



BRIEFING PAPERS FOR COUNCIL MEMBERS' BRIEFING SESSION

Draft Only

to be held at
the Council Chambers (Level 1), Civic Centre,
23 Dundobar Road, Wanneroo
on 09 March, 2021 commencing at 6:00PM

PROCEDURE FOR FULL COUNCIL BRIEFING SESSION

COVID-19 Pandemic Situation

The City of Wanneroo is committed to ensuring the safety of all attendees at public meetings. Therefore, social distancing will be applied in the Council Chambers in accordance with State Government Regulations.

The capacity of the Council Chambers is restricted under these conditions and should the maximum capacity of the Chambers be exceeded, additional seating will be available in an alternative room to enable all public attendees to listen live to the audio (only) of the meeting (no video is available). Should the maximum capacity be exceeded, you may be asked to attend the alternative room and may not be able to enter the Chambers as required by current State Government Regulations.

Thank you for your understanding of these circumstances.

PRINCIPLES

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

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

PROCESS

The Briefing Session will commence at 6.00pm and will be chaired by the Mayor or in his/her absence the Deputy Mayor. In the absence of both, Councillors will elect a Chairperson from amongst those present. In general, the *Standing Orders Local Law 2008* will apply, EXCEPT THAT Council Members may speak more than once on any item, there is no moving or seconding items, Officer's will address the Council Members and the order of business will be as follows:

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

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

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

AGENDA CONTENTS

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

AGENDA DISTRIBUTION

The Council Briefing Session Agenda will be distributed to Council Members on the FRIDAY prior to the Council Briefing Session. Copies will be made on the City's website for interested members of the public. Spare Briefing Session papers will be available at the Briefing Session for interested members of the public.

RECORD OF BRIEFING

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

LOCATION

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

D E P U T A T I O N S

The procedure for Deputations has changed for 2021 to allow Deputations to be presented during the Briefing Session.

During the Briefing Session, members of the public may, by appointment, present a Deputation relating to items on the current Briefing Session Agenda. A maximum of up to ten minutes (dependent on the number of deputations received) is permitted for each deputation with up to three people to address the Council Members.

Please note that Deputation requests are to be received by no later than **9:00am** on the day of the Briefing Session, and must relate to an item on the current Briefing Session Agenda.

[Deputation online form](#)

Please note:

- Deputation requests must relate to items listed on the current Briefing Session Agenda;
- A Deputation is not to exceed three speakers in number and only those speakers may address the Council Members; and
- Speakers of a Deputation will collectively have a maximum of up to 10 minutes (dependent on the number of deputations received) to address the Council Members, unless an extension of time is granted.

Please ensure mobile phones are switched off before entering the Council Chamber.

For further information please contact Council Support on 9405 5000.



Briefing Papers for Tuesday 9 March, 2021

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A G E N D A

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

Item 1 Attendances

Item 2 Apologies and Leave of Absence

Item 3 Deputations

Item 4 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.

Planning & Sustainability

Strategic Land Use Planning & Environment

3.1 Close of Advertising - Alkimos-Eglinton Annual Review

File Ref:	23155V02 – 21/1384
Responsible Officer:	Director Planning and Sustainability
Disclosure of Interest:	Nil
Attachments:	5

Issue

To consider the public submissions received on the Annual Review of cost estimates for the Alkimos-Eglinton Development Contribution Plan (DCP) and the Five Year Fundamental Review of the DCP report, assumptions and infrastructure prioritisation.

Background

Amendment No. 122 to District Planning Scheme No. 2 (DPS 2) was gazetted in September 2014 and introduced the DCP provisions into DPS 2. Schedule 15 of DPS2 identifies the various community infrastructure and the DCP provides estimates on the cost, estimated contributions and the timing for the delivery of infrastructure within Alkimos and Eglinton. The infrastructure costs include planning, design, project management, construction and land acquisition costs associated with the following infrastructure:

- Surf Life Saving Club;
- Public Open Space (x2);
- Multipurpose Hard Courts (x2);
- Community Centre (x2);
- Library (x2); and
- Indoor Recreation Centres (x2).

The DCP has an operation period of 25 years and during this time the City is required to review the various elements of the DCP at one and five year intervals as per the following:

- Annually - DCP cost estimates, DCP cost indexation, contributing land area, and cost per hectare.
- Five Yearly - Community Facility Plan (CFP) assumptions and recommendations, and full DCP review.

The DCP utilises the 'per hectare' model of calculating development contributions, which involves the levy of a contribution based on the total area of developable land; rather than the number of lots or dwellings proposed to be created as a result of subdivision.

This model uses a Net Contributing Area (NCA), which estimates the remaining land in the DCP that is capable of residential development. The Annual Review revises the contribution rate by apportioning the estimated remaining infrastructure costs over the remaining NCA in any particular year.

The Contributions payable by a landowner at the time of subdivision is calculated by multiplying the area of the proposed lots by the contribution rate approved by Council as part of the Annual Review of the DCP (currently \$9.91 per sqm).

The City has collected approximately \$14.9 million in contributions from landowners up to 30 June 2020.

The Annual Review is necessary to ensure that the cost contribution amount is correctly set to collect sufficient funds to cover the cost of approved infrastructure. The review includes the 5-year fundamental review of the DCP report assumptions and infrastructure prioritisation. On 17 November 2020 (CP01-11/20), Council approved a revised CFP and the recommendations on infrastructure prioritisation and delivery have been included into the 5-year fundamental review.

On 14 December 2020 (PS04-12/20), Council considered the Alkimos-Eglinton DCP Annual Review and 5-year fundamental review and resolved the following:

"ENDORSES the revised Alkimos-Eglinton Development Contribution Plan cost estimates in accordance with Schedule 14 of District Planning Scheme No. 2 as outlined in Attachment 1, including:

- a) Developer Contribution Plan facility cost estimate of \$72,028,705;*
- b) Net contributing land area remaining – 587.68 hectares; and*
- c) Cost per hectare - \$101,267.77 (or \$10.13 per square metre).*

ENDORSES the revised Alkimos-Eglinton Development Contribution Plan Report as depicted in Attachment 5; and

Pursuant to Clause 11.6 of Schedule 14 of District Planning Scheme No. 2, NOTIFIES affected landowners of the recommendations of the Annual Review and INVITES comment in writing from those landowners for a period of 42 days."

Detail

The DCP's Cost Apportionment Schedule (**CAS**) has been revised to reflect the latest cost estimates (refer **Attachment 1**). The following provides the outcomes of relevant infrastructure cost elements of the Annual Review, including:

- Net Contributing Area (NCA)
- Facility Costs
- Land Acquisition Valuation
- Administration Costs

- Cost Contribution
- Community Facility Plan (Re-Prioritisation of Facility Provision)

Net Contributing Area (NCA)

In the past 5 years the NCA has reduced by approximately 43 hectares from the original DCP area of 630.56 hectares (2015). The remaining NCA is estimated to be 587.68 hectares, which reflects the area of land that has contributed and any amendments to the ASP. The Annual Review applies the NCA to determine the contribution rate required to complete the required infrastructure works.

Facility Costs

The costs of the DCP infrastructure is revised each year and these costs are required to be independently verified. The City engaged an external quantity surveyor (*Donald Cant Watts and Corke*) to prepare a revised cost estimate for the facilities up to June 2021 (refer **Attachment 2**). Overall, there has been an increase in the cost estimates from \$70,977,989 to \$72,028,705. The increase relates to an escalation of costs applied by the quantity surveyor to reflect market conditions. The City will continue to revise the costs annually in accordance with DPS2, until such time as the infrastructure costs have been finalised.

Land Acquisition Valuation

The estimated acquisition costs have been updated and are included into the facility cost estimates. The land valuation was reviewed by Brian Zucal and Associates, which has retained the same valuation as the 2019-2020 Annual Review at \$101 per m².

Administration Costs

In accordance with Schedule 15 of DPS 2, the following administration costs can be charged to the DCP.

- Costs to prepare and administer the plan during the period of operation;
- Costs to prepare and review estimates;
- Costs to prepare the cost apportionment schedule;
- Valuation costs; and
- Costs to service loans established by Council to fund early provision of facilities.

The City has utilised the original cost estimate for administering the DCP of \$76,500 per annum, which is generally consistent with the previous year's actual expenditure.

The Administration costs are estimated for the remaining operational period of the DCP from 1 July 2020 to 8 September 2039, which equates to a remaining estimated administration cost of \$1,644,778. It should be noted that only actual Administration costs that are incurred are charged to the DCP and that these costs form part of the actual expenditure and are disclosed in the Annual Financial Statements.

Cost Contribution

The contribution rate has increased from \$9.91 to \$10.13 per square metre, which is a reflection of a minor increase in the revised facility cost estimates.

Community Facility Plan (Re-Prioritisation of Facility Provision)

The DCP infrastructure priorities have been amended to reflect the availability of land and community needs as defined in the revised CFP and are reflected in the Capital Expenditure Plan (CEP - refer **Attachment 3**), as follows:

1. Alkimos Indoor Recreation Centre (provided as a part of the Alkimos Aquatic and Recreation Centre);
2. Alkimos Regional Community Centre and Library (district library provision to be captured within proposed regional library);
3. Alkimos District Community Centre;
4. North Eglington Indoor Recreation Centre; and
5. Alkimos Surf Life Saving Club.

Consultation

In accordance with Schedule 14 of DPS No. 2, where the review of estimated costs recommends those costs be increased, then the local government must advertise the review for a period of 28 days, prior to making a decision to increase the estimated costs.

The 28-day advertising period was extended to 42 days due to the Christmas holiday period and the Annual Review was advertised from 16 December to 3 February 2021. Administration wrote to landowners within the DCP area and made information available at the Civic Centre and on the City's website.

One submissions was received during advertising.

Comment

The City received a submission from Woodsome Management Pty Ltd on behalf of Alkimos-Eglington landowners (refer **Attachment 4**). The salient points of the submissions are summarised below.

1. Annual Review

Supports the revised cost estimates, net contributing area and the cost per hectare rate recommended in the Annual Review.

Administration response - Noted

2. 5-Year Fundamental Review

a) Supports the re-prioritised list of facilities and their respective delivery timeframes.

Administration response – Noted

b) Council should consider borrowing funds and obtaining grants to avoid delays in the delivery of the Eglington Indoor Recreation Centre (ENIRC).

Administration response

Facility timing reflects the fundamental assumptions of the Community Facility Plan. The availability of DCP funding is dependent upon the rate of lot creation and the associated market conditions.

Where adequate funds do not exist, it is possible for a DCP to borrow additional funds or defer construction. However, consideration for the cost implications, community need and

the feasibility of constructing and operating the facility is required to ensure the maximum benefit to the community and the contributing landowners. Due to the limitations on funding through the DCP and the variable market conditions, the City will monitor lot yields as part of the Annual Review in consultation with the affected landowners.

The City is committed to securing grants where available to supplement the cost of the infrastructure. At this stage, it is not possible to determine whether grant funding will be available or approved, as this will occur through the detailed planning stage. As such, the cost estimates in the DCP are entirely DCP funded. If grants or other funding sources becomes available in the future, the Annual Review will apply the grant or other funding source to the cost estimates.

- c) *The Alkimos Eglinton Land Owners (AELO) note that there is approximately \$14.9 million in the DCP Account and the first priority listed in the DCP is the Alkimos Indoor Recreation Centre (\$10.5 million). The AELOs support the commencement for the planning, design and ultimate delivery of the Alkimos Indoor Recreation Centre (DCP first priority).*

Administration response – Noted

- d) *Eglinton Indoor Recreation Centre (ENIRC) site selection - Development WA are considering the options for the ENIRC site including a new location within the District Open Space adjacent to the school site as indicated by the City's revised Community Facility Plan. We look forward to continuing to work collegiately on the final preferred site location.*

Administration response

Acknowledged. The City supports a transparent and pro-active planning process for identifying an alternative location for this facility; and will continue to liaise with the affected landowners through the proper planning approval processes.

Statutory Compliance

In terms of DPS 2, the City must annually review the DCP and the process for this is outlined in the scheme. In line with this, landowners may object to the amount of a cost contribution and request a review by an independent expert. If this does not result in the cost contribution being acceptable to the landowners, then landowners can request that the cost contribution be determined through a process of arbitration. A similar right exists for the process of determining the value of any land to be acquired through the DCP.

Strategic Implications

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

“4 Civic Leadership

4.2 Good Governance

4.2.1 Provide transparent and accountable governance and leadership”

Risk Management Considerations

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

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

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

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

Policy Implications

Nil

Financial Implications

The proposed revision of costs for the 2020/2021 period recommends an increase in the total costs by \$1,050,716 to \$72,028,705 and the associated contribution rate increasing from \$9.91 to \$10.13 per square metre. The DCP does not include estimates to borrow, however the City will continue to monitor lot yields, funding availability and facility timing to ensure the economical and timely provision of infrastructure. In this regard, borrowing is generally discouraged unless all landowners agree to the additional cost burden; and the infrastructure is required after demonstrating its need and feasibility.

External auditing of the review recommendations has been completed to demonstrate compliance with the methodology of DPS 2 and the accuracy of the calculations (refer **Attachment 5**).

The infrastructure facility costs and timing for delivery is subject to change in future reviews and will be used to inform the City's Capital Works Program, Annual Budget and the Long Term Financial Plan.

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. **APPROVES the Annual Review of the Alkimos-Eglinton Development Contribution Plan cost estimates in accordance with Schedule 14 of *District Planning Scheme No. 2* as outlined in Attachment 1, including:**
 - a) **Developer Contribution Plan facility cost estimate of \$72,028,705;**

- b) Net contributing land area remaining – 587.68 hectares; and
 - c) Cost per hectare - \$101,267.77 (or \$10.13 per square metre).
- 2. **APPROVES the 5-Year Fundamental Review for the Alkimos-Eglinton Development Contribution Plan as depicted in Attachment 3.**
- 3. **NOTES the submission received from the Alkimos Eglinton landowners in relation to Annual Review of Costs as depicted in Attachment 4;**
- 4. **NOTES that the City will continue to liaise with landowners through the next 5-Year review of the Community Facility Plan to ensure the timely and economical provision of community infrastructure.**

Attachments:

1 	Attachment 1 - AE DCP Cost Review (2020/2021)	20/520070	Minuted
2 	Attachment 2 - Revised Facility Cost Report - Alkimos - Eglinton DCP (2020-2021)	20/475619	
3 	Attachment 3 - Alkimos Eglinton Development Contribution Plan Report (Revised October 2020) - Fundamental Review	20/475571	Minuted
4 	Attachment 4 - Submission 1 on AE DCP Annual Review (2020-2021)	21/64061	Minuted
5 	Attachment 5 - Audit Report - Alkimos Eglinton Annual Cost Review Audit Report (2020)	20/475645	

ALKIMOS EGLINTON DCP - FACILITY COST APPORTIONMENT (2020)						
Infrastructure Item	Annual Review 2019 (\$)	Inc/Exp LTD to June 2020	Annual Review Updated Cost 2020 (\$)	Updated Developable Area (ha)	Cost per Hectare	% Change
ALKIMOS EGLINTON DCP						
Surf Life Saving Club, Alkimos South Coastal Village	\$ 4,830,686		\$ 4,909,113	587.68	\$ 8,353.37	1.6%
Public Open Space (Active), Alkimos Parks and Recreation Reserve	\$ 6,753,353		\$ 6,862,996	587.68	\$ 11,678.10	1.6%
Multipurpose Hard Courts, Alkimos Parks and Recreation Reserve	\$ 2,907,779		\$ 2,954,988	587.68	\$ 5,028.22	1.6%
Library, Alkimos Secondary Centre	\$ 7,253,863		\$ 7,358,419	587.68	\$ 12,521.12	1.4%
Community Centre, Alkimos Secondary Centre	\$ 5,560,100		\$ 5,637,158	587.68	\$ 9,592.21	1.4%
Indoor Recreation Centre, Alkimos Secondary Centre	\$ 10,427,475		\$ 10,572,376	587.68	\$ 17,990.00	1.4%
Public Open Space (Active), Eglinton District Centre	\$ 6,753,353		\$ 6,862,996	587.68	\$ 11,678.10	1.6%
Multipurpose Hard Courts, Eglinton District Centre	\$ 2,907,779		\$ 2,954,988	587.68	\$ 5,028.22	1.6%
Indoor Recreation Centre, Eglinton District Centre	\$ 10,769,638		\$ 10,920,094	587.68	\$ 18,581.68	1.4%
Community Centre, Eglinton District Centre	\$ 5,560,100		\$ 5,637,158	587.68	\$ 9,592.21	1.4%
Library, Eglinton District Centre	\$ 7,253,863		\$ 7,358,419	587.68	\$ 12,521.12	1.4%
Estimated Facility Cost	\$ 70,977,989		\$ 72,028,705.00			
Shortfall in contributions to be made up by interest (remaining)	-\$ 2,448,830	\$ 1,765,224	-\$ 683,605.95	587.68	-\$ 1,163.23	
Collected contributions	-\$ 12,765,623	\$ 13,476,764.94	-\$ 13,476,764.94	587.68	-\$ 22,932.12	
Funding Accounted (Deducted from Cost)	-\$ 15,214,453	\$ 15,241,989	-\$ 14,160,371		\$ 98,469.01	
Confirmed Administration Costs (Preparation of DCP, Cost estimates)	\$ 47,501	-\$ 47,501	-\$ 0	587.68	-\$ 0.00	
Confirmed Administration Costs (Alkimos Eglinton Specific)	\$ 20,000	-\$ 20,000	\$ -	587.68	\$ -	
Estimated Administration Costs (Administer the DCP) (\$76,500 p.a. x 25 years)	\$ 1,912,500	-\$ 267,721.51	\$ 1,644,778	587.68	\$ 2,798.76	
Sub Total Administrative Costs	\$ 1,980,001	-\$ 335,222	\$ 1,644,778		\$ 2,798.76	
TOTAL	\$ 57,743,537	\$ 14,906,767	\$ 59,513,112.60		\$ 101,267.77	

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Community Facilities at Alkimos - Eglinton & Yanchep Two Rocks - Development Contribution Plans 2020 Updated Estimates

June 2020

Client:	City of Wanneroo
DCWC Project No.	W19098

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DOCUMENT CONTROL

VERSION

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Executive Summary

All costs in this report exclude GST unless stated otherwise.

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

DCWC has been commissioned to review and update the previously issued estimates dated 25th September 2019. The update is predicated on a desktop update only of the escalation allowances with all design information assumed unchanged from that which was previously issued.

Furthermore, the relevant land valuations received from Brian Zucal & Associates have been included at the same rates as 2019.

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Basis of Cost Plan

Schedule of Input Information

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

- City of Wanneroo email correspondence dated 14th May 2020;
- Land valuation(s) received by email dated 8th June; and
- For the purposes of the escalation update the Australian Institute of Quantity Surveyors Construction Cost Index Forecast (CCIF) Perth, WA has been utilised (1st Quarter 2020)

Methodology

The indicative cost estimates are based on escalation up to June 2021. The escalation will need to be reviewed upon the development of the programme for delivering the facilities which will take place over a significant period.

Exclusions

The following costs are excluded:

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

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Cost Plan Summary

Facilities Located in Alkimos Eglinton & Two Rocks

Ref	Facility	GFA (m2)	Rate (\$/m2)	Total (\$)	Comments
	<i>Eglinton District Centre</i>				
1	Library District	1,547	4,757	7,358,419	Land cost Included
2	Community Centre District	1,449	3,890	5,637,158	Land cost Included
3a	Public Open Space District Pavilion	1,005	2,486	2,498,361	Land cost Excluded
3b	Public Open Space District Oval			4,364,635	Land cost Excluded
4	Indoor Recreation Centre District	3,116	3,505	10,920,094	Land cost Included
5	Multipurpose Hard Courts District			2,954,988	Land cost Excluded
	<i>Alkimos</i>				
6	Multipurpose Hard Courts District			2,954,988	Land cost Excluded
7	Indoor Recreation Centre District	3,116	3,393	10,572,376	Land cost Included
8	Surf Life Saving Club	1,166	4,210	4,909,113	Land cost Excluded
9a	Public Open Space District Pavilion	1,005	2,486	2,498,361	Land cost Excluded
9b	Public Open Space District Oval			4,364,635	Land cost Excluded
10	Community Secondary Centre	1,449	3,890	5,637,158	Land cost Included
11	Library Secondary Centre	1,547	4,757	7,358,419	Land cost Included
	<i>Yanchep Two Rocks</i>				
12	Beach Activity Community Facilities			2,193,923	Land cost Excluded

The cost plan summary is included in attachment 1

Cost Risks and Degree of Uncertainty

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

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

COST RISK	MITIGATION
The building areas exceed the area assumed in the Design Model	A planning contingency of 5% has been included in the where no concept design is in place.
The building form and type of construction differs from the assumptions used to determine the building costs	A design contingency of 10% has been included in the cost plan for this risk.
The external works areas exceed the assumptions used to determine the external works costs	A planning and design contingency of 5% respectively has been included in the cost plan for Multipurpose Hardcourts and Alkimos SLS Club
Existing site conditions result in high costs of site preparation	Allowance will need to be made for this risk during negotiations with the developers otherwise the construction contingency will need to be sufficient enough.
Land costs exceeding the indicative 2020 land valuations	The purpose of providing land costs is for the apportionment of costs between the developers therefore they retain the risk.
Escalation in building costs after June 2021	Allowance will need to be made for this risk during negotiations with the developers.
Uncompetitive tender market at time of tender	Allowance will need to be made for this risk during negotiations with the developers.
Project delays, particularly in obtaining funding and approval to proceed	Allowance will need to be made for this risk during negotiations with the developers
Change in Building regulations to more stringent requirements resulting in construction cost increases	A design contingency of 10% has been included in the cost plan for this risk.

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Attachments

List of attachments

1. Cost Plan Summaries

[illegible]



ALKIMOS- EGLINTON DEVELOPMENT CONTRIBUTION PLAN REPORT

This Development Contribution Plan (DCP) Report has been prepared in accordance with State Planning Policy 3.6: Development Contributions for Infrastructure (SPP 3.6). It sets out in detail the calculation of the Cost Contribution in the Development Contribution Area based on the methodology provided in the DCP and Schedules 14 and 15 of District Planning Scheme No. 2, and provides all relevant information in support of the DCP.

1. Development Contribution Area (DCA)

The DCA is defined as the Alkimos Eglinton locality, which forms part of the Northern Coastal Growth Corridor (NCGC) of the City of Wanneroo.

This area has been subject to a district structure planning process which identified the need for contribution arrangements to be put in place to share the costs of significant community facilities.

The DCA is consistent with the boundaries of the Alkimos Eglinton District Structure Plan and consists of all land within the Alkimos Eglinton district area capable of being developed to accommodate residential dwellings that will contribute towards the need for future community facilities.

The Alkimos Eglinton DCA is shown on the Scheme map as DCA 1.

2. Purpose

The purpose of this DCP Report is to:

- a) enable the application of development contributions for the development of new, and the upgrade of existing infrastructure, which is required as a result of increased demand generated in the development contribution area;
- b) provide for the equitable sharing of the costs of infrastructure and administrative items between owners;
- c) ensure that cost contributions are reasonably required as a result of the subdivision and development of land in the development contribution area; and
- d) coordinate the timely provision of infrastructure.

3. Period of the Plan

25 years from 9 September 2014 to 8 September 2039.



4. Operation of the Development Contribution Plan

The Alkimos Eglinton DCP has been prepared in accordance with *State Planning Policy 3.6: Development Contributions for Infrastructure (SPP 3.6)*. It came into effect as of Tuesday, 9 September 2014, being the date that Amendment No. 122 to District Planning Scheme No. 2 (DPS 2) was published in the Government Gazette.

5. Application requirements

Where a subdivision, strata subdivision or development application or an extension of land use is lodged which relates to land to which this plan applies, Council shall take the provisions of the plan into account in making a recommendation on or determining that application.

6. Principles

Development contributions will be applied in accordance with the following principles:

1.1. Need and the nexus

The Northern Coastal Growth Corridor Community Facilities Plan (CFP) details the facilities required as a result of projected development within the DCA. As the DCA was largely void of existing residential development at the commencement of the DCP's operation, the nexus between required facilities and projected development has been clearly established.

1.2. Transparency

The method for calculating the development contribution amount and the manner in which it is applied has been the subject of extensive consultation with landowners and developers in the DCA. Further, as the mechanism for determining the development contribution has been incorporated into DPS 2 through an amendment to that Scheme, it has been subject to public assessment and scrutiny through the statutory public advertising process.

1.3. Equity

The DCP applies to all developable land within the DCA, with contributions to be levied based on a relative contribution to need. Contributions within the DCA are limited to district facilities within that area. Regional facilities, where the catchment extends across the district boundary or outside of the northern coastal growth corridor, are not included in the DCP. Their provision will be outside of any formal, scheme enforced cost sharing arrangement.

1.4. Certainty

The DCP clearly outlines the facilities for which contributions are to be collected and the timeframe for their delivery. Information pertaining to the review and indexation of costs also forms part of the DCP.



1.5. Efficiency

Development contributions are sought for up-front capital costs only and not for ongoing maintenance and/or operating costs of the facilities once they are constructed. Ongoing maintenance and operational costs for the life of the facilities will be primarily met by the City of Wanneroo.

1.6. Consistency

Development contributions are proposed to be applied uniformly across the DCA, based on the methodology outlined in the DCP and this DCP report.

1.7. Right of consultation and arbitration

The DCP has been prepared in full consultation with landowners and developers in the DCA. All planning methodologies and cost estimates have been made available for review by stakeholders at all stages of their preparation. Further opportunity for review will be made available as part of the review process outlined in the DCP.

1.8. Accountable

The City is accountable for both the determination and expenditure of development contributions under the provisions of the Scheme.

7. Process for Determining Development Contributions

The Alkimos-Eglinton DCP utilises the *Per Hectare* model of calculating development contributions, which involves the levy of a contribution based on the total area of developable land subject to a subdivision application, rather than the number of lots or dwellings proposed to be created as a result of that subdivision.

This model subsidises higher density development at the expense of lower density and is considered appropriate for use in the DCA as there is limited existing development and an underlying objective in the district structure plan to achieve higher residential densities than what has previously been delivered in the North West Corridor.

The *Per Hectare* model utilises 'net contributing area' rather than 'gross contributing area' as the contributing area in recognition of the fact that 'net contributing area' best represents the area of land that will contribute to the need for community facilities.

Determination of Contributing Area

'Net contributing area' is calculated as follows:

- i. Gross land area, less the area of:
 - o existing development or land with valid subdivision approvals not conditional on the payment of development contributions;
 - o land reserved under the Metropolitan Region Scheme for Parks and Recreation;
 - o land reserved under the Metropolitan Region Scheme for Public Purpose;
 - o land designated under the Metropolitan Region Scheme as 'Primary Regional Roads', 'Other Regional Roads' or 'Railways'; and
 - o land designated under the Metropolitan Region Scheme as 'industrial'.



- ii. A deduction of the following non-developable land uses identified in Local Structure Plans from the total area determined in point (i):
 - Local Roads;
 - Public Open Space;
 - Primary Schools;
 - Service Commercial;
 - Business Enterprise; and
 - Retail (including retail core of Regional, District and Neighbourhood Activity Centres)
- iii. A deduction of the following percentage of the total area for land zoned Mixed Use:
 - 75% for Mixed Use located in land designated as 'Regional & District Activity Centres' in the Local Structure Plan (25% of the area is included in the net contributing area)
 - 30% for Mixed Use located in land designated as 'Coastal Village Activity Centres' in the Local Structure Plan (70% of the area is included in the net contributing area); and
 - 10% for Mixed Use located in land designated as 'Urban' in the Local Structure Plan (90% of the area is included in the net contributing area).

Maps illustrating the extent of contributing area within the DCA are included at **Attachment 1**.

Determination of Cost Contribution

The methodology for determining a landowner's cost contribution is in accordance with the following formula:

- $CPH = TC / NCA$
- $CC = CPH \times GSA$

Where:

CC = Landowner's Cost Contribution Amount (\$)
 CPH = Cost per hectare (\$/ha)
 TC = Total cost of delivering community facilities + Total administrative costs (\$)
 NCA = Net contributing area (ha)
 CC = Cost Contribution Amount (\$)
 GSA = Gross area of proposed subdivision (ha)

The Cost Apportionment Schedule, included at **Attachment 3**, outlines in detail the distribution of costs for the DCA.



7.1. *Supporting Information*

In accordance with Clause 5.5 of SPP 3.6 the following information is provided in support of the methodology used to determine development contributions.

Catchment Areas

The DCA is considered to be a district catchment and it is generally consistent with the boundary of the Alkimos-Eglinton District Structure Plan.

The district catchment translates to the provision of District level facilities, which are higher order facilities that serve multiple neighbourhoods and local catchments, but are not likely to have the wider draw from other district areas. Accordingly, the DCP only seeks to collect contributions for district level community facilities.

Facilities with local and regional catchments are not proposed to be funded through this DCP.

Cost of Infrastructure Items

It has not been possible to determine the exact scope of facilities required, as their final location and nature has not yet been determined. This detail will be identified as more detailed planning is undertaken within the development area.

Consequently, the approach to facility provision has focussed on delivering broad multipurpose facilities that can adapt to changing future uses and avoid costly duplication of purpose built facilities. Inherent in this approach is the use of co-location and integration, the creation of community hubs and the acknowledgement of the role that community facilities play in anchoring development within an activity centre or community focal point.

This approach has required the City to develop standard models for each of the facilities identified in the DCP that represent the City's requirements for community use. These models have been developed using existing facility examples with various elements modified to represent best practice or to resolve management issues inherent in those facilities used as a basis for model development. These models were used by a Quantity Surveyor as a basis for determining the cost estimates incorporated into this DCP Report.

The final cost estimate for each facility is inclusive of a construction cost estimate, external works and services, plus allowances for planning, design and construction contingencies. Land costs, where applicable, have been the subject of a separate valuation process.

The cost estimates will be reviewed and refined as more detailed planning is undertaken on the location, level of co-location and integration, and ultimate design of individual facilities.

A scheduled review of the cost estimates will occur annually. Cost estimates will be adjusted to reflect changes in funding, revenue sources and advances in detailed planning and subsequently indexed based on the Building Cost Index or other appropriate index as approved by the qualified person undertaking the certification of costs referred to in Clause 11.3 of Schedule 14 of DPS 2.

Community Infrastructure Plan

The City prepared the CFP which details the need for community facilities resulting from projected population growth. This plan has been approved by Council and has been subject to public comment and consultation with key stakeholders.



Capital Infrastructure Plan

The DCP has been designed to relate directly to the *City of Wanneroo Long Term Financial Plan* such that the facilities identified in the DCP are reflected in the Financial Management Plan. Furthermore, the review period proposed for the DCP will coincide with the annual review of the Financial Plan to ensure that new facilities required to be delivered under the DCP are identified in the Financial Management Plan and the City's Capital Works Program.

This will also provide a mechanism for alternate funding sources to be considered and incorporated into the funding model for each facility where possible.

An overview of the capital expenditure resulting from the operation of the DCP that will need to be reflected in the City's Long Term Financial Management Plan is included at **Attachment 2**, noting that these figures will be subject to ongoing review.

Methodology for Determining Proportion of Cost to be Attributed to Future Growth vs. Existing Areas

The methodology for calculating cost contributions set out in the Alkimos-Eglinton DCP contained in Schedule 18 of DPS 2 requires that the cost contributions be calculated on a proportionate basis relative to the need generated by new dwelling growth. Accordingly, the total cost on which the cost contribution is based has excluded the proportion of costs associated with the following:

- *demand for a facility that is generated by the current population;*
- *demand created by external usage – the proportion of use drawn from outside of the main catchment area; and*
- *future usage – the proportion of usage that will be generated by future development outside of the development contribution plan timeframe.*

The DCA was void of existing residential development or population at the commencement of DCP preparation. Lots that have been developed within the DCA since this time have made an interim contribution under *Local Planning Policy 3.3: Northern Coastal Growth Corridor Development Contributions*.

No additional need for the facilities is considered to be generated from population outside of Alkimos and Eglinton and there are no regional level facilities included in the DCP for which the catchment would extend beyond the DCP area.

Accordingly, the DCP requires 100% of the cost of delivering the necessary facilities be met by future growth. Further rationale behind this approach is as follows:

- None of the facilities identified in the Northern Coastal Growth Corridor Community Facilities Plan would be delivered if the new residential growth did not occur. It can therefore be clearly stated that the need for new facilities arises directly as a result of current and projected residential growth.
- The catchment of each of the district facilities proposed in the Alkimos-Eglinton DCP is confined to the district in which it is located.



- The need for the facilities has been determined following analysis of the projected population within the DCA only. Any additional need resulting from residential areas outside the DCA is considered to be inconsequential.
- None of the facilities proposed to be delivered through DCP are considered necessary to support community activity in existing developed areas. Current demand in these areas is already met through the existing provision of district facilities within the coastal ward of the City of Wanneroo and regional level facilities in the greater City of Wanneroo and the City of Joondalup.

The 100% funding liability may be offset by external grants or other funding sources in order to reduce the contribution amount required under the DCP, however other contributions have not been included in the funding model as part of the DCP as their successful application cannot be guaranteed or assumed until more detail is known of the nature, scale and location of the facilities proposed.

It is expected that the inclusion of grant funding would form part of an ongoing review of the DCP. In this regard, Council has established a Consultative Committee for the DCA comprising of landowners, City Administration and Council representatives and any other persons considered appropriate by Council to make recommendations to Council in respect to the timing and arrangements of DCP works. A key role of this Committee is to identify and pursue additional funding sources.

8. Items Included in the Plan

The DCP applies only to district level facilities needed within the DCA as determined by the *Northern Coastal Growth Corridor Community Facilities Plan*.

8.1. Infrastructure Elements

Alkimos Eglinton Development Contribution Area – DCA (1)

Alkimos South Coastal Village
Surf Life Saving Club
Alkimos Regional Parks and Recreation Reserve
Public Open Space (Active)
Multipurpose Hard Courts
Alkimos Secondary Centre
Community Centre
Library
Indoor Recreation Centre
Eglinton District Centre
Indoor Recreation Centre
Community Centre
Library
Public Open Space (Active)
Multipurpose Hard Courts

Full details of the facility cost estimates can be seen at **Attachment 3**.



8.2. Administrative Elements

Under Development Contribution Plan No.2, "Administrative Items" include:

- i. preparation, administration and review of the Development Contribution Plan;
- ii. preparation and review of the Development Contribution Plan and Costs Apportionment Schedule;
- iii. any arbitration and valuation with respect to this Plan; and
- iv. advice and representation with respect to this Plan including legal, accounting, planning, engineering and other professional advice and representation.

Both incurred and recurring administrative costs shall be shared equally between the Alkimos Eglinton and Yanchep Two Rocks DCPs. Full details of Administration costs can be seen in the Cost Apportionment Table (**Attachment 3**), which reflects the actual administration costs incurred and estimated remaining costs for the operation period of the DCP.

9. Review

Various elements of the DCP are subject to ongoing review, as a result of both the general operation of the DCPs and the requirements of SPP 3.6. It is proposed that the DCP and associated CFP be reviewed (at a minimum) in accordance with the following schedule:

- Annually
 - DCP Cost Estimates;
 - DCP Cost Indexation;
 - Contributing Land Area;
 - Cost per Hectare; and
- 5-yearly
 - CFP Assumptions and Recommendations
 - Full DCP Review.

Cost Estimates & Indexation

The estimated infrastructure costs shown in **Attachments 2 and 3** of this report will be reviewed at least annually to reflect changes in funding and revenue sources and indexed based on the Building Cost Index or other appropriate index as approved by the qualified person undertaking the certification of costs referred to in Clause 11.3 of Schedule 14 of DPS 2 and made available to affected landowners as part of each annual review.

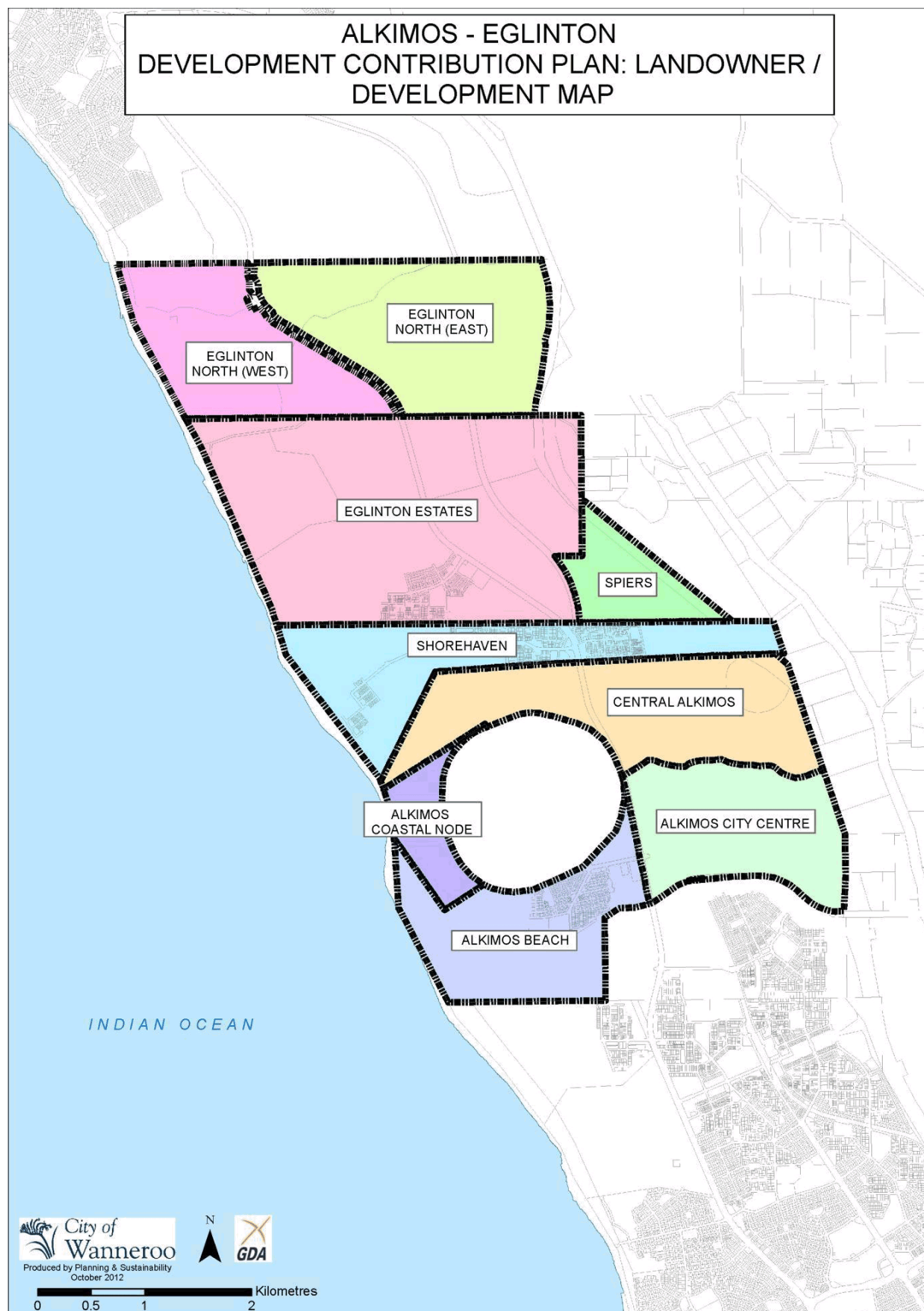
Contributing Land Area

The 'contributing land area' is determined by deducting various land uses from the overall developable area, as outlined in Section 7 of this report. The area of most of these land uses is fixed by the Metropolitan Regional Scheme (however this may change from time to time as a result of gazetted amendments) with the exception of the area of existing development which will change as land is progressively developed. The contributing land area will therefore need to be regularly reviewed to reflect the current level of development and any gazetted changes made to the Metropolitan Region Scheme.

Contribution Amount

The cost per hectare on which each landowner's contribution amount is based will be reviewed annually (or as required) as a result of the above changes to the costs and contribution area and defined in the Cost Apportionment Schedule.

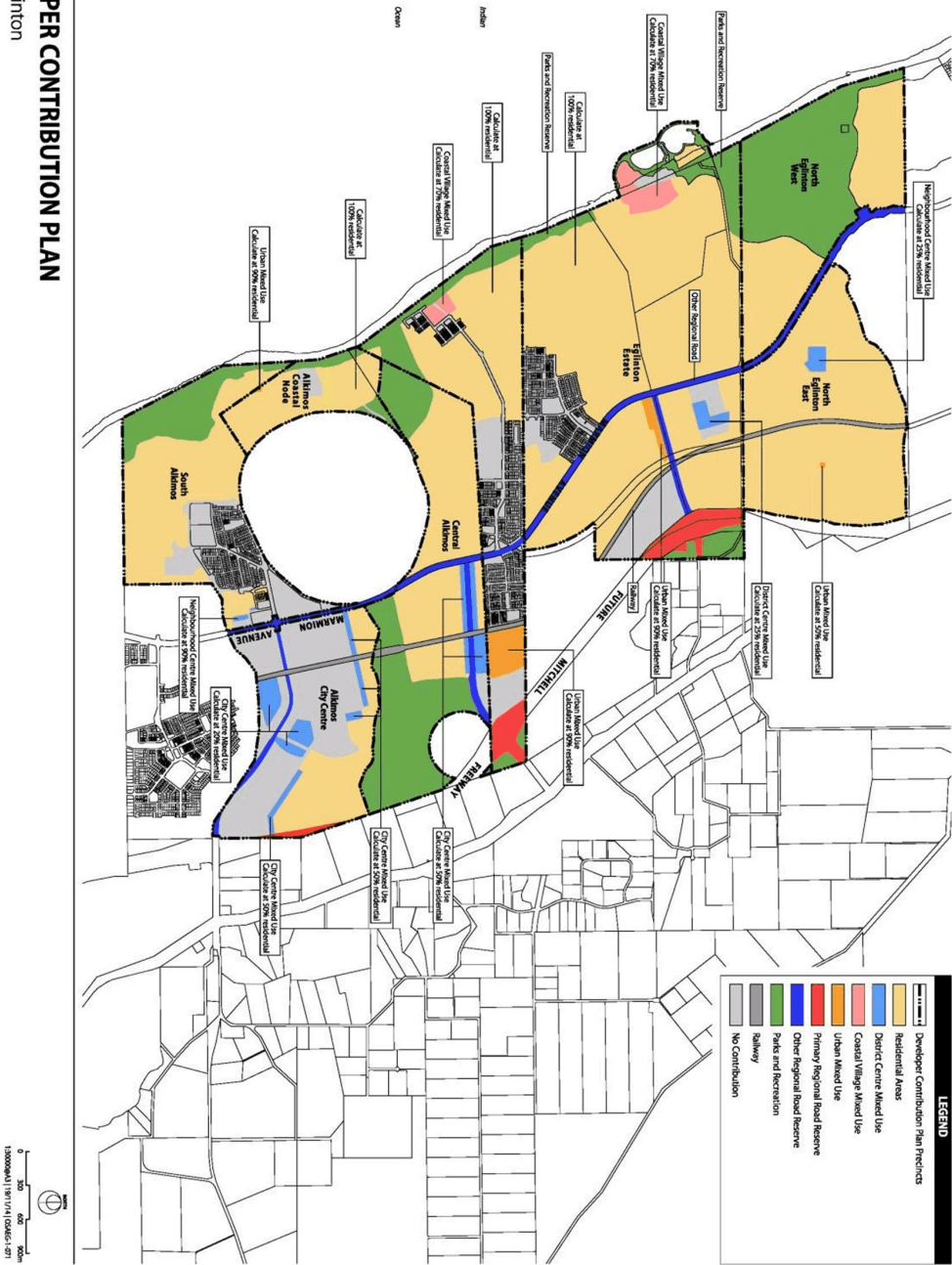
ATTACHMENT 1 – DETERMINATION OF CONTRIBUTING AREA





Alkimos Eglinton
Development Contribution Plan

DEVELOPER CONTRIBUTION PLAN
Alkimos Eglinton





**Alkimos Eglinton
Development Contribution Plan**

ATTACHMENT 2 - CAPITAL EXPENDITURE PLAN

ALKIMOS EGLINTON DEVELOPMENT CONTRIBUTIONS PLAN

Infrastructure Item	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35	2035/36	2036/37	2037/38	2039	Annual Review Cost Estimate (2020)
ALKIMOS																			
Alkimos Surf Life Saving Club					Commencement -----> Completion														\$ 4,909,113
Alkimos District Community Centre				Commencement -----> Completion															\$ 5,637,158
Alkimos Regional Community Centre (Library)		Commencement -----> Completion																	\$ 7,358,420
Alkimos District Open Space (Open Space)					Commencement -----> Completion														\$ 6,862,996
Alkimos District Open Space (Multipurpose Hardcourts)					Commencement -----> Completion														\$ 2,954,988
Alkimos Aquatic and Recreation Centre (Indoor Recreation Centre)	Commencement > Completion																		\$ 10,572,376
EGLINTON																			
Eglinton District Open Space											Commencement -----> Completion								\$ 6,862,996
Eglinton Hard Courts (Tennis)											Commencement -----> Completion								\$ 2,954,988
North Eglinton Inddor Recreation Centre					Commencement > Completion														\$ 10,920,094
Eglinton District Community Centre (Commnity)								Commencement > Completion											\$ 5,637,158
Eglinton District Community Centre (Library)								Commencement > Completion											\$ 7,358,419
TOTAL																			\$ 72,028,706



**Alkimos Eglinton
Development Contribution Plan**

ATTACHMENT 3 - COST APPORTIONMENT SCHEDULE

ALKIMOS EGLINTON DCP - FACILITY COST APPORTIONMENT (2020)						
Infrastructure Item	Annual Review 2019 (\$)	Inc/Exp LTD to June 2020	Annual Review Updated Cost 2020 (\$)	Updated Developable Area (ha)	Cost per Hectare	% Change
ALKIMOS						
Alkimos Surf Life Saving Club	\$ 4,830,686		\$ 4,909,113	587.68	\$ 8,353.37	2%
Alkimos District Community Centre	\$ 5,560,100		\$ 5,637,158	587.68	\$ 9,592.21	1%
Alkimos Regional Community Centre (Library)	\$ 7,253,863		\$ 7,358,419	587.68	\$ 12,521.12	1%
Public Open Space (Active), Alkimos Parks and Recreation Reserve	\$ 6,753,353		\$ 6,862,996	587.68	\$ 11,678.10	2%
Alkimos District Open Space - Multipurpose Hard Courts	\$ 2,907,779		\$ 2,954,988	587.68	\$ 5,028.22	2%
Indoor Recreation Centre, Alkimos Secondary Centre	\$ 10,427,475		\$ 10,572,376	587.68	\$ 17,990.00	1%
EGLINTON						
Eglinton District Open Space	\$ 6,753,353		\$ 6,862,996	587.68	\$ 11,678.10	2%
Multipurpose Hard Courts (Tennis Courts)	\$ 2,907,779		\$ 2,954,988	587.68	\$ 5,028.22	2%
North Eglinton Indoor Recreation Centre	\$ 10,769,638		\$ 10,920,094	587.68	\$ 18,581.68	1%
District Community Centre (Community)	\$ 5,560,100		\$ 5,637,158	587.68	\$ 9,592.21	1%
District Community Centre (Library)	\$ 7,253,863		\$ 7,358,419	587.68	\$ 12,521.12	1%
Estimated Facility Cost	\$ 70,977,989		\$ 72,028,705.00			
<i>Shortfall in contributions to be made up by interest (remaining)</i>	-\$ 2,448,830	\$ 1,765,224	-\$ 683,606.00	587.68	-\$ 1,163.23	
<i>Collected contributions</i>	-\$ 12,765,623	\$ 13,476,764.94	-\$ 13,476,764.94	587.68	-\$ 22,932.12	
Funding Accounted (Deducted from Cost)	-\$ 15,214,453	\$ 15,241,989	-\$ 14,160,371		\$ 98,469.01	
Confirmed Administration Costs (Preparation of DCP, Cost estimates)	\$ 47,501	-\$ 47,501	-\$ 0	587.68	-\$ 0.00	
Confirmed Administration Costs (Alkimos Eglinton Specific)	\$ 20,000	-\$ 20,000	\$ -	587.68	\$ -	
Estimated Administration Costs (Administer the DCP) (\$76,500 p.a. x 25 years)	\$ 1,912,500	-\$ 267,721.51	\$ 1,644,778	587.68	\$ 2,798.76	
Sub Total Administrative Costs	\$ 1,980,001	-\$ 335,222	\$ 1,644,778		\$ 2,798.76	
TOTAL	\$ 57,743,537	\$ 14,906,767	\$ 59,513,112.55		\$ 101,267.77	



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T 08 9388 1199
F 08 9388 1099

3 February 2021

Chief Executive Officer
City of Wanneroo
Locked Bag 1
WANNEROO WA 6946

Attention: Mike Hudson (By email)

Dear Sir,

ALKIMOS EGLINTON DEVELOPER CONTRIBUTION PLAN [DCP]

Further to the City of Wanneroo's [City] letter dated 16 December, on behalf of the Alkimos Eglinton Landowner's namely Development WA, Eglinton Estates & Peet [AELOs], thank you for the invitation to provide our formal comments on the DCP Annual Review for 2020/2021. Whilst the City's letter does not specifically request comments on the 5-Year Fundamental Review of the DCP we have taken this opportunity to submit formal comments on the outcome of this process which concluded in a re-prioritised list for delivery of the DCP facilities from the initial timeframes set out in 2012.

Annual Review for 2020/2021

The AELOs support the Council's resolution from the 14 December 2020 and specifically supports the following:

- a) Developer Contribution Plan facility cost estimate of \$72,028,705;
- b) Net contributing area remaining – 578.68 hectares; and
- c) Cost per hectare - \$101,267.77 (or \$10.13 per square metre representing an increase of 2.2% from the 2019/2020 rate).

5-Year Fundamental Review [Review]

We understand that the outcome of this Review has resulted in a re-prioritisation of the delivery timeframes for the facilities being delivered by the DCP. The attached table, which was endorsed by Council on the 14 December 2020, sets out the updated delivery timeframes of the facilities compared to the initial delivery timeframes proposed in the 2012 Community Facilities Plan.

Re-prioritised List of Facilities

The AELOs generally support the reprioritised list of facilities and their respective delivery timeframes as an outcome of the Review acknowledging there will be challenges in funding the facilities through the collection of the DC levy especially around the 2024/2025 period when 5 facilities are scheduled to commence.

Sourcing Alternate Funding Sources

In this regard the AELOs would like to explore the option, in collaboration with City, of potentially borrowing funds to avoid delays in the delivery of the facilities. This is particularly critical for the delivery of the Eglinton Indoor Recreation Centre [ENIRC] which is the first facility scheduled for Eglinton commencing in 2025. There are several facilities with delivery commencing in 2025 scheduled for Alkimos (Surf Life Saving Club, District POS & Multipurpose Hard Courts) albeit that they have a designated lower priority than the ENIRC. With this potential 'bottle-neck' for the delivery of facilities the AELOs see a real risk in the ENIRC not being delivered in a timely manner especially with the growing demand at Eglinton based on the projected development roll out.

The AELOs support the option of sourcing alternative funding sources including borrowing and attracting grant funding to ensure a timely and equitable delivery of facilities within the Developer Contribution Area.

Commencement of the Alkimos Indoor Recreation Centre [AIRC]

The AELOs note that there is approximately \$14.9 million in the DCP Account that has been collected from contributing landowners, which represents the total contributions received to 30 June 2020.

Given this cash position and the first priority being the Alkimos Indoor Recreation Centre with a proposed commencement date this year and an estimated construction cost of \$10.5M (including land component), the AELOs support the commencement for the planning, design and ultimate delivery of this facility in an expeditious manner.

We understand the City will be engaging with the AELOs (through Development WA) on commencing this project and look forward to working with the City.

Site Selection for the Eglinton North Indoor Recreation Centre [ENIRC] & Use of the Existing Site

We understand the CCS Strategic report identifying the most optimal site for the ENIRC has been submitted to the City. As you are aware Development WA are considering the options for the ENIRC site including a location within the District Open Space adjacent to the school site which, from our understanding, aligns with the CCS Strategic review which we also understand has proposed a more substantial brief than the current requirements. We look forward to continuing to work collegiately on the final preferred site location.

The AELOs also request, as part of these relocation discussions, that the City to continue dialogue with the present owner of the ENIRC site to explore alternative temporary and permanent land uses in the event a new location for the facility is agreed.

If you would like to discuss any aspects of this submission or have any questions please contact the undersigned - Tasio Cokis on 9388 1199.

Yours Sincerely



Woodsome Management Pty Ltd on behalf of the AELO
Cc DevelopmentWA, Eglinton Estates Pty Ltd & Peet Ltd



Independent Auditors' Report to the City of Wanneroo ("the City") on the Annual Cost Review for Alkimos-Eglinton Development Contribution Plan

Scope

We have performed an audit of the Annual Cost Review of Alkimos-Eglinton Development Contribution Plan ("DCP") and reviewed the methodology used in calculating and estimating the costs for the remaining DCP works, to establish the accuracy of the draft Annual Cost Review of Alkimos-Eglinton DCP as per the requirement under the District Planning Scheme No. 2 ("DPS 2") and the State Planning Policy 3.6 ("SPP 3.6") and provide independent certification of such costs. Our agreed scope of work relied on third party for verification of the square meters ("M²") used to calculate the developer contributions. Our audit of annual costs covered transactions from 1 July 2019 to 30 June 2020, while ascertaining that the actual expenditure incurred gives a true and fair view and ensure that the assumptions used in the estimations of DCP costs are in accordance with the DPS 2 and SPP3.6.

The City's Responsibilities

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

Compliance with Independence and Other Ethical Requirements

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

Auditor's Responsibilities

Our responsibility is to express an opinion on the reasonability of the methodology used, in calculating and estimating costs for the remaining works, and assess the documentation provided to certify that the costs are incurred and estimated as per the DPS 2. We conducted our audit in accordance with Auditing Standards. These Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the methodology used in forming the basis of cost incurring, CPH rate calculation and estimation is free from material misstatement.

ACCOUNTANTS & ADVISORS

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

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

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

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

Limitation on the scope

- We have not performed any market evaluation for estimated costs and relied on the third-party reports of Donald Cant Watts Corke for validating the reliability of estimated cost of works.
- We have relied on the M² as outlined on the individual Landgate Deposited Plan ("DP") maps as provided by the City to determine each DP total M².

Audit Opinion

In our opinion, other than stated under the Limitation of Scope Paragraph above, in all material respects, the DCP costs incurred, estimated for remaining development works, and proposed CPH rate of \$101,267.77 (as per DPS 2 CPH formula) were fairly stated and in compliance to DPS 2 and SPP 3.6.

Basis of accounting and restriction of distribution

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



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

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

A handwritten signature in black ink, appearing to be 'C Manifis'.

Conley Manifis
Director
Dated this 19 day of August 2020

3.2 Close of Advertising - Yanchep-Two Rocks DCP Annual Review of Costs (2020-2021)

File Ref:	23156V03 – 21/1389
Responsible Officer:	Director Planning and Sustainability
Disclosure of Interest:	Nil
Attachments:	2

Issue

To consider the annual review of cost estimates for the Yanchep-Two Rocks Development Contribution Plan (DCP) in accordance with the provisions of Schedule 14 and 15 of District Planning Scheme No. 2 (DPS2).

Background

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

The DCP identifies various community facilities and provides estimates on the total cost, estimated contributions and the timing for the delivery of infrastructure within the Yanchep-Two Rocks area. The infrastructure costs include planning, design, project management costs, site servicing, construction costs and land acquisition costs associated with the following infrastructure:

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

The DCP was gazetted in 2014 and has an operation period of 16 years (2030). During this time period the City is required to review the various elements of the DCP at one and five year intervals as per the following:

Annually

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

5-yearly

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

At the Ordinary Council Meeting on 14 December 2020 (PS03-12/20), Council considered the Yanchep-Two Rocks DCP Annual Review for the 2020-2021 Financial Year period and resolved to advertise the revised cost estimates for a period of 42 days (includes an additional 14 days due to the Christmas holiday period).

The Annual Review recommended the following:

- a) An increase in the total infrastructure costs from \$27,153,086 to \$27,631,474;

- b) An increase in the cost per dwelling from \$3,398.77 to \$4,047.38; and
- c) An increase in the total municipal portion of the infrastructure costs from 30.23% to 35.07%; or \$7,522,336 to \$8,896,281 (increase of \$1.374 million);

Consultation on the Annual Review concluded on the 3rd February 2021.

Detail

The Annual Review of costs for the 2020-2021 (as advertised) includes the audited expenditure up to 30 June 2020 and all remaining estimated costs. These costs are broken down into facility costs, administration costs, income and expenditure, including borrowing costs. The following provides a summary of the Annual Review as depicted in **Attachment 1**.

Facility Costs

A summary of the updated cost estimates for each facility is depicted in **Figure 1** below. These costs include the actuals to date and the estimated remaining costs. The remaining cost estimates primarily relate to the Capricorn Coastal Node, which is scheduled for completion by the landowner through a DCP 'pre-funding' arrangement in the 2021-2022 financial year period.

Facility	Status	2019/20 Annual Review	2020/21 Annual Review	Difference
Yanchep Surf Life Saving Club	Complete	\$7,939,850	\$7,938,238	-\$1,612
Yanchep District Open Space				
- Land	Complete	\$6,080,000	\$6,530,040	+\$450,040
- Oval groundworks	Complete	\$2,873,996	\$2,873,996	\$0
- Oval landscaping	Complete	\$5,318,646	\$5,318,646	\$0
- Pavilion	Complete	\$2,781,721	\$2,776,631	-\$5,090
Capricorn Coastal Node Facilities	Pending	\$2,158,873	\$2,193,923	+\$35,050
TOTAL		\$27,153,086	\$27,631,474	+\$478,388

Figure 1 – Updated Cost Estimates for Facilities

- Yanchep Surf Life Saving Club (Complete) – The remaining landscaping/ rehabilitation costs had a minor saving of \$1,612 to the 2019/2020 estimate of \$56,000. The works were completed within the 2019/20 financial year, which brings this project to completion for a total expenditure of \$7,938,238.
- Yanchep District Open Space (Complete) – A minor saving of \$5,090 was identified in the Oval Pavilion costs. The acquisition of the Yanchep District Open Space was finalised earlier this year. The acquisition price was considered by Council on 5 May 2020 (CS06-05/20), where a final acquisition value was approved in accordance with market valuation, the deed of agreement between the City and Yanchep Beach Joint Venture (YBJV) and the relevant land acquisition clauses of DPS2. The approved acquisition cost resulted in an increase of \$450,040 to the 2019/2020 estimated cost, which increased from \$6,080,000 to \$6,530,040. The finalisation of the land acquisition brings this project to completion for a total expenditure of \$17,499,313.
- Capricorn Coastal Node – This is the only remaining infrastructure yet to be completed and has a revised estimated cost of \$2,193,923 (increase of \$35,050 since last Review).

The coastal node cost estimates are currently based on a 'template' design for infrastructure works and includes basic infrastructure such as footpaths, roads, paved

areas, drainage, lighting, fencing, gates outbuildings and covered walkways. The estimated costs were independently determined by quantity surveyors (Donald Cant Watts Corke) and recommended a minor increase in the estimated costs from \$2,158,873 to \$2,193,923.

The Yanchep Coastal Node facilities are located within the Capricorn Village Joint Venture (**CVJV**) landholding/foreshore reserve. CVJV has obtained development approval from the WAPC to construct the Coastal Node infrastructure. The approval further refines the specific nature of infrastructure proposed within the coastal node and this design will provide greater accuracy for the consideration of costs. Administration has held several discussions with CVJV to determine the scope and extent of that can be reasonably included as a DCP cost. These discussions will continue and the outcome will be presented to Council as part of next Annual Review for the 2021-2022 period.

Administration Costs

In accordance with Schedule 15 of DPS2, the following administration costs are required to be charged to the DCP:

- Costs to prepare and administer the plan during the period of operation;
- Costs to prepare and review estimates;
- Costs to prepare the cost apportionment schedule;
- Valuation costs; and
- Costs to service loans established by Council to fund early provision of facilities.

The City has continued to utilise the original cost estimate for administering the DCP of \$70,500 per annum, which is consistent with the previous year's actual expenditure. The Administration costs are estimated for the remaining operational period of the DCP from 1 July 2020 to 8 September 2030, which equates to a remaining estimated administration cost of \$718,521. It should be noted that only actual Administration costs that are incurred are charged to the DCP and that these costs form part of the actual expenditure and are disclosed in the Annual Financial Statements.

Loans to Fund Infrastructure

On behalf of the DCP, the City has borrowed funds to the amount of \$13,556,300. The loans were necessary to fund the infrastructure in accordance with the delivery commitments initially determined and agreed between the landowners and the City. Whilst borrowing is not desirable, it was necessary due to the lower than estimated lot yield creation for the first 5 years of the DCP because of the prevailing economic climate. The future interest payable has been estimated to be \$2,320,127 and is included into the Annual Review as a future cost to the DCP.

The borrowing costs relate to the total estimated loan servicing cost for the life of the DCP with the repayment of the principal borrowing at the end of the operational period (2030). In this regard, if market conditions and lot creation levels improve and income levels increase, the City will seek to repay the loans sooner to reduce the extent of interest payable.

Cost Apportionment (City and DCP)

In accordance with the cost sharing arrangements in DPS2, the City and the DCP are required to share the cost of providing the community infrastructure to serve the needs of both the existing and future community's.

