waste Vehicles
 - \$1.55m Renew Finance System
 - \$1.21m Hartman Drive, Upgrade to Dual Carriageway from Hepburn Ave to Gnangara Rd
 - \$1.21m Leatherback Park, Alkimos, New Sports Amenities Building
 - \$1.05m Recurring Program, Renew Transport Infrastructure Assets
 - \$841K Three Bin Kerbside Collection System
 - \$251K Recurring Program, Renew Heavy Trucks
 - \$247K Shelvock Park, New Sports Amenities Building
 - \$228K Neerabup Industrial Area, Neerabup, New Development
 - \$224K Franklin Road, Rousset Road, Caporn Street, Upgrade Intersection
 - \$191K Recurring Program, Renew Park Assets
 - \$189K Recurring Program, Renew Light Vehicles
 - \$186K Marmion Avenue, Upgrade Street Landscaping
 - \$171K Connolly Drive, Butler, Upgrade to Dual Carriageway from Lukin Dr to Benenden Ave
 - \$166K Time Locks in Public Toilets, Various Locations, New Installations
 - \$155K Recurring Program, Renew IT Equipment and Software
 - \$142K Recurring Program, Renew Community Building Assets
 - \$101K Marmion Ave, Upgrade to Dual Carriageway from Butler Blvd to Yanchep Beach Rd
- LTD – Life to Date

As at 31 July 2020, the City has spent \$913K (12%) of the \$7.58m carry forward budget from 2019/2020. Significant Actual (YTD) expenditure against carry forward projects include (% shown as Actual expenditure against Carry Forward budget only):

- \$416K Hartman Drive, Upgrade to Dual Carriageway from Hepburn Ave to Gnangara Rd (100%)
- \$151K Marmion Avenue, Upgrade Street Landscaping (34%)
- \$126K Halesworth Park, Butler, New Sports Facilities (14%)
- \$66K Renew Finance System (22%)
- \$54K Recurring Program, Renew IT Equipment and Software (20%)

Top Capital Projects 2020/21 - July 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	Council Comments
PMO16052	PR-2616	23740	Neerabup Industrial Area (Existing Estate), Neerabup, Upgrade Roads and Services Infrastructure	1,135,000	152	1,090,000	44,848	3,985,000	4,006,365	(21,365)					32	Delivery	Stage 2 design in progress and being evaluated for potential cost and time variations.
PMO16061	PR-2955	23756	Halesworth Park, Butler, New Sports Facilities	11,877,994	125,511	11,742,653	9,830	20,824,937	20,822,870	2,067					46	Delivery	Construction of ovals and landscaping is underway.
PMO16175	PR-2664	25883	Southern Suburbs Library, Landsdale, New Building	670,000	6,579	660,000	3,421	7,351,250	7,146,484	204,766					11	Design	Concept design and clearing permit in progress. Youth Innovation scope clarification and grant funding to be confirmed.
PMO17015	PR-1910	33218	Recurring Program, Renew Park Assets	1,730,000	3,249	1,728,900	(2,149)	N.A.	N.A.	N.A.					5	Delivery	Works on track.
PMO18063	PR-4088	30136	Neerabup Industrial Area, Neerabup, New Development	1,129,489	1,846	1,478,521	(350,878)	15,855,000	15,855,002	(2)					18	Delivery	Works on track. Carry forward adjustment for underspend in 2019/20.
PMO19001	PR-2792	32947	Dalvik Park, Merriwa, New Sports Amenities Building and Carpark	587,000	0	544,000	43,000	1,644,526	1,633,439	11,087					32	Delivery	Construction in progress.
PMO19002	PR-4172	32950	Hinckley Park, Hocking, Upgrade Passive Park	1,346,227	10,828	1,335,399	(0)	1,423,477	1,400,864	22,613					70	Delivery	Request for Tender closes 25 August 2020.
PMO19007	PR-2990	32965	Leatherback Park, Alkimos, New Sports Amenities Building	1,478,000	164,614	1,313,385	1	1,773,000	1,769,432	3,568					67	Delivery	Construction in progress.
PMO19024	PR-2409	34035	Yanchep Industrial Area, Yanchep, Upgrade Roads and Drainage Infrastructure	500,000	0	500,000	0	1,266,373	1,266,373	(0)					5	Design	Design review required to ensure compliance with current Austroads Standards and AS/NZS.
PMO19041	PR-3018	34175	Hartman Dr, Wangara, Upgrade to Dual Carriageway from Hepburn Ave to Gngara Rd	2,516,641	602,387	1,914,000	254	4,700,000	5,027,345	(327,345)					78	Delivery	Works progressing.
PMO20015	PR-4237	39484	Mirrabooka Ave, Rawlinson Drive, Upgrade Intersection	898,005	4,559	888,071	5,375	911,005	911,005	0					33	Delivery	Works progressing.
				23,868,356	919,725	23,194,929	(246,298)	59,734,568	59,839,179	(104,611)							

Schedule Status-Indicator	Budget Indicators (Annual & Total)	Overall Risk Indicator
On Target-Baseline (<10%time increase)	On Target (Variance <10%)	Low
Behind Schedule (10 - 20%time increase)	Almost on Budget (Variance of 10 - 20%)	Medium
Behind Schedule (>20%time increase)	Under / Over Budget (Variance > 20%)	High

INVESTMENT SUMMARY - As At 31 July 2020

Face Value \$	Interest Rate %	Borrower	Rating	Maturity Date	Purchase price	Deposit Date	Current Value \$	YTD Accrued Interest \$	Accrued Interest
Current Account Investment Group									
18,805,000.00	0.20	Commonwealth Bank of Australia Perth	A1	N/A		N/A	18,805,000.00		
10,000,000.00	1.05	Westpac Banking Corporation	A1	19-May-2021	10,000,000.00	19-May-2020	10,021,000.00	8,917.81	21,000.00
10,000,000.00	1.62	Westpac Banking Corporation	A1	24-August-2020	10,000,000.00	23-August-2019	10,070,126.03	13,758.90	70,126.03
10,000,000.00	1.60	Members Equity Bank Melbourne	A2	11-August-2020	10,000,000.00	04-September-2019	10,145,095.89	13,589.04	145,095.89
5,000,000.00	1.60	Members Equity Bank Melbourne	A2	18-August-2020	5,000,000.00	04-September-2019	5,072,547.95	6,794.52	72,547.95
10,000,000.00	1.60	Bank of Queensland	A2	06-August-2020	10,000,000.00	04-September-2019	10,145,095.89	13,589.04	145,095.89
10,000,000.00	1.67	Westpac Banking Corporation	A1	07-September-2020	10,000,000.00	06-September-2019	10,067,257.54	14,183.56	67,257.54
5,000,000.00	1.76	Westpac Banking Corporation	A1	15-September-2020	5,000,000.00	16-September-2019	5,033,030.14	7,473.97	33,030.14
5,000,000.00	1.65	Members Equity Bank Melbourne	A2	22-September-2020	5,000,000.00	24-September-2019	5,070,294.52	7,006.85	70,294.52
5,000,000.00	1.65	Members Equity Bank Melbourne	A2	07-October-2020	5,000,000.00	01-October-2019	5,068,712.33	7,006.85	68,712.33
5,000,000.00	1.55	Bank of Queensland	A2	13-October-2020	5,000,000.00	08-October-2019	5,063,061.64	6,582.19	63,061.64
5,000,000.00	1.55	Bank of Queensland	A2	20-October-2020	5,000,000.00	14-October-2019	5,061,787.67	6,582.19	61,787.67
5,000,000.00	1.58	Westpac Banking Corporation	A1	28-October-2020	5,000,000.00	28-October-2019	5,020,345.20	6,709.59	20,345.20
10,000,000.00	1.63	Westpac Banking Corporation	A1	06-November-2020	10,000,000.00	06-November-2019	10,038,405.48	13,843.84	38,405.48
10,000,000.00	1.50	Bendigo Bank	A2	27-November-2020	10,000,000.00	29-November-2019	10,100,684.93	12,739.73	100,684.93
10,000,000.00	1.55	Rural Bank	A2	07-December-2020	10,000,000.00	05-December-2019	10,101,493.15	13,164.38	101,493.15
10,000,000.00	1.60	Members Equity Bank Melbourne	A2	21-December-2020	10,000,000.00	20-December-2019	10,098,191.78	13,589.04	98,191.78
10,000,000.00	1.55	Members Equity Bank Melbourne	A2	11-January-2021	10,000,000.00	09-January-2020	10,086,630.14	13,164.38	86,630.14
10,000,000.00	1.55	Bank of Queensland	A2	11-January-2021	10,000,000.00	09-January-2020	10,086,630.14	13,164.38	86,630.14
10,000,000.00	1.55	National Australia Bank	A1	14-January-2021	10,000,000.00	13-January-2020	10,084,931.51	13,164.38	84,931.51
10,000,000.00	1.55	Rural Bank	A2	21-January-2021	10,000,000.00	20-January-2020	10,081,958.90	13,164.38	81,958.90
5,000,000.00	1.55	Rural Bank	A2	28-January-2021	5,000,000.00	29-January-2020	5,039,068.49	6,582.19	39,068.49
10,000,000.00	1.50	Bendigo Bank	A2	04-February-2021	10,000,000.00	05-February-2020	10,072,739.73	12,739.73	72,739.73
5,000,000.00	1.52	Rural Bank	A2	11-February-2021	5,000,000.00	12-February-2020	5,035,397.26	6,454.79	35,397.26
10,000,000.00	1.53	Members Equity Bank Melbourne	A2	15-February-2021	10,000,000.00	14-February-2020	10,070,421.92	12,994.52	70,421.92
15,000,000.00	1.52	Rural Bank	A2	23-February-2021	15,000,000.00	24-February-2020	15,098,695.89	19,364.38	98,695.89
10,000,000.00	1.40	Bank of Queensland	A2	09-March-2021	10,000,000.00	09-March-2020	10,055,232.88	11,890.41	55,232.88
10,000,000.00	1.40	Bank of Queensland	A2	09-March-2021	10,000,000.00	11-March-2020	10,054,465.75	11,890.41	54,465.75
5,000,000.00	1.60	Suncorp	A1	18-March-2021	5,000,000.00	19-March-2020	5,029,369.86	6,794.52	29,369.86
10,000,000.00	1.38	Suncorp	A1	07-April-2021	10,000,000.00	06-April-2020	10,043,857.53	11,720.55	43,857.53
10,000,000.00	1.38	Suncorp	A1	07-April-2021	10,000,000.00	06-April-2020	10,043,857.53	11,720.55	43,857.53
10,000,000.00	1.30	Suncorp	A1	16-April-2021	10,000,000.00	17-April-2020	10,037,397.26	11,041.10	37,397.26
20,000,000.00	1.07	National Australia Bank	A1	10-May-2021	20,000,000.00	11-May-2020	20,047,490.41	18,175.34	47,490.41
10,000,000.00	1.01	Westpac Banking Corporation	A1	08-June-2021	10,000,000.00	09-June-2020	10,014,389.04	8,578.08	14,389.04
15,000,000.00	1.01	Westpac Banking Corporation	A1	10-June-2021	15,000,000.00	09-June-2020	15,021,583.56	12,867.12	21,583.56
10,000,000.00	1.00	Westpac Banking Corporation	A1	17-June-2021	10,000,000.00	17-June-2020	10,012,054.79	8,493.15	12,054.79
5,000,000.00	0.95	National Australia Bank	A1	05-July-2021	5,000,000.00	02-July-2020	5,003,773.97	3,773.97	3,773.97
10,000,000.00	0.95	National Australia Bank	A1	13-July-2021	10,000,000.00	07-July-2020	10,006,246.58	6,246.58	6,246.58
5,000,000.00	0.86	Westpac Banking Corporation	A1	28-July-2021	5,000,000.00	28-July-2020	5,000,353.42	353.42	353.42
	Weighted Return								
358,805,000.00	1.34%	Totals					361,008,676.72	399,869.86	2,203,676.72

0.74% 12 month UBS Australia Bank Bill Index for 31 July 2020

0.60% 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.

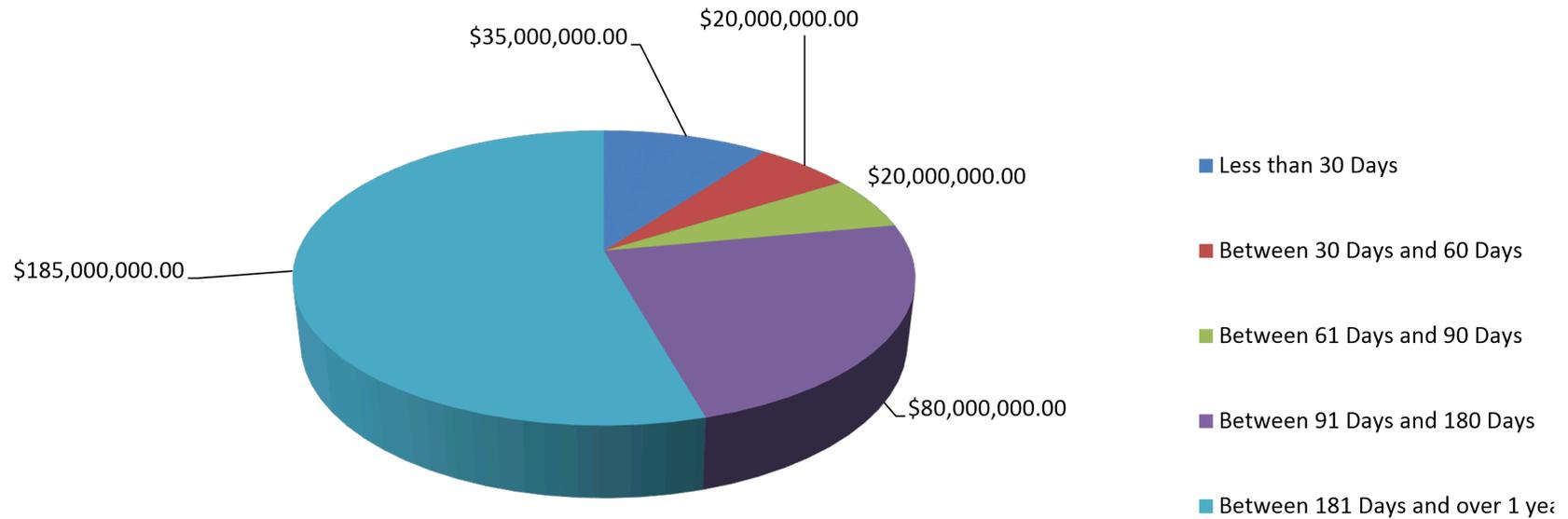
INDIVIDUAL ADI LIMITS - As At 31 July 2020

BORROWER	INVESTMENT RATING	FACE VALUE (\$)	MAXIMUM LIMIT PER INVESTMENT POLICY (\$)	INVESTMENT BALANCE (%)	MAXIMUM LIMIT PER INVESTMENT POLICY (%)
Commonwealth Bank of Australia Perth	A1	18,805,000.00	179,402,500.00	5.24	50.00
National Australia Bank	A1	45,000,000.00	179,402,500.00	12.54	50.00
Westpac Banking Corporation	A1	90,000,000.00	179,402,500.00	25.08	50.00
Suncorp	A1	35,000,000.00	179,402,500.00	9.75	50.00
Bank of Queensland	A2	50,000,000.00	89,701,250.00	13.94	25.00
Bendigo Bank	A2	20,000,000.00	89,701,250.00	5.57	25.00
Members Equity Bank Melbourne	A2	55,000,000.00	89,701,250.00	15.33	25.00
Rural Bank	A2	45,000,000.00	89,701,250.00	12.54	25.00
Totals		358,805,000.00		100.00	

OVERALL CREDIT PROFILE - As At 31 July 2020

	INVESTMENT RATING	FACE VALUE (\$)	MAXIMUM LIMIT PER INVESTMENT POLICY (\$)	INVESTMENT BALANCE (%)	MAXIMUM LIMIT PER INVESTMENT POLICY (%)
Subtotal of Securities	A1	188,805,000.00	358,805,000.00	52.62	100.00
Subtotal of Securities	A2	170,000,000.00	287,044,000.00	47.38	80.00
Totals		358,805,000.00		100.00	

Maturity Breakdown - As At 31 July 2020					
Maturity Profile	Face Value	% Portfolio	Number of Investments	Lowest Amount Invested per Investment	Highest Amount Invested per Investment
Current Account	\$18,805,000.00	5.24%	1.00	\$18,805,000.00	\$18,805,000.00
Less than 30 Days	\$35,000,000.00	9.75%	4.00	\$5,000,000.00	\$10,000,000.00
Between 30 Days and 60 Days	\$20,000,000.00	5.57%	3.00	\$5,000,000.00	\$10,000,000.00
Between 61 Days and 90 Days	\$20,000,000.00	5.57%	4.00	\$5,000,000.00	\$5,000,000.00
Between 91 Days and 180 Days	\$80,000,000.00	22.30%	8.00	\$10,000,000.00	\$10,000,000.00
Between 181 Days and over 1 year	\$185,000,000.00	51.56%	19.00	\$5,000,000.00	\$20,000,000.00
Totals	\$358,805,000.00	100.00%	39.00		



**RATE SETTING STATEMENT
(FINANCIAL ACTIVITY STATEMENT)
FOR THE PERIOD ENDED 31 JULY 2020**

Attachment 6

Description	Year To Date				Annual
	Actual	Budget	Variance		Adopted Budget
	\$	\$	\$	%	\$
Opening Surplus/(Deficit)	0	0	0	0	
OPERATING ACTIVITIES					
Revenues					
Operating Grants, Subsidies & Contributions	97,687	169,797	(72,110)	(42)	11,426,636
Fees & Charges	32,491,474	31,205,970	1,285,504	4	44,156,022
Interest Earnings	324,074	275,811	48,263	17	4,416,017
Other Revenue	41,606	13,441	28,165	210	1,015,816
	32,954,842	31,665,019	1,289,823	4	61,014,491
Expenses					
Employee Costs	(6,145,590)	(6,838,142)	692,552	10	(75,073,152)
Materials & Contracts	(6,797,808)	(6,839,789)	41,981	1	(71,049,101)
Utility Charges	(748,170)	(862,741)	114,571	13	(9,976,703)
Depreciation	(3,571,971)	(3,571,971)	0	0	(42,863,029)
Interest Expenses	(343,592)	(341,429)	(2,163)	(1)	(4,114,716)
Insurance	(137,133)	(109,137)	(27,996)	(26)	(1,327,151)
	(17,744,263)	(18,563,209)	818,946	4	(204,403,852)
Non-Cash Amounts Excluded					
Depreciation	3,571,971	3,571,971	0	0	42,863,029
	18,782,550	16,673,781	2,108,769	13	(100,526,332)
INVESTING ACTIVITIES					
Non Operating Grants, Subsidies & Contributions	167,930	1,770,413	(1,602,483)	(91)	11,049,674
Contributed Physical Assets	0	0	0	0	9,092,000
Profit on Asset Disposals	0	0	0	0	248,176
Loss on Assets Disposals	0	(13,699,065)	13,699,065	100	(14,821,299)
TPS & DCP Revenues	1,435,645	138,917	1,296,728	933	10,667,481
TPS & DCP Expenses	(70,743)	(62,646)	(8,097)	(13)	(6,759,073)
Capital Expenditure	(1,508,111)	(4,821,165)	3,313,054	69	(67,013,329)
Proceeds From Disposal Of Assets	366,444	89,738	276,706	308	1,076,850
	391,164	(16,583,809)	16,974,972	102	(56,459,520)
Non-Cash Amounts Excluded					
Contributed Physical Assets	0	0	0	0	(9,092,000)
Profit on Asset Disposals	0	0	0	0	(248,176)
Loss on Assets Disposals	0	13,699,065	(13,699,065)	(100)	14,821,299
	0	13,699,065	(13,699,065)	(100)	5,481,123
	391,164	(2,884,744)	3,275,907	114	(50,978,397)
FINANCING ACTIVITIES					
Contributions from New Loans	0	0	0	0	2,000,000
Transfers from Restricted Grants, Contributions & Loans	0	56,750	(56,750)	(100)	681,000
Transfers to Restricted Grants, Contributions & Loans	(25,811)	0	(25,811)	(100)	0
Transfers from Reserves	173,850	3,057,098	(2,883,248)	(94)	36,685,179
Transfers to Reserves	0	(2,079,429)	2,079,429	100	(24,953,148)
Transfers from Schemes	1,121,819	563,735	558,084	99	6,764,815
Transfers to Schemes	(4,236,838)	(706,944)	(3,529,894)	(499)	(8,483,333)
	(2,966,980)	891,209	(3,858,189)	(433)	12,694,513
BUDGET (DEFICIT)/SURPLUS	16,206,734	14,680,247	1,526,487	10	(138,810,216)
Amount To Be Raised From Rates	134,627,934	134,451,516	176,418	0	135,971,516
Closing Surplus/(Deficit)	150,834,668	149,131,763	1,702,905	1	(2,838,700)

2019/20 Carry Forward Adjustments

Project Number	Project Name	Original CF Request	Revised CF Request	Revised CF Change
PR-1031	Recurring Program, New IT equipment and software	\$885,820	\$ 1,364,838	\$ 479,018
PR-1032	Recurring Program, Renew IT equipment and software	\$271,077	\$ 344,183	\$ 73,106
PR-1033	Recurring Program, Upgrade IT equipment and software	\$290,420	\$ 380,420	\$ 90,000
PR-1034	Recurring Program, New Light Vehicles	\$ -	\$ 20,000	\$ 20,000
PR-1040	Recurring Program, Marangaroo Golf Course, Upgrade greens, tees, pathways and signage	\$ -	\$ 5,208	\$ 5,208
PR-1041	Recurring Program, Carramar Golf Course, Upgrade greens, tees, pathways and signage	\$ -	\$ 4,973	\$ 4,973
PR-1056	Recurring Program, Purchase land road reserves	\$80,000	\$ 80,000	\$ -
PR-1087	Recurring Program, Renew transport infrastructure assets	\$ -	\$ 74,256	\$ 74,256
PR-1587	Motivation Dr, Wangara, Renew Lot 15 Environmental Investigation and Remediation	\$125,000	\$ 125,000	\$ -
PR-1659	Recurring Program, Renew Light Vehicles	\$80,000	\$ 150,000	\$ 70,000
PR-1660	Recurring Program, Renew Heavy Trucks	\$734,648	\$ 734,648	\$ -
PR-1680	Recurring Program, Upgrade Tracks	\$ -	\$ 3,540	\$ 3,540
PR-1883	Recurring Program, Upgrade corporate business systems	\$33,000	\$ 134,709	\$ 101,709
PR-1904	Recurring Program, Renew community building assets	\$50,000	\$ 86,189	\$ 36,189
PR-2016	Recurring Program, Renew Foreshore	\$ -	\$ 8,575	\$ 8,575
PR-2094	Recurring Program, New CCTV Network and Supporting Infrastructure	\$ -	\$ 17,645	\$ 17,645
PR-2098	Recurring Program, New corporate business systems	\$186,958	\$ 368,680	\$ 181,722
PR-2332	Extension of existing building Civic Centre, Wanneroo, Upgrade and Extension of Existing Building	\$ -	\$ 877	\$ 877
PR-2455	Clarkson Youth Centre, Clarkson, Upgrade Building and Open Space	\$14,000	\$ 26,205	\$ 12,205
PR-2561	Quinns Beach, Quinns Rocks, New Long Term Coastal Management Works	\$30,000	\$ -	-\$ 30,000
PR-2565	Recurring Program, Renew Leased Building Assets	\$250,000	\$ 250,000	\$ -
PR-2616	Neerabup Industrial Area (Existing Estate), Neerabup, Upgrade Roads and Services Infrastructure	\$15,000	\$ 24,711	\$ 9,711
PR-2621	Kingsway Olympic Clubrooms, Madeley, New Changerooms and Grandstand	\$9,886	\$ 22,612	\$ 12,726
PR-2664	Southern Suburbs Library, Landsdale, New Building	\$20,000	\$ 70,694	\$ 50,694
PR-2672	Recurring Program, Upgrade Beach Accessways	\$ -	\$ 10,992	\$ 10,992
PR-2682	Casserley Park, Girrawheen, Upgrade Passive Park	\$5,000	\$ 1,000	-\$ 4,000
PR-2797	Connolly Dr, Butler, Upgrade to Dual Carriageway from Lukin Dr to Benenden Ave	\$43,165	\$ 33,395	-\$ 9,770
PR-2820	Kingsway AFL, Madeley, New cricket wicket for WAFL game	\$6,881	\$ 6,732	-\$ 149
PR-2827	Wanneroo Town Centre, New entry statements	\$2,519	\$ 2,519	\$ -
PR-2833	Wangara Industrial Area, Wangara, Upgrade drainage system for remediation and pollution control	\$ -	\$ 4,118	\$ 4,118
PR-2834	Quinns Rocks Catchment, Quinns Rocks, Upgrade Road Drainage System Program	\$10,000	\$ 25,000	\$ 15,000
PR-2955	Halesworth Park, Butler, New Sports Facilities	\$890,000	\$ 1,259,502	\$ 369,502
PR-2968	Koondoola Park, Koondoola, Upgrade sports floodlighting	\$97,000	\$ 22,244	-\$ 74,756
PR-2973	Yellagonga Regional Park, Wanneroo, Upgrade drainage system for remediation and pollution control	\$ -	\$ 15,000	\$ 15,000
PR-2985	Girrawheen Hub, Girrawheen, New community garden	\$36,988	\$ 32,641	-\$ 4,347
PR-3018	Hartman Dr, Wangara, Upgrade to Dual Carriageway from Hepburn Ave to Gnangara Rd	\$416,641	\$ 89,042	-\$ 327,599

Project Number	Project Name	Original CF Request	Revised CF Request	Revised CF Change
PR-3061	Reconciliation Action Plan Community Significance New Park Signage	\$6,233	\$ 6,233	\$ -
PR-3063	Hardcastle Park, Landsdale, Upgrade passive park	\$5,000	\$ 46,380	\$ 41,380
PR-3087	Jimbub Swamp Park, Tapping, Upgrade oval drainage	\$30,000	\$ 38,428	\$ 8,428
PR-4010	Edgar Griffiths Park, Wanneroo, New Sports Amenities Building	\$4,735	\$ 4,735	\$ -
PR-4030	New Enterprise Integration Solution	\$94,835	\$ 42,835	-\$ 52,000
PR-4034	Hudson Park, Girrawheen, Upgrade Dennis Cooley Pavilion	\$80,000	\$ -	-\$ 80,000
PR-4055	Renew Finance System	\$293,609	\$ 1,072,373	\$ 778,764
PR-4065	Moorpark Ave, Yanchep, New Acquisition of Land	\$19,590	\$ 19,590	\$ -
PR-4067	Sovereign Drive, Two Rocks, Renew Foreshore and Dune Environment	\$ -	\$ 15	\$ 15
PR-4068	Renew Assets Management System	\$80,000	\$ 123,665	\$ 43,665
PR-4069	Renew Performance Reporting System	\$16,800	\$ 60,800	\$ 44,000
PR-4070	Renew Reporting Portal	\$269,970	\$ 269,970	\$ -
PR-4071	Renew Customer Request Management System	\$48,230	\$ 88,373	\$ 40,143
PR-4074	Renew Facilities Management System	\$7,000	\$ 8,666	\$ 1,666
PR-4075	New Enterprise Project Management System	\$24,660	\$ 27,500	\$ 2,840
PR-4077	New Human Resources Systems	\$111,811	\$ 48,399	-\$ 63,412
PR-4078	Kingsway Aquatic Play Space, Darch, New play space	\$20,000	\$ 20,000	\$ -
PR-4088	Neerabup Industrial Area, New development	\$148,966	\$ 499,848	\$ 350,882
PR-4102	Shelvock Park, Koondoola, New sports amenities building	\$250,000	\$ 313,072	\$ 63,072
PR-4111	Belhaven Park, Quinns Rocks, New sports amenities building	\$3,954	\$ 4,325	\$ 371
PR-4140	Marmion Ave Upgrade to Dual Carriageway from Butler Bvd to Yanchep Beach Rd	\$50,000	\$ 248,739	\$ 198,739
PR-4145	Splendid Park, Yanchep, New Skate Park	\$165,000	\$ 250,000	\$ 85,000
PR-4146	Marmion Ave, Various Locations, New Bus Shelters	\$50,000	\$ -	-\$ 50,000
PR-4156	Hainsworth Park, Girrawheen, Upgrade Sports Floodlighting	\$97,000	\$ 10,000	-\$ 87,000
PR-4158	Marmion Avenue, Upgrade Street Landscaping	\$450,000	\$ 374,384	-\$ 75,616
PR-4161	Bin Stores, Upgrade Store Roofs and Enclosures	\$ -	\$ 5,545	\$ 5,545
PR-4169	Mindarie Breakwater, Mindarie, Renew Maintenance Management Plan	\$ -	\$ 82,151	\$ 82,151
PR-4172	Hinckley Park, Hocking, Upgrade Passive Park	\$ -	\$ 22,613	\$ 22,613
PR-4177	Marangaroo Family Centre Site, Marangaroo, Acquisition of additional land	\$61,717	\$ -	-\$ 61,717
PR-4191	New Christmas Decorations	\$120,000	\$ 160,647	\$ 40,647
PR-4194	Wanneroo Animal Care Centre, New building	\$10,000	\$ 25,738	\$ 15,738
PR-4196	Wanneroo Aquamotion, Wanneroo, New family change area	\$5,000	\$ 22,193	\$ 17,193
PR-4198	Warradale Park, Landsdale, New Eco-Lighting	\$ -	\$ 5,138	\$ 5,138
PR-4209	Joondalup Dr, Banksia Drive, Upgrade Intersection at Tumbleweed Dr and Joseph Blvd	\$25,000	\$ 25,000	\$ -
PR-4210	Beach Emergency Number Signs, Various Locations, New Installations	\$27,926	\$ -	-\$ 27,926
PR-4212	Ridgewood Reserve, Ridgewood, Renew Sports Floodlight Globes	\$55,000	\$ 54,941	-\$ 59
PR-4213	Ferrara Park, Girrawheen, Upgrade sports floodlighting	\$10,000	\$ 11,988	\$ 1,988
PR-4214	Paloma Park, Marangaroo, Upgrade Sports Floodlighting	\$10,000	\$ 12,389	\$ 2,389
PR-4219	Quinns Road, Quinns Rocks, Upgrade traffic treatments Tapping Way roundabout to Marmion Ave	\$4,857	\$ -	-\$ 4,857

Project Number	Project Name	Original CF Request	Revised CF Request	Revised CF Change
PR-4221	Yanchep Foreshore Reserve, Yanchep, New Fire Access Track	\$6,186	\$ 5,783	-\$ 403
PR-4234	Two Rocks Beach (South), Two Rocks, New Beach Accessway	\$100,000	\$ 65,063	-\$ 34,937
PR-4244	New Leisure Management Software	\$20,000	\$ 100,000	\$ 80,000
PR-4245	Gumblossom Park, Quinns Rocks, New Batting Cage Lighting	\$ -	\$ 2,780	\$ 2,780
PR-4247	Wangara Transfer Station, Wangara, Upgrade site works	\$195,936	\$ 191,892	-\$ 4,044
PR-4248	Gumblossom Park, Quinns Rocks, Upgrade baseball field	\$ -	\$ 1,650	\$ 1,650
PR-4249	Abbeville Park, Mindarie, Upgrade Oval Extension	\$ -	\$ 9,843	\$ 9,843
PR-4251	St Andrews Park, Yanchep, Upgrade Soccer Pitch to New Location	\$3,852	\$ -	-\$ 3,852
PR-4260	Warradale Park	\$ -	\$ 1,406	\$ 1,406
PR-4266	Gumblossom Community Centre, Quinns Rocks, Renew Public Artwork	\$17,750	\$ 17,750	\$ -
		\$ 7,584,620	\$ 10,202,988	\$ 2,618,368

Transactional Finance

CS02-09/20 Warrant of Payments for the Period to 31 August 2020

File Ref: 1859V02 – 20/377071
 Responsible Officer: Director Corporate Strategy & Performance
 Disclosure of Interest: Nil
 Attachments: Nil

Moved Cr Parker, seconded Cr Newton.

Mayor Roberts declared a financial interest in CS02-09/20 Warrant of Payments for the Period to 31 August 2020 due to being a Board Member for LGIS.

Mayor Roberts left the meeting at 8:40pm.

Deputy Mayor Cr Cvitan assumed the Chair.

Mayor Roberts re-entered the meeting at 8:43pm and assumed the Chair.