The methodology for calculating cost contributions is set out in DPS 2 and requires the cost contributions to be calculated based on the relative need generated by new dwellings.

The City's contribution towards is based on the number of existing dwellings (existing dwellings prior to the creation of the DCP) of 3,089 dwellings, which is expressed as a proportion of the total estimated dwellings over the operational period of the DCP. The total estimated lot yield is based on the ID Forecast projections. In effect, the lower the total estimated lot yield the higher the cost per lot and the City's proportion of the total cost. This methodology reflects the principles of State Planning Policy 3.6, which refers to a need and nexus of costs and the principle that the user pays.

Since inception of the DCP, the annual lot creation in the Yanchep Two-Rocks DCP has been consistently lower than anticipated and this Annual Review has identified a reduction in the total estimated lot yield from 10,220 to 8,808. Consequently, there is an increase in the City's portion of the cost from 30.23% to 35.07% (\$7,522,336 to \$8,896,281) and an increase in the DCP contribution rate (future subdividers) from \$3,398.77 to \$4,047.38 per dwelling (an increase of \$648.61 per lot) to ensure adequate funds can be obtained by 2030.

Due to the COVID-19 economic stimulus incentives rolled out by the State and Federal governments this year, there has been increases in the rate of lot creation. An initial review of contributions received this financial year indicates that the DCP will create more lots than estimated. In this regard, 145 lots have already been created this financial year (since 1 July 2020) of the total 153 lots estimated (ID Forecast) by June 2021. If lot yield creation continues, the contribution rate and the City's proportion of costs could reduce as part of the next Annual Review.

Community Facility Plan

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

At the Ordinary Council Meeting in February 2012 (PS02-02/12), Council adopted the CFP and has since served as the guiding document for facility provision in the NCGC and informed the Developer Contribution Plans (**DCP's**) for Alkimos-Eglinton and Yanchep-Two Rocks.

The CFP was recently reviewed and Council approved the new CFP at the Ordinary Council Meeting on 17 November 2020 (CP01-11/20). The new CFP does not identify any new district level infrastructure for Yanchep-Two Rocks up to 2030 (within the current operating period of the DCP). However, the CFP does identify the need for additional community infrastructure after 2030. A new DCP for Yanchep-Two Rocks will be prepared for the period after 2030 to determine the facilities required post 2030 to be included in the new DCP.

Consultation

In accordance Schedule 14 of DPS No. 2, where the review of estimated costs recommends those costs be increased, then the local government must advertise the review for a period of 28 days, prior to making a decision to increase the estimated costs.

In accordance with DPS2, the Annual Review was advertised from 16 December to 3 February 2021. The advertising period was extended to a minimum of 42 days due to the Christmas holiday period. Advertising included letters to landowners within the DCP area, with additional information made available at the Civic Centre and on the City's website.

No submissions were received during advertising.

Comment

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

The Annual Review of costs for the 2020/2021 period recommends an increase in the total infrastructure costs by \$478,388. This is primarily due to the increase in the land acquisition costs for the District Open Space/ Splendid Park. The Annual Review also recommends that the contribution rate increases from \$3,398.77 to \$4,047.38 (an increase of \$648.61 per lot).

The 2020/2021 annual review recommends a revised apportionment between the City and the DCP, where the City's obligation will increase from 30.23% to 35.07% and the DCP obligation will reduce from 69.77% to 64.93% to reflect the total estimated lot yield, as follows:

- Existing community/ City contribution - 35.07% of total DCP Cost (3089 lots); and
- New growth/ development contribution - 64.93% of total DCP Cost (5,719).

The cost apportionment relates to the total lot yield estimate, which has reduced from 10,220 to 8,808 and results in an increase in the City's proportion of the facility costs from \$7,522,336 to \$8,896,281 (e.g. increase of \$1.374 million).

On the basis that no submissions were received during the consultation period, Administration recommends that Council approve the Annual Review as advertised and depicted in **Attachment 1**.

Statutory Compliance

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

The annual review process, including consultation requirements, is outlined in DPS 2. In terms of this, the City must annually review the DCP. Landowners may object to the amount of a cost contribution and request a review by an independent expert. If this does not result in the cost contribution being acceptable then a determination may be made through a process of arbitration.

Strategic Implications

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

“4 Civic Leadership

4.2 Good Governance

4.2.1 Provide transparent and accountable governance and leadership”

Risk Management Considerations

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

Risk Title	Risk Rating
ST-S23 Stakeholder Relationships	Moderate
Accountability	Action Planning Option
Chief Executive Officer	Manage

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

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

Policy Implications

Nil

Financial Implications

The City's external auditors (William Buck) audited the recommendations of the Annual Review in September 2020 and a copy of their findings has been included as **Attachment 2**. The audit opinion concluded that the DCP costs incurred, estimates for remaining development works, and proposed rate of \$4,047.38 (as per DPS 2 CPD formula) were fairly stated and in compliance to DPS 2 and SPP 3.6.

Voting Requirements

Simple Majority

Recommendation

That Council:

- APPROVES** the revised Yanchep-Two Rocks Development Contribution Plan cost estimates in accordance with Clause 11.4 of *District Planning Scheme No. 2* as outlined in Attachment 1, including:
 - An increase in the total infrastructure costs from \$27,153,086 to \$27,631,474;
 - An increase in the cost per dwelling from \$3,398.77 to \$4,047.38; and
 - An increase in the total municipal portion of the infrastructure costs from 30.23% to 35.07%; or \$7,522,336 to \$8,896,281 (increase of \$1.374 million);
- AUTHORISE** the financial adjustments required to implement the apportionment of costs between the City and the Yanchep Two Rocks DCP.
- NOTES** that no submissions were received in relation to Annual Review of Costs for the Yanchep Two Rocks Development Contribution Plan; and

4. **NOTES that the City will continue discussions with Capricorn Village Joint Venture to consider the revised detailed design for the Capricorn Village Coastal Node and include the revised costs and scope of works into the next annual review of costs for 2021-2022;**

Attachments:

- 1 [!\[\]\(ce77bba2916ff045bdb9f4584b191293_img.jpg\)](#). Attachment 1 - Yanchep Two Rocks DCP Annual Review (2020-2021) 20/437550 Minuted
- 2 [!\[\]\(b31d4eff00ee94d2cc889725763ab186_img.jpg\)](#). Attachment 2 - Final Yanchep -Two Rocks Audit Report (2020-2021) 20/437560

Infrastructure Item	Projected Costs			Catchment					Cost Apportionment					
	Total Cost	Grants & Other Contributions	Net Project Cost	Existing Dwellings pre-LPP 3.3	Lots/Dwellings contributed under LPP 3.3	Dwellings Contributed to date	New Dwellings to 2030	Total Catchment	City Contribution (%)	City Cost (\$)	DCP Contribution (%)	DCP Cost (\$)	Estimated Remaining Dwelling Yield	Cost per Dwelling
YANCHEP TWO ROCKS DCP														
Facility Costs														
Surf Life Saving Club, Yanchep Lagoon	\$ 7,938,238	\$ 500,000	\$ 7,438,238	3089	541	893	4285	8808	35.07%	\$ 2,608,700	64.93%	\$ 4,829,538	4285	\$ 1,127.15
Coastal Node Facilities, Capricorn Coastal Node	\$ 2,193,923	\$ -	\$ 2,193,923	3089	541	893	4285	8808	35.07%	\$ 769,441	64.93%	\$ 1,424,482	4285	\$ 332.46
Public Open Space (Active), Yanchep Metropolitan Centre														
- Oval groundworks	\$ 2,873,996	\$ -	\$ 2,873,996	3089	541	893	4285	8808	35.07%	\$ 1,007,953	64.93%	\$ 1,866,043	4285	\$ 435.51
- Oval landscaping	\$ 5,318,646	\$ 975,000	\$ 4,343,646	3089	541	893	4285	8808	35.07%	\$ 1,523,381	64.93%	\$ 2,820,265	4285	\$ 658.21
- Pavilion	\$ 2,776,631	\$ 790,333	\$ 1,986,298	3089	541	893	4285	8808	35.07%	\$ 696,624	64.93%	\$ 1,289,674	4285	\$ 300.99
- Land Costs	\$ 6,530,040	\$ -	\$ 6,530,040	3089	541	893	4285	8808	35.07%	\$ 2,290,182	64.93%	\$ 4,239,858	4285	\$ 989.53
Sub Total Facility Costs	\$ 27,631,474	\$ 2,265,333	\$ 25,366,141							\$ 8,896,281		\$ 16,469,860		\$ 3,843.85
Administration Costs														
Estimated Loan Servicing Costs - to 2030	\$ 2,320,127	\$ -	\$ 2,320,127						0.00%	\$ -	100.00%	\$ 2,320,127	4285	\$ 541.49
Estimated Administration Costs (Administer the DCP) (\$70,500 p.a.)	\$ 718,521	\$ -	\$ 718,521						0.00%	\$ -	100.00%	\$ 718,521	4285	\$ 167.69
Sub Total Administrative Costs	\$ 3,038,647.40	\$ -	\$ 3,038,647.40							\$ -		\$ 3,038,647	4,285	\$ 709.18
Income/Expenses up to 30 June 2020														
Collected contributions										\$ -		-\$ 3,246,643	4285	-\$ 757.72
Interest										\$ -		-\$ 159,854	4285	-\$ 37.31
Existing loan costs												\$ 847,288	4285	\$ 197.75
Existing admin costs												\$ 392,618	4285	\$ 91.63
Sub Total Deductions										\$ -		-\$ 2,166,591	4,285	-\$ 505.65
TOTAL										\$ 8,896,281		\$ 17,341,916	4,285	\$ 4,047.38



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

Scope

We have performed an audit of the Annual Cost Review of Yanchep Two Rocks Development Contribution Plan ("DCP") and reviewed the methodology used in calculating and estimating the costs for the remaining DCP works, to establish the accuracy of the Annual Cost Review of Yanchep Two Rocks DCP as per the requirement under the District Planning Scheme No. 2 ("DPS 2") and the State Planning Policy 3.6 ("SPP 3.6") and provide independent certification of such costs. Our audit of the Annual Cost Review for 2020/21 covered actual transactions from 1 November 2019 to 30 June 2020 and estimated costs for future years, while ascertaining that the actual expenditure incurred gives a true and fair view and ensure that the assumptions used in the estimations of DCP costs are in accordance with the DPS 2 and SPP 3.6.

The City's Responsibilities

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

Compliance with Independence and Other Ethical Requirements

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

ACCOUNTANTS & ADVISORS

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**Auditor's Responsibilities**

Our responsibility is to express an opinion on the reasonability of the methodology used, in calculating and estimating costs for the remaining works, and assess the documentation provided to certify that the costs are incurred and estimated as per the District Planning Scheme No. 2 ("DPS 2") and State Planning Policy 3.6 ("SPP 3.6"). We conducted our audit in accordance with Auditing Standards. These Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the methodology used in forming the basis of cost incurring, CPD rate calculation and estimation is free from material misstatement.

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

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

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

Limitation on the scope

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

Audit Opinion

In our opinion, other than stated under the Limitation of Scope Paragraph above, in all material respects, the DCP costs incurred, estimated for remaining development works, and proposed CPD rate of \$4,047.38 (as per DPS 2 CPD formula) were fairly stated and in compliance to DPS 2 and SPP 3.6.

**Basis of accounting and restriction of distribution**

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

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

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

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

Conley Manifis
Director

Dated this 14th day of September 2020

3.3 Consideration of Actions Relating to Developer Contribution Arrangements

File Ref:	5734V05 – 21/53759
Responsible Officer:	Director Planning and Sustainability
Disclosure of Interest:	Nil
Attachments:	1

Issue

For Council to consider authorising various actions associated with the management of Developer Contribution Arrangements (DCA's) under the City's District Planning Scheme No. 2 (DPS2).

Background

At the Ordinary Council Meeting on 30 June 2020 (PS01-06/20), Council initiated Amendment 185 to DPS2 to advertise an amendment to the Scheme to facilitate a number of improvements to the provisions relating to the management of DCA's by the City.

Administration has identified that there are numerous decisions required by Parts 9, 10 and Schedules 6, 7, 14 and 15 of DPS2 that are not currently able to be delegated to Administration, pending the finalisation of the Amendment to scheme. This is due to the reference to a decision by Council in relation to actions in certain sections of DPS2 (which cannot be delegated) rather than the local government (that can be delegated). Previously, the interpretation was broadly interpreted as 'Council' being the same as the 'local government'; therefore, the daily decisions such as quotations, tax invoices and the deferral of contributions were carried out by Administration. As previously reported to Council, the inability to delegate certain aspects of Developer Contribution Plan (DCP) management was an unintended consequence embedded in the drafting of DPS2, but it cannot be interpreted differently until such time that DPS2 is amended to replace the term 'Council' with 'local government'. This will enable delegation to be considered for those aspects of DCP management.

The consequence of this is that until the Scheme Amendment is gazetted, Council is required to make these decisions. Until this occurs, all discretionary decisions relating to DCP's in DPS 2 that refer to 'Council', will need to be reported to Council for approval.

Subsequent to the finalisation of Amendment 185, Council will have the ability to determine which aspects of DCP management should be delegated to the Chief Executive Officer.

Detail

Administration is required to refer a range of DCP of decisions to Council in the form of a summary report to authorise various actions, including:

- Tax Invoice/ Quotations for Contributions required by conditions of subdivision or development approval;
- Deferral of contributions requests and lodgement of a Caveat;
- Offsetting of Cell Works credits against Infrastructure Contributions Payable (land or works); and
- Prefunding of Cell Works.

In relation to the above, the actions normally occur through the subdivision process and therefore require a timely determination. Subdividers frequently require quotations on DCP, offsetting of Cell Works Credits and payment of compensation in accordance with the

requirements of DPS2 to satisfy conditions of subdivision. If these requests are not processed in a timely manner, then this could lead to delays in the creation of new lots.

In addition, certain actions required as part of the annual review of DCP's may require an earlier determination by Council to inform the annual review process. These decisions may be included into the DCP report to enable the timely consideration of factors affecting the annual review.

Consultation

Nil

Comment

Attachment 1 includes the details of the various aspects of DCP management that require a Council determination as follows:

Tax Invoices/ Quotations

In accordance with the relevant sections of DPS2, Council may, upon receiving a written request from an owner of land in a Cell, provide the landowners with a Tax Invoice or Quotation to enable the subdivider to pay their infrastructure Costs. The estimates are valid for a period of six months and calculated using the Infrastructure Cost per Lot (ICPL) or contribution rate approved by Council at the last annual review of costs.

The preparation of a Tax Invoice is the preferred manner to provide landowners with an estimate of their Infrastructure Costs, which provides a mechanism to inform and capture the contribution liability for both the landowner and the City.

In most cases, a landowner will request a Tax Invoice or Quotation to facilitate the contribution payment necessary to comply with the conditions of planning approval. These conditions are most commonly associated with subdivision conditions and payment is required to enable the new lots to be created.

All Cells and DCP areas have well defined methodologies in DPS2 for calculating landowner's contribution liabilities, thereby ensuring clarity in the calculation of individual landowner's obligations, as reported in **Attachment 1**.

Cell Works – Payment for Credits

Cell works may be prefunded by the landowner through the provision of land and or construction works. Land acquisition is compensated at the 'assessed' value adopted by Council as part of the last Annual Review and in accordance with Clause 9.10.6 of DPS2.

The vesting or transfer of land for Public Open Space and/or road purposes to the crown occurs through the subdivision process in accordance with an approval issued by the WAPC. Where this land is a Cell Work, the landowner receives a credit or compensation for the works (where funds are available). Further, DPS2 provides that compensation is payable at the 'Assessed' Value for the relevant Cell (unless compulsorily acquired), which is annually approved by Councils as part of the Annual Review process. In subdivisions that also include proposed residential lots, the contribution liability will be off-set against the credit payable for Cell Works in accordance with DPS2, with any residual payment being made to the landowner.

Credits for individual landowners are listed in **Attachment 1** for Councils consideration; and will only be recommended where adequate funding exists within the relevant DCP account.

Statutory Compliance

The completion of the annual review ensures that contribution payments, compensation and estimated costs are compliant with Council's statutory obligations in accordance with DPS 2.

Strategic Implications

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

“4 Civic Leadership

4.2 Good Governance

4.2.1 Provide transparent and accountable governance and leadership”

Risk Management Considerations

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

Risk Title	Risk Rating
ST-S23 Stakeholder Relationships	Moderate
Accountability	Action Planning Option
Chief Executive Officer	Manage

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

The above risks relating to the issue contained within this report have been identified and considered within the City's Strategic and Corporate Risk Registers. The annual review of the DCP assists in addressing the impacts of the strategic risk relating to Long Term Financial Planning as it ensures that appropriate budget monitoring, timing and provisions are considered. The strategic risk relating to stakeholder relationships applies as a key element in the DCP review process to maintain effective engagement with relevant stakeholders. In addition, the Corporate Risk relating to financial management would apply as awareness of financial policies and financial management at unit level will be maintained to promote accountability by business owners and an integrated approach to risk assurance.

Policy Implications

Nil

Financial Implications

Nil

Voting Requirements

Simple Majority

Recommendation

That Council APPROVES the actions in relation to the management of Developer Contribution Arrangements under District Planning Scheme No. 2, as contained in Attachment 1.

Attachments:

1. [Attachment 1 - DCP Report Attachment - March 2021](#) 21/58440

Tax Invoice/Quotation or Credit Note RequestC4:M16N17C4:M17C4:M17C4:M16C4:M15C4:M14C4:M15C4:M16C4:M17C4:O17C4:O18C4:O17C4:O18N17C4:M17C4:O22C4:O17C4:O18									Recommendation
Item	Landowner	Cell or DCP Area	Address	Approval	Credits	Contributions	Payable/ Receivable	Comment	It is Recommended that Council:
1	Stockland WA Development Pty Ltd	Alkimos Eglinton DCP	Level 12 Durack Centre 263 Adelaide Tce PERTH WA 6000	157005 & 156088	\$ -	\$ 95,667.72	Tax Invoice	WAPC subdivision approval (WAPC157005 & 156088). Surveyor pre-cal plan (Amberton Beach Stage 8A). Condition of subdivision approval requiring payment on a square metre basis over 9,444m2 of residential land at the rate of \$10.13 per square metre.	1. Approves the preparation of a Tax Invoice to Stockland WA Development Pty Ltd for the amount of \$95,667.72
2	Stockland WA Development Pty Ltd	Alkimos Eglinton DCP	Level 12 Durack Centre 263 Adelaide Tce PERTH WA 6000	158049		\$ 72,936.00	Tax Invoice	WAPC subdivision approval (WAPC158049). Surveyor pre-cal plan (Amberton Beach Stage 25C). Condition of subdivision approval requiring payment on a square metre basis over 7,200m2 of residential land at the rate of \$10.13 per square metre.	2. Approves the preparation of a Tax Invoice to Stockland WA Development Pty Ltd for the amount of \$72,936.00
3	Stockland WA Development Pty Ltd	Alkimos Eglinton DCP	Level 12 Durack Centre 263 Adelaide Tce PERTH WA 6000	157367		\$ 132,064.81	Tax Invoice	WAPC subdivision approval (WAPC157367). Surveyor pre-cal plan (Amberton Beach Stage 11). Condition of subdivision approval requiring payment on a square metre basis over 13,037m2 of residential land at the rate of \$10.13 per square metre.	3. Approves the preparation of a Tax Invoice to Stockland WA Development Pty Ltd for the amount of \$132,064.81
4	Stockland WA Development Pty Ltd	Alkimos Eglinton DCP	Level 12 Durack Centre 263 Adelaide Tce PERTH WA 6000	158049		\$ 23,309.13	Tax Invoice	WAPC subdivision approval (WAPC158049). Surveyor pre-cal plan (Amberton Beach Stage 20C). Condition of subdivision approval requiring payment on a square metre basis over 2,301m2 of residential land at the rate of \$10.13 per square metre.	4. Approves the preparation of a Tax Invoice to Stockland WA Development Pty Ltd for the amount of \$23,309.13
5	Queensway Gardens Pty Ltd	Cell 9	Level 2 22 Railway Road SUBIACO 6872	155841		\$ 179,682.00	Tax Invoice	WAPC subdivision approval (WAPC155841). Staging Plan (Fiori Estate Stage 3A) . Condition of subdivision approval requiring payment on a per lot basis for 6 residential lots at the rate of \$29,947 per lot.	5. Approves the preparation of a Tax Invoice to Queensway Gardens Pty Ltd for the amount of \$179,682.00
6	Peet Yanchep Land Syndicate	Yanchep Two Rocks DCP	PO Box 7224 Cloisters Square WA 6850	151183		\$ 50,981.55	Tax Invoice	WAPC subdivision approval (WAPC151183). Deposited Plan 420881 (Yanchep Golf Estate) . Condition of subdivision approval requiring payment on a per lot basis for 15 residential lots at the rate of \$3,398.77 per lot.	6. Approves the preparation of a Tax Invoice to Peet Yanchep Land Syndicate for the amount of \$50,981.55
Net Total					\$ -	\$ 554,641.21			\$ 554,641.21
Payment for Cell Work									Recommendation
Item	Landowner	Cell/DCP	Address	Approval	Credits	Contributions	Payable	Comment	It is Recommended that Council:
1	V V Nominees Pty Ltd	Cell 5	19 Oxleigh Drive Malaga WA 6090	158866	-\$ 873,625.50	\$ 587,271.00	-\$ 286,354.50	WAPC subdivision approval 158866 depicts two large group housing sites and an area of POS to be acquired as a Cell Work, in accordance with the East Wanneroo Cell 5 ASP. The applicant has requested a quotation based on a draft Deposited Plan, which depicts Lot 903 (2492 m2), Lot 904 (6491 m2) and POS to be vested to the crown of 3922 m2. The current contribution rate (\$30,909) and POS compensation value per/ha (2,227,500), has been utilised in the calculation of costs and results in a credit being payable to the landowners of \$286,354.50.	7. Approve the payment of \$286,354.50 to V V Nominees Pty Ltd to finalise the compensation payable for Public Open Space in accordance with DPS 2.
Total					-\$ 873,625.50	\$ 587,271.00	-\$ 286,354.50		

Approval Services

3.4 Consideration of Development Application for Proposed Change of Use to Unlisted Use (Massage Premises) at Unit 5, 8 Villanova Street, Wanneroo

File Ref:	DA2020/1709 – 21/20669
Responsible Officer:	Director Planning and Sustainability
Disclosure of Interest:	Nil
Attachments:	3

Issue

To consider a development application (DA2020/1709) for a Change of Use to an Unlisted Use (Massage Premises) at Unit 5, 8 Villanova Street, Wanneroo (subject site).

Applicant	JMHLM Pty Ltd
Owner	Antonino & Giusepina Chisari
Location	Unit 5, 8 Villanova Street, Wanneroo
Site Area	4,405m ²
DPS 2 Zoning	Service Industrial

Background

On 30 October 2020, the City received a development application for a partial Change of Use to an Unlisted Use (Massage Premises) at the subject site.

The subject site is 4,405m² in area and is zoned Service Industrial under the City's District Planning Scheme No. 2 (DPS 2). The subject site is located on the corner of Villanova Street and Calabrese Avenue, with access provided to Villanova Street directly off Wanneroo Road to the east. The site is located approximately 350 metres north of the recently constructed Ocean Reef and Wanneroo Road overpass. The subject site is locally known as the Pearsall Business Centre and includes a broad range of existing land uses, including a Recreation Centre, Showroom, Warehouse and incidental Office spaces. The proposed Massage Premises will be operated from Unit 5, which was previously approved as a Place of Worship on 29 August 2005.

A Location Plan of the subject site is included as **Attachment 1**.

Detail

The development application proposes a partial Change of Use to an Unlisted Use (Massage Premises) where the land use permissibility is determined by following the processes outlined in clause 3.3 of DPS 2. In considering an Unlisted Use, Administration should have regard to the objectives of the associated zone, being Service Industrial.

The details of the development are as follows:

- To utilise the existing ground floor of Unit 5, approximately 76m² in area. The remaining first floor spaces are to revert to their initial approved uses of Warehouse and Office.
- To use the site for the purpose of therapeutic massage services.
- The proposed operational hours are:
 - 9am to 9pm Monday to Saturday; and
 - 9am to 7:30pm on Sundays.

- The maximum number of employees proposed at any one time is three (3), in addition to three (3) customers at a time, and facilities provided for an additional customer to be located in the reception/waiting area.
- Inclusion of two (2) signs at the site, one being a panel included within the existing approved multi-tenancy 'Pylon Sign', and the second being a 'Verandah Sign' located on the awning at the entrance to the unit.

Site and internal layout plans are included as **Attachment 2**.

Administration's assessment of the proposal against the relevant planning framework is discussed further in the Comment section below.

Consultation

Advertising was undertaken in writing to the surrounding landowners and businesses at a radius of approximately 200-metres from the subject site. Advertising of the application was undertaken from 14 December 2020 until 13 January 2021. The standard advertising period for an 'Unlisted Use' is 14 days in accordance with the City's advertising procedures, however the application was advertised for a period of 30 days to account for public holidays over the advertising period.

During the advertising period a total of 64 submissions were received, with 63 of the submissions objecting to proposal, and one (1) submission provided in support.

The main concerns raised during the advertising period relate to the following:

1. Concerns with respect to the suitability of the proposed use;
2. Concerns that the proposed Massage Premises would or could conduct illegal activities (i.e. a Brothel);
3. Concerns that the proposal would result in a shortfall of parking at the subject site;
4. Consideration that the advertising radius of 200 metres was not sufficient;
5. Consideration of Clause 67 of the Deemed Provisions as below:
 - (f) – Any policy of the State;
 - (n)(ii)(iii) – The amenity of the locality;
 - (w) – The history of the site;
 - (y) – Any submissions received on the application;
6. Consideration of existing Massage Premises currently operating within close proximity to the subject site; and
7. Perceived devaluation of property.

A detailed summary of the submissions received and response on these issues by Administration is included as **Attachment 3**.

Comment

The proposal is considered as an 'Unlisted Use', pursuant to Clause 3.3 of DPS 2, and accordingly it is able to be determined that the use is:

- a) Consistent with the objectives and purposes of the zone and is therefore a permitted 'P' use; or
- b) Consistent with the objectives and purposes of the zone, thereafter follow the 'D' or discretionary procedures outlined in Clause 6.2.2 of DPS 2 in considering an application for approval; or

- c) Is not consistent with the objectives and purposes of the particular zone and is therefore not permitted 'X' use.

The suitability of the proposed use was assessed against the objectives of the Service Industrial zone as set out in Clause 3.12.2 of DPS2:

3.12.2 The objectives of the Service Industrial Zone are to:

- a) accommodate a range of light industries, showrooms and warehouses, entertainment and recreational activities, and complementary business services which, by their nature, would not detrimentally affect the amenity of surrounding areas;*
- b) ensure that development within this zone creates an attractive façade to the street for the visual amenity of surrounding areas.*

In addition the relevance and applicability of a previous State Administrative Tribunal (SAT) ruling in *Moore and City of Wanneroo [2017] WASAT 145* was considered with respect to a similar proposal for a Massage Premises within a Service Industrial zone. In making that ruling the SAT stated:

"the proposed use may be consistent with the objectives and purposes of the zone, because it is a 'complimentary business service' to 'recreational activities' (such as martial arts centres, gyms and dance centres) which are permissible and exist in the zone, [the Massage Premises] can be accommodated in the zone and it would not detrimentally affect the amenity of the area."

Administration has formed the view that the proposed land use is consistent with the objectives and purposes of the Service Industrial zone, a view which takes into account the decision of the SAT on a similar matter. The unlisted land use 'Massage Premises' could therefore be assessed as a 'D' (Discretionary) land use in accordance with Clause 3.3(b) of DPS 2.

Further to the SAT ruling of *Moore and City of Wanneroo [2017] WASAT 145*, SAT recommended that the City seek to progress a scheme amendment to establish a land use definition for a Massage Premises to negate any future uncertainty around such uses within the City. Accordingly, Amendment 169 was progressed to include Massage Premises as a land use within DPS 2. However, Amendment 169 was refused by the Minister for Planning as it was considered to be inconsistent with the *Planning and Development (Local Planning Scheme) Regulations 2015* and is more appropriately covered within the definition of 'Shop' under the Model Provisions. Accordingly, the City is currently progressing Amendment 172 to DPS 2 which seeks to align DPS 2 with the Model Scheme Text, the outcome of which is imminent and certain.

The implications of Amendment 172 are further detailed in the assessment of the application against Clause 67 of the Deemed Provisions of DPS2.

Clause 67 of the Deemed Provisions Considerations

Pursuant to Clause 3.3(b) and 6.2.2 of DPS 2, the Local Government is to have consideration to all relevant matters set out under Clause 67 of the Deemed Provisions for any 'D' discretionary land use.

Clause 67(b) – Any proposed amendments to the local planning scheme, or planning instrument the local government is seriously considering adopting or approving.

Clause 67(b) requires consideration to the requirements of orderly and proper planning, including any amendment to a scheme that has been advertised under the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations), or any other

proposed planning instrument that the local government is seriously considering adopting or approving.

Amendment 172 to District Planning Scheme No.2

At the 17 November 2020 Council Meeting, Council resolved to proceed to advertise Amendment 172 pursuant to sub-regulation 37 (2) of the Regulations, and submitted a copy of the documents to the WAPC for consideration before advertising is to commence.

In accordance with *Nicholls and Western Australian Planning Commission [2005] WASAT 40*, the elements of a planning document to be 'seriously entertained' and have enforceable effect were considered. In this regard, four principles were considered relevant to the degree in which the documents should be considered 'seriously entertained', these being:

1. *The degree to which the draft addresses the specific application.*
2. *The degree to which the draft is based on sound town planning principles.*
3. *The degree to which its ultimate approval could be regarded as "certain"; and*
4. *The degree to which its ultimate approval could be regarded as "imminent".*

In this regard, Amendment 172 considers the following:

1. The Massage Premises would be adopted under the 'Shop' land use definition as advised by the Minister for Planning, and therefore directly addresses consideration of the Massage Premises which is subject to this application. The proposed definition being:

'Shop: means premises other than a bulky goods showroom, a liquor store large or a liquor store - small used to sell goods by retail, to hire goods, or to provide services of a personal nature, including hairdressing or beauty therapy services.'

2. Amendment 172 seeks the adoption of the 'Model Scheme Text' provisions as outlined within Schedule 1 of the Regulations and accordingly would be implemented with sound town planning principles supported from a statewide regulatory document.
3. As Amendment 172 is primarily based on the 'Model Scheme Text' template and standard wording, following advertising, it would be considered that the ultimate approval would be certain and without modification with respect to the land use definition of 'Shop'.
4. Amendment 172 has been adopted by Council for the purpose of advertising and is currently with the Department of Planning, Lands and Heritage to confirm that the document is suitable to commence formal consultation. While the Amendment has yet to be advertised the Council has resolved to initiate advertising and the relevant aspects of Amendment 172 are consistent with the Model Scheme Text provisions.

Based on the above, Amendment 172 is considered to have sufficient weight and to generally meet the requirements for being considered a 'seriously entertained' document. Accordingly, the development application for a Massage Premises should be assessed against the standards that apply to the land use definition of 'Shop' as set out in the Model Scheme Text.

Under DPS 2 the 'Shop' land use is currently listed as an 'X' or not permitted use within the Service Industrial zone. This means that a 'Shop' land use is incapable of approval in the Service Industrial zone.

However, Amendment 172 also proposes to rezone the subject site from 'Service Industrial' to 'Light Industry'. Under Amendment 172 the 'Shop' land use will also be listed as an 'X' or a prohibited use in the Light Industry Zone. As such the 'Shop' land use will remain a use that is not permitted at the subject site.

In consideration of the above, and particularly given the weight granted to Amendment 172, it would be contrary to orderly and proper planning and therefore contrary to Clause 67 of the Deemed Provisions to approve the proposed Unlisted Use - Massage Premises.

Summary of Submissions

In relation to the submissions received, as detailed in **Attachment 3**, the concerns raised substantially relate to a perception that the purpose of the proposal may be to accommodate an unlawful use of the premises. Council when determining a proposal is unable to base its decision on an assumption or perception of what a premises may or may not be used for. Council is required to consider the application and assess the proposal on its merits. It is noted that parking is compliant with the relevant standards, the proposal would not cause a traffic problem in the area and operating hours are consistent with other uses in the area. There is also no restriction on the number of Massage Premises that can operate in a given area. As such the objections are noted however they either do not address a planning matter or the application meets the relevant standards.

Conclusion

Whilst Massage Premises have previously been considered appropriate and capable of approval within the Service Industrial zone; due to the proposed changes in the planning framework through Amendment 172 to DPS 2 and advice from the Minister, approval of a Massage Premises at the subject site is not considered to be consistent with orderly and proper planning. This is due to the weight granted to Amendment 172 where approval of a Massage Premises which will be considered a 'Shop' land use, and where a 'Shop' will be prohibited in the proposed Light Industry zone. Accordingly, Administration advises that the proposal should not be supported, and recommends the application be refused on this basis.

Statutory Compliance

This application has been assessed in accordance with the City of Wanneroo's District Planning Scheme No. 2 and the *Planning and Development (Local Planning Scheme) Regulations 2015*, including any proposed amendments to the Scheme.

Strategic Implications

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

“3 *Environment (Built)*

3.4 *Activated Places*

3.4.3 *Enhance distinctive built form and spaces based on identity of areas”*

Risk Management Considerations

Risk Title	Risk Rating
ST-S23 Stakeholder Relationships	Low
Accountability	Action Planning Option
Chief Executive Officer	Manage

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

developed to manage these risks to support existing management systems. Alignment with all risk appetite statements should be considered however in particular:

3.4 Activated Places

The City places a high priority on the importance of promoting, protecting and activating local areas including the beaches, bush land and open spaces to meet community expectations. As such community engagement is an important focus as well as building capacity for communities to be involved in place activation and creating distinctive places. The City seeks to pursue initiatives that activate distinctive places and supports improvements made to local amenities that retain or complement natural landscapes within the built environment. Therefore the City will accept a low risk in relation to governance/compliance and reputation.

Policy Implications

Nil

Financial Implications

Nil

Voting Requirements




Simple Majority

Recommendation

That Council:-

- 1. Pursuant to Clause 68(2)(c) of the Deemed Provisions of the City of Wanneroo District Planning Scheme No. 2 REFUSES to grant development approval for the proposed unlisted use 'Massage Premises' at Unit 5, 8 Villanova Street, Wanneroo as the proposed land use is inconsistent with Amendment 172 to DPS2 which will amend the land use definition of 'Shop' which will incorporate the proposed Massage Premises' activity and where 'Shop' is a use that is not permitted in the Service Industrial zone under DPS2 and will also be an 'X' use in the Light Industry zone proposed under Amendment 172.**
- 2. Advises the submitters of its decision.**

Attachments:

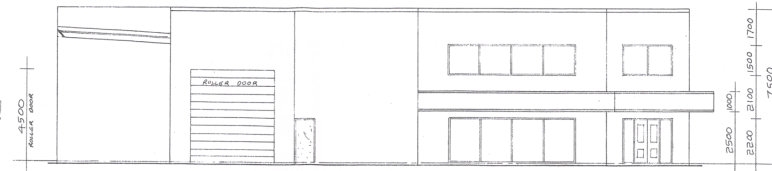
- | | | |
|---|--|----------|
| 1  | Attachment 1 - Location Plan | 21/37901 |
| 2  | Attachment 2 - Site and Floor Plans | 21/36668 |
| 3  | Attachment 3 - Schedule of Submissions | 21/36629 |



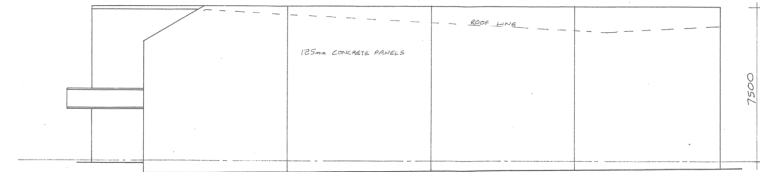
ATTACHMENT 2



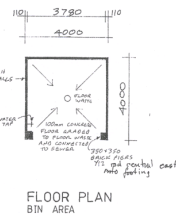
VILLANOVA ST ELEVATION 1400



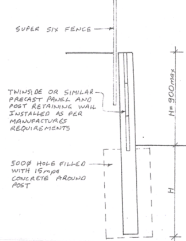
CALABRESE AVE ELEVATION



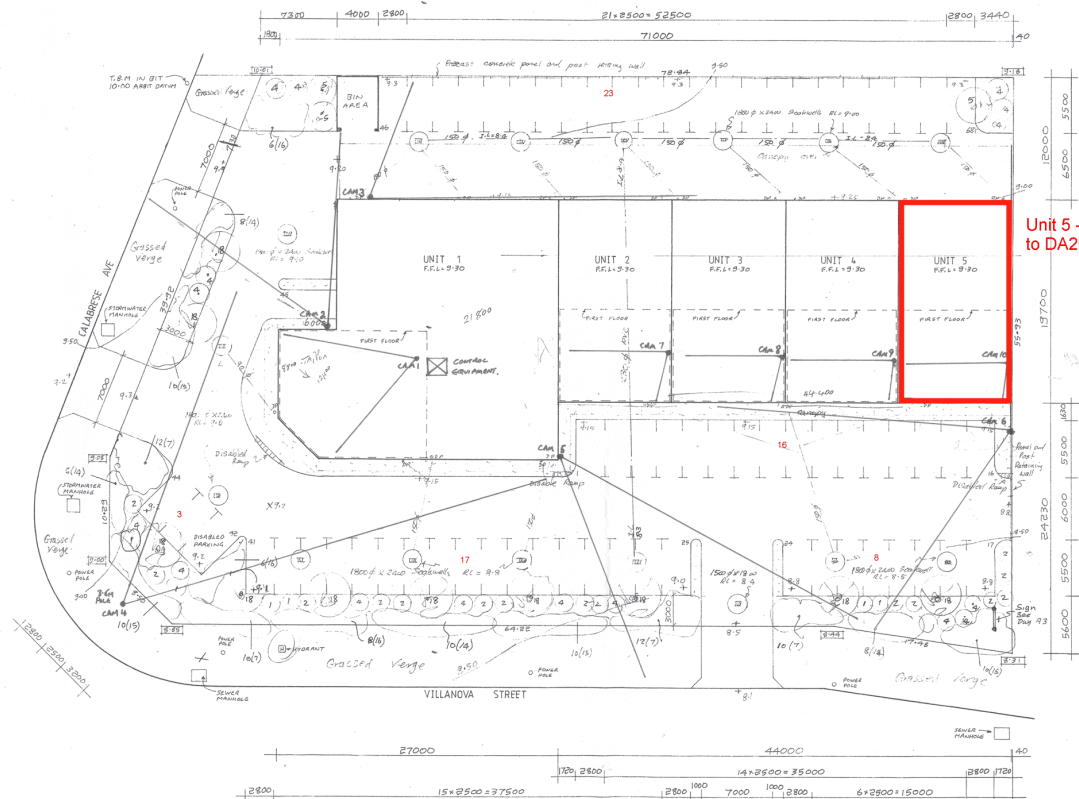
EAST ELEVATION



FLOOR PLAN
BIN AREA



RETAINING WALL



SITE PLAN
SCALE 1:200

Unit 5 - Subject
to DA2020/1709

GENERAL NOTES

- 1) Check all dimensions on site and report any discrepancies to the designer.
- 2) Report any discrepancies between Architectural and structural drawings to design Engineer.
- 3) All work shall comply with relevant Australian Standards Code and the Building Code of Australia.

APPLIED FINISHES

- 1) All visual external surfaces of concrete panel walls shall be painted.
- 2) All roller doors, visible metal cladding and flashing, gutters and downpipes shall be in a colourbond.

PARKING AREA

- 1) All parking areas, driveways and crossovers shall be constructed with:
 - a) 150mm roadbase
 - b) 40mm bituminous hot mix concrete
- 2) Grade all bitumen surfaces to drain into the nearest stormwater sump.
- 3) Provide concrete kerbing, 200x150 high to edges of all bitumen parking areas.
- 4) All bitumen hot mix concrete to be applied on a bitumen emulsion tack coat.

LANDSCAPE SCHEDULE

1	<i>Grevillea Chrysophylla</i>	No	✓	Spacing: 1500mm
2	<i>Melaleuca Eucalyptus</i>	No	✓	Spacing: 1500mm
3	<i>Grevillea Clear View David</i>	No	✓	Spacing: 1500mm
4	<i>Cassidoxia Wax</i>	No	✓	Spacing: 2000mm
5	<i>Callistemon Palatium</i>	No	✓	Spacing: 2500mm
6	<i>Hypocalymma Argenteum</i>	No	✓	Spacing: 1500mm
7	<i>Lavender Specios</i>	No	✓	Spacing: 1000mm
8	<i>Callistemon Phoeniceus</i>	No	✓	Spacing: 1500mm
9	<i>Kunzea Borealis</i>	No	✓	Spacing: 1500mm
10	<i>Thymelaena Denticulata</i>	No	✓	Spacing: 1500mm
11	<i>Banksia Squarrosa</i>	No	✓	Spacing: 1500mm
12	<i>Hibiscus Pinnatifidus</i>	No	✓	Spacing: 1500mm
13	<i>Grevillea Eriophylla</i>	No	✓	Spacing: 1500mm
14	<i>Grevillea Dimerata</i>	No	✓	Spacing: 1500mm
15	<i>Dwarf Dillenia Pink/Gold</i>	No	✓	Spacing: 1000mm
16	<i>Laurina</i>	No	✓	Spacing: 1500mm
17	<i>Scandebia Procumbens</i>	No	✓	Spacing: 1500mm
18	<i>Leptosiphon Sideroxylon</i>	No	✓	Spacing: 10m
19	<i>Eucalyptus Macrocarpa</i>	No	✓	Spacing: 10m
20	<i>Melaleuca Incana</i>	No	✓	Spacing: 10m

NOTES

- 1) Lawn to be "Green leave Park".
- 2) Mulch all garden beds to a depth of 75mm with karrri peat or similar.
- 3) All shrubs and trees to have an automatic trickle system.
- 4) Lawn areas to have automatic pop up sprinklers.
- 5) All trees to be staked and tied.

A2G CHISARI 24 MARGINATA P1
1141 NED 00 66- FAX 0386 40 60

CONDIPODERO & ASSOCIATES

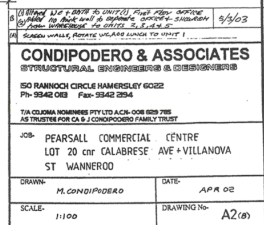
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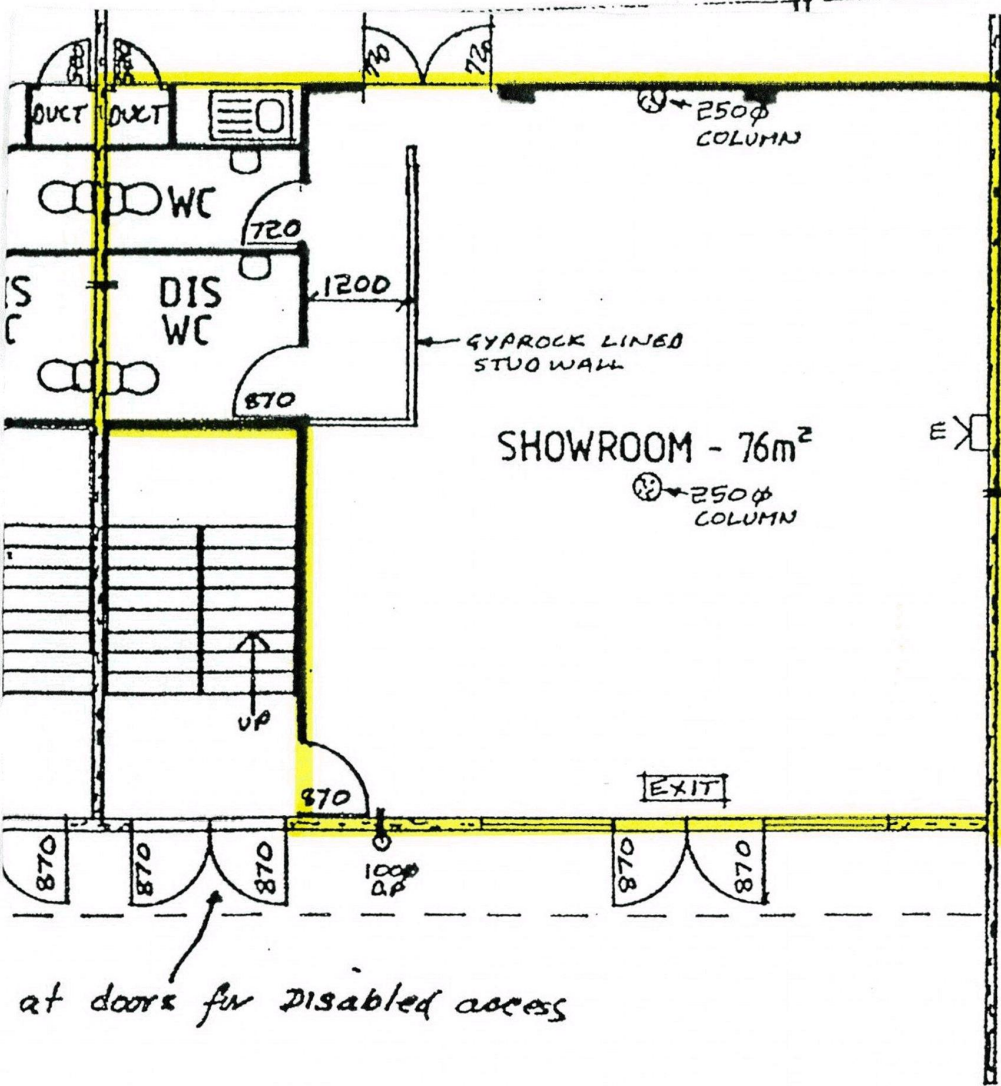
T/A COJOMA NOMINEES PTY LTD A/CN-008 828 785
45 TRUSTEE FOR FA & I CONSIDERED SAME Y TRUST

JCB- PEARSELL COMMERCIAL CENTRE
LOT 20, 20A CALABRESSE AVE. & VILLANOVA

LOT 10 CH CALABRESE AVE + VILLANOVA ST WANNEROO	
DRAWN -	CATE-

M. CONDIPÓDERO	APR 02
CP 110	PD 1100000000





ATTACHMENT 3

**CITY OF WANNEROO
DA2020/1709 CHANGE OF USE - BALI HEALTH MASSAGE
SCHEDULE OF SUBMISSIONS FOLLOWING ADVERTISING**

(Advertising Closed 13 January 2021)

A 'standardised objection template' has been received for a number of submissions. Comprehensive consideration of this standardised objection template is included at Item 11.

No.	Object / Support	Summary of Submission	Administration Comment	Recommendation
1	Object	I don't think it's a good idea. It's one thing to have a church there and another to have a "massage parlour". Also there are already two other massage parlours within 300 meters,... we don't need any more in the area... especially so close to residential housing, it's not a good look for the neighbourhood.	No. of Premises The quantity and location of the proposed Massage Premises is driven by market demand and there are no provisions within District Planning Scheme No. 2 (DPS 2 2) which limit the number or proximity of these uses in a particular area.	No Modification Required.
2	Object	Villanova Street has a rather sleazy looking massage parlour called Green Goddess, a "massage therapy premise" which I was discouraged from entering by one of the girls who works there. She said it wasn't a place for ladies to get a massage!	Illegal Activities Noted. Does not relate to subject application.	No Modification Required.
2.1		So we already have one "massage parlour" and I'm wondering why on earth we would require a second one on a small street that leads into our residential estate.	No. of Premises Refer to Item 1.	No Modification Required.
2.2		I would request that the existing parlour is visited by your officers to confirm the premises are being used correctly. Then I would kindly suggest that the second massage parlour be placed somewhere more suitable i.e. the	Compliance of other premises Activities at other massage premises cannot be considered as part of this development. If illegal activities are suspected at other massage premises	No Modification Required.

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		Wangara Industrial Estate which is away from families and children.	then they should be reported to the WA Police or a complaint should be lodged with the City of Wanneroo for further investigation.	
2.3		The hours of business suggested for the business could be indicative of the type of business to be conducted there as who requires a massage on a Sunday evening?	Operational Hours The proposal considers operational hours from 9am to 9pm Monday to Saturday, and 9am to 7:30pm on Sundays. A review of surrounding similar premises identified operational hours of 10am to 10pm – 7 days per week and 9am to 8:30pm – 7 days per week. Accordingly, the proposed operational hours are considered appropriate.	No Modification Required.
3	Object	I cannot see the point of 3 so called massage parlours within 50 metres of each other. As a resident and ratepayer for 10 years I am absolutely against this proposal.	No. of Premises Refer to Item 1.	No Modification Required.
3.1		We all know in Regent Waters that they are not just massage parlours and furthermore may become an opening for organised crime. This is a family friendly suburb and Villanova Street is our only entry into our estate. We do not need random vehicles cruising within the vicinity of our homes.	Illegal Activities Refer to Item 2.2	No Modification Required.
4	Object	The massage premises (i.e. Brothel) is intended to replace the previous place of worship". What a joke it's a brothel and devalues our homes in regent waters.	Illegal Activities Refer to Item 2.2 Property Values The perceived devaluation of properties is not considered to be a valid planning objection.	No Modification Required.
5	Object	I would like to propose that the City of Wanneroo takes immediate action to remove the existing two "brothels" that currently exist in this vicinity. These "massage" centres are	Illegal Activities The City has received an application for a Partial Change of Use to allow a Massage Premises at the subject site. Concerns relating t alleged activities of other premises cannot	No Modification Required.

No.	Object / Support	Summary of Submission	Administration Comment	Recommendation
		<p>used for nothing more than sex. How can the City of Wanneroo allow these kind of businesses to exist in a residential area, with families and children within a short stroll. Should these type of businesses be allowed to operate, how about instead they are put far out in the industrial, commercial areas of Wangara not at my family's doorstep.</p> <p>Clearly, the City of Wanneroo are only concerned about their revenue and not considering the families in the area. Should this proposal be approved, there would be three "brothels" within metres of one another in a residential area! How is this allowed. This would mean more "brothels" than another business in this area.</p>	be considered in the assessment of this application which is against the City's planning framework.	
6	Object	I object strongly to this proposal as there are already two such establishments in close proximity, in fact one is right across the road to this proposed area. This will make three within 50 metres of each other.	No. of Premises Refer to Item 1.	No Modification Required.
6.1		My second concern is the element of these businesses, I am concerned that they are actually brothels, and are attracting the people looking for this type of business. I am older and like to walk daily, I do not wish to come into contact with these characters looking for these premises.	Illegal Activities Refer to Item 2.2	No Modification Required.
7	Object	I, and many others are dismayed at the proposal as we already have 2 massage business's operating within a few metres of each other. Regent Waters is a lovely estate	No. of Premises Refer to Item 1.	No Modification Required.

No.	Object / Support	Summary of Submission	Administration Comment	Recommendation
		with lots of families with young children residing here and it is not a suitable location for three massage parlours of dubious dealings.		
7.1		We are concerned that these businesses attract unsavoury clientele to the area due to their extended opening hours and reputation.	Operational Hours Refer to item 2.3.	No Modification Required.
8	Object	I would like to express my utter disgust in consideration of another massage parlour at Villanova regent waters as numerous other residents' state why not call it wanneroo! Good story for current affair. I do not wish to walk my grandchildren past knocking shops on way to school.	No. of Premises Refer to Item 1.	No Modification Required.
9	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments below (11 – 11.8)	No Modification Required.
9.1		I wish to lodge objection to granting approval for yet another Massage Parlour in Wanneroo near residents in Regent Waters Estate. We already have two on Wanneroo Road. Shut them all down in this COVID era in the interest of public health and community safety.	No. of Premises Refer to Item 1.	No Modification Required.
10	Object	While the perimeter of our suburb has always had light industrial businesses that provide services to the local residents, the addition of a third massage business is a completely inappropriate use of a developing residential area. Just as three garages or three pool shops in such a small precinct would be excessive, the proposed change of use to deliver three similar businesses is not an expansion of	No. of Premises Refer to Item 1.	No Modification Required.

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		services to the local community but rather for a “niche” use of limited necessity.		
10.1		<p>To support a business that promotes a service to very limited residents is self-serving for Council's sake.</p> <p>We require a quality fresh food market, a second hand store or local tradesman or the like.</p> <p>Why does the city not offer support for pop up retail businesses that might provide services for the majority of residents?</p> <p>We do not want our peaceful little corner of Wanneroo to be known for a proliferation of the services offered.</p>	<p>Land Use Considerations</p> <p>Consideration of alternative land uses is not a valid planning consideration for the purpose of the proposal.</p> <p>The site is zoned Service Industrial and is capable of supporting a range of land uses outlined as outlined in the Land Use Permissibility Table within DPS 2. The current application is being considered for a Massage Premises as submitted by the applicant.</p>	No Modification Required.
10.2		<p>Dodging reversing utes and trucks leaving existing prostitution (we all know that's what they are) businesses as we purchase coffees and burgers or get our pool water tested is already a real hazard and one the existing businesses and residents should not have to tolerate.</p>	<p>Vehicle and Traffic Movements</p> <p>Traffic circulation and vehicle movements on other sites is not considered as part of this proposal.</p> <p>The existing car parking of the site has been designed and installed in compliance with the relevant Australian Standards. The proposal will utilise existing crossover and parking areas already existing at the site. .</p>	No Modification Required.
11	Object	<p>Standardised Objection Template</p> <p>Clause 67 Considerations:</p> <p>f) Any Policy of the State</p> <p>This application and supporting documentation gives no certainty that the application for a Massage Parlour is not an application for a brothel in disguise. Without this certainty, the City is bound to conform to the laws of the</p>	<p>Clause 67 (f)</p> <p>The application has been submitted with respect to the use of the subject site as an ‘Unlisted Use (Massage Premises)’. Based on the information provided there is no indication that the operation of the facility would be illegal in nature. Accordingly, the allegations that the proposal would operate in the contrary are unsubstantiated and cannot influence the assessment of the proposal on its planning merits.</p> <p>There are no state planning frameworks or policies that apply</p>	No Modification Required.

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		State, i.e. the Prostitution Act 2000 which specifically prohibits prostitution except within defined areas. The Regent Waters area is not one of these defined areas.	to Massage Premises that are to be considered as part of the assessment of the proposal.	
11.1		<p>n) The amenity of the locality, including ii) The character of the locality; iii) Social impact of the development.</p> <p>The character of the locality is on the edge of the residential area known as Regent Waters. This is primarily residential with the businesses in Villanova Street and the associated businesses along Wanneroo Road being a relic of the realignment of Wanneroo Road many years ago. Villanova Street is one of two access points into the estate. It is an estate with many young families, children and teenagers who regularly commute past and around the proposed development. This business is inconsistent with the social demographic of the people within the Regent Waters Estate. It is concerning that an already existing massage parlour is only 15 metres from the nearest residential dwelling. The proposed development is within 60 metres of the nearest residential dwelling.</p>	<p>Clause 67 (n) The proposal is intended to be situated within an established Service Industrial zone, utilising an existing building. No external modifications other than signage are proposed. In consideration of the suitability for the proposed use, it has been assessed against the objectives of the Service Industrial zone in accordance with Clause 3.12.2 of DPS 2. In addition to these considerations, the State Administrative Tribunal ruling in <i>Moore and City of Wanneroo [2017] WASAT 145</i> indicated that <i>"the proposed use may be consistent with the objectives and purposes of the zone, because it is a 'complimentary business service' to 'recreational activities' (such as martial arts centres, gyms and dance centres) which are permissible and exist in the zone, it can be accommodated in the zone and it would not detrimentally affect the amenity of the area."</i></p>	No Modification Required.
11.2		<p>In a paper entitled '(De)sexing the Suburbs' by Paul J. Maginn of the University of Western Australia, he advises that there are minimum distance requirements for brothels in WA. He states Although the revised Bill does not stipulate any limits on the actual number of brothels that can</p>	<p>As previously noted, whilst Administration is aware of the concerns of residents regarding potential illegal activities (i.e. Brothel), these allegations have not been substantiated. Accordingly, consideration of appropriate buffer zones and locations for a Massage Premises are not considered applicable or appropriate.</p>	No Modification Required.

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		<p>exist in any local government area, limits or caps are being put in place by stealth via planning regulations that will restrict brothels within a certain distance of residential dwellings (100 metres) and 'protected places' such as schools, churches and community and welfare organisations (200 metres). Page 11</p> <p>There are a number of residential dwellings within 100 metres and a church (Crossways Uniting Church Wanneroo) and two welfare organisations (Family Support WA and Autism & Educational Services) within 200 metres of the proposed development and the existing two brothels.</p>		
11.3		As there are two existing massage parlours / brothels within 100 metres of the proposed development this business would not be economically viable solely as a massage parlour. One business is on the opposite side of the road.	No. of Premises The quantity and location of the proposed Massage Premises is driven by market demand and there are no provisions within DPS 2 that limit the number or proximity of these uses.	No Modification Required.
11.4		w) The history of the site where the development is to be located. This site has for many years been a place of worship and a sacred spiritual space. It will still have religious significance for many people who have been involved and associated with it. The feeling of many Regent Waters residents is that it is highly offensive to put a massage parlour in what was previously a Place of Worship. This has as much significance to those involved in the church as	Clause 67 (w) The proposal is considered as an 'Unlisted Use', pursuant to Clause 3.3 of DPS 2, and accordingly it is able to be determined that the use is: <ul style="list-style-type: none"> a) Consistent with the objectives and purposes of the zone and is therefore a permitted 'P' use, or; b) Consistent with the objectives and purposes of the zone, thereafter follow the 'D' or discretionary procedures outlined in Clause 6.2.2 of DPS 2 in considering an application for approval; or 	No Modification Required.

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		First Nation People's beliefs about their sacred spaces and this is being ignored in allowing the application to even proceed.	<p>c) Is not consistent with the objectives and purposes of the particular zone and is therefore not permitted 'X' use.</p> <p>The proposal has accordingly been considered as a 'D' (Discretionary) land use in accordance with Clause 3.3(b) of DPS 2. This approach and classification is consistent with historical Council recommendations for similar applications. Accordingly, the land use is capable of consideration in this location. The historical use of the previous tenancy is not relevant in consideration of the merits of the proposal.</p>	
11.5		<p>y) Any submissions received on the application</p> <p>In previous submissions that residents have put in for massage parlours located within the Estate, there has been no consultation with the residents, only a follow up letter advising that approval has been given. How can residents be assured that the Council takes seriously their submissions and that this is not a done deal, which is the opinion of many residents.</p>	<p>Clause 67 (y) Submissions with respect to applications not related to this proposal are not a valid planning consideration. Any submissions received with respect to this proposal have been considered and weighted accordingly, as addressed in detail in the body of the report.</p>	No Modification Required.
11.6		<p>Parking Issues</p> <p>The City of Wanneroo DPS 2 Amendment 169 Table 2 Clause 4.14 – Car Parking Standards (which we note was not approved, but which should still guide the City's thinking given that there are no other specific guidelines in place) requires massage premises to have five onsite parking spaces per practitioner. Given that the</p>	<p>Parking As noted within the submission, Amendment 169 to DPS 2 was not supported, however considered a potential rate of five car bays per practitioner.</p> <p>A total of 67 bays are provided at the subject site.</p> <p>Notwithstanding, in accordance with Clause 4.14.1 of DPS 2, 'where development is not specified in Table 2 the Council</p>	No Modification Required.

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		<p>application is advising that there will be three clients at any given time, this means that according to DPS 2 they will require 15 bays.</p> <p>The Pearsall Business Centre located at 8 Villanova Street Wanneroo has five units which currently have provision for nine businesses within the complex. There are 45 parking bays in the complex. At best, each unit would be entitled to nine parking bays. If the Bali Health Massage requires 15 bays they cannot meet the Council's requirements.</p>	<p>shall determine the parking standard'. For the purpose of assessment, the parking rates applied to a 'Consulting Room' would be most appropriate under the current parking considerations of Table 2 of DPS 2. Accordingly, parking was considered at a rate of five bays per practitioner (three practitioners).</p> <p>The proposal results in a requirement of 20.9 (21) bays to be provided. This is a reduction from the previous land use (Place of Worship) requirement of 25 bays and considered appropriate given the proposed operation of the site.</p> <p>The resulting site-wide parking requirement was therefore calculated at 65.94 (66) bays in accordance with DPS 2, which results in a surplus of 1 bay to the 67 bays provided, and accordingly meets the parking requirements of DPS 2.</p>	
11.7		<p>Compliance with the Strata Titles Act</p> <p>The proposed development is located in a strata complex.</p> <p>What evidence can the strata company provide that they are in favour of a massage parlour in the complex and what assurance can they provide that this is a legitimate business – and not an illegal activity that could potentially damage the reputation of the Pearsall Business Centre?</p> <p>Schedule 2 by-laws 12. (Additional duties of owners and occupiers) of the amended Strata Titles Act 1985 states: An owner or occupier of a lot must not — (a) use the lot for a purpose that may be illegal</p>	<p>Strata Titles Act 1985</p> <p>The subject site is identified as a Freehold lot and not subject to an approved Strata plan.</p> <p>As previously noted, the allegations of the use operating for the purpose of illegal activities (i.e. Brothel) are unsubstantiated. Notwithstanding, the implementation and operation of sites in accordance with the <i>Strata Titles Act 1985</i> is not considered to be a relevant planning consideration.</p>	No Modification Required.

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		or injurious to the reputation of the building.		
11.8		<p>Other Matters</p> <p>As residents of Regent Waters we believe that if the City gives approval to this application then the following conditions should be met in proving that this is a legitimate business and be met before this application goes to Council. We believe that this can only be done with supporting documentary evidence that is presented to the Council. As such we request:</p> <ul style="list-style-type: none"> - That all of the proposed masseurs produce completed formal Australian qualifications in the area of Massage. - That at least one masseur must have five years minimum experience in the Massage industry and have been a full member of an association for that same period. - Provide evidence that they are registered for rebates with private health funds including, but not limited to Medibank, BUPA and HBF. - Provide evidence that first aid qualifications are held by the masseurs in the event that the massage causes some unforeseen health issue. - It would also be important for the Council to know the age and country of origin of the masseurs in determining whether this is a legitimate proposal. 	<p>Other Matters</p> <p>In consideration of the proposal, appropriate information has been provided from the applicant to support the proposal as required for all Development Applications.</p> <p>There is no requirement for the applicant to provide information with respect to registrations, evidence of employees to hold first aid qualifications, or for the detailed background of employees for the City to consider the use legitimate.</p> <p>Notwithstanding, the applicant has advised that they personally are currently undertaking studies with a Registered Training Officer (RTO) to acquire qualifications which would enable further accreditations.</p>	No Modification Required.
12	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
13	Object	Standardised objection letter provided. Refer	Refer to comments above (11 – 11.8)	No Modification

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		to detail outlined in Objection 11.		Required.
14	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
15	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
16	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
17	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
18	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
19	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
20	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
21	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
22	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
23	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
24	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
25	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
26	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
27	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
28	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
29	Object	Standardised objection letter provided. Refer	Refer to comments above (11 – 11.8)	No Modification

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		to detail outlined in Objection 11.		Required.
30	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
31	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
32	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
33	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
34	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
35	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
36	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
36.1		I would also like to place on record my disappointment at the City of Wanneroo's attempt to sneak this change through by only notifying people within 200 metres of the location. This is totally unacceptable when Villanova is one of the main entrances to a residential estate full of young families and elderly residents.	Advertising Radius An advertising radius of 200 metre is a standard notification area in accordance with the City's advertising procedures and the recently gazetted amendments to the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> for 'complex applications'. It is noted in instances where the 200 metre radius warranted further notification (i.e. to include all residents of the Kallista Gardens estate) that this was included at the discretion of Administration in accordance with Clause 64(3)(a) of the Deemed Provisions. Advertising was undertaken for a period of 30 calendar days from 14 December 2020 until 13 January 2021 to accommodate for the holiday and New Year periods over this time.	No Modification Required.
37	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
38	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.

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39	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
39.1		Do you think two brothels already is too many? I really don't think that three brothels at the entrance to a residential estate is appropriate, and I would hope that Council doesn't either.	No. of Premises Refer to Item 1.	No Modification Required.
40	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
41	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
42	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
43	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
44	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
45	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
45.1		I have no concern with businesses moving into the building, so long as the applications and leases are approved based on a truthful account of what services the business actually provides.	Noted.	No Modification Required.
45.2		We have firsthand community feedback and evidence that the two other “massage” businesses (Massage Queen and Miss Chows Chinese Massage) which presently operate within 30 meters of 8 Villanova Street are providing services of a sexual nature under the guise of “massage therapy”. We do not need a third. If Bali Health Massage is legitimate, perhaps the Council can look at doing	Illegal Activities Refer to Item 2.2	No Modification Required.

No.	Object / Support	Summary of Submission	Administration Comment	Recommendation
		something about the other two.		
46	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
47	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
48	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
49	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
50	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
51	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
52	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
53	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
54	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
55	Support	In response to the standard objection template that was made available to residents of Regent Waters, the objection demands that since the application “gives no certainty” that the premises will not operate as a brothel, the City of Wanneroo should treat the application as if it is an application for permission to operate a brothel, and deal with the application accordingly. This is ridiculous, and in my view such an approach would likely expose the City to a claim in the State Administrative Tribunal, as the application should be assessed on its merits, not on the basis of an assumption that	Noted.	No Modification Required.

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		<p>it is something which it is not.</p> <p>The balance of the objection under section 1 is contaminated by the fact that there is no evidence whatsoever that the application is for anything other than an ordinary massage service. The strength of the objection in that respect comes only from an assumption that the fears that "prostitution may occur" at the site is well founded. In the absence of evidence, it is not.</p>		
55.1		There has been some talk on the Regent Waters Facebook page of having people send to the City accounts of experiences at Massage Queen. Any such accounts, concerning, as they do, a different business, are irrelevant in the consideration of Bali Health Massage's application.	Noted.	No Modification Required.
55.2		The above said, it is still worth mentioning that one must actually leave Regent Waters to see the premises, and when leaving (along Villanova) one can see them for approximately 1 second (at 40km/hr) through the gateway. The premises are otherwise obscured by greenery to anyone departing the estate. The premises are also further away from residences than the existing massage businesses. Coming the other way (to come into the estate) along Villanova, the premises would be visible for about three seconds at 40km/hr (there is less vegetation blocking from that angle). The most that would be visible of course is the shop front.	Noted.	No Modification Required.

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55.3		<p>Parking</p> <p>As the template objections say, The City of Wanneroo District Planning Scheme No. 2 Amendment 169 Table 2 Clause 4.14 – Car Parking Standards are not approved and therefore not relevant. In my view it is just as well, as it is difficult to see how a massage business with three staff working could possibly accommodate 15 people at once (assuming one driver per vehicle). A drive past the premises at 9.30am today showed more than half of the available bays to be empty.</p>	Noted.	No Modification Required.
55.4		<p>Strata Titles Act</p> <p>This part of the template objection suffers from two problems: The first is an assumption that illegal activity will take place in the premises (when the business does not even operate yet); and The second is an assumption that the City of Wanneroo is responsible for enforcement of the by laws of the strata titled building, which it is not.</p>	Noted.	No Modification Required.
55.5		<p>Other Matters</p> <p>a. That all of the proposed masseurs produce completed formal Australian qualifications in the area of Massage. This seems to assume that practice of massage without qualifications is illegal. It is not. There are no licensing requirements for</p>	Noted.	No Modification Required.

No.	Object / Support	Summary of Submission	Administration Comment	Recommendation
		<p>the practice of massage, and the mere fact that one can obtain Australian qualifications does not mean that such qualifications are mandatory (and they are not). The suggestion is also pregnant with the racist assumption that foreigners could not have adequate qualifications.</p> <p>b. That at least one masseur must have 5 years minimum experience in the Massage industry and have been a full member of an association for that same period. This is not a requirement of massage practice and there is no basis for the City to impose it, particularly if it has not required other businesses to comply with similar requirements.</p> <p>c. Provide evidence that they are registered for rebates with private health funds including, but not limited to Medibank, BUPA and HBF. This request assumes that a massage business can only be legitimate if they are registered with health funds for rebates. That is plainly false.</p> <p>d. Provide evidence that first aid qualifications are held by the masseurs in the event that the massage causes some unforeseen health issue. This is not a requirement of massage practice and there is no basis for the City to impose it,</p>		

No.	Object / Support	Summary of Submission	Administration Comment	Recommendation
		<p>particularly if it has not required other businesses to comply with similar requirements.</p> <p>e. It would also be important for the Council to know the age and country of origin of the masseurs in determining whether this is a legitimate proposal.</p> <p>This “requirement” also contains a racist implication, the implication being that masseurs from foreign countries are more likely to engage in illicit activity. The suggestion of that without evidence is quite improper.</p>		
55.6		<p>Finally, I suggest that it is worth considering the fact that during this difficult economic time, someone wants to open a business in Wanneroo. There is no evidence that the business is going to involve into anything improper and in those circumstances, this should be encouraged. I also note that as far as I have been able to ascertain, there are and have been no complaints of any substance about the other massage businesses (certainly nothing connected with any disruption of the area or interference with adjacent business owners) so that the practical impact of this business seems likely to be zero. In more than two years as a resident at Regent Waters and a regular visitor to Kalahari next to Massage Queen, I have never even seen anyone go in or out of that Massage Service, let alone seen anything which would cause me to be</p>	Noted.	No Modification Required.

No.	Object / Support	Summary of Submission	Administration Comment	Recommendation
		<p>concerned about the type of business which it might be.</p> <p>Lastly, that complex has two suites vacant. Those units are investments of the owner and if the owner wishes to lease one of them out to Bali Health Massage, they should be allowed to do so.</p> <p>None of the objections raised are based on anything other than fear of something which may happen, without evidence that it will (or indeed evidence what the negative outcomes would be, if it did).</p>		
56	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
57	Object	<p>My main objection is that there are quite a few "Massage Premises" opening up around the suburbs and there is not that much demand for massages.</p> <p>The real purpose of many is as a Brothel, for which there is probably more demand.</p>	<p>No. of Premises Refer to Item 1.</p>	No Modification Required.
57.1		<p>I have recent experience where a shop was recently purchased in a small local shopping centre where I have two shops and was given permission by the City of Joondalup to operate as a Massage premises. We naively welcomed it, only to be presented shortly after opening with the reality, visible in its internet advertising and confirmed by their clients, that it is a pure Brothel with links to a string of them around Perth suburbs. Now the strata company, shire, Police and local residents can</p>	<p>Non-Compliant Operations If the proposed Massage Premises is issued a development approval and the business does not operate in accordance with any conditions, then compliance action can be undertaken by the City.</p> <p>Should illegal activities be suspected then they should be reported to the WA Police or a complaint should be lodged with the City of Wanneroo for further investigation.</p> <p>Property Values</p>	No Modification Required.

No.	Object / Support	Summary of Submission	Administration Comment	Recommendation
		do nothing about it and business carries on. However, when our insurance company recently found out, our yearly premiums for the whole strata complex tripled. We changed to another insurer, but their quote was still double our original premiums, so there must be a downside to having a brothel in the neighbourhood for it to affect insurance premiums.	Refer to Item 4.	
57.2		There is already a "Massage Premises" diagonally across the road and another around the corner from this proposed premise, as well as an illicit drug selling house directly across the road that the police visit regularly, but are unable or unwilling to close. While I do not personally know that these particular premises are operating as Brothels, I have been told by locals and 'Common Sense' kicks in a bit.	No. of Premises Refer to Item 1.	No Modification Required.
57.3		It takes little intelligence to figure that there would not be enough customers to service three genuine Massage premises employing a number of staff in such a dingy area and in close proximity to each other. If genuine, a proprietor would surely choose a location more conducive to 50% of their clients, as females surely would not feel safe coming to this dark semi industrial area, especially at night. Many genuine Massage premises operate in shopping centres where they rely on passing trade or from private premises where customers know and trust the Masseur. I see no price advantage being advertised to bring them to this area and no expert masseur's	No. of Premises Refer to Item 1.	No Modification Required.

No.	Object / Support	Summary of Submission	Administration Comment	Recommendation
		names advertised at the door.		
57.4		<p>I don't know if Brothels are illegal as I can't seem to get a straight answer, and it is impossible to prove their business model after they commence operations.</p> <p>My fear is that three brothels and a drug house will bring more undesirables to the area and promote it as a slum area right near dwellings and a Caravan Village where we already have enough unknown undesirables wandering in and out and unsettling our aged residents. This can cause a safety issue for the residents of the Caravan Village as well as residents of the surrounding suburb, as well as loss of property value.</p>	<p>Illegal Activities Refer to Item 2.2</p> <p>Property Values Refer to Item 4.</p>	No Modification Required.
57.5		<p>In addition, my main concern is where does it stop? The City of Wanneroo cannot be blind to this trend, so will the area with three brothels and drug supply house, become the slum area where other non-desirable business will be directed to operate from with shire blessing. Maybe more brothels or a tattoo shop or bikie headquarters. Please stop it now - two brothels and a drug house is enough for this section of the city.</p>	<p>Land Use Considerations Consideration of alternative land uses is not a valid planning consideration for the purpose of the proposal. The current application is being considered for a Massage Premises.</p> <p>Should illegal activities be suspected for any reason, they should be reported to the WA Police.</p>	No Modification Required.
58	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
59	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
60	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
61	Object	Standardised objection letter provided. Refer	Refer to comments above (11 – 11.8)	No Modification

No.	Object / Support	Summary of Submission	Administration Comment	Recommendation
		to detail outlined in Objection 11.		Required.
62	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
63	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.
64	Object	Standardised objection letter provided. Refer to detail outlined in Objection 11.	Refer to comments above (11 – 11.8)	No Modification Required.

3.5 Consideration of Local Planning Policy 2.6: Ancillary Accommodation Following Advertising

File Ref:	4083 – 20/517330
Responsible Officer:	Director Planning and Sustainability
Disclosure of Interest:	Nil
Attachments:	5

Issue

For Council to proceed with (or formally adopt) amendments to Local Planning Policy 2.6: Ancillary Accommodation (LPP 2.6), following:

- Public advertising and WAPC consideration of proposed amendments; and
- A recent revision of State Planning Policy 7.3: Residential Design Codes Volume 1 (R-Codes).

Background

LPP 2.6 was adopted by Council on 7 February 2017, and is included in **Attachment 1**. Pursuant to a 22 September 2020 Council resolution on policy review dates (CE02-09/20), LPP 2.6 is due for review by 30 June 2021. The review of LPP 2.6 is underway, and proposed amendments to the policy have been advertised for public comment.

Review of LPP 2.6 provides the opportunity to consider existing policy provisions, particularly with respect to design standards for ancillary accommodation. Design standards could address the issues that have arisen at Council regarding negative visual and built form impacts caused by ancillary accommodation on adjoining landowners and the streetscape.

Administration presented draft amendments to LPP 2.6 at the 10 February 2020 Ordinary Council Meeting (PS05-02/20) (refer **Attachment 2**). Council at that meeting then resolved the following:

“That Council:-

- 1. Pursuant to Clause 4(1), Clause 4(2) and Clause 5 of the Deemed Provisions of the City of Wanneroo District Planning Scheme No. 2, PREPARES amendments to Local Planning Policy 2.6: Ancillary Accommodation, as contained in Attachment 1, and ADVERTISES the amendments for public comment for a period of at least 42 days;*
- 2. Pursuant to Clause 4(1)(b) of the Deemed Provisions of the City of Wanneroo District Planning Scheme No. 2:*
 - a) CONSIDERS that the amendments to Local Planning Policy 2.6: Ancillary Accommodation, as contained in Attachment 1, provide deemed-to-comply provisions for ancillary accommodation that are inconsistent with equivalent provisions for ancillary accommodation contained within State Planning Policy 7.3: Residential Design Codes Volume 1;*
 - b) GIVES NOTICE to the Western Australian Planning Commission when advertising the amendments to Local Planning Policy 2.6: Ancillary Accommodation pursuant to Item (1) above; and*
- 3. Pursuant to Clause 7.3.2 of State Planning Policy 7.3: Residential Design Codes Volume 1, REQUESTS approval from the Western Australian Planning Commission to*

amend, through Local Planning Policy 2.6: Ancillary Accommodation, the deemed-to-comply provisions for Ancillary Dwellings in Clause 5.5.1 of State Planning Policy 7.3: Residential Design Codes Volume 1, as follows:

Ancillary dwelling associated with a single house and on the same lot where:

- i. the lot is not less than 450m² in area;*
- ii. there is a maximum plot ratio area of 70m²;*
- iii. ancillary accommodation constructed of matching built form as the single house to which it is ancillary.*
- iv. parking provided in accordance with Clause 5.3.3 C3.1 of the R-Codes; and*
- v. complies with all other R-Code provisions, only as they apply to single houses, with the exception of Clauses:*
 - (a) 5.1.1 Site area;*
 - (b) 5.2.3 Street surveillance (except where located on a lot with secondary street or right-of-way access); and*
 - (c) 5.3.1 Outdoor living areas."*

Pursuant to Council's resolution, proposed amendments to LPP 2.6 were then advertised as outlined later in this Report.

Detail

LPP 2.6 already provides the following elements, which Administration is proposing to retain and refine:

- Policy objectives – which through this review are proposed to be refined and expanded to better respond to visual amenity and built form;
- An explanation of the difference between 'ancillary accommodation' and 'detached extensions' to dwellings (such as sleep-outs, pool rooms and sewing rooms); and
- Provisions for ancillary accommodation in the non-residential zone where the R-Codes do not apply (e.g. in the rural zones and the Special Residential Zone). In particular, Administration proposes to introduce a provision relating to the use of building materials for ancillary accommodation in these areas.

In addition to the above, proposed amendments to LPP 2.6 (as advertised) introduced provisions to amend the deemed-to-comply provisions of the R-Codes. Since the City prepared and advertised the draft amendments to LPP 2.6, the WAPC reviewed State Planning Policy 7.3: Residential Design Codes Volume 1 (R-Codes). The R-Codes review is introducing various changes to both the deemed-to-comply provisions and the design principles relating to ancillary accommodation, which will take effect on 2 July 2021. The changes were partly introduced because of issues raised by the City.

The modified R-Codes amend the deemed-to-comply provisions of Clause 5.5.1 (relating to ancillary dwellings) to the following:

Ancillary dwelling associated with a single house and on the same lot where:

- i. the lot is not less than 350m² in area;*
- ii. there is a maximum plot ratio area of 70m²*
- iii. parking is provided in accordance with clause 5.3.3 C3.1;*
- iv. ancillary dwelling is located behind the street setback line;*

- v. *ancillary dwelling is designed to be compatible with the colour, roof pitch and materials of the single house on the same lot;*
- vi. *ancillary dwelling does not preclude the single house from meeting the required minimum open space and outdoor living area; and*
- vii. *ancillary dwelling complies with all other R-Code provisions, only as they apply to single houses, with the exception of clauses:*
 - (a) *5.1.1 Site area;*
 - (b) *5.2.3 Street surveillance (except where located on a lot with secondary street or right-of-way access); and*
 - (c) *5.3.1 Outdoor living areas.*

The modified R-Codes will also include the following design principles relating to ancillary dwellings:

- *Ancillary dwelling is of a small scale and designed to support people living independently or semi-dependently to the residents of the single house, sharing some site facilities and services.*
- *Ancillary dwellings to positively contribute to its setting, including the existing single house and, where visible from the street or adjoining properties, to the amenity of the streetscape and context.*

As demonstrated in the table included in **Attachment 3**, many of the changes introduced through the R-Codes review have similarities to what the City was proposing through amendments to LPP 2.6 (as advertised). The table in Attachment 3 provides a more detailed comparison between:

- The deemed-to-comply provisions and design principles of Clause 5.5.1 of the R-Codes (relating to ancillary dwellings), currently in place;
- The extent of amendments to the deemed-to-comply provisions of Clause 5.5.1 of the R-Codes, proposed through amendments to LPP 2.6 (as advertised); and
- The deemed-to-comply provisions and design principles of Clause 5.5.1 of the R-Codes, which will take effect on 2 July 2021.

Consultation

Following Council's 10 February 2020 resolution, the draft amendments to LPP 2.6 were advertised for public comment for a period of 42 days, from 27 February 2020 to 9 April 2020 by way of:

- Advertisement placed in the 27 February 2020 edition of the Wanneroo Times;
- Display at the City's Civic Centre and on the City's website; and
- Correspondence to stakeholders; including regular builders of ancillary accommodation, the Housing Industry of Australia, Urban Development Institute of Australia, Planning Institute of Australia, Master Builders Association and Local Government Planners Association.

Administration received one submission from the advertising undertaken. The submitter is a neighbour of a property with ancillary accommodation they consider to be unsightly. The submitter expressed the following:

- Disappointment in how visual impacts have resulted from a transportable building used as ancillary accommodation on the adjoining property; and
- Suggestion that all affected neighbours of proposals for ancillary accommodation that are similar to that of their neighbours are consulted or advised before the City grants approval.

Discussion on the submitters comment is provided later in this Report.

At the commencement of the advertising period, Administration also forwarded the draft amendments to LPP 2.6 to the WAPC for comment and approval, pursuant to Council's resolution. The WAPC formally considered the proposed amendments to LPP 2.6, as discussed further in the Comment section below.

Comment

The R-Codes review provides the same outcome as sought by the City through amending LPP 2.6, in that it ensures a higher quality of built form for ancillary accommodation through the development approval process. Administration therefore considers it unnecessary to proceed toward adopting a policy with design provisions relating to ancillary accommodation where the R-Codes apply (predominantly the Residential Zone). There is however merit in pursuing the changes to the LPP as outlined below.

Discussion on the Other Provisions in LPP 2.6

The R-Codes review discussed above has not affected other key elements of the advertised amendments to LPP 2.6, as discussed below:

- The policy objectives, where amendments to LPP 2.6 will add emphasis in the objectives to design, built form and amenity;
- The definition of ancillary accommodation – and the difference prescribed in LPP 2.6 between ancillary accommodation and detached extensions; and
- Built form provisions for ancillary accommodation where the R-Codes do not apply (e.g. in the rural zoned areas and Special Residential Zone). Amendments to LPP 2.6 will provide built form and design provisions for ancillary accommodation, where the R-Codes do not apply.

Administration recommends that for Council's adoption of LPP 2.6 (following advertising), the proposed provisions relating to the elements referred to above remain largely unchanged.

Response to Submitters Comment

The modified R-Codes will also address the concerns raised in the submission received.

Applications for development approval are only required where the deemed-to-comply provisions of the R-Codes are not met. For example, an application would be required where ancillary accommodation is proposed where the colour, roof pitch and materials is not compatible with an existing house. The City will, in those circumstances, have an opportunity to undertake consultation with potentially affected landowners if required.

Conclusion

Prior to the R-Codes review, there was limited provision in the R-Codes to control the design of ancillary accommodation in residential areas. This prompted Administration initially proposing a range of new policy provisions for ancillary accommodation. However, once the modified R-Codes take effect on 2 July 2021, this State Planning Policy will instead provide effective planning control to guide design and development of ancillary accommodation in residential areas. The changes to the R-Codes address the concerns of Council and the community.

Administration has therefore recommended modifications to the amendments to LPP 2.6 following advertising, by deleting provisions that would now be superfluous in light of the R-Codes review.

A Track Change document outlining the further modifications recommended to the advertised version of LPP 2.6 is provided in **Attachment 4**. A final version of the proposed modifications to LPP 2.6 which Administration recommends Council proceeds with (or adopts) is included in **Attachment 5**.

Statutory Compliance

Amendments to LPP 2.6 are being carried out in accordance with Clause 4 and Clause 5 of the DSP 2 Deemed Provisions, which relate to amending an LPP.

Strategic Implications

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

“3 *Environment (Built)*

3.6 *Housing Choice*

3.6.1 *Facilitate housing diversity to reflect changing community needs”*

Risk Management Considerations

There are no existing Strategic or Corporate risks within the City's existing risk registers which relate to the issues contained in this report. However, Administration acknowledges that unforeseen issues with applying LPP's are more likely to arise if policies are not reviewed on a regular basis.

Policy Implications

Amendments to LPP 2.6 are intended to update the City's guidance in assessing and determining applications for development approval for ancillary accommodation in the City.

Financial Implications

The costs associated with undertaking the amendments to the existing policy can be met from the current Planning and Sustainability operational budget.

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. **NOTES** that there was one submission received in respect to the advertised amendments to Local Planning Policy 2.6: Ancillary Accommodation, and Administration's comments on that submission contained in this Report;
2. Pursuant to Clause 4(3)(b)(ii) of the Deemed Provisions of City of Wanneroo's District Planning Scheme No. 2 **PROCEEDS** with amendments to Local Planning Policy 2.6: Ancillary Accommodation, with modification, as provided in Attachment 5;
3. Pursuant to Clause 4(4) of the Deemed Provisions of District Planning Scheme No. 2, **PUBLISHES** notice in a local newspaper of its decision to proceed with amendments to Local Planning Policy 2.6: Ancillary Accommodation; and

4. FORWARDS a copy of Local Planning Policy 2.6: Ancillary Accommodation, as included in Attachment 5, to the Department of Planning, Lands and Heritage for information.

Attachments:

<u>1</u>	<i>Attachment 1 - Current Local Planning Policy 2.6 Ancillary Accommodation</i>	<i>16/435851</i>	
<u>2</u>	<i>Attachment 2 - Draft Amended LPP 2.6 Prepared for Advertising</i>	<i>19/457437</i>	
<u>3</u>	<i>Attachment 3 - Table - Comparison of R-Code Provisions Against Advertised LPP 2.6</i>	<i>21/56021</i>	
<u>4</u>	<i>Attachment 4 - Track Changes to Local Planning Policy 2.6 Ancillary Accommodation Following Advertising</i>	<i>21/56023</i>	
<u>5</u>	<i>Attachment 5 - Modified Amended Local Planning Policy 2.6 Ancillary Accommodation For Proceeding</i>	<i>21/56032</i>	<i>Minuted</i>

Planning and Sustainability
Local Planning Policy 2.6
Ancillary Accommodation



Owner	Planning and Sustainability
Implementation	7 February 2017
Reviewed	Biannual
Next Review	February 2019

PART 1 – POLICY OPERATION

Policy Development

This policy has been prepared under the provisions of Part 2 (Division 2) of the City of Wanneroo's District Planning Scheme No. 2 Deemed Provisions.

Application and Purpose

As the City of Wanneroo's District Planning Scheme No. 2 (DPS 2) does not permit the development of second grouped dwellings in many circumstances, it is important for the City of Wanneroo to have clear guidelines that distinguish 'ancillary accommodation' from other dwelling types.

Objectives

1. To provide criteria that will distinguish an ancillary accommodation from other dwelling types in the City of Wanneroo.
2. To provide for a form of housing that does not compromise the amenity and character of a locality.

Definitions and Interpretations

Ancillary Accommodation: means the same as 'ancillary dwelling' as defined in Appendix 1 of State Planning Policy 3.1 – Residential Design Codes (R-Codes):

"Self-contained dwelling on the same lot as a single house which may be attached to, integrated with or detached from the single house."

The City considers 'self-contained dwellings' as living quarters that could be occupied independently from another dwelling (such as the main dwelling on the same lot). For living quarters to be occupied independently from another dwelling, it should include a bathroom, toilet and kitchen.

Self-contained ancillary accommodation could either be:

- Detached from a main dwelling on the same property; or
- Attached or integrated into one building with the main dwelling. For example, ancillary accommodation could be separated from a main dwelling within the same building by a common space (such as a garage or a living area), walls and/or internal doors.

Sometimes, the City receives proposals from landowners to build habitable rooms on their properties which are not attached to an existing dwelling (most commonly – games rooms, sleep-outs, pool rooms and sewing rooms). The City will consider these buildings as ancillary accommodation where it is satisfied that the building has the facilities needed for it to be occupied independently from the main dwelling on the same property. Where the building does not have the facilities needed for it to be occupied independently, the City may then consider the building as a detached extension of the main dwelling.

Floor Area: means the total area of the ancillary accommodation floor, including the area of internal and external walls but **not** including:

- Garages and carports;
- Storerooms where access is only provided from outside the ancillary accommodation; and
- Outdoor living spaces such as balconies, verandahs and courtyards.

PART 2 – GENERAL POLICY PROVISIONS

1.0 Application of the R-Codes

- 1.1 Where an ancillary accommodation proposal is assessed under the provisions of the R-Codes, ancillary accommodation should satisfy the deemed-to-comply provisions prescribed in Clause 5.5.1 of the R-Codes.
- 1.2 If the deemed-to-comply provisions cannot be satisfied, then an applicant is to demonstrate that an ancillary accommodation satisfies the corresponding design principles of the R-Codes.
- 1.3 In applying the R-Codes, the City should not approve ancillary accommodation where the floor area exceeds 70m².

2.0 Ancillary Accommodation Provisions where the R-Codes do not Apply

In addition to the relevant DPS 2 development provisions, development of an ancillary accommodation on land where the R-Codes do not apply should satisfy the following requirements:

- 2.1 An ancillary accommodation should be associated with a single house, which either exists or will be developed concurrently on the property.
- 2.2 The development should not result in more than one ancillary accommodation being constructed on the property.
- 2.3 The floor area of any ancillary accommodation should not exceed 70m², except on lots greater than 4,000m² in area where the floor area of any ancillary accommodation should not exceed 100m².

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Ancillary Accommodation



- 2.4 Notwithstanding the provisions outlined in Section 2.3 above, ancillary accommodation with a floor area exceeding 100m² may be considered where a landowner/applicant can demonstrate to the satisfaction of the City that:
- Exceptional circumstances exist that warrant the need for the ancillary accommodation to have a floor area exceeding 100m²; and
 - The ancillary accommodation will be ancillary to the single house on the subject site.



Owner	Planning and Sustainability
Implementation	Month TBA 2020
Next Review	Month TBA 2024

PART 1 – POLICY OPERATION

Policy Development and Purpose

This Local Planning Policy has been prepared under Schedule 2, Part 2 of the Deemed Provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 and is to be read in conjunction with the City of Wanneroo’s (the City) District Planning Scheme No. 2 (DPS 2).

The purpose of this Local Planning Policy (Policy) is to provide guidance for the development of ancillary accommodation in the City of Wanneroo.

This Policy forms part of the City of Wanneroo Local Planning Policy framework, and should be read in conjunction with State Planning Policy 7.3: Residential Design Codes Volume 1 (R-Codes).

Where this Policy is inconsistent with the provisions of an approved local development plan, activity centre plan or structure plan, the provision of an approved local development plan, activity centre plan or structure plan prevails.

Policy Objectives

1. To support the development of ancillary accommodation that is designed to complement the local character.
2. To provide criteria that distinguishes ancillary accommodation from other dwelling types in the City of Wanneroo.
3. To ensure that an appropriate level of amenity is provided for the benefit of ancillary accommodation occupants.
4. To ensure that the appearance, materials and finishes used for ancillary accommodation development does not compromise the visual amenity, built form character and the natural environment of the surroundings.

Definitions and Interpretations

Ancillary Accommodation: means the same as 'ancillary dwelling' as defined in Appendix 1 of the R-Codes:

"Self-contained dwelling on the same lot as a single house which may be attached to, integrated with or detached from the single house."

The City considers 'self-contained dwellings' as living quarters that could be occupied independently from another dwelling, such as a main dwelling on the same lot. For living quarters to be occupied independently, it should include a bathroom, toilet, kitchen and laundry facility.

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Ancillary Accommodation



Self-contained ancillary accommodation could either be:

- Detached from a main dwelling on the same lot; or
- Attached or integrated into one building with the main dwelling. For example, ancillary accommodation could be separated from a main dwelling within the same building by a common space (such as a garage, living area or common laundry), walls and/or internal doors.

Detached extensions to a Single House or Grouped Dwelling that cannot be occupied independently (such as games rooms, sleep-outs, pool rooms and sewing rooms) are not considered to be ancillary accommodation.

Matching Built Form: means a built form for ancillary accommodation that is the same as that of the Single House to which it is ancillary – by way of colour, texture and materials used in the construction of external walls; roof material, colour and pitch; and floor to ceiling height.

PART 2 – GENERAL POLICY PROVISIONS

1.0 Local Housing Objectives

The purpose of the following Local Housing Objectives are to guide the City's judgement on the merits of ancillary accommodation proposals. The Local Housing Objectives should be read in conjunction with the Design Principles of the R-Codes, where the R-Codes apply. For ancillary accommodation development that is not subject to the R-Codes, the Local Housing Objectives will be applied as Design Principles.

- 1.1 To provide development of ancillary accommodation that can be occupied independently or semi-independently of the Single House situated on the lot.
- 1.2 Development and design of ancillary accommodation that applies the use of materials with a texture, colour, elevation, bulk, scale and material finish that does not detract from streetscape or the visual amenity of neighbouring properties.
- 1.3 Design which does not compromise the amenity of neighbouring properties and the streetscape by way of overlooking and overshadowing.
- 1.4 Development situated and undertaken in a manner that does not compromise the natural surroundings or environmental attributes that may exist on a site.

2.0 Application of the R-Codes and Replacement Deemed-to-Comply Provisions

- 2.1 Pursuant to Clause 7.3.2 of the R-Codes, this Policy amends the deemed-to-comply requirements prescribed in Clause 5.5.1 of the R-Codes. The amended deemed-to-comply requirements relating to ancillary accommodation are provided below:

C1 Ancillary dwelling associated with a single house and on the same lot where:

- i. the lot is not less than 450m² in area;
- ii. there is a maximum plot ratio area of 70m²;

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Local Planning Policy 2.6

Ancillary Accommodation



- iii. ancillary accommodation constructed with a matching built form¹ as the single house to which it is ancillary.

NOTE 1: The term 'matching built form' is defined in Part 1 of this Policy, under the heading 'Definitions and Interpretations'.

- iv. parking provided in accordance with Clause 5.3.3 C3.1 of the R-Codes; and
- v. complies with all other R-Code provisions, only as they apply to single houses, with the exception of Clauses:
 - (a) 5.1.1 Site area;
 - (b) 5.2.3 Street surveillance (except where located on a lot with secondary street or right-of-way access); and
 - (c) 5.3.1 Outdoor living areas.

2.2 If the deemed-to-comply provisions stipulated in Section 2.1 above cannot be satisfied, an ancillary accommodation proposal must then satisfy the design principles of the R-Codes and the Local Housing Objectives provided in Section 1 above.

2.3 Ancillary accommodation proposals that do not meet the deemed-to-comply requirements stipulated in Section 2.1 above are not exempt from development approval under Clause 61 of the DPS 2 Deemed Provisions.

3.0 Ancillary Accommodation Provisions where the R-Codes do not Apply

In addition to the relevant DPS 2 development provisions, development of ancillary accommodation on land where the R-Codes do not apply should satisfy the following requirements:

- 3.1 Ancillary accommodation must be associated with a single house, which either exists or will be developed concurrently on the same lot.
- 3.2 No more than one ancillary accommodation can be constructed on a lot.
- 3.3 Development and design of ancillary accommodation should apply the use of materials with a texture, colour, elevation, bulk, scale and material finish that does not detract from streetscape, local character or the visual amenity of neighbouring properties.
- 3.4 The plot ratio area² of any ancillary accommodation should not exceed 70m², except on lots greater than 4,000m² in area where the plot ratio area of any ancillary accommodation should not exceed 100m².
NOTE 2: In the context of this Policy, the term 'plot ratio area' means the same as it is defined in Appendix 1 of the R-Codes.
- 3.5 Notwithstanding the provisions outlined in Section 2.3 above, ancillary accommodation with a floor area exceeding 100m² may be considered where a landowner/applicant can demonstrate to the satisfaction of the City that:
 - Exceptional circumstances exist that warrant the need for the ancillary accommodation to have a floor area exceeding 100m²; and
 - The ancillary accommodation will be ancillary to the single house on the subject site.

	Wording of R-Codes Prior to Recent Review	Wording of Proposed Amendments to LPP 2.6 (as advertised)	Modified Wording of the R-Codes (Effective 2 July 2021)
Deemed-to-Comply Provision	<p>Clause 5.5.1:</p> <p>C1 Ancillary dwelling associated with a single house and on the same lot where:</p> <ul style="list-style-type: none"> i. the lot is not less than 450m² in area; ii. there is a maximum plot ratio area of 70m²; iii. parking provided in accordance with clause 5.3.3 C3.1; and iv. complies with all other R-Code provisions, only as they apply to single houses, with the exception of clauses: <ul style="list-style-type: none"> (a) 5.1.1 Site area; (b) 5.2.3 Street surveillance (except where located on a lot with secondary street or right-of-way access); and (c) 5.3.1 Outdoor living areas. 	<p>Part 2, Section 2.1:</p> <p>Pursuant to Clause 7.3.2 of the R-Codes, this Policy amends the deemed-to-comply requirements prescribed in Clause 5.5.1 of the R-Codes. The amended deemed-to-comply requirements relating to ancillary accommodation are provided below:</p> <ul style="list-style-type: none"> i. the lot is not less than 450m² in area; ii. there is a maximum plot ratio area of 70m²; iii. ancillary accommodation constructed of matching built form as the single house to which it is ancillary; iv. parking provided in accordance with Clause 5.3.3 C3.1 of the R-Codes; and v. complies with all other R-Code provisions, only as they apply to single houses, with the exception of Clauses: <ul style="list-style-type: none"> (a) 5.1.1 Site area; (b) 5.2.3 Street surveillance (except where located on a lot with secondary street or right-of-way access); and (c) 5.3.1 Outdoor living areas. 	<p>C1 Ancillary dwelling associated with a single house and on the same lot where:</p> <ul style="list-style-type: none"> i. the lot is not less than 350m² in area; ii. there is a maximum plot ratio area of 70m² iii. parking is provided in accordance with clause 5.3.3 C3.1; iv. ancillary dwelling is located behind the street setback line; v. ancillary dwelling is designed to be compatible with the colour, roof pitch and materials of the single house on the same lot; vi. ancillary dwelling does not preclude the single house from meeting the required minimum open space and outdoor living area; and vii. ancillary dwelling complies with all other R-Code provisions, only as they apply to single houses, with the exception of clauses: <ul style="list-style-type: none"> (a) 5.1.1 Site area; (b) 5.2.3 Street surveillance (except where located on a lot with secondary street or right-of-way access); and (c) 5.3.1 Outdoor living areas.
Design Principles/ Local Housing Objectives	<p>Clause 5.5.1:</p> <p>P1 Ancillary dwelling for people who live either independently or semi-dependently to the residents of the single house, sharing some site facilities and services and without compromising the amenity of surrounding properties.</p>	<p>NO change to design principles, but the following Local Housing Objectives are proposed to be read in conjunction with the design principles:</p> <ul style="list-style-type: none"> 1.1 To provide development of ancillary accommodation that can be occupied independently or semi-independently of the Single House situated on the lot. 1.2 Development and design of ancillary accommodation that applies the use of materials with a texture, colour, elevation, bulk, scale and material finish that does not detract from streetscape or the visual amenity of neighbouring properties. 1.3 Design which does not compromise the amenity of neighbouring properties and the streetscape by way of overlooking and overshadowing. 1.4 Development situated and undertaken in a manner that does not compromise the natural surroundings or environmental attributes that may exist on a site. 	<p>P1 Ancillary dwelling is of a small scale and designed to support people living independently or semi-dependently to the residents of the single house, sharing some site facilities and services.</p> <p>P2 Ancillary dwellings to positively contribute to its setting, including the existing single house and, where visible from the street or adjoining properties, to the amenity of the streetscape and context.</p>



Owner	Planning and Sustainability
Implementation	Month TBA 2020 16 March 2021
Next Review	Month TBA 2024 16 March 2025

PART 1 – POLICY OPERATION

Policy Development and Purpose

This Local Planning Policy has been prepared under Schedule 2, Part 2 of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* and is to be read in conjunction with the City of Wanneroo’s (the City) District Planning Scheme No. 2 (DPS 2).

The purpose of this Local Planning Policy (Policy) is to provide guidance for the development of ancillary accommodation in the City of Wanneroo.

This Policy forms part of the City of Wanneroo Local Planning Policy framework, and should be read in conjunction with State Planning Policy 7.3: Residential Design Codes Volume 1 (R-Codes).

Where this Policy is inconsistent with the provisions of an approved local development plan, activity centre plan or structure plan, the provision of an approved local development plan, activity centre plan or structure plan prevails.

Policy Objectives

1. To support the development of ancillary accommodation that is designed to complement the local character.
2. To provide criteria that distinguishes ancillary accommodation from other dwelling types in the City of Wanneroo.
3. To ensure that an appropriate level of amenity is provided for the benefit of ancillary accommodation occupants.
4. To ensure that the appearance, materials and finishes used for ancillary accommodation development does not compromise the visual amenity, built form character and the natural environment of the surroundings.

Definitions and Interpretations

Ancillary Accommodation: means the same as 'ancillary dwelling' as defined in Appendix 1 of the R-Codes:

"Self-contained dwelling on the same lot as a single house which may be attached to, integrated with or detached from the single house."

The City considers 'self-contained dwellings' as living quarters that could be occupied independently from another dwelling, such as a main dwelling on the same lot. For living quarters to be occupied independently, it should include a bathroom, toilet, kitchen and laundry facility.

Planning and Sustainability
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Ancillary Accommodation



Self-contained ancillary accommodation could either be:

- Detached from a main dwelling on the same lot; or
- Attached or integrated into one building with the main dwelling. For example, ancillary accommodation could be separated from a main dwelling within the same building by a common space (such as a garage, living area or common laundry), walls and/or internal doors.

Detached extensions to a Single House or Grouped Dwelling that cannot be occupied independently (such as games rooms, sleep-outs, pool rooms and sewing rooms) are not considered to be ancillary accommodation.

Matching Built Form: means a built form for ancillary accommodation that is the same as that of the Single House to which it is ancillary — by way of colour, texture and materials used in the construction of external walls; roof material, colour and pitch; and floor to ceiling height.

PART 2 – GENERAL POLICY PROVISIONS

1.0 — Local Housing Objectives

The purpose of the following Local Housing Objectives are to guide the City's judgement on the merits of ancillary accommodation proposals. The Local Housing Objectives should be read in conjunction with the Design Principles of the R-Codes, where the R-Codes apply. For ancillary accommodation development that is not subject to the R-Codes, the Local Housing Objectives will be applied as Design Principles.

- 1.1 — To provide development of ancillary accommodation that can be occupied independently or semi-independently of the Single House situated on the lot.
- 1.2 — Development and design of ancillary accommodation that applies the use of materials with a texture, colour, elevation, bulk, scale and material finish that does not detract from streetscape or the visual amenity of neighbouring properties.
- 1.3 — Design which does not compromise the amenity of neighbouring properties and the streetscape by way of overlooking and overshadowing.
- 1.4 — Development situated and undertaken in a manner that does not compromise the natural surroundings or environmental attributes that may exist on a site.

2.0 — Application of the R-Codes and Replacement Deemed-to-Comply Provisions

- 2.1 — Pursuant to Clause 7.3.2 of the R-Codes, this Policy amends the deemed-to-comply requirements prescribed in Clause 5.5.1 of the R-Codes. The amended deemed-to-comply requirements relating to ancillary accommodation are provided below:

C1 — Ancillary dwelling associated with a single house and on the same lot where:

- i. — the lot is not less than 450m² in area;
- ii. — there is a maximum plot ratio area of 70m²;

Planning and Sustainability
Local Planning Policy 2.6

Ancillary Accommodation



- ~~iii. ancillary accommodation constructed with a matching built form¹ as the single house to which it is ancillary.~~

~~NOTE 1: The term 'matching built form' is defined in Part 1 of this Policy, under the heading 'Definitions and Interpretations'.~~

- ~~iv. parking provided in accordance with Clause 5.3.3 C3.1 of the R-Codes; and~~

- ~~v. complies with all other R-Code provisions, only as they apply to single houses, with the exception of Clauses:~~

~~(a) 5.1.1 Site area;~~

~~(b) 5.2.3 Street surveillance (except where located on a lot with secondary street or right-of-way access); and~~

~~(c) 5.3.1 Outdoor living areas.~~

~~2.2 If the deemed-to-comply provisions stipulated in Section 2.1 above cannot be satisfied, an ancillary accommodation proposal must then satisfy the design principles of the R-Codes and the Local Housing Objectives provided in Section 1 above.~~

~~2.3 Ancillary accommodation proposals that do not meet the deemed-to-comply requirements stipulated in Section 2.1 above are not exempt from development approval under Clause 61 of the DPS 2 Deemed Provisions.~~

31.0 Ancillary Accommodation Provisions where the R-Codes do not Apply

In addition to the relevant DPS 2 development provisions, development of ancillary accommodation on land where the R-Codes do not apply should satisfy the following requirements:

- 31.1** Ancillary accommodation must be associated with a single house, which either exists or will be developed concurrently on the same lot.

- 31.2** No more than one ancillary accommodation can be constructed on a lot.

- 31.3** Development and design of ancillary accommodation should apply the use of materials with a texture, colour, elevation, bulk, scale and material finish that does not detract from streetscape, local character or the visual amenity of neighbouring properties.

- 31.4** The plot ratio area² of any ancillary accommodation should not exceed 70m², except on lots greater than 4,000m² in area where the plot ratio area of any ancillary accommodation should not exceed 100m².

NOTE 2: In the context of this Policy, the term 'plot ratio area' means the same as it is defined in Appendix 1 of the R-Codes.

- 31.5** Notwithstanding the provisions outlined in Section 2.31.4 above, ancillary accommodation with a floor area exceeding 100m² may be considered where a landowner/applicant can demonstrate to the satisfaction of the City that:

- Exceptional circumstances exist that warrant the need for the ancillary accommodation to have a floor area exceeding 100m²; and
- The ancillary accommodation will be ancillary to the single house on the subject site.



Owner	Planning and Sustainability
Implementation	16 March 2021
Next Review	16 March 2025

PART 1 – POLICY OPERATION

Policy Development and Purpose

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The purpose of this Local Planning Policy (Policy) is to provide guidance for the development of ancillary accommodation in the City of Wanneroo.

This Policy forms part of the City of Wanneroo Local Planning Policy framework, and should be read in conjunction with State Planning Policy 7.3: Residential Design Codes Volume 1 (R-Codes).

Where this Policy is inconsistent with the provisions of an approved local development plan, activity centre plan or structure plan, the provision of an approved local development plan, activity centre plan or structure plan prevails.

Policy Objectives

1. To support the development of ancillary accommodation that is designed to complement the local character.
2. To provide criteria that distinguishes ancillary accommodation from other dwelling types in the City of Wanneroo.
3. To ensure that an appropriate level of amenity is provided for the benefit of ancillary accommodation occupants.
4. To ensure that the appearance, materials and finishes used for ancillary accommodation development does not compromise the visual amenity, built form character and the natural environment of the surroundings.

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The City considers 'self-contained dwellings' as living quarters that could be occupied independently from another dwelling, such as a main dwelling on the same lot. For living quarters to be occupied independently, it should include a bathroom, toilet, kitchen and laundry facility.

Self-contained ancillary accommodation could either be:

- Detached from a main dwelling on the same lot; or
- Attached or integrated into one building with the main dwelling. For example, ancillary accommodation could be separated from a main dwelling within the same building by a common space (such as a garage, living area or common laundry), walls and/or internal doors.

Detached extensions to a Single House or Grouped Dwelling that cannot be occupied independently (such as games rooms, sleep-outs, pool rooms and sewing rooms) are not considered to be ancillary accommodation.

PART 2 – GENERAL POLICY PROVISIONS

1.0 Ancillary Accommodation Provisions where the R-Codes do not Apply

In addition to the relevant DPS 2 development provisions, development of ancillary accommodation on land where the R-Codes do not apply should satisfy the following requirements:

- 1.1 Ancillary accommodation must be associated with a single house, which either exists or will be developed concurrently on the same lot.
- 1.2 No more than one ancillary accommodation can be constructed on a lot.
- 1.3 Development and design of ancillary accommodation should apply the use of materials with a texture, colour, elevation, bulk, scale and material finish that does not detract from streetscape, local character or the visual amenity of neighbouring properties.
- 1.4 The plot ratio area of any ancillary accommodation should not exceed 70m², except on lots greater than 4,000m² in area where the plot ratio area of any ancillary accommodation should not exceed 100m².
NOTE: In the context of this Policy, the term 'plot ratio area' means the same as it is defined in Appendix 1 of the R-Codes.
- 1.5 Notwithstanding the provisions outlined in Section 1.4 above, ancillary accommodation with a floor area exceeding 100m² may be considered where a landowner/applicant can demonstrate to the satisfaction of the City that:
 - Exceptional circumstances exist that warrant the need for the ancillary accommodation to have a floor area exceeding 100m²; and
 - The ancillary accommodation will be ancillary to the single house on the subject site.

3.6 Consideration of Caporn Street, Wanneroo Local Structure Plan No.105

File Ref:	41315 – 21/3763
Responsible Officer:	Director Planning and Sustainability
Disclosure of Interest:	Nil
Attachments:	8

Issue

To consider submissions on the proposed draft Caporn Street, Wanneroo Local Structure Plan No. 105 (LSP 105) and forward it to the Western Australian Planning Commission (WAPC) for its approval.

Applicant	Taylor Burrell Barnett Town Planners
Owners	Quito Pty Ltd; Antonio and Michael Del Borrello; A M Cosentino; I R James; Perron Developments Pty Ltd; M Crisafulli, J M Ding and N L Lunder; and P G & I R James
Location	Lots 1, 2, 7, 13, 12, 36 and 38, and 37 Caporn Street, Wanneroo and Lot 9015 Saponara Drive, Wanneroo
Site Area	Approximately 26 hectares
MRS Zoning	Urban
DPS 2 Zoning	Urban Development

Background

On 7 August 2015 Western Australian Planning Commission (WAPC) resolved to rezone the subject site from Rural to Urban Deferred under the Metropolitan Region Scheme (MRS). On 14 February 2018, WAPC resolved to lift the Urban Deferment and the subject lots are zoned Urban under the MRS.

Council at its meeting of 30 June 2020 considered Amendment No.179 to District Planning Scheme No. 2 (DPS 2) to rezone the subject lots from Rural Resource to Urban Development and resolved to support the amendment (Item PS08-06/20). The amendment proposal was gazetted on 15 January 2021.

Under the provisions of DPS 2, no subdivision or development should be undertaken on land zoned Urban Development until such time a structure plan is prepared and approved by the WAPC. On 25 August 2020, Taylor Burrell Barnett Town Planners submitted draft LSP 105.

On 17 September 2020, the Manager Approval Services informed the Mayor and the Elected Members that in accordance with Part 2.10.1 of the City's Delegated Authority Register relating to structure planning, Administration was undertaking advertising of LSP 105 pursuant to Clause 18 of the Deemed Provisions of the DPS 2. LSP 105 was advertised for a period of 28 days commencing on 1 October and ending on 29 October 2020.

Detail

Site

Attachment 1 is the location plan of the structure plan area which consists of nine lots and seven landowners. Eight of the lots front Caporn Street with one small lot (383m²) being located along Saponara Drive. The Structure Plan was lodged on behalf of the owners of Lots 1 & 13

Caporn Street being represented by Acumen Development Solutions. A summary of the lots and landowners is provided in the table below and their current position on the LSP.

Address	Lot	Area (ha)	Landowner	Position on LSP 105
48 Caporn Street	7	4.2058	Cosentino, Anthony Michael	No formal comment received during advertising
60 Caporn Street	37	2.4437	Cristafulli, Marilyn Ding, Jillian Lunder, Nancy	No formal comment received during advertising
68 Caporn Street	38	2.4439	Perron Development Pty Ltd	Planning Consultants, Rowe Group provided submission on owners behalf supporting LSP and requesting some modifications to POS
70 Caporn Street	36	2.8660		
76 Caporn Street	12	2.0231		
88 Caporn Street	13	4.8997	James, Ian Russell	Lodged LSP Represented by Acumen Development Solutions
100 Caporn Street	1	3.8385	Quito Pty Ltd	Lodged LSP Represented by Acumen Development Solutions
110 Caporn Street	2	3.8403	Del Borrello, Antonio Del Borrello, Michael	Objected to the LSP Also provided late supplementary submission from Planning Consultants, Hatch / Roberts Day
33 Saponara Drive	9015	0.0383	James, Gary Paul James, Ian Russell	No formal comment received during advertising

The Structure Plan area is currently utilised for rural-residential and market gardening purposes. The western and southern boundary abuts the locality of Sinagra (East Wannon Cell 2 Approved Structure Plan No.4). The western area consists of established Residential R20 lots and San Teodoro Park.

The area to the east and south of Lots 1 and 2 is zoned Special Rural and the land to the north, on the other side of Caporn Street, is zoned Rural Resource. These areas are also located within the East Wannon District Structure Plan (EWDSP) and are identified as 'Suburban Neighbourhood' within Precincts 6 and 7, which are expected to develop in Stage 1 (by 2031). The subject site was originally included in the draft EWDSP within Precinct 6, however was later removed when the document was approved by the WAPC on 25 November 2020. This means the landowners of LSP 105 will not contribute to any district infrastructure within the EWDSP area.

Attachment 2 is an extract of the current DPS 2 Zoning Map relevant to the structure plan area. **Attachment 3** is an extract of the EWDSP and identifies LSP 105 in relation to the District Structure Plan.

Proposal

LSP 105 seeks to guide the subdivision and development of the land for residential purposes, which will ultimately tie into the existing and future urban development of the surrounding area. Details of LSP 105 include:

- Residential zone with density codings proposed at R30, R40 and R60, with a lot yield of approximately 500 lots.
- Road network – internal local road network that will connect to existing roads to Caporn Street, Saponara Drive, Rometta Way and Speranza Parkway.

- Road widening along Caporn Street to cater for upgrading of the road to accommodate a median strip and two junctions with LSP 105.
- Public Open Space (POS) provision of 3.1499 ha (11.9% of total area).
- Total of six POS areas comprising four pocket parks, one Local Park and one Neighbourhood Park. Except for POS 3, all POS areas will include a drainage component. POS is identified as Local Scheme Reserve – Parks and Recreation on the Structure Plan Map.

Attachment 4 is a copy of Part 1 – Implementation of LSP 105 including the structure plan map. **Attachment 5** is the development concept plan, which identifies the local road network, residential densities and identifies the POS sites.

Consultation

LSP 105 was advertised for public comment for a period of 28 days by means of on-site signs, an advertisement in the Wanneroo Times newspaper and the City's website and letters to adjoining landowners. The submission period commenced on 1 October and closed on 29 October 2020. The City received 18 submissions including seven from government agencies. Of the 11 public submissions, being six objections, three support and two comments only. Two were from the landowners within the structure plan area. **Attachment 6** is a summary of submissions received and Administration's responses.

The main issues raised in the public submissions are:

- The volume of traffic on Caporn Street is a major concern as it will have significant impact on the Caporn Street residents;
- No direct external access point to Lot 2. Reliance on neighbouring Lot 1 to develop first.
- Distribution of Public open space within Structure Plan area;
- Increase in traffic on existing roads to south of Structure Plan area including Saponara Drive and Rheo Outlook; and
- Native bushland will be destroyed.
- Suggested modifications to the BMP.

A detailed discussion on these issues is provided in the Comment section.

Comment

Road Network and Traffic

Caporn Street is located on the northern boundary of LSP 105 and is identified as a Neighbourhood Connector on the Structure Plan map in accordance with the EWDSP. Two road connections are proposed from Caporn Street to access the Structure Plan area. Both of these roads are classified as Access Street C as per Liveable Neighbourhoods (LN) with a road reserve width of 15.4 metres.

The remaining internal roads are classified as Access Street D with a road reserve width of 14.2 metres and are proposed to be coordinated with the adjoining 14-metre wide Rometta Way and Speranza Parkway in the west. The structure plan also proposes roads up to the eastern and part of the southern boundary of the structure plan area leading to the adjoining Special Rural Zone. These roads will terminate in a temporary cul-de-sac with a 17.5-metre radius as per the WAPC's Guidelines for Planning in Bushfire Prone Areas until such time as the adjoining properties are urbanised and the roads can connect through.

Caporn Street

Caporn Street is a 2.4 kilometre long single carriageway road connecting Pinjar Road in the west and Franklin Road in the east. Adjacent to the Structure Plan area the road varies in width between 20 and 25 metres. LSP 105 proposes a 7.1m road widening along Caporn Street in order to accommodate road upgrades associated within LSP 105. Landowners will need to pay contributions to the City towards the upgrade of this road at subdivision stage. This approach means that ultimately the City would be responsible for upgrading the road using the collected funds.

The Transport Impact Assessment (TIA) submitted by the applicant indicates that based on the latest traffic counts for Caporn Street sourced from the City, it carries approximately 11,380 vehicles per day (vpd). In addition to the traffic generated by the structure plan, in 2031, Caporn Street is estimated to carry a traffic volume of 16,280 vpd west of the structure plan area and 13,880 vpd east of the structure plan area. In line with these volumes the TIA assumed Caporn Street would be upgraded to a dual carriageway.

However, as mentioned previously, the EWDSR identifies this road as a single carriageway Neighbourhood Connector which under LN policy has an indicative volume in the range of 7,000 vpd. Traffic volumes are currently high along Caporn Street as it provides an important connection to Pinjar Road and then onto Wanneroo Road allowing commuters to travel south along these regional roads. However development within the EWDSR will result in the construction of a number of other alternative north-south connections east of Caporn Street. In particular Franklin Road will become an Other Regional Road and further east the Whiteman to Yanchep Highway (Primary Regional Road) will be constructed. As East Wanneroo develops these other roads will begin to carry the bulk of the traffic generated within the EWDSR area significantly reducing the volumes on Caporn Street. Therefore it is projected that the traffic volumes along Caporn Street will eventually align with a Neighbourhood Connector at up to 7,000 vpd.

However, it is acknowledged that until East Wanneroo is developed and these other roads are upgraded or created then Caporn Street will continue to operate at levels above its desirable capacity. Given this, to determine if Caporn Street could safely function as a single carriageway the City requested the applicant conduct additional traffic modelling. The applicant provided an additional Technical Traffic Note, which conducted a capacity assessment of the two proposed Caporn Street junctions comparing the single carriageway or dual carriageway options. A 7.0m wide median for this entire section of Caporn Street and junctions with left-turn slip lane and right-turn pocket is required in both scenarios. The Technical Traffic Note advised that the junctions would record a higher level of capacity under the dual carriageway option.

Notwithstanding, the Technical Traffic Note advised the junctions could operate satisfactorily and without significant delays or extensive queues in the single carriageway scenario, and there was still ample capacity for traffic growth. The Technical Traffic Note concluded that the junctions will not be compromised if Caporn Street remains a single carriageway and the duplication of Caporn Street will not be required. This Technical Traffic Note was reviewed by the City's Traffic and Transport Department who agreed with the findings and also recognised the upgrades, specifically the turning lanes into the LSP area, would improve traffic flow along Caporn Street. Therefore, the anticipated traffic volumes could be safely accommodated within a single carriageway.

Following review of the additional traffic advice, the applicant requested Part 1 of LSP 105 be modified to require the upgrade of Caporn Street at subdivision stage as per the road profile in the Technical Traffic Note being the 7.0m wide median strip and junctions with left-turn slip lane and right-turn pocket. This means the owners of the lots where the junctions are proposed would each be responsible for upgrading a portion of Caporn Street, being Quito Pty Ltd (Lot 1) and Perron Group (Lots 12, 36 and 38). Both these landowners have agreed to this approach. Therefore, the City will not be required to undertake any of the Caporn Street

upgrades and no further contributions from the landowners of LSP 105 will be required. It is recommended Part 1 be updated to reflect this arrangement.

For all lots fronting Caporn Street, a 7.1m road widening along the southern verge of Caporn Street is identified and proposed to be ceded free of cost. Even though Caporn Street is not required to be built to a dual carriageway standard the additional road reserve width is required to accommodate the median strip and the full movement junctions as specified above.

Following the close of advertising the owners of Lot 2 (Del Borrello) raised a late objection as LSP 105 does not provide direct access to their property from Caporn Street. Access to Caporn Street from Lot 2 would only be possible through Lot 1. In response to this submission, the applicant provided an alternative concept plan, included as **Attachment 7**, for consideration showing an additional access onto Caporn Street from Lot 1.

Planning consultants representing the owners of Lot 2 made a late submission dated 16 February 2021 and their correspondence included a Safe Access Memorandum prepared by GTA Consultants (Traffic Engineers), which investigated the safety and operation of an additional (third) junction from Lot 2 with Caporn Street. The Safe Access Memorandum was however based upon the assumption in the applicant's original TIA that Caporn Street would be upgraded to a four-lane dual carriageway. The memo summarised:

- In the event Lot 2 develops before Lot 1, then the junction should initially be designed and operate as a full movement priority-controlled T-intersection with right turn pocket of at least 100m. No left turn slip lane was proposed as the report noted that 92% of traffic distribution is to the west along Caporn Street.
- When Caporn Street is upgraded to a four-lane dual carriageway (which as explained above is not required) and/or Lot 1 Caporn Street access is fully constructed and operational, then Lot 2 Caporn Street access should be converted to a left-in/left out (LILO) arrangement.

Acumen has advised they only support a LILO and do not support an additional full movement intersection from Lot 2. Acumen raised safety concerns that the junction would not function correctly as a full movement and it will need to be set up with slip lanes and a wider road reserve into Lot 2. Further Acumen advised they would not pay for the conversion from full movement to LILO.

In relation to safety, the City's Transport and Traffic Department reviewed the memo and agreed the findings, confirming the intersection could operate safely, even in the context of Caporn Street remaining as single carriageway as discussed above. It is also agreed that a left turn slip lane would not be required due to the low traffic volumes entering the site from the east which is less than 10% of the total traffic distribution from Lot 2. Further, this would encouraged drivers to use main access into the LSP area from Lot 1, which includes a slip lane.

However, it is acknowledged design of this additional junction would need to be designed to accommodate sightline truncations and potentially a greater road reserve width into Lot 2. The additional road connection to Caporn Street is proposed in the submission along the eastern boundary of Lot 2, directly adjacent to Lot 137 (120) Caporn Street which is not part of LSP 105. The existing driveway to Lot 120 is from Caporn Street and is setback 5.0m from the boundary with Lot 2. Given the proposed location of the additional junction, it is unlikely that sufficient sightline truncations or an appropriate separation to this existing driveway could be achieved.

Further, the additional junction is only required in the event Lot 2 develops prior to Lot 1. A third junction is not required for the efficient movement of traffic along Caporn Street or through the subject area. Allowing individual landowners separate access points to Caporn Street simply to facilitate possible issues with timing of subdivisional works will result in unnecessary

road infrastructure and ongoing maintenance requirements. Therefore, it is not an orderly planning process to permanently create additional road reserve and a junction with Caporn Street simply to facilitate the timing of subdivisional works.