That Council RECEIVES the list of payments drawn for the month of August 2020, as summarised below:-

Funds	Vouchers	Amount
Director Corporate Services Advance A/C Accounts Paid – August 2020		
Cheque Numbers	119885 - 119990	\$328,769.65
EFT Document Numbers	3903 - 3926	<u>\$13,171,761.15</u>
TOTAL ACCOUNTS PAID		<u>\$13,500,530.80</u>
Less Cancelled Cheques		(\$100,918.18)
Manual Journal		(\$103,649.93)
Town Planning Scheme		<u>(\$1,216,813.96)</u>
RECOUP FROM MUNICIPAL FUND		<u>\$12,079,148.73</u>
Municipal Fund – Bank A/C Accounts Paid – August 2020		
Recoup to Director Corporate Services Advance A/C		\$12,079,148.73
Direct Payments		\$43,530.24
Payroll – Direct Debits		<u>\$3,526,361.64</u>
TOTAL ACCOUNTS PAID		<u>\$15,649,040.61</u>
Town Planning Scheme Accounts Paid – August 2020		
Cell 1		\$9.00
Cell 4		\$26,867.00
Cell 5		\$106,576.41
Cell 8		\$5,645.90
Cell 9		<u>\$1,077,715.65</u>
TOTAL ACCOUNTS PAID		<u>\$1,216,813.96</u>

WARRANT OF PAYMENTS AUGUST 2020			
PAYMENT	DATE	DESCRIPTION	AMOUNT
00119885	04/08/2020	Scott Munday	\$147.00
		Refund - Development Application - Incomplete	
00119886	04/08/2020	Gary Goss	\$10.80
		Refund - Copies Of Plans - Not Available	
00119887	04/08/2020	Shahla Saad	\$61.65
		Refund - Building Services Levy - Refused	
00119888	04/08/2020	Stephen Bit Shing Wan	\$60.00
		Refund - Holiday Programs - Kingsway Stadium	
00119889	04/08/2020	N Dear	\$110.00
		Reimbursement - Car Clean - Oil Spill From Waste Truck	
00119890	04/08/2020	Ryan Slater	\$61.65
		Refund - Building Services Levy - Refused	
00119891	04/08/2020	Jozef Krysiak	\$166.65
		Refund - Building Application - Application Superseded	
00119892	04/08/2020	Ben Joyner	\$61.65
		Refund - Building Application - Levy Only - Refused	
00119893	04/08/2020	Warren Kyte	\$61.65
		Refund - Building Application - Levy Only - Refused	
00119894	04/08/2020	Museum Petty Cash	\$91.80
		Petty Cash	
00119895	04/08/2020	Telstra	\$34,064.06
		Phone Charges For The City	
00119896	11/08/2020	Kleenheat Gas Pty Ltd	\$5,861.12
		Gas Supplies For The City	
00119897	11/08/2020	Cranetech Australia Pty Ltd	\$763.46
		Vehicle Spare Parts - Fleet	
00119898	11/08/2020	Ralph Beattie Bosworth	\$2,744.50
		Cost Estimate - Dalvick Park - Facilities	
00119899	11/08/2020	Social Pinpoint	\$7,898.00
		Subscription - Small Team - Place Management	
00119900	11/08/2020	Shire of Ashburton	\$7,915.97
		Long Service Leave Reimbursement - Payroll	
00119901	11/08/2020	Ricardo Machado Malveir	\$100.00
		Bond Refund	
00119902	11/08/2020	Ranjan Bhojani	\$350.00
		Bond Refund	
00119903	11/08/2020	Natalee Brown	\$100.00
		Bond Refund	
00119904	11/08/2020	Lawrence Hoxey	\$100.00
		Bond Refund	

00119905	11/08/2020	Jittiporn Kumhuaybong	\$100.00
		Bond Refund	
00119906	11/08/2020	Karen Bentley	\$850.00
		Bond Refund	
00119907	11/08/2020	Ashley Brown	\$350.00
		Bond Refund	
00119908	11/08/2020	Bhawna Goyal	\$350.00
		Bond Refund	
00119909	11/08/2020	Sangita Pancholi	\$20.00
		Refund - Holiday Program Fees - Kingsway	
00119910	11/08/2020	Parinaz Aminfar	\$20.00
		Refund - Holiday Program Fees - Kingsway	
00119911	11/08/2020	Victoria Bovenkerk	\$100.00
		Bond Refund	
00119912	11/08/2020	Faraz Golzar	\$350.00
		Bond Refund	
00119913	11/08/2020	Hajer Miller	\$100.00
		Bond Refund	
00119914	11/08/2020	David Croft	\$850.00
		Bond Refund	
00119915	11/08/2020	Cathie Horvat	\$100.00
		Bond Refund	
00119916	11/08/2020	Mhubo Ashur	\$64.20
		Refund - Copies Of Plans - Not Available	
00119917	11/08/2020	Mhubo Ashur	\$166.65
		Refund - Building Application - Application Incomplete	
00119918	11/08/2020	Zahra Alawi	\$36.40
		Hire Fee Refund - Hainsworth	
00119919	11/08/2020	Cveta Savreska	\$66.00
		Refund - Term 1 Swimming Lessons - Cancelled	
00119920	11/08/2020	Jennifer Collins	\$273.45
		Refund - Infringement Notice 5018242 - Withdrawn	
00119921	11/08/2020	Craig & Nicole Lucas	\$360.00
		Vehicle Crossing Subsidy	
00119922	11/08/2020	Cancelled	
00119923	11/08/2020	Buildcom Construction WA Pty Ltd	\$10.00
		Refund - Occupancy Permit Application Fee - Overpaid	
00119924	11/08/2020	Mr Joshua Miller	\$87.00
		Reimbursement - Working With Children Check Renewal To Maintain Current Roll In Learn To Swim Program	
00119925	11/08/2020	Telstra	\$6,887.11
		Phone Charges For The City	
00119926	11/08/2020	Cr F Cvitan	\$4,596.15
		Monthly Allowance	
00119927	11/08/2020	Cr X Nguyen	\$2,690.46

		Monthly Allowance	
00119928	18/08/2020	Jacquie Ashby	\$350.00
		Bond Refund	
00119929	18/08/2020	Kelly Beaver	\$350.00
		Bond Refund	
00119930	18/08/2020	Lauren Wood	\$100.00
		Bond Refund	
00119931	18/08/2020	Quinns Baptist College	\$350.00
		Bond Refund	
00119932	18/08/2020	Tenneille Brooke Diletti	\$100.00
		Bond Refund	
00119933	18/08/2020	Sandra Tchorzewski	\$350.00
		Bond Refund	
00119934	18/08/2020	Natasha Humphrey	\$100.00
		Bond Refund	
00119935	18/08/2020	M Wijerante	\$100.00
		Bond Refund	
00119936	18/08/2020	Karen Julie Malatios	\$850.00
		Bond Refund	
00119937	18/08/2020	Radha Ramarathinam	\$350.00
		Bond Refund	
00119938	18/08/2020	Cancelled	
00119939	18/08/2020	Michelle Ryan	\$147.00
		Refund - Food Business Registration Fee - Withdrawal Of Application	
00119940	18/08/2020	Dan Le	\$147.00
		Refund - Food Business Registration Fee - Withdrawal Of Application	
00119941	18/08/2020	Jan Keating	\$42.30
		Refund - Copies Of Plans - Unavailable	
00119942	18/08/2020	Marcin Glowacz	\$122.00
		Refund - Building Application - Cancelled	
00119943	18/08/2020	Rates Refund	\$616.37
00119944	18/08/2020	Daniel Searle	\$166.65
		Refund - Building Application - Cancelled	
00119945	18/08/2020	Frank Panaia	\$420.00
		Refund - Occupancy Permit - Application Has Gone Over Legislated Timeframe	
00119946	18/08/2020	Jordan Withey	\$105.00
		Refund - Occupancy Permit - Application Has Gone Over Legislated Timeframe	
00119947	18/08/2020	All Class Tiling Services Pty Ltd	\$9,240.00
		Night Works - Point Drain - Assets	
00119948	18/08/2020	CoreLogic Asia Pacific	\$1,781.87
		RP Data Property Search Annual Subscription - Property	
00119949	18/08/2020	Janissen Electrics	\$1,006.50
		Test Equipotential Bonding - New Drains - Aquamotion - Assets	

00119950	18/08/2020	Cancelled	
00119951	18/08/2020	Road & Traffic Services	\$517.00
		Spotting & Temporary Linemarking - Carramar - Construction	
00119952	18/08/2020	The Distributors Perth	\$556.75
		Snacks & Confectionery - Kingsway Stadium	
00119953	18/08/2020	Toro Australia Pty Ltd	\$402.38
		Vehicle Spare Parts - Fleet	
00119954	18/08/2020	Yanchep Beach Joint Venture	\$98,092.18
		Reimbursement - Local Government Rates - Ground Lease Of Splendid Park - Property	
00119955	18/08/2020	Telstra	\$20,843.18
		Telecommunication Charges For The City	
00119956	18/08/2020	Mrs Colleen Fryters	\$87.00
		Reimbursement - Working With Children Check Renewal - Aquamation	
00119957	18/08/2020	Miss Darna Curtis	\$255.00
		Reimbursement - Austswim Renewal - Aquamation	
00119958	18/08/2020	Ms Shannon Miller	\$255.00
		Reimbursement - Austswim Renewal - Aquamation	
00119959	25/08/2020	Bolinda Digital Pty Ltd	\$55,000.00
		Ebooks & Audiobooks - Library Services	
00119960	25/08/2020	Bolinda Publishing Pty Ltd	\$57.42
		Book Purchases - Library Services	
00119961	25/08/2020	Get Home Safe Limited	\$408.13
		Monthly Software Subscription - ICT	
00119962	25/08/2020	JCS Online Resources Limited	\$6,533.33
		Annual Subscription - Find My Past - Library Services	
00119963	25/08/2020	Kleenheat Gas Pty Ltd	\$14,121.38
		Gas Supplies For The City	
00119964	25/08/2020	Road & Traffic Services	\$1,375.00
		Line Marking Services For The City	
00119965	25/08/2020	Safety Signs Service	\$125.40
		Tearproof Information Tags - Fleet	
00119966	25/08/2020	Trillium Software Pty Ltd	\$5,882.80
		Software Subscription & Support - 22.08.2020 - 21.08.2021 - ICT	
00119967	25/08/2020	Rates Refund	\$1,186.21
00119968	25/08/2020	Alaa Al Yassari	\$350.00
		Bond Refund	
00119969	25/08/2020	Shree Kutchi Leva Patel Community WA Incorporated	\$350.00
		Bond Refund	
00119970	25/08/2020	Sally Watkins	\$100.00
		Bond Refund	
00119971	25/08/2020	Sabrin Ali Alhaj	\$350.00

		Bond Refund	
00119972	25/08/2020	Marie Leeming	\$100.00
		Bond Refund	
00119973	25/08/2020	Mark Harwood	\$100.00
		Bond Refund	
00119974	25/08/2020	Joshua Mannella	\$350.00
		Bond Refund	
00119975	25/08/2020	Jenna-Lee Young	\$100.00
		Bond Refund	
00119976	25/08/2020	Maya Koceska	\$100.00
		Bond Refund	
00119977	25/08/2020	Annette Pezzano	\$2,700.00
		Bond Refund	
00119978	25/08/2020	Doctor Karen Dowd	\$100.00
		Bond Refund	
00119979	25/08/2020	Kylie Williams	\$100.00
		Bond Refund	
00119980	25/08/2020	Diane Roberts	\$100.00
		Bond Refund	
00119981	25/08/2020	Forward in Faith Ministries Australia	\$350.00
		Bond Refund	
00119982	25/08/2020	M Koceska	\$139.00
		Hire Fee Refund	
00119983	25/08/2020	Aimee C Mooney	\$107.20
		Hire Fee Refund	
00119984	25/08/2020	Purbai V Raghwani	\$350.00
		Bond Refund	
00119985	25/08/2020	GC Construction and Management	\$2,000.00
		Refund - Street & Verge Bond	
00119986	25/08/2020	Mrs Clare Henderson	\$200.00
		Refund - Development Application - Overpaid	
00119987	25/08/2020	Ms Lisa Lu	\$360.00
		Vehicle Crossing Subsidy	
00119988	25/08/2020	Telstra	\$16,626.22
		Phone / Internet Charges For The City	
00119989	25/08/2020	Tydan Constructions Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
00119990	25/08/2020	Wanneroo Youth Centre Petty Cash	\$87.00
		Petty Cash	
		Total Director Corporate Services Advance - Cheques	\$328,769.65
ELECTRONIC FUNDS TRANSFER			
00003903	04/08/2020	Cancelled	
00003904	04/08/2020		
		Advanced Traffic Management	\$2,076.25

	Traffic Control Services For The City	
	Airlite Cleaning	\$236.35
	Cleaning Services - YTRAC - July 2020 - Place Management	
	Animal Pest Management Services	\$1,567.50
	Fox Control - Koondoola Regional Bushland - Conservation	
	Atom Supply	\$235.42
	Face Shield X 6 - Stores	
	Australian Airconditioning Services Pty Ltd	\$99.00
	Airconditioning Maintenance For The City	
	Australian Training Management Pty Ltd	\$1,012.50
	Training - Confined Space Entry & Gas Testing - 3 X Attendees - Fleet	
	Autopro Wanneroo	\$173.40
	Vehicle Spare Parts - Fleet	
	AV Truck Service Pty Ltd	\$129.25
	Vehicle Spare Parts - Fleet	
	Boral Construction Materials Group Ltd	\$2,912.73
	Concrete Mix - Various Locations - Engineering	
	BP Australia Ltd	\$2,400.65
	Fuel Issues - Stores	
	Bridgestone Australia Limited	\$2,189.29
	Tyre Fitting Services For The City	
	Bucher Municipal Pty Ltd	\$2,202.94
	Vehicle Spare Parts - Fleet	
	Canon Australia Pty Ltd	\$335.50
	Repair Scanner - Information Management	
	Car Care Motor Company Pty Ltd	\$1,092.30
	Vehicle Services - Fleet	
	Challenge Batteries WA	\$1,215.50
	Vehicle Batteries - Fleet/Stores	
	Chris Kershaw Photography	\$220.00
	Photography - Halesworth Park Sod Turning - Communications & Brand	
	Clark Equipment Sales Pty Ltd	\$518.64
	Vehicle Spare Parts - Fleet	
	Cooldrive Distribution	\$39.60
	Vehicle Spare Parts - Fleet	
	Corsign (WA) Pty Ltd	\$3,023.35
	Sign - Bin Store - Projects	
	Street Name Plates - Engineering	
	Crown Leadership International Group Pty Ltd	\$878.90
	Webinar - Employment Law On Covid-19 For Employers - People & Culture	
	CSP Group	\$291.90
	Vehicle Spare Parts - Fleet	

		Dave Lanfear Consulting	\$4,757.50
		Feasibility - Wanneroo Recreation Centre - Facilities	
		Consultancy Services - Northern Coastal Growth Corridor - Facilities	
		Deans Auto Glass	\$418.00
		Supply And Fit Windscreen - 96086 - Fleet	
		Direct Communications	\$930.38
		Repair Two Way Radio - Fleet	
		Two -Way Radio System - Community Safety	
		Dowsing Group Pty Ltd	\$20,759.37
		Concrete Works - Various Locations - Engineering	
		Drainflow Services Pty Ltd	\$2,640.00
		Roadsweeping Services For The City	
		Drone Shop Perth	\$145.00
		Repair Drone - Rangers	
		Edith Cowan University	\$11,000.00
		Sponsorship - Cyber Check Me Initiative 2020 / 2021 - Advocacy & Economic Development	
		Elliotts Irrigation Pty Ltd	\$83.31
		Reticulation Items - Parks	
		Forrest And Forrest Games	\$8,118.00
		Perform Irrigation Water Analysis - Conservation	
		Geoff's Tree Service Pty Ltd	\$29,013.42
		Tree Pruning - Various Locations - Parks	
		Global Marine Enclosures Pty Ltd	\$2,479.29
		Winter Maintenance - July 2020 - Asset Maintenance	
		GPR Truck Sales & Service	\$175.86
		Vehicle Spare Parts - Fleet	
		Grand Toyota	\$483.46
		Vehicle Spare Parts - Fleet	
		Heatley Sales Pty Ltd	\$427.75
		Stock - Stores Issues	
		Heritage Link	\$3,366.00
		Aboriginal Heritage Management - Strategic Land Use Planning	
		Hose Right	\$141.64
		Supply And Fit Fittings To Trailer - Fleet	
		Integrity Industrial Pty Ltd	\$9,611.14
		Casual Labour For The City	
		James Bennett Pty Ltd	\$1,625.90
		Book Purchases - Library Services	
		Kleenit	\$3,213.66
		Graffiti Removal For The City	
		Komatsu Australia Pty Ltd	\$589.73
		Vehicle Spare Parts - Fleet/Stores	

	Kyocera Document Solutions	\$136.51
	Printer Parts - ICT	
	Lantern Architecture	\$12,342.00
	Concept Design & Quantity Surveying - Heath Park Pavilion - Facilities	
	LD Total	\$22,353.09
	Maintenance - Two Rocks - 11.06.2020 - 10.07.2020 - Parks	
	Weed Control - Various Parks - Parks	
	Leamac Picture Framing	\$486.00
	Framing - Aboriginal Artwork - Youth Services	
	Les Mills Asia Pacific	\$777.39
	Annual License - Aquamation	
	LG Solutions	\$5,225.00
	Year End Reporting Template - Finance	
	Linemarking WA Pty Ltd	\$2,084.94
	Linemarking Services For The City	
	McLeods	\$3,476.57
	Legal Fees For The City	
	Mindarie Regional Council	\$245,204.77
	Refuse Disposal For The City	
	Miracle Recreation Equipment Pty Ltd	\$682.00
	Playground Equipment Repairs For The City	
	NAPA - GPC Asia Pacific Pty Ltd	\$1,242.67
	Vehicle Spare Parts - Fleet	
	Natural Area Holdings Pty Ltd	\$3,085.46
	Infill Planting - Lake Badgerup - Assets	
	Nu-Trac Rural Contracting	\$7,796.96
	Beach Cleaning - Quinns Beach - Parks	
	On Tap Plumbing & Gas Pty Ltd	\$11,499.79
	Plumbing Maintenance For The City	
	Open Windows Software Pty Ltd	\$550.00
	Subscription 01.07.2020 - 30.06.2021 - ICT	
	Outdoor World	\$2,000.00
	Refund – Street & Verge Bond	
	Parker Black & Forrest	\$226.60
	2 X Padlocks - St Andrews Park Clubrooms - Building Maintenance	
	Perth Detailing Centre	\$320.00
	Clean And Disinfect Truck - 96117 - Fleet	
	Plantrite	\$233.20
	Plants - Parks	
	Prestige Alarms	\$6,218.06
	Alarm/CCTV Services For The City	
	Programmed Integrated Workforce	\$1,742.61
	Casual Labour For The City	
	Quinns Rock Bush Fire Brigade	\$1,973.40

	Reimbursement - Brigade T-Shirts - Fire Services	
	RAC Motoring & Services Pty Ltd	\$288.00
	Call Out Fees For The City	
	Reliable Fencing	\$2,557.50
	Fencing/Gate Repairs - Various Locations - Parks	
	Roads 2000	\$41,495.64
	Roundabout Upgrade - Joondalup/Tumbleweed Drives - Construction	
	Security Management Australasia Pty Ltd	\$456.50
	VPN Services Renewal - August 2020 - August 2021	
	Sigma Chemicals	\$2,642.20
	Pool Chemical Supplies - Aquamation	
	Skipper Transport Parts	\$1,381.05
	Vehicle Spare Parts - Stores	
	Sofffall Guys	\$605.00
	Repair Sofffall - Rotary Park - Parks	
	St John Ambulance Western Australia Ltd	\$120.00
	First Aid Training Services For The City	
	Statewide Cleaning Supplies Pty Ltd	\$209.44
	Cleaning Supplies For Depot Store	
	Stewart & Heaton Clothing Company Pty Ltd	\$183.68
	Uniforms - Fire Services	
	StrataGreen	\$709.85
	Bamboo Canes - Parks	
	Long Handle Shovels - Stores	
	Supersealing Pty Ltd	\$6,182.00
	Crack Sealing Works - Montrose Avenue - Engineering	
	Taman Tools	\$484.00
	Core Drill Bit X 2 - Engineering	
	Terravac Vacuum Excavations Pty Ltd	\$946.00
	Vacuum Excavation - Sunken Bitumen - Ashby Operations Centre - Engineering	
	Tim Eva's Nursery	\$4,636.50
	Plants - Parks	
	Trisley's Hydraulic Services Pty Ltd	\$616.00
	Supply Complete Filter Assembly X 3 - Aquamation	
	Turf Care WA Pty Ltd	\$141,464.01
	Turfing Works For The City	
	Maintenance - Carramar Golf Course June 2020 - Parks	
	Maintenance - Marangaroo Golf Course June 2020 - Parks	
	Viva Energy Australia Pty Ltd	\$53,671.65
	Fuel Issues For The City July 2020	
	WA Limestone Company	\$2,253.97

		Supply Limestone - Joondalup/ Tumbleweed - Construction	
		Wacker Neuson Pty Ltd	\$491.08
		Vehicle Spare Parts - Fleet	
		Wanneroo Business Association Incorporated	\$1,521.78
		Licence Fee - 17.03.2020 - 30.06.2020 - Economic Development	
		Wanneroo Electric	\$983.84
		Electrical Maintenance For The City	
		West Coast Turf	\$8,903.40
		Lay Turf - Carramar Golf Course - Parks	
		William Buck Consulting (WA) Pty Ltd	\$2,200.00
		Probity Oversight For Tender 20016 - Contracts	
		Yanchep Surf Lifesaving Club	\$2,000.00
		Shortfall Balance Of Payment For Beach Safety Services - Facilities	
00003905	04/08/2020		
		City of Wanneroo - Municipal Bank Account	
		Credit Cards & Banks Fees - June 2020 \$22,282.30 Breakdown On Page 53	
00003906	04/08/2020		
		Alinta Gas	\$146.60
		Gas Supplies For The City	
		Australian Manufacturing Workers Union	\$83.40
		Payroll Deductions	
		Australian Taxation Office	\$22,012.00
		Payroll Deductions	
		BGC Residential Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
		Blueprint Homes (WA) Pty Ltd	\$158.35
		Refund - Street & Verge Bond	
		Celebration Homes Pty Ltd	\$1,882.57
		Refund - 2 Street & Verge Bonds	
		CFMEU	\$60.00
		Payroll Deductions	
		Child Support Agency	\$1,664.34
		Payroll Deductions	
		City of Wanneroo - Payroll Rates	\$2,305.00
		Payroll Deductions	
		City of Wanneroo - Social Club	\$708.00
		Payroll Deductions	
		Fleet Network	\$827.84
		Payroll Deductions	
		Halpd Pty Ltd Trading As Affordable Living Homes	\$2,000.00
		Refund - Street & Verge Bond	

		HBF Health Limited	\$622.90
		Payroll Deductions	
		Homebuyers Centre	\$30,000.00
		Refund - 15 Street & Verge Bonds	
		Landgate	\$18,259.20
		Valuation Roll & Mining Tenements, Gross Rental Valuations, Road Name Change - Rates/Property	
		LD & D Australia Pty Ltd	\$383.15
		Milk Deliveries For The City	
		LGISWA	\$180,390.57
		Insurance Premiums For The City	
		LGRCEU	\$1,650.26
		Payroll Deductions	
		Maxxia Pty Ltd	\$7,553.35
		Payroll Deductions	
		Miss Kelly Donker	\$2,892.15
		Study Assistance - Managing People And Organisations	
		Mr & Mrs F & R Seragusana	\$14,563.60
		Subdivision Payment - WAPC 148068 Planning And Sustainability	
		Rates Refund	\$190.00
		Mr Martyn Holland	\$80.00
		Dog Registration Refund - Deceased	
		Rates Refund	\$2,825.13
		Mrs Barbara Randall	\$200.00
		Dog Registration Refund - Sterilised	
		Ms Audrey Yen	\$30.00
		Dog Registration Refund - Sterilised	
		Ms Joanne Hope	\$30.00
		Dog Registration Refund - Sterilised	
		Ms Kerri Knox	\$2,000.00
		Refund - Street & Verge Bond	
		Ms Naomi Hughes	\$75.00
		Dog Registration Refund - Sterilised	
		Paywise Pty Ltd	\$1,849.28
		Payroll Deductions	
		Smartsalary	\$8,419.08
		Payroll Deductions	
		SSB Pty Ltd	\$469.77
		Refund - Street & Verge Bond	
		Summerbreeze Developments Pty Ltd	\$89,294.40
		Subdivision Payment - WAPC147273/149850 - Planning And Sustainability	
		Urban Development Institute of Australia WA Division Incorporated	\$99.00
		Industry Breakfast - Ready To Rebuild 05.08.2020 - M Dickson - Planning	

		Ventura Home Group Pty Ltd	\$672.02
		Refund - Building Services Levy - Application Cancelled	
		Water Corporation	\$12,460.94
		Water Supplies For The City	
00003907	06/08/2020		
		Wanneroo Bush Fire Brigade Social Club	\$9,000.00
		Awards Night August 2020 - City Of Wanneroo Contribution - Place Management	
00003908	11/08/2020		
		Geared Construction Pty Ltd	\$37,774.00
		Timelock Installation - Charnwood & St Andrews Parks - Projects	
		Ms Melissa Mauchien	\$499.00
		Reimbursement - Damaged Basketball Stand By Waste Truck - Waste Services	
00003909	11/08/2020		
		Officeworks Superstores Pty Ltd	\$5,651.80
		Samsung Galaxy Tablet - ICT	
		Spring Water Cooler Bottle - Community Safety	
00003910	11/08/2020		
		Synergy	\$563,822.17
		Power Supplies For The City	
00003912	11/08/2020		
		ABM Landscaping	\$1,100.00
		Repair Paving At Ningaloo Bend - Engineering	
		Acurix Networks Pty Ltd	\$4,452.80
		Monthly Monitoring Charges - ICT	
		Adform Engraving & Signs	\$169.40
		7 Magnetic Name Badges - Fire Services	
		Advanced Traffic Management	\$27,949.37
		Traffic Control Services For The City	
		Advantearing - Civil Engineers	\$3,593.70
		Lay Mulch - Splendid Park Skate Park - Assets	
		AE Hoskins Building Services	\$91,014.00
		Roof Repairs - Jindalee Beach Kiosk - Assets	
		Anne Yardley	\$600.00
		Oral History Workshop - Cultural Services	
		Armaguard	\$419.19
		Cash Collection Services For The City	
		ASB Marketing Pty Ltd	\$847.50

	Acrod Parking Cards - Community Services	
	Atom Supply	\$303.38
	Safety Glasses - Stores Stock	
	Ausfleet Software	\$16,830.00
	Ausfleet Software Modules, Licences, Hosting & Development Services - ICT	
	Australasian Performing Right Association	\$16,929.21
	Annual Music Licence Fee - Onemusic Australia - Facilities	
	Autosmart North Metro Perth	\$697.40
	Floor Smart & Plus 10 - Fleet	
	AV Truck Service Pty Ltd	\$286.67
	Vehicle Spare Parts - Fleet	
	Barra Civil & Fencing	\$20,889.00
	Install Garrison Fencing - Aquamotion - Assets	
	Replace Gates And Fencing - Aquamotion - Assets	
	Battery World Joondalup	\$49.90
	Battery - Aquamotion	
	Benara Nurseries	\$62,274.30
	Various Plants - Parks	
	Binley Fencing	\$613.80
	Temporary Fencing - Lighthouse Park - Parks	
	Temporary Fencing - Franklin Road And Rousset Road - Construction	
	Bladon WA Pty Ltd	\$37.32
	Embroidery - Staff Uniforms - Council & Corporate Support	
	BOC Limited	\$60.97
	Nitrogen/Oxygen Bottles For The City	
	Boral Construction Materials Group Ltd	\$1,765.37
	Concrete Mix - Various Locations - Engineering	
	Bridgestone Australia Limited	\$6,525.48
	Tyre Fitting Services For The City	
	Bring Couriers	\$656.50
	Courier Services - Health	
	Bucher Municipal Pty Ltd	\$7,595.47
	Vehicle Spare Parts - Fleet	
	Cabcharge	\$6.00
	Account Keeping Fee	
	Call Associates Pty Ltd	\$5,001.70
	Messages Charge July 2020 - ICT	
	Canon Production Printing Australia Pty Ltd	\$530.42
	Colour Printer/Scanner Charges - Assets	
	Car Care Motor Company Pty Ltd	\$3,404.20
	Vehicle Services - Fleet	

		CDM Australia Pty Ltd	\$8,800.00
		Transition Of City's Devices From Windows 7 To Windows 10 - ICT	
		Challenge Batteries WA	\$470.80
		Vehicle Batteries - Fleet	
		Cherry's Catering	\$1,500.00
		Catering - Council Dinner - 28.07.2020 - Hospitality	
		Civica Pty Ltd	\$3,016.04
		BIS Excel Report Writer - ICT	
		Clinipath Pathology	\$506.97
		Medical Fees For The City	
		CNW Electrical Wholesale & Energy Solutions	\$77.47
		Halogen Globes - Cultural Development	
		Coates Hire Operations Pty Ltd	\$2,086.94
		Lighting Tower - Joondalup Drive - Construction	
		Coca Cola Amatil Pty Ltd	\$698.24
		Beverages - Kingsway Stadium	
		Commercial Aquatics Australia	\$539.00
		Install New Transfer Blower - Aquamotion	
		Cooldrive Distribution	\$1,229.02
		Vehicle Spare Parts - Fleet	
		Corsign (WA) Pty Ltd	\$2,741.97
		Signs - Black Spot Program X 3 & Project Managed By City Of Wanneroo X 3 - Assets	
		Signs - Animals Crossing - Assets	
		Sign - Emergency Assembly Point- Assets	
		Street Name Plates - Engineering	
		CS Legal	\$1,397.45
		Court Fees - Rating Services	
		Daimler Trucks Perth	\$760.40
		Vehicle Spare Parts - Fleet	
		Data #3 Limited	\$782,816.67
		Software Licences - ICT	
		Dave Lanfear Consulting	\$4,807.00
		Lawn Bowls Facilities Needs Assessment - Facilities	
		Master Plan Administration Works - Wanneroo Raceway - Road And Traffic	
		DC Golf	\$54,313.20
		Commission Fees - Carramar Golf Course July 2020 - Property	
		DDLs Australia Pty Ltd	\$1,738.00
		Training - Prince2 Foundation - ICT	
		Deans Auto Glass	\$825.00
		Replace Window Tint - Fleet	
		Dell Australia Pty Ltd	\$170.50
		Repair Service - ICT	

		Drainflow Services Pty Ltd	\$63,883.15
		Road Sweeping/Drain Cleaning Services - Engineering	
		Edge People Management	\$1,083.26
		Ergonomic Assessments & Review Job Dictionaries - OSH	
		Edith Cowan University	\$29,009.48
		Water Quality Mapping And Monitoring Program - Yellagonga - Land Development	
		Ellenby Tree Farms	\$616.00
		Supply Plants - Projects	
		Elliotts Irrigation Pty Ltd	\$5,082.92
		Irrigation Parts - Parks	
		Environmental Industries Pty Ltd	\$1,070.39
		Landscape Maintenance - Arterial Roads - Parks	
		Equifax Australasia Credit Rating Pty Ltd	\$829.62
		Financial And Performance Assessment - Contracts	
		Flick Anticimex Pty Ltd	\$3,771.01
		Sanitary Waste Services - Building Maintenance	
		Focus Consulting WA Pty Ltd	\$3,300.00
		Consultancy Services - Warradale Park - Projects	
		Forestvale Trees Pty Ltd	\$2,013.00
		Plants - Parks	
		Geoff's Tree Service Pty Ltd	\$72,543.60
		Pruning Works For The City	
		Grand Toyota	\$108.30
		Vehicle Spare Parts - Fleet	
		Greens Hiab Service	\$574.75
		Move Goal Posts - Ridgewood Park - Parks	
		GSR Laser Tools	\$137.50
		Wooden Survey Stakes - Surveyors	
		Hanson Construction Materials Pty Ltd	\$760.54
		Drainage Items - Engineering	
		Heatley Sales Pty Ltd	\$493.13
		Safety Boots - Stores	
		Hemsley Paterson	\$2,200.00
		Valuations - Jindalee Beach - Property	
		Hickey Constructions Pty Ltd	\$6,732.00
		Repair / Modify Railing - Spinifex Park - Parks	
		Install New Garden Kerbing - Wanneroo Community Centre - Parks	
		Hitachi Construction Machinery Pty Ltd	\$260.84
		Vehicle Filters For Depot Store	
		Hose Right	\$925.09
		Vehicle Spare Parts - Fleet	

		i3 Consultants WA	\$3,018.95
		Road Safety Audit (Pre-Opening) - Roundabout - Hepburn - Assets	
		Iconic Property Services Pty Ltd	\$3,945.20
		Cleaning Services For The City	
		Identity Perth	\$679.25
		Budget Campaign Animated Explainer Video - Communications And Brand	
		Imagesource Digital Solutions	\$214.50
		Merisa Replacement Banner - Library Services	
		Instant Gardens	\$1,000.00
		Refund – Street & Verge Bond	
		Integrity Industrial Pty Ltd	\$33,751.34
		Casual Labour For The City	
		Interfire Agencies Pty Ltd	\$296.29
		Helmet - Fire Services	
		Ixom Operations Pty Ltd	\$387.38
		Disinfection Of Pools Chlorine Gas Supply - Aquamotion	
		James Bennett Pty Ltd	\$344.01
		Book Purchases - Library Services	
		JDSI Consulting Engineers	\$7,803.53
		Professional Services - Butler North District Open Space - Facility Projects	
		Kerb Direct Kerbing	\$3,226.45
		Asset Renewal Program - Bennet - Assets	
		Kevrek	\$773.63
		Crane Service - Fleet	
		Kleenit	\$1,035.10
		Graffiti Removal For The City	
		LD Total	\$19,148.58
		Landscape Maintenance For The City	
		Linemarking WA Pty Ltd	\$5,329.50
		Install Omni Flex Guide Posts - Perry Road - Engineering	
		Major Motors	\$2,308.13
		Vehicle Spare Parts - Fleet	
		Marketforce Pty Ltd	\$4,059.48
		Advertising Services For The City	
		Mayday Earthmoving	\$1,100.00
		Heavy Equipment Hire - Engineering	
		McCorkell Constructions Pty Ltd	\$105.00
		Refund - Occupancy Permit Application - Paid Twice	
		McIntosh & Son	\$461.68
		Vehicle Spare Parts - Fleet	
		Menchetti Consolidated Pty Ltd	\$3,424.84
		Upgrade Passive Park - Hardcastle Park - Assets	

	Midalia Steel Pty Ltd	\$143.54
	Vehicle Spare Parts - Fleet	
	Mindarie Regional Council	\$316,528.63
	Refuse Disposal For The City	
	Miracle Recreation Equipment Pty Ltd	\$2,919.40
	Playground Repairs - Various Locations - Parks	
	NAPA - GPC Asia Pacific Pty Ltd	\$222.42
	Vehicle Spare Parts - Fleet	
	Nastech (WA) Pty Ltd	\$5,131.50
	Survey - Koondoola Park Reserve - Property	
	Noma Pty Ltd	\$660.00
	Professional Services - Design Review Panel - Approval Services	
	Novus Autoglass	\$80.00
	Chip Repair - WN 34152 - Fleet	
	On Tap Plumbing & Gas Pty Ltd	\$13,427.78
	Plumbing Maintenance For The City	
	Paperbark Technologies Pty Ltd	\$1,165.00
	Structural Report - 2 Jarrah Trees - Parks	
	Pathogen Testing - Old Nursery Park - Parks	
	Parker Black & Forrest	\$292.60
	Locking Services For The City	
	Penske Power Systems Pty Ltd	\$869.00
	Stock - Stores Issues	
	Plantrite	\$6,821.15
	1st Parks Tubestock Pre-Payment - Parks Maintenance	
	Playground Safety Inspectors Australia Pty Ltd	\$2,750.00
	Registration - Certified Playground Safety Inspector - 27 - 29.10.2020 - Parks	
	Prestige Alarms	\$110.00
	Safer Suburbs CCTV - Clarkson Town Centre - Community Safety	
	Print Smart Online Pty Ltd	\$732.40
	Printing - Flyers - Aquamotion	
	Programmed Integrated Workforce	\$1,629.50
	Casual Labour For The City	
	Publik Group	\$838.87
	Sign Frame - Kangaroo Paw - Library Services	
	Quinns Rock Bush Fire Brigade	\$140.50
	Reimbursement - Catering For Recruit Course 27.06.2020 - Fire Services	
	RAC Motoring & Services Pty Ltd	\$805.00
	Callout - WN 33486 - Fleet	
	Subscription Renewal Of Road Side Assistance - Fleet	

	Reliable Fencing	\$13,120.25
	Fencing Works - Various Locations - Parks	
	RJ Vincent & Co	\$683,152.72
	Payment Certificate 7 & 8 - Hartman Drive Duplication - Assets	
	Roads 2000	\$40,262.78
	Roadworks For The City	
	Sanzap Pty Ltd	\$7,645.00
	Annual Licence & Support Fee - City Of Wanneroo Mobile Apps - ICT	
	Scoop Digital Pty Ltd	\$21,890.00
	Setup Fee - Community Directory - ICT	
	Scott Print	\$11,165.00
	Printing - Rates Flyers/Brochures - Finance	
	Seabreeze Landscape Supplies	\$148.50
	Landscape Supplies - Sand - Parks	
	Sigma Chemicals	\$778.25
	Pool Chemicals - Aquamation	
	SJ McKee Maintenance Pty Ltd	\$2,094.40
	Repair Works - Various Locations - Waste	
	Skipper Transport Parts	\$2,289.30
	Vehicle Spare Parts - Fleet	
	Smartbuilt Perth Pty Ltd	\$144.48
	Pest Control Services For The City	
	Sonic Healthplus Pty Ltd	\$854.70
	Medical Fees For The City	
	Sports Marketing Australia Pty Ltd	\$605.00
	Events Placement Fee - 2020 WA Bodyboard State Titles - Advocacy & Economic Development	
	Sports World of WA	\$690.25
	Goggles - Aquamation	
	St John Ambulance Western Australia Ltd	\$520.24
	First Aid Supplies For The City	
	Stewart & Heaton Clothing Company Pty Ltd	\$735.76
	Uniforms - Fire Services	
	StrataGreen	\$848.15
	Mulch Forks - Parks	
	Strategic DCP Consulting	\$4,350.50
	Consulting Services - Town Planning	
	Suez Recycling & Recovery Pty Ltd	\$202,331.62
	Waste Collection - Waste	
	Supreme Dry Cleans and Laundrette	\$510.00
	Laundry - Sports Bibs - Kingsway Stadium	
	Systems Edge Management Services Pty Ltd	\$3,080.00
	Consultancy - Aquatic And Recreation Facility - Facilities	
	Terravac Vacuum Excavations Pty Ltd	\$3,932.06