As an alternative to the provision of a third permanent junction with Caporn Street, Administration recommends that in the event that Lot 2 proceeds to subdivision without being able to obtain access to Caporn Street via Lot 1, a temporary vehicle access easement be created through the north eastern POS site to provide access to Caporn Street until such time as access is available via Lot 1. The design of a temporary junction for access to Caporn Street from Lot 2 would be detailed at subdivision stage to ensure sufficient sightlines and separation distances to the driveway of the adjoining Lot 137.

The owner of Lot 2 would be responsible for the design and construction of this access and the associated Caporn Street upgrade through a condition of subdivision approval. The owners of Lot 2 have confirmed they would pay for the design and construction of this access and any modifications required. To ensure this work is completed at a future date a legal agreement and caveat on title securing the City's interest would be required in this situation.

Administration does not support modification of LSP 105 as shown in **Attachment 7** to create an additional permanent access to Caporn Street from Lot 2. Administration recommends minor wording being added to the 'Staging' clause in Part 1 of LSP 105 to clarify that Lot 2 will be responsible for the provision and removal of a temporary access to Caporn Street in the circumstance where Lot 2 develops prior to Lot 1. The owners of Lot 2 would also be responsible for the reinstatement of Caporn Street to its finished standard.

Traffic volumes south (Saponara Drive / Rhoeo Outlook)

Some submitters have stated that the traffic generated by the structure plan area will result in an increase in traffic on the existing network to the south of LSP 105, specifically Saponara Drive and Rhoeo Outlook. Saponara Drive runs east-west along the southern boundary of the structure plan area and is proposed to be extended to the east into adjoining Lot 132 (20) Grevilla Court. One junction from Lot 36 is proposed to connect the LSP area with the existing Saponara Drive. Three additional intersections are proposed from Lots 1 and 2 to the future Saponara Drive extension, which is intended to be constructed by the applicant at subdivision stage. These roads would be temporary cul-de-sacs until Saponara Drive is extended.

Rhoeo Outlook runs north-south connecting Saponara Drive to Vincent Street. Both these roads have 15m wide road reserves. As per LN policy these roads are classified as Access Road D with a current carrying capacity of 1,000 vpd. To date, the City has not undertaken a traffic count on these roads, but the Applicant's traffic consultants have provided indicative traffic volumes for some of the roads based on the number of existing dwellings.

The applicant's Traffic Impact Assessment assumes that 740 vehicles, being 20% of the traffic generated by the structure plan area, will be distributed via Saponara Drive. There are 25 dwellings along Saponara Drive that front LSP 105 and based on this number Applicant's traffic consultants has estimated that currently a maximum of 80vpd-100vpd on this road. Based on the current and predicted traffic volumes Saponara Drive will remain well within the 1000 vpd carrying capacity.

Rhoeo Outlook currently caters for local traffic and provides a connection from Saponara Drive to Vincent Street. Other roads will distribute traffic from the structure plan area via Saponara Drive into the surrounding road network, namely Cordyline Entrance which also connects to Vincent Street. The applicant's traffic consultants predicted that of the 740 vpd generated from within LSP 105, 340 vpd are expected to use this road. It was also estimated that at present the road currently carries about 500 vpd, meaning a total of 840 vpd will use this road which is within the 1000 vpd traffic volume capacity.

Public Open Space

LN Policy requires a minimum of 10% of the LSP area be set aside for POS. LSP 105 makes provision for a total POS area of 3.1499 hectares representing 11.9% of the total area of LSP 105 of 26.6 hectares (ha). POS is identified as Local Reserve 'Parks and Recreation' on the Structure Plan Map.

Part 1 of LSP 105 requires POS to be provided generally in accordance with the Structure Plan Map with a minimum 10% of the net subdivisible area. LSP 105 is not subject to a developer contribution scheme, so the City has no mechanism to ensure the equitable cost sharing of POS. LSP 105 proposes private agreements between landowners to ensure landowners providing POS in excess of 10% are compensated by the landowners providing less than 10% POS. The City will not be party to any of these agreements and cannot enforce landowners to enter into any such agreements.

Administration's preference is for the POS to be consolidated into one or two main POS areas. However, as the LSP has a more fragmented distribution of POS. The LSP has been designed so each landholding provides a portion of the total POS, albeit not entirely evenly across the landholdings. Six POS areas are proposed comprising four pocket parks, one Local Park and one Neighbourhood Park in accordance with the provisions of the City's Local Planning Policy 4.3 – Public Open Space (LPP 4.3), as shown the development concept plan (**Attachment 5**).

Specifically, three POS sites (covering five landholdings) along Caporn Street are not ideally located given their accessibility and safety. However, these POS areas will include drainage functions as the land slopes down towards Caporn Street and also provides an entrance into the LSP area. Further, two centralised POS areas (POS 3 and POS 5) have been provided which include significant conservation and recreation functions. Therefore, in this context the POS location and sizes are satisfactory, albeit not ideal due to the fragmented land ownership and lack of a DCP.

The breakdown of POS per landholding is provided in the table below:

Landholdings	Net subdivision area (m2)	10% POS required per landholding (m2)	Total POS Proposed (m2)	POS % per landholding	Surplus / Shortfall area (above or below 10%)
Cosentino (Lot 7)	42,040	4202	4210	10%	+6m2
Lunder/Ding/Crisafulli (Lot 37)	24,062	2406	2665	11.1%	+259m2
Perron (Lot 12, 36, 38 & 9006)	73,053	7305	14532	19.9%	+7227m2
Quinto/ James (Lot 1 & 13)	86,871	8687	7644	8.8%	-1043m2
Del Borrello (Lot 2)	38,189	3819	2448	6.4%	-1371m2
TOTAL	264215	26470	31499	11.9%	+5029m2

Two submissions were received from landowners within the LSP area in relation to POS. One submission in support of the LSP was submitted by Rowe Group on behalf of Perron Group, owners of Lots 12, 36, 38 & 9006. As indicated in the above table, Perron Group provides the greatest portion of POS, being 20% of their landholding and almost half the total POS within the LSP area. This is because they are providing the 1.217ha Neighbourhood Nature Park (POS 3) to retain existing mature vegetation.

Although the submission was in support of the LSP, it requested modifications to the POS Clause in Part 1 to allow the POS to be further rationalised at subdivision stage. The submission noted that the following POS areas could be removed or reduced:

- Remove POS 1 (Lot 7) subject to mature vegetation being retained within road reserve and cost contribution agreement between Perron Group and Lot 7.
- Reduce POS 4 (Lot 12) through efficiencies in drainage design.

Administration agrees the POS could be rationalised as per the above given there is an excess of 10% POS within the LSP area. As mentioned above the POS sites along Caporn Street are not ideally located for accessibility and safety reasons and Administration would also consider the rationalisation of these POS sites. However, the two centralised POS sites (POS 3 and POS 5) retain significant vegetation and the latter will provide a turfed area for recreation away from Caporn Street. Given their size, location and function the reduction or rationalisation of POS 3 and 5 is not supported.

The submitter also requested the POS provision in Part 1 be updated to require landowners at subdivision stage to either provide 10% POS across their landholdings or to have entered into a private agreement between landowners to facilitate an equitable sharing of POS across the LSP area. It is noted that currently Lot 1 (applicant) and Lot 2 are the only lots within the LSP area providing less than 10% POS. If these landholders were also required to provide 10% POS this would create an even greater excess of POS within the LSP area.

In this regard, the objection received from the owners of Lot 2 also related to the POS distribution. POS site 6B is proposed within Lot 2 along Caporn Street, being 6.4% of this landholding. The landowner stated they would prefer to provide 10% POS within their own landholding and are opposed to entering into a cost sharing arrangement with other landowners. The landowners of Lot 2 are supportive of the concept plan, included in **Attachment 7**, demonstrating how this landholding could accommodate the provision of 10% POS.

As mentioned above, the POS has been distributed so each landholding accommodates a portion of POS. Administration does not support the position that each landowner provide 10% POS as it would result in fragmented POS and provide an excess of POS for the area. In order to address the submissions, it is recommended LSP 105 be updated as follows:

- Part 1 Clause 1.6.2 Public Open Space Provision updated to require POS is provided in accordance with Plan 1 Structure Plan Map and summarised in table which specifies POS requirement per landholding (as per table above);
- POS may be rationalised at subdivision stage subject to the following:
 - Minimum of 10% POS being achieved across the Structure Plan area, comprising of 8% unrestricted POS in accordance with LN.
 - Landowners proposing to modify the POS from the Structure Plan map and table must demonstrate a cost sharing agreements have been reached with other landowners.
- Part 2 is updated to elaborate on where there are opportunities to rationalise POS and which POS sites should not be (ie POS 3 & 5) as identified above.

Lastly, there were a number of submissions made in relation to the destruction of native bushland on the site. The site is zoned Urban under the MRS and Urban Development under DPS 2. One of the objectives of Urban Development Zone is:

“provide for the orderly planning of large areas of land for residential and associated purposes through comprehensive structure planning process.”

In order to provide land for residential purposes some clearing of the LSP area must be undertaken. Notwithstanding, a significant area of mature vegetation is proposed to be conserved within POS 3.

In summary, the POS distribution is not an optimal solution and preferably, it would be consolidated in a few sites that were appropriately located and retained the best quality vegetation. However, as the LSP is in fragmented ownership and there is no DCP over the area to equitably apportion costs associated with the provision of a few consolidated POS sites. The proposed POS distribution has been designed to be generally shared across each landholding. Given this context and as the proposed POS sites will still provide for the necessary social, recreational, drainage and conservational needs of the future community, it is considered the POS distribution is satisfactory.

Residential Densities

The applicant has proposed density targets based on the WAPC's Directions 2031 and Beyond - Perth & Peel @ 3.5 Million. These documents provide a minimum density target of 15 Dwellings per gross hectare and 26 dwellings per residential site hectare respectively. In order to achieve these targets the structure plan area is predominantly coded R30. Land surrounding POS sites is coded R40 except for one portion coded R60, which is not supported.

The City's Local Planning Policy 3.1 – Local Housing Strategy Implementation provides a framework to guide the planning and development of increased housing density in existing suburbs in the City of Wanneroo. The policy is in two parts, namely, Housing Precincts and Other Infill Development. The structure plan area is neither a Housing Precinct nor an Other Infill Development (increasing densities in existing residential zoned lane). Notwithstanding Administration referred to the criteria of "Infill Development" to determine the appropriate densities for the LSP area.

The policy permits R60 density within 400m of an Activity Centre and R40 density between 401m – 800m from the edge of an Activity Centre. The Policy also permits R60 density within 250m of a high frequency bus route. The LSP 105 area does not satisfy the policy requirements for R60 as it is not within 400m of an Activity Centre or a high frequency bus route. Therefore, it is recommended that the R60 density be removed from the LSP and replaced with the R40 coding.

However, half of the LSP area, specifically Lots 7, 37, 36, 38 and 12, are within 800m of the Ashby Neighbourhood centre which is located to the west along Pinjar Road satisfying the R40 density criteria. Although it is acknowledged the entire LSP area does not fall within 800m of an Activity Centre, Administration supports the location of the R40 density as it is adjacent POS and provides a consistent range of densities across all landholdings.

Medium Density Residential Housing Standards

LSP 105 proposes to incorporate the Medium-Density Housing Standards (R-MD) for residential lots, as set out in the City's Local Planning Policy 4.19. R-MD Codes replace specific development standards of the Residential Design Codes (R-Codes), including setbacks, open space, parking, visual privacy and solar access.

In late 2020 DPLH released the draft Medium Density Housing Codes (different to R-MD Codes) for public consultation. The Medium Density Housing Codes will apply to single houses and grouped dwellings in areas coded R30 and above and will form part of the R-Codes. The Medium Density Housing Code encourage better housing design and greater housing diversity. The policy will provide for comprehensive development control standards, including provisions not covered in R-MD Codes, such as space for trees and deep soil areas, better solar access and ventilation and flexible and functioning living spaces.

Public consultation for the Medium Density Housing Codes closes on the 16 April and the policy scheduled to be gazetted the end of the year. Following this, LPP 4.19 will likely be revoked. Given this, it is recommended LSP 105 be updated to remove the requirement for R-MD standards.

Additional modifications requested by Administration

Administration is recommending a number of other minor modifications to LSP 105 including:

- Modify Local Development Plans (LDP) requirements in Part 1 to only require an LDP for development directly fronting POS
- Replace Appendix 1 Bushfire Management Plan with the updated Version 2 prepared by Eco Logical Australia dated 26 November 2020.

The details of all proposed changes to LSP 105 and Administrations' comments to each modification are included at **Attachment 8**.

Conclusion

LSP 105 has been assessed under the provisions of the relevant WAPC and the City policies and is considered to be satisfactory. It is recommended that the structure plan be supported with modifications as discussed in the report and be forwarded to the WAPC for its approval.

Statutory Compliance

This Structure Plan has been processed in accordance with the requirements of DPS 2.

Strategic Implications

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

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

Risk Management Considerations

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

Risk Title	Risk Rating
ST-S04 Integrated Infrastructure & Utility Planning	Moderate
Accountability	Action Planning Option
ELT (Director P&S and Director Assets)	Manage

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

Risk Title	Risk Rating
CO-O23 Safety of Community	Low
Accountability	Action Planning Option
Director Community and Place	Manage

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

developed to accept this risk to support existing management systems. This proposal aligns with the Society objective of the existing Strategic Community Plan, Council should therefore consider the following risk appetite statement: 1.1 Healthy and Active People

The City's defined risk appetite for 1.1 Healthy and Active People is articulated through the risk appetite statement. The City provides facilities that are for leisure and general recreation activities and as a facility provider; ensures facility design and support the community to utilise the facilities. Therefore, the City will accept a low to moderate level of risk to ensure health and safety impacts are reduced to 'as low as reasonable practicable' (ALARP) and reputation risk is restricted to low.

Policy Implications

LSP 105 has been assessed under the provisions of the WAPC's Liveable Neighbourhoods policy, State Planning Policy 3.7 – Planning in Bushfire Prone Areas and the City's Local Planning Policy 4.19 – Medium Density Housing Standards, Local Planning Policy 4.3 – Public Open Space and Local Planning Policy 3.1 – Local Housing Strategy Implementation.

Financial Implications

In considering the East Wannon District Structure Plan, the WAPC resolved to remove the LSP 105 area from the EWDSP. Therefore the structure plan will not be subject to EWDSP development contribution scheme and will not need to contribute to any district facilities within East Wannon area. LSP 105 proposes private agreements in regard to the POS allocation.

Voting Requirements

Simple Majority

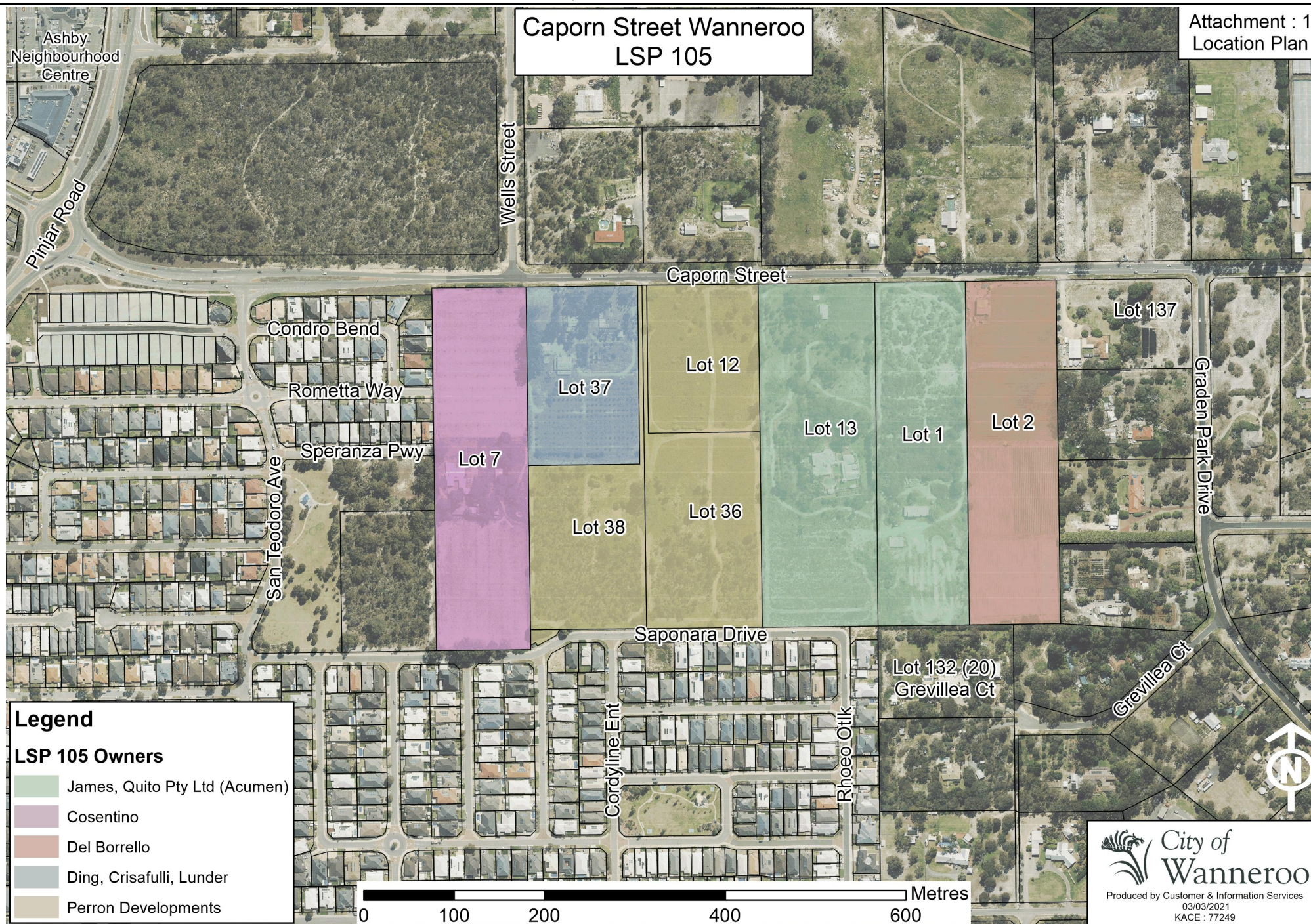
Recommendation

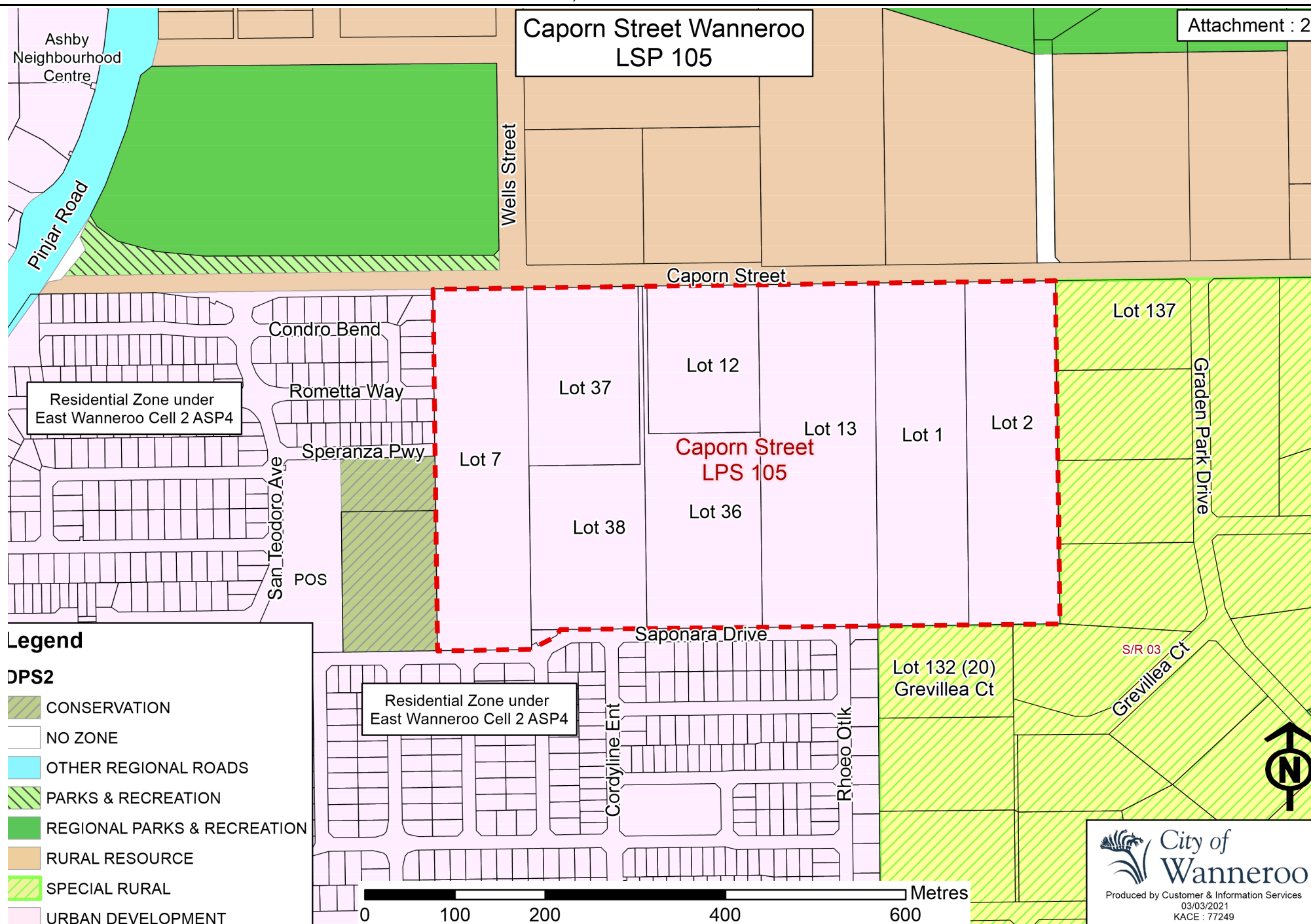
That Council:-

1. Pursuant to subclause 20(2)(e) of the Deemed Provisions of the City of Wannon District Planning Scheme No. 2 **RECOMMENDS** to the Western Australian Planning Commission that the proposed Caporn Street, Wannon Local Structure Plan No. 105 for to Lots 1, 2, 7, 13, 12, 36 and 38, and 37 Caporn Street, Wannon and Lot 9015 Saponara Drive, Wannon as shown in Attachment 3 be approved subject to the Schedule of Modifications included as Attachment 8.
2. Pursuant to subclause 20(2)(a-d) of the deemed provisions of the City of Wannon District Planning Scheme No. 2 **PROVIDES** a copy of the report on the proposed Caporn Street, Wannon Local Structure Plan No. 105 to the Western Australian Planning Commission including the schedule of submissions and the City's response and recommendations.
3. **ADVISES** the submitters of its decision.

Attachments:

<u>1</u>	Attachment 1 - Location Plan - Caporn Street LSP 105	21/73752
<u>2</u>	Attachment 2 - DPS 2 Zoning Map	21/7528
<u>3</u>	Attachment 3 - East Wannon District Structure Plan	21/60854
<u>4</u>	Attachment 4 - Caporn St Structure Plan Part 1	21/7676
<u>5</u>	Attachment 5 - Development Concept Plan	21/7651
<u>6</u>	Attachment 6 - Schedule of submissions	21/83332
<u>7</u>	Attachment 7 - Concept Plan identifying access from Caporn Street to Lot 2 and 10% POS Lot 2	21/72232
<u>8</u>	Attachment 8 - Schedule of modifications	21/83333





1.0 Part One: Implementation

1.1 Structure Plan Area

This Structure Plan shall apply to Lots 1, 2, 7, 12, 13, 36, 37 & 38 Caporn Street and Lot 9015 Saponara Drive, Wanneroo, being the land contained within the inner edge of the broken black line shown on the Structure Plan Map (**Plan 1**).

1.2 Operation

This Structure Plan comes into operation when it is endorsed by the Western Australian Planning Commission (WAPC).

1.3 Staging

Initial development is likely to be within the northern portion of the Structure Plan area where access is available from Caporn Street. It is anticipated that Lots 1 and 13 will proceed as the first stage of subdivision, creating the eastern entry road from Caporn Street which will facilitate access to and subdivision of the surrounding landholdings.

1.4 Subdivision and Development Requirements

1.4.1 Land Use Zones and Reserves

Plan 1 designates the zones and reserves applicable to the Structure Plan area.

Land use permissibility within the Structure Plan area shall be in accordance with the corresponding zone or reserve under the City of Wanneroo District Planning Scheme No. 2 (DPS2).

1.4.2 Development Requirements

The City of Wanneroo's Local Planning Policy 4.19 (LPP4.19) – Medium-Density Housing Standards (R-MD Codes) sets out acceptable variations to the deemed-to-comply provisions of the R-Codes for lots coded R25-R60. Except in a situation where an approved LDP imposing R-Code variations for lots applies, the standards set out in the R-MD Codes LPP4.19 apply to this Structure Plan.

1.4.3 Bushfire Hazard

The Council shall recommend to the WAPC that a condition be imposed on the grant of subdivision approval for a notification to be placed on the Certificate of Title for lots with a bushfire attack level (BAL) rating of 12.5 or higher, in accordance with an approved Bushfire Management Plan.

1.4.4 Interface to Adjoining Land

The Structure Plan provides two north-south access streets to enable access to the subject land from Caporn Street.

Along the western boundary, Rometta Way and Speranza Parkway are intended to be extended into the Structure Plan area, with Public Open Space (POS 1) forming a connection to the adjoining San Teodoro Park. To the south, local road connections are intended to intersect with the existing and future extension of Saponara Drive.

The eastern boundary of the Structure Plan is designed to integrate with future residential development on the adjoining properties.

1.4.5 Density Targets

Strategy/Policy Document	Density Target	Provided (based on 500 lots)
Directions 2031 and Beyond	15 dwellings per gross hectare	18.8 dwellings per gross hectare
Draft East Wanneroo District Structure Plan		
Perth and Peel @ 3.5 million	26 dwellings per residential site hectare	31 dwellings per residential site hectare

1.5 Local Development Plans

Local Development Plans (LDPs) are to be prepared and implemented by the City of Wanneroo pursuant to Schedule 2 (deemed provisions) Part 6, clause 47 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, prior to development of:

- Irregularly configured lots;
- Lots with direct boundary frontage to an area of POS; and
- Lots with rear-loaded vehicular access.

1.6 Other Requirements

1.6.1 Infrastructure Upgrades

The Structure Plan area is capable of being serviced through the extension of services in the vicinity of the land.

A new sewer pumping station is required to service the majority of future lots, to be located in the Jandabup Sewer District to the north-east of the Structure Plan area, and servicing approximately 2,500 lots.

Unless otherwise agreed by Water Corporation, the initial developer within the Structure Plan area is likely to pre-fund the new sewer pumping station, on the basis that Water Corporation agree to refund the works on completion.

1.6.2 Public Open Space Provision

Public open space (POS) is to be provided generally in accordance with **Plan 1**, with a minimum of 10% of the net subdivisible area to be provided. POS shall be vested in the Crown and managed by the local government. A private agreement between landowners will facilitate the equitable sharing of POS across the Structure Plan area.

1.6.3 Road Widening

The Structure Plan (**Plan 1**) depicts road widening for Caporn Street (7.1m) to provide for its future Neighbourhood Connector designation as identified under the draft East Wanneroo District Structure Plan. At the subdivision stage, landowners will be required to contribute to the required upgrades to Caporn Street, and adjacent landowners will set aside the land required for road widening. This will be imposed as a condition of subdivision approval. Where landowners are impacted by road widening, this will be taken into consideration when determining contribution requirements.

Other roads within the Structure Plan area that are shared between landholdings may be subject to future contributions under section 159 of the *Planning and*


Development Act 2005, depending on the staging of subdivision.

1.7 Additional information

The following additional information is required to be submitted at the subdivision or development stage.

Additional information	Approval stage	Consultation required
Urban Water Management Plan	Subdivision (condition)	City of Wanneroo
Preliminary Site Investigation	Subdivision	Department of Water and Environmental Regulation
Bushfire Management Plan	Subdivision	City of Wanneroo

LEGEND**LOCAL SCHEME RESERVES**

 Parks and Recreation

LOCAL SCHEME ZONES

 Residential (R30)


 Residential (R40)


 Residential (R60)

OTHER CATEGORIES

 Structure Plan Boundary

 Neighbourhood Connector

 Access Street C

 Access Street D

 Existing Access Street Connection

 Proposed Access Street Connection

 Caporn Street Road Widening



Plan 1 Structure Plan

Endorsement

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

IT IS CERTIFIED THAT THIS STRUCTURE PLAN 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



Figure 6 Development Concept Plan

Attachment 6: Schedule of Submissions

Attachment 6: Schedule of Submissions				
No.	Submitter' No.	Submitter's issues	Administration's response	Recommendation
1	1	Caporn Street no longer functions as rural road and the increase in the volume of traffic will have significant impact on the Caporn Street residents.	<p>LSP 105 proposes Caporn Street as a Neighbourhood Connector (7000 vpd) as per Liveable Neighbourhoods (LN) Policy in accordance with the East Wimmeroo District Structure Plan (EWDSP). However, Caporn Street currently carries approximately 11,380 vpd and in 2031 is likely to carry traffic volume of 16,280 vpd west of the LSP area and 13,880 vpd east of the LSP area, exceeding the carrying capacity of a Neighbourhood Connector.</p> <p>Caporn Street connects Pinjar Road in the west to Franklin Road in the east and currently caters for traffic heading south on Wimmeroo Road via Pinjar Road. Once EWDSP is developed, other regional roads, such as Franklin Road, will cater for traffic heading south, therefore reducing traffic volumes along Caporn Street.</p> <p>Notwithstanding, in order to improve functionality and safety of Caporn Street to accommodate LSP 105 the developer is required to upgrade the portion of road directly adjacent LSP 105. The update will include a 7.0m wide median strip with left-turn slip lane and right-turn pocket for the two junctions into the LSP area. Although the volumes of traffic along Caporn Street will remain high these upgrades will assist traffic flow until such time EWDSP progresses and other regional roads can accommodate the traffic.</p>	No modification to the structure plan.

Attachment 6: Schedule of Submissions

2	2	The development should take place as soon as possible as the area is not safe because of the bushland and on request we need a something like public transport, IGA and primary or high school in the area.	Only residential land is proposed within LSP 105. However, the structure plan area will be serviced by the nearby shopping centres, primary schools and Wanneroo High School. The Department of Education has no objection to the structure plan proposals.	No modification to the structure plan.
3	3, 8, 12	Destruction of Bushland	LSP 105 proposes to develop the land for residential purposes as per the Urban Development zone within LSP 105. In order to do this, some vegetation on site will need to be removed. However, areas of significant vegetation are proposed to be retained within public open space areas, specifically POS 3 will retain existing vegetation in a 1.217ha Neighbourhood Park.	No modification to the structure plan.
4	3	Increase traffic on San Teodoro Avenue, including during the building process.	San Teodoro Avenue is a north-south access road, which is located 170m west of the LSP area. It connects with Speranza Pwy and Rometta Way, existing east-west roads that will extend into the LSP 105 area. The applicant's TIA assumes that 80 vpd will use each of these roads, meaning an additional 160 vpd on San Teodoro Ave. The latest traffic count for this road was 884 vpd in February 2016. This traffic count was 6 years ago and traffic may have increased along this road since then. Notwithstanding, the capacity of this road is 3000 vpd and therefore can accommodate any traffic increase and the 160 vpd expected to be generated from LSP 105.	No modification to the structure plan.
4	8	Increase traffic on Saponara Ave	Saponara Drive runs along the southern boundary of LSP 105. The carrying capacity of Saponara Drive as per the LN policy is 1,000 vpd (Access Road D). The traffic report assumes that 740 vpd of the traffic generated by the structure plan area will be distributed via Saponara Drive. There are no traffic counts for Saponara Drive but based on the number of existing dwellings along this road the applicant's traffic	No modification to the structure plan.

Attachment 6: Schedule of Submissions

			consultants have predicted the road accommodates 80 – 100 vpd. Therefore, the current and predicted traffic from LSP 105 is 840 vpd, which is within the carrying capacity of the road and is not likely impact on the flow of traffic on Saponara Drive.	
5	4	Being adjacent to large semi-rural residences, it is appropriate that the block sizes are large to ensure a low density of housing in this area. This will create a more appropriate transition from the higher density of Sinagra to the rural adjoining land. Developments to include bushland, trees and parkland are essential.	LSP 105 is zoned Urban under MRS and Urban Development under DPS 2. LSP 105 proposes to zone the land Residential with densities (lot sizes) based on the WAPC's Directions 2031 and Beyond and Perth & Peel @ 3.1 Million. As a result, the majority of LSP area is coded R30 which has an average lot size of 300m ² . The semi-rural land to the east falls within the EWDSP and identifies this area as a "Suburban Neighbourhood" and therefore will accommodate similar sized residential lots in the future. POS is provided for within LSP 105 in accordance with LN and will accommodate parklands and trees.	No modification to the structure plan.
6	6, 7	<p>The owner of Lot 2 Caporn Street, which forms part of LSP 105, objects to the structure plan as they cannot develop their land in isolation and rely upon the other landholders with the LSP area. Specifically they object to:</p> <ul style="list-style-type: none"> No direct vehicle access to Lot 2. Access only provided through Lot 1. Cost sharing agreements for POS. Would prefer to provide 10% POS on their land in a centralised location to improve amenity, walkability & safety given it would not be along Caporn Street 	<p>The City's Traffic and Transport Department reviewed the Safe Access Memorandum prepared by GTA Consultants and agreed with the findings, confirming the additional access from Lot 1 to Caporn Street could operate safely from a traffic perspective. However, the junction needs to be designed to ensure sufficient truncations and separation distance from driveway of adjoining Lot 137 Caporn Street, located outside LSP 105.</p> <p>The additional access is only required in the event Lot 2 develops prior to Lot 1 and is not required for efficient movement of traffic along Caporn Street or through the subject area. As explained in the body of the report, Administration only supports creation of a temporary vehicle access to Caporn Street from Lot 2 should in the event that development of Lot 2 occurs prior to Lot 1.</p>	Part 1 to be updated to identify potential of interim access from Lot 2 to Caporn Street subject to detail design of intersection, staging of developed and appropriate legal agreements to ensure intersection is designed, constructed and modified by the owners of Lot 2 to the City's specifications and satisfaction.

Attachment 6: Schedule of Submissions

		<p><i>Supplementary Submission (16 February)</i></p> <p>Owners support concept plan (Attachment 7) which identifies access from Lot 2 to Caporn Street and 10% POS on Lot 2 along Caporn Street.</p> <p>Submission included a Safe Access Memorandum prepared by GTA Consultants, which investigated the safety and operation of the proposed Caporn Street and Lot 2 intersection. Memo concluded a full movement intersection could be provide prior to Lot 1 developing and then converted to left-in left-out intersection when Lot 1 develops.</p>	<p>Design of a temporary access will be detailed at subdivision stage.</p> <p>In relation to POS, LSP 105 been designed so each landowner has a portion of POS and recommends private agreements between landowners to facilitate the equitable sharing of POS. LSP 105 makes provision for a total POS of 3.1499 hectares representing 11.9% of the total area of 26.5993 ha. Lot 2 has a 2.48ha of POS (6B) along Caporn Street, being 6.4% of this landholding. The City does not support each landowner providing 10% POS as it would provide an even greater surplus of POS within the LSP area and would further fragment POS areas. This is discussed further in the body of the report.</p>	
7	11	Object to Saponara Drive extension. Purchased the property with the understanding that the land next door was to be used for housing.	In the East Wanneroo Cell 2 Approved Structure Plan the land next to the submitters' property described as Lot 9015 (38) Rhoeo Outlook shows the extension to Saponara Drive. The submitters' lot also includes a truncation to accommodate the future road intersection.	No modification to the structure plan.
8	11	Rhoeo Outlook cannot handle additional traffic.	Rhoeo Outlook is 15-metre wide road running north south connecting to Vincent Road. No traffic count is available for this road. Based on the current dwellings that would utilise Rhoeo Outlook the applicant's traffic consultants have estimated that currently 500 vpd use this road. Of the 740 vpd that travel south from LSP 105, it is estimated that 340 vpd will use this road. The current and predicted traffic volume along Rhoeo Outlook will be 840 vpd which is within the 1000 vpd capacity. Therefore the projected increase in volume of traffic on Rhoeo Outlook will not affect the normal flow of traffic on this road.	No modification to the structure plan

Attachment 6: Schedule of Submissions

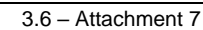
9	15	<p>Given the Structure Plan area currently provides for approximately 11.9% creditable POS, there may be an opportunity to reduce the amount of POS so that it is closer to the standard 10% requirement by achieving improved efficiencies across the Structure Plan at the subdivision stage.</p> <p>Therefore the submitter has suggested inclusion of the following two provisions in Part 1 of the amendment document:</p> <ul style="list-style-type: none"> - The POS provision depicted on Plan 1 (Structure Plan) and summarised in Table 5 (Public Open Space Schedule) may be rationalised at the detailed subdivision design stage subject to a minimum 10% POS being achieved across the site, comprising a minimum 8% unrestricted POS in accordance with LN. - Prior to the WAPC issuing subdivision approval for the land, a landowner must demonstrate that they are providing a minimum of 10% POS across their landholding(s) or alternately that they have entered into a private agreement between 	<p>LSP 105 has an area 26.9553 ha. The total area of POS is 3.1499 ha or 11.9% of the LPS 105 area. The submitter represents the owner of Lots 12, 36 and 38 Caporn Street (Perron Group) who are providing 1.5ha of POS, which represents 20% of their landholding.</p> <p>As the total area of POS proposed exceeds 10% within the LSP area, some rationalisation of POS may occur at subdivision stage subject to a minimum provision of 10% being achieved across the LSP area.</p> <p>It is recommended that Part 2 of LSP 105 be updated to identify the specific POS areas that could be reduced or relocated and that POS sites 3 and 5 should not be compromised.</p> <p>Administration does not agree with the position that each landholder provides 10% POS on their lot in the absence of a private agreement. This approach could create an even greater surplus of POS and further fragment the POS areas within LSP 105 and does not represent a coordinated distribution of Public Open Space for the future community the POS will service.</p>	<p>Update Part 1 to allow POS to be rationalised (reduced) at subdivision stage subject to a minimum of 10% POS across the site and 8% unrestricted POS in accordance with LN and cost sharing arrangements between landowners</p> <p>Update Part 2 to elaborate on where there are opportunities to rationalise POS and which POS sites should not be compromised (ie POS 3 & 5)</p>
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Attachment 6: Schedule of Submissions

		landowners to facilitate an equitable sharing of POS across the LSP area.		
10	16	The proposed 15m wide subdivision entry road off Caporn Street (see attached sketch) may need to be widened to a 20m road reserve to accommodate an alignment for the future main sewer. The proponents should be advised to liaise with Water Corporation in this regard.	The WCWA has provided a rough sketch indicating the location of this road. It is considered appropriate for the developer to resolve this issue at the subdivision stage in consultation with WCWA.	No modification to the structure plan.
11	17	<p>Submission from DFES required the applicant to modify the BMP to address a number of items. A modified BMP was submitted by the applicant on 30th November 2020. DFES reassessed the modified BMP and it supported the modified BMP subject to further modifications. DFES advised that the requested modifications will not affect the structure plan and recommended that the applicant be advised that these modifications be undertaken and considered to support subsequent stages of the planning process (subdivision & development applications). The modifications related to the following:</p> <ul style="list-style-type: none"> • Demonstrate areas to south and south-east of LSP 105, 	<p>It is considered DFES comments on the revised BMP dated 26 November 2020 can be addressed a subdivision / development stage.</p> <p>Lots will not be created until it can be demonstrated that extreme bushfire hazard level has been removed or reduced to a low threat and vegetation can be maintain to a low threat.</p> <p>The structure plan proposes three north-south cul-de-sacs between 70 and 160 metres long and one east-west cul-de-sac approximately 30 metres long. These cul-de-sacs will eventually form a through road when the land to the south and east are developed. In the interim a minimum 17.5-metre diameter cul-de-sac head will be proposed at the subdivision stage. The length of the roads and the diameter cul-de-sac head satisfy DFES guidelines. This will also be assessed at subdivision stage to ensure compliance.</p>	Replace Appendix A Bushfire Management Plan with modified Bushfire Management Plan (version 2) prepared by Eco Logical Australia dated 26 November 2020.

Attachment 6: Schedule of Submissions

		<p>being the existing Special Rural land will be maintained to a low threat.</p> <ul style="list-style-type: none">• Area to east of LSP identified as having extreme bushfire hazard. Demonstrate these lots can achieve BAL-29 or lower.• Demonstrate culs-de-sac to the east and south-eastern boundary of the LSP area can be designed to satisfy DFES Guidelines		
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Attachment 8: Schedule of Modifications

Number	Recommended Modification	Administration Comment
1	<p><u>Caporn Street / Road Widening</u></p> <p>Modify Part 1 Clause 1.6.3 Road Widening, and subsequent modifications to Part 2 to require the following:</p> <ol style="list-style-type: none"> At the time a landowner/applicant seeks to provide a connection onto Caporn Street through a subdivision application, the City will request the WAPC impose a condition of subdivision approval requiring the applicant to upgrade the adjoining portion of Caporn Street to provide a new intersection into the LSP area (in line with the Figure 3 road profile in Transcore's Technical Note dated 18/1/21) A subdivision condition will also be recommended requiring a 7.1m road widening along the southern side of Caporn Street to be ceded to the City/Crown free of cost to facilitate road widening and new intersections. <p>Update Part 2 and Technical Appendix D Transport Impact Assessment to include Transcore's Technical Traffic Note dated 18 January 2021 and to provide further detail and clarification on the Caporn Street upgrade in line with this Transport Traffic Note.</p>	<p>As discussed in the body of the report, this modification requires the owners of Lot 1 (applicant) and Lots 12, 36 and 38 (Perron Group) upgrade Caporn Street to provide a 7.1m wide median and a junction with left-turn slip lane and right-turn pockets at subdivision stage.</p> <p>Given this, no further contributions from the landowners of LSP 105 are required and the City will not be responsible for upgrading the road.</p> <p>The road widening along the southern side of Caporn Street is still required to facilitate the upgrade of Caporn Street to facilitate the intersection designs and median treatment.</p>
2	<p><u>Interim Intersection Lot 2 and Caporn Street</u></p> <p>Update Part 1 Clause 1.3 Staging and subsequent modifications to Part 2, to reference the option to create a temporary access from Lot 2 to Caporn Street in the event that Lot 2 commences residential subdivision prior to Lot 1.</p> <p>Provision of a temporary access from Lot 2 to Caporn Street being subject to detailed design at subdivision stage and the owners of Lot 2 to entering into legal agreements with the City to ensure the temporary access is designed, constructed and removed (when access is available from Lot 1) and Caporn Street reinstated at the landowners cost and to the City's specifications and satisfaction.</p>	<p>As discussed in the body of the report, Lot 2 only has access to Caporn Street through Lot 1. This modification accommodates the possible creation of a temporary access from Lot 2 to Caporn Street in the event Lot 2 develops prior to Lot 1.</p>
	<p><u>Public Open Space</u></p>	<p>LSP 105 proposes 11.9% POS. Liveable Neighbourhood (LN) requires a minimum of 10% POS</p>

	<p>Part 1 Clause 1.6.2 Public Open Space Provision updated as follows:</p> <ul style="list-style-type: none"> Part 1 Clause 1.6.2 Public Open Space Provision updated to require POS be provided in accordance with Plan 1 Structure Plan Map and as summarised in table which specifies the amount of POS to be provided per landholder. POS may be rationalised at subdivision stage subject to the following: <ul style="list-style-type: none"> Minimum of 10% POS being achieved across the Structure Plan area, comprising of 8% unrestricted POS in accordance with LN. Landowners proposing to modify the POS from the Structure Plan map and table must demonstrate a cost sharing agreements have been reached with other landowners. <p>Part 2 being updated to refer to opportunities to rationalise the provision of POS but that this does not include POS sites 3 and 5.</p>	<p>in the LSP area. As discussed in the body of the report, this modification allows some rationalisation of the POS at subdivision stage.</p>
	<p><u>Residential Densities</u></p> <p>Update Structure Plan Map to remove the proposed density R60 coding and replace it with the R40 density coding and any subsequent modifications to Part 1 or 2.</p>	<p>The R60 residential coding does not satisfy the locational criteria for the City's Local Planning Policy 3.1 – Local Housing Strategy Implementation.</p>
	<p><u>Medium Density Codes</u></p> <p>Delete Clause 1.4.2 Development Requirements which permits Medium-density Housing standards (R-MD) as per the City's Local Planning Policy 4.16</p>	<p>WAPC has released the draft Medium Density Residential Housing Codes (SPP 7.3 Vol.1 Low and Medium Density) that are different to the R-MD. This policy is scheduled to be finalised by the end of the year. Given this, the City will likely review and revoke LPP 4.19. The new Medium Density Residential Housing Codes will provide superior built form outcomes than the current R-MD provisions.</p>
	<p><u>Local Development Plans</u></p> <p>Modify Part 1 Clause 1.5 Local Development Plans to remove LDP for irregular shaped lots and lots with rear-loaded vehicle access.</p>	<p>Appropriate built form provisions for these types of lots are included in the current R-Codes and the draft Medium Density Residential Housing Codes.</p>
	<p><u>Bushfire Management</u></p> <p>Replace Appendix 1 Bushfire Management Plan with updated version 2 prepared by Eco Logical Australia dated 26 November 2020.</p>	<p>DFES did not support the BMP submitted with LSP 105. A modified BMP prepared by Eco Logical Australia was submitted by the applicant which was reassessed by DFES, who advised the City that it supported</p>

		<p>the modified BMP subject to further modifications. DFES advised that the further modifications requested will not affect the structure plan and recommended that the applicant be advised that these further modifications be undertaken and considered to support subsequent stages of the planning process (subdivision & development applications).</p>
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Assets

Please refer to Supplementary Agenda.

Community & Place

Community Facilities

3.7 Fragola Park Master Plan

File Ref:	39464 – 21/1086
Responsible Officer:	Director Community and Place
Disclosure of Interest:	Nil
Attachments:	3

Issue

To consider the proposed concept plan for the development of Fragola Park, Landsdale.

Background

Fragola Park (the Park) is an existing passive park located at 484 Kingsway, Landsdale (**Attachment 1**). Apart from two cricket nets and football (AFL) goals, there are no existing amenities on site and a GIS investigation indicates the following:

Item	Current Status
Park Size / Hierarchy	1.97 ha / Neighbourhood Passive Park
Reserve No.	N/A
Lot No.	1
Property Type	Not listed
Ownership	City of Wanneroo Freehold
Aboriginal Sites	None listed on GIS
Bush Forever	None listed on GIS.

Other existing public open spaces within a walkable catchment of the Park (400m - 800m or 5-10 minute walk) include:

Park	Location	Comment
Alhambra Park	2 Alhambra Pky, Landsdale- 230m north	Passive park with play equipment
Donatello Park	28 Donatello Dr, Landsdale – 252m west	Passive park with play equipment
Monticello Park	2 Monticello Mdr, Landsdale- 356m north	Passive park with play equipment
Versailles Park	30 Versailles Trn, LANDSDALE – 367m north	Passive park with play equipment
Rousham Park	2 Rousham Rd, LANDSDALE – 445m north	Passive park with open space

Hepburn Park	357 Alexander Drive, LANDSDALE – 613m south	Undeveloped park
Strathpine Park	21 Strathpine CH, LANDSDALE – 617m west	Passive park with open space
Arduaine Park	51 Emmetts Rd, LANDSDALE – 619m north	Passive park with open space

Detail

Administration was approached in 2019 by the Carnaby Rise Primary School Parents and Citizens (P&C) Committee regarding the lack of suitable play equipment on the site for older children (aged five and above). As a result, Administration commenced a concept design process in order to test the viability of playground equipment provision, as well as the potential for the future development of the site as a whole.

Two concept design options (**Attachment 2** and **3**) have been developed for consideration by the community which include the following key elements:

Common Park Elements

These elements will be included in either option. Primarily they will provide connectivity to the site, as well as provide similar amenity. The other elements will provide a nature play theme that is suitable for a range of ages. The common park elements include:

- Triple swing all access;
- Nature Play;
- Car Parking;
- Accessible Water Fountain;
- Shade Sail;
- Toilet Block (200sqm);
- Accessible Seating; and
- Full Size Soccer Field / Junior AFL field.

Option 1

The design for option 1 will include the common park elements as listed above and a separate play area for younger and older children. The elements for this option include:

- Older years combination unit;
- Younger years combination unit; and
- Talk Tubes.

Option 2

The design for option 2 will include the common park elements as listed above and differing elements for this option include:

- Younger years combination unit (Space theme);
- Older years combination unit;
- Moving Equipment;
- Rocker; and
- Sand / Sensory Play.

The design philosophy for the two options is for individual areas that separate the activities for younger children and older children and include different elements in both. Both options include

play spaces for older children. Both options are connected via an internal path that runs from the south-west corner of the park, around the extent of the current open space and to the play equipment. This will provide connectivity and access to the playground and allow residents to safely make their way through the park.

Both draft design options allow for the development of the park as a single stage for construction as part of the Capital Works Program. The proposed schedule will see design commence in 2021/22, with construction in 2022/23.

A future building (200sqm) has been identified as part of each concept design. At this stage, the provision is not considered a priority, and as such has not been costed for the project or included in the project plan. It has been included to demonstrate the potential future position should it be required as part of a later stage.

Consultation

This report seeks approval for the release of the draft concept designs for the purposes of a 28 day public comment process that will include the following consultation strategy:

- Information provided on the City's "Your Say" page;
- Advertising for feedback on the City's various social media platforms;
- Letters to residents within 400m of the Reserve; and
- Direct communication with relevant stakeholders including:
 - Carnaby Rise Primary School
 - Carnaby Rise Primary School P&C

The public comment period will commence on 22 March and conclude on 18 April 2021. The community engagement process will seek feedback on the concept designs and consideration of a preferred option. It is anticipated that the outcomes of public comment period will be reported to Council for consideration at its meeting on 11 May 2021.

The consultation process will be undertaken in line with the City's Community Engagement Policy.

Comment

Both options are designed in line with the standard requirements of Local Planning Policy 4.3 Public Open Space. The consultation that will be undertaken for this project will seek input on the preferred design.

As per the concepts, there will be a requirement for the construction to access part of Lot 8005, located at 492 Kingsway. This Lot is vested with the Department of Education (the Department), and as such the City must seek approval from the Department prior to the entire works proceeding.

To assist with this, Administration met on site with the Principal of Carnaby Rise Primary School in February 2021 to discuss the plans. Informal feedback from the meeting was positive, noting that formal permission will need to be sought from the Department in order to provide the path connection from Fragola Rise to the equipment.

Statutory Compliance

The City will be required to secure the necessary development approvals prior to the commencement of construction.

Strategic Implications

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

“1 Society

1.1 Healthy and Active People

1.1.1 Create opportunities that encourage community wellbeing and active and healthy lifestyles”

Risk Management Considerations

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

Risk Title	Risk Rating
CO-O20 Productive Communities	Moderate
Accountability	Action Planning Option
Director Community and Place	Manage

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

Policy Implications

The City's Local Planning Policy 4.3 Public Open Space was used as the guiding framework for the development of the two concept design options. The community consultation process will be undertaken as per the City's Community Engagement Policy.

The design of the proposed park development will also take into account the City's Access and Inclusion Plan.

Financial Implications

The projected costs for the proposed options can be found in the table below, and demonstrate similar costs for both options:

Item	Option 1	Option 2
Playground	\$249,430	\$248,840
Path	\$61,000	\$68,000
Car Park and Access	\$209,370	\$211,910
Other Project Fees	\$246,385.20	\$250,627.50
TOTAL	\$766,185.20	\$779,377.50

Part 9 of the City of Wanneroo District Planning Scheme No.2 (DPS 2) outlines the developer contribution arrangements (DCP) for East Wanneroo Cells 1 – 9. Schedule 6 of DPS2 defines the General and Specific Cell Works for Cell 9, which includes the provision of 10% for public open space (POS) and the cost of developing the POS to a basic standard. The Cell 9 DCP identifies Fragola Park as a Neighbourhood Sport POS and defines a range of infrastructure that is required, including earthworks, irrigation, lighting, bollards, play equipment, shade structures, picnic settings and associated recreation and sports infrastructure.

This portion of Fragola Park was initially landscaped to a basic standard by the Department of Education and the City of Wanneroo as part of the construction of the Carnaby Rise Primary School in 2016. The Cell 9 DCP funds have not yet been utilised for the development of this POS area and funding is available to complete the remaining POS infrastructure. In this regard, the proposed development options for POS Area 12 have been reviewed by Administration and are consistent with the scope of works intended to be funded by the DCP. It is also noted that in May 2020, Council approved the revised cost estimates for Cell 9 and that the Cell 9 DCP currently holds adequate funds to complete the required works.

As per the above, this report seeks to make available the amount of \$779,378 from the East Wanneroo DCP Reserve for the construction of the playground at Fragola Park as outlined below:

Year	Detail	Total	Municipal	Reserve (DCP)
2021/22	Survey and Detailed Design	\$80,000	-	\$80,000
2022/23	Construction	\$699,378	-	\$699,378
Total		\$779,378	-	\$779,378

Voting Requirements

Simple Majority

Recommendation

That Council:-

- ENDORSES** the Fragola Park concept designs, for the purposes of public comment, as shown in Attachments 2 and 3 of this report;
- NOTES** that the draft concept designs will be released for public comment for a 28 day period, commencing on 22 March and concluding on 18 April 2021, with the outcome to be reported to Council at the May 2021 meeting;
- NOTES** the draft cost estimate for consideration in the 2021/22 budget process:

Year	Detail	Total	Municipal	Reserve (DCP)
2021/22	Survey and Detailed Design	\$80,000	-	\$80,000
2022/23	Construction	\$699,378	-	\$699,378
Total		\$779,378	-	\$779,378

- NOTES** the construction of the proposed development is estimated to commence by May 2022 and conclude in June 2022.

Attachments:

- | | | |
|----------------------------|---|-----------|
| 1 Download | Attachment 1 - Fragola Park, Landsdale | 20/567699 |
| 2 Download | Attachment 2 - Fragola Park - Concept Design - Option 1 | 21/55406 |
| 3 Download | Attachment 3 - Fragola Park - Concept Design - Option 2 | 21/55408 |



	<p>City of Wanneroo does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that City of Wanneroo shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information. Based on information provided by and with the permission of the Western Australian Land Authority trading as LANDGATE.</p>	<p>Fragola Park, Landsdale</p>	<p>Date: 17/12/2020</p>	
			<p>Printed by Hoole, Peter</p>	
			<p>Scale = 1:2279</p>	





3.8 Kingsway Little Athletics Centre Kiosk

File Ref:	40211 – 21/6303
Responsible Officer:	Director Community and Place
Disclosure of Interest:	Nil
Attachments:	3
Previous Items:	CP02-02/20 - PT02-12/19 Request for canteen facilities at the Kingsway Little Athletics Centre - Ordinary Council - 10 Feb 2020 7:00pm

Issue

To consider the proposed Kingsway Little Athletics Centre (KLAC) kiosk concept plan and cost estimate.

Background

At the 10 February 2020 Ordinary Council Meeting, petition PT02-12/19 was considered by Council requesting the provision of canteen facilities at the KLAC. The resolution from this report was as follows:

"That Council:-

- 1. NOTES Petition PT02-12/19 tabled at its Ordinary Council Meeting of 10 December 2019;*
- 2. NOTES the sum of \$10,000 will be listed for consideration in the 2020/21 budget to further investigate suitable options for the provision of a canteen facility for the Kingsway Little Athletics Centre; and*
- 3. AUTHORIZES the Director Community and Place to advise the petition organisers of the outcomes of this report."*

As per resolution 2 above, Administration has investigated suitable options for the provision of a canteen facility.

Detail

Kingsway Little Athletics Centre

The KLAC operates out of a leased facility at the Kingsway Regional Sporting Complex in Madeley (**Attachment 1**). The property type is Crown Land vested in the City of Wanneroo for the purposes of recreation. The current Kingsway Little Athletics building was constructed in March 2018 as storage and toilets to replace the existing storage sheds (**Attachment 2**). The provision of a canteen did not form part of the original project scope.

The KLAC has been in operation for over 40 years and consists of the Ballajura, Greenwood, Landsdale, Wanneroo, Woodvale and Kingsway Winter Athletics Clubs. They are the largest little athletics centre in the State with over 475 registered athletes.

Design Philosophy

Following initial consultation with the KLAC a design brief was developed to engage an architect to provide a concept plan and cost estimate. The design was to remain consistent with the existing building and complement the surrounding public open space. The design is to allow for 20m² kiosk space and 20m² storage, a total of 40m². As per the City's typical kiosk equipment provision the space should allow for a servery (overlooking the activity area), double

sink, hand basin, bench tops, cupboards, stove, oven, double door fridge, microwave and pie warmer.

Concept Plans

Two potential locations were considered for the kiosk:

Option 1 is south of the existing building, overlooking the playing areas. It is both the KLAC and Administration's preferred option due to the location, accessibility and levels. Refer **Attachment 3** for site plan, concept plan, elevation and perspectives.

Option 2 is north of the existing building and not preferred as it impedes on the existing path and will require additional grading works due to the significant level differences. Refer **Attachment 3** (latter pages) for concept plan, elevation and perspectives.

Cost Estimates

The table below is a summary of cost estimates for Options 1 and 2:

Description	Option 1	Option 2
Building works and services	\$148,000	\$136,000
External works	\$49,000	\$116,000
External services	\$10,000	\$10,000
Sub-Total	\$207,000	\$262,000
Design contingency (10%)	\$21,000	\$27,000
Net construction cost	\$228,000	\$289,000
Construction contingency (10%)	\$23,000	\$29,000
Building Act compliance (5%)	\$2,000	\$2,000
Loose furniture and equipment	\$3,500	\$3,500
Professional fees and disbursements	\$65,000	\$65,000
Project management (7%)	\$23,000	\$28,000
Total project cost	\$344,500	\$416,500

Consultation

Stakeholder engagement has been ongoing with the KLAC regarding the development of the concept plans. Should the project be listed on the City's Long Term Financial Plan it will be subject to the Community Engagement Policy.

Comment

Nil

Statutory Compliance

Nil

Strategic Implications

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

"1 Society

1.1 Healthy and Active People

1.1.1 Create opportunities that encourage community wellbeing and active and healthy lifestyles"

Risk Management Considerations

Risk Title	Risk Rating
CO-020 Productive Communities	Moderate
Accountability	Action Planning Option
Director Community and Place	Manage

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

Policy Implications

Nil

Financial Implications

It is proposed to list the project for consideration in the 2021/20 budget process as follows, noting the project will be considered for funding via the 2021 round of the Department of Sport and Recreation's CSRFF grant:

Financial Year	Work Description	Cost
2021/22	Design	\$35,000
2022/23	Construction	\$309,500
TOTAL		\$344,500

Voting Requirements

Simple Majority

Recommendation

That Council:-

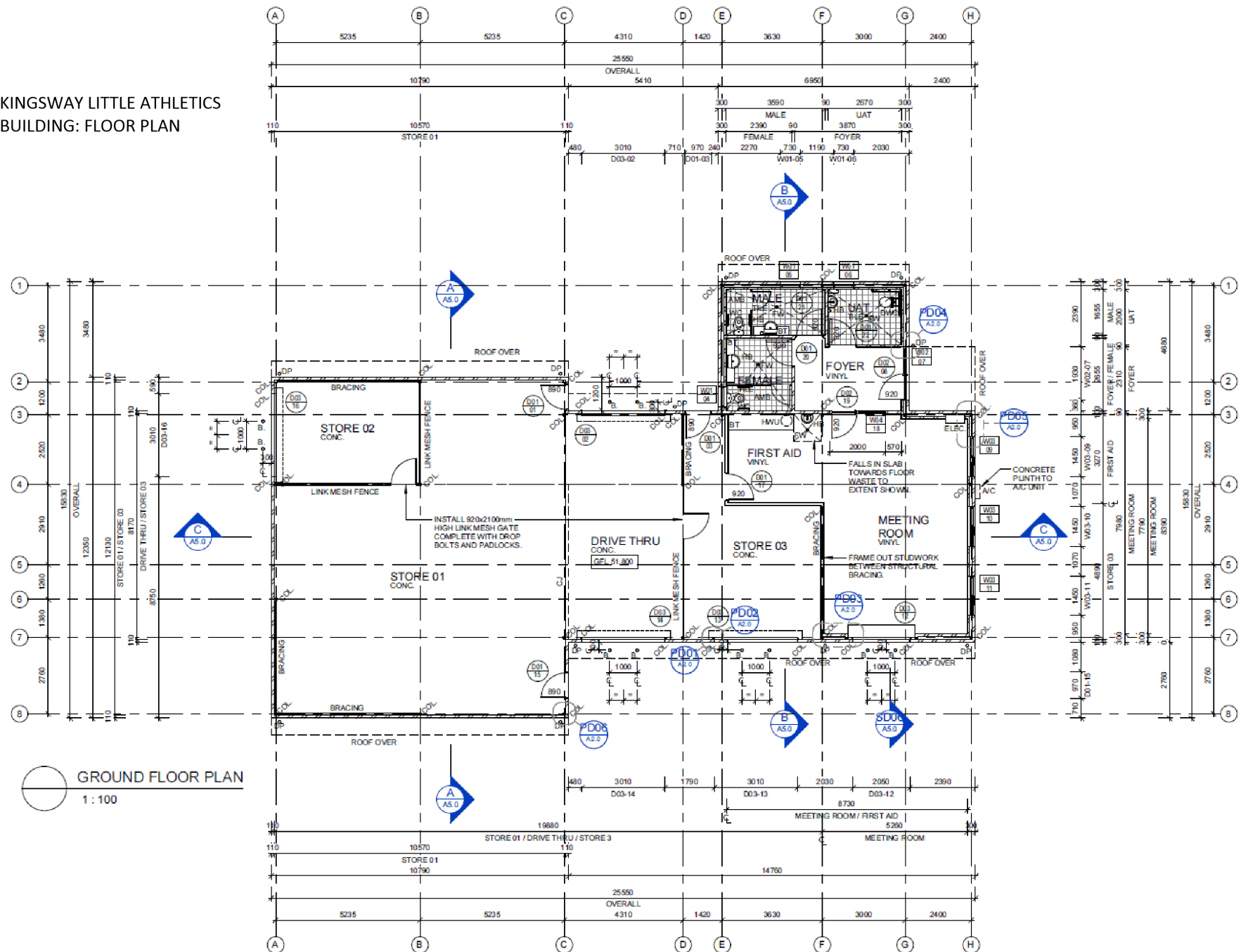
- ENDORSES** the Kingsway Little Athletics Centre concept plans and cost estimates, with Option 1 being preferred as noted within Attachment 3; and
- NOTES** that a sum of \$344,500 will be listed for consideration in 2021/22 budget process for the design and construction of the Kingsway Little Athletics Centre Kiosk.

Attachments:

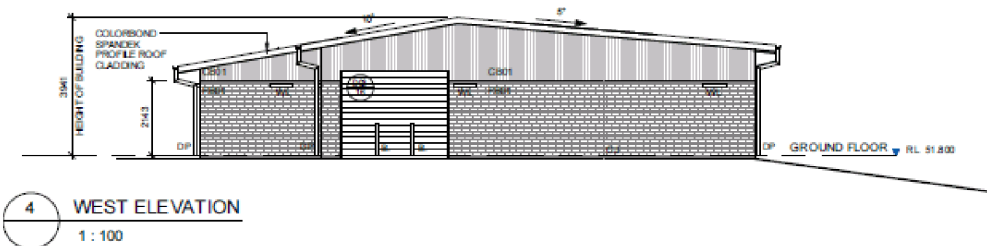
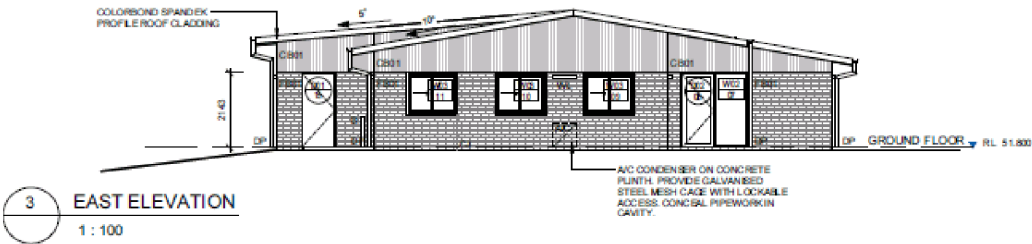
- | | | |
|-------------------|---|----------|
| 1 | Attachment 1 - Kingsway Little Athletics Centre - Aerial Plan | 21/6550 |
| 2 | Attachment 2 - Kingsway Little Athletics Centre - Floor Plan and Elevations | 20/10841 |
| 3 | Attachment 3 - Kingsway Little Athletics Centre Kiosk - Concepts Plans | 21/5627 |



KINGSWAY LITTLE ATHLETICS BUILDING: FLOOR PLAN



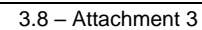
KINGSWAY LITTLE ATHLETICS BUILDING: ELEVATIONS

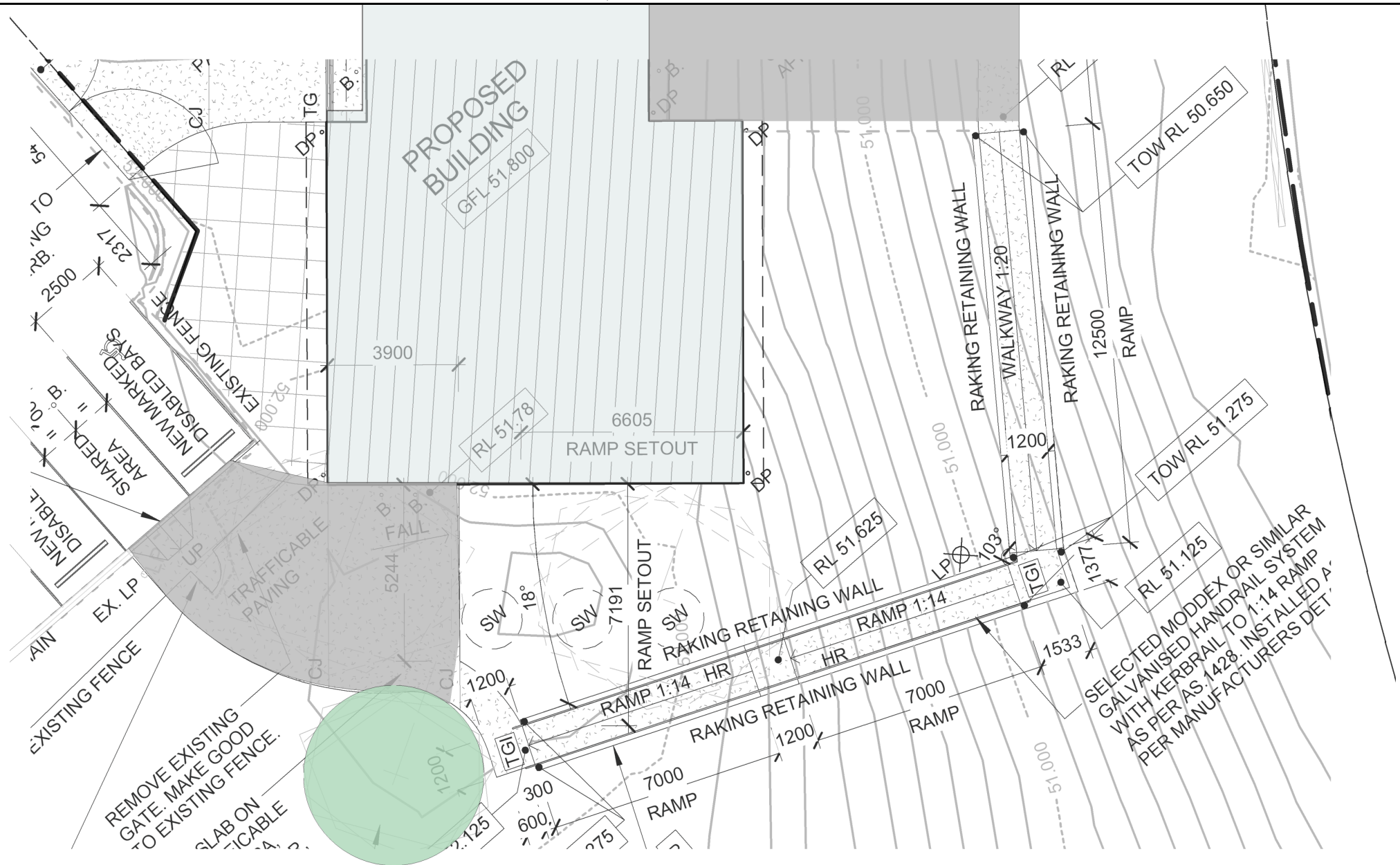


ELEVATIONS LEGEND

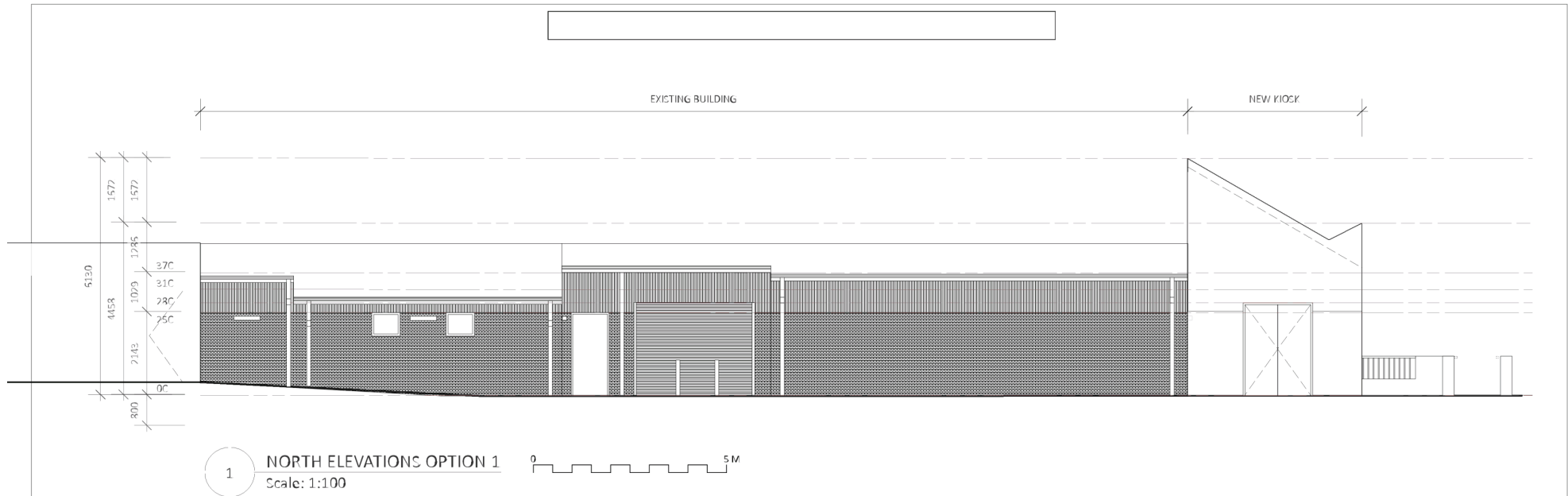
- NOTES**
- 1. * - BUILDER TO LOCALLY GRADE FINISHED LANDSCAPING TO ENTIRE PERIMETER OF BUILDING TO ENSURE ADEQUATE WATER RUN OFF IS ACHIEVED
 - 2. * - PROVIDE MINIMUM FALL AWAY FROM BUILDING OF 1:100 FOR STORM WATER RUN OFF TO ALL EXTERNAL PAVING
 - 3. * - ENSURE THAT ALL POINTS OF EGRESS FROM THE BUILDING ARE NO GREATER THAN 175MM(H) OR LESS THAN 75MM(H) FROM FINISHED LANDSCAPE LEVEL. REFER TO AS.1428.1 FOR DETAILS AND PROVIDED STEPS AS DETAILED BY ARCHITECT (IF REQUIRED).
 - 4. * - REFER TO COLOUR SCHEDULES FOR MORE INFORMATION
 - 5. * - WHERE ONLY ONE MATERIAL/ COLOUR IS NOMINATED ON A SURFACE, ASSUME THAT MATERIAL/ COLOUR IS APPLICABLE TO THE WHOLE SURFACE.
 - 6. * - ALL EXTERNAL LIGHTING FIXTURES TO BE INSTALLED @ 2000MM AFFL (CENTRE) UNLESS OTHERWISE NOTED.

- LEGEND**
- A/C AIR CONDITIONING UNIT
 - B SELECTED BOLLARDS
 - CB01 NOMINATED COLORBOND WALL CLADDING PROFILE.
 - CJ LOCATION OF MASONRY CONTROL JOINT.
 - DP SELECTED 100MM Ø HOT DIPPED GALVANISED DOWNPIPE. REFER TO HYD. ENG. DWGS FOR DETAILS.
 - ELEC. ELECTRICAL LOAD CENTRE. REFER TO ELEC. ENG. DWGS FOR DETAILS.
 - FB01 SELECTED FACE BRICKWORK
 - WL WALL MOUNTED LUMINAIRE. REFER TO ELEC. ENG. DWGS FOR DETAILS.
- SYMBOLS**
- DENOTES DOOR TYPE AND OPENING NUMBER. REFER TO DOOR SCHEDULE FOR DETAILS.
 - DENOTES WINDOW TYPE AND OPENING NUMBER. REFER TO WINDOW SCHEDULE FOR DETAILS
 - DENOTES PROPOSED GROUND LEVEL
 - DENOTES PROPOSED TOP OF WALL LEVEL









KLAC PROPOSED NEW KIOSK

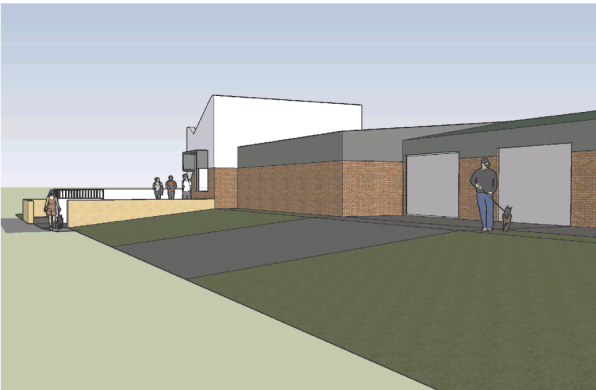
KINGSWAY OLYMPIC COMPLEX

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KIOSK OPTION 1 | ELEVATIONS

SCALE	1:100	DATE	24.12.2020	DRAWING No.	REV.
PROJ No.	2012	FILE REF.		A4	2

LEE SYMINTON . architect
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MOB 0407 883 207



KLAC PROPOSED NEW KIOSK
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KIOSK OPTION 1 | PERSPECTIVES

SCALE	1:100 @ A3	DATE	24.12.2020	DRAWING No.	REV.
PROJ No.	2012	FILE REF.		A5	2

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SYMINTON . architect

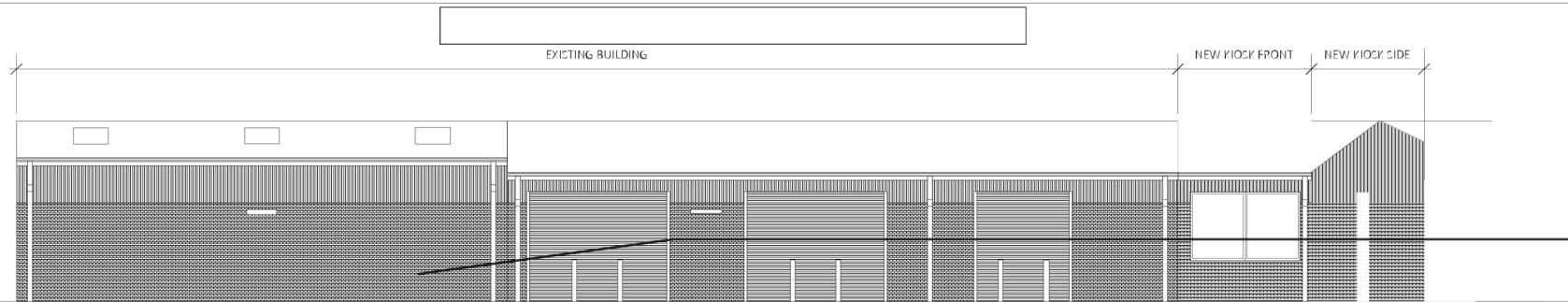
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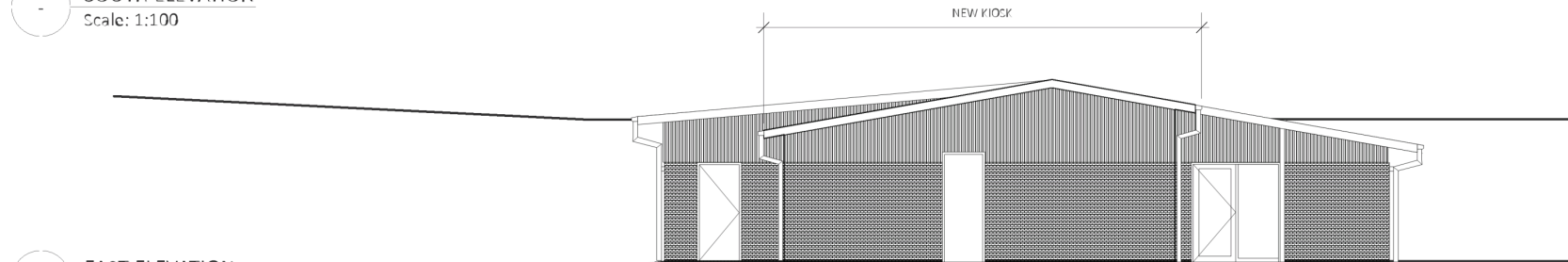
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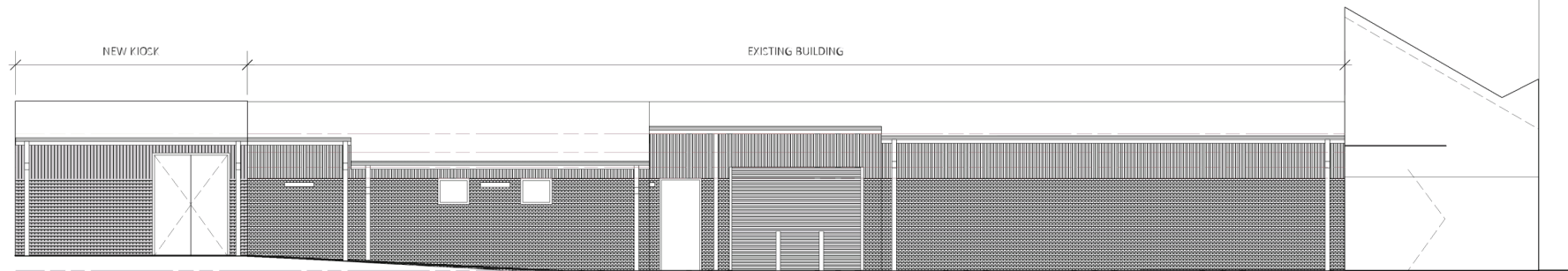
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SOUTH ELEVATION
Scale: 1:100



EAST ELEVATION
Scale: 1:100



SOUTH ELEVATION
Scale: 1:100



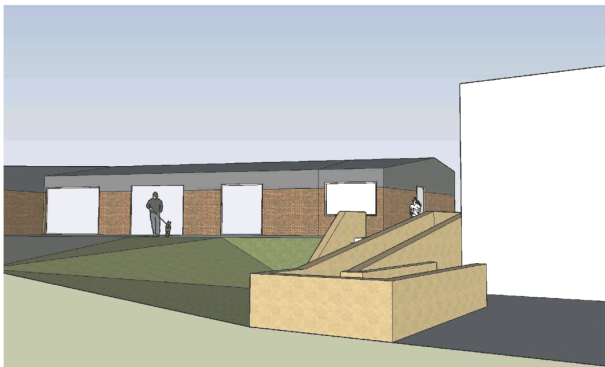
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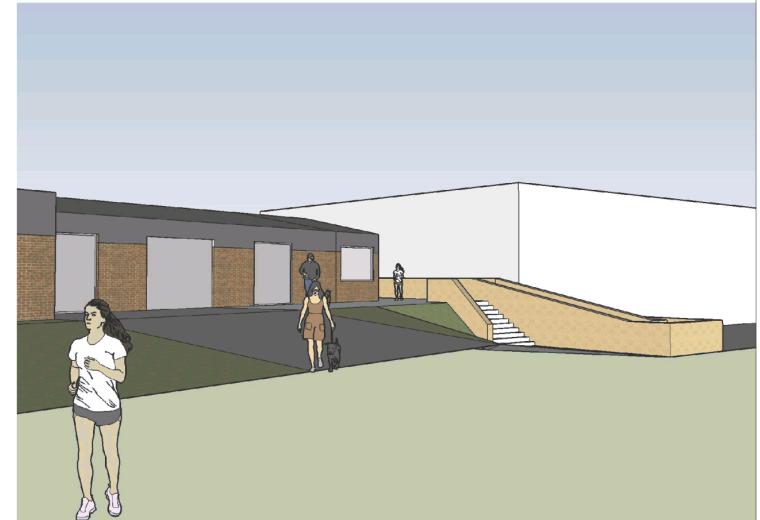
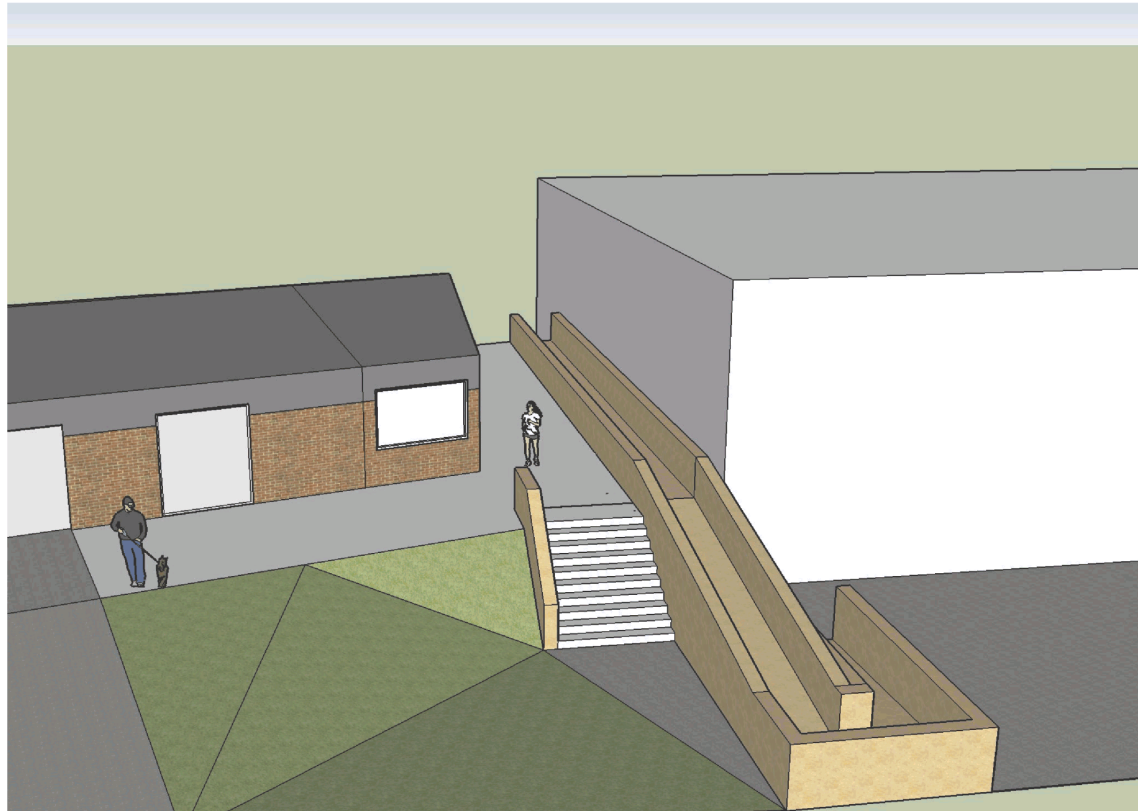
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PROJ No.	2012	FILE REF.		A10	2

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3.9 Alkimos Aquatic and Recreation Centre Project Working Group - Terms of Reference

File Ref:	40645V02 – 20/540299
Responsible Officer:	Director Community and Place
Disclosure of Interest:	Nil
Attachments:	1
Previous Items:	CP01-02/20 - North Coast Aquatic and Recreation Centre Needs and Feasibility Study - Ordinary Council - 10 Feb 2020 7:00pm CP01-07/20 - North Coast Aquatic and Recreation Centre Business Case - Ordinary Council - 28 Jul 2020 7:00pm CP03-09/20 - Alkimos Aquatic and Recreation Centre - Site Selection, Master Planning and Land Acquisition - Ordinary Council - 22 Sep 2020 7:00pm

Issue

To consider the draft Terms of Reference for the Alkimos Aquatic and Recreation Facility Project Working Group.

Background

At its meeting held on 10 February 2020, Council considered report CP01-02/20 North Coast Aquatic and Recreation Centre Needs and Feasibility Study and resolved the following:

- “1. *ENDORSES the North Coast Aquatic and Recreation Centre Needs and Feasibility Study, as per Attachments 1 and 2; and*
2. *NOTES the development of a detailed Business Case to consider the development of a proposed facility at Yanchep and/or Alkimos, with the Business Case considering various development options inclusive of a 25m or a 50m indoor pool as per the draft scope in Attachment 7.*”

As a result, at its meeting held on 28 July 2020, Council considered report CP01-07/2020 North Coast Aquatic and Recreation Centre Business Case and resolved the following:

- “1. *ENDORSES the North Coast Aquatic and Recreation Centre Business Case, as detailed in Attachment 2;*
2. *AUTHORISES Administration to commence planning works towards the provision of the North Coast Aquatic and Recreation Centre at Alkimos Central as per the recommendations of the Business Case;*
3. *REQUESTS Administration to undertake further analysis of Options 1 and 2 of the Summary Business Case (Attachment 2) to enable consideration of indoor and outdoor options for the aquatic components; and*
4. *NOTES that community consultation regarding the location and conceptual design elements of the facility will occur following Council consideration of the work as per recommendation 3 above.*”

At its meeting held on 22 September 2020, Council considered report CP03-09/20 Alkimos Aquatic and Recreation Centre – Site Selection, Master Planning and Land Acquisition and resolved the following:

- “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."*

As a result of the progress that has been made in respect to the development of the Alkimos Aquatic and Recreation Centre (AARC), it is now considered prudent to put in place a Working Group to guide the planning and development of the AARC.

Detail

The draft Terms of Reference have been included within (**Attachment 1**) and have been drafted in accordance with the City's Management Procedure for Committees and Working Groups.

The purpose of the proposed Working Group has been identified as follows:

To provide guidance and advice so that the Alkimos Aquatic and Recreation Centre Project (the Project) develops in line with the Council's strategic position.

The Aims and Functions of the Working Group are proposed as follows:

- 1.1. *Provide a platform to inform, engage and collaborate with Council Members;*
- 1.2. *Update the Working Group on the Project's progress;*
- 1.3. *Raise matters, issues, risks and opportunities that require discussion, advice, ideas, input and support so that the Project continues on track;*
- 1.4. *Provide strategic advice in regards to facility components, financial considerations, strategic objectives and desired outcomes so that the City achieves the goal and vision for the Project and the wider Wanneroo community; and*
- 1.5. *Consider long term budget implications and funding opportunities and to provide advice according to the City's priorities and resources.*

Membership of the Working Group has been proposed as follows:

- *The Mayor (or nominee);*
- *All North Coast Ward Councillors; and*
- *Up to one Councillor from the Central and South Wards appointed by Council.*

Consultation

Nil

Comment

The key focus of the Working Group will be the finalisation of the facility components to ensure the capacity of the Project to meet the current and future needs of the community within the northern coastal corridor and alignment with the City's resourcing capability.

Statutory Compliance

Nil

Strategic Implications

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

“1 Society

1.1 Healthy and Active People

1.1.1 Create opportunities that encourage community wellbeing and active and healthy lifestyles”

Risk Management Considerations

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

Risk Title	Risk Rating
ST-S23 Stakeholder Relationships	Moderate
Accountability	Action Planning Option
Chief Executive Officer	Manage

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

Policy Implications

Nil

Financial Implications

Funding for the AARC is currently listed in the Long Term Financial Plan as follows:

Year	Municipal	Grant	Reserve	Total
2020/21	\$150,000			\$150,000
2021/22	\$1,797,600		\$1,502,400	\$3,300,000
2022/23	\$1,930,000			\$1,930,000
2023/24	\$2,446,624	\$10,000,000	\$3,053,376	\$15,500,000
2024/25	\$8,103,400	\$5,000,000	\$6,016,600	\$19,120,000
TOTAL	\$14,427,624	\$15,000,000	\$10,572,376	\$40,000,000

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. **APPROVES** the formation of the Alkimos Aquatic and Recreation Centre Project Working Group;
2. **APPOINTS** the following Council Members to the Alkimos Aquatic and Recreation Centre Project Working Group:-
 - a) the Mayor;
 - b) all North Coast Ward Councillors;
 - c) Cr _____ (South Ward); and
 - d) Cr _____ (Central Ward);
3. **APPROVES** the Alkimos Aquatic and Recreation Centre Project Working Group Terms of Reference as detailed within Attachment 1 of this report.

Attachments:



Attachment 1 - Alkimos Aquatic and Recreation Centre Working Group Terms of Reference 20/538471 Minuted



TERMS OF REFERENCE

Alkimos Aquatic and Recreation Facility Project Working Group

16 March 2021

Name:	Alkimos Aquatic and Recreation Facility Project Working Group
Purpose of Working Group	To provide guidance and advice so that the Alkimos Aquatic and Recreation Centre Project (the Project) develops in line with the Council's strategic position.
Definition	Working Group: A Working Group is a group of experts working together to achieve specified goals, generally of a <u>temporary nature</u> . It would be devoted to finite tasks with a specific timeline. Similarly, the group cannot direct employees, expend monies, direct volunteers or do anything which is the responsibility of the City.
Aims & Functions	<ol style="list-style-type: none"> 1.1. Provide a platform to inform, engage and collaborate with Council Members; 1.2. Update the Working Group on the Project progress; 1.3. Raise matters, issues, risks and opportunities that require discussion, advice, ideas, input and support so that the Project continues on track; 1.4. Provide strategic advice in regards to financial and economic preferences, strategic objectives and desired outcomes so that the City achieves the goal and vision for the Project and the wider Wanneroo community; and 1.5. Consider long term budget implications and opportunities and to provide advice according to the City's priorities and resources.
Membership	<ol style="list-style-type: none"> 2.1. The Working Group shall consist of the following representation: <ul style="list-style-type: none"> • The Mayor (or nominee); • all North Coast Ward Councillors; and • up to one Councillor from the Central and South Wards appointed by Council. 2.2. Membership shall be for a period of up to two years terminating on the day of the Ordinary Council Elections, with retiring members eligible to apply. 2.3. Members must comply with the City's Code of Conduct. 2.4. The Working Group has authority to second individuals from outside of the Working Group, on a voluntary basis, for their expert advice. 2.5. Consideration will not be given to any nomination received from a person who is currently serving as a Council Member of a neighbouring Council.

Administration Representation:	<ul style="list-style-type: none"> • Chief Executive Officer; • Director Community and Place; • Director Planning and Sustainability; • Manager Community Facilities; • Senior Project Manager.
Operating procedures:	<p>3.1 Chairperson:</p> <ol style="list-style-type: none"> The members of a Working Group are to elect a Chairperson and Deputy Chairperson from amongst themselves at the first meeting of the Group. (For transparency and accountability it is recommended that City Officer's not be appointed to the position of Chairperson and Deputy Chairperson.) The Chairperson will preside at all meetings. In the absence of the Chairperson, the Deputy Chairperson will assume the Chair, and in their absence, a person is to be elected by the Working Group present to assume the Chair. The Chairperson is responsible for the proper conduct of the Working Group. <p>3.2 Meetings:</p> <ol style="list-style-type: none"> The Working Group shall meet on a quarterly basis, with dates of these meetings determined by the Working Group; All meeting dates are to be provided in the Council Members Diary and in the 'Wanneroo Wrap' and in the City's Corporate Calendar. A Notice of Meetings including an Agenda to be circulated to the Group members (including Deputy Delegates) at least 72 hours prior to each meeting where possible. The Chairperson shall ensure that Minutes of all meetings are kept and that copies are made available to all Group members (including Deputy Delegates) as soon as is practicable after the meeting. Copies of all Minutes will be registered electronically, through HPE Content Manager (the City's electronic record keeping system), and a copy placed on the Elected Members Hub Portal. All Agenda and Minute documentation is to be generated through Council's InfoCouncil software reporting system. 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. All endorsed members (or the proxy or Deputy Delegate attending in lieu of the Council Member) of the Group will have one vote. The Chairperson will have the casting vote and simple majority will prevail. <p>3.3 Quorum:</p> <p>A meeting can be conducted without a quorum if necessary. However, every endeavour should be made to achieve a quorum (50% of voting Delegates) or at least to ensure a reasonable spread of representation in the Group. Particularly in circumstances where recommendations will be made for Councils consideration.</p> <p>3.4 Administration</p> <p>A Working Group Administrator support for the Group will be provided by the City of Wanneroo through the Senior Project Manager.</p>

Delegated Authority:	<p>4.1 The Working Group has no delegated power and has no authority to implement its recommendations without approval of Council.</p> <p>4.2 The Working Group has no delegated authority to commit Council to the expenditure of monies.</p> <p>4.3 Matters requiring Council consideration will be subject to separate specific reports to Council.</p>
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Corporate Strategy & Performance

Business & Finance

3.10 Financial Activity Statement for the period ended 31 January 2021

File Ref:	37350V02 – 21/48333
Responsible Officer:	Director Corporate Strategy & Performance
Disclosure of Interest:	Nil
Attachments:	6

Issue

For Council to consider the Financial Activity Statement (**FAS**) for the period ended 31 January 2021.

Background

In accordance with *Local Government (Financial Management) Regulations 1996*, the Financial Activity Statement has been prepared in compliance with the following:

“Regulation 34(1) of the Local Government (Financial Management) Regulations 1996, which requires a local government to prepare a statement of financial activity each month, presented according to nature and type, by program, or by business unit. The statement of financial activity will be presented by nature and type.

Regulation 34(5) of the Local Government (Financial Management) Regulations 1996, which requires a local government to adopt a percentage or value, calculated in accordance with Australian Accounting Standards, to be used in statements of financial activity for reporting material variances. 10% and a value greater than \$100,000 will be used for the reporting of variances.”

Detail

Council adopted the Annual Budget for the 2020-21 financial year on 20 July 2020 (SCS01-07/20). The January 2021 Financial Activity Statements (**FAS**) includes all budget adjustments to 31 December 2020. The figures in this report are compared to the Revised Budget.

The proposed budget changes of mid-year review have not been included in this report as the report was adopted on 16 February 2021 (CS03-02/21). The changes will be adjusted in the February 2021 FAS report.

Overall Comments Month-to-Date

Results from Operations

The Financial Activity Statement report for the month of January 2021 shows an overall favourable variance from Operations before Non-Operating Revenue and Expenses of \$1.8m.

The favourable variance is due to underspends in operating expenditures of \$2.4m from Employment costs, Materials & Contracts, and Utility Charges offset by lower revenue of \$0.6m from Rates, Operating Grants, Subsidies & Contributions, and Fees & Charges.

Description	Current Month - January 2021				Comments
	Actual \$m	Budget \$m	Variance \$m	Variance %	
Operating Revenue	2.0	2.6	(0.6)	(23.5)	The unfavourable variance is mainly due to lower revenue from Rates, Operating Grants, Subsidies & Contribution, and Fees & Charges offset by higher Interest Earnings. Please refer to note 1, 2,3 and 4 for further details.
Operating Expense	(13.9)	(16.3)	2.4	14.6	The favourable variance is due to underspend in Employee Costs, Materials & Contracts, Utility Charges and Insurance Expense. Please refer to note 5, 6, 7 and 8 for further details.
Result from Operations	(11.9)	(13.7)	1.8	12.6	

Capital Program

During January 2021, \$2.9m was spent on various capital projects of which \$1.7m was spent on sport facilities and roads (Refer to **Attachment 3** for more details).

Description	Month Actual \$m	Month Revised Budget \$m	% Complete of Month Revised Budget
Expenditure	2.9	4.3	67.5%

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

Results from Operations

The Financial Activity Statement year-to-date report of January 2021 shows an overall favourable variance from Operations of \$16.2m.

Description	Year-To-Date January 2020				Comments
	Actual \$m	Budget \$m	Variance \$m	Variance %	
Operating Revenue	188.9	182.9	6.1	3.3	The favourable variance is due to higher revenue from Operating Grants, Subsidies & Contribution, Fees & Charges, and Interest Earnings offset by lower revenue from Rates. Please refer to note 1, 2, 3 and 4 for further details.
Operating Expense	(111.3)	(121.5)	10.1	8.3	The favourable variance is due to underspend in Employee Costs, Materials & Contracts, Utility Charges, and Insurance Expense. Please refer to note 5, 6, 7 and 8 for further details.
Result from Operations	77.6	61.4	16.2	26.4	

Capital Program

At the end of January 2021, \$24.4m was expended on various capital projects of which \$13.9m was spent on sports facilities and roads.

The variance is mainly attributable to the Halesworth Park project due to delay in the project timeline and Domestic Waste vehicles progress payment.

Description	YTD Actual \$m	YTD Revised Budget \$m	% Complete of YTD Revised Budget	Annual Revised Budget \$m	% Complete of Annual Revised Budget
Expenditure	24.4	39.3	62.3%	74.3	32.8%

Investment Portfolio Performance

Portfolio Value \$m	Monthly Weighted Return	Comments
445.6	0.86%	Portfolio balance has increased by \$3.66m from December 2020. The monthly weighted return is 0.86% which is above the set benchmark (12 months UBS Australia Bank Bill Index) by 0.57%. (Refer to Attachment 5 for more details)

*Detailed Analysis of Statement of Comprehensive Income (**Attachment 1**)*

Comments relating to the Statement of Comprehensive Income are provided under the following two sections of this report:

- a) Current month comparison of Actuals to Budgets; and
- b) Year to date Actuals to Budgets; where the variance is higher than reporting threshold or item of interest to Council.

CITY OF WANNEROO
STATEMENT OF COMPREHENSIVE INCOME BY NATURE OR TYPE
FOR THE PERIOD ENDED 31 JANUARY 2021

Description	Current Month				Year to Date			
	Actual \$	Revised Budget \$	Variance		Actual \$	Revised Budget \$	Variance	
			\$	%			\$	%
Revenues								
Rates	106,468	550,000	(443,532)	(80.6)	135,259,233	135,577,935	(318,702)	(0.2)
Operating Grants, Subsidies & Contributions	314,346	334,747	(20,401)	(6.1)	8,872,252	4,054,254	4,817,998	118.8
Fees & Charges	1,209,775	1,400,635	(190,860)	(13.6)	41,656,496	40,541,363	1,115,133	2.8
Interest Earnings	306,244	266,610	39,634	14.9	2,769,260	2,401,416	367,844	15.3
Other Revenue	45,821	41,036	4,785	11.7	370,758	287,468	83,290	29.0
Total Operating Revenue	1,982,654	2,593,028	(610,374)	(23.5)	188,927,999	182,862,436	6,065,563	3.3
Expenses								
Employee Costs	(5,383,690)	(6,101,137)	717,447	11.8	(41,744,094)	(44,660,519)	2,916,425	6.5
Materials & Contracts	(3,758,904)	(5,358,814)	1,599,910	29.9	(36,463,623)	(43,140,545)	6,676,922	15.5
Utility Charges	(801,385)	(831,999)	30,614	3.7	(5,385,074)	(5,759,989)	374,915	6.5
Depreciation	(3,571,971)	(3,571,971)	0	0.0	(24,991,989)	(25,003,797)	11,808	0.0
Interest Expenses	(343,579)	(341,900)	(1,679)	(0.5)	(2,403,894)	(2,398,031)	(5,863)	(0.2)
Insurance	(39,468)	(73,053)	33,585	46.0	(350,906)	(514,621)	163,715	31.8
Total Operating Expenditure	(13,898,997)	(16,278,874)	2,379,877	14.6	(111,339,580)	(121,477,502)	10,137,922	8.3
RESULT FROM OPERATIONS	(11,916,343)	(13,685,846)	1,769,503	12.9	77,588,419	61,384,934	16,203,485	26.4
Non Operating Revenue & Expenses								
Non Operating Grants, Subsidies & Contributions	0	775,934	(775,934)	(100.0)	6,177,673	8,888,137	(2,710,464)	(30.5)
Contributed Physical Assets	0	0	0	0.0	3,636,644	4,546,000	(909,356)	(20.0)
Profit on Asset Disposals	153,049	0	153,049	0.0	1,516,525	0	1,516,525	0.0
Loss on Assets Disposals	(24,913)	0	(24,913)	0.0	(24,913)	(13,699,065)	13,674,152	0.0
TPS* & DCP** Revenues	85,340	684,868	(599,528)	(87.5)	6,474,986	7,019,371	(544,385)	(7.8)
TPS* & DCP** Expenses	(64,337)	(949,596)	885,259	93.2	(496,408)	(3,341,711)	2,845,303	85.1
Total Non Operating Revenue and Expenses	149,139	511,206	(362,067)	(70.8)	17,284,507	3,412,732	13,871,775	406.5
NET RESULT (OPERATING & NON OPERATING)	(11,767,204)	(13,174,640)	1,407,436	10.7	94,872,926	64,797,666	30,075,260	46.4
Other Comprehensive Income	0	0	0	0.0	0	0	0	0.0
TOTAL COMPREHENSIVE INCOME	(11,767,204)	(13,174,640)	1,407,436	10.7	94,872,926	64,797,666	30,075,260	46.4

*TPS=Town Planning Schemes

**DCP=Developers Contribution Plans

Revenues

Note 1 Rates

Month to Date - (Actual \$106k, Revised Budget \$550k)

The variance is unfavourable by \$444k as a result of lower interim rates generated on residential and commercial properties than anticipated during the month.

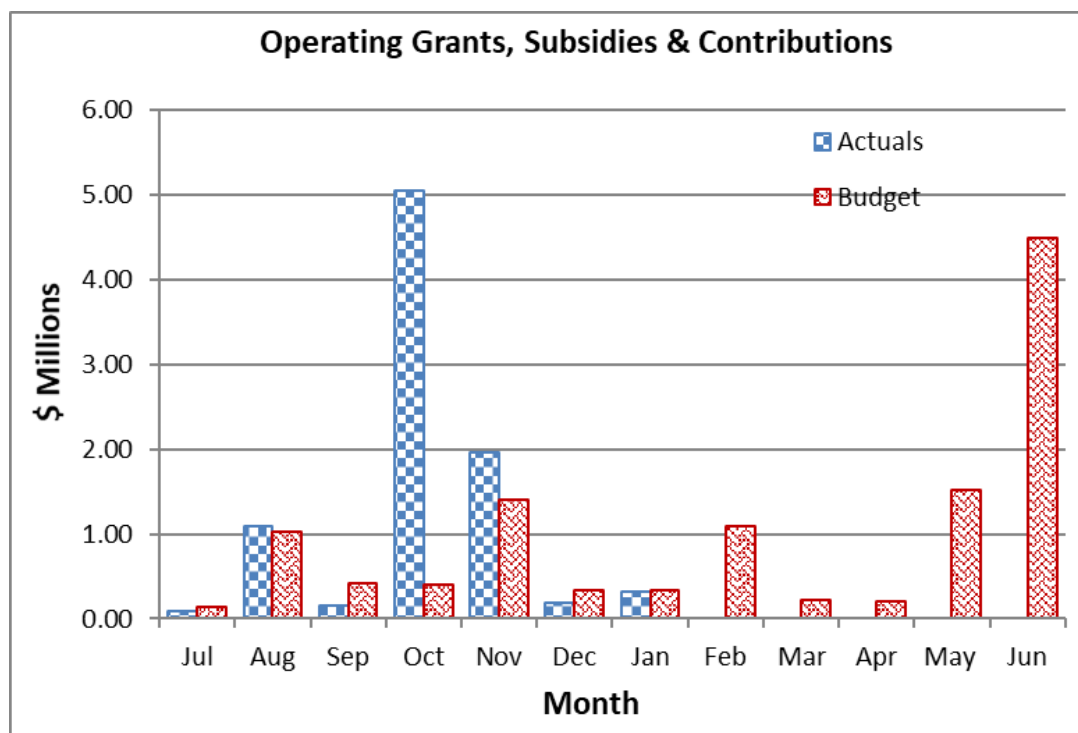
Year to Date - (Actual \$135.3m, Revised Budget \$135.6m)

The variance is unfavourable by \$318k as a result of lower interim rates generated on residential and commercial properties than anticipated to January 2021.

Note 2 Operating Grants, Subsidies & Contributions

Month to Date - (Actual \$314k, Revised Budget \$335k)

The variance is unfavourable by \$20k but within the reportable threshold.



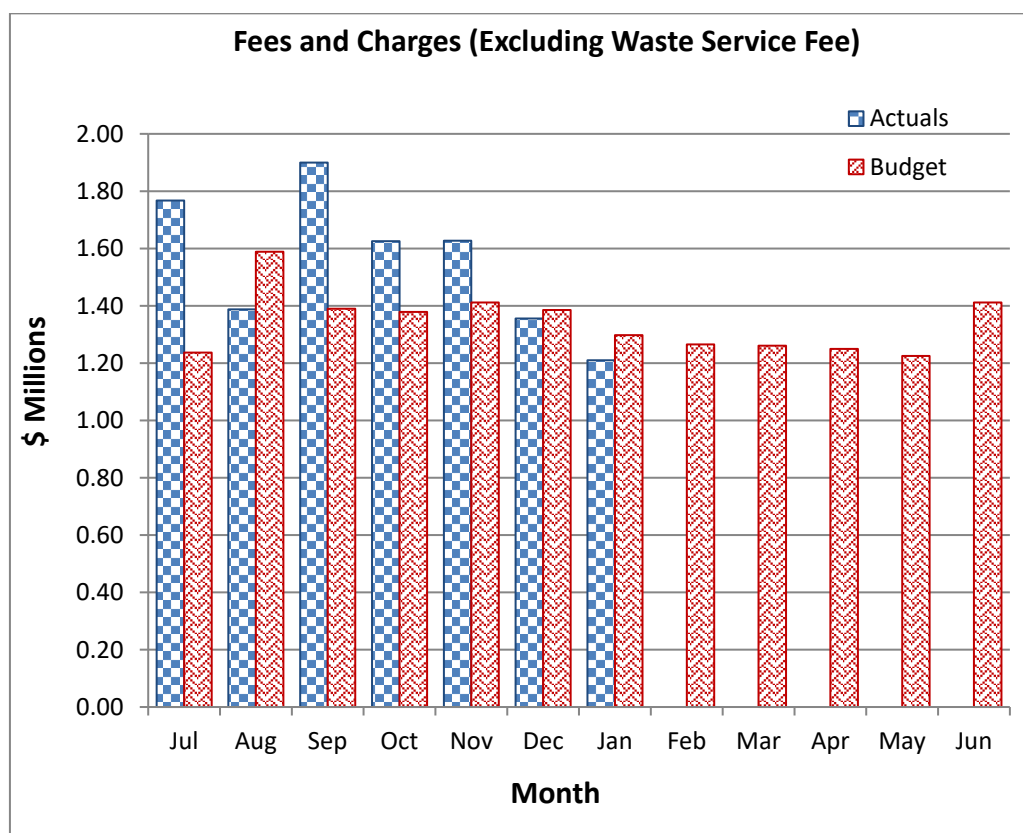
Year to Date - (Actual \$8.9m, Revised Budget \$4.1m)

The favourable variance of \$4.8m mainly relates to unbudgeted waste related income received.

Note 3 Fees and Charges – Including Waste Service Fee**Month to Date - (Actual \$1.2m, Revised Budget \$1.4m)**

The unfavourable variance of \$191k for the month of January is mainly relates to:

- \$103k – Domestic waste fee lower than anticipated due to timing difference;
- \$132k – Community facility booking fee lower than anticipated due to timing difference;
- \$72k – Aquamotion user entry fee lower than anticipated mainly due to interruption of ability to access the pool as a result of maintenance of the boiler; offset by
- \$89k – Development assessment fee higher than anticipated due to the increase in activity in the residential housing sector with new builds taking advantage of the Federal and State stimulus grants.

**Year to Date - (Actual \$41.7m, Revised Budget \$40.5m)**

Reasons for the favourable variance of \$1.1m are summarised as per below:

- \$903k – Income streams for building assessment services and planning assessment services are running ahead of year to date budgets due to the increase in activity in the residential housing sector with new builds taking advantage of the Federal and State stimulus grants.
- \$164k – Increased revenue from annual health assessment application licence fee due to timing differences which has been adjusted at the mid-year budget review;
- \$166k – Building assessment search fee income higher than anticipated due to the increase in activity level as described above;

- \$88k – Property lease income higher than anticipated which has been adjusted at the mid-year budget review; offset by
- \$166k – lower than anticipated user and entry fees related to Aquamotion partially due to interruption of ability to access the pool for a few days as a result of maintenance of the boiler.

Note 4 Interest Earnings

Month to Date - (Actual \$306k, Revised Budget \$267k)

The variance is favourable by \$40k but within the reportable threshold.

Year to Date - (Actual \$2.8m, Revised Budget \$2.4m)

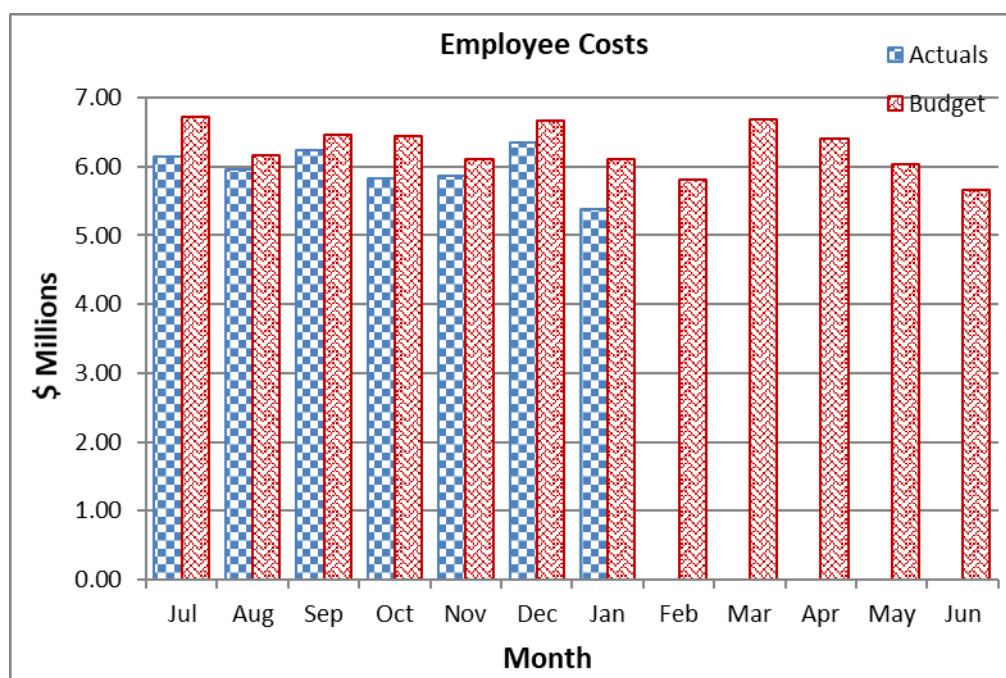
Interest earnings are favourable by \$368k mainly due to higher investment portfolio balance than anticipated.

Expenses

Note 5 Employee Costs

Month to Date - (Actual \$5.4m, Revised Budget \$6.1m)

The variance is favourable by \$717k due to lower employee costs as staff utilised annual leave and long service leave during the month of January.



Year to Date - (Actual \$41.7m, Revised Budget \$44.6m)

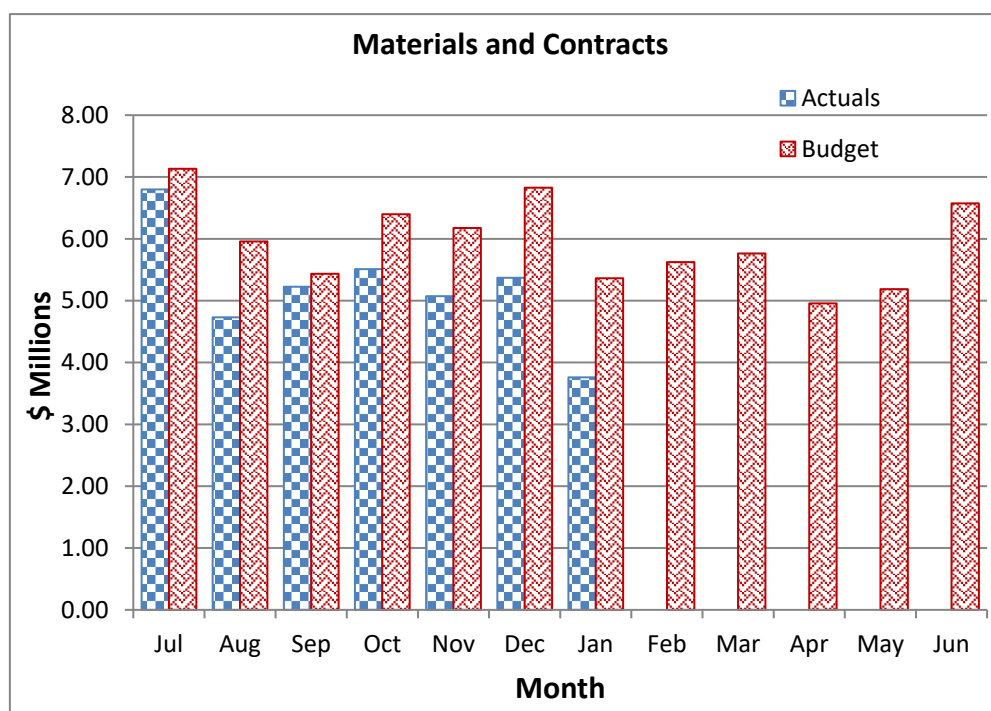
The variance is favourable by \$2.9m due to lower employee costs mainly arising from deferred of recruitment of non-critical roles.

Note 6 Materials & Contracts

Month to Date - (Actual \$3.8m, Revised Budget \$5.4m)

The favourable variance of \$1.6m is mainly related to:

- Lower contract expenses of \$1.0m for waste services, maintenance of road reserves, parks irrigation, park structure and rates collection services due to timing differences;
- Lower debt write-off of \$100k as there have been lower than expected financial hardship applications;
- Lower refuse removal expense of \$91k due to reduction in recycling waste gate fee;
- Lower consulting fees of \$77k mainly due to delay in undertaking of special projects for Planning Services and Property Services;
- Lower sponsorship expenses of \$69k mainly due to reduced donation funding requests from community organisations; and
- Lower material expenses of \$55k due to delay in maintenance of domestic waste trucks, light vehicles, and park land.



Year to Date - (Actual \$36.5m, Revised Budget \$43.1m)

The variance is favourable by \$6.7m due to:

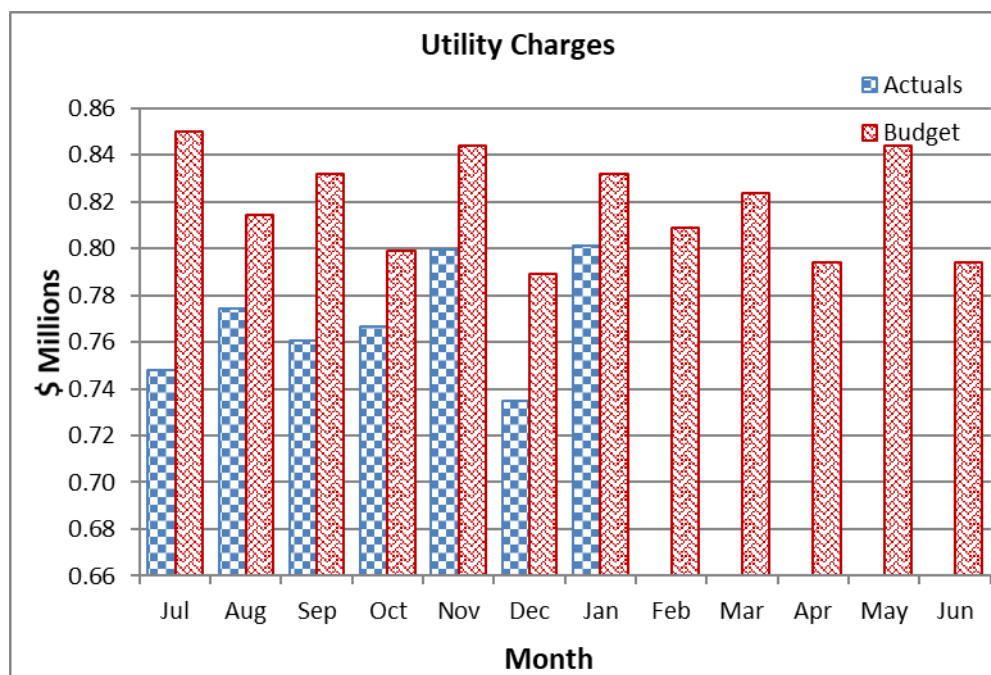
- Lower contract expenses of \$3.1m for maintenance of park land & irrigation, park structure & furniture, road reserves and bushland and rates collection services due to timing differences;
- Lower material expense of \$826k to maintain road reserves, waste domestic plant, pathways, operations centre and park irrigation equipment;
- Consulting fees for development and review of integrated planning framework, provision of Information Technology services and special projects are lower by \$575k;
- Lower contributions & donations expense of \$447k of which \$130k relates to Pitstop park within land development management services and \$316k relates to reduced donation funding requests from community organisations;

- Lower debt write-off of \$423k as there have been lower than expected financial hardship applications;
- Lower membership subscription of \$149k which is a timing difference;
- Lower legal fee of \$122k as demand is lower than anticipated. Identified saving has been adjusted for at the mid-year budget review;
- Lower refuse removal expense of \$235k; and
- Lower advertising expenses of \$158k.

Note 7 Utility Charges

Month to Date - (Actual \$801k, Revised Budget \$832k)

The variance is favourable by \$31k but within the reportable threshold.

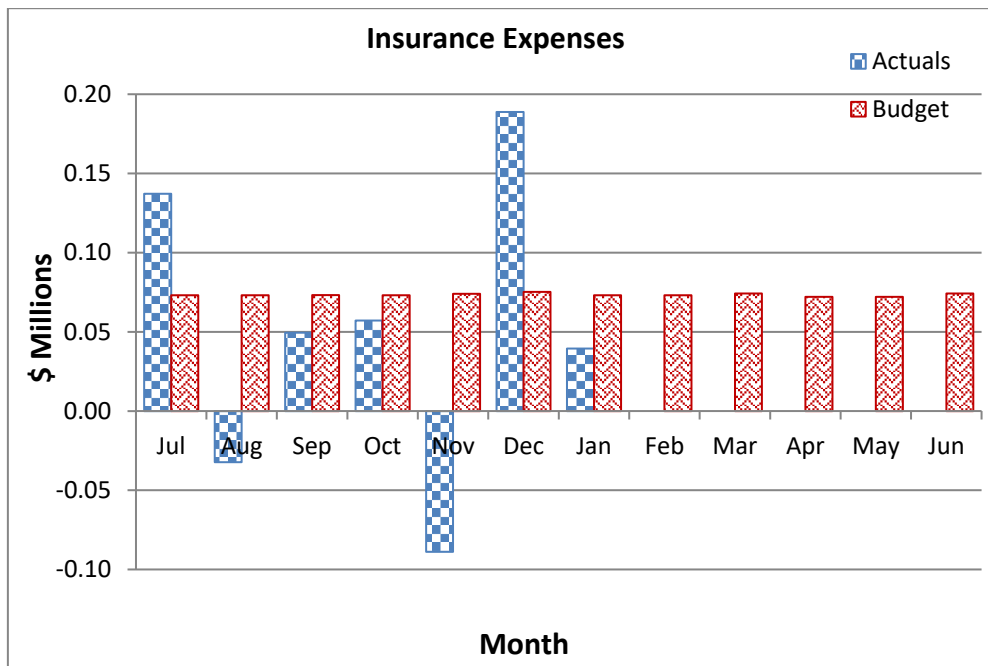


Year to Date - (Actual \$5.4m, Revised Budget \$5.8m)

The variance is favourable by \$375k due to lower electricity usage amounting to \$293k of which \$92k is relates to street lighting.

Note 8 Insurance**Month to Date - (Actual \$39k, Revised Budget \$73k)**

The variance is favourable by \$34k but within the reportable threshold.

**Year to Date - (Actual \$351k, Revised Budget \$515k)**

The favourable year to date variance of \$164k is a result of the City's receipt of a credit from its insurer (LGIS) with the City opting to offset the insurance premium.

Non Operating Revenue & Expenses**Note 9 Non Operating Grants, Subsidies & Contributions****Month to Date – (Actual \$0k, Revised Budget \$776k)**

The variance is unfavourable by \$776k, which is mainly attributable to:

State Government grants of \$666k:

- \$666k relates to progress claims for Main Roads WA grant funded projects that have been submitted but not received by the City yet.

Federal Government grants of \$100k:

- \$100k relates to Roads to Recovery (R2R) grant from the Department of Infrastructure, Transport, Regional Development and Communications not yet received.

Year to Date – (Actual \$6.2m, Revised Budget \$8.9m)

The variance is unfavourable by \$2.7m, which is attributable to:

State Government grants of \$968k:

- \$1.6m for Hartman Drive Duplication based upon \$950k of restricted grants that have not yet been recognised as an income, and \$600k of funding not yet received;

- \$90k of grant for Franklin/Rousset/Caporn intersection upgrade not yet received;
- \$80k of grant for Kingsbridge/Camborne/Shelford intersection upgrade not yet received;
- \$305k of grant for Joondalup Drive Road Rehabilitation not yet received;

Partially offset by:

- Late receipt of \$727k related to Pinjar Road duplication, which was anticipated in 2019/20;
- Receipt of \$151k higher than anticipated for Road Resurfacing Program; and
- \$170k of grant received earlier than anticipated for Mirrabooka/Rawlinson intersection upgrade.