		Location Of Services - Caporn/Franklin - Construction	
		Location Of Services - Seurat Loop - Construction	
		The Hire Guys Wangara	\$110.00
		Arrow Board Hire - Waste Services	
		The Northern Guide	\$1,320.00
		Advertising - Communications And Brand	
		TJ Depiazzi & Sons	\$177,319.45
		Mulch Deliveries For The City	
		Total Landscape Redevelopment Service Pty Ltd	\$913.66
		Replace Moving Parts - All Access Carousel - Rotary Park - Assets	
		Trisley's Hydraulic Services Pty Ltd	\$3,762.00
		Install Isolation Valves - Aquamotion	
		Triton Electrical Contractors Pty Ltd	\$2,442.00
		Electrical Works - Various Locations - Parks	
		Turf Care WA Pty Ltd	\$231.00
		Apply Spearhead - Belhaven - Parks	
		Vermeer (WA & NT)	\$679.62
		Vehicle Spare Parts - Fleet	
		Vocus Communications	\$247.50
		NBN Connection - YTRAC - ICT	
		WA Hino Sales & Service	\$1,730.35
		Vehicle Spare Parts/Repairs - Fleet	
		WA Limestone Company	\$239.36
		Limestone Delivery - Assets	
		Wanneroo Agricultural Machinery	\$152.85
		Vehicle Spare Parts - Fleet	
		Wanneroo Central Bushfire Brigade	\$500.00
		Reimbursement - Controlled Burn - August 2020 - Fire Services	
		Wanneroo Electric	\$6,070.39
		Electrical Maintenance For The City	
		Wanneroo Fire Support Brigade	\$327.95
		Reimbursement - Catering For WAERN Course - Fire Services	
		West Australian Newspapers Ltd	\$1,100.00
		Digital Banner - Communications And Events	
		West Coast Turf	\$12,506.34
		Turfing Works For The City	
		Western Australian Local Government Association	\$926.00
		Training - Understanding Financial Reports & Budgets 08.06.2020 - Corporate Support	
		Training - Managing Contracts - 1 Attendee - 27/10/2020 - Facilities	

		Training - Planning & Specification Development - 1 Attendee - 23/10/2020 - Facilities	
		WEX Australia Pty Ltd	\$848.07
		Fuel - July 2020	
		William Buck Consulting (WA) Pty Ltd	\$7,150.00
		Probity Adviser Services - Contracts & Procurement	
		Work Clobber	\$125.10
		PPE - Various Employees	
		Workpower Incorporated	\$15,709.98
		Landscape Maintenance Works - Offset Sites - Conservation	
		Yanchep Beach Joint Venture	\$8,806.71
		Rental, Variable Outgoings, Rates And Taxes - Yanchep Hub - Property	
		Yanchep News Online	\$850.00
		Seven Week Wanneroo Link & Wanneroo 2020 / 2021 Budget Rates Ad Campaign - Communications & Brand	
00003913	11/08/2020		
		Alinta Gas	\$19.50
		Gas Supplies For The City	
		Australian Manufacturing Workers Union	\$83.40
		Payroll Deductions	
		Australian Services Union	\$1,394.60
		Payroll Deductions	
		Australian Taxation Office	\$1,156,104.00
		Payroll Deductions	
		BGC Residential 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	\$4,322.14
		Refund - Building Services Levy Only - Cancelled	
		Refund – 2 Street & Verge Bonds	
		CFMEU	\$60.00
		Payroll Deductions	
		Child Support Agency	\$1,698.91
		Payroll Deductions	
		City of Wanneroo - Payroll Rates	\$3,065.00
		Payroll Deductions	
		City of Wanneroo - Social Club	\$700.00
		Payroll Deductions	
		Cr Lewis Flood	\$163.39
		Travel Allowance July 2020	
		Dale Alcock Homes Pty Ltd	\$12,000.00
		Refund – 6 Street & Verge Bonds	

		Decipha Pty Ltd	\$2,064.79
		Mailing Charges For The City	
		Department of Planning, Lands and Heritage	\$6,517.85
		Advertise Excision - Marangaroo Golf Course Class A Reserve - Property	
		Application Fee Accepted On Behalf Of The Development Assessment Panel - Applicant: Planning Solutions - Reference: DAP/20/01827 - Value: \$2,000,000 - Address: 145 Leatherback Boulevard - Proposal: Child Care Centre	
		Department of Transport	\$1,162.80
		Vehicle Ownership Search - Community Safety	
		Fleet Network	\$2,324.96
		Payroll Deductions	
		Input Tax Credits 04.08.2020 - Finance	
		HBF Health Limited	\$622.90
		Payroll Deductions	
		Homebuyers Centre	\$2,711.25
		Refund - Building Application - Withdrawn	
		JCorp Pty Ltd	\$73.00
		Refund - Planning Request - Charged In Error	
		LD & D Australia Pty Ltd	\$386.10
		Milk Deliveries For The City	
		LGRCEU	\$1,629.76
		Payroll Deductions	
		Maxxia Pty Ltd	\$7,542.20
		Payroll Deductions	
		Miss Christine Chatterton	\$360.00
		Vehicle Crossing Subsidy	
		Mr Cristian Moraru	\$360.00
		Vehicle Crossing Subsidy	
		Mr Graham Lloyd	\$360.00
		Vehicle Crossing Subsidy	
		Mr He-Wun Kim	\$360.00
		Vehicle Crossing Subsidy	
		Mr Kenneth Dalton	\$160.00
		Volunteer Payment	
		Mr Kevin Rickson	\$360.00
		Vehicle Crossing Subsidy	
		Mr Michael Drake	\$360.00
		Vehicle Crossing Subsidy	
		Mr Paul Rogers	\$360.00
		Vehicle Crossing Subsidy	
		Mr Raymund Cortes	\$360.00
		Vehicle Crossing Subsidy	
		Mr Tian Kotze	\$735.00

		Reimbursement - Chartered Accountant Annual Subscription	
		Ms Kerry-Anne Stevens	\$20.00
		Dog Registration Refund - Deceased	
		Ms Susan Potter	\$2,025.00
		Reimbursement - Study Assistance	
		Ms Yvonne Coetzee	\$194.60
		Refund - Hire Fees	
		Paywise Pty Ltd	\$1,856.83
		Payroll Deductions	
		Residential Building WA Pty Ltd	\$2,963.11
		Refund - Verge Licence Application Fee - Duplicate	
		Refund - Building Application - Rejected	
		Satterley Property Group	\$157,656.40
		Bond Refund - WAPC 157558 & 158133 - Eden Beach Stage 19 Jindalee	
		Smartsalary	\$8,146.51
		Payroll Deductions	
		SSB Pty Ltd	\$6,000.00
		Refund – 3 Street & Verge Bonds	
		Urban Development Institute of Australia WA Division Incorporated	\$2,550.00
		Membership - 01.07.2020 - 30.06.2021 - Office Of The CEO	
		Registration - Online Webinar - WA's Greenfield Development Market - Place Management	
		Water Corporation	\$14,990.32
		Water Supplies For The City	
00003914	11/08/2020		
		City of Wanneroo - Rates	\$514.00
		Rates Assessment - 2451389 \$331 & 2400253 \$183 - Mayor Roberts	
		Cr Brett Treby	\$2,690.46
		Monthly Allowance	
		Cr Christopher Baker	\$2,690.46
		Monthly Allowance	
		Cr Domenic Zappa	\$2,690.46
		Monthly Allowance	
		Cr Dot Newton	\$2,690.46
		Monthly Allowance	
		Cr Glynis Parker	\$2,690.46
		Monthly Allowance	
		Cr Huu Van Nguyen	\$2,690.46
		Monthly Allowance	
		Cr Jacqueline Huntley	\$2,690.46
		Monthly Allowance	
		Cr Lewis Flood	\$2,690.46

		Monthly Allowance	
		Cr Linda Aitken	\$2,690.46
		Monthly Allowance	
		Cr Natalie Sangalli	\$2,690.46
		Monthly Allowance	
		Cr Paul Miles	\$2,690.46
		Monthly Allowance	
		Cr Sonet Coetzee	\$2,690.46
		Monthly Allowance	
		Mayor Tracey Roberts	\$11,144.47
		Monthly Allowance	
00003915	12/08/2020		
		National Australia Bank	
		Reporting Period 29.02.2020 - 27.03.2020 \$33,896.53 Breakdown On Page 44	
		Reporting Period 28.03.2020 - 28.04.2020 \$28,217.28 Breakdown On Page 44	
00003916	12/08/2020		
		Australia Post	\$10,290.14
		Postage Charges For The City July 2020	
00003917	14/08/2020		
		Department of Mines, Industry Regulation & Safety	\$79,702.31
		Collection Agency Fee Payments - Finance	
00003918	18/08/2020		
		Bistel Construction Pty Ltd	\$292,560.15
		Leatherback Sports Amenities Building - Projects	
		Gearred Construction Pty Ltd	\$16,453.25
		Timelock Installation - Ridgewood Park Toilets - Projects	
00003919	18/08/2020		
		Synergy	\$6,369.92
		Power Supplies For The City	
00003920	18/08/2020		
		Alinta Gas	\$2,479.10
		Gas Supplies For The City	
		Building & Construction Industry Training Board	\$32,014.49
		Collection Approved Levy Payments 01.07.2020 - 31.07.2020 - Finance	
		Cr Glynis Parker	\$281.95
		Travel Allowance August 2020	
		Cr Jacqueline Huntley	\$780.00

		Refund - Hire Fees	
		Landgate	\$7,770.27
		Gross Rental Valuations - Rates	
		LD & D Australia Pty Ltd	\$284.65
		Milk Deliveries For The City	
		Mr Scott Cairns	\$665.00
		Reimbursement Of Mobile Phone Usage - 14 Months	
		The Trustee For Soft Furnishings Australia Trust	\$7,594.40
		Install Curtains - Civic Centre Building Maintenance	
		Trailer Parts Pty Ltd	\$46.99
		Vehicle Spare Parts - Fleet	
		Urban Development Institute of Australia WA Division Incorporated	\$540.00
		Registration - Industry Luncheon Medium Density Design Code 11.09.2020 - 3 Attendees - Strategic Land	
		Water Corporation	\$5,219.76
		Water Charges For The City	
00003921	19/08/2020		
		Action Glass & Aluminium	\$3,226.71
		Glazing Services For The City	
		Adelphi Apparel	\$550.00
		Staff Uniforms - Rangers	
		Advanced Traffic Management	\$12,744.88
		Traffic Control Services For The City	
		Advanteering - Civil Engineers	\$316,234.50
		Progress Claim 5 - Splendid Park Skate Park - Assets	
		Alexander House of Flowers	\$125.00
		Large Mixed Arrangement - M Brewer - Office Of The Mayor	
		Alina Behan	\$10,800.00
		Consulting Support - Preparation Of Specific Actions - Assets	
		Ascender Peoplestreme Pty Ltd	\$155,073.60
		Go1 Premium - 01.07.2020 - 30.06.2021 - ICT	
		Peoplestreme Learning And Development Module - ICT	
		Atom Supply	\$440.00
		Stock - Stores Issues	
		Aussie Natural Spring Water	\$63.00
		Bottled Water - Rangers	
		Australian Airconditioning Services Pty Ltd	\$19,623.61
		Airconditioning Maintenance For The City	
		Autopro Wanneroo	\$173.40
		Vehicle Spare Parts - Fleet	

	Ball & Doggett Pty Ltd	\$351.22
	Paper Supplies - Print Room	
	Boral Construction Materials Group Ltd	\$4,239.12
	Concrete Mix - Various Locations - Engineering	
	Brian Zucal & Associates	\$1,650.00
	Valuation Request - Proposed Community Sites - Planning	
	Bridgestone Australia Limited	\$11,759.16
	Tyre Fitting Services For The City	
	Bring Couriers	\$916.34
	Courier Services - Health	
	Bucher Municipal Pty Ltd	\$31,577.74
	Vehicle Spare Parts - Stores/Fleet	
	Budo Group Pty Ltd	\$3,014.00
	Linemarking - Templeton Park Basketball Court - Projects	
	Car Care Motor Company Pty Ltd	\$874.60
	Vehicle Services - Fleet	
	Carramar Resources Industries	\$112.20
	Refuse Disposal - Concrete - Construction	
	Cat Welfare Society Incorporated	\$2,225.00
	Daily Impound Fees - Rangers	
	CDM Australia Pty Ltd	\$52,566.80
	Dell Computers & Precision 5820 Towers - ICT	
	Challenge Batteries WA	\$198.00
	Vehicle Batteries - Fleet	
	Cherry's Catering	\$2,816.09
	Catering Services For The City	
	Civica Pty Ltd	\$5,504.27
	Authority 7.1 Upgrade Licensing - ICT	
	Clark Equipment Sales Pty Ltd	\$136.75
	Vehicle Spare Parts - Fleet	
	Cleverpatch Pty Ltd	\$315.95
	Toys & Creche Supplies - Aquamotion	
	Coates Hire Operations Pty Ltd	\$1,113.81
	Equipment Hire For The City	
	Coca Cola Amatil Pty Ltd	\$304.67
	Beverages - Kingsway Stadium	
	Community Greenwaste Recycling Pty Ltd	\$1,709.62
	Green Waste Recycling - Parks	
	Corsign (WA) Pty Ltd	\$585.20
	Signs - Danger - James Spiers Park - Parks	
	Signs - Contractor Magnetics - Engineering	
	Cossill & Webley Consulting Engineers	\$21,382.90
	Consulting Engineering Services - Hartman Drive Duplication - Projects	
	Couplers Malaga	\$186.85

	Hose Fittings For Water Cart - Assets	
	CR Kennedy & Co Pty Ltd	\$3,003.00
	Smartnet - WA RTK Unlimited 1 Year Subscription - Surveys	
	Creating Communities Australia Pty Ltd	\$632.50
	Community Facility Study - East Landsdale - Strategic Land Use Planning	
	Critical Fire Protection & Training Pty Ltd	\$3,558.50
	Fire Detection Equipment Maintenance/Testing - Building Maintenance	
	CS Legal	\$500.01
	Court Fees - Rating Services	
	Cutting Edges Pty Ltd	\$82.68
	Vehicle Spare Parts - Fleet	
	DC Golf	\$49,675.50
	Marangaroo Golf Course Commission Fees - July 2020 - Property	
	Direct Communications	\$1,190.75
	Install Tablet Mount - Rangers	
	Dowsing Group Pty Ltd	\$60,352.33
	Concrete Works - Various Locations - Assets	
	Drainflow Services Pty Ltd	\$29,458.00
	Road Sweeping / Drain Cleaning - Various Locations - Engineering/Waste	
	Drovers Vet Hospital Pty Ltd	\$1,445.64
	Veterinarian Services For The City	
	Dual Autos Pty Ltd	\$183.50
	Vehicle Spare Parts / Service - Fleet	
	Ecoscope Australia Pty Ltd	\$8,996.63
	Concept Designs & Final Report - Bird Viewing Structures - Yellagonga Regional Park - Assets	
	Edge People Management	\$2,782.72
	Case Management Monitoring - August 2020 - People & Culture	
	Elliotts Irrigation Pty Ltd	\$2,845.04
	Irrigation Design - Jenolan Way Community Centre - Assets	
	Reinstate Irrigation - Shelvock Park - Projects	
	Embroidme Malaga	\$369.05
	Polo Shirts With Team Logo - Capability And Culture	
	Emerge Environmental Services Pty Ltd	\$2,169.75
	Foreshore Management Plan - Two Rocks Beach - Strategic Land Use Planning	
	Enlighten Press	\$383.76
	Books - Library Services	
	Environmental Industries Pty Ltd	\$8,523.63

	Landscape Maintenance - Ocean Reef/Pinjar - July 2020 - Parks	
	Equifax Australasia Credit Rating Pty Ltd	\$829.62
	Financial Assessment - Scott Print - Contracts & Procurement	
	Galt Geotechnics	\$7,590.00
	Geotechnical Investigation - Abbeville Park Extension - Projects	
	Geared Construction Pty Ltd	\$880.00
	Access Upgrade Works - Jenolan Way - Assets	
	Geoff's Tree Service Pty Ltd	\$75,652.19
	Pruning Works - Various Locations - Parks	
	Global Marine Enclosures Pty Ltd	\$2,479.29
	Winter Maintenance - August 2020 - Asset Maintenance	
	Grant Thornton Australia	\$1,100.00
	Audit Grant Acquittal - Belhaven Sports Amenities Building - Finance	
	Guardian Doors	\$618.86
	Service Manual Roller Door - Margaret Cockman Pavilion - Building Maintenance	
	Repair Door - Clarkson Bushfire Brigade - Building Maintenance	
	Replace Clear Cover Over Electrics - Basement Carpark Roller Door - Civic Centre - Building Maintenance	
	Investigate Rollershutter - Fault - Girrawheen Hub - Projects	
	Hall & Wilcox	\$2,521.20
	Legal Fees For The City	
	Hickey Constructions Pty Ltd	\$4,928.00
	Repair Bench Seat - Ocean Keys - Engineering	
	Repair Limestone Wall - Yanchep Surf Club - Engineering	
	HS Hyde & Son	\$7,980.50
	Repair Internal/External Cracking - Buckingham House - Building Maintenance	
	Iconic Property Services Pty Ltd	\$28,898.94
	Cleaning Services For The City	
	Imagesource Digital Solutions	\$2,635.60
	Prescribed Burn Sign - Community Safety	
	Window Graphics - Cultural Development	
	Independent Valuers of Western Australia	\$550.00
	Valuation Services - Lot 8000 Splendid Avenue - Property	
	Integrity Industrial Pty Ltd	\$34,206.35
	Casual Labour For The City	
	Iron Mountain Australia Group Pty Ltd	\$5,218.46

	Document Management Services	
	Irrigation Australia	\$714.00
	Annual Corporate Membership - Parks	
	J Blackwood & Son Ltd	\$1,509.72
	Stock - Stores Issues	
	James Bennett Pty Ltd	\$1,891.94
	Book Purchases - Library Services	
	Jaycar Pty Ltd	\$31.85
	Vehicle Spare Parts - Fleet	
	JDSI Consulting Engineers	\$2,178.00
	Drainage Assessment - Shelvock Park - Projects	
	JH Fluid Transfer Solutions Pty Ltd	\$200.20
	Fire Extinguisher Covers - Fleet Maintenance	
	Kelyn Training Services	\$4,705.00
	Traffic Control Courses - Assets	
	Kerb Direct Kerbing	\$39,742.54
	Kerbing Works - Various Locations - Assets/Engineering	
	Kevrek	\$1,523.83
	Service Crane - 96383 - Fleet	
	Kleenit	\$1,489.89
	Graffiti Removal Services For The City	
	Komatsu Australia Pty Ltd	\$847.46
	Vehicle Spare Parts - Fleet/Stores	
	Konecranes Pty Ltd	\$825.00
	Crane Maintenance - Fleet	
	Kyocera Document Solutions	\$952.33
	Photocopier Meter Reading For The City	
	Landcare Weed Control	\$16,584.13
	Landscape Maintenance For The City	
	Laundry Express	\$715.68
	Cleaning Of Linen - Council & Corporate Support	
	Lee Syminton	\$13,200.00
	Feasibility, Concept Design & Costings - Kingsway Regional Sporting Complex Unisex Changerooms - Facilities	
	Les Mills Asia Pacific	\$836.84
	Monthly Licence Fees - Aquamotion	
	Linemarking WA Pty Ltd	\$498.35
	Linemarking - Joondalup Drive - Construction	
	Local Health Authorities Analytical Committee	\$26,118.71
	Analytical Services 2020 / 2021 - Health Services	
	Lyons Airconditioning Services (WA) Pty Ltd	\$3,311.50
	Replace Rooftop Airconditioner - 96107 - Fleet	

		Magia Solutions Pty Ltd	\$3,432.00
		Integration Consultant - Customer And Information Services	
		Major Motors	\$4,962.40
		Vehicle Spare Parts - Fleet	
		Marketforce Pty Ltd	\$1,676.25
		Advertising Services For The City	
		Mayday Earthmoving	\$2,167.00
		Heavy Equipment Hire For The City	
		Messages On Hold	\$789.99
		Messages On Hold Services - Communication & Brand	
		Michael Page International (Australia) Pty Ltd	\$2,473.97
		Casual Labour For The City	
		Midalia Steel Pty Ltd	\$39.23
		Steel Supplies - Fleet	
		Mindarie Regional Council	\$263,684.57
		Refuse Disposal For The City	
		Miracle Recreation Equipment Pty Ltd	\$2,568.50
		Playground Equipment Repairs For The City	
		Moore Stephens (WA) Pty Ltd As Agent	\$242.00
		Training - 2020 Walga Grants - 1 Attendee - Finance	
		Nastech (WA) Pty Ltd	\$990.00
		Re-Peg Of Lots 9 & 10 Safari Road - Property	
		Neverfail Springwater Limited	\$31.20
		Water Supply - Print Room	
		NVMS Pty Ltd	\$607.20
		1 Year Licence Renewal - Sound Meter - Health	
		Officeworks Superstores Pty Ltd	\$1,596.01
		Velocity Cupboard - WLCC - Cultural Services	
		On Tap Plumbing & Gas Pty Ltd	\$5,971.08
		Plumbing Maintenance For The City	
		Paperbark Technologies Pty Ltd	\$2,995.00
		Arboricultural Report - Aquamotion Change Room Project - Assets	
		Arboricultural Report - Water Supply Main Line - Assets	
		Tree Risk Assessment - Balladong Loop - Parks	
		Arborist Review - Ridgewood Floodlighting - Facilities	
		Parker Black & Forrest	\$2,805.00
		Locking Services For The City	
		Perth Detailing Centre	\$291.00

	Cleaning Of Community Transport Buses - Community Development	
	Planrite	\$802.23
	Supply Plants - Parks	
	Prestige Alarms	\$8,633.60
	Alarm / CCTV Works For The City	
	Print Smart Online Pty Ltd	\$1,175.77
	Printing - A4 Abandoned Vehicle Pads X 20 - Rangers	
	Printing - 1000 Mayor Certificates - Office Of The Mayor	
	Programmed Integrated Workforce	\$2,132.97
	Casual Labour For The City	
	Randal	\$92.40
	Financial Review - Office Of The CEO	
	Reliable Fencing	\$495.00
	Repair Fencing - Mather Reserve - Assets	
	Ricoh Australia Pty Ltd	\$6,924.97
	Printer Charges - Print Room	
	Roads 2000	\$285,285.88
	Road Works For The City	
	Royal Wolf Trading Australia Pty Ltd	\$600.58
	Monthly Cabin Hire Charges - Fire Services	
	RW Quantity Surveyors	\$1,760.00
	Surveying & Cost Management - Leatherback Park Sports Amenities - Facility Projects	
	Safeway Building & Renovations Pty Ltd	\$27,500.00
	Install New Drains & Tiling - Aquamation - Assets	
	Scott Print	\$170.50
	Printing - Budget Flyers - Communications & Brand	
	Security Management Australasia Pty Ltd	\$49.50
	Alarm Monitoring - June 2020 - Emergency Services	
	Shred-X	\$184.80
	Security Shredding For The City - ICT	
	Silver Squid Productions	\$269.50
	Photography - Marmion Avenue Duplication Project - Communications & Brand	
	SJ McKee Maintenance Pty Ltd	\$1,479.50
	Repair Works - Various Locations - Waste	
	Skipper Transport Parts	\$202.95
	Vehicle Spare Parts - Fleet/Stores	
	Smartbuilt Perth Pty Ltd	\$349.59
	Pest Control Services For The City	
	St John Ambulance Western Australia Ltd	\$459.00
	First Aid Training Services For The City	
	Statewide Pump Services	\$1,870.00
	Pump Inspections July 2020 - Building	

	Maintenance	
	Stewart & Heaton Clothing Company Pty Ltd	\$1,500.30
	Staff Uniforms - Community Safety	
	Suez Recycling & Recovery (Perth) Pty Ltd	\$234,333.62
	Recycling Tip Fees - July 2020 - Waste	
	Supersealing Pty Ltd	\$836.00
	Repair Crack Sealing Works - Ocean Reef Road Landsdale - Engineering	
	The CSG Property Trust	\$607,448.25
	Acquisition Of Public Open Space - Huntington Parkway Landsdale - Planning	
	The Trustee for The Queensway Unit Trust	\$516,661.59
	Payment Of Public Open Space Development - 547 Alexander Drive - Planning	
	The Trustee for TLC Solutions Australia Unit Trust	\$3,960.00
	Facilitation Of Operational Leadership Program 27 - 27.02.2020 - People & Culture	
	Thirty4 Pty Ltd	\$211.20
	Qnav Mobile Data Subscription - August 2020 - Community Safety	
	Toll Transport Pty Ltd	\$13.05
	Courier Services - Stores	
	Total Landscape Redevelopment Service Pty Ltd	\$1,573.00
	Additional Trees & Landscaping - Hepburn/Highclere - Assets	
	Trophy Shop Australia	\$518.90
	Name Badges - Various Employees	
	2020 School Leadership Medals - Youth Services	
	Turf Care WA Pty Ltd	\$8,125.15
	Turfing Works For The City	
	Ungerboeck Systems International Pty Ltd	\$83,033.50
	Annual Software & Licence Costs - ICT	
	Valvoline (Australia) Pty Ltd	\$4,349.29
	Vehicle Oil - Stores	
	WA Hino Sales & Service	\$1,970.98
	Vehicle Spare Parts - Stores	
	Vehicle Spare Parts - Stores	
	WA Limestone Company	\$7,677.79
	BSL Mix - Franklin Park - Assets	
	Limestone - Ferrara Park - Engineering	
	Wanneroo Central Bushfire Brigade	\$1,088.79
	Reimbursement - Cleaning Supplies - Fire Services	
	Controlled Burns - 55 Franklin Road, 11 Rustic Gardens - Community Safety	

		Reimbursement - Stationery & Office Supplies - Fire Services	
		Wanneroo Electric	\$3,799.68
		Electrical Maintenance For The City	
		Water Technology Pty Ltd	\$3,559.78
		Mindarie Breakwater Study Stage 3 - Engineering	
		Waterproofing Works Epoxy Grout Specialist	\$14,435.00
		Replace Tiles - Mindarie Marina - Engineering	
		West Coast Turf	\$3,524.40
		Upgrade Drainage & Turf Works - Smales Road - Assets	
		Western Australian Local Government Association	\$151,585.81
		Annual Subscriptions - 2020 / 2021	
		Western Australian Treasury Corporation	\$932,472.67
		Loan Interest Payment 01.09.2020 - Finance	
		Western Resource Recovery Pty Ltd	\$2,832.50
		Empty Washdown Bay - Fleet Workshop - Building Maintenance	
		Service Grease Traps - Civic Centre - Building Maintenance	
		Winc Australia Pty Limited	\$5,489.17
		Stationery For The City - July 2020	
		Work Clobber	\$125.10
		PPE - Assets Employees	
		Wrenoil	\$206.25
		Oil Waste Disposal - Waste Services	
		Zenien	\$439.94
		ICT Consulting - Girrawheen Hub - Place Management	
		Zetta Group	\$13,988.15
		Managed Service Fees - ICT	
00003922	24/08/2020		
		BP Australia Ltd	\$71,811.87
		Fuel Issues For The City	
		Geared Construction Pty Ltd	\$37,774.00
		Timelock Installation - Kingsbridge Park - Assets	
		Timelock Installation - Richard Aldersea Park - Assets	
		Perth Energy Pty Ltd	\$126,051.05
		Power Supplies For The City	
		RJ Vincent & Co	\$120,615.64
		Payment Certificate 2 - Halesworth Park - Assets	
		Solution 4 Building Pty Ltd	\$126,962.00
		Shelvock Park Sports Amenities Building -	

		Assets	
00003923	25/08/2020		
		Synergy	\$10,991.20
		Power Supplies For The City	
00003924	25/08/2020		
		ABM Landscaping	\$65,959.74
		Paving - Joondalup Drive - Assets	
		Advanced Traffic Management	\$30,309.96
		Traffic Control Services For The City	
		AFGRI Equipment Australia Pty Ltd	\$1,439.24
		Mower Blades - Stores	
		Air Communications	\$20,435.80
		Annual Maintenance Renewal - ICT	
		Air Liquide Australia	\$285.12
		Gas Cylinder Hire - Stores	
		Airlite Cleaning	\$236.35
		Cleaning Services - YTRAC - August 2020 - Place Management	
		Alexander House of Flowers	\$130.00
		Flowers For Office Of The Mayor	
		Australian Airconditioning Services Pty Ltd	\$215.05
		Airconditioning Maintenance For The City	
		Autopro Wanneroo	\$185.80
		Vehicle Spare Parts - Fleet	
		Autosmart North Metro Perth	\$731.50
		Floorsmart Cleaner - Fleet	
		Azure Painting Pty Ltd	\$5,830.00
		Painting Hand Rails - Yanchep Surf Club - Engineering	
		Barra Civil & Fencing	\$21,127.70
		Replace Sump Fencing - Kaiber Close - Engineering	
		Replace Sump Fencing - Meldrum Way - Engineering	
		Bee Advice	\$200.00
		Remove Bee Hive - Marangaroo Golf Course - Parks	
		Benara Nurseries	\$3,332.96
		Plants - Parks	
		Better Pets and Gardens Wangara	\$243.59
		Animal Care Centre Supplies - Community Safety	
		Bidfood Perth	\$1,820.82
		Tea/Coffee Supplies - Stores	
		Binley Fencing	\$641.83
		Temporary Fence - James Spiers Park - Parks	
		Boral Construction Materials Group Ltd	\$3,934.74

	Concrete Mix - Various Locations - Engineering	
	Boss Bollards	\$1,089.00
	Replace Bollards - Kingsway - Engineering	
	Bridgestone Australia Limited	\$8,031.07
	Tyre Fitting Services For The City	
	Canon Australia Pty Ltd	\$335.50
	Service Call Out Fee - Wanneroo - Customer Relations Centre	
	Car Care Motor Company Pty Ltd	\$1,335.80
	Vehicle Services For The City	
	Carramar Resources Industries	\$2,008.89
	Disposal Of Rubble - Assets	
	Castledine Gregory	\$18,120.25
	Legal Fees For The City	
	Cherry's Catering	\$3,305.42
	Catering Services For The City	
	Clayton Utz	\$22,257.29
	Legal Fees For The City	
	Cleanaway Equipment Services Pty Ltd	\$394.09
	Monthly Charge Parts Washer - Fleet	
	Coca Cola Amatil Pty Ltd	\$225.35
	Beverages - Kingsway	
	Community Greenwaste Recycling Pty Ltd	\$784.52
	Waste Recycling - Engineering	
	Corsign (WA) Pty Ltd	\$2,786.19
	Street Sign Replacement - Wanneroo - Engineering	
	Street Name Plates - Engineering	
	Signs - Authorised Vehicles Only - Engineering	
	Cossill & Webley Consulting Engineers	\$10,450.00
	Consulting Engineering Services - Connolly Drive Duplication - Assets	
	Courtney Aaron	\$470.00
	Artwork - Moodjar Wanneroo - Communications & Brand	
	Department Of Biodiversity, Conservation And Attractions	\$2,200.00
	Contribution 2020 / 2021 - Reel It In Project - Waste	
	Department of the Premier and Cabinet	\$367.95
	Advertising Services For The City	
	Digital Education Services	\$52.45
	Purchase Of DVDs - Library Services	
	Donald Cant Watts Corke (WA) Pty Ltd	\$3,850.00
	Quantity Surveying - Alkimos, Eglinton, Yanchep Two Rocks Community Facilities - Planning	
	Dowsing Group Pty Ltd	\$16,952.35
	Concrete Works - Various Locations -	

	Engineering	
	Drainflow Services Pty Ltd	\$2,956.80
	Road Sweeping / Drain Cleaning Services For The City	
	Ecospill Pty Ltd	\$2,079.00
	Eco Spill Absorbent - Engineering	
	Edge People Management	\$332.74
	Ergonomic Assessments - OSH	
	Elliotts Irrigation Pty Ltd	\$1,799.15
	Reticulation Parts Replacement - Parks	
	Environmental Industries Pty Ltd	\$36,540.46
	Landscape Maintenance For The City	
	Ergolink	\$501.65
	Corded Mouse - Waste	
	Rollermouse Free 3 Corded Input Device - Accounts Payable	
	Geoff's Tree Service Pty Ltd	\$77,331.85
	Pruning Services For The City	
	Grand Toyota	\$552.44
	Vehicle Spare Parts - Fleet	
	Hang Art Pty Ltd	\$968.00
	Artwork Delivery Return - Even Keel Exhibition - Cultural Development	
	Heatley Sales Pty Ltd	\$4,591.20
	Stock - Stores Issue	
	Hickey Constructions Pty Ltd	\$407.00
	Stairway Missing Section Replacement - Jindalee - Engineering	
	Hitachi Construction Machinery Pty Ltd	\$79.89
	Vehicle Filters - Stores	
	HopgoodGanim	\$10,085.90
	Legal Fees For The City	
	Hose Right	\$2,230.69
	Vehicle Hoses - Fleet	
	Hydra Storm	\$2,431.00
	Wave Grates - Engineering	
	Iconic Property Services Pty Ltd	\$2,114.40
	Cleaning Services For The City	
	IMCO Australasia Pty Ltd	\$7,216.00
	Concrete Repair Kits - Engineering	
	Integrity Industrial Pty Ltd	\$34,211.80
	Casual Labour For The City	
	J Blackwood & Son Ltd	\$938.24
	Stock - Stores Issue	
	James Bennett Pty Ltd	\$1,279.13
	Book Purchases - Library Services	
	JH Fluid Transfer Solutions Pty Ltd	\$300.53
	Vehicle Hoses - Fleet	
	Kerb Direct Kerbing	\$1,716.66

	Replace Kerbing - Castellon Entrance - Engineering	
	Kleenit	\$1,586.55
	Graffiti Removal For The City	
	Bollard Repair - Dundobar Road - Engineering	
	Komatsu Australia Pty Ltd	\$3,520.00
	Oil Sample Kit X 100 - Stores	
	Laundry Express	\$79.31
	Cleaning Of Overalls - Parks	
	LD Total	\$27,925.56
	Landscape Maintenance For The City	
	Marketforce Pty Ltd	\$325.29
	Advertising Services For The City	
	Mastec Australia Pty Ltd	\$139,246.80
	2310 360 Litre Bins - Yellow Lids - Waste Services	
	Mayday Earthmoving	\$34,441.00
	Heavy Equipment Hire For The City	
	McIntosh & Son	\$69.06
	Vehicle Spare Parts - Stores	
	Mindarie Regional Council	\$6,642.64
	Refuse Disposal For The City	
	Miracle Recreation Equipment Pty Ltd	\$3,217.50
	Playground Equipment Repairs - Various Locations - Parks	
	Modern Motor Trimmers	\$110.00
	Vehicle Seat Repairs - Fleet	
	NAPA - GPC Asia Pacific Pty Ltd	\$57.48
	Vehicle Spare Parts - Fleet	
	Northern Lawnmower & Chainsaw Specialists	\$808.00
	Stock - Stores Issue	
	NTT Australia Pty Ltd	\$70,876.67
	Microsoft Project Online Licences - ICT	
	Officeworks Superstores Pty Ltd	\$1,152.60
	170 A4 Certificate Frames - Office Of The Mayor	
	On Tap Plumbing & Gas Pty Ltd	\$15,260.29
	Plumbing Maintenance For The City	
	OSHGroup Pty Ltd	\$2,921.25
	Fitness For Work Assessment & Report - People & Culture	
	Paperbark Technologies Pty Ltd	\$5,387.50
	Tree Survey & Assessments - Various Locations - Engineering / Parks / Assets	
	Parker Black & Forrest	\$1,760.00
	Locking Services For The City	
	Penske Power Systems Pty Ltd	\$472.96
	Vehicle Spare Parts - Stores	

	Prestige Alarms	\$3,324.87
	Alarm / CCTV Services For The City	
	Programmed Integrated Workforce	\$2,540.54
	Casual Labour For The City	
	Reliable Fencing	\$10,138.19
	Repair Chaingate - McCoy Park - Parks	
	Install Bollards - Rosslare - Parks	
	Replace Sump Fence - Burbanks Elbow - Engineering	
	Install Bollards & Chain - Appleby Park - Parks	
	Roads 2000	\$34,449.53
	Road Works For The City	
	Safeman WA Pty Ltd	\$275.00
	Safety Boots - Stores	
	Safety World	\$139.70
	Safety Boots - Assets	
	Safetyquip	\$110.24
	Disposable Gloves - IM	
	Sanax Medical And First Aid Supplies	\$2,717.70
	Hand Sanitiser - Stores	
	Scott Print	\$5,086.40
	Printing - Fire Notice With Rates - Community Safety	
	Printing - Cat Brochures - Community Safety	
	Sifting Sands	\$2,504.36
	Sand Cleaning - Various Locations - Parks	
	Site Environmental & Remediation Services Pty Ltd	\$1,952.06
	Asbestos Removal - Wanneroo Two Rocks - Conservation	
	SJ McKee Maintenance Pty Ltd	\$363.00
	Clean Driveway - Kingsway - Waste	
	Skipper Transport Parts	\$461.60
	Vehicle Spare Parts - Stores	
	Skyline Landscape Services (WA)	\$393.25
	Weed Control - Hollosy Way & Caporn Street - Parks	
	Smartbuilt Perth Pty Ltd	\$2,386.53
	Pest Control Services For The City	
	St John Ambulance Western Australia Ltd	\$1,509.61
	First Aid Supplies / Training Services For The City	
	StrataGreen	\$410.07
	Turf Doctor Equipment - Parks	
	Tamala Park Regional Council	\$1,130.00
	GST Payable For July 2020 Pursuant To Section 153B Of Agreement - Finance	
	Taylor Robinson Chaney Broderick	\$660.00

	Professional Services - Design Review Panel Meeting 23.07.2020 - Southern Suburbs Library - Planning	
	Technology One Limited	\$5,903.70
	Consulting Services - November & December 2019, July 2020 - ICT	
	Tenco Engineers Pty Ltd	\$1,320.00
	Structural Report - Retaining Wall - James Spiers Park - Parks	
	Terravac Vacuum Excavations Pty Ltd	\$1,166.55
	Locate Services - Wanneroo - Engineering	
	Vacuum Excavation To Expose Tree Roots - Lakelands Drive - Engineering	
	The Poster Girls	\$70.07
	Posters - Community Memory Project - Cultural Services	
	Triton Electrical Contractors Pty Ltd	\$1,548.25
	Electrical Works - Various Locations - Parks	
	Trophy Shop Australia	\$975.40
	Name Badges - Various Employees	
	Framed Photographs - CEO Awards - Office Of The CEO	
	Engraved Permabrass Plaque - Olympic Kingsway Sports Club Changerooms & Grandstand - Facilities	
	Turf Care WA Pty Ltd	\$154,551.71
	Turfing Works For The City	
	Vocus Communications	\$247.50
	NBN Connection For Wire Track YTRAC - ICT	
	WA Hino Sales & Service	\$1,228.22
	Vehicle Spare Parts - Stores	
	Wanneroo Agricultural Machinery	\$660.00
	Vehicle Spare Parts - Fleet	
	Wanneroo Electric	\$18,930.71
	Electrical Maintenance For The City	
	Wanneroo Fire Support Brigade	\$1,836.14
	Reimbursement - Life Membership Shield Trophies - Emergency Services	
	Reimbursement - 50 Polo Shirts - Emergency Services	
	West Coast Turf	\$6,110.50
	Turfing Works For The City	
	Western Resource Recovery Pty Ltd	\$2,420.00
	Empty Washdown Bay - Fleet Workshop - Building Maintenance	
	Wilson Security	\$17,355.69
	Security Services For The City	
	Work Clobber	\$175.50
	Staff Uniforms - Parks	

		WSP Australia Pty Ltd	\$10,648.00
		Consultancy - Smart City Workshop - Projects	
		Zetta Group	\$42,501.57
		Managed Services Fee - ICT	
		Zoodata	\$12,824.90
		Annual Inspect Licence - 05.08.2020 - 04.08.2021 - ICT	
00003925	25/08/2020		
		3D Stone Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
		Alinta Gas	\$38.80
		Gas Supplies For The City	
		Australian Manufacturing Workers Union	\$119.90
		Payroll Deductions	
		Australian Services Union	\$671.40
		Payroll Deductions	
		Australian Taxation Office	\$6,908.00
		Payroll Deductions	
		Ben Trager 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	\$2,000.00
		Refund - Street & Verge Bond	
		CFMEU	\$60.00
		Payroll Deductions	
		Child Support Agency	\$1,697.78
		Payroll Deductions	
		City of Wanneroo	\$147.00
		Development Application - Relocation Of Illuminated Signage - Marmion Avenue - Assets	
		City of Wanneroo - Payroll Rates	\$4,575.00
		Payroll Deductions	
		Eric Jan Byleveld	\$180.00
		Volunteer Payment	
		Fleet Network	\$1,617.90
		Input Tax Credits For Salary Packaging For 18.08.2020 - Finance	
		Payroll Deductions	
		Halpd Pty Ltd Trading As Affordable Living Homes	\$6,000.00
		Refund - 3 Street & Verge Bonds	
		HBF Health Limited	\$622.90
		Payroll Deductions	
		Home Group WA Pty Ltd	\$5,423.76
		Refund - 3 Street & Verge Bonds	
		Jinjin Li	\$360.00

	Vehicle Crossing Subsidy	
	Landgate	\$473.48
	UV Interim Values - Rates	
	Land Enquiries For The City	
	LD & D Australia Pty Ltd	\$276.50
	Milk Deliveries For The City	
	LGISWA	\$308,171.60
	Insurance - Liability - 30.06.2020 - 30.06.2021 - Instalment 1	
	LGRCEU	\$1,691.26
	Payroll Deductions	
	Maxxia Pty Ltd	\$8,300.33
	Input Tax Credits For Salary Packaging For July 2020 - Finance	
	Payroll Deductions	
	Rates Refund	\$1,299.60
	Mr Anthony Di Cristofaro	\$1,000.00
	Refund - Street & Verge Bond	
	Mr Benjamin Holden	\$1,000.00
	Refund - Street & Verge Bond	
	Rates Refund	\$302.18
	Mr Dale Martin	\$1,938.00
	Reimbursement - Study Assistance	
	Mr Daniel Simms	\$23.50
	Reimbursement - Lamination Of Northam Aquatic Pool Plans As Example Of Type Of Design For Proposed North Cost Aquatic Facility - Paid Incorrectly On Personal Credit Card	
	Mr Dein Diver	\$30.00
	Dog Registration Refund - Sterilised	
	Mr Graham Woodard	\$243.55
	Keyholder Payments	
	Mr Joseph Booth	\$110.00
	Reimbursement - Towing Costs For Car - Damaged By Waste Truck	
	Mr Lee Clayden	\$360.00
	Vehicle Crossing Subsidy	
	Rates Refund	\$900.00
	Mrs Justine Craven	\$2,000.00
	Refund - Street & Verge Bond	
	Mrs Karen Huynh	\$2,000.00
	Refund - Street & Verge Bond	
	Mrs Melissa Gear	\$150.00
	Dog Registration Refund - Sterilised	
	Ms Hannah Whatley	\$60.00
	Dog Registration Refund	
	Ms Lee Lourensen	\$360.00
	Vehicle Crossing Subsidy	
	Ms Robyn Taylor	\$150.00

		Dog Registration Refund - Sterilised	
		Ms Sarah Ward	\$360.00
		Vehicle Crossing Subsidy	
		Paywise Pty Ltd	\$1,956.03
		Input Tax Credits For Salary Packaging For July 2020 - Finance	
		Payroll Deductions	
		Smartsalary	\$9,809.31
		Input Tax Credits For Salary Packaging For July 2020 - Finance	
		Payroll Deductions	
		SSB Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
		Tangent Nominees Pty Ltd (Atf The Summit Homes Group Trust)	\$2,000.00
		Refund - Street & Verge Bond	
		Ventura Home Group Pty Ltd	\$4,000.00
		Refund - 2 Street & Verge Bonds	
		Water Corporation	\$21,112.70
		Water Supplies For The City	
		Webb & Brown-Neaves Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
		Western Power	\$15,772.00
		Streetlight Relocation - Franklin Road/Caporn Street - Construction	
		Design Fee - Hartman Drive - Assets	
		Zurich Australia Insurance Ltd	\$1,000.00
		Excess Payment - Hydraulic Oil Stained Pavers On Driveway - Waste	
00003926	27/08/2020		
		City of Wanneroo - Municipal Bank Account	
		Bank Fees - July 2020 \$17,655.49 Breakdown On Page 54	
		Credit Cards July 2020 \$3,592.45 Breakdown On Page 54	
		Total Director Corporate Services Advance - EFTs	\$13,109,647.34
NATIONAL AUSTRALIA BANK			
00003915	12/08/2020		
		National Australia Bank	
		Reporting Period 29.02.2020 - 27.03.2020	
		Assets	
		Boya Equipment Pty Ltd - New Backpack Sprayer Required	\$185.00
		Bunnings - Hardware Purchases	\$285.33
		Geodetic Supply & Repair - Jarrah Stakes	\$121.00
		Jaycar Clarkson - iPhone Charging Cord	\$9.95

	Lindan Pty Ltd - Safety Gear	\$49.61
	Mirco - Treatment Of Newly Planted Trees & Tree Ties	\$347.00
	Assets Maintenance	
	Allied Diesel & Turbo - Vehicle Spare Parts	\$1,375.00
	Barnetts Architectural Hardware - Kick Plate	\$69.47
	BP Clarkson - Fuel For Ford Ranger 95260 - Fleet	\$118.65
	Bunnings - Hardware Purchases	\$5,746.00
	Carba Tec Pty Ltd - Silverglide - 250	\$76.00
	Carcare Joondalup - Missed Vehicle Pickup Charges	\$176.00
	Cleanaway Pty Ltd - Clean Away Weighbridge	\$23.85
	Cool Breeze Rentals - Hire Of Evaporative Cooler	\$2,551.06
	CSR Gyprock - Manhole Frame & Alto Square	\$265.50
	Mirco - Wall Brush X2, 25Lt Bucket	\$82.95
	Officeworks - Double Sided Foam Tape	\$11.31
	PC Master Pty Ltd - Phone Case	\$25.00
	Rynat Industries Australia - Soap Dispenser	\$111.80
	SEI Motors - Vehicle Spare Parts	\$225.61
	Sign Synergy - Aluminium Composite Sign	\$88.00
	Statewide Cleaning - Toilet Paper Dispenser	\$72.09
	Telstra Shop Wanneroo - Phone Screen Protector	\$40.00
	Valspar - Paint Supplies	\$1,335.18
	Work Clobber - PPE - Various Employees	\$799.03
	Kingsway Stadium/Aquamotion	
	Bakers Delight - Staff BBQ Supplies	\$57.60
	Canva Pty Ltd - Swim School Images	\$10.00
	Clark Rubber - Aqua Dumbbells For Resale	\$104.75
	Coles - Catering Items & Nappies	\$228.47
	Domino's Pizza - Catering - Finals Of Adult Competitions	\$45.00
	Poolshop Online - Hand Sanitiser	\$251.99
	Facebook - Advertising	\$110.43
	Kmart - Sandwich Maker	\$29.00
	RLSSWA – First Aid Training	\$49.80
	Solo 2 Pty Ltd - Aqua Dumbbells For Resale	\$618.82
	Community & Place	
	Big W - Materials - Clarkson Youth Centre	\$29.00

		Community Development	
		Coles - Food And Materials - Youth Services	\$141.55
		Convention Centre - Parking Fees	\$23.22
		Kmart Online - Food And Materials - Program Activities	\$723.71
		Woolworths - Food For Outreach	\$34.34
		Community Safety & Emergency Management	
		7-Eleven 3027 - Fuel - Ford Loan Vehicle.	\$92.27
		BP Express - Fuel - Ford Loan Vehicle.	\$165.92
		Dome Wanneroo - Offsite Meeting With DFES Staff	\$20.35
		Harvey Fuel & Food - Fuel - Ford Loan Vehicle	\$66.46
		J Blackwood & Son - Soap To Allow Staff To Wash Hands In The Field	\$241.56
		Puma Myalup - Fuel - Ford Loan Vehicle	\$85.76
		Puma Yanchep - Fuel - Ford Loan Vehicle	\$78.46
		UES International - Water Containers To Allow Staff To Clean Hands In The Field	\$1,506.61
		Council & Corporate Support	
		Aldi Stores - In House Catering Requests	\$58.10
		Coles - In House Catering Requests	\$999.79
		Conti Wines - Wine - Reward And Recognition Gift Bags	\$314.00
		D&A Food Pty Ltd - Purchases For Reward And Recognition	\$184.00
		Wanneroo Fresh - In House Catering Requests	\$229.27
		Cultural Development	
		Aldi Stores - Batteries, Cleaning Supplies & Catering Supplies	\$44.57
		Angus & Robertson Book - Book Stock	\$48.95
		Auntywendysmob.com - CD - Noongar Museum In A Box	\$31.50
		Australian Library & - Merchandise - National Simultaneous Storytime	\$446.00
		Booktopia Pty Ltd - Book Stock	\$41.90
		Bunnings - Mah-jong Tables - Yanchep Library.	\$92.97
		Coles - Catering Items And Program Materials	\$157.04
		Doyles Costumes Wangara - Costumes - Cockman House Education Program	\$54.85
		Dradgin Pty Ltd - Parking Fees	\$11.00

	Facilitating Virtue - Online Training Session - Facilitating Virtual Stakeholder Engagement	\$48.56
	Fantastic Furniture - Library Furniture	\$100.00
	Fix N Shop Pty Ltd - Screen Protector	\$25.00
	Flower Shed - Bereavement Gift - Staff	\$50.00
	Jaycar - Program Materials	\$29.90
	Kmart - Program Materials	\$145.75
	Masala Mirchi Indian - Catering - Cultural Explorations	\$200.00
	Minizoo - Finger Puppets - Noongar Museum In A Box Replenish	\$29.80
	Modern Teaching Aids - Pegs For Peg Doll Activity, Hammer And Chalk For Museum Education Programs	\$209.06
	Museums Australia - Webinar - Museum Team	\$30.00
	News Limited - Australian Newspaper Subscription	\$64.00
	News Pty Ltd Subscription - Clarkson Library Australian Newspaper Subscription 2020	\$554.31
	Oz Displays Pty Ltd - Display Frames	\$81.40
	Paypal - Vegetable Set - Wanneroo Museum	\$29.90
	Australia Post - Working With Children Check - 4 Employees	\$348.00
	Priceless Wanneroo - Cleaning Craft Materials	\$12.00
	Red Dot Stores - Fake Plant - Museum Education Program	\$19.99
	Spotlight - Tablecloth - Bookmarkit Promotion.	\$28.00
	Target - Play Tea Set & Food - Museum Education Program	\$25.00
	The Curry Affair - Catering - Clarkson Library	\$100.00
	The Educational Express - Musical Instruments - Wanneroo Past Investigator Program	\$80.74
	Trackside Cafe - Catering - Clarkson Local Business (Town Team) Meet And Greet	\$100.00
	Two Rocks IGA - Water Refills - Yanchep Library.	\$23.90
	Wanewsditi - Refund For Non Delivery Of Newspapers	-\$58.26
	Customer & Information Services	
	Auscontact Association - Registration - Customer Contact Professional, People Champion, Team Leader/Manager - 3 Members	\$1,320.00
	Google Cloud - Google Cloud Monthly Fee - March 2020	\$74.17

	Kmart - 5 Wireless Chargers For Directors	\$145.00
	Logmein Aus Pty Ltd - GoToMeetings Business Plan - Period 23.03.2020 - 23.03.2021	\$304.70
	Officeworks Online - Disposable Gloves, Wireless Mouse And Keyboard, Bluetooth Headset	\$257.89
	Paypal - 2 Zoom Monthly Subscriptions	\$46.18
	Post Wanneroo - Mail Redirection	\$640.00
	Marketing, Communications and Events	
	Burswood On Swan - Tasting Menu For Gala Dinner	\$440.00
	Campaignmonitor.co - Enewsletter	\$1,357.09
	Facebook - Advertising	\$720.06
	Freshworks Incorporated - Commjobs Ticketing System	\$453.45
	Hoo Hootsuite Incorporated - Social Media Manager Subscription	\$145.07
	Imagazine Ag - Facebook Advertising	\$41.16
	Paypal - MC Services - Wanneroo Festival 2020	\$800.00
	Subway Wanneroo - Catering - Lunch	\$34.80
	Ultimo Catering & Event Planning - Replacement Of Missing Eskies	\$152.34
	Wanewsdti - Newspaper Subscription	\$181.20
	People & Culture	
	Kmart - Gift Bags - Reward & Recognition	\$54.00
	Kmart - Various Vouchers - Reward & Recognition	\$875.00
	Mister Minit Wanneroo - Engraving Of Key Rings	\$120.00
	Myer Joondalup - Wine Glasses - Years Of Service	\$559.58
	Priceless Wanneroo - Gift Bags - Reward & Recognition	\$30.00
	Prouds Wanneroo - Watches - Years Of Service	\$894.50
	Red Dot Stores – Blu-Tack For Posters	\$2.00
	Vision Australia Ltd - Large Letters Keyboard	\$39.94
	Property Services	
	Asic - Company Financial Reports	\$60.00
	CPP His Majesty's - Parking Fee	\$21.20
	Department Of Justice - SAT Application	\$122.50
	Secure Parking - Parking Fee	\$30.75
	Trybooking - Legal Training - Piddington Society	\$1.00
	Traffic & Transport Services	

	Kmart - Thumb Drives	\$39.00
	Waste Management	
	Bunnings - Supplies To Make Vehicle Key Board	\$37.50
	Total	\$33,896.53
	Reporting Period 28.03.2020 - 28.04.2020	
	Assets	
	Bunnings - Hardware Purchases	\$440.12
	Coles Express - Unleaded Fuel For Vehicle 95529	\$42.46
	Ezi Storage King - Storage Containers	\$165.00
	Jaycar Clarkson - Replacement - Phone Charger Cords	\$19.90
	Lindan Pty Ltd - Danger Tape	\$68.75
	Mirco - Fertilisers	\$136.00
	Officeworks - Stationery Items	\$637.09
	Supercheap Auto - Auto Vehicle Floor Mats	\$44.98
	Tim Evas Nursery - Melaleuca Linariifolia	\$308.00
	Work Clobber - PPE	\$129.15
	Assets Maintenance	
	Barnetts Architectural Hardware - Hardware Purchases	\$163.85
	Bunnings - Film Polythene Roll	\$7,231.01
	Galvin Hardware - Hardware Purchases	\$836.72
	Hitech Brake/Clutch - Vehicle Spare Parts	\$132.00
	Lindan Pty Ltd - Braille Sign / Caution Tape	\$88.00
	MEP Films Pty Ltd - Window Film	\$37.90
	Midalia Steel Pty Ltd - Steel Supplies	\$38.82
	Midland Plasterboard - Total Joint Finish	\$29.70
	Newsxpress Ocean Keys - Blu Tack	\$25.45
	Northern Lawnmower - Chainsaw Files	\$117.10
	Red Dot Stores - Teaspoon Dispenser White	\$6.00
	RSEA Pty Ltd - Nitrile Gloves / Barrier Tape / Gloves	\$287.20
	Statewide Bearings - Vehicle Spare Parts & Toilet Tissue Dispenser	\$345.96
	The Good Guys - Stainless Steel Freestanding Dishwasher	\$516.45
	The Hire Guys Wangara - Diamond & Quick Cut Blades	\$1,120.00
	Valspar - Paint Supplies	\$796.52
	Work Clobber - PPE	\$610.20
	Business Manager Aquamotion & Kingsway	
	ASIC - New POS System Checks	\$9.00

	Big W - Prizes - Colouring In Competition	\$28.00
	Bob Jane T-Marts - Tyre Disposal	\$12.00
	Facebook - Advertising	\$550.13
	Kirby Swim Equip Pty Ltd - Swim School Parts	\$47.30
	Officeworks - Hard Drive	\$68.00
	Optus Billing - Payment Error - Paid Back To The City	\$30.13
	RLSSWA - Credit - Professional Training Course - Wet Workshop	-\$30.00
	Community & Place	
	Coles - Food For Online Portal Video	\$46.72
	Community Development	
	Child Wise Limited - Training Course	\$25.00
	Coles - Catering Items - Program Activities	\$25.50
	Kmart - Materials For Youth Activity Video	\$22.50
	Priceless Wanneroo - Materials - Youth Videos	\$11.00
	Community Safety & Emergency Management	
	Ai Nan Gond - Catering - Romeo Road Fire	\$480.00
	Caltex Ashby - Car Wash - Ford Loan Vehicle	\$11.70
	Coles - Bottled Water	\$96.00
	Council & Corporate Support	
	Coles - Catering Items - MRC Dinner	\$10.35
	Cultural Development	
	Aurarum Pty Ltd - 3D Printing Filaments	\$170.87
	Harvard - Harvard Business Review Subscription	\$221.69
	Internet Technology Group - Web Cam And Headset	\$346.80
	Jaycar Pty Ltd - 3D Printing Materials	\$167.60
	Kmart - Display/Promotional Materials	\$34.75
	Local Government Managers Association - Book Purchase	\$44.95
	Modern Teaching Aids - Resources - Library Spaces	\$1,334.51
	Officeworks Online - Display Frames	\$198.98
	Red Dot Stores - Program Materials & Batteries For Display Lights	\$50.00
	Ric Publications - Australian Curriculum History Book	\$23.96
	Shop For Shops - Promotional Bags For Call And Collect Library Service	\$1,530.00
	Smart Colour Signs - Stickers - Love Your	\$685.30

	Library	
	Two Rocks IGA - Water Refills	\$59.75
	WANEWSDTI - West Australian Newspaper Subscription	\$181.20
	Ward Packaging - Promotional Bags - Call And Collect Library Service	\$225.06
	Customer & Information Services	
	Adobe PS Creative Cloud - Photoshop Subscription	\$45.99
	Google Cloud - Cloud Monthly Fee - April 2020	\$77.63
	Metal Sign And Label Pty Ltd - Asset Labels For Replacement Program	\$1,030.00
	Officeworks Online - Stationery Items	\$171.69
	Paypal - 4 USB Nano Wireless Adapters	\$52.00
	Paypal - 4 Monthly Zoom Subscriptions	\$92.36
	Paypal - Zoom Licences - Charge Name: Standard Pro Monthly	\$70.81
	Marketing, Communications and Events	
	Campaignmonitor.Co - Enewsletter	\$1,800.93
	Facebook - Advertising	\$1,528.79
	Freshworks Incorporated - Commjobs Ticketing System	\$424.16
	Hoo Hootsuite Incorporated - Refund For Social Media Subscription	-\$145.07
	Imagazine Ag - Facebook Advertising	\$40.10
	Promolab - Events Uniforms & Vintage Flags	\$334.79
	Red Dot Stores - Props For Mayor's Easter Speech	\$9.00
	Imagesource Digital - Printing - Global Beats And Eats Programs	\$434.00
	WANEWSADV - Pioneer Death Notice	\$102.20
	WANEWSDTI - Sunday Times And West Australian Online Service	\$18.00
	Parks & Conservation Management	
	Bunnings - 3 Water Coolers	\$59.94
	Work Clobber - PPE	\$120.00
	Property Services	
	ASIC - Company Searches	\$34.00
	Traffic & Transport Services	
	Jaycar - Cord - Set Up WFH	\$39.95
	Waste Management	
	Automotive Brands Group - Double Sided Tape	\$104.85

		Autopro Wanneroo - Double Sided Auto Tape	\$159.90
		Bunnings - Hardware Purchases	\$518.18
		Total	\$28,217.28
		Total - National Australia Bank	\$62,113.81
		Total - National Australia Bank & EFT's	\$13,171,761.15
CANCELLED CHEQUES FROM PREVIOUS PERIOD			
3902-8556	29.07.2020	LGISWA	-\$96,296.40
116060	06.03.2019	Jamie Marshall	-\$256.00
116066	06.03.2019	J.K Badminton Club	-\$200.00
116183	19.03.2019	Tumaini Magorwa	-\$54.05
116187	19.03.2019	Earl Gulliver	-\$50.00
116191	19.03.2019	Quinns Calisthenics Club	-\$100.00
116192	19.03.2019	Acumen Development Solutions	-\$152.67
116193	19.03.2019	Allison Sharp	-\$79.38
116248	19.03.2019	William Dean	-\$136.00
116355	02.04.2019	Amy Bolwell	-\$35.00
116358	02.04.2019	Fabio Abbonizio	-\$30.00
116377	09.04.2019	J2 Building Consultants	-\$61.65
116382	09.04.2019	J2 Building Consultants	-\$61.65
116402	09.04.2019	Bernard Hoey	-\$295.00
116403	09.04.2019	Sunwise Outdoor Living	-\$147.00
116434	09.04.2019	Andrea Waterhouse	-\$30.00
116451	16.04.2019	Len Ampil	-\$42.50
116469	16.04.2019	Sara Riky	-\$10.30
116481	16.04.2019	Antonio Wanigasekera	-\$200.00
116482	16.04.2019	Paige Ludwig	-\$14.00
116483	16.04.2019	Ashley Young	-\$7.00
116616	30.04.2020	Mr Adrian Stokes	-\$616.37
116619	30.04.2019	C & N Lucas	-\$360.00
119734	23.06.2020	Pineview Book Club	-\$150.00
119846	21.07.2002	Melissa Mauchien	-\$499.00
119864	28.07.2020	Estate of Mary Gillespie	-\$684.21
119869	28.07.2020	Pushpa Raghvani	-\$350.00
		Total	-\$100,918.18
MANUAL JOURNAL			
11634/21	31/08/2020	Returned Creditor Reject Bank Fee 24.08.2020	\$2.50
11633/21	31/08/2020	Reverse - Flexi Purchase May 2020	-\$41,958.62
11531/21	13/08/2020	FER Lodgement Fee 31.7.2020 6 Unpaid Infringements	\$420.00
11529/21	13/08/2020	Reverse - Flexi Purchase April 2020	-\$28,217.28
11519/21	11/08/2020	Reverse - Flexi Purchase March 2020	-\$33,896.53

		Total	-\$103,649.93
Town Planning Scheme			
		Cell 1	
		Asic Company Search	\$9.00
		Cell 4	
		Castledine Gregory - Legal Fees	\$26,867.00
		Cell 5	
		Mr & Mrs F R Seragusana - Subdivision Payment	\$14,563.60
		Summerbreeze Development - Subdivision Payment	\$89,294.40
		Journal - Correct Work Order	\$2,718.41
		Cell 8	
		Journal - Correct Work Order	\$5,645.90
		Cell 9	
		Creating Communities Australia	\$575.00
		The Trustee For The Queensway- POS Development	\$469,692.40
		The CSG Property Trust - Compensation	\$1,146,494.25
		The CSG Property Trust - Contribution Offset	-\$539,046.00
		Total	\$1,216,813.96
GENERAL FUND BANK ACCOUNT			
		Payroll Payments - August 2020	
		11.08.2020	\$1,714,089.09
		11.08.2020	\$27,967.27
		11.08.2020	\$52,215.38
		25.08.2020	\$1,922.02
		25.08.2020	\$1,717,885.72
		25.08.2020	\$11,029.49
		25.08.2020	\$1,252.67
		Total	\$3,526,361.64
00003905	04/08/2020		
		City of Wanneroo - Municipal Bank Account	
		Bank Fees	
		GLF Trans Fee	\$50.00
		CBA Merchant Fee	\$6,502.67
		Bpay Fee Debtors	\$34.85

	Bpay Fee Rates	\$7,280.59
	Bpoint Debtors	\$2.02
	Bpoint Rates	\$102.54
	Commbiz Fee	\$665.61
	Account Service Fee	\$135.80
	Payroll Return Fees	\$2.50
	Audit Certificate Fee	\$60.00
	Payroll Return Fees	\$2.50
	Total	\$14,839.08
	Credit Cards June 2020	
	D SIMMS	
	Citiplace Parking - Parking Fees	\$10.10
	Hardware Café Quinn's - Business Hospitality	\$19.50
	Brewed Awakening Café - Business Hospitality	\$10.00
	Orion Café - Business Hospitality	\$15.80
	H SINGH	
	Institute of Public Works - Seminar - Incorporating Strategic Asset Management Into Day To Day Business	\$101.50
	Harvey Norman - Camera for Traffic Service	\$173.95
	Department of Water and Environmental Regulation - Clearing Permit Application - 15 The Broad view in Landsdale	\$2,400.00
	Western Power - Install / Modify A Streetlight	\$497.92
	N JENNINGS	
	Bunnings - Garment Racks – For Corporate Uniforms	\$107.92
	Department of Water and Environmental Regulation - Clearing Permit Application – For Temporary car park on Capricorn Avenue	\$2,400.00
	Australasian Reporting Awards (ARA) - Annual Report 2018 / 2019 Feedback Session	\$425.00
	M YILDIZ	
	Legal Practice Board - Annual Law Practising Certificate	\$1,250.00
	ASIC - Company Search	\$17.00
	N SMART	
	Mailchimp - Monthly Subscription for Wanneroo Wrap	\$14.53

		Total	\$7,443.22
00003926	27/08/2020		
		City of Wanneroo - Municipal Bank Account	
		Bank Fees - July 2020	
		GLF Trans Fee	\$50.00
		CBA Merchant Fee	\$8,270.51
		Bpay Fee Debtors	\$55.44
		Bpay Fee Rates	\$6,383.00
		Bpoint Debtors	\$3.60
		Bpoint Rates	\$46.81
		Commbiz Fee	\$50.50
		Commbiz Fee	\$219.53
		Account Service Fee	\$156.10
		Securepay	\$2,420.00
		Total	\$17,655.49
		Credit Cards July 2020	
		D SIMMS	
		Dome Butler - Business Hospitality	\$27.75
		BP The Lakes - Visit To The Shire Of Northam - View Their Aquatic Facility	\$20.00
		M Dickson	
		LGPA Perth - Corporate Membership Annual Subscription	\$585.00
		H SINGH	
		Trybooking Online - Workshop - Communicate To Inspire 2020 - Australian Science Communication	\$80.50
		Western Power Perth - Street Light Relocation - Pathway Link 264 Kingsway	\$497.92
		Western Power Perth - Install Or Modify Street Light - Lusini Road	\$497.92
		N JENNINGS	
		EFQM- Certified Foundation Online Course	\$1,169.36
		Moore Stephens Perth - Rates Comparison Report	\$330.00
		M YILDIZ	
		Law Society Of WA - 2020 / 2021 Annual Membership	\$360.00
		Wilson Parking - Parking Fees	\$6.00
		ASIC Sydney - Company Searches	\$18.00
		Total	3,592.45

		Total Bank Fees And Credit Cards	\$43,530.24
		Recoup to Director Corporate Services Advance A/C	\$12,079,148.73
		Direct Payments Total (Includes Payroll, Advance Recoup, Credit Cards And Bank Fees)	\$15,649,040.61

CARRIED UNANIMOUSLY

Council & Corporate Support

CS04-09/20 Review of Wards and Representation 2020

File Ref: 41102 – 20/387041
 Responsible Officer: Director Corporate Strategy & Performance
 Disclosure of Interest: Nil
 Attachments: 1

Moved Cr Treby, seconded Cr Newton.

That Council:-

- 1. INITIATES a review of the City's Wards and Representation system in accordance with clause 6 of Schedule 2.2 of the *Local Government Act 1995*;**
- 2. GIVES local public notice of its intention to carry out a review of wards and representation and invites submissions as required by Clause 7(1) of Schedule 2.2; and**
- 3. ENDORSES the Discussion Paper detailed in Attachment 1, for the purposes of community consultation.**

CARRIED UNANIMOUSLY

**REVIEW OF
WARD BOUNDARIES AND REPRESENTATION
FOR THE
CITY OF WANNEROO**

DISCUSSION PAPER 2020

Message from Chief Executive Officer

Insert message here

Daniel Simms
CHIEF EXECUTIVE OFFICER

Contents

Background and Context.....	3
Purpose of the Review	3
The Discussion Paper	4
The Review Process	4
Flow chart: Local Government Advisory Board – Ward and Representation Review Process	5
The City of Wanneroo District	6
Factors for consideration.....	7
1. Community of interest	7
2. Physical and topographic features	7
3. Demographic trends.....	7
4. Economic factors	7
5. Ratio of Councillors to Electors in the various wards.....	7
What these Factors mean for the City of Wanneroo	8
Current Ward and Representation Structure	12
Future Forecasts.....	16
Consideration of Options and Examples	18
SUBMISSION PROCESS	32
SUBMISSION FORM	33

Background and Context

The City of Wanneroo is undertaking a review of its Wards and Representation.

Schedule 2.2(6) of the *Local Government Act 1995* (the **Act**) requires that ward boundaries and ward representation are to be reviewed at least every eight years (**Review**). The ward system and boundaries for the City of Wanneroo were first established after the standard process following the creation of the new City of Wanneroo in 1999 which resulted in seven wards. A minor review was undertaken in 2000 that recommended the ward boundary between the former Alexander and South Wards be amended. A Review, as required by the Act, was then undertaken in June 2006 which resulted in the number of wards being reduced from seven to four.

In 2012 the Local Government Advisory Board (the Board) requested the City undertake a Review to rectify imbalances in representation. This review was subsequently postponed following approval from the Board, and was then undertaken in late 2014, and finalised in March 2015. Since that review, the Council of the City of Wanneroo Ward system has consisted of a popularly elected Mayor and 14 Councillors across the three wards (North Coast Ward, Central Ward and South Ward).

The Local Government Advisory Board (the **Board**) has the responsibility for ensuring that recommendations from local governments for changes to names, wards and representation conform to the requirements of Schedule 2.2 of the *Local Government Act 1995* (the Act).

Local governments that have a ward system are required to review their ward boundaries and representation every so often to ensure that not more than eight years elapse between successive reviews. The City is still well within this time period however it considers that it is an appropriate time to conduct a review of its existing Ward system and Representation due to the increasing disparity between Councillor:Electors Ratios in two of its three Wards. Information regarding this matter is considered further in this Discussion Paper.

Purpose of the Review

The purpose of the Review is to assess the current arrangements of the City of Wanneroo ward boundaries and Councillor representation and propose options that will implement a system of representation that is most appropriate and best suits the characteristics of the City of Wanneroo and its community (the **Proposal**). As a result of the Review, the City may propose any of the following:

- Creating new wards in a district already divided into wards;
- Changing the boundaries of a ward;
- Abolishing any or all of the wards into which a district is divided;
- Changing the name of a district or a ward;
- Changing the number of offices of Councillor on a council; and/or
- Specifying or changing the number of offices of Councillor for a ward.

The Discussion Paper

This Discussion Paper has been developed to assist the community to consider options and ideas for the review of Wards and Representation. It is important to note that the purpose of a Discussion Paper is to seek community feedback on possible options – a Discussion Paper does not put forward any preferred option. The community is invited, through the **Submission Process**, to propose any option and all submissions received must be considered by the Council. A preferred option (the **Proposal**) will be made by Council decision following the public consultation process including a thorough analysis of all outcomes and options from the community.

The Discussion Paper contains the following information in relation to the Review process:

- Consideration of the Assessment Factors for determining the best options for the City of Wanneroo; and
- details of examples of some options that may be considered including maps showing possible proposed boundaries; and
- a **Submission Form** for City of Wanneroo residents to complete and return to the City.