Federal Government grants of \$1.3m:

- \$1.0m grant for Halesworth park sport facilities not yet received.
- \$360k relates to Roads to Recovery (R2R) grant from the Department of Infrastructure, Transport, Regional Development and Communications not yet received.

Cash Contribution of \$430k:

- \$496k of cash contribution has not yet been recognised as an income pending confirmation of obligations required to be carried out;
- \$110k not yet received for Gumblossom park baseball field upgrade; partially offset by
- \$155k extra funds received for Marmion Avenue Dualling project; and
- \$21k unbudgeted funds received for Pinjar Road Red Asphalt Path.

Note 10 Contributed Physical Assets

Month to Date – (Actual \$0m, Revised Budget \$0.0k)

No assets were handed over to the City by developers during January 2021. The actual assets are recorded as and when assets are handed over to the City.

Year to Date – (Actual \$3.6m, Revised Budget \$4.5m)

The variance is unfavourable by \$909k. The actual assets hand overs by developers are lower than anticipated level.

Note 11 Profit / Loss on Asset Disposals

Month to Date – (Combined Actual \$128k, Combined Revised Budget \$0k)

The favourable variance of \$128k is a result of a higher proceeds relating to Land sales from Tamala Park Regional Council (TPRC) than anticipated.

Year to Date – (Combined Actual \$1.5m, Combined Revised Budget \$-13.7m)

The variance is favourable by \$15.2m mainly due to delay in take over of ownership of Ocean Reef Road and Gngara Road by Main Roads WA. The City is awaiting the appropriate transfer documentation from Main Roads WA to process the ownership transfer.

Note 12 TPS & DCP Income**Month to Date – (Actual \$85k, Revised Budget \$685k)**

The unfavourable variance of \$600k is mainly due to delayed headworks levy related Cell 1, 4 and 5.

Year to Date – (Actual \$6.5m, Revised Budget \$7.0m)

The variance is unfavourable by \$544k due to the reason noted above.

Note 13 TPS & DCP Expenses**Month to Date – (Actual \$64k, Revised Budget \$950k)**

The favourable variance of \$885k is mainly due to delayed acquisition of a Public Open Space land.

Year to Date – (Actual \$496k, Revised Budget \$3.3m)

The favourable variance of \$2.8m is mainly due to delayed acquisition of three Public Open Space lands, which is a timing difference and has been adjusted at the mid-year budget review.

Statement of Financial Position (Attachment 2)

CITY OF WANNEROO
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 JANUARY 2021

Description	30 Jun 2020 Actual \$	31 Jan 2021 Actual \$	Variance		30 Jun 2021 Budget Estimate \$	Notes
			\$m	%		
Current Assets	394,102,121	485,175,891	91,073,770	23.1	387,868,977	
Current Liabilities	(68,326,010)	(67,729,302)	596,708	0.9	(50,493,320)	
NET CURRENT ASSETS	325,776,111	417,446,589	91,670,478	28.1	337,375,657	1
Non Current Assets	2,400,038,446	2,403,228,785	3,190,339	0.1	2,428,370,061	2
Non Current Liabilities	(174,757,762)	(174,745,671)	12,091	0.0	(88,033,657)	3
NET ASSETS	2,551,056,795	2,645,929,703	94,872,908	3.7	2,677,712,061	
TOTAL EQUITY	(2,551,056,795)	(2,645,929,703)	94,872,908	3.7	(2,677,712,061)	

Note 1 - Net Current Assets

When compared to the opening position at 30 June 2020 Net Current Assets have increased by \$91.7m, which is predominately due to levying of 2020/21 Rates and Waste Service Fees in July 2020.

Within the Current Assets, Current Receivables of \$36.5m are mainly comprised of collectable Rates and Waste Service Fees debtors of \$31.2m and Emergency Services Levy of \$1.4m, with the remaining balance attributed to General Debtors of \$3.9m.

Note 2 - Non-Current Assets

Non-Current Assets position as at 31 January 2021 have increased by \$3.2m from 30 June 2020 Actuals. The movement is due to increase in Work in Progress and Asset Acquisition of \$28.2m partially offset by accumulated depreciation of \$25.0m.

Note 3 - Non-Current Liabilities

Non-Current Liabilities position as at 31 January 2021 have decreased by \$12k due to change in the interest bearing liabilities (Lease).

The existing loan with the Western Australia Treasury Corporation remains unchanged making up 37% of total Non-Current Liabilities.

Financial Performance Indicators

The table below presents data on non-asset related financial ratios, comparing the minimum standard expected as per the **DLGSCI** status at the year to date figures, and at the same period of the last year.

A green highlight is used where the minimum standard is met or exceeded. Highlighted in red is below the standard (where relevant).

Details	DLGSCI Minimum Standard	As at 31/01/2020	As at 31/01/2021	For the month - Minimum Standard Met
Current Ratio				
The ability to meet short term financial obligations from unrestricted current assets.				
Current Assets - Restricted Current Assets (RCA)	=>1.00:1	1.6:1	2.59:1 (Note 1)	YES
Current Liabilities (CL) - CL Associated with RCA				
Debt Service Cover Ratio				
The ability to produce enough cash to cover debt payments.				
Operating Surplus before Interest & Depreciation	=>2.00:1	43.97:1	45.38:1	YES
Principle & Interest Repayments				
Own Source Revenue Coverage Ratio				
The ability to cover costs through own revenue efforts.				
Own Source Operating Revenue	=>0.40:1	1.60:1	1.63:1	YES
Operating Expense				
Operating Surplus Ratio				
The ability to cover operational costs and have revenues available for capital funding or other purposes.				
Operating Revenue - Operating Expense	=>0.01:1	0.40:1	0.45:1	YES
Own Source Operating Revenue				

DLGSCI - Department of Local Government, Sport and Cultural Industries

The asset ratios will be published as part of the Statutory Financial Statements.

Note 1 - Current Ratio

Current Ratio as at 31 January 2021 is in a better position compared to 31 January 2020 mainly due to the exclusion of Annual Leave and Long Service Leave provision from Current Liabilities as the amount are now cash-backed via the Leave Liability reserve since June 2020.

Capital Works Program

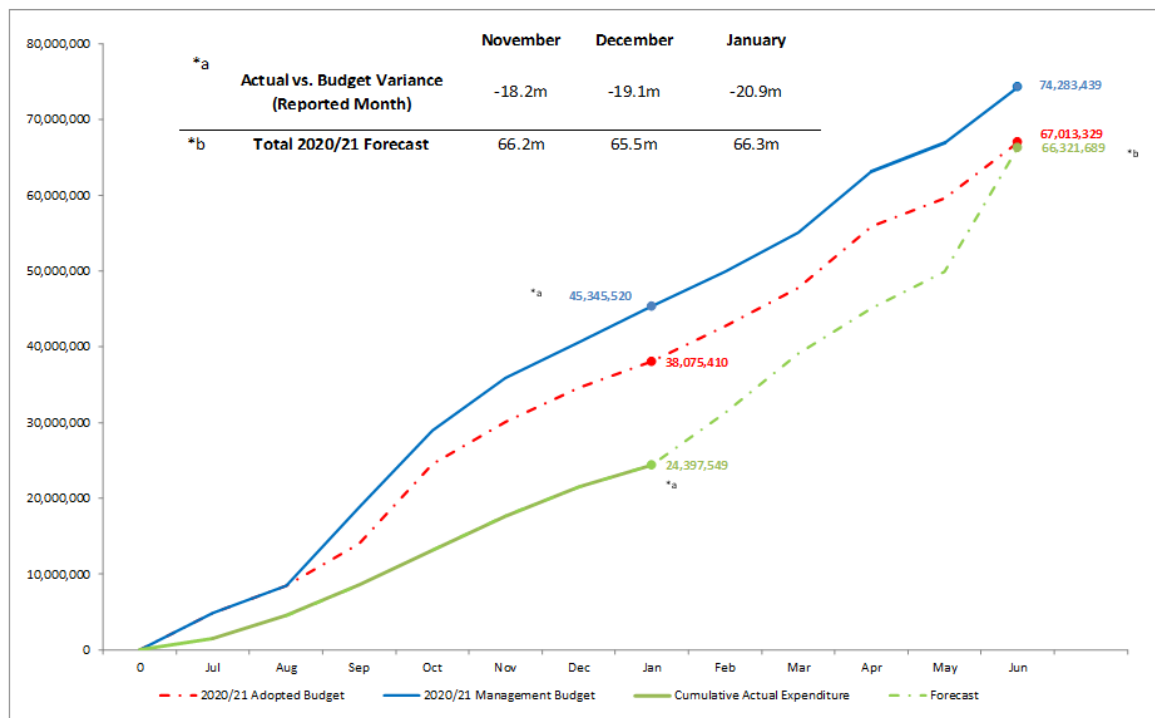
The status of the Capital Works Program is summarised by Sub-Program in the table below:

Sub-Program	No. of Projects	Current Month Actual	YTD Actual	Revised Budget	% Spend
		\$	\$	\$	
Community Buildings	15	96,909	447,146	2,351,133	19.0%
Community Safety	4	1,740	44,403	330,645	13.4%
Conservation Reserves	4	4,116	176,887	300,540	58.9%
Corporate Buildings	6	4,443	23,120	195,877	11.8%
Environmental Offset	6	17,535	35,408	503,600	7.0%
Fleet Mgt - Corporate	6	53,166	465,902	8,076,638	5.8%
Foreshore Management	10	3,370	157,072	1,873,424	8.4%
Golf Courses	3	36	37,347	205,181	18.2%
Investment Projects	9	107,128	605,876	2,306,749	26.3%
IT Equipment & Software	18	104,688	1,853,630	9,051,494	20.5%
Parks Furniture	16	39,526	2,074,552	2,663,012	77.9%
Parks Rehabilitation	1	260,863	395,943	1,050,000	37.7%
Passive Park Development	9	15,673	84,048	1,672,928	5.0%
Pathways and Trails	7	71,747	460,862	1,593,400	28.9%
Roads	15	711,948	5,887,311	11,360,987	51.8%
Sports Facilities	58	1,020,761	7,981,448	20,597,950	38.7%
Stormwater Drainage	3	2,001	58,264	68,118	85.5%
Street Landscaping	7	141,706	523,802	1,197,550	43.7%
Traffic Treatments	14	195,287	1,110,481	2,203,005	50.4%
Waste Management	3	39,684	1,974,048	6,681,208	29.5%
Grand Total	214	2,892,327	24,397,549	74,283,439	32.8%

During January 2021, \$2.9m was spent. Details of significant expenditure for the month are included in **Attachment 3**. As at 31 January 2021, the City has spent \$24.4m, which represents 32.8% of \$74.3m 2020/21 Capital Works Revised Budget.

The City's forecast spend of \$66.3m represents 89.2% of the 2020/21 revised budget.

Capital Expenditure to January 2021 – Portfolio View Only



To further expand on the Capital Works Program information above, selected key capital projects updates are provided in the Top Capital Projects attachment to this report (**Attachment 4**).

Capital Changes

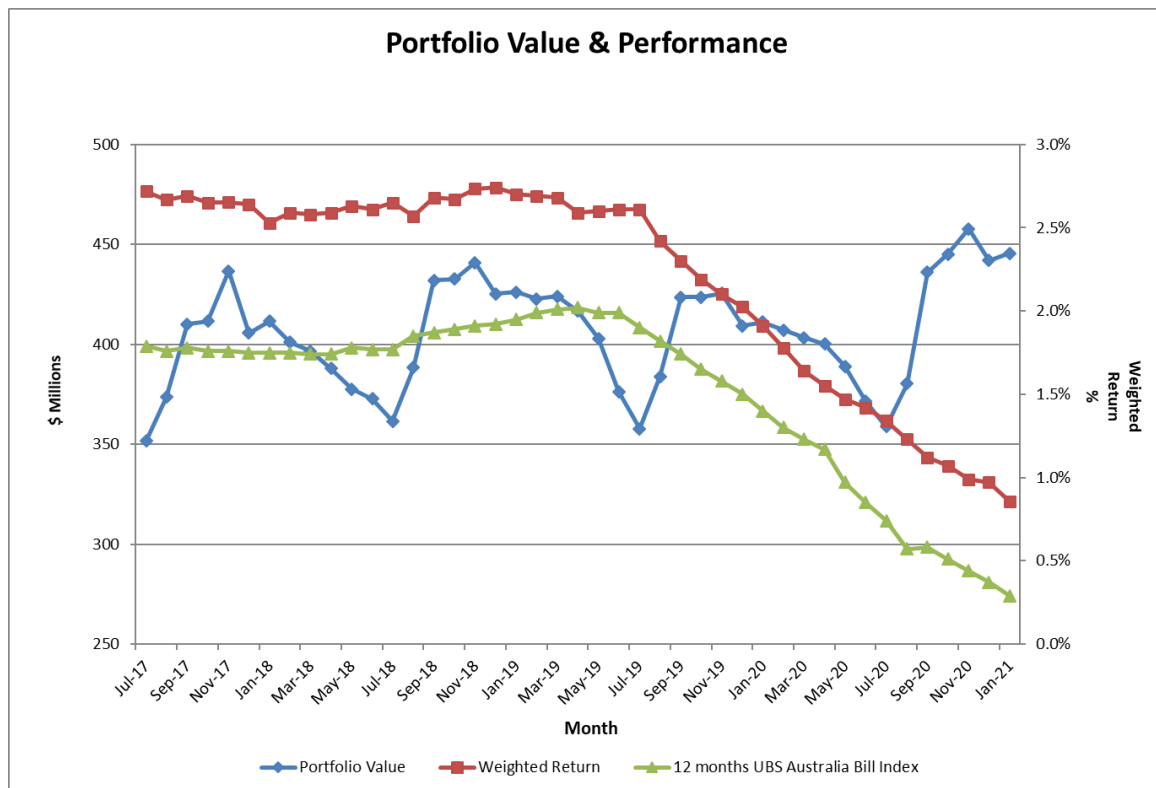
The following changes are proposed to be made to the 2020/21 Capital Works Program.

PR-4178 Badgerup Reserve, Wanneroo, Renew Site for Environmental Offset for Old Yanchep Rd – An additional \$8,000 is required to complete the 2020/21 program of works for the site. It is proposed to fund the works from savings identified in PR-2091 Caporn, San Teodoro, Spring and Alvarez Parks, Tapping, Renew Sites for Environmental Offsets.

PR-4299 Wanneroo Aquamotion, New Accessibility Pool Pod (user controlled pool lift to assist people who have disabilities/recovering from injury to ensure safe access the pool) – Quotes received for the installation of the pool pod were higher than anticipated, requiring an additional \$10,000 above the existing budget. It is proposed that the funds will be sourced from PR-4293 Various Locations, New Footpaths - Federal Grant Funded. Both projects are part of the Local Roads and Community Infrastructure Program (LRCIP) grant funding received by the City.

Investment Portfolio (Attachment 5)

In accordance with the *Local Government (Financial Management) Regulations 1996* (and per the City's Investment Policy), the City invests solely in Authorised Deposit taking Institutions (ADI's):



At the end of January 2021, the City held an investment portfolio (cash & cash equivalents) of \$445.6m (Face Value), equating to \$447.7m inclusive of accrued interest. This total portfolio consists of restricted cash of \$340.0m and un-restricted cash of \$107.7m (excludes Cash at Bank).

The City's year to date investment portfolio return has exceeded the UBS Australia Bank Bill rate index benchmark by 0.57% pa (0.86% pa vs. 0.29% pa); however, it is noted that Interest Earnings were budgeted at a 1.00% yield. The prevailing historically low Reserve Bank of Australia Cash Rate at 0.1% is affecting the City's ability to attract higher interest rates from ADI's.

Rate Setting Statement (Attachment 6)

The Rate Setting Statement represents a composite view of the finances of the City, identifying the movement in Surplus/(Deficit) based on the Revenues (excluding Rates), Expenses, Capital Works and Funding Movements, resulting in the Rating Income required. It is noted that the closing Surplus/(Deficit) will balance to reconciliation of Net Current Assets Surplus/(Deficit) position as detailed on the following page. Whilst a year-to-date surplus of \$101.0m is reported, this amount will progressively reduce towards the balanced position by year-end as operational and capital expenditures are incurred for the remainder of the financial year.

NET CURRENT ASSETS SURPLUS/(DEFICIT) CARRIED FORWARD

FOR THE PERIOD ENDED 31 JANUARY 2021

Description	30 Jun 2020	31 Jan 2020	31 Jan 2021	30 Jun 2021
	Actual \$	Actual \$	Actual \$	Adopted Budget \$
Current Assets				
Cash & Cash Equivalents - Unrestricted	37,320,902	67,337,637	108,325,250	27,315,620
Cash & Cash Equivalents - Restricted	337,706,621	349,121,432	339,985,575	340,214,357
Receivables	18,727,150	43,317,248	36,543,707	20,023,000
Inventory	347,448	314,200	321,359	316,000
TOTAL CURRENT ASSETS	394,102,121	460,090,517	485,175,891	387,868,977
Current Liabilities				
Payables*	(49,329,309)	(52,073,146)	(47,739,284)	(29,910,926)
Provisions	(18,996,701)	(17,421,021)	(19,990,018)	(20,582,394)
TOTAL CURRENT LIABILITIES	(68,326,010)	(69,494,167)	(67,729,302)	(50,493,320)
Net Current Assets	325,776,111	390,596,350	417,446,589	337,375,657
Adjustments for Restrictions				
Cash & Cash Equivalents - Restricted	(337,706,621)	(346,409,670)	(339,985,575)	(340,214,357)
Provision for leave liability (Cash Backed)	13,024,364	-	12,300,526	-
Contract Liabilities*	10,173,059	19,006,811	10,173,059	-
Contract Assets **	(185,356)	-	(185,356)	-
TPS Receivables	(644,154)	-	(105,108)	-
TPS Payables	4,541,388	3,306,161	1,343,538	-
TOTAL RESTRICTED ASSETS	(310,797,320)	(324,096,698)	(316,458,915)	(340,214,357)
Surplus/(Deficit) Carried Forward	14,978,791	66,499,652	100,987,673	(2,838,700)

*The change in the AASB Standard 15 and 1058 have resulted in the City now recognising Grants and Contributions received as a liability when performance obligations have not yet been met.

**The change in the AASB Standard 15 has resulted in the City now recognising a contract asset when performance obligations have been met, however the Grants and Contributions not yet received.

Consultation

This document has been prepared in consultation with Administration for review and analysis.

Comment

In reference to Statement of Comprehensive Income in the report, the following colours have been used to categorise three levels of variance:

Revenues:

- Green > 0%;
- Amber -0% to -10%; and
- Red > -10%.

Expenses:

- Green > 0%;
- Amber -0% to -10%; and
- Red > -10%.

Statutory Compliance

This monthly Financial Activity Statement report comply with *Regulations 34 (1) and 34 (4) of the Local Government (Financial Management) Regulations 1996*.

Strategic Implications

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

“4 Civic Leadership

4.2 Good Governance

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

Risk Management Considerations

Risk Title	Risk Rating
CO-017 Financial Management	Moderate
Accountability	Action Planning Option
Director Corporate Strategy & Performance	Manage

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

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

“Local Jobs

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

Strategic Growth

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

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

Policy Implications

- Accounting Policy;
- Investment Policy;
- Financial Cash Backed Reserves Policy; and
- Strategic Budget Policy.

Financial Implications

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

Voting Requirements

Absolute Majority

Recommendation

That Council:

1. **RECEIVES** the Financial Activity Statement and commentaries on variances year to date Budget for the period ended 31 January 2021 consisting of:
 - a) January 2021 year to date Financial Activity Statement;
 - b) January 2021 year to date Net Current Assets Position; and
 - c) January 2021 year to date Material Financial Variance Notes.
2. **APPROVES BY ABSOLUTE MAJORITY** the changes to the 2020/21 Capital Works Program as shown in the table below:

Number	From	To	Amount	Description
PR-4178	PR-2091 Caporn, San Teodoro, Spring and Alvarez Parks, Tapping, Renew Sites for Environmental Offsets	PR-4178 Badgerup Reserve, Wanneroo, Renew Site for Environmental Offset	\$8,000	Additional funds to complete 2020/21 program of works.
PR-4299	PR-4293 Various Locations, New Footpaths - Federal Grant Funded	PR-4299 Wanneroo Aquamotion, New Safe Pool Accessibility tool (Pool Pod)	\$10,000	Additional funds required due to higher than expected quotes.

Attachments:

- 1 [↓](#). Attachment 1 - Statement of Comprehensive Income January 2021 21/57223
- 2 [↓](#). Attachment 2 - Statement of Financial Position January 2021 21/57224
- 3 [↓](#). Attachment 3 - Significant Capital Expenditure January 2021 21/57225
- 4 [↓](#). Attachment 4 - Top Projects 2020-21 - January 2021 - 20210210 16/151914[v58]
- 5 [↓](#). Attachment 5 – Investment Report January 2021 21/57226
- 6 [↓](#). Attachment 6 – Rate Setting Statement January 2021 21/57228

CITY OF WANNEROO

STATEMENT OF COMPREHENSIVE INCOME BY NATURE OR TYPE

Attachment 1

FOR THE PERIOD ENDED 31 JANUARY 2021

Description	Current Month					Year to Date					Annual				
	Actual	Revised Budget	Variance		Notes	Actual	Revised Budget	Variance			Original Budget	Revised Budget	Variance		Notes
	\$	\$	\$	%		\$	\$	\$	%		\$	\$	\$	%	
Revenues															
Rates	106,468	550,000	(443,532)	(80.6)	1	135,259,233	135,577,935	(318,702)	(0.2)		135,971,516	136,147,935	176,419	0	1
Operating Grants, Subsidies & Contributions	314,346	334,747	(20,401)	(6.1)	2	8,872,252	4,054,254	4,817,998	118.8		11,426,636	11,581,872	155,236	1	2
Fees & Charges	1,209,775	1,400,635	(190,860)	(13.6)	3	41,656,496	40,541,363	1,115,133	2.8		44,156,022	47,119,823	2,963,801	6	3
Interest Earnings	306,244	266,610	39,634	14.9	4	2,769,260	2,401,416	367,844	15.3		4,416,017	3,495,479	(920,538)	(26)	4
Other Revenue	45,821	41,036	4,785	11.7		370,758	287,468	83,290	29.0		1,015,816	1,066,648	50,832	5	
Total Operating Revenue	1,982,654	2,593,028	(610,374)	(23.5)		188,927,999	182,862,436	6,065,563	3.3		196,986,007	199,411,767	2,425,760	1	
Expenses															
Employee Costs	(5,383,690)	(6,101,137)	717,447	11.8	5	(41,744,094)	(44,660,519)	2,916,425	6.5		(75,073,152)	(75,254,263)	(181,111)	(0)	5
Materials & Contracts	(3,758,904)	(5,358,814)	1,599,910	29.9	6	(36,463,623)	(43,140,545)	6,676,922	15.5		(71,049,101)	(71,394,875)	(345,774)	(0)	6
Utility Charges	(801,385)	(831,999)	30,614	3.7	7	(5,385,074)	(5,759,989)	374,915	6.5		(9,976,703)	(9,824,699)	152,004	2	7
Depreciation	(3,571,971)	(3,571,971)	0	0.0		(24,991,989)	(25,003,797)	11,808	0.0		(42,863,029)	(42,863,029)	0	0	
Interest Expenses	(343,579)	(341,900)	(1,679)	(0.5)		(2,403,894)	(2,398,031)	(5,863)	(0.2)		(4,114,716)	(4,114,828)	(112)	(0)	
Insurance	(39,468)	(73,053)	33,585	46.0	8	(350,906)	(514,621)	163,715	31.8		(1,327,151)	(880,151)	447,000	51	8
Total Operating Expenditure	(13,898,997)	(16,278,874)	2,379,877	14.6		(111,339,580)	(121,477,502)	10,137,922	8.3		(204,403,852)	(204,331,845)	72,007	0	
RESULT FROM OPERATIONS	(11,916,343)	(13,685,846)	1,769,503	12.9		77,588,419	61,384,934	16,203,485	26.4		(7,417,845)	(4,920,088)	2,497,757	(51)	
Non Operating Revenue & Expenses															
Non Operating Grants, Subsidies & Contributions	0	775,934	(775,934)	(100.0)	9	6,177,673	8,888,137	(2,710,464)	(30.5)		11,049,674	16,173,804	5,124,130	32	9
Contributed Physical Assets	0	0	0	0.0	10	3,636,644	4,546,000	(909,356)	(20.0)		9,092,000	9,092,000	0	0	10
Profit on Asset Disposals	153,049	0	153,049	0.0	11	1,516,525	0	1,516,525	0.0		248,176	248,176	0	0	11
Loss on Assets Disposals	(24,913)	0	(24,913)	0.0	11	(24,913)	(13,699,065)	13,674,152	0.0		(14,821,299)	(14,821,299)	0	0	11
TPS* & DCP** Revenues	85,340	684,868	(599,528)	(87.5)	12	6,474,986	7,019,371	(544,385)	(7.8)		10,667,481	10,667,481	0	0	12
TPS* & DCP** Expenses	(64,337)	(949,596)	885,259	93.2	13	(496,408)	(3,341,711)	2,845,303	85.1		(6,759,073)	(6,513,961)	245,112	4	13
Total Non Operating Revenue and Expenses	149,139	511,206	(362,067)	(70.8)		17,284,507	3,412,732	13,871,775	406.5		9,476,959	14,846,201	5,369,242	36	
NET RESULT (OPERATING & NON OPERATING)	(11,767,204)	(13,174,640)	1,407,436	10.7		94,872,926	64,797,666	30,075,260	46.4		2,059,114	9,926,113	7,866,999	79	
Other Comprehensive Income	0	0	0	0.0		0	0	0	0.0		0	0	0	0	
TOTAL COMPREHENSIVE INCOME	(11,767,204)	(13,174,640)	1,407,436	10.7		94,872,926	64,797,666	30,075,260	46.4		2,059,114	9,926,113	7,866,999	79	

CITY OF WANNEROO

Attachment 2

STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 JANUARY 2021

Description	30/06/2020 Actual \$	31/01/2021 Actual \$	Budget 30/06/2021 Estimate \$
Current Assets			
Cash at Bank	3,469,010	584,013	3,308,261
Investments	371,558,513	447,726,812	364,221,716
Receivables	18,727,150	36,543,707	20,023,000
Inventories	347,448	321,359	316,000
	394,102,121	485,175,891	387,868,977
Current Liabilities			
Payables	(49,329,309)	(47,739,284)	(29,910,926)
Provisions	(18,996,701)	(19,990,018)	(20,582,394)
	(68,326,010)	(67,729,302)	(50,493,320)
NET CURRENT ASSETS	325,776,111	417,446,589	337,375,657
Non Current Assets			
Receivables	3,712,310	3,636,536	3,268,165
Investments	19,275,826	20,551,202	20,243,091
Inventories	21,866,609	21,866,609	22,117,151
Land	133,628,182	133,628,182	138,221,721
Buildings	177,300,883	173,620,949	189,295,791
Plant	16,591,732	14,516,005	21,440,107
Equipment	38,788,705	36,185,951	89,942,404
Furniture & Fittings	5,045,544	4,721,288	14,243,635
Infrastructure	1,920,785,802	1,904,028,911	1,867,304,297
Work in Progress	63,042,853	90,473,152	62,293,699
	2,400,038,446	2,403,228,785	2,428,370,061
Non Current Liabilities			
Interest Bearing Liabilities	(74,460,644)	(74,416,421)	(76,334,197)
Provisions & Payables	(100,297,118)	(100,329,250)	(11,699,460)
	(174,757,762)	(174,745,671)	(88,033,657)
NET ASSETS	2,551,056,795	2,645,929,703	2,677,712,061
Equity			
Retained Surplus	(1,268,608,535)	(1,360,808,210)	(1,283,263,624)
Reserves - Cash/Investment Backed	(233,133,731)	(235,806,964)	(333,303,832)
Reserves - Asset Revaluation	(1,049,314,529)	(1,049,314,529)	(1,061,144,605)
TOTAL EQUITY	(2,551,056,795)	(2,645,929,703)	(2,677,712,061)

Attachment 3

Significant Capital expenditure for January 2021

- \$721K Halesworth Park, Butler, New Sports Facilities
- \$352K Flynn Dr, Banksia Grove, Upgrade form Mather Dr to Old Yanchep Road
- \$282K Beach Road, Renew Road Surface, Mirrabooka Ave to east of Honeywell Boulevard
- \$261K Recurring Program, Renew Transport Infrastructure Assets
- \$170K Recurring Program, Renew Community Building Assets
- \$139K New Christmas Decorations
- \$129K Upgrade Intersection, Mirrabooka Avenue, Rawlinson Drive
- \$108K Recurring Program, Renew Community Building Assets

Significant (LTD) commitments in the Capital Works Program as at 31 January 2021

- \$5.44m Recurring Program, Renew Domestic Waste Vehicles
- \$4.78m Halesworth Park, Butler, New Sports Facilities
- \$2.06m Three Bin Kerbside Collection System
- \$1.14m Renew Finance System
- \$1.13m Recurring Program, Renew Transport Infrastructure Assets
- \$1.08m Hinckley Park, Hocking, Upgrade Passive Park
- \$572K Quinns Beach, Quinns Rocks, New Long Term Coastal Management Works
- \$472K Recurring Program, Renew Park Assets
- \$413K Upgrade Intersection, Mirrabooka Avenue, Rawlinson Drive
- \$370K Recurring Program, Renew IT Equipment and Software
- \$335K New Assets Management System (100%)
- \$309K Recurring Program, Renew Heavy Trucks
- \$288K Hartman Drive, Upgrade to Dual Carriageway from Hepburn Ave to Gnangara Rd
- \$286K Ridgewood Reserve, Ridgewood, Upgrade Spots Floodlight Globes
- \$282K Various Locations, New Footpaths – Federal Grant
- \$271K Recurring Program, Renew Community Building Assets
- \$262K Neerabup Industrial Area, Neerabup, New Development
- \$257K Beach Road, Renew Road Surface, CH460 to east of Honeywell Boulevard
- \$256K Paloma Park, Marangaroo, Upgrade Sports Floodlighting
- \$194K Marmion Ave, Upgrade to Dual Carriageway from Butler Blvd to Yanchep Beach Rd
- \$176K Recurring Program, Upgrade Beach Accessways
- \$156K Recurring Program, Renew Sporting Structures
- \$155K Recurring Program, New IT Equipment and Software
- \$140K Neerabup Industrial Area, Neerabup, New Sites for Environmental Offset Requirements
- \$124K Recurring Program, Renew Irrigation Infrastructure and Upgrade Installations
- \$115K Recurring Program, Upgrade Wanneroo Aquamotion, Minor Works
- \$111K Clarkson Youth Centre, Clarkson, Upgrade Building and Open Space
- \$110K Recurring Program, New CCTV Network and Supporting Infrastructure

LTD – Life to Date

As at 31 January 2021, the City has spent \$5.4m (53%) of the revised \$10.2m carry forward budget from 2019/2020 (originally \$7.6m). Significant Actual (YTD) expenditure against carry forward projects include (% shown as Actual expenditure against revised Carry Forward budget only):

- \$1.26m Halesworth Park, Butler, New Sports Facilities (100%)
- \$692K Renew Finance System (63%)
- \$353K Marmion Avenue, Upgrade Street Landscaping (94%)

Attachment 3

- \$301K *Recurring Program, New IT Equipment and Software (22%)*
- \$281K *Shelvock Park, New Sports Amenities Building (90%)*
- \$273K *Recurring Program, Renew IT Equipment and Software (79%)*
- \$254K *Recurring Program, Renew Heavy Trucks (35%)*
- \$250K *Recurring Program, Renew Leased Building Assets (100%)*
- \$250K *Splendid Park, Yanchep, New Skate Park (100%)*
- \$249K *Marmion Ave, Upgrade to Dual Carriageway from Butler Blvd to Yanchep Beach Rd (100%)*
- \$194K *Recurring Program, New Corporate Business Systems (53%)*
- \$150K *Recurring Program, Renew Light Vehicles (100%)*
- \$142K *New Christmas Decorations (89%)*
- \$120K *New Assets Management System (100%)*

Top Capital Projects 2020/21 - January 2021

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	1,144,711	25,121	1,119,590	0	3,985,000	4,060,924	(75,924)					39	S5. Delivery	Electrical design stage 2 complete; provided to Western Power for cost. RFT for construction extended due to Covid-19 lockdown to February 2021.
PMO16061	PR-2955	23756	Halesworth Park, Butler, New Sports Facilities	12,247,496	4,779,897	5,967,599	1,500,000	20,824,937	20,822,204	2,733					62	S5. Delivery	Works progressing. Southern oval turf establishment ongoing. Northern oval turf installation anticipated end February 2021. Building designs under review. Rebudget of \$1.5m at MYR for multi-year project.
PMO16175	PR-2664	25883	Southern Suburbs Library, Landsdale, New Building	720,694	29,526	183,916	507,252	7,401,250	10,094,347	(2,693,097)					19	S4. Design	Architect tender under review. Rebudget of \$500k at MYR for multi-year project. Total budget represents external funding to be received from State Government (\$3m) for the youth innovation hub.
PMO17015	PR-1910	33218	Recurring Program, Renew Park Assets	1,730,000	1,463,628	286,372	(20,000)	N.A.	N.A.	N.A.					86	S5. Delivery	Works on track. MYR additional funds of \$20k for remedial actions at Belvoir Park and 2021/22 program planning.
PMO18063	PR-4088	30136	Neerabup Industrial Area, Neerabup, New Development	1,480,371	74,626	843,776	561,969	15,855,000	15,855,004	(4)					20	S5. Delivery	Lot 9100 industrial subdivision engineering design and planning approval ongoing. Resource extraction works licence received and advertising complete. Revised top soil management plan under review. Start on site anticipated in May 2021. Energy supply tender submissions due 23 February 2021. The Information, Communication and Technology Strategy is near completion. MYR adjustment of \$562k for multi-year project.
PMO19001	PR-2792	32947	Dalvik Park, Merriwa, New Sports Amenities Building and Carpark	587,000	20,913	561,773	4,314	1,644,526	1,642,022	2,504					50	S5. Delivery	Design package completion and three months of construction to occur in 2020/21. Multi-purpose room to be included as separable portion RFT following successful CSRFF grant (\$400k)
PMO19002	PR-4172	32950	Hinckley Park, Hocking, Upgrade Passive Park	1,368,840	48,941	1,319,899	(0)	1,423,477	1,423,477	0					60	S5. Delivery	Works on track. Construction works commenced 01 February 2021.
PMO19007	PR-2990	32965	Leatherback Park, Alkimos, New Sports Amenities Building	1,478,000	1,348,717	27,371	101,913	1,773,000	1,833,272	(60,272)					95	S6. Close-Out	Building construction and all landscaping works completed. Project in defects liability period. MYR reduction of \$92k to account for expenditure in 2019/20.
PMO19024	PR-2409	34035	Yanchep Industrial Area, Yanchep, Upgrade Roads and Drainage Infrastructure	500,000	9,195	440,000	50,805	1,266,373	1,265,568	805					5	S4. Design	Design review in progress. Construction anticipated to commence April 2021. Carry forward anticipated for multi-year project.
PMO19041	PR-3018	34175	Hartman Dr, Wangara, Upgrade to Dual Carriageway from Hepburn Ave to Gnaragana Rd	2,189,042	2,068,459	120,583	0	4,700,000	4,700,000	0					92	S5. Delivery	Works progressing. Completion anticipated for February 2021.

Top Capital Projects 2020/21 - January 2021

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
PMO20004	PR-4238	38839	Three Bin Kerbside Collection New System	6,287,316	1,890,614	4,642,683	(245,981)	6,795,977	7,041,958	(245,981)					55	S5. Delivery	Community engagement commenced. Phase 2 roll-out of bins anticipated for May 2021 for an estimate of 15 weeks. MYR adjustment of \$245k for additional bin purchases.
PMO20015	PR-4237	39484	Mirraboooka Ave, Rawlinson Drive, Upgrade Intersection	898,005	158,965	735,296	3,744	911,005	912,636	(1,631)					32	S5. Delivery	Western Power to attend site for the removal of street lighting Construction completion anticipated for April 2021.
				30,631,475	11,918,602	16,248,858	2,464,015	66,580,545	69,651,412	(3,070,867)							

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

INVESTMENT SUMMARY - As At 31 January 2021

Face Value \$	Interest Rate %	Borrower	Rating	Maturity Date	Purchase price	Deposit Date	Current Value \$	YTD Accrued Interest \$		Accrued Interest
Current Account Investment Group										
25,560,000.00	0.01	Commonwealth Bank of Australia Perth	A1	N/A		N/A	25,560,000.00			
10,000,000.00	1.05	Westpac Banking Corporation	A1	19-May-2021	10,000,000.00	19-May-2020	10,073,931.51	61,849.32		73,931.51
10,000,000.00	0.76	Westpac Banking Corporation	A1	07-September-2021	10,000,000.00	07-September-2020	10,030,400.00	30,400.00		30,400.00
10,000,000.00	1.50	Bendigo Bank	A2	04-February-2021	10,000,000.00	05-February-2020	10,148,356.16	88,356.16		148,356.16
5,000,000.00	1.52	Rural Bank	A2	11-February-2021	5,000,000.00	12-February-2020	5,073,709.59	44,767.12		73,709.59
10,000,000.00	1.53	Members Equity Bank Melbourne	A2	15-February-2021	10,000,000.00	14-February-2020	10,147,550.68	90,123.29		147,550.68
15,000,000.00	1.52	Rural Bank	A2	23-February-2021	15,000,000.00	24-February-2020	15,213,632.88	134,301.37		213,632.88
10,000,000.00	1.40	Bank of Queensland	A2	09-March-2021	10,000,000.00	09-March-2020	10,125,808.22	82,465.75		125,808.22
10,000,000.00	1.40	Bank of Queensland	A2	09-March-2021	10,000,000.00	11-March-2020	10,125,041.10	82,465.75		125,041.10
5,000,000.00	1.60	Suncorp	A1	18-March-2021	5,000,000.00	19-March-2020	5,069,698.63	47,123.29		69,698.63
10,000,000.00	1.38	Suncorp	A1	07-April-2021	10,000,000.00	06-April-2020	10,113,424.66	81,287.67		113,424.66
10,000,000.00	1.38	Suncorp	A1	07-April-2021	10,000,000.00	06-April-2020	10,113,424.66	81,287.67		113,424.66
10,000,000.00	1.30	Suncorp	A1	16-April-2021	10,000,000.00	17-April-2020	10,102,931.51	76,575.34		102,931.51
20,000,000.00	1.07	National Australia Bank	A1	10-May-2021	20,000,000.00	11-May-2020	20,155,369.86	126,054.79		155,369.86
10,000,000.00	1.01	Westpac Banking Corporation	A1	08-June-2021	10,000,000.00	09-June-2020	10,014,665.75	59,493.15		14,665.75
15,000,000.00	1.01	Westpac Banking Corporation	A1	10-June-2021	15,000,000.00	09-June-2020	15,021,998.63	89,239.73		21,998.63
10,000,000.00	1.00	Westpac Banking Corporation	A1	17-June-2021	10,000,000.00	17-June-2020	10,062,465.75	58,904.11		62,465.75
5,000,000.00	0.95	National Australia Bank	A1	05-July-2021	5,000,000.00	02-July-2020	5,027,719.18	27,719.18		27,719.18
10,000,000.00	0.95	National Australia Bank	A1	13-July-2021	10,000,000.00	07-July-2020	10,054,136.99	54,136.99		54,136.99
5,000,000.00	0.86	Westpac Banking Corporation	A1	28-July-2021	5,000,000.00	28-July-2020	5,022,030.14	22,030.14		22,030.14
10,000,000.00	0.83	Westpac Banking Corporation	A1	05-August-2021	10,000,000.00	07-August-2020	10,040,249.32	40,249.32		40,249.32
5,000,000.00	0.83	Westpac Banking Corporation	A1	11-August-2021	5,000,000.00	11-August-2020	5,019,669.86	19,669.86		19,669.86
5,000,000.00	0.85	National Australia Bank	A1	11-August-2021	5,000,000.00	11-August-2020	5,020,143.84	20,143.84		20,143.84
15,000,000.00	0.81	Westpac Banking Corporation	A1	18-August-2021	15,000,000.00	18-August-2020	15,055,257.53	55,257.53		55,257.53
15,000,000.00	0.81	Westpac Banking Corporation	A1	24-August-2021	15,000,000.00	24-August-2020	15,053,260.27	53,260.27		53,260.27
10,000,000.00	0.76	Westpac Banking Corporation	A1	14-September-2021	10,000,000.00	07-September-2020	10,030,400.00	30,400.00		30,400.00
10,000,000.00	0.70	Australia & New Zealand Bank	A1	20-July-2021	10,000,000.00	07-September-2020	10,028,000.00	28,000.00		28,000.00
10,000,000.00	0.70	Australia & New Zealand Bank	A1	26-May-2021	10,000,000.00	15-September-2020	10,026,465.75	26,465.75		26,465.75
10,000,000.00	0.70	Australia & New Zealand Bank	A1	23-June-2021	10,000,000.00	15-September-2020	10,026,465.75	26,465.75		26,465.75
15,000,000.00	0.70	Australia & New Zealand Bank	A1	28-July-2021	15,000,000.00	15-September-2020	15,039,698.63	39,698.63		39,698.63
5,000,000.00	0.66	Commonwealth Bank of Australia Perth	A1	18-March-2021	5,000,000.00	22-September-2020	5,011,843.84	11,843.84		11,843.84
5,000,000.00	0.71	Commonwealth Bank of Australia Perth	A1	22-September-2021	5,000,000.00	22-September-2020	5,012,741.10	12,741.10		12,741.10
15,000,000.00	0.70	Westpac Banking Corporation	A1	07-October-2021	15,000,000.00	07-October-2020	15,033,369.86	33,369.86		33,369.86
5,000,000.00	0.66	Commonwealth Bank of Australia Perth	A1	21-October-2021	5,000,000.00	21-October-2020	5,009,221.92	9,221.92		9,221.92
10,000,000.00	0.62	Commonwealth Bank of Australia Perth	A1	28-October-2021	10,000,000.00	28-October-2020	10,016,136.99	16,136.99		16,136.99
10,000,000.00	0.60	Westpac Banking Corporation	A1	06-November-2021	10,000,000.00	06-November-2020	10,014,136.99	14,136.99		14,136.99
10,000,000.00	0.59	Commonwealth Bank of Australia Perth	A1	29-November-2021	10,000,000.00	27-November-2020	10,010,506.85	10,506.85		10,506.85
10,000,000.00	0.53	Commonwealth Bank of Australia Perth	A1	09-December-2021	10,000,000.00	09-December-2020	10,007,695.89	7,695.89		7,695.89
10,000,000.00	0.52	Commonwealth Bank of Australia Perth	A1	16-December-2021	10,000,000.00	21-December-2020	10,005,841.10	5,841.10		5,841.10
20,000,000.00	0.48	Commonwealth Bank of Australia Perth	A1	11-January-2022	20,000,000.00	11-January-2021	20,005,260.27	5,260.27		5,260.27
10,000,000.00	0.47	National Australia Bank	A1	17-January-2022	10,000,000.00	14-January-2021	10,002,189.04	2,189.04		2,189.04
10,000,000.00	0.48	Commonwealth Bank of Australia Perth	A1	20-January-2022	10,000,000.00	21-January-2021	10,001,315.07	1,315.07		1,315.07
5,000,000.00	0.48	Commonwealth Bank of Australia Perth	A1	28-January-2022	5,000,000.00	29-January-2021	5,000,131.51	131.51		131.51
	Weighted Return									
445,560,000.00	0.86%	Totals					447,726,297.26	1,808,582.19		2,166,297.26

0.29% 12 month UBS Australia Bank Bill Index for 31 January 2021

0.57% 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 January 2021

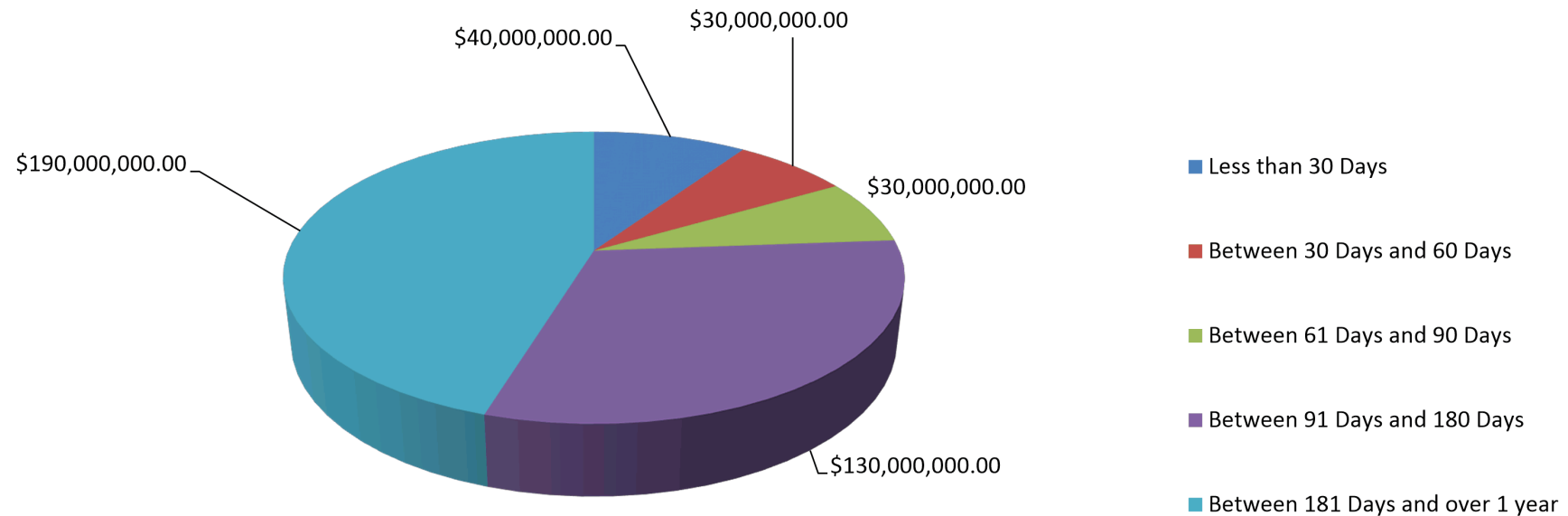
BORROWER	INVESTMENT RATING	FACE VALUE (\$)	MAXIMUM LIMIT PER INVESTMENT POLICY (\$)	INVESTMENT BALANCE (%)	MAXIMUM LIMIT PER INVESTMENT POLICY (%)
Commonwealth Bank of Australia Perth	A1	115,560,000.00	222,780,000.00	25.94	50.00
National Australia Bank	A1	50,000,000.00	222,780,000.00	11.22	50.00
Westpac Banking Corporation	A1	140,000,000.00	222,780,000.00	31.42	50.00
Suncorp	A1	35,000,000.00	222,780,000.00	7.86	50.00
Bankwest	A1	-	222,780,000.00	0.00	50.00
Australia & New Zealand Bank	A1	45,000,000.00	222,780,000.00	10.10	50.00
Bank of Queensland	A2	20,000,000.00	111,390,000.00	4.49	25.00
Bendigo Bank	A2	10,000,000.00	111,390,000.00	2.24	25.00
Members Equity Bank Melbourne	A2	10,000,000.00	111,390,000.00	2.24	25.00
IMB Bank	A2	-	111,390,000.00	0.00	25.00
Rural Bank	A2	20,000,000.00	111,390,000.00	4.49	25.00
Totals		445,560,000.00		100.00	

OVERALL CREDIT PROFILE - As At 31 January 2021

	INVESTMENT RATING	FACE VALUE (\$)	MAXIMUM LIMIT PER INVESTMENT POLICY (\$)	INVESTMENT BALANCE (%)	MAXIMUM LIMIT PER INVESTMENT POLICY (%)
Subtotal of Securities	A1	385,560,000.00	445,560,000.00	86.53	100.00
Subtotal of Securities	A2	60,000,000.00	356,448,000.00	13.47	80.00
Totals		445,560,000.00		100.00	

Maturity Breakdown - As At 31 January 2021

Maturity Profile	Face Value	% Portfolio	Number of Investments	Lowest Amount Invested per Investment	Highest Amount Invested per Investment
Current Account	\$25,560,000.00	5.74%	1.00	\$25,560,000.00	\$25,560,000.00
Less than 30 Days	\$40,000,000.00	8.98%	4.00	\$5,000,000.00	\$15,000,000.00
Between 30 Days and 60 Days	\$30,000,000.00	6.73%	4.00	\$5,000,000.00	\$10,000,000.00
Between 61 Days and 90 Days	\$30,000,000.00	6.73%	3.00	\$10,000,000.00	\$10,000,000.00
Between 91 Days and 180 Days	\$130,000,000.00	29.18%	12.00	\$5,000,000.00	\$20,000,000.00
Between 181 Days and over 1 year	\$190,000,000.00	42.64%	19.00	\$5,000,000.00	\$20,000,000.00
Totals	\$445,560,000.00	100.00%	43.00		



**RATE SETTING STATEMENT
(FINANCIAL ACTIVITY STATEMENT)
FOR THE PERIOD ENDED 31 JANUARY 2021**

Attachment 6

Description	Year To Date				Annual			
	Actual	Revised Budget	Variance		Adopted Budget	Revised Budget	Variance	
	\$	\$	\$	%	\$	\$	\$	%
Opening Surplus/(Deficit)	14,978,791	0	14,978,791	0	0		0	0
OPERATING ACTIVITIES								
Revenues								
Operating Grants, Subsidies & Contributions	8,872,252	4,054,254	4,817,998	119	11,426,636	11,581,872	155,236	1
Fees & Charges	41,656,496	40,541,363	1,115,133	3	44,156,022	47,119,823	2,963,801	6
Interest Earnings	2,769,260	2,401,416	367,844	15	4,416,017	3,495,479	(920,538)	(26)
Other Revenue	370,758	287,468	83,290	29	1,015,816	1,066,648	50,832	5
	53,668,766	47,284,501	6,384,265	14	61,014,491	63,263,822	2,249,331	4
Expenses								
Employee Costs	(41,744,094)	(44,660,519)	2,916,425	7	(75,073,152)	(75,254,263)	(181,111)	(0)
Materials & Contracts	(36,463,623)	(43,140,545)	6,676,922	15	(71,049,101)	(71,394,875)	(345,774)	(0)
Utility Charges	(5,385,074)	(5,759,989)	374,915	7	(9,976,703)	(9,824,699)	152,004	2
Depreciation	(24,991,989)	(25,003,797)	11,808	0	(42,863,029)	(42,863,029)	0	0
Interest Expenses	(2,403,894)	(2,398,031)	(5,863)	(0)	(4,114,716)	(4,114,828)	(112)	(0)
Insurance	(350,906)	(514,621)	163,715	32	(1,327,151)	(880,151)	447,000	51
	(111,339,580)	(121,477,502)	10,137,922	8	(204,403,852)	(204,331,845)	72,007	0
Non-Cash Amounts Excluded								
Depreciation	24,991,989	25,003,797	(11,808)	(0)	42,863,029	42,863,029	0	0
	(32,678,825)	(49,189,204)	16,510,379	34	(100,526,332)	(98,204,994)	2,321,338	2
INVESTING ACTIVITIES								
Non Operating Grants, Subsidies & Contributions	6,177,673	8,888,137	(2,710,464)	(30)	11,049,674	16,173,804	5,124,130	32
Contributed Physical Assets	3,636,644	4,546,000	(909,356)	0	9,092,000	9,092,000	0	0
Profit on Asset Disposals	1,516,525	0	1,516,525	0	248,176	248,176	0	0
Loss on Assets Disposals	(24,913)	(13,699,065)	13,674,152	100	(14,821,299)	(14,821,299)	0	0
TPS & DCP Revenues	6,474,986	7,019,371	(544,385)	(8)	10,667,481	10,667,481	0	0
TPS & DCP Expenses	(496,408)	(3,341,711)	2,845,303	85	(6,759,073)	(6,513,961)	245,112	4
Capital Expenditure	(24,397,549)	(39,289,131)	14,891,582	38	(67,013,329)	(74,283,439)	(7,270,110)	(10)
Proceeds From Disposal Of Assets	959,660	628,163	331,498	53	1,076,850	1,076,850	0	0
	(6,153,382)	(35,248,237)	29,094,855	83	(56,459,520)	(58,360,388)	(1,900,868)	(3)
Non-Cash Amounts Excluded								
Contributed Physical Assets	(3,636,644)	(4,546,000)	909,356	0	(9,092,000)	(9,092,000)	0	0
Profit on Asset Disposals	(1,516,525)	0	(1,516,525)	0	(248,176)	(248,176)	0	0
Loss on Assets Disposals	24,913	13,699,065	(13,674,152)	100	14,821,299	14,821,299	0	0
	(5,128,256)	9,153,065	(14,281,321)	(156)	5,481,123	5,481,123	0	0
	(11,281,638)	(26,095,172)	14,813,534	57	(50,978,397)	(52,879,265)	(1,900,868)	(4)
FINANCING ACTIVITIES								
Contributions from New Loans	0	0	0	0	2,000,000	2,000,000	0	0
Transfers from Restricted Grants, Contributions & Loans	42,151	463,750	(421,599)	(91)	681,000	795,000	114,000	17
Transfers to Restricted Grants, Contributions & Loans	0	0	0	#DIV/0!	0	0	0	0
Transfers from Reserves	53,976,928	22,193,463	31,783,465	143	36,685,179	38,045,937	1,360,758	4
Transfers to Reserves	(56,650,163)	(14,556,003)	(42,094,160)	(289)	(24,953,148)	(24,953,148)	0	0
Transfers from Schemes	539,046	4,046,935	(3,507,889)	(87)	6,764,815	6,937,603	172,788	3
Transfers to Schemes	(3,197,850)	(4,948,611)	1,750,761	35	(8,483,333)	(8,483,333)	0	0
	(5,289,888)	7,199,534	(12,489,422)	(173)	12,694,513	14,342,059	1,647,546	11
(DEFICIT)/SURPLUS	(34,271,560)	(68,084,841)	33,813,281	(50)	(138,810,216)	(136,742,200)	2,068,016	2
Amount To Be Raised From Rates	135,259,233	135,577,935	(318,702)	(0)	135,971,516	136,147,935	176,419	0
Closing Surplus/(Deficit)	100,987,673	67,493,094	33,494,579	50	(2,838,700)	(594,265)	2,244,435	0

Transactional Finance

3.11 Warrant of Payments for the Period to 31 January 2021

File Ref: 1859V02 – 21/57975
 Responsible Officer: Director Corporate Strategy & Performance
 Disclosure of Interest: Nil
 Attachments: Nil

Issue

Presentation to the Council of a list of accounts paid for the month of January 2021, including a statement as to the total amounts outstanding at the end of the month.

Background

Local Governments are required each month to prepare a list of accounts paid for that month and submit the list to the next Ordinary Meeting of the Council.

In addition, it must record all other outstanding accounts and include that amount with the list to be presented. The list of accounts paid and the total of outstanding accounts must be recorded in the minutes of the Council meeting.

Detail

The following is the Summary of Accounts paid in January 2021:

Funds	Vouchers	Amount
Director Corporate Services Advance A/C		
Accounts Paid – January 2021		
Cheque Numbers	120943 - 121006	\$168,124.44
EFT Document Numbers	4025 - 4043	<u>\$9,477,316.29</u>
TOTAL ACCOUNTS PAID		<u>\$9,645,440.73</u>
Manual Journals		\$5,544.00
Less Cancelled Cheques		(\$6,350.00)
Town Planning Scheme		<u>(\$39,471.70)</u>
RECOUP FROM MUNICIPAL FUND		<u>(\$9,605,163.03)</u>
Municipal Fund – Bank A/C		
Accounts Paid – January 2021		
Recoup to Director Corporate Services Advance A/C		\$9,605,163.03
Direct Payments		\$30,045.39
Payroll – Direct Debits		<u>\$3,649,560.36</u>
TOTAL ACCOUNTS PAID		<u>\$13,284,768.78</u>
Town Planning Scheme		
Accounts Paid – January 2021		
Cell 1		\$269.06
Cell 2		\$269.06
Cell 3		\$731.78
Cell 4		\$269.06
Cell 5		\$12,159.96
Cell 6		\$269.06
Cell 7		\$269.06
Cell 8		\$24,965.55

Cell 9		\$269.11
TOTAL ACCOUNTS PAID		\$39,471.70

At the close of January 2021 outstanding creditors amounted to \$1,631,719.77.

Consultation

Nil

Comment

The list of payment (cheques and electronic transfers) and the end of month total of outstanding creditors for the month of January 2021 is presented to the Council for information and recording in the minutes of the meeting, as required by the Local Government (Financial Management) Regulations 1996.

Statutory Compliance

Regulation 13(1) of the Local Government (Financial Management) Regulations 1996 requires a local government to list the accounts paid each month and total all outstanding creditors at the month end and present such information to the Council at its next Ordinary Meeting after each preparation. A further requirement of this Section is that the prepared list must be recorded in the minutes of the Council meeting.