The Review Process

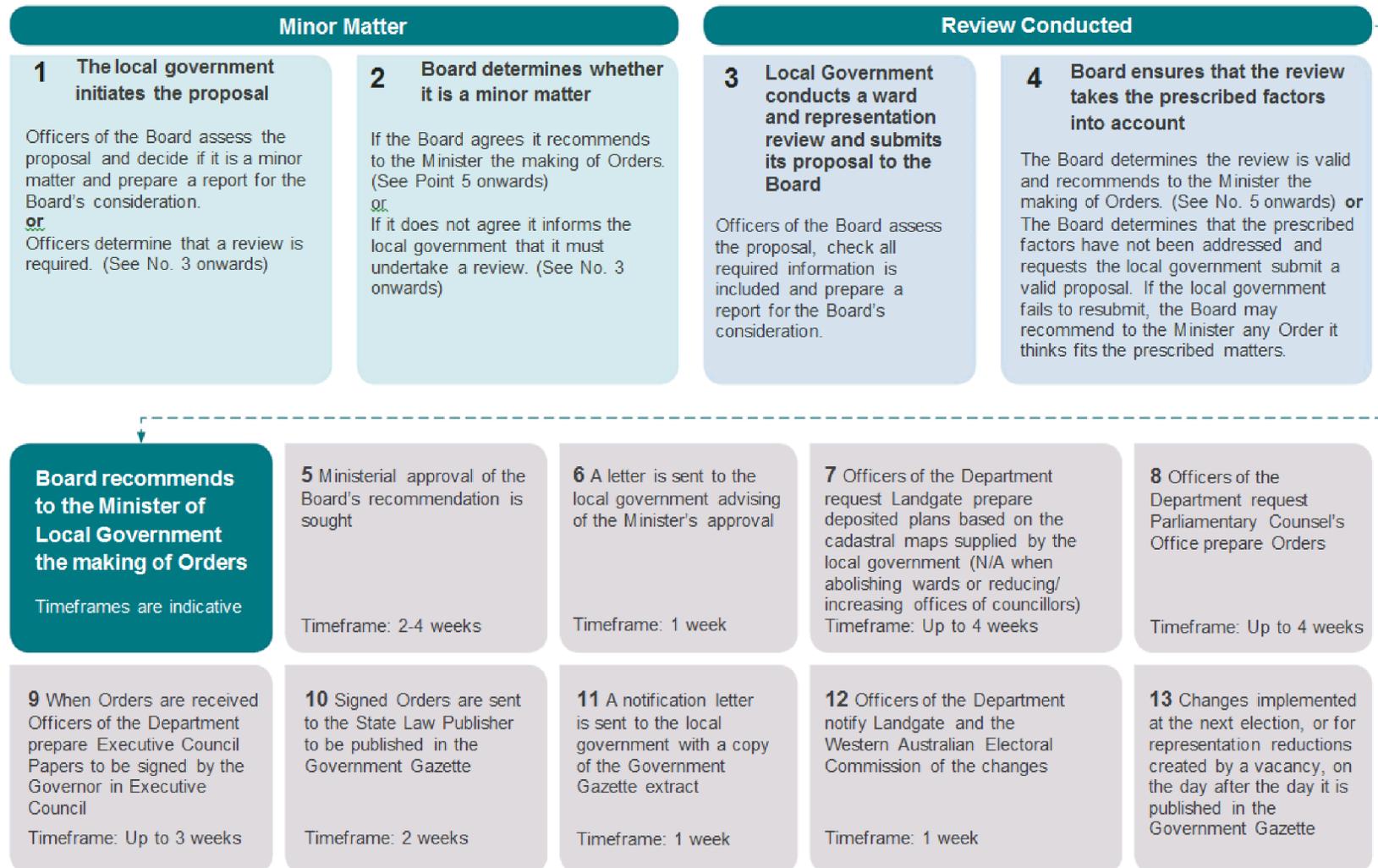
The steps in the Review process are summarised below and depicted in the Flow Chart on the following page:

- Council resolves to undertake the Review;
- Public submission period opens (minimum 6 weeks) and information provided to the community for discussion;
- Public submission period closes;
- Council considers all submissions, relevant assessment factors and makes a decision;
- Council submits a report (including Proposal) to the Board for its consideration; and
- If the Proposal is for a change, the Board submits a recommendation to the Minister for Local Government.

The Review will be undertaken in three phases:

- **Phase 1**
 - The City resolves to undertake a review of its ward and representation.
 - Development of a Discussion paper.
 - The City advertises that it is conducting a Review and seeks public submissions.
- **Phase 2**
 - Administration/Consultant will assess the submissions and consider options for change against the relevant factors to be considered and draft the Proposal.
 - Report to Council on outcome of submissions and the Proposal.
 - Council adopts the Proposal.
 - Preferred option submitted to the Board via the Board Report.
- **Phase 3**
 - The Board reviews the Board Report to ensure that the Review was validly conducted and makes a recommendation to the Minister on changes (if any).
 - Minister accepts or rejects the Board's recommendation.
 - If the Minister accepts the Board's recommendation, the Minister will request the Governor issue a Governor's order.
 - The City will implement the changes in accordance with the Governor's order.

Flow chart: Local Government Advisory Board – Ward and Representation Review Process



The City of Wanneroo District

The City of Wanneroo is located in the outer and fringe north-west of Perth. It is one of the fastest growing local government areas in the country, with an annual population growth rate of approximately three percent. The current population is over 208,000 (ABS Estimated Residential Population 2019) and this is expected to increase to more than 242,000 by 2028 and more than 348,000 by 2041.

The City of Wanneroo is a diverse municipality in terms of its land use and economic base. It features a mixture of residential, industrial and commercial activities in the south of the City, around the old township of Wanneroo and along the coastal strip north of Joondalup. The rural hinterland to the north and east boast significant amounts of intensive horticulture, broad hectare agriculture, quarrying and natural heritage areas, as well as semi-rural and rural-residential living.

The development of high-value horticultural and other intensive rural industries, such as poultry farming, comprised much of the impetus for the moderate population growth experienced in the City during the first half of the twentieth century. In recent decades, however, there has been substantial population growth in the City, which is directly related to the expansion of the northern and north-western suburbs of Perth, incorporating many of the southern parts of the City into the contiguous urban area of Perth. This is a process set to continue and heighten into the future with the City of Wanneroo becoming the primary focus for residential development in the northern suburbs of Perth.

In recognition of the diverse and changing nature of many areas of the City, and in response to the community's desire to see the uniqueness of many parts of Wanneroo protected and enhanced, the City has placed a strong importance on planning and managing the various aspects of what makes up a 'place'. Council endorsed a Place Framework in 2018 that started the City's journey of working with its local residents to identify local places of interest and importance and identify opportunities to align its business to address local priorities in these areas. Details regarding this Place Framework are discussed further in this document.

Population statistics are available on the City's website at <https://profile.id.com.au/wanneroo/>

Factors for consideration

Before a local government proposes that an order be made to do any of the matters in section 2.2(1), other than discontinuing a ward system; or to specify or change the number of offices of Councillor for a ward, or proposes under clause 4(2) that a submission be rejected, its council is to have regard, where applicable, to the following Factors:

- community of interests; and
- physical and topographic features; and
- demographic trends; and
- economic factors; and
- the ratio of councillors to electors in the various wards; and
- any other relevant factors

1. Community of interest

The term 'community of interest' includes a sense of community identity and belonging, similarities in the characteristics of the residents of a community and similarities in the economic activities. It can also include dependence on shared facilities in an area as reflected in catchment areas of local schools and sporting teams, or the circulation areas of local newspapers, for example. Neighbourhoods, suburbs and towns are important components of physical, historical and social infrastructure and often influence or generate a feeling of community and belonging.

2. Physical and topographic features

These may be natural or man-made features that will vary from area to area. Water features, such as rivers and catchment boundaries, may be relevant considerations. Coastal plain and foothills regions, parks and reserves may be relevant as may other man-made features such as railway lines and freeways.

3. Demographic trends

Several measurements of the characteristics of human populations, such as population size, and its distribution by age, sex, occupation and location provide important demographic information. Current and projected population characteristics will be relevant as well as similarities and differences between areas within the local government

4. Economic factors

Economic factors can be broadly interpreted to include any factor that reflects the character of economic activities and resources in the area. This may include the industries that occur in a local government area (or the release of land for these) and the distribution of community assets and infrastructure, such as road networks

5. Ratio of Councillors to Electors in the various wards

It is expected that each local government will have similar ratios of electors to Councillors across the wards of its district. The Board has indicated that changes to ward boundaries and representation that result in ratios greater than plus or minus 10% different to the whole local government, are unlikely to be supported. If the City considers that there are exceptional circumstances that justify ward Councillor/elector ratio deviations greater than plus or minus 10%, the City can present such exceptional circumstances to the Board for consideration as part of the Proposal.

What these Factors mean for the City of Wanneroo

These Factors must be considered in terms of the whole **District** of the City of Wanneroo prior to assessing the Proposal.

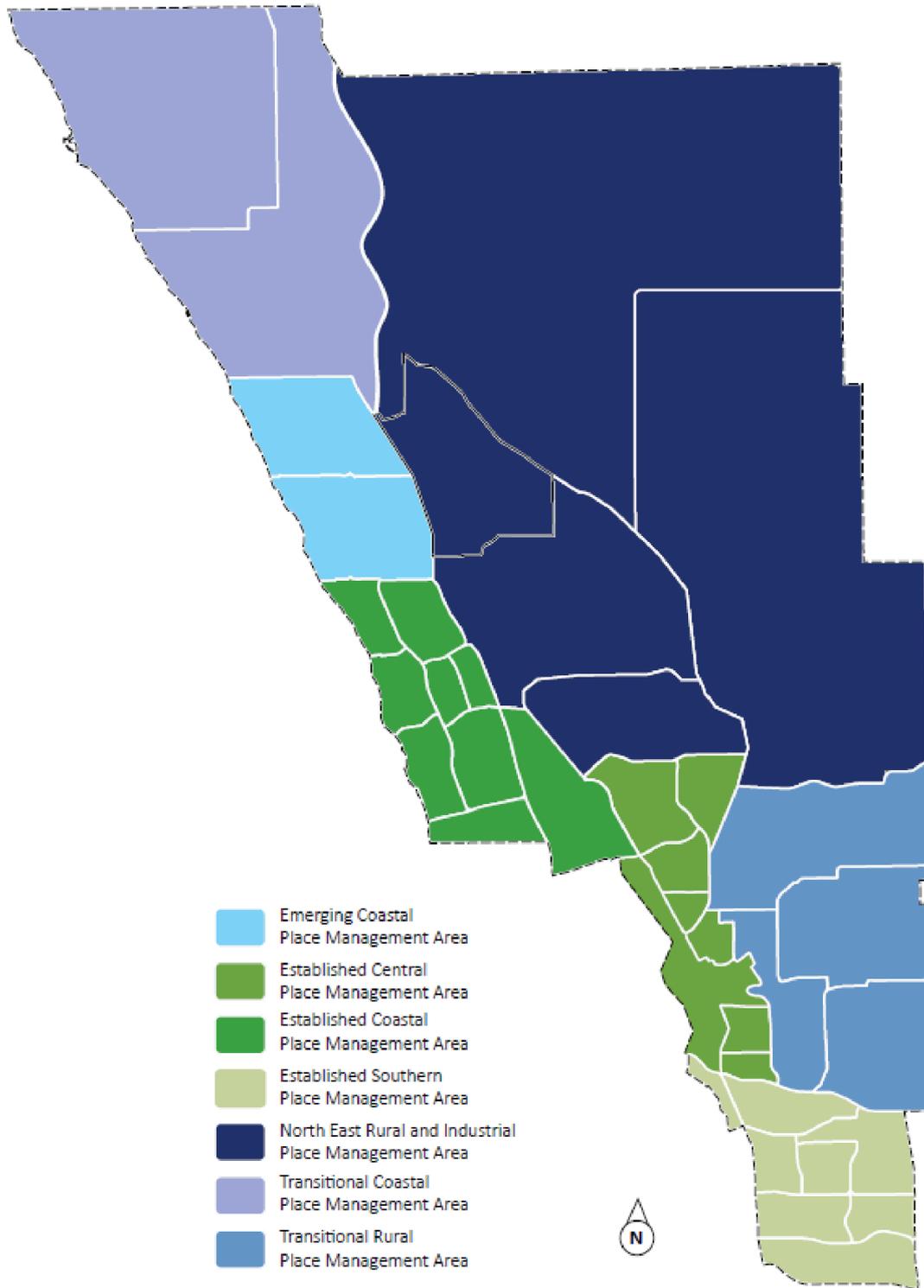
The following information discusses how these Factors relate to the City of Wanneroo and its community currently. Consideration of the Factors relevant to the anticipated future projections and planning of the District are also provided for the community's consideration.

Community of interest

- Most of the City's population lives in its southern half.
- The City also includes the communities of Yanchep and Two Rocks, and the 'old' townsites of Wanneroo and Quinns Rocks which are now effectively part of the greater suburban area of Perth but were distinct and separate town sites for many years.
- The City has rural areas in its northern and central areas such as Nowergup, Mariginiup, and Carabooda.
- Lifestyle semirural communities are notable in the areas east of Wanneroo, and include a focus on equine activities as well as market gardens. It is expected that the east Wanneroo area will transition to include significantly more urban development in the coming years.
- The City has a Social Strategy that guides how the City will shape 'healthy, safe vibrant and connected communities' through its many services and community-directed plans. These plans include the Access and Inclusion Plan that outlines how the City will work to eliminate barriers to access and inclusion and to advocate for equity for all abilities and diverse cultures in our community.
- The City has been working with local residents in three priority areas – Girrawheen/Koondoola, Yanchep/Two Rocks, and Wanneroo – to better understand how these shared identities can inform planning, resourcing and decision making processes.

The Place Framework adopted by Council in 2018 identifies seven 'Place Management Areas' that reflect the unique and varied nature of land use and landscape character across the City. (Refer to Map on the following page).

Within these Place Management Areas, specific communities of interest have been the subject of initial Local Area Planning efforts in partnership with local residents - Girrawheen/Koondoola, Yanchep/Two Rocks, and Wanneroo. The intent of Local Area Planning is to define the unique 'place' character of the area, and understand local priorities to ensure that this character can be enhanced. While these processes may not specifically inform the ward review process, the element of 'place' may be a key consideration in determining ward boundaries to ensure that representation is aligned with place boundaries.



Map – Seven ‘Place Management Areas’ as identified by the City of Wanneroo Place Framework

Physical and topographic features

- The City's natural features include coastal zones, lakes and their surrounding catchments such as Gnangara, Jandabup, Mariginiup, Neerabup, Nowergup and Pinjar, with Lakes Joondalup and Goollelal forming part of the boundary with the City of Joondalup.
- Other features include the Gnangara Pine Plantation, the Yanchep National Park, and the Neerabup National Park.
- Manmade features include the northern passenger rail line and Mitchell Freeway (both built and reserved areas).
- The City's coast stretches 32 kilometres from Tamala Park in the south, to Two Rocks in the north. Wanneroo's coastal foreshore is relatively undeveloped, especially when compared to the coastline further south. The City's ocean coastline is an extraordinary natural asset for the City and has been an important stimulus to the urban growth of the coastal corridor.

Economic factors

- The southern areas of the City are predominantly residential.
- Light and general industrial areas are located in the Landsdale, Wangara, Neerabup, and Yanchep areas. The Wangara/Landsdale industrial area employs an estimated 17,000 people in 2020 and the Neerabup Industrial Area employs about 1,000 people. As the Wangara/Landsdale industrial area grows to capacity over the next 10 years, it is expected that the Neerabup industrial area will experience accelerated development.
- Large Secondary Centres include Wanneroo, and Clarkson with District Centres at Kingsway, Butler and Yanchep (south). The addition of the rail extension to Yanchep will activate additional new centres at Yanchep (Strategic Metropolitan Centre), Alkimos (Secondary Centre) and Eglinton (District Centre). The Mindarie Marina is also an area of economic activity.
- It is expected that the addition of the rail stations will accelerate the population growth in the rail station catchments and will stimulate the requirement for the activity centres to be developed. These activity centres will take a number of years to reach maturity and this timing will be dependent on population demand for goods and services.
- Road networks tend to run north/south or east/west and include Wanneroo Road, Marmion Avenue, Hepburn Avenue, Ocean Reef Road, and others.

Demographic Trends

- The population of the City is forecast to grow significantly in the future, growing from around 208,000 in 2020 to 349,000 in 2041.
- This population growth has been downgraded from previous forecasts due to a general slowing of the economy and the flow on impacts to the housing sector. Short term stimulus of the housing market has not been factored in as the forecasts need to provide a longer term baseline for planning purposes.
- The growth expected in the City of Wanneroo over the period to 2041 implies an average additional 6,800 persons per annum. This is still a very significant number of additional people to the City each year.
- Urban development along the coastal areas, particularly in a northerly direction is expected to have a significant impact. The Alkimos/Eglinton, Yanchep/Two Rocks and East Wanneroo areas in particular are planned to expand considerably over the next 20 years.
- Increased urban densities in established suburbs such as Girrawheen and Koondoola in the south and Wanneroo in the centre of the district will also affect population.

Ratio of Councillors to Electors

The main factor the Board considers to be important is balanced Councillor:Electors ratios across Wards. A local government is expected to have similar ratios of councillors to electors across all its Wards. A deviation of plus or minus 10% is generally considered acceptable. The percentage ratio deviation is calculated by subtracting the Councillor/ Elector ratio for a Ward from the average Councillor/ Elector ratio for the whole district. The result is then divided by the average Councillor/Elector ratio for the whole district and multiplied by 100 to give a percentage. A negative result indicates that the Ward is under-represented, and a positive result indicates the Ward is over-represented.

Historically, the elector ratios for the City of Wanneroo have been as follows:

Ward	% Ratio Deviation			
	2011 Election	2013 Election	2015 Election	2017 Election
North Coast			2.87%	-6.75%
North	22.28%	9.39%		
Coastal	1.14%	0.71%		
Central	-14.84%	-12.58%	-6.62%	-2.65%
South	-0.92%	3.22%	2.43%	8.87%

The large deviation that existed at the 2011 election with the North and Central Wards, was the main reason that the Board previously requested the City to initiate an early review of the Ward boundaries. The review was postponed and subsequently then undertaken in 2014 and concluded prior to the 2015 elections, with a new three Ward system and representation distribution. The table above demonstrates the difference that 2015 Review made to the Councillor:Electors ratios by reducing the deviations.

The Elector ratios for the City of Wanneroo local government 2019 Election were as per the following table.

Ward	Number of Councillors	Number of Electors*	Councillor to Elector Ratio	% Ratio Deviation
North Coast	5	48,946	1:9,789	-10.51%
Central	4	35,839	1:8,960	-1.14%
South	5	39,233	1:7,847	11.42%
TOTAL	14	124,018	1:8,858	

* the number of electors for the 2019 Election includes 297 on the Owners and Occupiers roll enrolment.

As at 30 June 2020 the total number of Electors for the district of Wanneroo as recorded by the West Australian Electoral Commission (WAEC) has increased to 125,084. Based on the data from the WAEC, the ratio by Ward that exists as at 30 June 2020 is:

Ward	Number of Councillors	Number of Electors**	Councillor to Elector Ratio	% Ratio Deviation
North Coast	5	49,969	1:9,994	-11.22%
Central	4	36,176	1:9,044	-0.65%
South	5	39,659	1:7,932	11.73%
TOTAL	14	125,804	1:8,986	

** the number of electors as recorded by the WAEC as at 30 June 2020 does not include the Owners and Occupiers roll enrolments (297 electors as at the 2019 election)

As seen from the above information, the North Coast Ward and South Ward fall slightly outside of the plus/minus 10% guideline (-11.22% and 11.73% respectively) and the Central Ward falls within the guideline. This means that the North Coast Ward is currently underrepresented, whilst the South Ward is currently over represented.

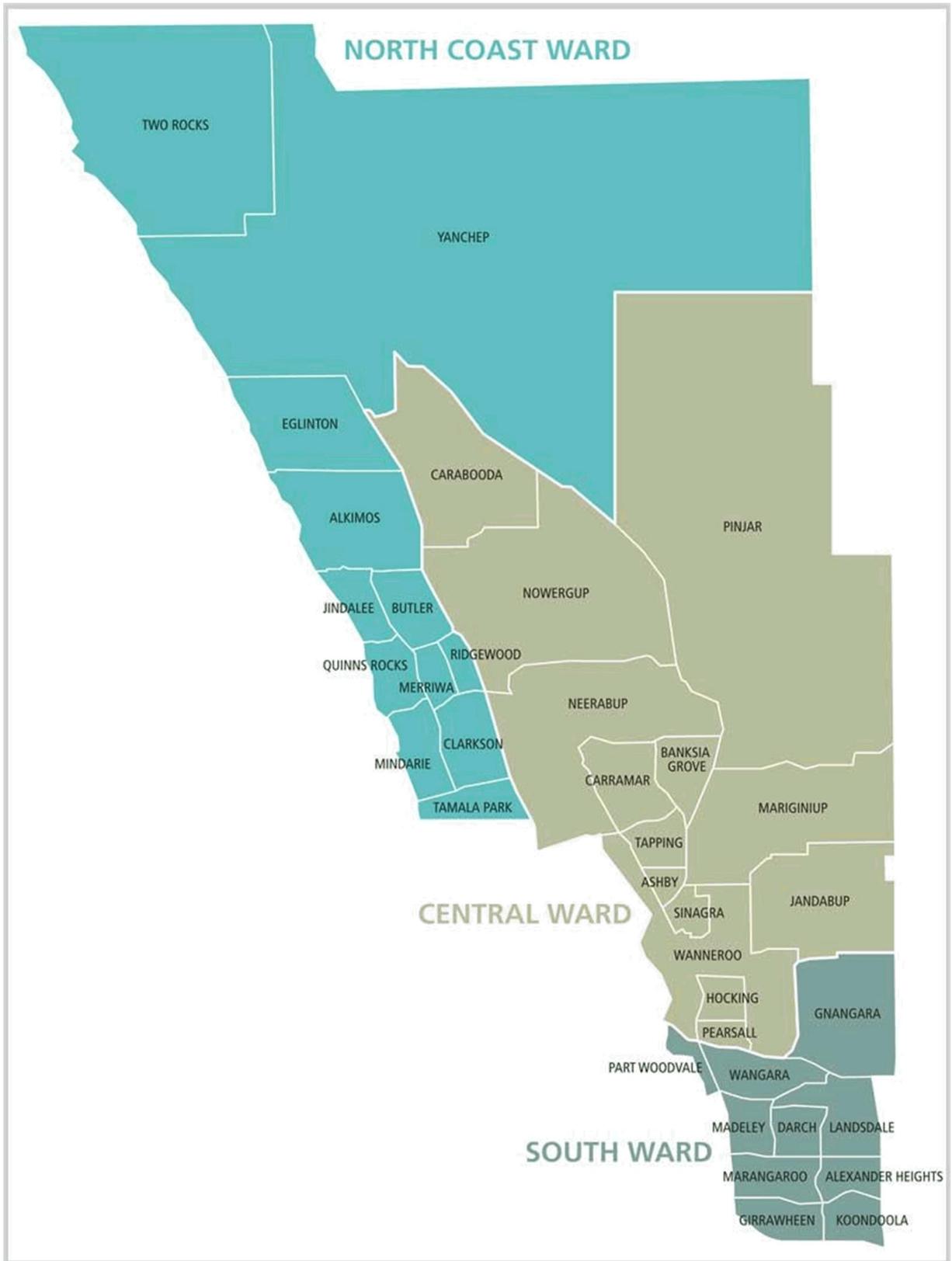
Current Ward and Representation Structure

The Council of the City of Wanneroo currently consists of a popularly elected Mayor and 14 Councillors from three wards – North Coast Ward, Central Ward, and South Ward. The three Wards consist of suburbs as follows:

North Coast	Central	South
Alkimos	Ashby	Alexander Heights
Butler	Banksia Grove	Darch
Clarkson	Carabooda	Girrawheen
Eglinton	Carramar	Gnangara
Jindalee	Hocking	Koondoola
Merriwa	Jandabup	Landsdale
Mindarie/Tamala Park*	Mariginiup	Madeley
Quinns Rocks	Neerabup	Marangaroo
Ridgewood	Nowergup	Wangara
Two Rocks	Pearsall	Woodvale
Yanchep	Pinjar	
	Sinagra	
	Tapping	
	Wanneroo	

* for the purposes of calculation, the Mindarie and Tamala Park suburbs have been grouped together to align with the amalgamated elector figures of these two suburbs supplied by the WAEC.

The current Ward Map with suburbs is depicted on the following page.



Elector Participation Rate by District

The following table shows the overall elector participation rate by District for the past three ordinary local government elections.

	2015 Elector Participation	2017 Elector Participation	2019 Elector Participation
City of Wanneroo	21.9%	27.7%	23.5%

For the 2019 election, the actual number of votes received compared to the total enrolled voters was:

	Enrolment	Voter Participation	Percentage Participation
City of Wanneroo	124,018	29,089	23.5%

Enrolment – Elector figures for contested elections.

The voter participation consists of the number of returned voting packages.

Includes elector participation for the Mayoral election that was also held during the 2019 election

Whilst there was a positive increase in participation rates for the 2017 ordinary local government elections (up by 5.8% overall), that participation rate declined in 2019 to 23.5%. Comparatively, the average participation rate for metropolitan local governments at the 2019 ordinary local government elections was 27.6%. The City continues to encourage voter participation in local government elections including undertaking marketing campaigns, information sessions and promotions to encourage the community to enrol, and to have their say and be involved in the decision making process at a local level.

Elector Participation Rate by Ward

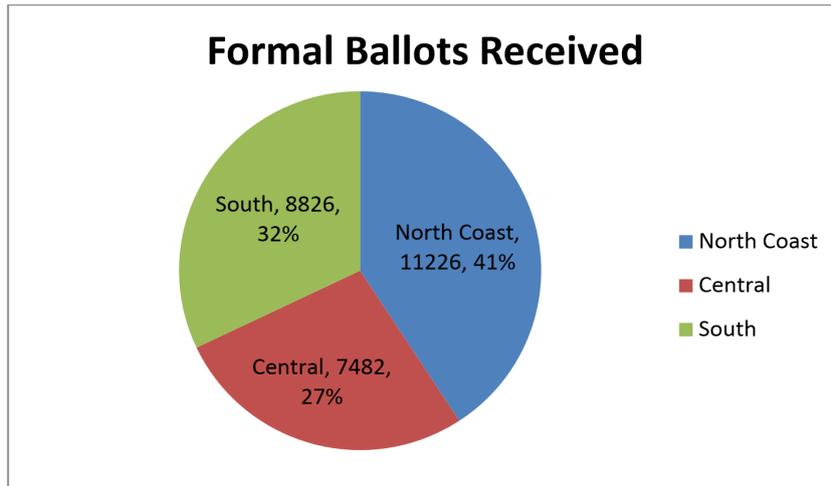
The following table shows the overall elector participation rate per Ward for the 2019 ordinary local government election.

Note that, unlike the participation figures in the previous tables, this information does not include elector participation for the Mayoral election that was also held during the 2019 election.

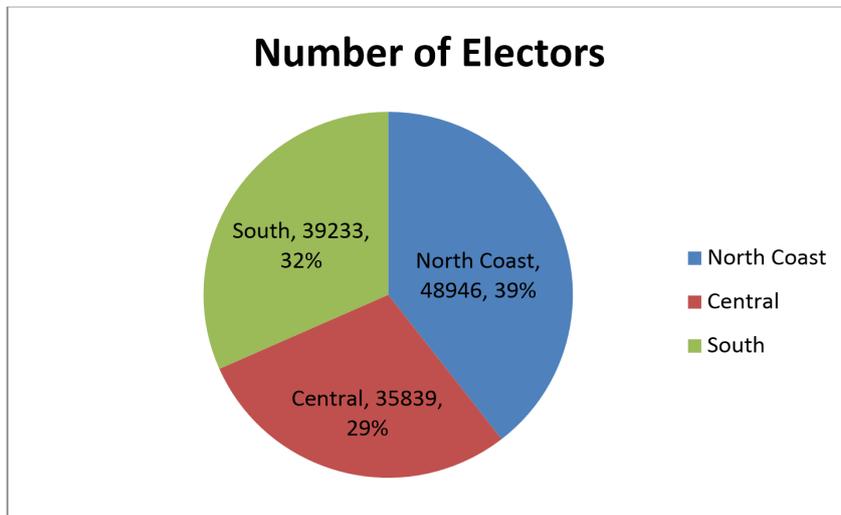
Ward	Total Electors	Total Votes Received (Valid and Informal)	Formal Ballot Papers	Turnout Rate
North Coast	48946	11299	11226	23.08%
Central	35839	7537	7482	21.03%
South	39233	8890	8826	22.66%
Total	124018	27726	27534	22.26%

From the above data and the following graph depictions, it is clear that the number of ballot papers received in the North Coast Ward is higher than those received in either the Central or Southern Wards. However, whilst the number of actual received ballots is higher, the percentage turnout is relatively the same comparative across all wards.

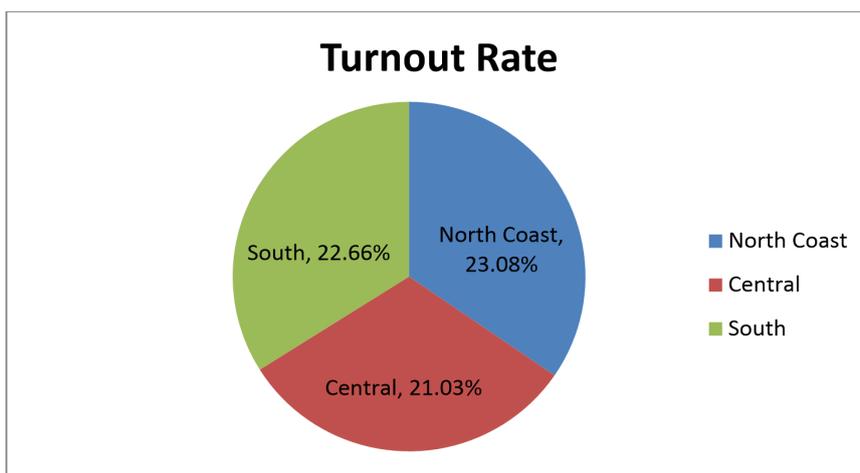
Valid Votes (only) received by Ward were:



Number of Electors by Ward were:



The Turnout Rate is:



Future Forecasts

The WAEC does not provide future projected forecasts of Electors. Therefore, a local government is to determine the best methodology for these estimates noting that it is not possible to predict with complete accuracy the Councillor:Electors ratios for future years. However, an indicative projection based on current known number of electors per suburb provided by the WAEC as at the June 2020 report, with an average percentage shift applied can assist with these estimates. The average percentage shift has been calculated by using the City's ID.forecast modelling systems projected shift in population age group of 18 plus years over a four year period 2020 to 2024 and then over an eight year period 2020 through to 2028.

The methodology used to project future elector numbers by suburb is therefore:

(WAEC June 2020 elector total result by suburb) x (average 4 or 8 year % change projected from ID.forecast modelling for age 18+ years by suburb) = projected elector numbers by suburb.

The resulting projected figures for 2028 are:

Existing Ward Structure	Suburb	June 2020 WAEC enrolled electors	%change based on 18+years %change (ID.Forecast)	2028 forecast electors with %change applied
Central	Ashby	1818	33.65%	2430
	Banksia Grove	5801	12.38%	6519
	Carabooda	341	29.30%	441
	Carramar	4519	16.79%	5278
	Hocking	4149	9.08%	4526
	Jandabup	221	5.75%	234
	Mariginiup	603	5.75%	638
	Neerabup	68	29.30%	88
	Nowergup	141	29.30%	182
	Pearsall	2634	9.08%	2873
	Pinjar	50	29.30%	65
	Sinagra	1772	33.65%	2368
	Tapping	5670	1.10%	5732
Wanneroo	8389	35.13%	11336	
North Coast	Alkimos	4756	53.84%	7317
	Butler	7517	14.29%	8591
	Clarkson	8241	9.46%	9021
	Eglinton	1538	133.35%	3589
	Jindalee	2074	49.19%	3094
	Merriwa	3592	1.99%	3663
	Mindarie/Tamala Park	5425	10.74%	6008
	Quinns Rocks	5702	2.86%	5865
	Ridgewood	2867	16.38%	3337
	Two Rocks	2270	52.94%	3472
Yanchep	5987	59.83%	9569	
South	Alexander Heights	5476	-1.86%	5374
	Darch	4616	1.49%	4685

Existing Ward Structure	Suburb	June 2020 WAEC enrolled electors	%change based on 18+years %change (ID.Forecast)	2028 forecast electors with %change applied
	Girrawheen	5419	4.34%	5654
	Gnangara	970	5.75%	1026
	Koondoola	2333	-1.93%	2288
	Landsdale	8972	15.53%	10365
	Madeley	4337	7.39%	4658
	Marangaroo	7175	0.68%	7224
	Wangara	40	7.39%	43
	Woodvale	321	7.39%	345
TOTAL		125804		147896

This method of calculation does not take into consideration the City's Owner and Occupier Roll of Electors. The total number of electors on that roll as at the October 2019 election was 297 electors. It should be noted that the City has undertaken campaigns over the past two election years to increase resident and ratepayer enrolments and particularly to encourage enrolments on the Owners and Occupiers Roll. The City will continue to identify opportunities to increase participation and enrolments through the Owners and Occupiers Roll.

Given the anticipated projected growth in most areas of the District, the current disparity between the existing Ward ratios and the prospect this will continue to increase; the Board is unlikely to support the continuation of the current Ward structure with the current numbers of Councillor Representation for an extended period.

Consideration of Options and Examples

The Council does not have an established position on any option, and the following information is provided to aid discussion only.

Any of the following options may be considered:

1. Changing the number of offices of councillor on a council.
2. Maintain existing structure of three wards and 14 Councillors.
3. Create new wards in a district.
4. Changing the boundaries of a ward.
5. Abolishing any or all of the wards.
6. Changing the name of a district or a ward.
7. Specifying or changing the number of offices of councillor for a ward.

When considering options, note that:

- The period under consideration is from 2020 through to 2028 (being the next legislated review if the review is undertaken in 2020)
- Ordinary Local Government elections are scheduled to be held in 2021, 2023, 2025 and 2027.
- The expected population of the various localities (suburbs) of the district takes into account as many known variables as possible including rezoning's.
- Locality (suburb) boundaries are generally used to determine ward boundaries
- Each option seeks to attain the required tolerance of plus or minus 10% deviation of the average number of electors per Councillor by 2028 within the option parameters.
- The proportion of the population who are anticipated to be electors (over the age of 18 years and enrolled to vote) has been estimated using the methodology outlined in the Future Forecasts section of this document.

1: Changing number of offices of Councillor on a council

Section 2.17 of the Act requires that each Council where a Mayor is elected by Electors, is to consist of the Mayor and a minimum five and maximum of 14 Councillors. The number of Council Members is decided by the Council to meet the needs of each Local Government area.

The City of Wanneroo Council comprises the maximum number of Council representatives being one Mayor and 14 Councillors. The overall level of representation is still considered satisfactory based on comparative Councillor representation numbers of other large metropolitan local governments (refer table below).

Any reduction in Councillor representation would see the average number of electors to Council Members increased significantly. However members of the public may provide feedback on this option as part of the submission process.

Local Government	Number of Wards	Number of Councillors	Number of Electors	Councillor:Electors Ratio
City of Armadale	7	14	54,952	1:7,850
City of Belmont	3	9	24,727	1:2,747
City of Canning*	5	10	53,867	1:5,387
City of Cockburn*	3	9	73,738	1:8,193
City of Joondalup*	6	12	112,041	1:9,337
City of Mandurah	4	12	61,430	1:5,119
City of Melville*	6	12	70,611	1:5,884
City of Stirling*	7	14	146,885	1:10,492
City of Swan	5	15	92,366	1:6,158
City of Vincent*	2	8	24,158	1:3,020
City of Wanneroo*	3	14	125,804	1:8,986

*Local governments with popularly elected Mayors

Table showing Councillor: Elector Ratios at other local governments – WAEC Enrolment Statistics at 30 June 2020.

Note: The number of Electors are those only listed on the Electoral Roll for each local government and do not include any electors that may have been added to individual local government's non-residents Owners and Occupiers roll since the 2019 election.

2 – 7: Changing the Number of Wards and/or Ward Boundaries and/or Councillor Representation across Wards

The options listed on the following pages are not exhaustive and are provided only to assist the community with input and discussion. The community is encouraged to comment on these options and alternative options are welcome to be submitted through the Submission Process.

This information provides preliminary consideration against the Assessment Factors. Where Councillor:Electors ratio is projected to fall outside the +/-10% accepted deviation, the ratio has been highlighted red.

Option 1: No wards – maintain existing number of Councillors and remove all Ward boundaries

This options considers the removal of all Wards and the even distribution of 14 Councillors within the district. This results in no ratio deviation and would align with the requirements of the Board in terms of Councillor:Electors representation, however with the size and growth of the Wanneroo District, there are significant strength and weakness considerations for this approach.

The resultant Councillor:Electors ratio forecast is:

Ward	No. Crs	2020			2024			2028		
		No. Electors	Cr:Electors Ratio	% Ratio Deviation	No. Electors	Cr:Electors Ratio	% Ratio Deviation	No. Electors	Cr:Electors Ratio	% Ratio Deviation
1	14	125,804	8,986	0.00%	133,154	9,511	0.00%	147,896	10,564	0.00%
Totals	14	125,804	8,986	0.00%	133,154	9,511		147,896	10,564	0.00%

Consideration against Assessment Factors

The elimination of a ward system effectively considers all Assessment Factors equally across the District. Overall consideration of the strengths and weaknesses of this option are:

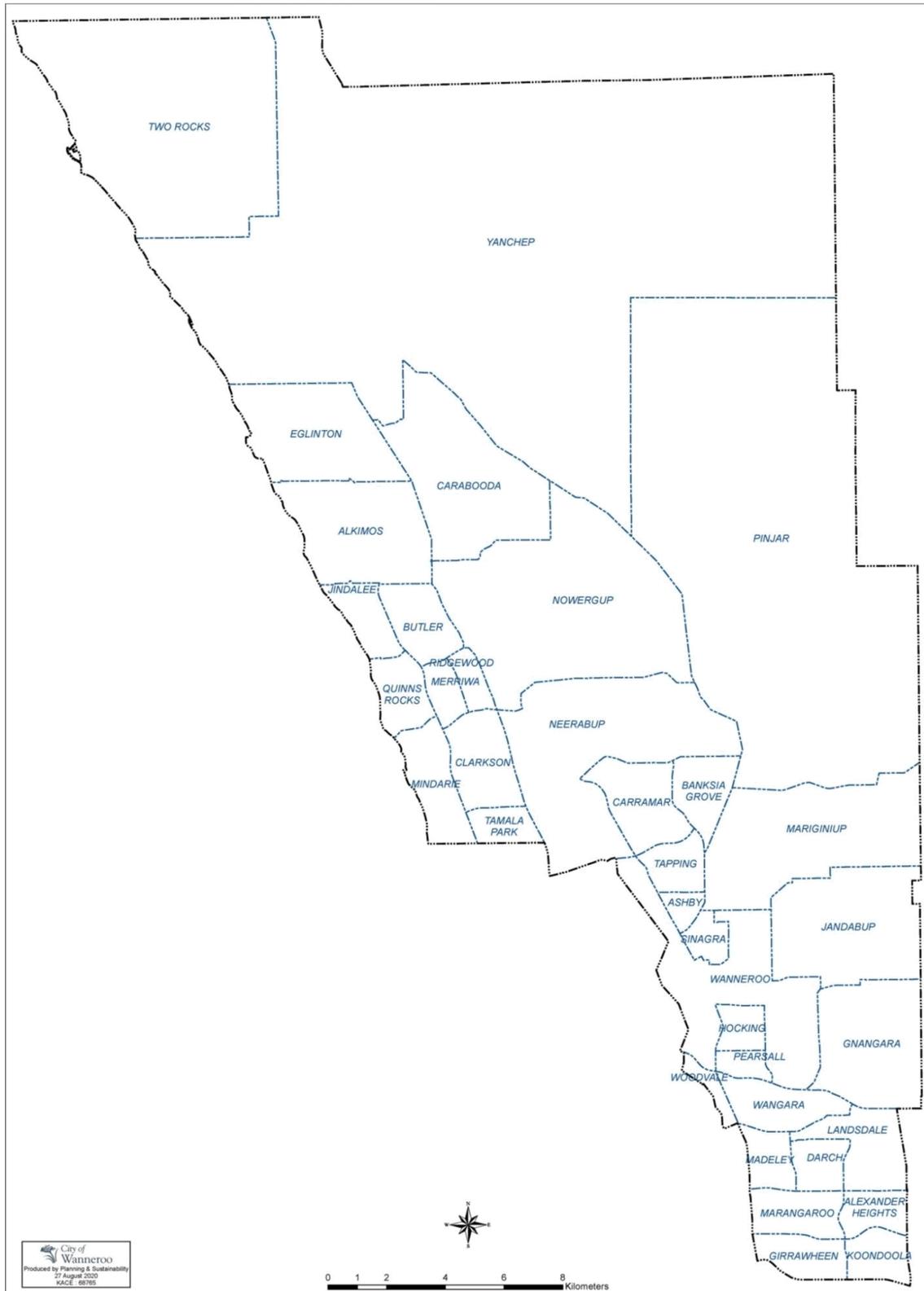
Strengths

- All Council Members are elected by the entire community of Wanneroo Council members knowledge and interest in Council's affairs may broaden beyond the immediate concerns of those in a ward
- Council members knowledge and interest in Council's affairs may broaden beyond the immediate concerns of those in a ward
- The smaller town sites and rural areas have the whole Council representing them – this also applies to larger sites
- Members of the community may feel that all Council Members are equally more approachable as they are not 'connected to specific Councillors based on their ward representation
- Social networks and communities of interest are often spread across a local government and Council Members can have an overview of these.
- Council Members can use their specialty skills and knowledge for the benefit of the whole local government.
- There is balanced representation with each Council Members representing the whole community.
- The election process is much simpler for the community to understand and for the Council to administer.

Weaknesses

- Electors may feel that they are not adequately represented if they do not have an affinity with any specific Council Member(s).
- Council Members may have more affinity and understanding of issues within specific areas
- It may be more difficult and costly for candidates to be elected if they need to canvass the whole local government area.

Map of Option 1 - No wards – maintain existing number of Councillors and remove all Ward boundaries



Option 2: Create two wards with even distribution of 7 Councillors per ward

With this option, the existing three ward system is decreased to two wards with an even representation of 7 Councillors per ward.

This model was based on suburbs aligned to Wards as follows:

Ward 1	Ward 2
Koondoola	Ashby
Girrawheen	Tapping
Alexander Heights	Carramar
Marangaroo	Neerabup
Madeley	Mindarie/Tamala Park
Darch	Clarkson
Landsdale	Ridgewood
Woodvale	Merriwa
Wangara	Quinns Rocks
Gnangara	Butler
Wanneroo	Jindalee
Hocking	Nowergup
Pearsall	Carabooda
Sinagra	Pinjar
Jandabup	Alkimos
Mariginiup	Eglinton
Banksia Grove	Yanchep
	Two Rocks

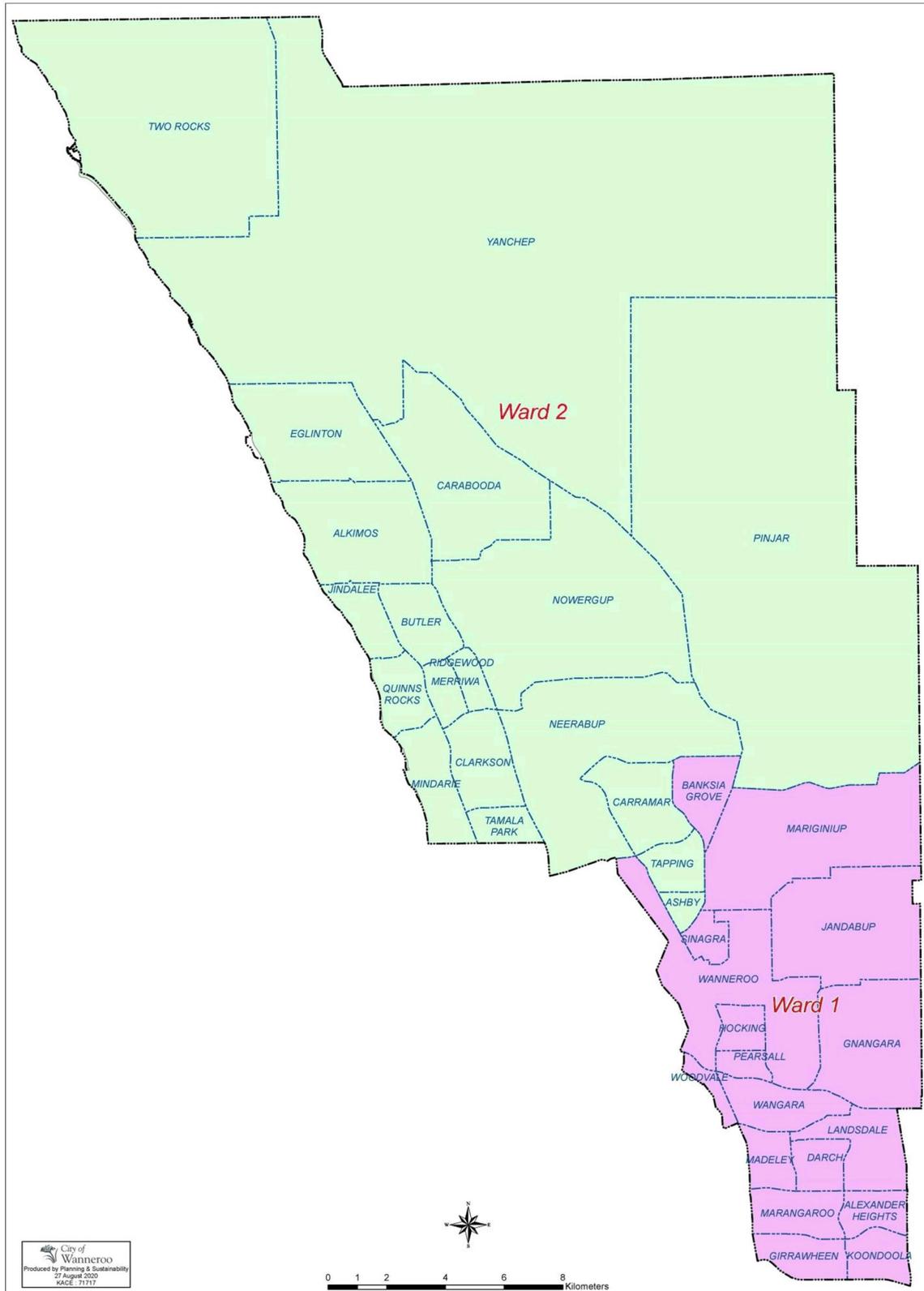
The resultant Councillor:Elector ratio forecast is:

Ward	No. Crs	2020			2024			2028		
		No. Electors	Cr:Elector Ratio	% Ratio Deviation	No. Electors	Cr:Elector Ratio	% Ratio Deviation	No. Electors	Cr:Elector Ratio	% Ratio Deviation
1	7	63,228	9,033	-0.52%	65,278	9,325	1.95%	70,155	10,022	5.13%
2	7	62,576	8,939	0.52%	67,876	9,697	-1.95%	77,741	11,106	-5.13%
Totals	14	125,804	8,986		133,154	9,511		147,896	10,564	0.00%

Consideration against Assessment Factors

Factor	Strengths	Weaknesses
Community of Interest	Coastal communities are within the same ward. Rural areas are almost all in one ward area.	Rural areas are split between the wards
Physical and Topographical Features	The ward boundaries follow locality boundaries. In most cases these boundaries are major roads.	Nil
Demographic Trends	The proposed structure provides a good system of representation for an extended period of forecast growth across the City and adequately accounts for the speed and growth projected in the North Ward.	Nil.
Economic Factors	Areas of commercial activity such as Wangara and Landsdale are in one ward	Nil.
Ratio of Councillors to Electors	There is balance attained in the ratios for the entire forecast period.	Nil

Option 2: Create two wards with even distribution of 7 Councillors per ward



Option 3: Maintain the current three ward systems with no change to boundaries or Councillor representation

This option maintains the existing three wards and the number of Councillors per Ward, without any change to the boundaries. This option is provided for comparative purposes to demonstrate what the future would look like if this system remained without review and/or change. As can be seen in the 2020-to-2028 comparison model below, the deviation is expected to almost double in the North Coast and South Wards within the eight year period. The Council wishes to explore alternative options that will result in a more even distribution of Councillor:Electors ratio in the future as well as meeting consideration of the Assessment Factors.

This model was based on suburbs aligned to Wards as detailed on page 12 of this document.

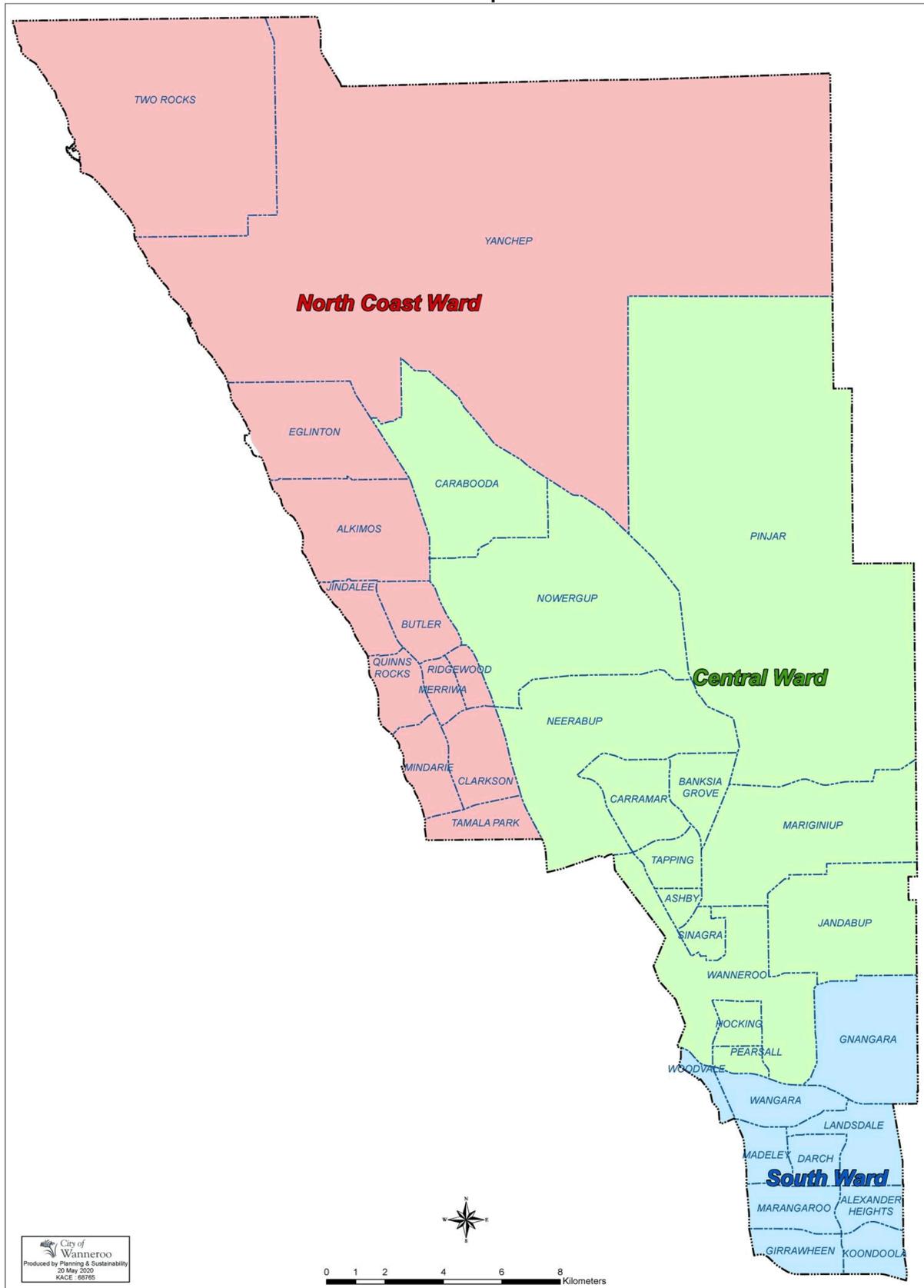
The resultant Councillor:Electors ratio forecast is:

Ward	No. Crs	2020			2024			2028		
		No. Electors	Cr:Electors Ratio	% Ratio Deviation	No. Electors	Cr:Electors Ratio	% Ratio Deviation	No. Electors	Cr:Electors Ratio	% Ratio Deviation
North Coast	5	49,969	9,994	-11.22%	54,439	10,888	-14.48%	63,525	12,705	-20.27%
Central	4	36,176	9,044	-0.65%	38,170	9,543	-0.33%	42,709	10,677	-1.07%
South	5	39,659	7,932	11.73%	40,545	8,109	14.74%	41,661	8,332	21.13%
Totals	14	125,804	8,986		133,154	9,511		147,895	10,564	

Consideration against Assessment Factors

Factor	Strengths	Weaknesses
Community of Interest	Coastal communities are within the same ward. Rural areas are almost all in one ward area.	The parts of the City that are rural in nature are split over two wards - although only Gngangara is affected. The land area of the Central and North Wards is much larger than the South ward which results in a widespread ward community.
Physical and Topographical Features	The ward boundaries follow locality boundaries. In most cases these boundaries are major roads.	The boundary between the locality of Gngangara in the southern ward and Wanneroo/Jandabup is not well defined.
Demographic Trends	The representation mildly supports the higher forecast growth areas	The proposed structure does not adequately account for the speed of growth in the North of the District. The representation levels will therefore not align to this growth and disparity will increase.
Economic Factors	Areas of commercial activity such as Wangara and Landsdale are in one ward	Nil.
Ratio of Councillors to Electors (see below)	The ratio deviation is only slightly outside of the tolerance level for 2020.	The ratio for two wards is slightly outside of the tolerance as at 2020 and this deviation is projected to almost double by 2028. It is unlikely that such a proposal would be accepted by the Board.

Map of Option 3: Maintain the current three ward systems with no change to boundaries or Councillor representation



Option 4: Maintain existing three ward system but adjust Councillor representation numbers within wards

With this option, the number and boundaries of the existing three ward system remain unchanged. The number of Councillors representing each Ward however, is adjusted to:

- **reduce** the number of Councillor representatives in the South Ward from 5 Councillors down to 4 Councillors; and
- **increase** the number of Councillor representatives in the North Coast Ward from 5 Councillors up to 6 Councillors; and
- **maintain** the number of Councillor representatives in the Central without change at 4 Councillors.

This model was based on suburbs aligned to Wards as detailed on page 12 of this document.

The resultant Councillor:Electors ratio forecast is:

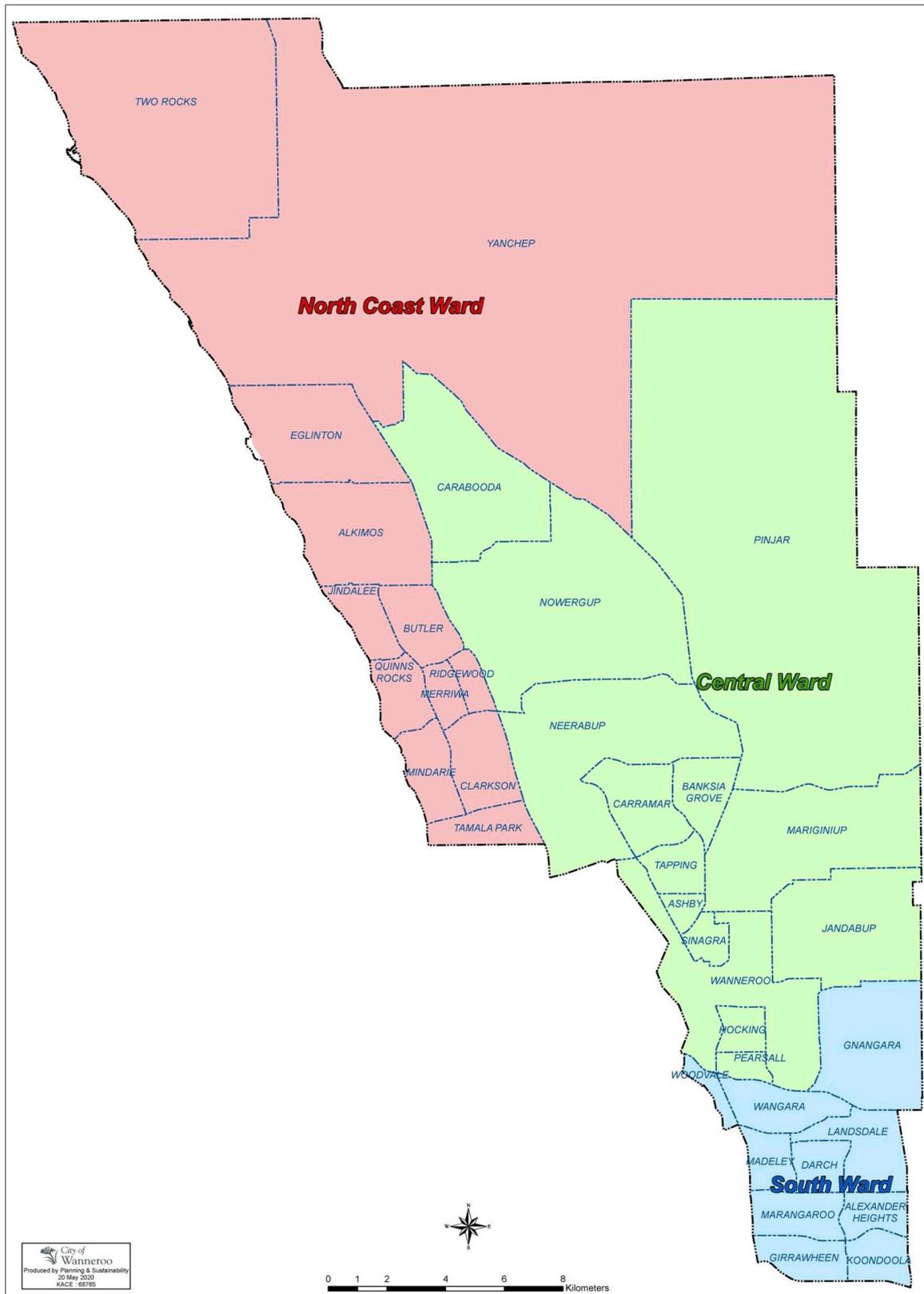
Ward	No. Crs	2020			2024			2028		
		No. Electors	Cr:Electors Ratio	% Ratio Deviation	No. Electors	Cr:Electors Ratio	% Ratio Deviation	No. Electors	Cr:Electors Ratio	% Ratio Deviation
North Coast	6	49,969	8,328	7.32%	54,439	9,073	4.60%	63,525	10,588	-0.22%
Central	4	36,176	9,044	-0.65%	38,170	9,543	-0.33%	42,709	10,677	-1.07%
South	4	39,659	9,915	-10.34%	40,545	10,136	-6.57%	41,661	10,415	1.41%
Totals	14	125,804	8,986		133,154	9,511		147,895	10,564	

Consideration against Assessment Factors

The assessment for Option 5 is similar for Option 1, with the exception of the Councillor ratio to Electors (detailed below).

Factor	Strengths	Weaknesses
Community of Interest	Coastal communities are within the same ward. Rural areas are almost all in one ward area.	The parts of the City that are rural in nature are split over two wards - although only Gwangara is affected. The land area of the Central and North Wards is much larger than the South Ward which results in a widespread ward community.
Physical and Topographical Features	The ward boundaries follow locality boundaries. In most cases these boundaries are major roads.	The boundary between the locality of Gwangara in the south ward and Wanneroo/Jandabup is not well defined.
Demographic Trends	The proposed structure provides a satisfactory system of representation for an extended period of forecast growth across the City and adequately accounts for the speed and growth projected in the North Ward.	Nil.
Economic Factors	Areas of commercial activity such as Wangara and Landsdale are in one ward	Nil.
Ratio of Councillors to Electors	The proposed structure and numbers of Councillors per ward provide for ratios within tolerances across the entire period to 2028.	The ratio for one ward (South) is just outside the acceptable tolerance level for the first year (2020).

Map of Option 4: Maintain existing three ward system but adjust Councillor representation numbers within wards



Option 5: Create six wards using the suburbs as the boundaries

This option doubles the number of Wards from the current system of 3 wards up to 6 new wards. The distribution of Councillor Representation is higher in the two proposed wards that have a greater anticipated growth, and the representation is equal across the remaining 4 proposed wards.

This model was based on suburbs aligned to Wards as follows:

Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6
Eglinton	Tapping	Mindarie/Tamala Park	Mariginiup	Darch	Alexander Heights
Two Rocks	Ashby	Ridgewood	Hocking	Landsdale	Girrawheen
Yanchep	Pinjar	Jindalee	Pearsall	Madeley	Koondoola
Alkimos	Carabooda	Merriwa	Sinagra	Wangara	Marangaroo
Butler	Nowergup	Quinns Rocks	Wanneroo	Woodvale	
	Banksia Grove			Gnangara	
	Carramar			Jandabup	
	Neerabup				
	Clarkson				

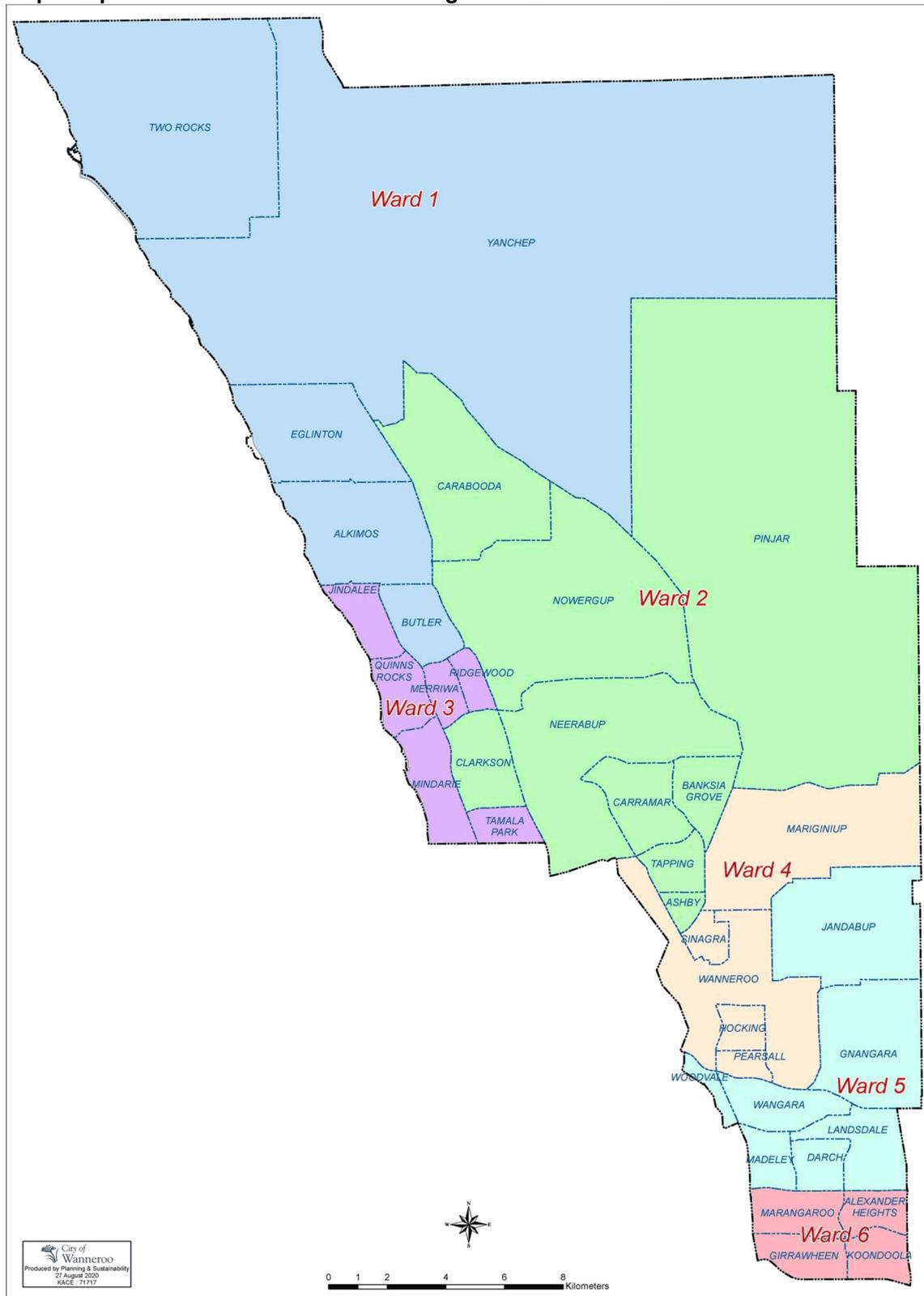
The resultant Councillor:Electors ratio forecast is:

Ward	2020				2024			2028		
	No. Crs	No. Electors	Cr:Electors Ratio	% Ratio Deviation	No. Electors	Cr:Electors Ratio	% Ratio Deviation	No. Electors	Cr:Electors Ratio	% Ratio Deviation
1	3	22,068	7,356	18.14%	25,336	8,445	11.20%	32,537	10,846	-2.67%
2	3	26,649	8,883	1.15%	27,885	9,295	2.27%	29,755	9,918	6.11%
3	2	19,660	9,830	-9.39%	20,723	10,362	-8.94%	21,967	10,984	-3.97%
4	2	17,547	8,774	2.36%	18,443	9,222	3.04%	21,741	10,871	-2.90%
5	2	19,477	9,739	-8.37%	20,317	10,159	-6.81%	21,355	10,678	-1.08%
6	2	20,403	10,202	-13.53%	20,450	10,225	-7.51%	20,540	10,270	2.78%
Totals	14	125,804	8,986		133,154	9,511		147,895	10,564	

Consideration against Assessment Factors

Factor	Strengths	Weaknesses
Community of Interest	Rural areas are almost all in one ward area. Communities may feel more socially connected within their ward and to Councillors representing their ward.	The parts of the City that are rural in nature are split over two wards. Coastal areas are not all in one Ward. Focus on the district as a whole may be more challenging
Physical and Topographical Features	The ward boundaries follow locality boundaries. In most cases these boundaries are major roads.	Nil
Demographic Trends	The representation does support the higher forecast growth areas in the future.	The representation levels do not align to the northern growth until the end of the projected 8 year forecast.
Economic Factors	Areas of commercial activity such as Wangara and Landsdale are in one ward	Nil.
Ratio of Councillors to Electors	Future years project balance attained to the ratios	First year indicates high deviation within Wards 1 and 6. Deviation continues to exist in Ward 1 until the later half of the projected forecast.

Map of Option 5: Create six wards using the suburbs as the boundaries



Option 6: Create seven wards with two Councillors per Ward, using suburbs as the boundaries

This option would increase the current ward system from three wards up to seven wards, and provide an equal number of Councillor representatives per ward.

This model was based on suburbs aligned to Wards as follows:

Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7
Koondoola	Madeley	Gnangara	Jandabup	Neerabup	Quinns Rocks	Alkimos
Girrawheen	Darch	Wanneroo	Mariginiup	Mindarie/Tamala Park	Butler	Eglinton
Alexander Heights	Landsdale	Hocking	Ashby	Clarkson	Jindalee	Yanchep
Marangaroo	Woodvale	Pearsall	Tapping	Ridgewood	Nowergup	Two Rocks
	Wangara	Sinagra	Carramar	Merriwa	Carabooda	
			Banksia Grove		Pinjar	

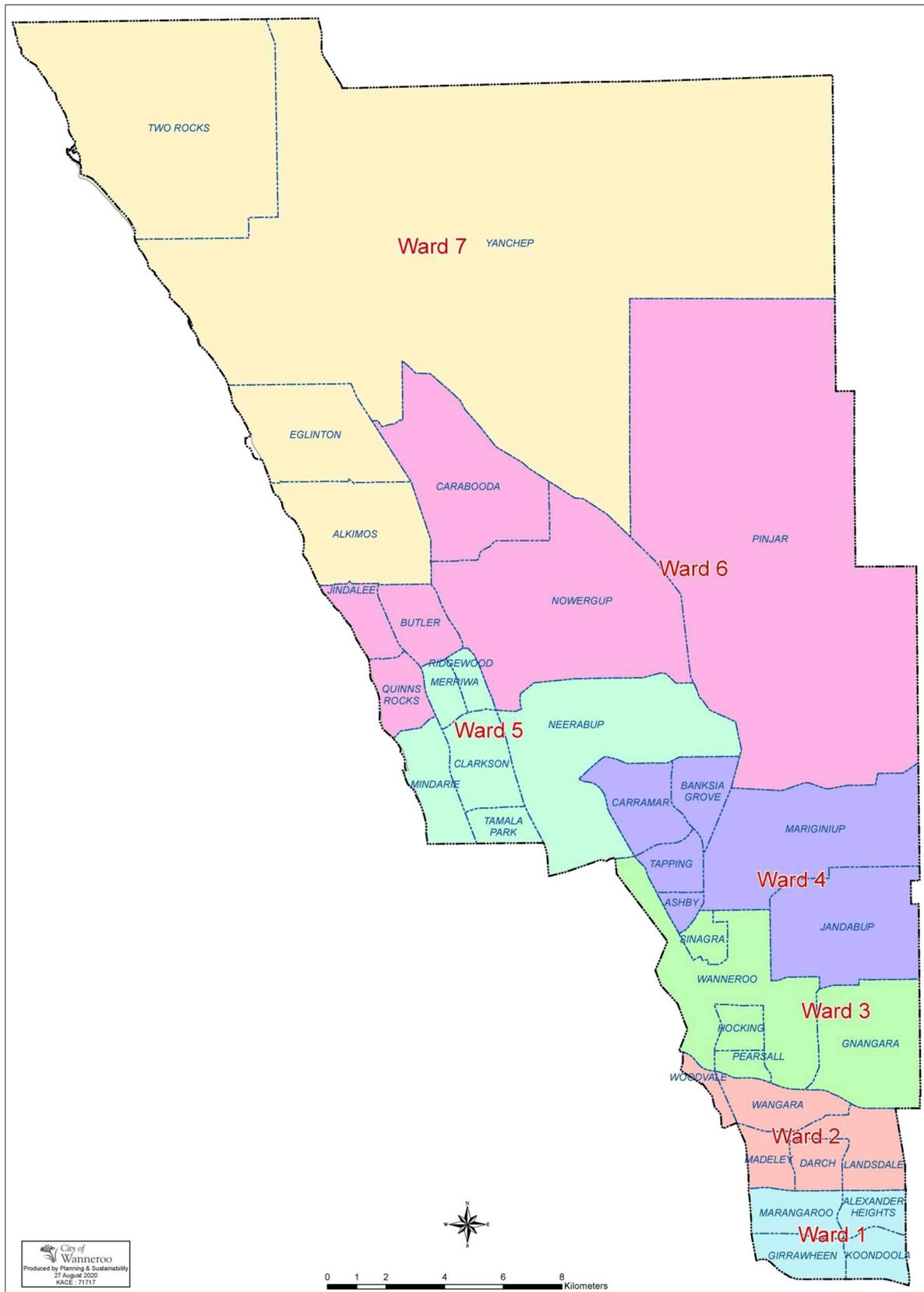
The resultant Councillor:Electors ratio forecast is:

Ward	No. Crs	2020			2024			2028		
		No. Electors	Cr:Electors Ratio	% Ratio Deviation	No. Electors	Cr:Electors Ratio	% Ratio Deviation	No. Electors	Cr:Electors Ratio	% Ratio Deviation
1	2	20,403	10,202	-13.53%	20,450	10,225	-7.51%	20,540	10,270	2.78%
2	2	17,914	8,957	0.32%	18,811	9,406	1.11%	22,129	11,065	-4.74%
3	2	18,286	9,143	-1.75%	19,122	9,561	-0.53%	20,095	10,048	4.89%
4	2	18,632	9,316	-3.67%	19,629	9,815	-3.19%	20,830	10,415	1.41%
5	2	20,193	10,097	-12.36%	20,917	10,459	-9.96%	22,116	11,058	-4.68%
6	2	15,825	7,913	11.95%	16,740	8,370	12.00%	18,238	9,119	13.68%
7	2	14,551	7,276	19.04%	17,485	8,743	8.08%	23,946	11,973	-13.34%
Totals	14	125,804	8,986		133,154	9,511		147,894	10,564	

Consideration against Assessment Factors

Factor	Strengths	Weaknesses
Community of Interest	Councillor representation is even across all wards. Communities may feel more socially connected within their ward and to Councillors representing their ward.	Focus on the district as a whole may be more challenging
Physical and Topographical Features	The ward boundaries follow locality boundaries. In most cases these boundaries are major roads.	Coastal areas and rural areas are split between 3 wards.
Demographic Trends	Areas of increased urban density across the district tend to be grouped within the same ward	The representation does not support the higher forecast growth areas in the future.
Economic Factors	Areas of commercial activity such as Wangara and Landsdale are in one ward	Nil.
Ratio of Councillors to Electors	Balance across 5 of the proposed wards can be seen by year 8	Deviations outside of the accepted range exists in most wards upon implementation and remains in two wards by the end of year 8

Map of Option 6: Create seven wards with two Councillors per Ward, using suburbs as the boundaries



SUBMISSION PROCESS

The City of Wanneroo community is invited to make a written submission and provide comment on any aspect of the City of Wanneroo Review of Wards and Representation. Submissions can be lodged as follows:

Online: Please access the City's online survey at **TBA**

By Email: **TBA**

By Mail: To the Chief Executive Officer
Attention: Council Support
City of Wanneroo
Locked Bag 1
Wanneroo WA 6946

In Person at: The City of Wanneroo Civic Centre
23 Dundobar Road Wanneroo WA 6065
General enquiries: 9405 5000
Business hours: Monday to Friday 8.30am - 5.00pm

Or at any of the City's library's during Council Service business Hours of 9:00am to 5:00pm Monday to Friday:

<p><u>Wanneroo</u> Telephone: 9405 5940 Address: Wanneroo Library & Cultural Centre, 3 Rocca Way, Wanneroo</p>	<p><u>Clarkson Library</u> Telephone: 9407 1600 Address: Cnr Ebb Way & Ocean Keys Blvd, Clarkson WA 6030</p>
<p><u>Yanchep/Two Rocks</u> Telephone: 9561 1110 Address: Phil Renkin Recreation Centre, Lisford Avenue, Two Rocks</p>	<p><u>Girrawheen</u> Telephone: 9342 8844 Address: 6 Patrick Court, off Girrawheen Ave, Girrawheen</p>

Submissions must be received by **time, day, date**

Thank you for your interest and involvement in this review. Council welcomes your comments on any matters that may assist it to make informed and responsible decisions for the community of the City of Wanneroo.