Strategic Implications

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

“4 *Civic Leadership*

4.3 *Progressive Organisation*

4.3.2 *Ensure excellence in our customer service”*

Risk Management Considerations

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

Policy Implications

Nil

Financial Implications

Nil

Voting Requirements

Simple Majority

Recommendation

That Council RECEIVES the list of payments drawn for the month of January 2021, as summarised below:-

Funds	Vouchers	Amount
Director Corporate Services Advance A/C		
Accounts Paid – January 2021		
Cheque Numbers	120943 - 121006	\$168,124.44
EFT Document Numbers	4025 - 4043	<u>\$9,477,316.29</u>
TOTAL ACCOUNTS PAID		\$9,645,440.73
Manual Journals		\$5,544.00
Less Cancelled Cheques		(\$6,350.00)
Town Planning Scheme		<u>(\$39,471.70)</u>
RECOUP FROM MUNICIPAL FUND		(\$9,605,163.03)
Municipal Fund – Bank A/C		
Accounts Paid – January 2021		
Recoup to Director Corporate Services Advance A/C		\$9,605,163.03
Direct Payments		\$30,045.39
Payroll – Direct Debits		<u>\$3,649,560.36</u>
TOTAL ACCOUNTS PAID		\$13,284,768.78
Town Planning Scheme		
Accounts Paid – January 2021		
Cell 1		\$269.06
Cell 2		\$269.06
Cell 3		\$731.78
Cell 4		\$269.06
Cell 5		\$12,159.96
Cell 6		\$269.06
Cell 7		\$269.06
Cell 8		\$24,965.55
Cell 9		<u>\$269.11</u>
TOTAL ACCOUNTS PAID		\$39,471.70

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
00120921	05/01/2021	Clare Armstrong	\$100.00
		Bond Refund	
00120922	05/01/2021	Deborah Engelbrecht	\$850.00
		Bond Refund	
00120923	05/01/2021	Doanh Kinh Le	\$350.00
		Bond Refund	
00120924	05/01/2021	Jennifer Medling	\$100.00
		Bond Refund	
00120925	05/01/2021	Pavan Varsani	\$850.00
		Bond Refund	
00120926	05/01/2021	Perth Anglo Indian Federation Incorporated	\$850.00
		Bond Refund	
00120927	05/01/2021	Sean Mullins	\$850.00
		Bond Refund	

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
00120928	05/01/2021	Thomas Bond	\$350.00
		Bond Refund	
00120929	05/01/2021	Vietnamese Full Gospel Church Incorporated	\$350.00
		Bond Refund	
00120930	05/01/2021	Darshna & Manish Patel	\$100.00
		Bond Refund	
00120931	05/01/2021	Smash Dance Company	\$100.00
		Bond Refund	
00120932	05/01/2021	Marian Del Borrello	\$100.00
		Bond Refund	
00120933	05/01/2021	John Clarke	\$540.00
		Bond Refund	
00120934	05/01/2021	Wally Harding	\$850.00
		Bond Refund	
00120935	05/01/2021	K L Attwood	\$100.00
		Bond Refund	
00120936	05/01/2021	Steven Coelho	\$61.65
		Refund - Building Services Levy - Application Rejected	
00120937	05/01/2021	Daniel Tabain	\$61.65
		Refund - Building Application Fee - Overpayment	
00120938	05/01/2021	Resolve Group Pty Ltd	\$842.50
		Refund - Building Services Levy - Application Rejected	
00120939	05/01/2021	Yaser Mandalavi	\$61.65
		Refund - Building Services Levy - Application Cancelled - 7 Bilby	
00120940	05/01/2021	Rates Refund	\$2,109.06
00120941	05/01/2021	Rates Refund	\$487.50
00120942	05/01/2021	Rates Refund	\$2,108.00
00120943	05/01/2021	Ashby Operations Centre Petty Cash	\$278.35
		Petty Cash	
00120944	05/01/2021	Lions Club of Wanneroo Incorporated	\$541.00
		Christmas Cakes - Volunteer Recognition Gifts - Libraries	
00120945	05/01/2021	Telstra	\$23.22
		Communications Services For The City	
00120946	05/01/2021	JAS Oceania Pty Ltd	\$59.95
		Vehicle Spare Parts - Fleet	
00120947	05/01/2021	New World Laboratories Pty Ltd	\$5,893.80
		Supply Biochar Soil - Kingsway - Parks	
00120948	05/01/2021	Perth Piano And Pool Table Movers	\$190.00
		Relocate Piano - Girrawheen Seniors Centre To Currambine Community Centre - Facilities	

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
00120949	05/01/2021	Print And Sign Co	\$1,325.67
		Instagram Frames - Childhood And Youth Services	
		Aframe Corflute Prints - Library Services	
		SAV Stickers & Collate Into Location Sets - Emergency Services	
		Printing - Rollover Warning Stickers - Waste	
00120950	05/01/2021	Rowe Scientific Pty Ltd	\$1,359.60
		Screens Stainless Steel & Screen Brass - Health	
00120951	05/01/2021	The Trustee - Young Australia League JJ "Boss" Simons Charitable Trust	\$3,000.00
		Upper Secondary Scholarship - 2020 - Advocacy & Economic Development	
00120952	05/01/2021	Wanneroo Sports & Social Club	\$4,250.00
		Christmas Lunch - Gold Program	
00120953	12/01/2021	Peter Cook	\$125.35
		Refund - Building Application - Not Required	
00120954	12/01/2021	Natsuko Chard	\$34.00
		Refund - Laser Tag - Cancelled	
00120955	12/01/2021	Nicole Vladich	\$5.00
		Refund - Big Screen Gaming - Cancelled	
00120956	12/01/2021	Amy Groenewegen	\$145.60
		Hire Fee Refund	
00120957	12/01/2021	St Marks and St George Coptic Orthodox Church	\$250.00
		Bond Refund	
00120958	12/01/2021	Doris Papatraicou	\$15.00
		Refund - School Holiday Program - Cancelled By Parent	
00120959	12/01/2021	Gateway Patios	\$147.00
		Refund - Development Application Fees - Incomplete Application	
00120960	12/01/2021	Rates Refund	\$291.12
00120961	12/01/2021	Cr F Cvitan	\$4,596.15
		Monthly Meeting Attendance Allowance	
00120962	12/01/2021	Cr X Nguyen	\$2,690.46
		Monthly Meeting Attendance Allowance	
00120963	12/01/2021	ACO Pty Ltd	\$2,421.10
		Supply Kerb Drain - Kingsbridge Boulevard - Assets	
00120964	12/01/2021	Novus Glass Restoration	\$1,320.00
		Polish Polycarbonate Windscreen - Fleet	

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
00120965	12/01/2021	Pacific Biologics Pty Limited	\$25,641.92
		Prolink Pellets Case - Health	
00120966	12/01/2021	Wanneroo Youth Centre Petty Cash	\$11.95
		Petty Cash	
00120967	15/01/2021	Australia Post	\$23,013.77
		Postage Charges - December 2020 - Lodged	
00120968	15/01/2021	Australia Post	\$9,184.21
		Postage Charges For The City - December 2020	
00120969	15/01/2021	Australia Post	\$1,986.71
		Billpay Transaction Fees - Rates	
00120971	19/01/2021	City of Fremantle	\$13,577.80
		Long Service Leave - M Brennand - Payroll	
00120972	19/01/2021	Rates Refund	\$4,291.17
00120973	19/01/2021	City of Wanneroo	\$350.00
		Cash Advance - Acquisition Of Replacement Furniture - Buckingham House - Addition To Previous Advance	
00120974	19/01/2021	Clarkson Youth Centre Petty Cash	\$37.50
		Petty Cash	
00120975	19/01/2021	Girrawheen Library Petty Cash	\$171.55
		Petty Cash	
00120976	19/01/2021	Perth Patio Magic Pty Ltd	\$2,000.00
		Refund - 2 Street & Verge Bonds	
00120977	19/01/2021	Telstra	\$23,131.29
		Phone Charges For The City	
00120978	19/01/2021	YHB Group Pty Ltd T/As Your Home	\$2,000.00
		Refund - Street & Verge Bond	
00120979	19/01/2021	Steven Clarke	\$64.00
		Refund - Copies Of Plans - Not Available	
00120980	19/01/2021	Mr Saiduzzaman	\$64.00
		Refund - Copies Of Plans - Not Available	
00120981	19/01/2021	Nicolette Fox	\$100.00
		Bond Refund	
00120982	19/01/2021	Quinns Rocks Fishing Club Incorporated	\$141.80
		Hire Fee Refund	
00120983	19/01/2021	Steps Co Pty Ltd	\$22.00
		Hire Fee Refund	
00120984	19/01/2021	Tafadzwa Nyasha	\$72.80
		Hire Fee Refund	
00120985	19/01/2021	Fleur Drage	\$400.00
		Bond Refund	
00120986	19/01/2021	Wilson Security	\$3,755.73

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Security Services For The City	
00120987	26/01/2021	Cleanaway	\$704.55
		Waste Charges - Events	
00120988	26/01/2021	Enviro Pipes Pty Ltd	\$884.40
		Repair To Stormwater Pipe - Engineering	
00120989	26/01/2021	New World Laboratories Pty Ltd	\$7,474.81
		Supply Biochar Soil Amendment - Parks	
00120990	26/01/2021	Noongar Boodja Language Cultural Aboriginal Corporation	\$1,056.00
		Translation Services - Animals And Plants - Assets	
00120991	26/01/2021	Switch Entertainment Perth Pty Ltd	\$3,155.00
		10 Piece Switch Big Band - Butler 16.01.2021 - Events	
00120992	26/01/2021	The Trustee For Glitter Glam & Co Trust	\$1,089.00
		Sparkle Technician Party Service - Kingsbridge Park - 16/01/2021 - Events	
00120993	26/01/2021	Wilson Security	\$662.73
		Provide Security Services - Hainsworth Park - Events	
00120994	26/01/2021	Candice Surty	\$100.00
		Bond Refund	
00120995	26/01/2021	Stacey Cann	\$100.00
		Bond Refund	
00120996	26/01/2021	Sine Ovens	\$100.00
		Bond Refund	
00120997	26/01/2021	Chandni Amba	\$100.00
		Bond Refund	
00120998	26/01/2021	Fiona Stevenson	\$17.00
		Refund - Laser Tag - Youth Services	
00120999	26/01/2021	Thimmareddy Basanagowda	\$166.65
		Refund - Building Application - Insufficient Information	
00121000	26/01/2021	Equatoria Community In WA Incorporated	\$100.00
		Bond Refund	
00121001	26/01/2021	Diabetes WA	\$46.80
		Hire Fee Refund	
00121002	26/01/2021	Michael Scott	\$166.65
		Refund - Building Application - Cancelled	
00121003	26/01/2021	Jo Harman	\$166.65
		Refund - Building Application Fees - Cancelled	
00121004	26/01/2021	Dale Watson	\$100.00
		Refund - Building Application Fee - Overpayment	

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
00121005	27/01/2021	Aquamotion Office Petty Cash	\$196.95
		Petty Cash	
00121006	27/01/2021	Rates Refund	\$584.67
		Total Director Corporate Services Advance - Cheques	\$168,124.44
ELECTRONIC FUNDS TRANSFER			
00004025	04/01/2021		
		Action Glass & Aluminium	\$1,227.71
		Glazing Services For The City	
		Advanced Traffic Management	\$5,328.24
		Traffic Control Services For The City	
		AMBIUS	\$174.10
		Plant Services - Girrawheen Hub - Place Management	
		Animal Pest Management Services	\$3,245.00
		Rabbit Control - Various Locations - Parks	
		Ascender Peoplestreme Pty Ltd	\$35,750.14
		Software Subscription - 01.01.2021 - 30.06.2021 - ICT	
		Atom Supply	\$430.67
		Lens Wipes - Stores	
		Austrafic WA	\$6,006.00
		Traffic Counts - Various Locations - Traffic Services	
		Australian Airconditioning Services Ltd	\$296.60
		Airconditioning Maintenance For The City	
		Autosmart North Metro Perth	\$653.40
		Floorsmart - Fleet	
		Bamford Consulting Ecologists	\$9,812.00
		Fauna Survey - Koondoola And Landsdale Bushland; Trap Installation, Second Round Of Sampling And Trap Removal - Parks	
		Barrett Exhibition Group Pty Ltd	\$3,770.25
		Production And Installation Of People Barriers - Wanneroo Museum	
		Binley Fencing	\$408.54
		Temporary Fencing - Kingsway - Parks	
		Bladon WA Pty Ltd	\$9,480.23
		Corporate Uniform - Childhood And Youth Services	
		Stationery Items - WLCC - Library Services	

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Boral Construction Materials Group	\$649.57
		Concrete Mix - Various Locations - Engineering	
		Boss Bollards	\$308.00
		Re-Instate Bollards - Jenolan Community Centre - Engineering	
		Bridgestone Australia Limited	\$40.70
		Tyre Fitting Services For The City	
		Bucher Municipal Pty Ltd	\$163.48
		Vehicle Spare Parts - Fleet	
		Business Growth AU	\$1,320.00
		Business Advisory & Support Services 4 X Sessions - Advocacy & Economic Development	
		Canford Hospitality Consultants	\$791.00
		Consultancy Services - Assets	
		Car Care Motor Company Pty Ltd	\$3,360.50
		Vehicle Services - Fleet	
		CDM Australia Pty Ltd	\$16,720.00
		Professional Services - Support Technician - ICT	
		Cherry's Catering	\$2,257.92
		Catering Services For The City	
		Chillo Refrigeration & Air-Conditioning	\$5,354.25
		Repair Fridges - Kingsway Indoor Stadium - Building Maintenance	
		Christophe Canato	\$600.00
		Public Art Photography - Cultural Services	
		Civica Pty Ltd	\$11,259.86
		Licence Support & Maintenance - Client Server Tools - ICT	
		Coca Cola Amatil Pty Ltd	\$391.29
		Beverages - Kingsway	
		Converge International Pty Ltd	\$9,762.50
		Employee Support Services - 01.12.2020 - 29.02.2020 - People & Culture	
		Coolican Civil Engineering Pty Ltd	\$946.00
		Replace Communication Pit Lids - Cambourne - Engineering	
		Corpvote Pty Ltd	\$2,314.22
		Ballot Services 661 - Salaried Officers Enterprise Agreement 2019 - People And Culture	
		Critical Fire Protection & Training Ltd	\$3,175.26

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Callout - Kingsway Indoor Stadium - Building Maintenance	
		Data #3 Limited	\$1,284.31
		Creative Cloud Subscription - ICT	
		Dave Lanfear Consulting	\$11,385.00
		Consultancy Services - Feasibility Assessment - Wanneroo Animal Care Centre - Assets	
		Destination Perth	\$11,000.00
		Sunset Coast Trails Project - Advocacy & Economic Development	
		Diamond Plumbing & Gas	\$3,236.42
		Plumbing Maintenance For The City	
		Drainflow Services Pty Ltd	\$55,736.94
		Road Sweeping / Drain Cleaning Services For The City	
		Driving Wheels	\$220.00
		Wheel Alignment - WN 34259 - Fleet	
		ECO Environmental Holdings Pty Ltd	\$121.00
		Multi-Parameter Rental - Parks	
		Economic Development Australia Limited	\$495.00
		Training - Elective Module - 1 Attendee - Advocacy & Economic Support	
		Environmental Industries Pty Ltd	\$181,069.52
		Landscape Maintenance Services For The City	
		Equifax Australasia Credit Rating Pty Ltd	\$460.90
		Financial And Performance Report - Contracts & Procurement	
		External Works	\$4,389.00
		Streetscape Maintenance - Dundobar Road - Parks	
		Fennell Tyres International Pty Ltd	\$8,327.40
		Field Tyre Service - Fleet	
		Focus Consulting WA Pty Ltd	\$1,650.00
		Floodlight Review - Carramar Golf Course - Facilities	
		Forch Australia Pty Ltd	\$630.71
		Brake Clean - Stores	
		Frontline Fire & Rescue Equipment	\$352.79
		Replacement Rakehoe - Fire Services	
		GC Sales (WA)	\$660.00
		50 Tension Springs - Waste Services	
		Geoff's Tree Service Pty Ltd	\$9,321.78
		Pruning Works For The City	
		Global Marine Enclosures Pty Ltd	\$8,482.10

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Quinns Beach - Summer Maintenance - Engineering	
		Globe Australia	\$5,472.50
		Supply Wetting Agent - Parks	
		Grasstrees Australia	\$1,826.00
		Maintain Grasstrees - Hardcastle Park - Assets	
		Quarterly Maintenance - Yanchep & Eglinton Open Space - Parks	
		Green Options Pty Ltd	\$15,317.60
		Rotary Mowing - Active Parks - Parks	
		Guardian Doors	\$1,496.00
		Service 18 Roller Doors - Various Locations - Building Maintenance	
		Service 2 Shutters - Yanchep Surf Life Saving Club - Building Maintenance	
		Hall & Wilcox	\$15,774.00
		Legal Fees For The City	
		Heatley Sales Pty Ltd	\$326.32
		Tie Down Ratchets - Store Issues	
		Hickey Constructions Pty Ltd	\$24,123.00
		Install Limestone Perimeter Wall - Monaghan Park - Parks	
		Wood Work Construction Work - Kalbarri Park - Parks	
		Install Stone Pitching - Clarkson Community Centre - Parks	
		Hitachi Construction Machinery Pty Ltd	\$54.97
		Vehicle Filters For Depot Store	
		Humes Concrete Products	\$3,850.00
		Side Entry System - Engineering	
		Hydra Storm	\$2,310.00
		Headwall To Suit 300mm Diameter Pipe - Casuarina Way - Engineering	
		Hydroquip Pumps	\$6,580.75
		Irrigation Pump Works - Various Locations - Parks	
		Imagesource Digital Solutions	\$236.50
		8 Corflute Signs - Covid Trace - WA Safe App - Events	
		Instant Weighing Systems	\$2,475.00
		Install - Compuload 320 Waterproof Indicator - Fleet	
		Integrity Industrial Pty Ltd	\$35,518.91
		Casual Labour For The City	
		Interfire Agencies Pty Ltd	\$2,854.96
		Safety Equipment - Fire Services	

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		J Blackwood & Son Ltd	\$1,329.69
		Safety Equipment / Tools / PPE For The City	
		James Bennett Pty Ltd	\$2,876.68
		Book Purchases - Library Services	
		Jason Sign Makers	\$198.00
		Magnets - Fire Control Officer - Community Safety	
		JDSI Consulting Engineers	\$4,400.00
		Consultancy Services - Butler North District Open Space - Assets	
		Jodie Aedy	\$90.00
		Wanneroo Local Area Plan - Additional Changes - Communications & Events	
		Kevrek	\$1,178.87
		Vehicle Spare Parts - Fleet	
		Kinetic IT Pty Ltd	\$10,541.27
		Threat Intelligence Services - December 2020 - ICT	
		Kleenit	\$71.94
		Graffiti Removal For The City	
		LD Total	\$74,614.64
		Landscape Maintenance For The City	
		Ligna Construction	\$1,961.85
		Replace Bollard - Jindalee Foreshore - Parks	
		Linemarking WA Pty Ltd	\$965.80
		Linemarking Services For The City	
		Lion Rock EVO Pty Ltd	\$32.00
		Two Staff Meals - Fresh Finds Markets - Place Management	
		Major Motors	\$3,130.25
		Vehicle Repairs - Fleet	
		Vehicle Spare Parts - Stores	
		Mastec Australia Pty Ltd	\$1,921.92
		Bin Lids - Waste	
		Mayday Earthmoving	\$1,809.50
		Heavy Equipment Hire For The City	
		Mindarie Regional Council	\$523,446.52
		Refuse Disposal For The City	
		Miracle Recreation Equipment Pty Ltd	\$2,645.50
		Playground Equipment Repairs - Various Locations - Parks	
		Mowmaster Turf Equipment	\$578.00
		Edger Blade - Stores	
		Museumly	\$1,177.00

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Post Disaster Training - Cultural Services	
		NAPA - GPC Asia Pacific Pty Ltd	\$1,102.89
		Vehicle Spare Parts - Stores / Fleet	
		Natural Area Holdings Pty Ltd	\$15,067.28
		Bike Jump Removal - Allanbi Park - Parks	
		Plant Propagation - Various Locations - Conservation	
		Beach Access Way Maintenance - Various Locations - Parks	
		Nature Play WA	\$1,969.00
		50% Deposit - Cockman House Trail - New Functionality Added - ICT	
		NVMS Pty Ltd	\$965.80
		Hand-Switch With Cable For Matron - Health Services	
		On Tap Plumbing & Gas Pty Ltd	\$7,452.56
		Plumbing Maintenance For The City	
		Online Social Butterfly	\$7,700.00
		Logo Design - Brand And Marketing	
		Social Media Coaching - 3 Customers - Economic Development	
		Strategic Marketing Autoscreens - Economic Development	
		Paperbark Technologies Pty Ltd	\$5,460.00
		Arboricultural Reports - Various Locations - Parks / Assets	
		Penske Power Systems Pty Ltd	\$2,384.14
		Vehicle Spare Parts - Stores	
		Perth Detailing Centre	\$291.00
		Cleaning - Community Transport Buses	
		Perth Playground And Rubber	\$73,209.37
		Install Softfall & Shade Sails - Rousham Park - Assets	
		Bond Refund - Park Assets Renewal Program - Finance	
		PK Technology Pty Ltd	\$3,835.29
		Installation & Connection - Cel-Fi Enclosure - Emergency Services	
		Plantrite	\$2,603.66
		15% Deposit - Tubestock For Winter 2021 - Parks	
		Platinum Window Tinting & Glass Repair	\$440.00
		Window Tint Full Vehicle - Fleet	
		Play Check	\$1,650.00

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Playground Safety Audit - 5 Parks - Assets	
		Poolegrave Signs & Engraving	\$2,475.00
		Building Signs - Leatherback Park - Assets	
		Pritchard Francis Consulting Pty Ltd	\$10,692.66
		Civil Engineering - Infrastructure Strategy - Yanchep Lagoon - Assets	
		Reliable Fencing Since 1974	\$7,421.35
		Fencing Works For The City	
		Repco	\$689.00
		Vehicle Spare Parts - Stores	
		RM Gillis & CJ Marci	\$270.00
		Pickup & Drop-Off Services - Fridge & Cupboard - Community Facilities	
		Sammy Aldo De Vita	\$1,177.60
		Legal Fees For The City	
		Scotts Trimming Service	\$132.00
		Modify Truck Tonneau Cover - Waste	
		Seabreeze Landscape Supplies	\$120.00
		Brickies Sand - Parks	
		Sifting Sands	\$2,162.30
		Sand Cleaning - Various Locations - Parks	
		Skipper Transport Parts	\$1,545.72
		Vehicle Spare Parts - Stores	
		Skyline Landscape Services (WA)	\$3,293.13
		Landscape Services For The City	
		Smartbuilt Perth Pty Ltd	\$380.56
		Pest Control Services For The City	
		Softfall Guys	\$1,122.00
		Softfall Repairs - Brompton & Mariala Parks - Parks	
		Sonic Healthplus Pty Ltd	\$2,250.72
		Medical Fees For The City	
		Sports World of WA	\$2,504.15
		Goggles - Aquamotion	
		St John Ambulance Western Australia	\$7,853.46
		First Aid Training & Supplies For The City	
		Statewide Bearings	\$178.07
		Vehicle Spare Parts - Fleet	
		Statewide Pump Services	\$14,993.00
		Investigate Alarm - Rotary Park Sewer Pumping Station - Building Maintenance	
		Repair Pump - Spa Room - Aquamotion - Building Maintenance	

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Repair Sewerage Pumps - Koondoola Community Centre - Building Maintenance	
		Stewart & Heaton Clothing Company Pty Ltd	\$7,001.75
		Personal Protective Equipment - Fire Services	
		Technology One Limited	\$6,468.00
		Spatial Consulting Services - Intramaps Upgrade - ICT	
		Jo Gray Consulting - ICT	
		Terravac Vacuum Excavations Pty Ltd	\$1,560.90
		Location Of Services For The City	
		The Hire Guys Balcatta	\$363.00
		2 3Kva Genset - Wanneroo Showgrounds - Place Management	
		The Poster Girls	\$990.00
		Distribution Of Posters & Flyers - Community Summer Events - Events	
		The Trustee for New Dealership Trust	\$154.00
		Vehicle Repairs - Fleet	
		The Weatherlogger	\$4,180.00
		Weather Station Service - Marangaroo & Carramar Golf Courses - Parks	
		TJ Depiazzi & Sons	\$10,046.74
		Mulch Supplies - Parks / Assets	
		Total Landscape Redevelopment Services Pty Ltd	\$847.00
		Repaint Picnic Table - Ray Gardiner Park - Parks	
		TQuip	\$2,715.00
		Mower Spare Parts - Stores	
		Traffic Calming Australia Pty Ltd	\$10,120.00
		Install U Bars Grab Rail - Lindsay Beach - Engineering	
		Training Services Australia	\$2,850.00
		Training - Osh Representatives - People And Culture	
		Tree Planting & Watering	\$47,463.12
		Tree Watering - 20 Locations - Parks	
		Triton Electrical Contractors Pty Ltd	\$6,089.60
		Irrigation Electrical Works - Various Locations - Parks	
		Trophy Shop Australia	\$587.80
		4 Glass Arrow City Of Wanneroo Australia Day Awards - Place Management	
		Name Badge - Facilities Employee	

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Trophy And Medals - Kingsway	
		Truck Centre WA Pty Ltd	\$733.05
		Vehicle Spare Parts - Fleet	
		Turf Care WA Pty Ltd	\$13,698.81
		Turfing Works For The City	
		Ungerboeck Systems International Pty Ltd	\$946.00
		Report Development - Annual Booking Confirmation & Crystal Report Session - ICT	
		Valvoline (Australia) Pty Ltd	\$4,271.88
		Grease - Stores Stock	
		Wanneroo Electric	\$9,971.07
		Electrical Maintenance For The City	
		Water Technology Pty Ltd	\$35,528.02
		Maintenance Options Assessment & Detailed Design - Mindarie Breakwater - Assets	
		West Coast Shade Pty Ltd	\$8,239.00
		Repair Shade Sails - Ashdale & Appleby Parks - Parks	
		West Coast Turf	\$14,342.90
		Turfing Works For The City	
		Western Resource Recovery Pty Ltd	\$462.00
		Servicing Of Grease Trap - Quinns Mindarie Community Centre - Building Maintenance	
		Western Tree Recyclers	\$1,076.35
		Remove & Dispose Of Debris - Lake Joondalup Park - Parks	
		William Buck Audit (WA) Pty Ltd	\$5,236.00
		Annual Review Audit - Cells - Finance	
		Work Clobber	\$166.50
		Safety Boots - 1 Employee - Assets	
		Workpower Incorporated	\$14,780.48
		Weed Control / Watering Services - Various Locations - Conservation	
		Wrenoil	\$132.00
		Oil Waste - Monthly Collection - Waste	
		Y Research	\$5,500.00
		Northern Suburbs Industrial Vacancy Update - Assets	
00004026	05/01/2021		
		Aquatic Leisure Technologies	\$166.65
		Refund - Building Application Fee - Submitted In Error	
		Landgate	\$156.68

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		UV Interim Values - Rates	
		LD & D Australia Pty Ltd	\$31.95
		Milk Deliveries For The City	
		Mr Noel Ryall	\$140.00
		Volunteer Payment	
		Ms Peggy Brown	\$115.00
		Keyholder Payments	
		Synergy	\$23,378.92
		Power Supplies For The City	
		Waddington Primary School Parents And Citizens Association Incorporated	\$709.50
		Community Funding - Community Christmas Carols Event 09.12.2020 - Community Funding	
		Water Corporation	\$3,006.10
		Water Supplies For The City	
		Yanchep Two Rocks Community Recreation Association	\$3,265.40
		Delivery Of Australia Day Breakfast 2021 - Community Funding Program - Community Development	
00004027	12/01/2021		
		City of Wanneroo - Rates	\$1,249.00
		Rates Assessment Deductions	
		Cr Brett Treby	\$2,690.46
		Monthly Meeting Attendance Allowance	
		Cr Christopher Baker	\$2,690.46
		Monthly Meeting Attendance Allowance	
		Cr Domenic Zappa	\$2,455.46
		Monthly Meeting Attendance Allowance	
		Cr Dot Newton	\$2,590.46
		Monthly Meeting Attendance Allowance	
		Cr Glynis Parker	\$2,690.46
		Monthly Meeting Attendance Allowance	
		Cr Huu Van Nguyen	\$2,690.46
		Monthly Meeting Attendance Allowance	
		Cr Jacqueline Huntley	\$2,690.46
		Monthly Meeting Attendance Allowance	
		Cr Lewis Flood	\$2,575.46
		Monthly Meeting Attendance Allowance	
		Cr Linda Aitken	\$2,690.46
		Monthly Meeting Attendance Allowance	
		Cr Natalie Sangalli	\$2,690.46
		Monthly Meeting Attendance Allowance	
		Cr Paul Miles	\$2,405.46

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Monthly Meeting Attendance Allowance	
		Cr Sonet Coetzee	\$2,690.46
		Monthly Meeting Attendance Allowance	
		Mayor Tracey Roberts	\$11,144.47
		Monthly Meeting Attendance Allowance	
00004028	12/01/2021		
		Rates Refund	\$610.02
		Rates Refund	\$760.00
		Rates Refund	\$300.00
00004029	12/01/2021		
		Alinta Gas	\$190.30
		Gas Supplies For The City	
		Ashmy Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
		Australian Manufacturing Workers Union	\$151.00
		Payroll Deductions	
		Australian Services Union	\$619.60
		Payroll Deductions	
		Australian Taxation Office	\$24,208.00
		Payroll Deductions	
		Ben Trager Homes Pty Ltd	\$4,000.00
		Refund - 2 Street & Verge Bonds	
		CFMEU	\$120.00
		Payroll Deductions	
		Child Support Agency	\$1,839.73
		Payroll Deductions	
		City of Wanneroo - Payroll Rates	\$6,130.00
		Payroll Deductions	
		City of Wanneroo - Social Club	\$676.00
		Payroll Deductions	
		Department of Planning, Lands and Heritage	\$26,489.00
		Application Fee Accepted - Applicant: EIW Architects Reference: DAP/20/01906 Property Address: Lot 400 (157) Kingsway, Darch Proposal: Development Of Arts, Media & Resource Centre At Kingsway Christian College	
		Application Fee Accepted - Applicant: Dynamic Planning & Development Reference: DAP/20/01930 Property Address: Lot 9006 (370K) Flynn Drive, Neerabup Proposal: Proposed Service Station Development, Car Wash And Motor Vehicle Repairs	

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Application Fee Accepted - Applicant: Planning Solutions - Ingrid Maher - DAP/20/01933 - Property Address: Lots 321 - 325 Castlemead Drive And Lot 9008 (91) Ariane View Yanchep - Proposed Child Care Centre Development	
		Application Fee Accepted - Applicant: Ennis Advisory (Jordan Ennis) DAP/20/01940 Property Address: Lot 9001 (35) Kilrush Turn Ridgewood Proposal: Proposed Service Station Development	
		Fleet Network	\$1,700.90
		Input Tax Credits For Salary Packaging - Finance	
		Payroll Deduction - Period Ending 08.01.2021	
		HBF Health Limited	\$643.00
		Payroll Deductions	
		Landgate	\$4,646.43
		Gross Rental Valuations - Rates	
		Land Enquiries - Rates / Property	
		LD & D Australia Pty Ltd	\$375.30
		Milk Deliveries For The City	
		LGRCEU	\$3,177.52
		Payroll Deductions	
		Maxxia Pty Ltd	\$9,274.09
		Input Tax Credits For Salary Packaging - Finance	
		Payroll Deductions	
		Mr Bimsara Hewa Pathirathna	\$720.00
		Reimbursement - CPA Membership 2021 - Finance	
		Mr Chamara Walpola Meddage	\$720.00
		Reimbursement - CPA Membership 2021 - Finance	
		Mr Daniel Genovese	\$360.00
		Vehicle Crossing Subsidy	
		Mr Lloyd Haruzivi	\$360.00
		Vehicle Crossing Subsidy	
		Mr Paolo Bellini	\$360.00
		Vehicle Crossing Subsidy	
		Mr Scott Paulsen	\$720.00
		Reimbursement - CPA Membership 2021 - Finance	
		Mr Tuwhaia Blundell-Mane	\$1,000.00
		Refund - Street & Verge Bond	
		Mrs Jennifer Rajendran	\$720.00

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Reimbursement - CPA Membership 2021 - Finance	
		Rates Refund	\$1,634.40
		Paywise Pty Ltd	\$2,056.56
		Input Tax Credits For Salary Packaging - Finance	
		Payroll Deductions	
		Smartsalary	\$8,313.62
		Input Tax Credits For Salary Packaging - Finance	
		Payroll Deductions	
		Synergy	\$567,309.78
		Power Supplies For The City	
		Tangent Nominees Pty Ltd (Atf The Summit Homes Group Trust)	\$4,000.00
		Refund - 2 Street & Verge Bonds	
		Trailer Parts Pty Ltd	\$219.19
		Vehicle Spare Parts - Fleet	
		Water Corporation	\$5,514.60
		Water Charges For The City	
		Zurich Australia Insurance Ltd	\$3,000.00
		Insurance Excess - 3 Incidents - Waste	
00004030	13/01/2021		
		Acclaimed Catering	\$30,041.00
		Catering - Staff Christmas Party - Place Management	
		Action Glass & Aluminium	\$746.24
		Reglaze Window - Grandis Park Pavilion - Building Maintenance	
		Activtec Solutions	\$1,122.00
		Chair Hoist Servicing - Aquamotion	
		Advanced Traffic Management	\$10,287.05
		Traffic Control Services For The City	
		AFGRI Equipment Australia Pty Ltd	\$65.78
		Vehicle Spare Parts - Fleet	
		Air Liquide Australia	\$221.76
		Gas Bottle Rentals - Fleet Management	
		Alexander House of Flowers	\$210.00
		4 Boxes - Hospitality	
		Applause Entertainment Australia Pty Ltd	\$5,862.40
		Entertainment - Santa and Elves Package - Events	
		Applied Security Force	\$424.00
		Security Services - Staff Christmas Party - Place Management	
		AR Awards	\$915.00

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Entry Fee - Australasian Reporting Awards, Governance Reporting & Best Cover Design - Strategic & Business Planning	
		Armaguard	\$399.88
		Cash Collection Services For The City	
		Atom Supply	\$1,689.93
		Vehicle Spare Parts - Stores / Fleet	
		Australian Airconditioning Services Ltd	\$166.29
		Airconditioning Maintenance For The City	
		Ball & Doggett Pty Ltd	\$373.88
		Print Room Paper Supplies	
		Binley Fencing	\$696.56
		Temporary Fencing - Aquamotion - Assets	
		Bladon WA Pty Ltd	\$434.50
		Uniforms - Community Safety	
		Boral Construction Materials Group	\$447.70
		Concrete Mix - Alexandria - Engineering	
		BP Australia Ltd	\$65,219.58
		Fuel Issues For December 2020	
		Fuel - Stores Stock	
		BrainBox Advisory	\$3,300.00
		Economic Recovery Fund - 2 Companies - Advocacy And Economic Development	
		Bridgestone Australia Limited	\$9,940.88
		Tyre Fitting Services For The City	
		Bring Couriers	\$546.58
		Courier Services - Health	
		Bucher Municipal Pty Ltd	\$11,042.57
		Vehicle Spare Parts - Fleet / Stores	
		Cabcharge	\$208.74
		Cabcharge For The City	
		Cameron Chisholm & Nicol (WA) Pty Ltd	\$1,100.00
		Chairperson - Design Review Panel - Planning	
		Canon Production Printing Australia Ltd	\$101.62
		Printer Charges - Assets	
		Car Care Motor Company Pty Ltd	\$1,608.20
		Vehicle Services - Fleet	
		Carramar Resources Industries	\$5,200.36
		Disposal Of Waste - St Andrews Park - Assets	
		City of Stirling	\$1,761.41

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Long Service Leave Liability - T Deere - Payroll	
		Civic Legal	\$11,845.75
		Legal Fees For The City	
		Civica Pty Ltd	\$3,688.50
		BIS Implementation - Milestone 3 - Go Live - ICT	
		Cool Breeze Rentals Pty Ltd	\$5,163.40
		Evaporative Cooler - Fleet	
		Corner Desk Creative	\$297.00
		ID Cards (December) - Communications And Brand	
		Coyle Editing Service	\$4,400.00
		Editorial Services - Annual Report 2019 / 2020 - Strategic & Business Planning	
		Critical Fire Protection & Training Ltd	\$1,524.60
		Fire Detection Equipment Maintenance For The City	
		CS Legal	\$44.00
		Court Fees - Rating Services	
		Data #3 Limited	\$5,293.62
		Illustrator & Photoshop - Wanneroo - Business Systems	
		DC Golf	\$94,823.00
		Commission Fees - Marangaroo & Carramar Golf Courses - December 2020 - Property	
		Delos Delta Pty Ltd	\$29,218.75
		SCP Inception & Project Planning - Strategic & Business Planning	
		Diamond Lock & Security	\$3,958.60
		Padlocks - Stores	
		Dowsing Group Pty Ltd	\$672.65
		Install Turf - Hocking - Construction	
		Drainflow Services Pty Ltd	\$44,968.73
		Road Sweeping / Drain Cleaning Services For The City	
		E & MJ Rosher	\$588.52
		Mower Spare Parts - Stores / Fleet	
		Economic Development Australia Limited	\$2,200.00
		Corporate Membership - 31.12.2020 - 30.12.2021 - Economic Development	
		Edith Cowan University	\$200.00
		Contribution - Award For Indigenous Health Studies - Economic Development	
		Elliotts Irrigation Pty Ltd	\$12,847.83
		Iron Filter Service - Catalina / Shorehaven - Parks	

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Irrigation Parts Replacement - Parks	
		Emineo Engineering Services	\$9,125.05
		Install Observation Tower - Quinns Beach - Facilities	
		Environmental Industries Pty Ltd	\$63,634.45
		Landscape Maintenance For The City	
		Equifax Australasia Workforce Solution Pty Limited	\$46.20
		Australian Criminal History Check - Emergency Services	
		Frontline Fire & Rescue Equipment	\$92.68
		Vehicle Spare Parts - Fleet	
		Geoff's Tree Service Pty Ltd	\$35,512.73
		Pruning Works For The City	
		Grand Toyota	\$657.33
		Vehicle Spare Parts - Fleet	
		Hanson Construction Materials Pty Ltd	\$819.50
		Concrete Mix - Various Locations - Engineering	
		Hitachi Construction Machinery Pty Ltd	\$514.67
		Vehicle Filters - Stores	
		Hydroquip Pumps	\$11,635.80
		Submersible Motor Service - Various Locations - Parks	
		Replace Pump - Warradale - Parks	
		Fountain/Aerator Removal - Warradale Park Lake - Parks	
		Iconic Property Services Pty Ltd	\$32,752.54
		Cleaning Services For The City	
		Identity Perth	\$4,397.25
		CoW Business Brand Development - Economic Development	
		Integrity Industrial Pty Ltd	\$42,987.07
		Casual Labour For The City	
		Iron Tech Industries	\$2,755.50
		Wheeled Platforms And Stand - Wanneroo - Cultural Services	
		Ixom Operations Pty Ltd	\$1,608.06
		Disinfection Of Pools Chlorine - Aquamotion - Facilities	
		J Blackwood & Son Ltd	\$10,378.58
		PPE / Tools - Various Service Units	
		Jacob Edwards	\$330.00
		Loveheart Red Painting - Civic Drive - Parks	
		Jansen Audio	\$198.00

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Group Fitness Stereo Service - Aquamotion	
		Kerb Direct Kerbing	\$7,736.97
		Install Kerbing - Kingsbridge Boulevard - Assets	
		Kleenheat Gas Pty Ltd	\$29.35
		Gas Supplies For The City	
		Kleenit	\$486.93
		Graffiti Removal For The City	
		Laundry Express	\$529.57
		Cleaning Of Linen - Hospitality	
		LD Total	\$41,478.70
		Landscape Maintenance For The City	
		Lee Syminton	\$4,070.00
		Kiosk Extension - Kingsway Indoor Recreation Centre - Facilities	
		Les Mills Asia Pacific	\$938.31
		License Fees - Aquamotion	
		LinkedIn Singapore Pte Ltd	\$44,869.00
		Employment Subscription - 13.12.2020 - 12.12.2021 - Communications & Brand	
		Mackay Urban Design	\$440.00
		Design Review Panel Meeting 16.12.2020 - Approval Services	
		Major Motors	\$962.50
		Vehicle Spare Parts - Fleet	
		Marketforce Pty Ltd	\$5,078.00
		Advertising Services For The City	
		Mayday Earthmoving	\$20,432.50
		Excavator - Various Locations - Engineering	
		McLeods	\$2,487.24
		Legal Fees For The City	
		Messages On Hold	\$789.99
		Messages On Hold Services - 30.12.2020 - 29.03.2021 - Communications & Brand	
		Michael Page International (Australia) Pty Ltd	\$4,002.57
		Casual Labour For The City	
		Mindarie Regional Council	\$548,724.48
		Refuse Disposal For The City	
		Mini-Tankers Australia Pty Ltd	\$1,423.85
		Fuel - Fleet Assets	
		Miracle Recreation Equipment Pty Ltd	\$99,000.00
		Playground Equipment - Waldburg Park - Assets	

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		MNG Pty Ltd	\$210.00
		Refund - Partial Refund Of Subdivision Clearance Application - Overpaid	
		Moodjar Consultancy	\$5,926.80
		Road Naming Consultation Neerabup - Advocacy And Economic Development	
		Natural Area Holdings Pty Ltd	\$5,667.75
		Landscape Maintenance For The City	
		Noma Pty Ltd	\$440.00
		Design Review Panel Project Review - Planning	
		Northern Lawnmower & Chainsaw Specialists	\$818.16
		Mower Spare Parts - Stores / Fleet	
		On Road Auto Electrics	\$1,002.70
		Install Dash Cameras - Fleet	
		On Tap Plumbing & Gas Pty Ltd	\$1,472.90
		Plumbing Maintenance For The City	
		Online Social Butterfly	\$3,960.00
		Social Media Management - Advocacy And Economic Development	
		Economic Recovery Fund - Business Advisory & Support - Jindalee Massage - Economic Development	
		Oracle Customer Management Solution Ltd	\$6,062.09
		After Hours Calls Service - September 2020 - Customer Relations	
		Orbit Health & Fitness Solutions	\$217.21
		Repair Treadmill - Aquamotion	
		Perth City Farm Incorporated	\$10,928.23
		Consultancy - Development Of Sustainable Girrawheen Hub Community Garden - Community Development	
		Play Check	\$1,320.00
		Surface Impact Testing - Rousham Park - Assets	
		Playground Safety Audit - Various Locations - Assets	
		Pool Robotics Perth	\$525.10
		Pool Cleaner Service - Aquamotion	
		Poolshop Online Pty Ltd	\$622.60
		Pool Chemicals - Aquamotion	
		Powerhouse Batteries Pty Ltd	\$1,019.74
		Vehicle Batteries - Stores / Fleet	
		Prestige Alarms	\$1,779.25
		Alarm / CCTV Services For The City	

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Programmed Integrated Workforce	\$1,630.29
		Casual Labour For The City	
		Reliable Fencing Since 1974	\$10,057.52
		Fencing Works For The City	
		Ricoh Australia Pty Ltd	\$1,432.43
		Lease Charge - Print Room	
		Roads 2000	\$400,738.04
		Roadworks For The City	
		Rogers Axle & Spring Works Pty Ltd	\$598.40
		Vehicle Spare Parts - Fleet	
		Ruth Wildgoose	\$645.00
		Refund - Trading Licence Fee - Cancelled	
		Seabreeze Landscape Supplies	\$80.00
		Supply Soil & Sand - Wanneroo - Parks	
		Sebel Pty Ltd	\$7,520.76
		Furniture - Leatherback Pavilion - Assets	
		Sifting Sands	\$442.75
		Emergency Sand Clean - Jimbub Swamp Park	
		Sigma Chemicals	\$184.80
		Pool Chemicals - Aquamotion	
		SJ McKee Maintenance Pty Ltd	\$2,329.50
		Repair Works - Various Locations - Waste	
		Skipper Transport Parts	\$410.17
		Vehicle Spare Parts - Fleet	
		Skyline Landscape Services (WA)	\$2,614.08
		Service Of Additional Sites - Wanneroo - Parks	
		Sport and Recreation Surfaces	\$1,870.00
		Tennis Court Maintenance - Elliot Tennis - Parks	
		St John Ambulance Western Australia Ltd	\$110.25
		First Aid Training Courses For The City	
		Stewart & Heaton Clothing Company Pty Ltd	\$6.02
		Name Badge - Emergency Management	
		Suez Recycling & Recovery (Perth) Pty Ltd	\$390,691.50
		Recycling Tip Fees - Waste	
		Suez Recycling & Recovery Pty Ltd	\$78,587.01
		Tip Fees - Waste	
		Confidential Shredding Bin - Collection/Emptying -	

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Surf Life Saving WA Incorporated	\$72,307.93
		Beach Safety Services - January 2021 - Community Services	
		Swan Towing Services Pty Ltd	\$770.00
		Towing Services For The City	
		Technology One Limited	\$2,156.00
		Intramaps Upgrade - Business Systems	
		Tenco Engineers Pty Ltd	\$10,230.00
		Structural Engineering Services - Landsdale - Construction	
		Terravac Vacuum Excavations Pty Ltd	\$706.20
		Location Of Services - St Andrews Park - Assets	
		The Trustee for Hayto Trust	\$728.75
		Photography And Videography - Christmas Concert - Place Management	
		The Wipes Australia Trust	\$1,597.20
		Gym Wipes - Aquamotion	
		TJ Depiazzi & Sons	\$3,629.01
		Mulch Delivery - Yanchep - Parks	
		Toll Transport Pty Ltd	\$430.08
		Courier Service For The City	
		Toolmart	\$330.50
		Vehicle Spare Parts - Fleet	
		Totally Workwear Joondalup	\$161.90
		Safety Boots - Assets	
		TQuip	\$374.35
		Vehicle Spare Parts - Stores	
		Trisley's Hydraulic Services Pty Ltd	\$1,086.80
		Install Test Generator - Aquamotion	
		Triton Electrical Contractors Pty Ltd	\$3,006.30
		Electrical Works - Various Locations - Parks / Assets	
		Trophy Shop Australia	\$178.10
		Name Badges - Various Employees	
		Viva Energy Australia Pty Ltd	\$53,925.91
		Fuel Issues For The City	
		WA Limestone Company	\$723.39
		Crushed Limestone - Engineering	
		Wanneroo Electric	\$14,152.80
		Electrical Maintenance For The City	
		West Australian Newspapers Ltd	\$1,832.60
		Advertising Services For The City	
		West Coast Shade Pty Ltd	\$3,740.00
		Shade Sail Repairs - Hudson Park - Parks	

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		West Coast Turf	\$1,441.00
		Install Turf - Nursery Park - Parks	
		Western Australian Treasury Corporation	\$230,550.19
		Guarantee Fee - 01.07.2020 - 31.12.2020 - Finance	
		Western Resource Recovery Pty Ltd	\$2,313.52
		Empty Washdown Bay - Building Maintenance	
		West-Sure Group Pty Ltd	\$179.58
		Cash Collection Services For The City	
		WEX Australia Pty Ltd	\$1,904.36
		Fuel - December	
		William Buck Consulting (WA) Pty Ltd	\$3,080.00
		Professional Services - Structural Planning And DCP Preparation - Finance	
		Workpower Incorporated	\$3,245.00
		Weeding - Mather Reserve - Assets	
		Yanchep Beach Joint Venture	\$8,839.58
		Rent 2020 / 2021 - Yanchep Hub - Property	
00004031	14/01/2021		
		Prime Eglinton Pty Ltd	\$457,221.59
		Subdivision Bond Refund - East Of The Beach Stage 3 Eglinton - WAPC 155700	
00004032	19/01/2021		
		A Team Printing Pty Ltd	\$473.00
		Printing - Job Card - Fleet	
		AARCO Asbestos Solutions	\$10,948.99
		Asbestos Removal - Various Locations - Parks	
		Action Glass & Aluminium	\$4,297.84
		Glazing Services For The City	
		Acurix Networks Pty Ltd	\$4,870.80
		Monitoring, Licencing, Support - January 2021 - ICT	
		ADH Golf and Utility Vehicles	\$473.00
		Hire 2 Petrol Utility Vehicles - Staff Christmas Party - Events	
		Advanced Traffic Management	\$6,455.78
		Traffic Control Services For The City	
		Alexander House of Flowers	\$95.00
		Arrangement - R Marinovich - Mayors Office	
		Amber Appelbee	\$500.00

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Face Painting 19.12.2020 - Girrawheen Local Vocals - Events	
		Anstat Pty Ltd	\$308.55
		Australia New Zealand Food Standards Code - Health Services	
		Atom Supply	\$73.87
		Safety Glasses - Stores	
		Australian Airconditioning Services Ltd	\$11,366.56
		Routine Maintenance - December 2020 - Building Maintenance	
		BOC Limited	\$60.97
		Gas Bottles - Fleet & Community Safety	
		Boss Bollards	\$583.00
		Install Bollard - Edgar Griffith Carpark - Assets	
		Bridgestone Australia Limited	\$271.70
		Tyre Fitting Services For The City	
		Bucher Municipal Pty Ltd	\$12,418.81
		Vehicle Spare Parts - Fleet	
		Bunnings Pty Ltd	\$86.07
		Wet Wipes / Safety Glasses - Community Safety	
		Burgtec	\$497.20
		Office Chair - Strategic Land Use Planning	
		Car Care Motor Company Pty Ltd	\$286.20
		Vehicle Repairs - Fleet	
		Carramar Resources Industries	\$819.85
		Disposal Of Rubble - Assets	
		Cat Welfare Society Incorporated	\$2,725.00
		Daily Impound Fees - Rangers	
		CCS Strategic	\$3,555.75
		Final Claim - Feasibility Study - Eglinton Indoor Recreation Centre - Facility Development & Planning	
		CDM Australia Pty Ltd	\$5,882.23
		Router / Security App - ICT	
		Clark Equipment Sales Pty Ltd	\$139.15
		Vehicle Spare Parts - Fleet	
		Cleanaway Equipment Services Pty Ltd	\$414.77
		Monthly Charge Parts Washer - Fleet	
		Cleartech Waste Management Pty Ltd	\$1,424.50
		Collect Empty Drums And IBC - Stores	
		Commercial Aquatics Australia	\$2,078.08
		Monthly Maintenance - Aquamotion	
		Cooldrive Distribution	\$1,095.80
		Vehicle Spare Parts - Fleet	

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Corner Desk Creative	\$495.00
		For Country, For Nation - Corporate Support	
		Corsign (WA) Pty Ltd	\$187.00
		Vehicle Signage - Engineering	
		CS Legal	\$11,564.54
		Court Fees - Rating Services	
		Daimler Trucks Perth	\$102.09
		Vehicle Spare Parts - Fleet	
		Deans Auto Glass	\$352.00
		Replace Windscreen - Fleet	
		Dowsing Group Pty Ltd	\$9,128.90
		Pathway - Kingsbridge Boulevard - Assets	
		Drainflow Services Pty Ltd	\$15,669.50
		Drain Cleaning / Inspections - Various Locations - Engineering	
		Drovers Vet Hospital Pty Ltd	\$452.00
		Veterinary Services For The City	
		Edge People Management	\$2,389.42
		Return To Work Monitoring - People & Culture	
		Elliotts Irrigation Pty Ltd	\$19,169.54
		Reticulation Items / Repairs - Parks	
		Encore Automation	\$176.00
		Calibration Of Portable Gas Detector - Fleet	
		Equifax Australasia Credit Rating Pty Ltd	\$460.90
		Financial Assessment Report - Contracts	
		Ergolink	\$547.00
		Mouse & Keyboard - Strategic Land Use	
		Flick Anticimex Pty Ltd	\$3,875.56
		Sanitary Waste Services For The City	
		Focus Consulting WA Pty Ltd	\$2,200.00
		Consultancy Services - Eco-Lighting - Assets	
		Frontline Fire & Rescue Equipment	\$401.47
		Vehicle Spare Parts - Fleet	
		Garpen Pty Ltd	\$297.00
		Vehicle Spare Parts - Fleet	
		Geoff's Tree Service Pty Ltd	\$33,337.66
		Pruning Services For The City	
		Guardian Doors	\$2,193.40
		Six Monthly Servicing - Various Locations - Building Maintenance	

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Repair Door - Ashby Operations Centre - Building Maintenance	
		High Voltage Performers Boutique	\$3,190.00
		Entertainment - Jazzy Christmas Carols 2020 - Place Management	
		Iconic Property Services Pty Ltd	\$99,095.76
		Cleaning Services For The City	
		Instant Toilets & Showers Pty Ltd	\$1,068.10
		Portable Toilet Hire - Local Vocals - Events	
		Integrity Industrial Pty Ltd	\$8,513.29
		Casual Labour For The City	
		Intelife Group	\$1,650.00
		Seedling Watering - Yellagonga - Strategic Environmental Planning	
		Interfire Agencies Pty Ltd	\$1,036.09
		Washers, Fire Boots & Helmets - Fire Services	
		Iron Mountain Australia Group Pty Ltd	\$4,937.52
		Document Management Services For The City	
		Ixom Operations Pty Ltd	\$219.60
		Disinfection Of Pools Chlorine Gas Supply - Aquamation	
		J Blackwood & Son Ltd	\$1,271.75
		Stock - Stores Issues	
		Kleenheat Gas Pty Ltd	\$2.15
		Gas Supplies For The City	
		Kleenit	\$4,378.42
		Graffiti Removal For The City	
		Komatsu Australia Pty Ltd	\$305.67
		Vehicle Spare Parts - Stores	
		Kyocera Document Solutions	\$5,691.92
		Photocopier Meter Reading For The City	
		Printer Purchase - ICT	
		LD Total	\$1,223.20
		Maintenance Works - Scenic Drive - Parks	
		Ligna Construction	\$1,984.40
		Limestone Blocks - Fred Stubbs Park Parks	
		Major Motors	\$1,712.39
		Vehicle Repairs / Spare Parts - Fleet	
		Marketforce Pty Ltd	\$1,529.69
		Advertising Services For The City	
		Mastec Australia Pty Ltd	\$43,652.40

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Phase 1 - Revisit Claim - Waste	
		Mindarie Regional Council	\$279,495.40
		Refuse Disposal For The City	
		MNG Pty Ltd	\$560.00
		Refund - Subdivision Clearance - Incorrect Amount	
		Mr Nikolas Dragicevich	\$100.00
		Busking Services - Nut Local Event Kingsway - Place Management	
		NAPA - GPC Asia Pacific Pty Ltd	\$390.95
		Vehicle Spare Parts - Fleet	
		Nature Play WA	\$990.00
		Shipwreck Play Trail - Advocacy & Economic Development	
		Northern Lawnmower & Chainsaw Specialists	\$1,480.00
		Brush Cutter - Stores	
		Nu-Trac Rural Contracting	\$10,755.21
		Beach Cleaning - Engineering	
		Officeworks Superstores Pty Ltd	\$1,851.00
		Lifetime Stackable Black Chair & Disposable Masks - Community Safety	
		On Tap Plumbing & Gas Pty Ltd	\$14,032.30
		Plumbing Maintenance For The City	
		Online Social Butterfly	\$1,100.00
		Economic Recovery Fund - Business Advisory & Support - Sutton's Garden Maintenance - Economic Development	
		Pearsall IGA	\$224.41
		Catering Items - Dolphin Christmas Party - Aquamotion	
		Perth City Farm Incorporated	\$8,511.02
		Consultancy For The Development Of Sustainable Community Garden - Community Development	
		Perth Detailing Centre	\$291.00
		Cleaning Community Transport Bus - Community Development	
		Premier Tarps	\$196.90
		Razor Power Tarp Battery - Fleet	
		Prestige Alarms	\$7,812.55
		Alarm / CCTV Services For The City	
		Programmed Integrated Workforce	\$1,090.85
		Casual Labour For The City	
		Reliable Fencing Since 1974	\$5,897.14
		Fencing Works For The City	
		Roads 2000	\$31,350.55

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Roadworks - Kingsbridge - Assets	
		Scoop Digital Pty Ltd	\$1,716.00
		Development Work - Discover Wanneroo - Economic Development	
		Shred-X	\$177.98
		Shredding Services For The City	
		Site Sentry Pty Ltd	\$3,814.80
		Site Sentry Tower - 11.01.2021 - 13.04.2021 - Fred Stubbs Park - Community Safety	
		SJ McKee Maintenance Pty Ltd	\$1,332.00
		Repair Works - Various Locations - Waste	
		Skipper Transport Parts	\$909.87
		Vehicle Spare Parts - Fleet	
		Smartbuilt Perth Pty Ltd	\$652.60
		Pest Control Services For The City	
		SMEDIA Pty Ltd	\$1,650.00
		The West Australian Archive Digital Editions - Annual Subscription - 07.02.2021 - 06.02.2022 - Library Services	
		Smoke & Mirrors Audio Visual	\$6,695.00
		Audio And Stage Equipment - Carols 19.12.2020 - Events	
		St John Ambulance Western Australia	\$363.00
		First Aid Supplies - OSH	
		Stewart & Heaton Clothing Company Pty Ltd	\$98.16
		Epauettes - Fire Services	
		Stiles Electrical	\$28,529.47
		Progress Claim 2 - Edgar Griffiths Car Park - Assets	
		Tamala Park Regional Council	\$2,236.00
		GST Payable - December 2020 - Pursuant To Section 153B Of Agreement - Finance	
		Taskers	\$693.00
		Repair Rope System On Flag Pole - Clarkson Library - Building Maintenance	
		Terrestrial Ecosystems	\$1,650.00
		Kangaroo Count - Carramar Golf Course - Property	
		The Trustee for Talis Unit Trust	\$1,980.00
		Consultancy - Lot 9005 Wangara - Property	
		Thirty4 Pty Ltd	\$211.20

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Monthly Subscription - Qnav Mobile Data - January 2021 - Community Safety	
		Toro Australia Pty Ltd	\$1,962.40
		Vehicle Spare Parts - Fleet	
		TQuip	\$877.55
		Vehicle Spare Parts - Fleet	
		WA Limestone Company	\$2,340.27
		Limestone - Edgar Griffiths Carpark - Assets	
		ESL - Kingsbridge Boulevard - Assets	
		Wanneroo Business Association Incorporated	\$14,850.00
		Official Sponsorship Agreement 2018 / 2021 - Year 3 Instalment 2 - Economic Development	
		Wanneroo Electric	\$15,619.27
		Electrical Maintenance For The City	
		Workpower Incorporated	\$7,647.20
		Weed Control Services For The City	
00004033	19/01/2021		
		On Tap Plumbing & Gas Pty Ltd	\$818.40
		Sewer CCTV Inspection And Pressure Test - Projects	
00004034	19/01/2021		
		Alinta Gas	\$14.20
		Gas Supplies For The City	
		Arash Ghezlou	\$1,000.00
		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	
		Department of Transport	\$654.20
		Vehicle Ownership Searches - Community Safety	
		Fila Constructions Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
		Halpd Pty Ltd Trading As Affordable Living Homes	\$2,000.00
		Refund - Street & Verge Bond	
		Heather Ricketts	\$1,000.00
		Refund - Street & Verge Bond	
		Homebuyers Centre	\$14,000.00
		Refund - 7 Street & Verge Bonds	
		JCorp Pty Ltd	\$533.92

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Refund - Development Application - Withdrawn	
		Landgate	\$2,004.76
		GRV Interim Values - Rates	
		LD & D Australia Pty Ltd	\$367.05
		Milk Deliveries For The City	
		Mr Adel Ismailzai	\$1,000.00
		Refund - Street & Verge Bond	
		Mr Christogonus Mbagwu	\$900.00
		Refund - Street & Verge Bond	
		Mr Dale Martin	\$892.50
		Reimbursement - Study Assistance - Graduation Diploma Building Surveying	
		Mr Graham Woodard	\$243.55
		Keyholder / Tennis Booking Officer	
		Mr Kimberly Bennett	\$1,000.00
		Refund - Street & Verge Bond	
		Mr Mark Anderson	\$2,000.00
		Refund - Street & Verge Bond	
		Mr Matthew Lee	\$2,000.00
		Refund - Street & Verge Bond	
		Mr Nicholas Pollard	\$1,000.00
		Refund - Street & Verge Bond	
		Mr Pho Minn	\$360.00
		Vehicle Crossing Subsidy	
		Mr Rodney Dunstan	\$2,000.00
		Refund - Street & Verge Bond	
		Mr Tang Nguyen	\$360.00
		Vehicle Crossing Subsidy	
		Mr Thomas Foscett	\$2,000.00
		Refund - Street & Verge Bond	
		Mrs Alison Hilton	\$20.00
		Dog Registration Refund - Sterilised	
		Mrs Elizabeth Speakes	\$1,000.00
		Refund - Street & Verge Bond	
		Ms Peggy Brown	\$115.00
		Keyholder	
		Ms Susan Potter	\$2,025.00
		Reimbursement - Study Assistance	
		Residential Building WA Pty Ltd	\$467.80
		Refund - Building Services Levy - Cancelled	
		Sheila Venables	\$1,000.00
		Refund - Street & Verge Bond	
		SSB Pty Ltd	\$6,000.00
		Refund - 3 Street & Verge Bonds	

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Synergy	\$36,008.66
		Power Supplies For The City	
		True North Church	\$4,608.34
		Delivery Of Yanchep Carols - 06/12/2020 - Community Development	
		Ventura Home Group Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
		Water Corporation	\$21,259.21
		Water Supplies For The City	
		Western Power	\$19,492.00
		Streetlight Installation - Franklin Road - Assets	
		Wow Group (WA) Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
		Zurich Australia Insurance Ltd	\$676.51
		Insurance Excess - WN 33472 - Building Maintenance	
00004035	19/01/2021		
		Rates Refund	\$508.76
00004036	26/01/2021		
		Action Glass & Aluminium	\$2,501.35
		Glazing Services For The City	
		Advanced Tile & Stone Solutions	\$363.00
		Tile Cleaning - Leatherback Park Pavilion - Building Maintenance	
		Advanced Traffic Management	\$8,739.94
		Traffic Control Services For The City	
		AFGRI Equipment Australia Pty Ltd	\$35.38
		Vehicle Spare Parts - Workshop	
		Alexander House of Flowers	\$115.00
		Large Mixed Box - F Thomas - 24.12.2020 - Office Of The CEO	
		Altronic Distributors	\$15.61
		Vehicle Spare Parts - Fleet	
		Anstat Pty Ltd	\$3,243.90
		Subscription - Lawlex Legislative Alerts - Legal Services	
		Appliance Service Agents Pty Ltd	\$532.00
		Replace Stove Glass Top - Koondoola Community Centre - Building Maintenance	
		Arcus Wire Group Pty Ltd	\$2,940.85
		Hanging Rails & Adjustable Hooks - Cultural Services	
		Armaguard	\$291.33

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Cash Collection - Kingsway	
		Aslab Pty Ltd	\$2,882.00
		Penetrometer, Subbase, Compaction Testing - Various Locations - Assets	
		Australasian Performing Right Association	\$996.58
		Licence Fees - Kingsway	
		Australian Airconditioning Services Ltd	\$13,277.14
		Airconditioning Maintenance For The City	
		Australian Golf Course Superintendents Association Limited	\$390.00
		Membership - The Australian Sports Turf Managers Association - Parks	
		Australian Institute of Management	\$3,250.00
		Training - Academic Assessment Writing & Leading, Managing And Developing People - 1 Attendee	
		Australian Swim Schools Association	\$539.00
		Membership - Wanneroo Aquamotion Swim School	
		AV Truck Service Pty Ltd	\$1,469.72
		Vehicle Spare Parts - Fleet	
		Because We Care Pty Ltd	\$32,376.96
		1,008,000 Doggy Bags - Waste	
		Bee Advice	\$160.00
		Treat Beehive - Kingsway - Parks	
		Bladon WA Pty Ltd	\$284.23
		Staff Uniforms - Customer Relations	
		Boral Construction Materials Group Ltd	\$462.62
		Concrete Mix - East Road - Engineering	
		Borrell Rafferty Associates Pty Ltd	\$3,685.00
		Cost Management - Halesworth Park - Assets	
		Bridgestone Australia Limited	\$9,121.45
		Tyre Fitting Services For The City	
		Bucher Municipal Pty Ltd	\$2,930.09
		Vehicle Spare Parts - Fleet	
		Bunnings Pty Ltd	\$648.08
		Cement - Edgar Griffith Carpark - Assets	
		Canon Production Printing Australia Ltd	\$428.80
		Metering Reading - Assets	
		Capital Finance Australia Limited	\$6,621.93
		Final Invoice - Spin Bike Lease - Aquamotion	
		Car Care Motor Company Pty Ltd	\$3,588.20