For further information, please contact Council Support **email** and **phone**

SUBMISSION FORM

REVIEW OF WARDS AND REPRESENTATION

Thank you for your interest in the City of Wanneroo Review of Wards and Representation 2020. Please provide your comments on this Form.

All submissions are welcome and will be considered by the City.

Submissions must be received by **time, day, date**

1. Your details *(for contact purposes only)*

Name:			
Address:		Suburb:	
Phone Number:			
Email:			
Your interest in the City of Wanneroo <i>(eg resident/business owner/elector/visitor/etc)</i>			

2. Your comments on the Options within the Discussion Paper:

Option 1:	No wards – maintain existing number of Councillors and remove all Ward boundaries			
How would you rate this Option? <i>(Please tick the box that most closely aligns to your opinion.)</i>				
1 Very Poor	2 Poor	3 Satisfactory	4 Good	5 Very Good
What comments/changes would you make to Option 1?				

Option 2: Create two wards with even distribution of 7 Councillors per ward
 How would you rate this Option *(Please tick the box that most closely aligns to your opinion.)*

1 Very Poor	2 Poor	3 Satisfactory	4 Good	5 Very Good
----------------	-----------	-------------------	-----------	----------------

What comments/changes would you make to Option 2?

Option 3: Maintain the current three ward systems with no change to boundaries or Councillor representation
 How would you rate this Option *(Please tick the box that most closely aligns to your opinion.)*

1 Very Poor	2 Poor	3 Satisfactory	4 Good	5 Very Good
----------------	-----------	-------------------	-----------	----------------

What comments/changes would you make to Option 3?

Option 4: Maintain existing three ward system but adjust Councillor representation numbers within wards
 How would you rate this Option *(Please tick the box that most closely aligns to your opinion.)*

1 Very Poor	2 Poor	3 Satisfactory	4 Good	5 Very Good
----------------	-----------	-------------------	-----------	----------------

What comments/changes would you make to Option 4?

Option 5: Create six wards using the suburbs as the boundaries
 How would you rate this Option *(Please tick the box that most closely aligns to your opinion.)*

1 Very Poor	2 Poor	3 Satisfactory	4 Good	5 Very Good
----------------	-----------	-------------------	-----------	----------------

What comments/changes would you make to Option 5?

Option 6: Create seven wards with two Councillors per Ward, using suburbs as the boundaries
 How would you rate this Option *(Please tick the box that most closely aligns to your opinion.)*

1 Very Poor	2 Poor	3 Satisfactory	4 Good	5 Very Good
----------------	-----------	-------------------	-----------	----------------

What comments/changes would you make to Option 6?

3. Your comments on other Options or Considerations:

Any other comments you would like to submit?

CS05-09/20 Appointment of Delegate to the Wanneroo and Districts Historical Society

File Ref: 2379V02 – 20/306078
 Responsible Officer: Director Corporate Strategy & Performance
 Disclosure of Interest: Nil
 Attachments: Nil

Moved Cr Newton, seconded Cr Sangalli.

The Mayor advised that one nomination had been received in writing prior to the meeting for Delegate:

- *Cr Huntley nominated herself.*

That Council APPOINTS the following Council Member to the Wanneroo and Districts Historical Society, until the October 2021 Election Day, as below:

One Delegate
Council Member: Cr Huntley

CARRIED UNANIMOUSLY

Chief Executive Office

Office of the CEO Reports

CE01-09/20 WA Recovery Plan Funding

File Ref: 38561 – 20/381717
 Responsible Officer: Chief Executive Officer
 Disclosure of Interest: Nil
 Attachments: 1

Moved Cr Roberts, seconded Cr Flood.

That Council:-

- ACCEPTS the external funding as outlined above subject to the Chief Executive Officer negotiating the required funding agreements with the State Department of Local Government, Sport and Cultural Industries for the following projects:**
 - Expansion of the Warradale Community Centre – \$600,000**
 - Provision of a youth centre in the South Ward – \$3M**
 - Contribution to the Alkimos Swimming Pool – \$10M**
 - Upgrade of soccer facilities at Kingsway Sporting Complex – \$2.667M**
- AUTHORISES the Chief Executive Officer to negotiate terms of the respective**

Deeds of Agreement on terms that are acceptable to the City:

3. **AUTHORISES** the Mayor and Chief Executive Officer to execute respective Deeds of Agreement in accordance with the City's Execution of Documents Policy:
4. **NOTES** that budget variations may be required upon completion of Recommendations 1, 2 and 3 above and will be presented to Council as necessary.

CARRIED UNANIMOUSLY

Governance & Legal**CE02-09/20 Request for Extension to Review Dates and Minor Review of Council Policies**

File Ref: 26321V07 – 20/382059
Responsible Officer: Executive Manager Governance and Legal
Disclosure of Interest: Nil
Attachments: 12

Moved Cr Treby, seconded Cr Cvitan.

That Council:

1. **ADOPTS** the following revised Policies:
 - a) **Welcome to Country Policy, as set out in Attachment 1;**
 - b) **Community Transport Services Policy, as set out in Attachment 4; and**
 - c) **Australia Day Awards Policy, as set out in Attachment 7;**
2. **Pursuant to Clauses 4 and 5 of the Deemed Provisions of the City of Wanneroo District Planning Scheme No. 2, PREPARES** the amended Local Planning Policy 4.14: Compliance, as contained in Attachment 10, and **ADVERTISES** it for public comment for a period of 42 days by way of:
 - a) **An advertisement published in the Wanneroo Times newspaper at the commencement of the advertising period;**
 - b) **Display at the City of Wanneroo's Civic Centre Building and on the City of Wanneroo's website; and**
 - c) **Letters to relevant State Government agencies and other relevant stakeholders, as determined by Director Planning and Sustainability; and**
3. **EXTENDS** the scheduled review date for the following policies:
 - a) **Donations and Youth Sponsorships Policy to the 30 November 2020;**
 - b) **Local Planning Policy 2.2: Caravan Park, Camping Grounds and Park Home Park Policy to the 31 December 2021;**
 - c) **Local Planning Policy 2.6: Ancillary Accommodation to the 30 June 2021;**
 - d) **Local Planning Policy 4.18: Earthworks and Sand Drift to the 31 October**

2021;

- e) **Local Planning Policy 4.21: Coastal Assets to the 31 October 2021;**
- f) **Local Planning Policy 4.23: Design Review to the 31 December 2021;**
- g) **Local Planning Policy 4.3: Public Open Space Contribution to the 30 June 2021;**
- h) **Local Planning Policy 4.6: Signs to the 30 June 2021; and**
- i) **Local Planning Policy 4.8: Tree Preservation to 31 December 2021.**

CARRIED UNANIMOUSLY



Policy Manual

WELCOME TO COUNTRY PROTOCOLS POLICY

Policy Owner: Community Development
Contact Person: Manager Community Development
Date of Approval:

POLICY STATEMENT

The City of Wanneroo (the City) acknowledges and pays respect to the Traditional Custodians of the land upon which the City is situated; the Whadjuk Noongar people. This policy provides direction to the City outlining how this acknowledgement is conducted through both Welcome to Country and Acknowledgement of Country.

POLICY OBJECTIVE

The City values its' Aboriginal and Torres Strait Islander residents and employees observing Welcome to Country protocols demonstrates respect for Aboriginal and Torres Strait Islander peoples' traditional cultural practices and specifically recognises the Whadjuk Noongar people as the Traditional Custodians of the Wanneroo area. A Welcome to Country should be observed at all official major City events including but not limited to:

- All events celebrating Aboriginal and Torres Strait Islander peoples and culture, for example NAIDOC and Reconciliation Week celebrations that are external facing;
- Opening of new significant buildings or other infrastructure;
- Major City run events;
- Australia Day Citizenship Ceremonies; and
- Opening of major exhibitions and annual art awards.

A Welcome to Country ceremony should be undertaken by an Elder of the Country it is being conducted on and acknowledged as such by their family and community. The City acknowledges the importance of having Elders who are recognised in the local community as being the most appropriate people to conduct a Welcome to Country for the City. Where a local Whadjuk Noongar Elder is not available, it is acceptable for a Noongar Elder from another area to give the Welcome to Country.

A Smoking Ceremony can also be part of a Welcome to Country; and a local Elder can provide advice on when it is appropriate to conduct one.

An Acknowledgement of Country is a way for people to show respect for Noongar heritage. An Acknowledgement of Traditional Custodians should be conducted by a Council Member or appropriate City Officer at significant events, meetings and ceremonies prior to the commencement of the activity. It can also be used at appropriate discretion when wishing to acknowledge the Whadjuk Noongar people at smaller meetings and/or gatherings.

An Acknowledgment of Country should be included in written format on the City's website, within City email signature blocks and on Council meeting agendas.



Policy Manual

SCOPE

This policy applies to all Council Members and employees.

CONSULTATION WITH STAKEHOLDERS

Internal and external stakeholders have been consulted in the development of this policy. This includes members of the City's Reconciliation Action Plan Advisory Group. The South West Land and Sea Council provided support through their published resource: *Living Culture-Living Land and its people: Noongar Protocols Welcome to Country*.

IMPLICATIONS (Financial, Human Resources)

In providing cultural services such as a Welcome to Country, Aboriginal and Torres Strait Islander people are using their intellectual property and should be appropriately remunerated.

IMPLEMENTATION

When arranging a Welcome to Country or delivering an Acknowledgement of Country, the City will be guided by the South West Aboriginal Land and Sea Council *Noongar Welcome to Country Protocols*.

Implementation of this Policy is to be guided by appropriate City processes and procedures.

ROLES AND RESPONSIBILITIES

The Community Development service unit is responsible for the implementation of this Policy and all associated procedures.

Service units within the City that engage Elders to deliver a Welcome to Country or a Smoking Ceremony are responsible for ensuring all protocols are followed as per the policy and associated procedures.

DISPUTE RESOLUTION

All disputes in regard to this policy will be referred to the Manager Community Development in the first instance. In the event that an agreement cannot be reached, the matter will be submitted to the Director Community and Place for a ruling.

EVALUATION AND REVIEW PROVISIONS

This policy shall be reviewed every three (3) years.

DEFINITIONS

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

Country	<p>Aboriginal identities are directly link to their language groups and traditional country (a specific geographic location), for example, in this context, the City is on Whadjuk Noongar Country.</p> <p>https://aiatsis.gov.au/explore/articles/indigenous-australians-aboriginal-and-torres-strait-islander-people</p>
Welcome to Country	<p>The Welcome to Country ceremony is an acknowledgment and recognition of the rights of Noongar people. The act of getting a representative who has traditional local links to a particular place, area or region, is an acknowledgement of respect for traditional owners. It is respect for people, respect for rights and a respect for country. The land, waterways and cultural significant sites are still very important to Noongar people. It is an acknowledgement of the past and provide a safe passage for visitors and a mark of respect.</p> <p><i>Source: South West Land and Sea (n.d) Noongar Protocols Booklet accessed 03/08/2020 at (http://www.noongar.org.au/noongar-protocols)</i></p>
Acknowledgement of Country	<p>An Acknowledgement of Country is an opportunity for anyone to show respect for the Traditional Custodians of the land they are on, and the continuing connection of Aboriginal and Torres Strait Islander peoples to Country. It can be given by both Aboriginal people and Aboriginal and Torres Strait Islander peoples.</p> <p><i>Source: Reconciliation Australia</i> https://www.reconciliation.org.au/wp-content/uploads/2017/11/Welcome-to-and-Acknowledgement-of-Country.pdf</p>
Aboriginal and Torres Strait Islander Peoples	<p>'Aboriginal' and 'Torres Strait Islander' refer to different groups of peoples. Aboriginal refers to the original peoples of mainland Australia. Torres Strait Islander refers to the original peoples of the 274 islands located north of Australia, in the Torres Strait.</p>
Smoking Ceremony	<p>A Smoking Ceremony is a Traditional Noongar ritual used to not only cleanse and purify a specific area but it cleanses the spirit, body and soul whilst you are on Noongar Country.</p> <p><i>Source: South West Aboriginal Land and Sea Council Website Noongar Culture http://www.noongarculture.org.au/spirituality</i></p>
Traditional Custodians	<p>Aboriginal representatives of the traditional language group that inhabited the area prior to European settlement and are recognised as Traditional Custodians by local Aboriginal communities.</p>
Whadjuk	<p>The Traditional Custodians of the majority of the areas encompassed by the Perth metropolitan area, including the City of Wanneroo.</p>



Policy Manual

Noongar	Noongar is a term which is used to broadly identify Aboriginal people who come from the South West of Western Australia and includes areas encompassed between Jurien Bay in the North through to Esperance. Sometimes spelt Noongah or Nyoongar.
Reconciliation	Reconciliation involves building mutually respectful relationships between Aboriginal and/or Torres Strait Islander peoples and other Australians that encourages us to work together to solve problems and generate success that is in everyone's best interests.
Reconciliation Action Plan (RAP)	<p>A RAP is a strategic document that supports an organisation's business plan. It includes practical actions that will drive an organisation's contribution to reconciliation both internally and in the communities in which it operates.</p> <p><i>Source: Reconciliation Australia website</i> https://www.reconciliation.org.au/reconciliation-action-plans/</p>

RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

City of Wanneroo Reconciliation Action Plan
 Welcome to Country and Acknowledgement of Country Management Procedure
 Civic Events Policy
 City Event Management Procedure
 Welcome to Country Guidelines

REFERENCES

South West Aboriginal Land and Sea Council (n.d). Living Culture-Living Land and its people: Noongar Protocols Welcome to Country.
 Available at: <http://www.noongar.org.au/noongar-protocols/>

RESPONSIBILITY FOR IMPLEMENTATION

Manager Community Development.

Version	Next review	Record Number
1 – 22 July 2014 - CD01-07/14	March 2016	14/37415v1
2 – 19 September 2017 - CE01-09/17	December 2019	14/37415v2
3 -	October 2023	14/37415v3



Policy Manual

Community Transport Service Policy

Policy Owner: Community Development
Contact Person: Manager Community Development
Date of Approval:

POLICY STATEMENT

The City of Wanneroo (City) is committed to building healthy, safe, connected and accessible communities through the provision of a **Community Transport Service**. The purpose of this service is to support the delivery of, and accessibility to local community-based activities and services (defined as **community services** in this policy).

The Community Transport Service should not be viewed as a substitute for public transport or other services, such as State and Commonwealth Government Aged Care Programs and medical transport services, but rather a complementary, local service to provide opportunities for social connectedness and improved wellbeing within the City.

POLICY OBJECTIVE

The policy will:

- Provide a framework to govern and guide the efficient and effective management and operations of a successful Community Transport Service within the City.
- Ensure consistency and equity in the use and hire of the City's Community Transport Service.
- Clarify the roles and responsibilities of all stakeholders involved.

SCOPE

This policy applies to all Council Members, employees and the general community.

IMPLICATIONS (Strategic, Financial, Human Resources)

This policy and related processes can be supported with existing resources and staffing. Community Transport Service vehicles are purchased and maintained in accordance with the City's Purchasing Policy and standard fleet maintenance practices.

IMPLEMENTATION

The provision of this Community Transport Service is split into two distinct components:

1. City use of community transport service vehicles to deliver community services.
2. External hire of the City's community transport service vehicles to deliver community services.

The Community Transport Service is primarily for use by the following eligible users (in order of priority):



Policy Manual

- a. **City of Wanneroo to deliver community services;**
- b. **Community, Sporting or Recreational Groups:**
 - o Primarily servicing City of Wanneroo residents
 - o Providing community services in the City of Wanneroo
- c. **Other Community-Based Organisations and Associations**
 - o Primarily servicing City of Wanneroo residents
 - o Providing community services in the City of Wanneroo

Priority for the hire of Community Transport Service vehicles will be given to:

- o City sponsored programs, services and events;
- o Eligible users who do not have their own vehicle/transport;
- o Eligible users who do not currently receive any vehicle allocation; and
- o Community events.

Community Transport Service vehicles are to be used for local travel to support the delivery of, and accessibility to, local community-based activities and services.

Specific details on the above guidelines are available in the Terms and Conditions of Hire.

Fees, Charges and Bonds

Fees, charges and bonds are applicable to all Community Transport Service vehicles defined in this policy and will be in accordance with the *Schedule of Fees and Charges* adopted by Council annually.

Use of Volunteers

Volunteer drivers are available for use by the City to deliver that component of the Community Transport Service associated with delivery of City affiliated community services. All volunteer Community Transport Service drivers must be registered with the City in accordance with the *Volunteering Policy*.

Reward and recognition of City volunteer drivers is in accordance with the City's *Volunteering Policy*.

Local Emergency Management Arrangements

In accordance with the *WA Emergency Management Act 2005* and the City's *Local Emergency Management Arrangements* the Community Transport Service vehicles may be commandeered at any time in response to an emergency in the community.

ROLES AND RESPONSIBILITIES

The Community Development service unit is responsible for the implementation of this Policy and all associated procedures.

Service units within the City that use the Community Transport Service Vehicles are responsible for complying with requirements of this Policy.

External hirers are required to adhere to the Terms and Conditions of Hire.



Policy Manual

DISPUTE RESOLUTION

All disputes in regard to this policy will be referred to the Manager Community Development in the first instance. In the event that an agreement cannot be reached, the matter will be submitted to the Director Community and Place for a ruling.

EVALUATION AND REVIEW PROVISIONS

The Community Transport Policy will be reviewed every three (3) years.

POLICY EXEMPTIONS

The following exemptions apply to Section 3.2 of this policy, *Fees and Charges*; all other provisions of this policy still apply.

- Wanneroo Agricultural Society (Inc.) for the hire of community transport service vehicles for patron transport during the period of the Wanneroo Agricultural Show, as per the Sponsorship Agreement in force at the time.
- City of Joondalup for the hire of community transport service vehicles to provide community services, as per the Memorandum of Understanding in force at the time.
- **Seniors groups**, as defined in this Policy, for the hire of community transport service vehicles to support member's accessibility to community services. Seniors groups must complete the Community Transport Service Subsidised Use Request Form annually to be eligible for this exemption, as per the Terms and Conditions of Hire. Please note this does not include individuals accessing a City run community service.
- Kookaburras Aboriginal Seniors Group for the provision of community transport to individuals attending the Group, both resident and non-resident members of the Group may access the service through application of the individual per client per one way trip charge.

DEFINITIONS

<i>DEFINITIONS: Any definitions listed in the following table apply to this document only.</i>	
<i>Community Transport Service</i>	<i>A locally based transport service which is responsive to community needs and provides equity of access to residents and groups within the City of Wanneroo.</i>
<i>Community Services</i>	<i>Community services promote, provide or carry out activities or programs for the benefit or welfare of the community or any members who have a particular need by reason of youth, age, infirmity or disablement, poverty or social or economic circumstances.</i>
<i>Community, Sporting or Recreational Groups</i>	<i>Not-for-profit groups (either unincorporated or incorporated under the 'Associations Incorporation Act 2015') of a community, sporting or recreational nature that have a focus on community needs with a social benefit.</i>
<i>Other Community-Based Organisations</i>	<i>Not-for-profit, community-based organisations and incorporated associations (under the 'Associations Incorporation Act 2015')</i>



Policy Manual

<i>and Associations</i>	<i>that are providing a specific service addressing community needs with a social benefit. For example this may include community service organisations, professional and business associations and social organisations.</i>
<i>Seniors Groups</i>	<i>Seniors Groups are defined as those organisations whose principal purpose is to provide activities for individuals aged 60 years and over. Seniors groups must consist of over 75% senior members and have over 50% of members reside within the City of Wanneroo to be eligible for special conditions noted under this policy.</i>
<i>External Casual Hire</i>	<i>Casual hirers are those users of the City's Community Transport Service that hire for a one-off specific purpose during any given year to a maximum of 10 bookings per calendar year. Hirers must provide their own drivers with a current valid licence, as per Terms and Conditions of Hire.</i>
<i>External Recurring Hire</i>	<i>Recurring hirers are those users of the City's Community Transport Service that hire on an ongoing basis, which results in more than 10 bookings per calendar year. Hirers must provide their own drivers with a current valid licence, as per Terms and Conditions of Hire.</i>

RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

- Community Transport Service Vehicle Hire Form
- Community Transport Service Terms and Conditions of Hire
- Community Transport Service Subsidised Use Form
- City of Wanneroo Schedule of Fees and Charges
- Volunteering Policy
- Purchasing Policy

REFERENCES

- Local Emergency Management Arrangements, Recourse Register Appendix: Plant and Equipment

RESPONSIBILITY FOR IMPLEMENTATION

Manager Community Development

Version	Next Review	Record No:
29 May 2018	May 2021	17/382476[v1]
September 2020	September 2023	17/382475[v3]

Australia Day Awards Policy

Policy Owner:	Place Management
Contact Person:	Manager Place Management
Date of Approval:	

POLICY STATEMENT

This policy defines the guidelines for the recognition and celebration of individuals and organisations who have made **outstanding contributions** during the current year, and/or to those who have given **outstanding service** over a number of years to the City of Wanneroo's (City) community, through the annual awards presented at the Australia Day Citizenship ceremony.

POLICY OBJECTIVE

The City annually recognises individuals and organisations that have made outstanding contribution\|s or have given outstanding service to the City's community by awarding four categories of awards every Australia Day.

Only one award is presented in each of the categories:

City of Wanneroo Australia Day Award

Presented to an individual over 25 years of age who has made an outstanding contribution to the local community.

City of Wanneroo Charles Searson Australia Day Youth Award

Presented to an individual under 25 years of age who has made an outstanding contribution to the local community.

City of Wanneroo Australia Day Senior Award

Presented to an individual over 65 years of age who has made outstanding contributions and/or has made a longstanding commitment to the local community.

City of Wanneroo Australia Day Community Group or Event Award

Presented to an outstanding local community group or event.

SCOPE

Nominations are invited via advertising and promotions preceding the annual Australia Day Citizenship ceremony. Anyone in the community can submit a nomination.

Award recipients must meet the following eligibility criteria:

- Recipients must be residents of the City; or have coordinated a community event within the City; or be members of a community group whose principal activities are conducted within the City
- A person cannot receive the same award twice
- Only one person (not a couple or group) may be nominated for individual award categories
- Local Government Councillors, State and Federal politicians are not eligible to receive an Award



Policy Manual

- City staff acting in their role or performing duties required by their employment with the City, are not eligible to receive an Award

Students who are awarded the City of Wanneroo Student Citizenship Award, in the 12 months preceding the Australia Day Awards, are automatically considered for the *City of Wanneroo Charles Searson Australia Day Youth Award*.

Nominees for the City Australia Day Awards will be assessed by a judging panel according to the following criteria:

- Made significant positive contribution to the local community.
- Demonstrated leadership and inspiring qualities as a role model for the community.
- Active member of the local community which has brought about positive change and improvements in their local community.
- Committed to enhancing their local community.

All award nominees will be subject to an assessment process to ensure there is neither conflict of interest nor negative impact on the City's reputation or probity.

Awards are presented at the annual Australia Day Citizenship ceremony.

IMPLICATIONS (Strategic, Financial, Human Resources)

Costs related to coordinating the functions in this policy will be included in the operating budget of Place Management.

IMPLEMENTATION

Promotion of the City's Australia Day Awards will be targeted at people/groups active within the community.

Nominations are made using the official nomination process. Nominations are submitted via an online form on the City's website or using forms provided by the City. Nominations received after the closing date will be ineligible.

Nominees for the City's Australia Day Awards will be assessed by a judging panel according to the specified criteria. The judging panel determines the Award recipients.

Award recipients are presented with a framed certificate and an engraved award.

ROLES AND RESPONSIBILITIES

The City's Place Management team is responsible for implementation of all elements of this policy.

DISPUTE RESOLUTION (If applicable)

All disputes in regard to this policy will be referred to the Director Community and Place in the first instance. In the event that an agreement cannot be reached, the matter will be referred to the CEO for a ruling.

EVALUATION AND REVIEW PROVISIONS

The effectiveness of this policy can be measured and evaluated using the following key performance indicators:



Policy Manual

- Number of nominations received for each of the categories.
- Quality of nominations.
- Media exposures.

This policy shall be reviewed every three (3) years.

DEFINITIONS

The definitions for this policy.

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

<i>Outstanding contributions and service</i>	Includes areas such as; education, health, fund-raising, charitable and voluntary services, business, sport, arts, the environment or any other area that contributes to the advancement and wellbeing of the City of Wanneroo community.
--	---

RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

Related Policies and Procedures:

- Youth Reward and Recognition Policy.
- Australia Day Awards Management Procedure.

REFERENCES

Nil

RESPONSIBILITY FOR IMPLEMENTATION

The Manager Place Management is responsible for the publication, implementation, enforcement and compliance of the policy.

Reviewed	Next Review	Record No
June 2006		
May 2010 – CS05-05/10	March 2012	888680 TRIM: 10/912
April 2011 – CS05-04/11	March 2012	11/27894
CS05-08/12	December 2014	14/372609
CD03-03/15 – 31 March 2015	March 2017	14/372609
19 September 2017 – CE01-09/17	September 2020	14/372609v2
22 September 2020	September 2022	14/372609v3

CE03-09/20 Local Government Review Panel Recommendations - City of Wanneroo Submission

File Ref: 30736V03 – 20/373879
Responsible Officer: Executive Manager Governance and Legal
Disclosure of Interest: Nil
Attachments: 1

Moved Cr Baker, seconded Cr Flood.

That Council:-

1. **ENDORSES** the City of Wanneroo's submission in response to the Local Government Review Panel recommendations for the development of a new Local Government Act, as set out in Attachment 1; and
2. **SUBJECT** to Council's decision in respect of Recommendation 1 above, the City of Wanneroo's submission will be forwarded to the Department of Local Government, Sport and Cultural Industries and the Minister for Local Government, Heritage, Culture and the Arts.

CARRIED UNANIMOUSLY

NEW LOCAL GOVERNMENT ACT LOCAL GOVERNMENT ACT REVIEW PANEL RECOMMENDATIONS

REC. NO.	RECOMMENDATION	DETAIL	CITY OF WANNEROO PREVIOUS SUBMISSION AND/OR ADMIN COMMENT
CLEAR LEGISLATIVE INTENT			
5.	The Panel recognises the diversity of local governments in Western Australia and supports a new Act that is responsive to this but does not recommend the adoption of a multi-tiered legislative framework.	<p>The Panel considered the capacity and capability of Western Australia's local government sector more broadly, and the application of a legislative framework to support this.</p> <p>The Panel explored having different requirements and obligations under the new Act depending on a local government's size, scale and/or demographics. However, finding the balance of what local governments should be required to do and for what reasons proved difficult.</p> <p>The Panel decided that a more practical approach was for the new Act to apply minimum standards to all local governments and, where applicable, to provide flexibility within the new Act that enables a diversity of obligations to be placed on or assumed by local governments dependent on their capacity and capability.</p>	<p>OPPOSE</p> <p>The governance principles and compliance requirements should be same irrespective of the size or capability of the local government, however for smaller or less capable local governments, the Department should provide advice and support.</p> <p>Further, a tiered-system could be appropriate for regional local governments if it is limited to specific aspects and does not denigrate from minimum compliance requirements.</p>
THE ROLE AND FUNCTIONS OF LOCAL GOVERNMENT			
AN AGILE SYSTEM - ENABLING STRUCTURAL REFORM			
The Panel recommends that through their Partnership Agreement and the proposed Local Government Commission, State and local government consider options to facilitate structural reform that will strengthen the capacity and resilience of the local government system. Those options should include revised processes for boundary changes and mergers; substantially increased cooperation between local governments through an enhanced model of joint subsidiaries and provision for the establishment of community boards within local government areas.			
11.	The Panel recommends an additional legislative option for local governments to establish community boards.	<p>The Panel noted that with 137 local governments ranging in populations from less than 200 to over 200,000, Western Australian local governments can be either too small to meet their responsibilities, or too big to be properly representative of different localities within them, and respond adequately to varying community needs and demands.</p> <p>Accordingly, there is a need for mechanisms in the new Act that would, on the one hand, encourage small councils to combine their efforts 'upwards' through regional cooperation and/or mergers, and on the other, enable large councils to devolve some of their responsibilities 'downwards' in order to promote effective community</p>	<p>SUPPORT CONDITIONALLY</p> <p>Further clarity is required in respect of the purpose, objective, structure of community boards and the support required from the respective local government.</p> <p>The City of Wanneroo has an established Place Framework, which forms part of the City's Integrated Planning and Reporting Framework and meets the requirements of the community boards.</p> <p>The Place Framework is an informing</p>

REC. NO.	RECOMMENDATION	DETAIL	CITY OF WANNEROO PREVIOUS SUBMISSION AND/OR ADMIN COMMENT
		<p>governance.</p> <p>The Panel concluded that the new Act should therefore include an option for local governments to establish community boards along the lines of those that have operated successfully in New Zealand for more than 30 years, but with flexibility to tailor implementation of the model to particular local circumstances.</p> <p>Community boards could either replace councils that have been merged into a larger entity, thus maintaining local identity and democracy in former local government areas; or be established for specific localities within a large local government area – a suburb or group of suburbs, a rural district with a distinct identity and a sense of community, a town within a large shire, a remote Aboriginal settlement, and so on.</p> <p>Key features of the community boards model should include:</p> <ul style="list-style-type: none"> • Ultimate authority to rest with the 'parent' local government, which would determine the functions and budgets (if any) of boards in its area – the boards would not be incorporated as local governments in their own right. • Empowering the Local Government Commission to require the establishment of boards as part of a merger. • Giving local communities the right to petition the Local Government Commission for the establishment of a board. • No requirement for boards to cover the whole of a local government area. • Membership options ranging from a majority being locally elected to all members being appointed by the 'parent' local government after a community nomination process. • Mechanisms for boards to advocate to the 'parent' local government on behalf of their communities, and to play a significant advisory role in planning and budgeting processes. 	<p>document for future policy work, strategic planning and general guidance on the City's Place Approach, which aims to better respond to local community priorities through coordination of services provided in place and through integrated governance, facilitation, collaboration and leadership.</p> <p>A key element of this is the involvement of the local community in the process of determining how places will be developed, managed and activated now and into the future.</p>
14.	The Panel recommends:-	Greater cooperation and collaboration is one way to	SUPPORT CONDITIONALLY

20/373907

REC. NO.	RECOMMENDATION	DETAIL	CITY OF WANNEROO PREVIOUS SUBMISSION AND/OR ADMIN COMMENT
	<p>a) The regional council model is discontinued.</p> <p>b) A flexible model of joint (regional) and single (local) subsidiaries be introduced in order to enable:</p> <p>c) order to enable:</p> <p>i. collaboration between local governments; and/or</p> <p>ii. involvement of local government in economic development including commercial activities.</p>	<p>address financial sustainability and capacity of local governments without the fear of loss of identity. The Panel noted that there are a range of areas that could potentially be delivered jointly by local governments, such as corporate services, economic development, IPR, waste management and community planning.</p> <p>The current Local Government Act provides for two formal approaches: regional local governments and regional subsidiaries.</p> <p>The Panel recommends that there would be benefits to having only one broader legislative model of collaboration. A single flexible model could reduce complexity and provide for a more tailored compliance regime.</p> <p>Local governments would still have the flexibility to enter into voluntary arrangements outside of the legislated model. This would remove the regional local government model under the new Act, noting the need for appropriate transitional provisions for those already established.</p> <p>Further discussion and recommendations on this new flexible model, including its use for economic development, can be found under Smarter Planning and Service Delivery at Recommendations 37 to 40.</p>	<p>Consider the City of Wanneroo's submission to Council on 6 February 2018 on Phase 1 of the Local Government Act 1995 Review (CE03-02/18) included the following statements:</p> <p>"It is also appropriate to consider that the authority and powers to establish and to provide to Council Controlled Organisations should be provided to Regional Subsidiaries noting that WALGA's 2012 "Metropolitan Local Government Review" submission stated:-</p> <p>The third key plank of the Association's position on shared services is for Local Governments to be enabled to establish Council Controlled Organisations (CCOs). This model is available to Local Governments in New Zealand where they are used for a variety of purposes. The model allows one or more Local Governments to establish a Local Government owned commercial organisation.</p> <p>In New Zealand, CCOs are employed:</p> <p>"to carry out a broad range of functions where (in the opinion of the shareholding local authorities) the efficiency of delivering such functions would be enhanced by the creation of professionally governed entities established for the specific purpose and where the appropriate consultation and oversight measures are in place."</p> <p>One key example of a function that could be undertaken by a Council Controlled Organisation is urban regeneration on a small, localised scale where low financial returns might be</p>

20/373907

REC. NO.	RECOMMENDATION	DETAIL	CITY OF WANNEROO PREVIOUS SUBMISSION AND/OR ADMIN COMMENT
			<p>justified in pursuit of broader social objectives.</p> <p>There are a number of benefits of the CCO model. Firstly, the CCO governance structure is flexible and will primarily consist of independent directors with experience relevant to the organisation's purpose and undertakings.</p> <p>Secondly, while the broad purpose and objectives will be set at the Council level, the CCO model removes commercial decisions from the political realm, which can lead to improved decision making. The CCO model can also reduce risk by quarantining ratepayers from legal liability and financial risk arising from commercial decisions.</p> <p>Another benefit is the increased oversight that a CCO provides relative to the traditional Local Government approach. The board of the CCO will provide greater oversight to the organisation's undertakings than if the function were being undertaken by a business unit inside the Local Government with a hierarchical oversight chain through the Chief Executive Officer to the Council".</p>
ELECTIONS			
19.	Optional preferential voting be adopted in place of the current first past the post system.	<p>The Panel discussed voting methodologies and agreed that the first past the post system can often lead to outcomes that do not adequately represent the community's preferences with successful candidates being elected without a clear majority of votes.</p> <p>There was support for the adoption of optional preferential voting, a variant to preferential voting whereby the voter can mark their preference of all or some of the candidates</p>	<p>OPPOSE</p> <p>Voting to remain as "First past the Post".</p> <p>The City's submission to Council on 5 March 2019 (CE03-02/19) on Phase 2 of the Local Government Act 1995 Review included the following statements: -</p>

20/373907

REC. NO.	RECOMMENDATION	DETAIL	CITY OF WANNEROO PREVIOUS SUBMISSION AND/OR ADMIN COMMENT
		<p>on the ballot paper, with “1” indicating their first preference.</p> <p>It was considered that this would provide results that are most representative of the community’s views and would not require electors to vote for candidates about which they had little knowledge.</p>	<p>First Past the Post is the preferred method as it is commonly understood by the community at large.</p>
<p>20 & 21.</p>	<p>The principle of one vote per person be included in the legislation, subject to Recommendation 21 below.</p> <p>Property franchise voting should be replaced with the requirement for local governments to introduce mechanisms for regular and effective consultation with the business community.</p>	<p>The Panel considered that there are two sides to local democracy: involvement in local decision making to influence and inform the decisions that are being made by council, and elections.</p> <p>If structures and processes are in place to ensure all segments of the community are engaged, there may no longer be a need to extend election franchise beyond residents of the district.</p> <p>The Panel noted that the introduction of compulsory voting was previously recommended by the Robson Review and was suggested by several submissions, but believes that before this change is considered, recommendations contained within this report should be implemented to increase voter participation and possibly negate the need for the introduction of compulsory voting.</p> <p>The Panel considered democratic principles, the right of business owners and operators to participate in and inform local government decision-making, the relatively small take-up of the property electoral franchise and the administrative burden for local governments to retain a separate register for the small number of owner occupiers that are currently registered to vote.</p> <p>The Panel believed that there are other avenues that local governments could and should use to ensure that business and landowner views are adequately heard through mechanisms such as a business advisory group.</p>	<p>SUPPORT AND OPPOSE</p> <p>Support the principal of one vote per person.</p> <p>Oppose the replacement of franchise voting with the requirement for respective local governments to be required to introduce mechanisms as this will lead to inconsistency of voting systems and mechanisms within the local government sector</p> <p>The City’s submission to Council on 5 March 2019 (CE03-02/19) on Phase 2 of the Local Government Act 1995 Review included the following statements: -</p> <p>Compulsory voting would increase the costs associated with Local Government Elections including for candidates contesting elections and the resources needed to determine whether those who failed to vote have valid reasons for not voting.</p> <p>To increase voter participation, postal voting should be encouraged as well as online voting.</p> <p>People who own land but who do not live in a District, who lease rateable property or corporations that lease property should be eligible to vote.</p>
<p>22.</p>	<p>Local government elections are held once every four years, two years after but to otherwise accord with the timing of the State election.</p>	<p>The Panel discussed the merits and disadvantages of all elected members being elected at the same time.</p> <p>While acknowledging the potential for loss of corporate</p>	<p>OPPOSE</p> <p>Considering that if a whole new Council or a substantial portion of a new Council is elected it</p>

REC. NO.	RECOMMENDATION	DETAIL	CITY OF WANNEROO PREVIOUS SUBMISSION AND/OR ADMIN COMMENT
		<p>knowledge if no councillors were re-elected, the benefits of one election held every four years midway between State Government elections has the potential to increase participation and would reduce costs for local governments.</p>	<p>would take significant time before that Council would become an effective decision making body. Note that this change, combined with preferential voting has the potential to encourage factional and political alliances.</p> <p>The City's submission to Council on 5 March 2019 (CE03-02/19) on Phase 2 of the Local Government Act 1995 Review included the following statements: -</p> <p>Council disagrees that Council elections should be held every four years rather than every two years with all council members being elected at the same time.</p>
23.	<p>All local government elections should be overseen by the Western Australian Electoral Commissioner.</p>	<p>The Panel decided that the Western Australian Electoral Commission (WAEC) was the most appropriate organisation to coordinate local government elections.</p> <p>Having the one body responsible for conducting elections would allow for greater consistency across local governments.</p> <p>It was acknowledged that there would be higher costs associated with WAEC run elections; however, this would be offset by elections being held only every four years.</p>	<p>OPPOSE</p> <p>Local governments should have the autonomy to engage any party who can provide election services.</p> <p>Should it be determined that all elections are to be coordinated through the WAEC, then the WAEC should have carriage of the entire election process, excluding those matters relating to the location and size of electoral signage.</p> <p>The Role of the Returning Officer to be clarified at the outset of any election and be responsible for the entire election process.</p> <p>The City's submission to Council on 5 March 2019 (CE03-02/19) on Phase 2 of the Local Government Act 1995 Review included the following statements: -</p> <p>The City supports local governments determining whether to conduct their elections by postal elections however considers that the WAEC should not have a monopoly for conducting postal</p>

REC. NO.	RECOMMENDATION	DETAIL	CITY OF WANNEROO PREVIOUS SUBMISSION AND/OR ADMIN COMMENT
			<p>elections.</p> <p>Local governments are required to achieve value for money in their procurement activities and this should also extend to undertaking postal elections, whether that be to allow local governments to undertake postal elections themselves or by contracting either the AEC, the WAEC or another capable entity.</p> <p>An external contractor can also provide an 'at-arm's length' and independent management of the electoral process.</p> <p>Notwithstanding that the AEC or WAEC have sophisticated processes and systems in place to manage postal elections, this does not preclude a corporate organisation from providing these services.</p> <p>Local governments should have the autonomy to determine who to engage to conduct their elections.</p>
25.	<p>The Panel makes the following further recommendations in relation to elections:</p> <p>a) Postal voting be required, with lodgement of these votes to be allowed in person on and before election day.</p> <p>b) The election process extended to provide more time for the issuing and receipt of postal votes.</p> <p>c) The information local government candidates must provide at Nomination should be expanded to ensure that adequate information is given for voters to make an informed decision. Candidate nomination forms should also include declaration of membership of a</p>	<p>To improve equity, the Panel determined all elections should be postal with the ability to lodge those votes in person, including on election day, being retained. The need for voting to be able to be carried out via the post has been demonstrated by the current COVID-19 pandemic.</p> <p>To optimise participation in the electoral process and in recognition of the changes to postal services in Australia, an extension to the electoral timeframe is recommended.</p> <p>This should allow additional time for the issuing of postal votes and more time for electors to return their votes. The timeframe should be set through regulations in consultation with the Western Australian Electoral Commissioner.</p>	<p>OPPOSE Recommendations 25 (a) and (d)</p> <p>In relation to Recommendation 25(a), local governments to have the autonomy to determine the appropriate voting method for their district.</p> <p>In relation to Recommendation 25(d), whilst the idea of a caretaker policy is supported, this is impossible to practically implement if the whole Council is up for election every four years (see recommendation 22) and all Council Members will be subject to the caretaker policy. The Caretaker Policy should not be mandatory.</p>

REC. NO.	RECOMMENDATION	DETAIL	CITY OF WANNEROO PREVIOUS SUBMISSION AND/OR ADMIN COMMENT
	<p>political party and these forms should be published and available during the election period.</p> <p>d) A caretaker policy should be introduced barring elected members up for re-election from representing the council at events, handing out council grants or donations and moving substantive notices of motion in the period before the election, and a requirement to comply with this policy should be included in the Code of Conduct.</p> <p>e) The donor and the candidate should co-sign each declaration of a gift made.</p> <p>f) Donations via crowd funding platforms should be regulated so far as possible.</p>	<p>The Panel discussed methods to increase community knowledge of candidates including increasing the length of the candidate profile statements, providing more structure for these, and publishing candidate answers to WAEC approved questions on local governments' websites. The Panel was supportive of additional information being provided by candidates in local government elections. This would enable voters to make more informed voting decisions, rather than relying on the 150-word statement. This could be achieved through set questions in regulations to which candidates would respond in the form of a statutory declaration. The Victorian provisions serve as a model.</p> <p>The Panel also considered ways to increase transparency and accountability and reduce conflicts during a local government election period. The Panel agreed that the Code of Conduct should include caretaker provisions to be imposed from the close of nominations to the date of the election.</p> <p>The Panel acknowledged the need to protect the CEO from potential conflicts during the caretaker period and, consistent with Recommendation 59, the CEO would no longer receive or investigate complaints.</p> <p>In order to ensure integrity in the election process, the Panel agreed that there should be a requirement for the declaration of a gift to be signed by both the candidate and the donor.</p> <p>The Panel also acknowledged the increasing likelihood that candidates will receive donations through crowd funding platforms which makes identifying individual donors difficult and determined that the department should investigate the legality and practicality of regulating crowd funding donations to ensure integrity in the election process is upheld.</p>	
26.	<p>In respect to elected member representation, the Panel recommends:</p> <p>a) Population should be used to determine the</p>	<p>The Panel gave careful consideration to the recommendations of the Local Government Advisory Board in relation to wards and councillor numbers.</p>	<p>SUPPORT CONDITIONALLY</p> <p>Require clarity as to whether recommendation is referring to population or electors as the</p>

REC. NO.	RECOMMENDATION	DETAIL	CITY OF WANNEROO PREVIOUS SUBMISSION AND/OR ADMIN COMMENT
	<p>number of elected member positions:</p> <p>(i) Population of up to 5,000 – 5 councillors (including President).</p> <p>(ii) Population of between 5,000 and 75,000 – 5 to 9 councillors (including Mayor/President).</p> <p>(iii) Population of above 75,000 – 9 to 15 councillors (including Mayor).</p> <p>b) Ward boundary reviews, to ensure equitable representation is maintained, should be conducted every four years by the Office of the Electoral Distribution Commissioners, with the support of the WAEC and should be conducted using similar processes and principles that are in place for state electoral boundaries as contained in the Electoral Act 1907.</p> <p>c) Current classification bands 3 and 4 should not have multiple wards unless the Local Government Commission permits it in the interests of ensuring local democracy is enabled in certain communities.</p> <p>d) The changes to wards and elected member numbers due to the above recommendations should be phased in.</p> <p>e) With the introduction of four-year elections, council elected mayors /presidents should be elected for two-year terms.</p> <p>f) No restriction should be placed on the number of terms an elected member or mayor/president can serve.</p>	<p>Wards in local governments with small populations were seen as unnecessarily increasing fragmentation and detracting from the requirement for elected members to act in the best interests of the entire community.</p> <p>However, the Panel acknowledged there may be situations, for example remote communities, where it is important to ensure there is balanced representation on council. The Panel decided local governments in bands 3 and 4 can apply to the new Local Government Commission for wards should it be necessary to enable local democracy in their districts.</p> <p>The Panel considered that it was desirable for councils to have an odd number of positions.</p> <p>The Panel considered that it was important to provide a council with the ability to elect a new mayor/president to replace one who had lost the confidence of the other members of council within their four-year term.</p> <p>The Panel decided the fairest and most efficient way to do this was to have two year terms for council elected mayors and presidents which will provide the opportunity for council to replace them after this period should there be dissatisfaction with their performance amongst council.</p> <p>The Panel agreed that there should be no change made to the current situation with no limits applying to the number of terms a councillor and mayor/president can serve.</p>	<p>number of electors should be used to determine the number of council member positions.</p> <p>The City's submission to Council on 5 March 2019 (CE03-02/19) on Phase 2 of the Local Government Act 1995 Review included the following statements: -</p> <p>Local governments can determine how the Mayor/President is elected once the district is established. The Act already has provisions for Council to determine how the Mayor/President is elected.</p> <p>Should electors propose to change the method of election for the Mayor then it is suggested that the number of electors or the percentage total of electors required to do so should be reviewed in line with population growth.</p>
	RE-DEFINITION OF ROLES AND RESPONSIBILITIES		
29.	The Panel recommends the role of council as being :	<p>The council —</p> <p>a) considers the diversity of interests and needs of the local community;</p> <p>b) is accountable to the community for the local government's performance;</p>	<p>OPPOSE Recommendation 29(f) and (i)</p> <p>In relation to Recommendation 29(f), this crosses into the role of the CEO and should focus on Council receiving reports of the reviews</p>

REC. NO.	RECOMMENDATION	DETAIL	CITY OF WANNEROO PREVIOUS SUBMISSION AND/OR ADMIN COMMENT
		<ul style="list-style-type: none"> c) ensures adequate opportunities and mechanisms for engagement with the local community; d) ensures the timely development and adoption of the strategic plans, programs and policies of the council and promotes the effective and consistent implementation of these; e) develops and adopts strategic plans and a budget for the local government; f) keeps the local government's resource allocation, expenditure and activities and the efficiency and effectiveness of its service delivery, under review; g) provides strategic direction to the CEO in order to achieve high-quality administration and performance of the local government's functions in accordance with the Local Government Act and local government's policies; h) carries out an annual performance review of the CEO and in agreement with the CEO adopts Key Performance Targets for the following year; i) provides a safe working environment for the CEO, officers and councillors; j) reviews annually the delegations of the council; and k) performs such other functions as are given to a council by this Act or any other written law. 	<p>undertaken by the CEO. Council determines service level standards and allocation of budget but the CEO determines the allocation of human resources. Further clarity is required to ensure that the role of Council and the CEO is clear on this point.</p> <p>In relation to Recommendation 29(i), under harmonised Work Health and Safety legislation (still currently the Occupational Health and Safety Act) the person conducting a business or undertaking (PCBU) owes an obligation to ensure a safe work place. It is arguable that Council would have a role to provide a safe work place for Councillors and the CEO, and whilst Council will have a role in respect of the entire organisation, the CEO is responsible for providing a safe work environment for all employees, volunteers, visitors and any other person captured under the harmonised legislation.</p> <p>Further legislative clarity is required to ensure alignment with Council's obligations and harmonised OSH legislation.</p>
32.	The Panel recommends the following as the functions of the CEO:	<ul style="list-style-type: none"> (1) The CEO's functions are to — <ul style="list-style-type: none"> (a) advise and assist the council in relation to the functions of a local government under this Act and other written laws; (b) ensure that timely and accurate advice and information is available to the council so that informed decisions can be made; (c) ensure that the mayor and other councillors are given the administrative and professional support necessary to effectively discharge their role; (d) advise the council on appropriate forms of community engagement; (e) advise and consult the mayor and council on the development and implementation of the strategic plans, programs, strategies and policies of the council; 	<p>OPPOSE Recommendation 32(2)(b) and (c)</p> <p>The City's submission to Council on 6 February 2018 on Phase 1 of the Local Government Act 1995 Review (CE03-02/18) included the following statements: -</p> <p>“All local government staff are employed by the CEO and the CEO, as a CEO executive function, can exercise the discretion as to the recruitment of all employees.</p> <p>It is not considered appropriate for Council Members or Council to be involved in the appointment, dismissal or performance management of any employee except for the CEO.</p>

REC. NO.	RECOMMENDATION	DETAIL	CITY OF WANNEROO PREVIOUS SUBMISSION AND/OR ADMIN COMMENT
		<ul style="list-style-type: none"> (f) prepare, in consultation with the mayor and council, the draft budget; (g) ensure that the policies and lawful decisions of the council are implemented in a timely and efficient manner; (h) conduct the day-to-day management of the local government in accordance with the strategic plans, programs, strategies and policies of the council; (i) ensure the effective and efficient management of the local government in a way that promotes — <ul style="list-style-type: none"> (i) the effective, efficient and economical management of public resources; (ii) excellence in service delivery; and (iii) continual improvement; (j) maintain systems to enable effective planning and accurate reporting of the financial and service performance of the local government to the council and community; (k) speak publicly on behalf of the local government when approved by the mayor or president to do so; (l) be responsible for the employment and management of local government employees, except with respect to the position of CEO, through management practices that — <ul style="list-style-type: none"> (i) promote equal employment opportunities; (ii) are responsive to the local government's policies and priorities; and (iii) provide a safe working environment; (m) ensure the local government complies with this Act and any other written law; (n) ensure that records, proceedings and documents of the local government are properly kept for the purposes of this Act and any other written law; and (o) perform any other function specified or delegated by the council or imposed under this Act or any other written law as a function to be performed by the CEO. <p>(2) The CEO must inform and consult the council when determining, or making, significant changes to –</p> <ul style="list-style-type: none"> (a) the organisational structure for the staff of the 	<p>Refer specifically to Section 5.41(g) that states that the CEO is responsible for the employment, management, supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees.</p> <p>Considering that the CEO is the only employee that Council directly employs and that all other employees are employed by the CEO, this change is considered appropriate.</p> <p>It is necessary for some employees designated as senior employees for the sole purpose that only a senior employee can be designated as the local governments Complaints Officer and Acting CEO.</p> <p><i>Administration Note: - The Local Government Legislation Amendment Act 2019 amends the Local Government Act 1995 to remove the designation of "Senior Employee".</i></p> <p>SUPPORT CONDITIONALLY Recommendation 32(1)(i) and 32(1)(k)</p> <p>In relation to Recommendation 32(1)(i), this may be in conflict with Recommendation 29(f).</p> <p>In relation to Recommendation 32(1)(k), the CEO should speak to operational matters only.</p>

REC. NO.	RECOMMENDATION	DETAIL	CITY OF WANNEROO PREVIOUS SUBMISSION AND/OR ADMIN COMMENT
		<p>local government; or</p> <p>(b) the processes, terms or conditions that are to apply to the appointment of senior executive officers; or</p> <p>(c) the appraisal scheme that is to apply to senior executive officers.</p>	
35.	<p>The Panel recommends the Annual Electors' Meeting is replaced by an Annual Community Meeting whereby:</p> <p>a) As a minimum, councils provide information on their achievements and future prospects;</p> <p>b) Councils report on the local government's financial performance and performance against relevant Council Plans;</p> <p>c) Both the mayor/president and the Chair of the Audit Committee address the meeting;</p> <p>d) There is ample time for questions; and</p> <p>e) Wider community participation is encouraged through different delivery mechanisms.</p>	<p>The Panel recommended the retention of an annual meeting (to replace the Annual Electors' Meetings) which will facilitate community participation through more modern delivery mechanisms to reach people who may not be able to attend ordinary council meetings (for example, using Zoom and/or webinars).</p> <p>At this meeting there should be an annual performance statement made by the mayor/president, a report from the chair of the Audit, Risk and Improvement Committee and a question and answer session.</p>	<p>SUPPORT CONDITIONALLY</p> <p>The focus on the community is welcomed but meetings should not be compulsory</p>
MINIMUM SERVICE LEVELS			
38.	<p>The Panel recommends:</p> <p>As a minimum, local governments must seek to identify and provide, or offer, to all its citizens, a minimum level of services to meet statutory obligations.</p> <p>The Minister should have the power to direct a local government if it fails to provide or offer these services.</p> <p>The new Act should incorporate financial sustainability principles which also link to the IPR framework.</p> <p>Local government services and programs should be aligned to the IPR framework.</p> <p>Local governments conduct regular reviews of services and service levels including community consultation.</p>	<p>The Panel strongly believed that all citizens in Western Australia are entitled to a minimum level of service delivery, whether it be a metropolitan local government or a remote community. However, the diversity of the sector means that services may vary significantly between local governments.</p> <p>The Panel felt that while there are some services where it is reasonable to have discretion, there are some minimum services that all local governments must provide.</p> <p>The Panel was cognisant of the financial constraints and capability of local governments to be able to deliver basic services and in some cases, providing services independently would be challenging.</p> <p>In these situations, local governments should collaborate using the joint subsidiary model. As noted earlier, service delivery to remote communities was identified as an area that could be particularly challenging due to financial constraints,</p>	<p>SUPPORT CONDITIONALLY Recommendation 38(a), (c)-(e)</p> <p>In relation to Recommendation 38(a), respective local governments should have the autonomy to set their service levels noting the expectation and requirements of their community. Note that this will vary between regional, metropolitan and growth Councils – ratios, growth, assets, population, services.</p> <p>In relation to Recommendation 38(c), this will need to work for all local governments considering the differences.</p> <p>In relation to Recommendation 38(e), local governments will need to consider cost v quality of services.</p> <p>The City's submission to Council on 5 March 2019 (CE03-02/19) on Phase 2 of the Local Government Act 1995 Review included the</p>

REC. NO.	RECOMMENDATION	DETAIL	CITY OF WANNEROO PREVIOUS SUBMISSION AND/OR ADMIN COMMENT
		<p>isolation and access (among other things). The Panel strongly supported identification of service needs through the IPR process and minimum services being delivered.</p> <p>However, financial and cultural barriers will sometimes need to be addressed through broader whole of government initiatives. New mechanisms may be needed to facilitate such initiatives (such as the South Australian Outback Communities Authority). A community should have the right to decline a particular service or services if they have other arrangements in place.</p> <p>The Minister should have a qualified reserve power to intervene in certain situations and provide enforceable directions to local governments. This would include where minimum services were not being provided and in the event of a natural disaster or pandemic.</p>	<p>following statements:</p> <p>IPR should ensure that service levels are transparent for customers as this will also help explain the cost of delivering such services.</p> <p>OPPOSE Recommendation 38(b)</p> <p>The Minister's power should be not be unfettered and should be limited to making declarations, (not to direct local governments) and should not extend to rates and fees and charges. Further a direction could have significant budget consequences for the directed local government.</p>

LOCAL AND JOINT SUBSIDIARIES

41 & 42.	<p>41. The Panel recommends that 'beneficial enterprises' not be introduced as a new mechanism for local government commercial activities, but that instead an updated and more flexible subsidiary model should provide for the following:</p> <p>Local government autonomy to establish a single or joint subsidiary to:</p> <ul style="list-style-type: none"> Carry out any scheme, work or undertaking on behalf of the council; Manage or administer any property or facilities on behalf of the council; Provide facilities or services on behalf of the council; and/or Carry out any other functions on behalf of the council. <p>The subsidiary to be established through a charter.</p> <p>The charter to be certified by an independent and suitably experienced legal practitioner as within power and National Competition Policy.</p> <p>Public notice of the proposal to establish the subsidiary to ensure that there are no private</p>	<p>The Panel noted that the current regional subsidiaries model could be improved in relation to their establishment, scope of operations and governance. It was noted that the current model has not been utilised by the sector as its scope is perceived to be too limiting.</p> <p>While the Panel supported local governments being innovative and able to operate when market failure is identified, it was of the view that the new Act should explicitly require that local governments operate in accordance with competitive neutrality principles when establishing a subsidiary and setting fees and charges.</p> <p>The Panel also noted concerns that a local government may use a subsidiary to reduce employee pay and conditions and considered that this should be prohibited in the Act.</p> <p>The introduction of a new subsidiaries model, similar to the Tasmanian model, would allow local governments the flexibility to operate on a commercial basis (within reason). It is recommended that if this is to occur, adequate controls would need to be introduced, including community consultation, model charters, appropriate</p>	<p>OPPOSE Recommendation 41(h)</p> <p>In relation to Recommendation 41(h), local government subsidiary employees should not be considered local government employees and should be subject to the relevant awards for the industry that the subsidiary operates in. For example, for a waste services local government subsidiary, those employees should be employed under the relevant waste services award.</p> <p>Note that the model must provide real flexibility and have the respective local government clearly accountable for the subsidiary.</p> <p>Note previous submission relating to beneficial enterprises as detailed above.</p>
----------	---	---	--

operators that would be significantly disadvantaged.
 The subsidiary to be able to undertake commercial activities (within the limits of competitive neutrality and a thorough risk assessment).
 The subsidiary to have the ability to acquire, hold, dispose of or otherwise deal with property.
 Dividends able to be paid to member local governments.
 The requirement for employees of the subsidiary to be employed under the same award or agreement conditions as the relevant local government/s and within the jurisdiction of the Western Australian Industrial Relations Commission.
 No requirement for ministerial approval at the outset, but reserve powers for the Minister for Local Government to intervene if issues arise should be included.

42. The Panel recommends local governments should utilise the subsidiary models and, as a general rule, should not form entities outside this, such as under the Associations Incorporation Act, except as a means of establishing or maintaining partnerships with other local or regional organisations in those instances where the local government is not the dominant party.

reporting and audit measures and providing the ability for the Minister to intervene if considered necessary.

The legislative framework for the model should provide autonomy for local governments to establish a subsidiary without Ministerial oversight while retaining reserve powers for the Minister if required.

There should be measures to ensure greater transparency and accountability to the community.

The Panel also discussed concerns with local governments using the Associations Incorporation Act to establish entities outside the Local Government Act and considered that as a general rule this be prohibited under the new Act. Local governments should encourage non-government providers to establish and govern associations where appropriate for community-led service delivery, with local governments only stepping in if the association cannot operate effectively or needs to be wound up.

RATING AND REVIEW

ENHANCED ACCOUNTABILITY, SELF REGULATION AND INTEGRITY

<p>53. & 54</p>	<p>53. The Panel recommends the role of audit committees be expanded to become Internal Audit, Risk and Improvement Committees and:</p> <ul style="list-style-type: none"> a) The majority of the Committee members, including the Chair, should be independent of the local government and should be drawn from a suitably qualified panel. b) To address the impost on small local governments, the committee could be established on a regional basis. 	<p>The Panel supported the expansion and strengthening of the role of local government audit committees to become Audit, Risk and Improvement Committees. Moving to a principles-based Act and providing local governments with more autonomy emphasises the need for self-regulation. This requires a robust process for accountability and transparency, justifying the need for the committee to have an independent chair.</p> <p>The Panel also concluded that, given the committee's expanded and critical role, there should be a majority of members not associated with the local government in any way and appointed and remunerated for their skills.</p>	<p>OPPOSE Recommendation 53(a)</p> <p>In relation to Recommendation 53(a), best practice guidance for audit committees refer to requiring independent skilled person(s) as a member of the committee however if the majority membership is independent of Council this could lead to a disconnect between the committee and Council. Council's role is to oversee risk and improvements.</p> <p>SUPPORT CONDITIONALLY Recommendation 54(b)</p>
<p>54. The Panel recommends the main roles of the</p>			

<p>Audit, Risk and Improvement Committee should include:</p> <ul style="list-style-type: none"> a) Developing an audit plan which focuses on compliance, risk (including procurement), financial management, fraud control, governance and delivery of the Council Plans; b) Identifying continuous improvement opportunities and monitoring programs and projects in this area; c) Conducting the mandatory internal audits as outlined in the audit plan; and d) Providing advice to the council in relation to these matters. 	<p>This aligns with the changes occurring within the State Government and the Office of the Auditor General recommendations.</p> <p>Audit, Risk and Improvement Committees should be required to review matters such as compliance, risk management, financial management, fraud control and governance of the local government.</p> <p>The Panel was of the view that an Audit, Risk and Improvement Committee could have a role in providing advice to council on decisions across a range of matters, including good governance, financial and risk management, and continuous improvement. The Chair could have a more public role, including in addressing council on relevant matters, reporting at the Annual Community Meeting and preparing a statement in the local government's annual report.</p> <p>To address cost and access to suitable personnel to take on this role, regional Internal Audit, Risk and Improvement Committees should be permitted.</p> <p>In addition, consideration should be given to establishing a panel of approved independent members from which councils could choose.</p>	<p>In relation to Recommendation 54(b), it is the CEO's role to identify continuous improvement opportunities and monitoring programs and projects, however reports should be provided to the committee</p>
--	---	---

RENEWED FOCUS ON INTEGRITY

<p>55. In relation to governance, the Panel recommends:</p> <ul style="list-style-type: none"> a) Meeting procedures are standardised across all local governments, allowing for both a committee system and a public briefing system. b) Elected members should be required to lodge a declaration of interest as well as a confirmation of impartiality prior to meetings. c) Elected members who believe that they are unable to maintain impartiality on a particular matter should be permitted to withdraw from that part of the meeting provided a quorum is maintained. d) All votes should be recorded in the minutes on each motion with details of how each councillor voted. 	<p>The Panel discussed ways to ensure council decision-making was transparent and accountable. It recommends that not only should actual conflicts of interest be declared before the council meeting, but that each councillor should make a declaration in relation to any item on the agenda on which they may not be impartial.</p> <p>This would include, for example, items where they had taken a public position or lobbied in relation to the matter before the meeting. If the councillor believes that they are unable to put those interests aside and make a decision in the best interests of the district as a whole, the person should be able to remove themselves from the meeting for that item, providing a quorum is maintained so that a vote can be taken.</p>	<p>SUPPORT CONDITIONALLY Recommendation 55(c), (h)</p> <p>In relation to Recommendation 55(c), consider a disclosure of impartiality interest process not dissimilar to disclosing financial interests in circumstances where a Council member unable to maintain impartiality.</p> <p>Council members who believe that they are unable to maintain impartiality on a particular matter should be permitted to withdraw from that part of the meeting provided a quorum is maintained as this aligns with the issue of apprehend bias that can impact the legality and validity of a Council decision – see recent Supreme Court decision in Dain Pty Ltd v Shire</p>
---	---	--

<p>e) As a minimum, audio recordings of public parts of council meetings should be available on the local government’s website when the minutes become available, with livestreaming to be encouraged.</p> <p>f) CEO contracts should be standardised and consistent with the Public Sector Commission’s policy and relevant conditions for public sector employees.</p> <p>g) CEO contracts should be no more than five years and after two terms the local government must readvertise the position.</p> <p>h) The department should facilitate additional oversight in the recruitment and management processes of CEOs. This could include representation on the selection panel and/or screening of applicants.</p> <p>i) Primary and Annual Returns should include disclosure of membership of political parties and associations likely to be seen as exerting an influence on decision making.</p>	<p>A declaration prior to the meeting would assist the CEO in determining whether or not a quorum is available for a matter.</p> <p>While webcasting (livestreaming) of council meetings was preferred, given the technology constraints that could be experienced by some local governments, audio recordings of the meetings were considered as a practical minimum to ensure greater transparency in the decision making process. These recordings would be State records under the State Records Act 2000.</p> <p>The recordings should be required to be published on the website by the time the minutes were published.</p> <p>The Panel agreed that the department should play an active role in assisting the council in the CEO recruitment and performance review processes. Another option is that prior to selection, the Department could provide a reference check and possible recommendations for training for the shortlisted candidates for the positions of CEO.</p> <p>To increase transparency and foster greater trust in local government, the Panel believed that elected members should declare in their Primary and Annual Returns interests that could be perceived as affecting decision-making. This would include membership of political parties, business associations and the holding of any office in an incorporated association such as a sporting club.</p>	<p>of Peppermint Grove [2019] WASC 264 where the Supreme Court determine that a decision of the Council of the Shire of Peppermint Grove was unlawful and invalid because Council members participating in that decision were affected by ‘apprehended bias’ – essentially, an interest affecting their impartiality.</p> <p>In relation to Recommendation 55(h), the Public Sector Commission instead of the Department should provide oversight for CEO recruitment.</p> <p>OPPOSE Recommendation 55(g)</p> <p>The Council of a local government is in the best position to determine whether there is a requirement to readvertise the CEO position and this should not be arbitrarily mandated</p>
--	---	---

EXPANDED REQUIREMENTS FOR TRAINING AND PROFESSIONAL DEVELOPMENT

A NEW INTERVENTION FRAMEWORK

<p>58.</p>	<p>The Panel recommends the Minister should have the power to direct local governments and make declarations in respect to the Local Government Act during a declared state of emergency.</p>	<p>The COVID-19 situation has highlighted the need for the Minister to be able to direct local governments and make declarations without having to apply to the State Emergency Coordinator so that the Local Government Act can be applied flexibly and adapt to the changing environment of an emergency.</p>	<p>SUPPORT CONDITIONALLY</p> <p>The Minister’s power should not be unfettered and should be limited to making declarations, (not to direct local governments) and should not extend to rates and fees and charges. Note the potential for a budget impact in circumstances where the Minister’s direction requires the City to do an action that has a cost not previously contemplated.</p>
-------------------	---	---	---

ESTABLISHMENT OF AN OFFICE OF THE INDEPENDENT ASSESSOR

<p>59. &</p>	<p>59. The Panel recommends establishing an Office</p>	<p>The Panel considered the range of bodies that currently</p>	<p>OPPOSE Recommendation 60</p>
-------------------------	--	--	--

20/373907

<p>60</p>	<p>of the Independent Assessor that should:</p> <ul style="list-style-type: none"> a) Be an independent body to receive, investigate and assess complaints against elected members and undertake inquiries. This removes the CEO from being involved in processing and determining complaints. b) Be a statutory appointment by the Governor. c) Upon assessment, refer the complaint back to the council (behaviour-related), the State Administrative Tribunal (SAT) (serious breaches), or to another appropriate body (such as, Corruption and Crime Commission, Public Sector Commission, Ombudsman) according to the subject of the complaint. d) Replace the Standards Panel by investigating and making determinations on Rules of Conduct breaches. SAT will determine the penalties. e) Amongst other powers, have the power to investigate, to order compulsory mediation and to deal with abuses of process. f) Be required to notify the CEO and council of any matters on a confidential basis. <p>60. The Panel recommends consideration should be given to the appropriate recognition and management of complaints by an elected member against a CEO or other senior officer, with one option for these to be investigated by the Office of the Independent Assessor.</p>	<p>play a role in ensuring the integrity of local governments. They supported the continuation of the Ombudsman's role in dealing with complaints related to local government administrative decisions.</p> <p>The Panel supported the creation of an Office of the Independent Assessor, an independent "one stop shop" body to investigate and assess complaints against elected members. The Independent Assessor could assess and prioritise all complaints and, depending on the outcome of its investigations, refer it to the relevant agency. This could include the Corruption and Crime Commission, the Public Sector Commission, or the State Administrative Tribunal for mediation, possible further investigation and determination of a sanction/s.</p> <p>Where a complaint involves behaviour it could be referred back to the council to deal with under Part B of the new Code of Conduct provisions. It was suggested that the Queensland model for an Independent Assessor may provide appropriate guidance.</p> <p>The Office of the Independent Assessor would require a team of investigators and the Panel considered that the Office could take over the department's current role in conducting inquiries and investigations.</p> <p>The Independent Assessor could advise the Minister on suspension and dismissals of elected members and councils. It could also have powers to make recommendations to the State Administrative Tribunal and local governments.</p> <p>The Office of Independent Assessor would replace the Standards Panel, and have the power to investigate complaints of breach of Part C of the Code of Conduct. Its findings in relation to breaches of conduct could be referred to the State Administrative Tribunal for imposition of the penalty.</p> <p>The Panel considered that there should be a power under the Act for the appointment of an acting CEO to temporarily take the place of a CEO if an investigation by the Office of Independent Assessor reveals serious deficiencies in the way the local government is administered.</p>	<p>Complaints about the conduct of the CEO should be considered by the current oversight agencies such as the PSC or CCC. Issues in relation to CEO performance are to be addressed through the performance review process.</p>
------------------	---	--	---

OTHER MATTERS**WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION**

64.	In relation to WALGA, the Panel recommends: a) WALGA not be constituted under the new Act; b) A transition period is provided to ensure continuity in operations of WALGA while it is re-formed under other legislation; and c) Recognition of WALGA's Preferred Supplier Program and mutual insurance coverage in the legislation should be accompanied by appropriate oversight measures, including auditing.	The Panel deliberated the merits of WALGA being constituted under the Local Government Act and determined that it was not appropriate to incorporate a member body under this legislation. This created confusion as to the extent of the Minister's powers over the organisation and WALGA's level of independence. More appropriate legislation would appear to be the Associations Incorporation Act 2015. Transitional provisions should be included in the new Local Government Act to allow for the orderly reconstitution of WALGA without affecting their operations. This change would not restrict the new Act (or other Acts) from referencing WALGA membership on boards and committees. The Panel saw merit in the sector being able to use its aggregated buying power through use of WALGA's preferred supplier program and their mutual insurance coverage. Recognition of these initiatives in the legislation should be accompanied by a power for the Auditor General to conduct regular audits of these programs and related processes.	SUPPORT CONDITIONALLY Subject to any legislative change not impacting WALGA continuing to provide the WALGA's Preferred Supplier Program and mutual insurance coverage. Note that more transparency is required in respect of the Preferred Supplier Program.
------------	--	--	--

NOTE: THE FOLLOWING CITY OF PERTH INQUIRY RECOMMENDATION IS INCLUDED FOR THE PURPOSES OF THIS SUBMISSION.

	ISSUE	RECOMMENDATIONS SUMMARY	ADMINISTRATION COMMENT
11.	External Oversight and Intervention	The creation of a Local Government Inspectorate, to improve the capability and integrity of local governments and the local government system.	SUPPORT CONDITIONALLY The Office of the Inspector of Local Government remit should be limited to: <ul style="list-style-type: none"> • assume regulatory function of the Department • replace the Standards Panel • receive complaints and referrals to investigate, assess

			<ul style="list-style-type: none"> • inquire into local government matters as directed by the Minister • report to the Minister where in Inspector's opinion a local government may be failing to provide good government or Council member/s impeding the ability for the local government to do so • bring legal proceedings against Council members and employees for failing to comply with legislative obligations or the Code • The Department should be resourced to provide an advisory function to support local government
--	--	--	--

Item 9 Motions on Notice

Nil

Item 10 Urgent Business

Nil

Item 11 Confidential

Nil

Item 12 Date of Next Meeting

The next Special Council Meeting has been scheduled for 5:30pm on Tuesday, 29 September 2020, to be held at Council Chambers (Level 1), Civic Centre, 23 Dundobar Road, Wanneroo.

Item 13 Closure

There being no further business, Mayor Roberts closed the meeting at 8:50pm.

In Attendance

TRACEY ROBERTS, JP

Mayor

Councillors:

NATALIE SANGALLI	North Coast Ward
LINDA AITKEN, JP	North Coast Ward
SONET COETZEE	North Coast Ward
CHRIS BAKER	North Coast Ward
LEWIS FLOOD	North Coast Ward
FRANK CVITAN, JP	Central Ward
JACQUELINE HUNTLEY	Central Ward
PAUL MILES	Central Ward
DOT NEWTON, JP	Central Ward
GLYNIS PARKER	South Ward
VINH NGUYEN	South Ward
BRETT TREBY	South Ward