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Vehicle Services - Fleet	
		CDM Australia Pty Ltd	\$9,768.00
		Professional Services - ICT	
		Cineads Australia	\$1,832.60
		Advertising - Media Screenings - Communications & Brand	
		Clark Equipment Sales Pty Ltd	\$480.70
		Vehicle Spare Parts - Fleet	
		Clinipath Pathology	\$453.99
		Medical Fees For The City	
		Coates Hire Operations Pty Ltd	\$489.12
		Portable Toilet - Kingsbridge Boulevard - Assets	
		Coca Cola Amatil Pty Ltd	\$542.42
		Beverages - Kingsway	
		Coffey And Tea	\$3,712.50
		Discover Wanneroo Tourism Strategy - Advocacy & Economic Development	
		Committee For Economic Development Australia	\$7,550.00
		Subscription - 01/02/2021 - 31/01/2022 - Economic Development	
		Corner Desk Creative	\$2,178.00
		Graphic Design Services - Sports Medicine Program - Facilities	
		Bin System Signage - Wanneroo - Communications & Brand	
		Corsign (WA) Pty Ltd	\$275.00
		Removal Of 2 X Double Posts - Strategic Land Use Planning	
		Coterra Environment	\$3,036.00
		Consultancy Advice - Dalvik Park – EPC Report Groundwater - Assets	
		Critical Fire Protection & Training Ltd	\$1,036.75
		Fire Detection Equipment Servicing - Building Maintenance	
		CS Legal	\$41,364.40
		Court Fees - Rating Services	
		Customised Metal Works	\$572.00
		Modification To Bollard Locks - Hainsworth Park - Assets	
		Department Of Biodiversity, Conservation And Attractions	\$27.50
		Identification Of Tree Species - Kinsale - Assets	
		Dowsing Group Pty Ltd	\$221,240.69

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Concrete Lake Liner - Ridgewood Park - Parks	
		Drainflow Services Pty Ltd	\$341.00
		Construction Site Sweeping - Pearsall - Waste	
		Duratec Australia	\$3,905.00
		Roof Inspections - Ashby Operations Centre - Assets	
		Eleanor Mulder	\$400.00
		Interactive Christmas Shows - Wanneroo Library - Cultural Development	
		Elliotts Irrigation Pty Ltd	\$4,851.58
		Irrigation Parts Replacement - Wanneroo - Parks	
		Emerge Environmental Services Pty Ltd	\$1,180.21
		Environmental Consultancy Services - Yellagonga Catchment Review - Assets	
		Environmental Industries Pty Ltd	\$203,089.62
		Landscape Maintenance For The City	
		Ergolink	\$505.89
		Chair And Document Holder - People And Culture	
		Forrest And Forrest Games	\$396.00
		Review Soil Report - Halesworth - Parks	
		Geoff's Tree Service Pty Ltd	\$68,315.39
		Pruning Works For The City	
		Grand Toyota	\$9.94
		Vehicle Spare Parts - Fleet	
		Grant Thornton Audit	\$1,100.00
		Audit Grant Acquittal - ESL & Deferred Pensioner Rates - Finance	
		Grasstrees Australia	\$451.00
		Weekly Watering - Landsdale - Construction	
		Guardian Doors	\$149.60
		Service Shutters - Civic Centre - Building Maintenance	
		Hanson Construction Materials Pty Ltd	\$544.50
		Concrete Mix - Various Locations - Engineering	
		Heatley Sales Pty Ltd	\$299.20
		Cut Off Disc - Fleet	
		Hendry Group Pty Ltd	\$1,980.00
		Certificate Of Design Compliance - 3 Community Centres - Assets	
		Hickey Constructions Pty Ltd	\$8,176.30

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Kerbing And Pram Ramp - Rocca Way - Assets	
		Hodge Collard Preston Unit Trust	\$3,527.81
		Architectural Consultancy - Aquamotion Family Change Room - Assets	
		Hose Right	\$367.22
		Vehicle Spare Parts - Fleet	
		Humes Concrete Products	\$933.68
		Well Liner - Mirrabooka - Assets	
		Hydra Storm	\$2,946.90
		Combination Sep Cover - Mirrabooka Avenue / Rawlinson Drive - Assets	
		Hydroquip Pumps	\$7,121.40
		Reticulation Pump Works - Kingsway - Parks	
		Iconic Property Services Pty Ltd	\$21,418.78
		Cleaning Services For The City	
		Imagesource Digital Solutions	\$1,363.45
		Banners & Core Flute Signs - Waste Services	
		Sign - Group Fitness - Kingsway	
		Indoor Gardens Pty Ltd	\$266.20
		Civic Centre Foyer - Plant Hire	
		Integrity Industrial Pty Ltd	\$25,057.75
		Casual Labour For The City	
		J Blackwood & Son Ltd	\$229.55
		Stock - Stores Issues	
		Kleenit	\$4,422.59
		Graffiti Removal For The City	
		LD Total	\$42,555.75
		Landscape Maintenance For The City	
		Lexus Engineers	\$440.00
		Structural Design - Kingsway Discus Circle - Design	
		Ligna Construction	\$968.00
		Limestone Repairs - Two Rocks - Parks	
		Living Turf	\$660.00
		Fertiliser - Parks	
		Lobel Events	\$3,658.71
		Festoon Poles & Lighting Towers - Concert - Hainsworth Park - Events	
		Lighting Towers & Festoon Poles - Kingsbridge Park - Events	
		Magia Solutions Pty Ltd	\$6,864.00
		Integration Consultant - ICT	
		Major Motors	\$1,885.97

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Vehicle Spare Parts - Fleet	
		Manheim Pty Ltd	\$278.30
		Towing Services For The City	
		Marketforce Pty Ltd	\$7,082.59
		Advertising Services For The City	
		Mercer Consulting (Australia) Pty Ltd	\$3,905.00
		Consultancy Service - People And Culture	
		Mindarie Regional Council	\$24,810.51
		Refuse Disposal For The City	
		Miracle Recreation Equipment Pty Ltd	\$3,337.40
		Playground Equipment Repairs - Parks	
		Mr Nikolas Dragicevich	\$100.00
		Busking Services - Yanchep Beach - 17.01.2021 - Place Management	
		Naomi Mary Hanbury	\$6,350.00
		Workshops - Book Week 'Readers Theatre - Library Services	
		NAPA - GPC Asia Pacific Pty Ltd	\$937.44
		Vehicle Spare Parts - Fleet	
		Natural Area Holdings Pty Ltd	\$12,632.58
		Beach Access Way Maintenance - 6 Locations - Parks	
		Nature Play WA	\$275.00
		Play Trails Consultancy - Cockman House - Cultural Services	
		Northern Lawnmower & Chainsaw Specialists	\$660.00
		Vehicle Spare Parts - Fleet	
		On Tap Plumbing & Gas Pty Ltd	\$5,516.14
		Plumbing Maintenance For The City	
		Online Social Butterfly	\$3,300.00
		Social Media Coaching - Banksia and Cygnets Dance - Advocacy & Economic Development	
		OzKidzKartz	\$1,120.00
		Go Kart Hire - Family Event - 16.01.2020 - Events	
		Paperbark Technologies Pty Ltd	\$415.00
		Arboricultural Report - Banksia Grove - Parks	
		Parker Black & Forrest	\$2,214.19
		Locking Services For The City	
		Penske Power Systems Pty Ltd	\$480.65
		Consumables - Fleet	
		Perth Energy Pty Ltd	\$145,497.24
		Power Supplies For The City	

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Poolshop Online Pty Ltd	\$651.20
		Pool Chemicals - Aquamotion	
		Premier Tarps	\$316.80
		L Shaped Tarp & Battery - Fleet	
		Prestige Alarms	\$2,139.72
		Alarm / CCTV Services For The City	
		Print And Sign Co	\$54.56
		Printing - 4 Corflutes - Parks	
		Programmed Integrated Workforce	\$2,037.86
		Casual Labour For The City	
		Reliable Fencing Since 1974	\$2,288.00
		Fencing Works - Parks	
		Reliable Fencing WA Pty Ltd	\$6,329.13
		Fencing Works - Parks	
		Safety Tactile Pave	\$671.00
		Grabrails - Woodlake - Parks	
		Sammy Aldo De Vita	\$1,311.20
		Legal Fees For The City	
		Sifting Sands	\$1,992.86
		Sand Cleaning - 5 Locations - Parks	
		SJ McKee Maintenance Pty Ltd	\$1,626.00
		Repair Works - Various Locations - Waste	
		Skipper Transport Parts	\$3,375.62
		Vehicle Spare Parts - Fleet / Stores	
		Skyline Landscape Services (WA)	\$46,928.64
		Landscape Maintenance For The City	
		Smartbuilt Perth Pty Ltd	\$556.19
		Pest Control Services For The City	
		Smoke & Mirrors Audio Visual	\$6,695.00
		Supply Stage & PA System - 16.01.2021 - Place Management	
		Softfall Guys	\$1,056.00
		Repairs Softfall - Various Locations - Parks	
		Sonic Healthplus Pty Ltd	\$4,494.80
		Medical Fees For The City	
		Southside Volkswagen	\$51,345.45
		New Vehicle Purchase - Volkswagen Transporter Van - Fleet Assets	
		Sports World of WA	\$1,232.00
		Goggles - Aquamotion	
		St John Ambulance Western Australia	\$1,662.47
		First Aid Supplies / Training Services For The City	
		Statewide Bearings	\$59.35

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Vehicle Spare Parts - Fleet	
		Statewide Pump Services	\$770.00
		Pump Inspections - Aquamation - Building Maintenance	
		Suez Recycling & Recovery Pty Ltd	\$528.00
		Waste Collection - Waste Services	
		Sunny Industrial Brushware	\$700.80
		Gutter Brooms - Stores	
		Supreme Shades Pty Ltd	\$693.00
		Repair Shade Sail - Landsdale - Parks	
		Taylor Burrell Barnett	\$5,237.30
		Consultancy Services - Neerabup Management Plan - Advocacy & Economic Development	
		Terravac Vacuum Excavations Pty Ltd	\$19,001.68
		Location Of Underground Services For The City	
		The Distributors Perth	\$221.55
		Snacks And Confectionery - Kingsway	
		The Royal Life Saving Society Australia	\$22,901.98
		Home Pool Inspections - Compliance	
		Testing & Maintenance - Kingsway Aquatic Playspace - Parks	
		The Trustee for New Dealership Trust	\$107.67
		Vehicle Spare Parts - Fleet	
		TJ Depiazzi & Sons	\$31,542.07
		Mulch Deliveries For The City	
		Toll Transport Pty Ltd	\$13.05
		Courier Services - Stores	
		Total Landscape Redevelopment Services Pty Ltd	\$2,827.00
		Playground Repairs - Orara Park - Parks	
		Total Turf	\$2,981.00
		Ball Washer - Parks	
		Bin Liners - Carramar Golf Course - Parks	
		Tree Planting & Watering	\$13,975.50
		Watering Services For The City	
		Trisley's Hydraulic Services Pty Ltd	\$440.00
		Pump Service - Kingsway Aquatic Playspace - Parks	
		Triton Electrical Contractors Pty Ltd	\$330.00
		Reticulation Electrical Works - Various Locations - Parks	
		Trophy Shop Australia	\$68.50
		Name Badges - Various Employees	

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Turf Care WA Pty Ltd	\$104,510.58
		Turfing Works For The City	
		Ungerboeck Systems International Pty Ltd	\$946.00
		Crystal Report Training - ICT	
		Vocus Communications	\$247.50
		NBN Connection - YTRAC - Place Management	
		WA Hino Sales & Service	\$1,652.09
		Vehicle Spare Parts - Fleet	
		Wanneroo Business Association Incorporated	\$990.00
		Workshop Delivery 21.01.2021 - Introduction To Business Websites - Economic Development	
		Wanneroo Electric	\$9,617.66
		Electrical Maintenance For The City	
		West Coast Shade Pty Ltd	\$5,503.30
		Install Shade Sails - Various Locations - Parks	
		Western Tree Recyclers	\$10,158.13
		Greenwaste Removal - Motivation Drive - Waste	
		West-Sure Group Pty Ltd	\$179.58
		Cash Collection Services For The City	
		Winc Australia Pty Limited	\$4,888.84
		Stationery For The City - December 2020	
		Wonder City & Landscape Pty Ltd	\$660.00
		Design Review Panel - Approvals	
		Woodlands Distributors & Agencies Pty Ltd	\$605.00
		Replace Tippable Dog Bowl - Hardcastle - Parks	
		Workpower Incorporated	\$6,242.06
		Landscape Maintenance For The City	
		WSP Australia Pty Ltd	\$7,502.00
		Traffic Study - Quinns Education Precinct - Road And Traffic Services	
00004037	26/01/2021		
		Jako Industries Pty Ltd	\$184,031.65
		Boiler Replacement - Aquamotion - Assets	
00004038	26/01/2021		
		Rates Refund	\$597.47
		Rates Refund	\$2,715.48

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Rates Refund	\$474.05
		Rates Refund	\$1,660.00
		Rates Refund	\$979.20
00004039	27/01/2021		
		Kilmaley Investment Pty Ltd	\$34,633.39
		Settlement Of Bill Costs - Legal Services	
00004040	27/01/2021		
		Alinta Gas	\$1,619.10
		Gas Supplies For The City	
		Australian Manufacturing Workers Union	\$151.00
		Payroll Deductions	
		Australian Services Union	\$619.60
		Payroll Deductions	
		Australian Taxation Office	\$27,059.00
		Payroll Deductions	
		CFMEU	\$120.00
		Payroll Deductions	
		Child Support Agency	\$1,790.78
		Payroll Deductions	
		City of Wanneroo - Payroll Rates	\$6,130.00
		Payroll Deductions	
		City of Wanneroo - Social Club	\$670.00
		Payroll Deductions	
		Department of Planning, Lands and Heritage	\$241.00
		Application Fee Accepted By The City - Applicant: Planning Solutions Reference: DAP/20/01814 Address: Lot 9633 (10) Fomiatti Street, Ashby Proposal: Mixed Use Development	
		First Homebuilders Pty Ltd	\$320.40
		Refund - Building Amendment Fee - Paid In Error	
		Fleet Network	\$1,617.90
		Input Tax Credits For Salary Packaging - 19.01.2021	
		Payroll Deductions	
		HBF Health Limited	\$643.00
		Payroll Deductions	
		LD & D Australia Pty Ltd	\$244.85
		Milk Deliveries For The City	
		LGRCEU	\$1,568.26
		Payroll Deductions	
		Maxxia Pty Ltd	\$10,002.21

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Payroll Deductions	
		Miss Kelly Donker	\$3,214.65
		Reimbursement - Study Assistance - Responsible Management	
		Mr Ian Mullane	\$280.00
		Volunteer Payment	
		Mr Steven Patten	\$704.80
		Reimbursement - Building Surveyor Registration Renewal Fee & Associated Police Clearance	
		Mr Ty Matson	\$1,350.00
		Reimbursement - Course Fees 50% Managing Operational Improvement	
		Paywise Pty Ltd	\$1,853.49
		Payroll Deductions	
		Plunkett Homes (1903) Pty Ltd	\$373.44
		Refund - Building Services Levy - Cancelled	
		School Sport Western Australia Incorporated	\$600.00
		Sponsorship - 7 Members - Secondary Cross Country Championships - Wollongong NSW 22 - 26.08.2019	
		Smartsalary	\$7,830.68
		Payroll Deductions	
		Synergy	\$10,996.57
		Power Supplies For The City	
		Trailer Parts Pty Ltd	\$229.90
		Vehicle Spare Parts - Stores	
		Urban Development Institute of Australia WA Division Incorporated	\$1,750.00
		Registration - WA State Conference 24 - 26.02.2020 - 1 Attendee	
		Water Corporation	\$7,541.17
		Water Supplies For The City	
00004041	28/01/2021		
		RJ Vincent & Co	\$882,490.16
		Progress Payment 7 - New Sports Facilities - Halesworth Park - Assets	
00004042	29/01/2021		
		Yolk Syndicate 118 Pty Ltd	\$348,163.76
		Progress Claim - Roydon Park Construction - Land Development	
00004043	29/01/2021		

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		City of Wanneroo - Municipal Bank Account	
		Credit Card & Bank Fees - December 2020 - Breakdown On Page 46	
		Total Director Corporate Services Advance - Cheques	\$9,477,316.29
CANCELLED CHEQUES FROM PREVIOUS PERIOD			
00120800	03/12/2020	Naomi Mary Hanbury	-\$6,350.00
		Total	-\$6,350.00
MANUAL JOURNAL			
12201/21	25/01/2021	Lodgement Fee 21.01.2021 Unpaid Infringements	\$2,464.00
12177/21	13/01/2021	Lodgement Fee 07.01.2021 Unpaid Infringements	\$3,080.00
		Total	\$5,544.00
TOWN PLANNING SCHEME			
		Cell 1	
		William Buck - Audit Fee	\$50.91
		Marketforce Pty Ltd	\$218.15
		Cell 2	
		William Buck - Audit Fee	\$50.91
		Marketforce Pty Ltd	\$218.15
		Cell 3	
		William Buck - Audit Fee	\$50.91
		Marketforce Pty Ltd	\$680.87
		Cell 4	
		William Buck - Audit Fee	\$50.91
		Marketforce Pty Ltd	\$218.15
		Cell 5	
		William Buck - Audit Fee	\$50.91
		McLeods - Legal Fees	\$635.05
		Kilmaley Investment Pty Ltd	\$11,255.85
		Marketforce Pty Ltd	\$218.15
		Cell 6	
		William Buck - Audit Fee	\$50.91

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Marketforce Pty Ltd	\$218.15
		Cell 7	
		William Buck - Audit Fee	\$50.91
		Marketforce Pty Ltd	\$218.15
		Cell 8	
		William Buck - Audit Fee	\$50.91
		McLeods - Legal Fees	\$1,318.95
		Kilmaley Investment Pty Ltd	\$23,377.54
		Marketforce Pty Ltd	\$218.15
		Cell 9	
		William Buck - Audit Fee	\$50.91
		Marketforce Pty Ltd	\$218.20
		Total	\$39,471.70
GENERAL FUND BANK ACCOUNT			
		Payroll Payments - January 2021	
		12.01.2021	\$41,656.93
		12.01.2021	\$1,777,075.32
		12.01.2021	\$5,367.16
		25.01.2021	\$1,766,602.22
		25.01.2021	\$52,000.43
		25.01.2021	\$767.26
		25.01.2021	\$6,091.04
		Total	\$3,649,560.36
00004043	29/01/2021		
		City of Wanneroo - Municipal Bank Account	
		Credit Cards - December 2020	
		H Singh	
		Department of Water and Environmental Regulation - 5 Clearing Permit Applications	\$4,000.00
		Department of Bio Diversity Conservation and Attraction - Flora Land Licence	\$225.00
		D Simms	
		UDIWA - Registration UIDA Breakfast Forum Funding the Future - 11 November 2020	\$101.97

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		The Botanical Café - Business Hospitality - Coffees - WALGA Breakfast With Director General -	\$9.12
		Café Elixir - Business Hospitality - Lunch - Wanneroo Business Association President	\$94.50
		Crown Perth - The Wait - Business Hospitality - UIDA Funding our Future Forum	\$10.00
		Oceans 27 - Business Hospitality - City of Kwinana CEO	\$46.50
		City of Perth - Parking Fees	\$7.17
		Cafelife - Business Hospitality - Tour of Aquatic Projects	\$19.70
		Farmer Jacks - Bottled Water - Tour of Aquatic Centres - Mandurah, Armadale and Cockburn	\$8.35
		CPP Cultural Centre - Parking Fees	\$8.08
		D Terelinck	
		Freshworks - Subscription - US Campaign Monitor 24.11 - 24.12.2020	\$758.68
		Fairfax - Subscription - Financial Review	\$59.54
		M Dickson	
		CCP Terrace Road - Parking Fees	\$8.08
		City of Vincent - Parking Fees	\$6.00
		N Jennings	
		Nexacu Power - Course Registration - Power Bi Advanced Remote Training	\$595.00
		N Smart	
		Mailchimp - Monthly Mailchimp Subscription	\$27.50
		Total	\$5,985.19
		Bank Fees - December 2020	
		GLF Trans Fee	\$50.00
		CBA Merchant Fee	\$10,933.60
		Bpay Fee - Debtors	\$31.68
		Bpay Fee - Ungerbroeck	\$2.64
		Bpay Fee - Rates	\$9,792.29
		Bpoint - Debtors	\$0.79
		Bpoint - Rates	\$129.05
		CommBiz Fee	\$437.85

WARRANT OF PAYMENTS JANUARY 2021			
PAYMENT	DATE	DESCRIPTION	AMOUNT
		Account Service Fee	\$262.30
		Securepay	\$2,420.00
		Total	\$24,060.20
		Total Bank Fees And Credit Cards	\$30,045.39
		Recoup to Director Corporate Services Advance A/C	\$9,605,163.03
		Direct Payments Total (Includes Payroll, Advance Recoup, Credit Cards And Bank Fees)	\$13,284,768.78

Attachments: Nil

Property Services

3.12 Proposed Lease to Alexander Heights Shopping Centre Pty Ltd over Lot 12754 (19) Griffon Way, Alexander Heights

File Ref:	6405V02 – 20/386258
Responsible Officer:	Director Corporate Strategy & Performance
Disclosure of Interest:	Nil
Attachments:	2

Issue

To consider a proposed new lease to Alexander Heights Shopping Centre Pty Ltd (**AHSC**) for a portion of the carpark and drainage sump at Lot 12754 (19) Griffon Way, Alexander Heights (**Reserve 43984**).

Background

Land

Reserve 43984 comprises a total area of 3,704m² and is the whole of the land in Certificate of Crown Land Title Volume LR3109 Folio 624 (**Attachment 1** refers). The site is Crown land, being a 'C' class reserve vested in the City for 'drainage and parking purposes' under a management order with a power to lease or licence for any term not exceeding 21 years, subject to the consent for the Minister for Lands.

Reserve 43984 is currently zoned 'Urban' under the MRS and 'Commercial' under DPS2.

The site incorporates a below ground drainage sump and a ground level car park. The car park portion is directly connected to the car parking areas of the Alexander Heights Shopping Centre (**Centre**) (**Attachment 2** refers).

Prior Lease History

The Centre is a well-established neighbourhood shopping centre. The shopping centre has Coles and Woolworths as anchor tenants with 44 specialty tenancies, which offer a variety of retail options.

An initial 21 year lease of Reserve 43984 between the City (entered as the City of Joondalup and AHSC) commenced on 25 May 1998 and expired on 24 May 2019 (**Prior Lease**).

The Prior Lease was negotiated as peppercorn lease with a \$1 annual rental (payable on demand). AHSC was responsible for maintenance, insurance and any outgoings (electricity and water excluded) associated with Reserve 43984.

Administration commenced negotiations with AHSC in advance of the expiry of the Prior Lease.

Detail

Administration proposes to enter into a new 21 year ground lease with AHSC.

The new lease will provide for the continued use of the car park by customers of the Centre and the continued maintenance of the sump by AHSC, which is consistent with the arrangement under the Prior Lease.

Essential Lease Terms

Administration and AHSC have negotiated the new lease on the following terms, subject to Council approval and to Ministerial approval under section 18 of the *Land Administration Act 1997* (WA) (**LAA**):

Lessee:	Alexander Heights Shopping Centre Pty Ltd (ACN 008 695 574)
Premises:	The whole of Reserve 43984, being an area of approximately 3,704m ² and incorporating the drainage sump and car park.
Permitted Purpose:	Car park and drainage sump
Lease Term:	21 years, commencing on the Commencement Date
Commencement Date:	The date of execution of the lease
Option Term:	Nil
Rent:	<p>\$9,500 per annum plus GST</p> <p>A licensed valuer was appointed by the City to determine the current market rental of the Premises and provided a range of \$13,320 to \$17,760 per annum (plus GST) based on a 6-8% return. The valuer also provided commentary to advise that if 5% return was applied the rental income would be \$11,100 per annum (plus GST), which is still consistent with the market evidence available.</p> <p>Following a review of the valuation information provided by another valuer on behalf of AHSC which provided a rental amount of \$9,500 and the extremely limited use for the site, Administration recommends that the proposed rental is approved, even if slightly below the market range recommended by the City's valuer.</p> <p>The Prior Lease was a peppercorn lease, which provided no income for the City. The proposed new lease will provide a financial return of \$9,500 per annum (plus GST), with annual rent reviews during the term.</p>
Rent Review:	<p>The lesser of CPI or 3.5% annually during the term (other than a Market Rent Review Date).</p> <p>Market Rent Review on the 7th and 14th anniversary of the Commencement Date.</p>
Rates* & Taxes:	AHSC responsibility
Outgoings (Water, Electricity etc.):	Not applicable. The site is not connected to water or electricity

Building Insurance:	AHSC responsibility
Public Liability Insurance:	AHSC responsibility – Minimum \$20 million
Other Insurance:	AHSC responsibility
Lessee Maintenance:	AHSC to keep and maintain every part of the internal areas of the site in good and substantial repair and condition, including structural works of the car park.
Environmental Maintenance:	<p>City responsibility</p> <p>The City engaged an environmental report, completed by Western Environment and dated 9 July 2020.</p> <p>Subsequent environmental reports will be prepared before the eleventh anniversary of the Commencement Date and before the expiry date, in each case at the cost of AHSC.</p> <p>In the event a subsequent environmental reports contamination AHSC will be responsible for any contamination to the extent caused or contributed to, or exacerbated by AHSC. For example, if contamination has emanated from the operations of a tenant in the Centre, that would the responsibility of AHSC.</p>
Structural Maintenance:	<p>AHSC responsibility</p> <p>A report has been arranged by AHSC to confirm that the car park structure is in a sound condition.</p> <p>Subsequent structural reports will be prepared before the eleventh anniversary of the Commencement Date and before the expiry date, in each case at the cost of AHSC.</p> <p>AHSC is responsible for rectifying structural issues identified in the structural reports.</p>
Make Good:	AHSC must remove its property and leave Reserve 43984 in good repair and condition. The car park structure will be left in situ, which is a continuation of the position under the Prior Lease.
Quiet Enjoyment:	<p>Quiet enjoyment of the site may be affected from time to time by works or trading in public places that the City or its agents may reasonably undertake or facilitate in the vicinity of the Reserve 43984 that may include but are not limited to:</p> <ul style="list-style-type: none"> • disruption to utilities; • disruption or closure of roads, reserves and road reserves;

	<ul style="list-style-type: none"> • pedestrian movement and access; • vehicle movement, damage, access and parking; • vibration and noise; and • dust and dirt. <p>The City will not be liable to compensate AHSC in the event that the above affects AHSC's quiet enjoyment of the site.</p>
Lease preparation and costs	The lease will be prepared by the City at its cost, with each party to pay its own costs for lease review and negotiation.

Lease Negotiations

The draft lease was prepared by Administration, based on a City template, which has been used for previous leases. The draft lease has been reviewed and approved by the City's Legal Services unit in advance of the final approval from Council.

AHSC agreed to the essential lease terms on 7 July 2020 and accepted the draft lease document on 19 February 2021.

Consultation

- Relevant service units, including Strategic Asset Management and Building Maintenance, have been consulted in the course of preparation of the lease terms. Administration is supportive of the proposed ground lease;
- The essential terms of the proposed lease together with a copy of the draft lease have been presented to AHSC, and have been approved by AHSC; and
- In the event that the proposed lease terms are approved by Council, DPLH will be requested to provide its consent to the terms of the draft lease as per section 18 of the LAA.

Comment

Administration considers that AHSC has been a responsible lessee under the Prior Lease, and the proposed new lease should support continued prudent management for the new lease term.

The proposed lease provides the City with an improved rental income, at close to market valuation, and clarifies AHSC's responsibilities to maintain Reserve 43984 to the required standard, including structural and environment indicators.

The City has no alternative use for the site during the term of the proposed lease.

Administration recommends that Council approve the City entering into a lease with AHSC on the essential lease terms described in the present report.

Statutory Compliance

A local public notice of the proposed disposition to AHSC will be issued, in compliance with the requirements of section 3.58 of the Act.

Given that Reserve 43984 is Crown land, the lease will require the consent of the Minister for Lands under section 18 of the LAA.

Strategic Implications

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

“1 Society

1.4 Connected Communities

1.4.1 Connect communities through engagement and involvement”

Risk Management Considerations

Risk Title	Risk Rating
CO-001 Relationship Management	Moderate
Accountability	Action Planning Option
Director Corporate Strategy & Performance and Director Community & Place	Manage

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

Policy Implications

The proposed terms of the new lease is generally in accordance with the Leasing Policy, with the exception that the maximum lease term is longer than the tenure specified in the Policy. This outcome is recommended for the new lease, on the basis that the site can accommodate greater security of tenure for AHSC and supports the continued operation of the Centre.

Financial Implications

- The proposed lease will generate an annual income stream to the City of \$9,500 (plus GST) per annum with annual increases to apply as outlined earlier in the table in this report. This is a significant increase on the peppercorn rent under the Prior Lease, and is close to the range recommended by the City's valuer;
- Council rates will be payable by AHSC for the duration of the new lease; and
- The City will incur a fee of \$1,000 (plus GST) (approximate) for publishing a local public notice in the Wannon Times.

Voting Requirements

Simple Majority



Recommendation

That Council:-

1. **APPROVES**, in principle, the ground lease of the 3,704m² area of Reserve 43984, Lot 12754 (19) Griffon Way, Alexander Heights (Attachment 1 refers) to Alexander Heights Shopping Centre Pty Ltd (ACN 008 695 574) for a term of 21 years, commencing on the execution of the lease, and in accordance with the essential lease terms described in the Administration report;

2. **AUTHORISES the publication of a local public notice of the intention to dispose of Reserve 43984, Lot 12754 (19) Griffon Way, Alexander Heights in accordance with Item 1. above in accordance with Section 3.58 of the Local Government Act 1995 (WA); and**
3. **AUTHORISES:**
 - a) **the Chief Executive Officer (or a nominee of the Chief Executive Officer) to negotiate commercial terms, execute all documentation, consider (and reject, if applicable) any submissions and comply with all applicable legislation as is required to effect Items 1. and 2.; and**
 - b) **the affixing of the Common Seal of the City of Wanneroo to the lease in accordance with the City's Execution of Documents Policy.**

Attachments:

- | | | |
|---|-------------------------------------|-----------|
| 1  | Attachment 1 - Certificate of Title | 19/496099 |
| 2  | Attachment 2 - Location Map | 20/525370 |

WESTERN



AUSTRALIA

**RECORD OF CERTIFICATE
OF
CROWN LAND TITLE**
UNDER THE TRANSFER OF LAND ACT 1893
AND THE LAND ADMINISTRATION ACT 1997
NO DUPLICATE CREATED

REGISTER NUMBER 12754/DP193246	
DUPLICATE EDITION N/A	DATE DUPLICATE ISSUED N/A

VOLUME **LR3109** FOLIO **624**

The undermentioned land is Crown land in the name of the STATE OF WESTERN AUSTRALIA, subject to the interests and Status Orders shown in the first schedule which are in turn subject to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 12754 ON DEPOSITED PLAN 193246

STATUS ORDER AND PRIMARY INTEREST HOLDER:
(FIRST SCHEDULE)

STATUS ORDER/INTEREST: RESERVE UNDER MANAGEMENT ORDER**PRIMARY INTEREST HOLDER:** CITY OF WANNEROO

(XE G801610) REGISTERED 25/5/1998

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

1. RESERVE 43984 FOR THE PURPOSE OF DRAINAGE
 - G801609 CHANGE OF RESERVE PURPOSE. PURPOSE CHANGED TO DRAINAGE AND PARKING REGISTERED 25/5/1998.
 - G801610 MANAGEMENT ORDER. CONTAINS CONDITIONS TO BE OBSERVED. WITH POWER TO LEASE FOR ANY TERM NOT EXCEEDING 21 YEARS, SUBJECT TO THE CONSENT OF THE MINISTER FOR LANDS. REGISTERED 25/5/1998.
2. H019918 LEASE TO ALEXANDER HEIGHTS SHOPPING CENTRE PTY LTD OF POST OFFICE BOX 1095, WEST PERTH EXPIRES: SEE LEASE. REGISTERED 5/2/1999.
- H806250 CAVEAT AFFECTING LEASE H019918, CAVEAT BY WESTPAC BANKING CORPORATION AS TO PORTION ONLY. LODGED 5/10/2001.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF CROWN LAND TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: LR3109-624 (12754/DP193246)

END OF PAGE 1 - CONTINUED OVER

LANDGATE COPY OF ORIGINAL NOT TO SCALE 12/12/2019 10:17 AM Request number: 60140964

Landgate

www.landgate.wa.gov.au

ORIGINAL CERTIFICATE OF CROWN LAND TITLE

REGISTER NUMBER: 12754/DP193246

VOLUME/FOLIO: LR3109-624

PAGE 2

PREVIOUS TITLE:

LR3109-624

PROPERTY STREET ADDRESS:

19 GRIFFON WAY, ALEXANDER HEIGHTS.

LOCAL GOVERNMENT AUTHORITY:

CITY OF WANNEROO

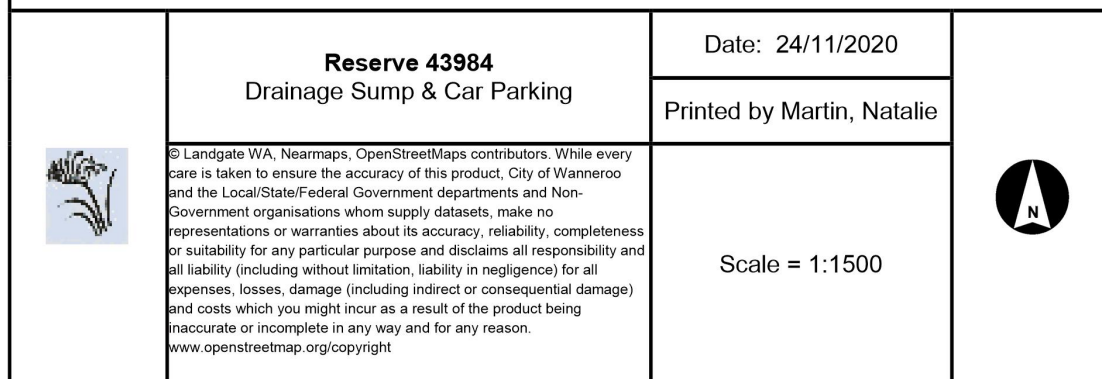
RESPONSIBLE AGENCY:

DEPARTMENT OF PLANNING, LANDS AND HERITAGE (SLSD)

NOTE 1: A000001A CORRESPONDENCE FILE 758/1995.

NOTE 2: LAND PARCEL IDENTIFIER OF SWAN LOCATION 12754 ON SUPERSEDED PAPER
CERTIFICATE OF CROWN LAND TITLE CHANGED TO LOT 12754 ON DEPOSITED PLAN
193246 ON 04-SEP-02 TO ENABLE ISSUE OF A DIGITAL CERTIFICATE OF TITLE.

NOTE 3: THE ABOVE NOTE MAY NOT BE SHOWN ON THE SUPERSEDED PAPER CERTIFICATE
OF TITLE.



Chief Executive Office**Office of the CEO Reports****3.13 Decisions during COVID-19 Pandemic and Delegations and Authorisations**

File Ref:	9167V06 – 21/32305
Responsible Officer:	Executive Manager Governance and Legal
Disclosure of Interest:	Nil
Attachments:	1
Previous Items:	CE01-04/20 - Decisions During COVID-19 Pandemic - Ordinary Council - 07 Apr 2020 7:00pm CS04-04/20 - To Consider Rent Abatements to City's Tenants Due to the Economic Impact of the COVID-19 Pandemic - Ordinary Council - 07 Apr 2020 7:00pm CE02-06/20 - Decisions During COVID-19 Pandemic - Easing of Restrictions and Changes to Authorisations and Delegations - Ordinary Council - 02 Jun 2020 7:00pm SCS01-07/20 - Adoption of the 2020/21 - 2023/24 Corporate Business Plan and 2020/21 Annual Budget - Special Council - 20 Jul 2020 6:00pm (Special) SCS02-07/20 - Community Support and Financial Assistance Framework - Special Council - 20 Jul 2020 6:00pm (Special) SCS03-07/20 - Enterprise Funding Policy - Special Council - 20 Jul 2020 6:00pm (Special) SCS04-07/20 - Amendment to Financial Hardship - Collection of Rates and Service Charges Policy - Special Council - 20 Jul 2020 6:00pm (Special) CE04-08/20 - Decisions During COVID-19 Pandemic and Delegations and Authorisations - Ordinary Council - 25 Aug 2020 7:00pm

Issue

That Council note:-

- a) the decisions made in relation to the expanded delegations and authorisations approved by Council at its Ordinary Council Meeting of 25 August 2020 (CE04-08/20) as a result of the state and public health emergency;
- b) that all remaining expanded delegations and authorisations lapsed as of the ordinary Council Meeting held on 16 of February 2021; and
- c) that the extended authorisation to the CEO facilitated through resolution 9 of CE04-08/20) to make any and all changes to services (including ceasing or providing new services) and service levels as advised to Council Members through a memorandum (21/39063) dated 4 February 2021, will lapse at the conclusion of the 16 March 2021 Ordinary Council Meeting.

Background

In March 2020, in response to the COVID-19 Pandemic the Minister for Emergency Services declared a **State of Emergency** in Western Australia (WA); the Minister for Health declared a **Public Health State of Emergency** in WA; and the Governor-General of Australia declared that a **Human Biosecurity Emergency** exists in Australia in accordance with the Biosecurity Act 2015 (Cth).

In response, Council adopted several expanded authorisations and delegations to ensure that the City could with agility, effectively and efficiently respond to and manage the City's operations during the COVID-19 Pandemic and provide the necessary assistance to the community.

Detail

Decisions relating to the expanded authorisations and delegations are reported to Council Members on a fortnightly basis through the Council Members Hub and placed on the City's website.

Council's resolution (CE04-08/20) requires that all decisions made in relation to the expanded delegations and authorisations be formally reported to Council. The following table sets out the respective decisions made between the last report to Council dated 25 August 2020 (CE04-08/20) and this report:-

Details	Address of Recipient (Suburb only)	Date of Decision
Waiver, Grant of Concession or Write Off Monies Owing – to increase the Chief Executive Officer's limit to \$20,000 until the conclusion of the first Ordinary Council Meeting in 2021		
Nil		
Service and Service Levels		
Heritage House Opening Hours "Cockman and Buckingham House heritage sites will be open on Sundays in 2021 during the months March, April, May and September, October, November and closed for the remaining Winter and Summer months.	Community	15/09/2020
Temporary service level changes for Hainsworth and Yanchep Youth programs until 30 June 2021	Community	18/12/2020
All City of Wanneroo facilities closed for public access from 6pm on Sunday 31 January 2021 until 6pm on Friday 5 February 2021. This includes: <ul style="list-style-type: none"> a) Customer Service Centres (Civic Centre, Clarkson Library and YTRAC – face to face and reception). b) All City libraries c) Wanneroo Regional Museum, Buckingham House and Cockman House d) Wanneroo Gallery e) Aquamotion and Kingsway Indoor Stadium 	Community	4/02/2021

Details	Address of Recipient (Suburb only)	Date of Decision
f) All Community Transport services for both City delivered services and external hire g) All City community centres, youth centres and sporting facilities h) All Public BBQ's i) All Playgrounds, including Kingsway Splash pad j) GOLD Program		
The following initiatives postponed to a later date: a) Marangaroo Summer Sideshow – Sunday 7 February 2021 b) Community Waste Drop Off weekend – Saturday 6 and Sunday 7 February 2021 The cancellation of the Youth Outreach Program for the week commencing Monday 1 February 2021. The Annual General Meeting of Electors rescheduled to 2 March 2021.	Community	4/02/2021
Financial Hardship – Collection of Rates and Service Charges Policy		
\$3,864.31 Financial Hardship Application COVID hardship relief + payment arrangement of \$100/fn from 16/11/2020 to 28/06/2021 and \$155/fn from 12/07/2021 to 27/06/2022 (Not reported in previous Council report)	Butler	11/5/2020
\$6,892.64 Financial Hardship Application COVID hardship relief + payment arrangement of \$30/wk from 18/11/2020 to 12/01/2021 and \$200/w from 19/01/2021 to 30/06/2022. (Not reported in previous Council report)	Banksia Grove	11/5/2020
\$2,378.53 Financial Hardship Application COVID hardship relief + payment arrangement of \$100/fn from 12/11/2020 to 24/06/2022. (Not reported in previous Council report)	Koondoola	11/5/2020
\$1,920.80 - Financial hardship application - COVID hardship relief + Payment arrangement of \$170/m from 28/8/2020 to 30/6/2021	Wangara	10/8/2020
\$10,200.57 - Financial hardship application - COVID hardship relief + Payment arrangement of \$190/fn from 14/8/2020 to 30/6/2023	Tapping	10/8/2020
\$9,635.88 - Financial hardship application - COVID hardship relief + Payment arrangement of \$250/fn from 20/8/2020 to 30/6/2022	Butler	10/8/2020
\$3,533.70 - Financial hardship application - COVID hardship relief + Payment arrangement of \$60/wk from 7/8/20 to 31/8/21	Alkimos	10/8/2020
\$12,316.38 - Financial hardship application - COVID hardship relief + Payment arrangement of \$210/fn from 14/8/20 to 30/6/23	Pearsall	10/8/2020
\$2,267.01 - Financial hardship application - COVID hardship relief + Payment arrangement of \$190/m from 24/8/2020 to 1/6/2021	Landsdale	19/8/2020

Details	Address of Recipient (Suburb only)	Date of Decision
\$3,479.29 - Financial hardship application - COVID hardship relief + Payment arrangement of \$160/fn from 14/8/2020	Mindarie	19/8/2020
\$2,123.81 - Financial hardship application - COVID hardship relief + Payment arrangement of \$37/wk from 21/8/2020 to 31/8/2021	Landsdale	19/8/2020
\$1,603.29 - Financial hardship application - COVID hardship relief + Payment arrangement of \$58/fn from 31/8/2020	Koondoola	26/8/2020
\$1,454.96 - Financial hardship application - COVID hardship relief + Payment arrangement of \$30/wk from 4/9/2020	Ridgewood	4/9/2020
\$1,722.63 - Financial hardship application - COVID hardship relief + Payment arrangement of \$165/m from 14/9/2020	Marangaroo	8/9/2020
\$1,682.33 - Financial hardship application - COVID hardship relief + Payment arrangement of \$160/m from 25/9/2020	Yanchep	8/9/2020
\$2144.86- Financial Hardship Application COVID hardship relief + payment arrangement of \$200/m from 30/09/2020 to 30/07/2021	Tapping	29/9/2020
\$5842.04-Financial Hardship Application COVID hardship relief + payment arrangement of \$650/m from 28/10/2020 to 28/6/2021	Butler	30/9/2020
\$5669.98 Financial Hardship Application COVID hardship relief + payment arrangement of \$150/fn from 9/10/2020 to 2/7/2021 and \$165/fn from 16/7/2021 to 30/6/2022	Girrawheen	9/10/2020
\$5362.54 Financial Hardship Application COVID hardship relief + payment arrangement of \$50/fn from 7/10/2020 to 30/06/2021, \$120/fn from 14/07/2021 to 29/06/2022 and \$190/fn 13/07/2022 to 30/06/2023	Ridgewood	15/10/20
\$1,539.56 Financial Hardship Application COVID hardship relief + payment arrangement of \$650/m from 2/10/2020 to 2/6/2021	Alexander Heights	12/10/2020
\$2,133.17 Financial Hardship Application COVID hardship relief + payment arrangement of \$110/fn from 14/10/2020 to 30/6/2021	Landsdale	12/10/2020
\$2,237.76 Financial Hardship Application COVID hardship relief + payment arrangement of \$115/fn from 12/10/2020 to 30/6/2021	Mindarie	12/10/2020
\$2,308.80 Financial Hardship Application COVID hardship relief + payment arrangement of \$250/m from 10/10/2020 to 10/6/2021	Darch	12/10/2020
\$9333.59 Financial Hardship Application COVID hardship relief + payment arrangement of \$300/fn from 29/09/2020 to 31/01/2022	Marangaroo	19/10/2020
\$1,603.54 Financial Hardship Application COVID hardship relief + payment arrangement of \$280/m from 1/12/2020 to 1/9/2021	Hocking	23/10/2020
\$7,607.17 Financial Hardship Application COVID hardship relief + payment arrangement of \$380/m from 31/10/2020 to 30/06/2023.	Butler	30/10/2020

Details	Address of Recipient (Suburb only)	Date of Decision
\$4,713.82 Financial Hardship Application COVID hardship relief + payment arrangement of \$100/fn from 2/11/2020 to 30/06/2021 and \$175/fn from 1/07/2021 to 30/06/2022	Jindalee	30/10/2020
\$ 4635.20 Financial Hardship Application COVID hardship relief + payment arrangement of \$200/m from 16/11/2020 to 16/06/2021, \$230/m from 16/07/2021 to 16/06/2022 and \$290/m from 16/07/2022 to 16/06/2023	Yanchep	30/10/2020
\$13,234.96 Financial Hardship Application COVID hardship relief + payment arrangement of \$500/m from 19/11/2020 to 19/6/2021 and \$570/m from 19/7/2021 from 19/6/2023	Landsdale	30/10/2020
\$3,115.93 Financial Hardship Application COVID hardship relief + payment arrangement of \$100/m from 31/10/2020 to 30/06/2021, \$190/m from 30/07/2021 to 30/06/2022 and \$390/m from 30/07/2022 to 30/06/2023	Madeley	30/10/2020
\$4,713.60 Financial Hardship Application COVID hardship relief + payment arrangement of \$100/fn from 6/11/2020 to 30/06/2022 and \$150/fn from 1/07/2022 to 30/06/2023.	Yanchep	2/11/2020
\$3,161.79 Financial Hardship Application COVID hardship relief + payment arrangement of \$150/m from 28/10/2020 to 28/06/2021 and \$335/m from 28/07/2021 to 28/06/2022	Hocking	9/11/2020
\$13,586.90 Financial Hardship Application COVID hardship relief + payment arrangement of \$100/wk from 6/11/2020 to 25/06/2021, \$120/wk from 1/07/2021 to 24/06/2022 and \$165/wk from 1/07/2022 to 30/06/2023	Landsdale	9/11/2020
\$3,394.70 Financial Hardship Application COVID hardship relief + payment arrangement of \$70/mn from 15/11/2020 to 15/06/2021, \$210/mn from 15/07/2021 to 15/06/2022 and \$390/mn from 15/07/2022 to 15/06/2023	Landsdale	9/11/2020
\$2,788.53 Financial Hardship Application COVID hardship relief + payment arrangement of \$190/m from 15/11/2020 to 30/6/2021	Clarkson	12/11/2020
\$2,157.91 Financial Hardship Application COVID hardship relief + payment arrangement of \$80/m from 20/11/2020 to 20/6/2021; \$160/m from 20/7/2021 to 20/6/2022; \$340/m from 20/7/2022 to 20/6/2023	Mindarie	12/11/2020
\$1,158.51 Financial Hardship Application COVID hardship relief + payment arrangement of \$120/m from 19/11/2020 to 31/7/2021	Alkimos	12/11/2020
\$1,781.28 Financial Hardship Application COVID hardship relief + payment arrangement of \$100/fn from 12/11/2020 to 30/6/2021	Landsdale	12/11/2020
\$1,645.99 Financial Hardship Application COVID hardship relief + payment arrangement of \$100/fn from 13/11/2020 to 30/6/2021	Quinns Rocks	12/11/2020
\$2,056.16 Financial Hardship Application COVID hardship relief + payment arrangement of \$65/w from 18/11/2020 to 30/6/2021	Jindalee	12/11/2020
\$3,942.08 Financial Hardship Application COVID hardship relief + payment arrangement of \$25/fn from 13/11/2020 to 25/6/2021; \$110/fn from 9/7/2021 to 24/6/2022; \$180/fn from 8/7/2022 to 30/6/2023	Landsdale	12/11/2020

Details	Address of Recipient (Suburb only)	Date of Decision
\$4,963.76 Financial Hardship Application COVID hardship relief + payment arrangement of \$100/m from 30/10/2020 to 30/6/2021; \$480/m from 30/7/2021 to 30/6/2022	Koondoola	12/11/2020
\$4,438.79 Financial Hardship Application COVID hardship relief + payment arrangement of \$100/fn from 20/11/2020 to 25/6/2021; \$120/fn from 9/7/2021 to 24/6/2022; \$165/fn from 8/7/2022 to 30/6/2023	Mindarie	16/11/2020
\$4,271.14 Financial Hardship Application COVID hardship relief + payment arrangement of \$25/fn from 16/11/2020 to 28/6/2021; \$115/fn from 12/7/2021 to 27/6/2022; \$190/fn from 11/7/2022 to 26/6/2023	Butler	18/11/2020
\$15,511.09 Financial Hardship Application COVID hardship relief + payment arrangement of \$300/m from 1/10/2020 to 1/6/2021; \$650 per month from 1/7/2021 to 1/6/2022; \$800 per month from 1/7/2022 to 1/7/2023	Landsdale	18/11/2020
\$1,640.11 Financial Hardship Application COVID hardship relief + payment arrangement of \$100/fn from 25/11/2020 to 30/6/2021	Ashby	18/11/2020
\$8,876.08 Financial Hardship Application COVID hardship relief + payment arrangement of \$60/fn from 17/11/2020 to 29/6/2021; \$205/fn from 13/7/2021 to 28/6/2022 and \$315/fn from 12/7/2022 to 30/6/2023	Landsdale	18/11/2020
\$1,736.32 Financial Hardship Application COVID hardship relief + payment arrangement of \$30/wk from 17/11/2020 to 29/6/2021 and \$50/wk from 6/7/2021 to 28/6/2022	Clarkson	18/11/2020
\$1,876.04 Financial Hardship Application COVID hardship relief + payment arrangement of \$230/m from 19/11/2020 to 19/6/2021	Jindalee	18/11/2020
\$1,404.24 Financial Hardship Application COVID hardship relief + payment arrangement of \$60/fn from 26/11/2020 to 24/6/2021 and \$95/fn from 8/7/2021 to 24/6/2022	Marangaroo	23/11/2020
\$4,897.10 Financial Hardship Application COVID hardship relief + payment arrangement of \$40 per wk from 25/11/2020 to 24/6/2021; \$110 per wk from 7/7/2021 to 29/6/2022	Landsdale	27/11/2020
\$5,695.65 Financial Hardship Application COVID hardship relief + payment arrangement of \$100/fn from 26/11/2020 to 24/06/2021 and \$230/fn from 8/07/2021 to 30/06/2022.	Alkimos	30/11/2020
\$1,313.67 Financial Hardship Application COVID hardship relief + payment arrangement of \$200 per month from 5/1/2021 to 5/7/2021	Clarkson	24/12/2020

As at the date of this report, the declaration of emergencies detailed above all remain in force however recent low numbers of COVID-19 infections has prompted the West Australian State Government to relax most of the enforced restrictions.

For gatherings, the limit is still the 2 square metre rule (except for seated and ticketed performances at seated entertainment spaces within selected venues and places of worship). COVID Event Plans and COVID Safety Plans are also required to be in place to protect the community.

Council Meetings

Council meetings will continue to be held in person in Council Chambers with a limited capacity of 60 people. Members of the public are required to register before the meeting and should the attendees exceed 60 people in total, an alternative room will be made available to provide members of the public with access to an audio of the meeting.

Authorisations and Delegations of Authority to the CEO

Council granted extended authorisations and delegations to effectively manage the City's business and operations during the COVID-19 Pandemic. These delegations and authorisations have been incrementally "rolled-back" through previous reports to Council based on the different Phases of the Pandemic.

Consultation

Nil

Comment

There has been a substantial relaxation of restrictions in WA which has seen a number of expanded delegations and authorisations revoked so that the City may return to pre COVID-19 decision making processes and operations. Whilst the 2 square metre rule (except for seated and ticketed performances at seated entertainment spaces within selected venues and places of worship) remains as do some of the hard borders between States, it is recommended that the remaining expanded delegations and authorisations be revoked.

Council however, subject to a Closure and Restriction (Limit the Spread) Direction issued in accordance with section 71 and 72A of the Emergency Management Act 2005 that prohibits certain gatherings and activities which significantly affects the operation of the City of Wanneroo, delegated to the CEO the expanded delegations and authorisations adopted by Council at its 7 April 2020 (CE01-04/20), (CS04-04/20) respectively and as set out in Attachment 2 for a period of 120 days from the date of the Closure and Restriction (Limit the Spread) Direction.

It is proposed that Council extend the above delegation to the CEO (expanded to consider any direction issued under the section 71 of the Emergency Management Act 2005) until the first Ordinary Council Meeting in 2022 to ensure that City can adequately respond and maintain as many operations as possible during any period of restriction or lockdown within the period.

Statutory Compliance

5.42. Delegation of some powers and duties to CEO

- (1) *A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —*
 - (a) *this Act other than those referred to in section 5.43; or*
 - (b) *the Planning and Development Act 2005 section 214(2), (3) or (5).*

** Absolute majority required.*

- (2) *A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.*

5.43. Limits on delegations to CEO

A local government cannot delegate to a CEO any of the following powers or duties —

- (a) any power or duty that requires a decision of an absolute majority of the council;*
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;*
- (c) appointing an auditor;*
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;*
- (e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;*
- (f) borrowing money on behalf of the local government;*
- (g) hearing or determining an objection of a kind referred to in section 9.5;*
- (ha) the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;*
- (h) any power or duty that requires the approval of the Minister or the Governor;*
- (i) such other powers or duties as may be prescribed.*

5.45. Other matters relevant to delegations under this Division

- (1) Without limiting the application of sections 58 and 59 of the Interpretation Act 1984 —*
 - (a) a delegation made under this Division has effect for the period of time specified in the delegation or where no period has been specified, indefinitely; and*
 - (b) any decision to amend or revoke a delegation by a local government under this Division is to be by an absolute majority.*
- (2) Nothing in this Division is to be read as preventing —*
 - (a) a local government from performing any of its functions by acting through a person other than the CEO; or*
 - (b) a CEO from performing any of his or her functions by acting through another person.*

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

- (1) Subject to subsection (2) and any other written law, a local government may —*
 - (a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or*
 - (b) waive or grant concessions in relation to any amount of money; or*
 - (c) write off any amount of money, which is owed to the local government.*

** Absolute majority required.*

- (2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.*
- (3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.*
- (4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.*

Strategic Implications

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

“4 Civic Leadership

4.2 Good Governance

4.2.1 Provide transparent and accountable governance and leadership”

Risk Management Considerations

Risk Title	Risk Rating
CO-C01 Compliance Framework	Low
Accountability	Action Planning Option
Executive Manager Governance & Legal	manage

Risk Title	Risk Rating
CO-017 Financial Management	Moderate
Accountability	Action Planning Option
Director Corporate Strategy & Performance	manage

Risk Title	Risk Rating
ST-S23 Stakeholder Relationships	Low
Accountability	Action Planning Option
Chief Executive Officer	manage

The above risks relating to the issue contained within this report have been identified and considered within the City's Strategic and Corporate risk registers. The approval of authorisations and delegations of authority greatly assisted in the continuity of the City's leadership and efficient decision making in light of the COVID-19 Pandemic. Given the relaxation of the COVID-19 restrictions, specific authorisations and delegations are no longer required.

Policy Implications

Those policies and procedures that were amended to support the extended delegations and authorisations are to be reinstated to their substantive format, if affected by the recommendations set out in this report.

Financial Implications

The City's financial position is and will continue to be impacted by the COVID-19 Pandemic and the economic recovery.

Voting Requirements

Absolute Majority

Recommendation

That Council:-

1. **NOTES** the decisions made by Administration under the delegations and authorisations provided by Council's resolution CE04-08/20 as set out in the body of the report; and

2. Subject to a direction issued in accordance with section 71 and 72A of the Emergency Management Act 2005 that prohibits certain activities, gatherings, operations and movement of people which significantly affects the operation of the City of Wanneroo, **DELEGATES BY ABSOLUTE MAJORITY** to the CEO the expanded delegations and authorisations adopted by Council at its 7 April 2020 (CE01-04/20), (CS04-04/20) respectively and as set out in Attachment 1 from the date of this resolution until the first Ordinary Council Meeting in 2022, with such delegations of authority taking effect from the date of any respective direction for a period of 90 days.

Attachments:

1. [!\[\]\(e2376d476d06eb31946dc01a69a4403a_img.jpg\)](#) Attachment 1 - Decisions and Authorisations - Closure and Restriction (Limit the Spread) Direction 20/346975

Delegations and Authorisations During COVID-19 Pandemic

That Council:

1. **ADOPTS BY ABSOLUTE MAJORITY** the marked-up amendments to the delegation of authorities as follows:
 - a) **Delegation 1.1.24 – Fees and Charges – amend condition (b) to increase the Chief Executive Officer’s limit to \$20,000 as set out in Attachment 1;**
 - b) **Delegation 2.10.3 – Development Control – amendments as set out in Attachment 2; and**
 - c) **Delegation 1.1.14 – Choice of Most Advantageous Tender and Delegation 1.1.16 – Selecting the Next Most Advantageous – as set out in Attachment 3;**
2. **AUTHORISES** the Chief Executive Officer to:
 - a) **Subject to Regulation 11 of the *Local Government (Functions and General) Regulations 1996*, consider and renew all agreements that are due to expire within 90 days following the date of the Closure and Restriction (Limit the Spread) Direction;**
 - b) **Determine all applications received in respect of the City’s Donations and Youth Sponsorships Policy;**
 - c) **Receive, note, forward all petitions to the relevant Directorate and determine the appropriate action in respect of the petition request;**
 - d) **Make any and all changes to services (including ceasing or providing new services) and service level as deemed necessary by the Chief Executive Officer; and**
 - e) **If necessary, make an application to the Department of Local Government, Sport and Cultural Industries for the Minister of Local Government, Heritage, Culture and the Arts’ to approve a reduction of the number of Council offices required to achieve a quorum to convene an Ordinary Council Meeting or Special Council Meeting;**
3. **ACKNOWLEDGES** that the CHIEF EXECUTIVE OFFICER **AUTHORISES** the:
 - a) **Director Corporate Strategy and Performance to determine all applications received in respect of the City’s Donations and Youth Sponsorship Policy; and**
 - b) **Director Corporate Strategy and Performance, Chief Operating Officer and Manager Finance to determine all requests in respect of the City’s Financial Hardship – Collection of Rates and Service Charges Policy;**

4. ACCEPTS that:

- a) The 3 Year Internal Audit Plan will be suspended for a period of 120 days with no new planned internal audits to be undertaken however the Audit Log will continue to be managed and reported to the Audit and Risk Committee noting that some of the audit recommendations may require further extensions of time to complete;
- b) The Community Development Funding and Community Event Funding Applications received in accordance with the City's Community Funding Policy will be deferred and determined by Council at a later Ordinary Council Meeting;
- c) Consideration of proposals received from the community and/or stakeholders in respect of projects, services or of any nature related to the City will be deferred for a period of 90 days or further period as approved by Council; and
- d) Except where required by legislation, community consultation and engagement will not occur for an initial period of 90 days subject to Council approving any extensions;

5. NOTES that:

- a) The City will comply with advice and directions of the Commonwealth and State Government, and the Department of Health WA in relation to the City's compliance function and the City will seek to achieve compliance where it is in the public interest to do so, and consider the most appropriate enforcement action considering the public interest and any risk to public safety; and
- b) The City's debt collection processes in relation to new debts owed to the City are suspended however any current matters before the Magistrates Court are subject to court scheduling and processes; and

6. NOTES that all decisions made in accordance with resolutions 1 to 5 above, as applicable will be:

- a) notified to Council Members on a fortnightly basis through the Council Members' portal; and
- b) formally reported to Council at an Ordinary Council Meeting.

ATTACHMENT 1 – DELEGATION 1.1.24

1.1.24 WAIVER, GRANT OF CONCESSION OR WRITE OFF OF MONIES OWING

Function Delegated: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<p>1. The waiver or grant of concessions in relation to any amount of money that it is owed to the City (but specifically excludes rates and service charges); or</p> <p>2. The write off of any amount of money that it is owed to the City.</p> <p>Note that:</p> <ul style="list-style-type: none"> Function 1 applies to fees and charges as they are incurred; and Function 2 applies to debts owed to the City.
Statutory Power being Delegated:	<i>Local Government Act 1995</i> s.6.12(1) (b) & (c) Power to defer, grant discounts, waive or write off debts
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<i>Local Government Act 1995:</i> s.5.42 – Delegation of some power or duties to the CEO s.5.43 – Limitations on delegation to the CEO
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	<p>Subject to:</p> <p>a) Section 6.12(2) of the Act which states that Section 6.12 (1) (b) "waive or grant concessions" does not apply to an amount of money owing in respect of rates and service charges;</p> <p>b) the waiver, concession or write off of money owing not exceeding \$4020,000. All waivers, concessions or write offs of money owing greater than \$5001 to be reported to the Audit and Risk Committee; and</p> <p>c) Council's Accounting Policy.</p>
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	<p>Director Corporate Strategy & Performance</p> <p>Director Community & Place</p> <p>Director Assets</p> <p>Director Planning & Sustainability</p>
CEO's Conditions on Sub-delegation:	Subject to the <u>same</u> conditions on delegation to the CEO <u>except to a maximum of \$10,000.</u>

Record Keeping Statement (LGA 1995) s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	The full details of the waiver, concession or write off to be recorded on the appropriate financial record.	
Compliance Links	Financial Interest Return required - Yes	
Delegation Administration:		
Decision Reference	Decision Reference	Decision Reference
1. 17/46347	6.	11.
2. CE01-06/18	7.	12.
3. 19/470186	8.	13.
4.	9.	14.

ATTACHMENT 2 – DELEGATION 2.10.3

2.10.3 DEVELOPMENT CONTROL

Function Delegated: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> 1. Determination of applications for planning approval (including the exercise of discretion under District Planning Scheme No. 2 and the Residential Design Codes); and 2. All matters which arise out of the imposition of conditions on planning approvals under the District Planning Scheme No. 2
Statutory Power being Delegated:	The power to determine applications for planning approvals lodged pursuant to Clause 60 of Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> (the deemed provisions) and Clause 28 of the Metropolitan Region Scheme including all applicable decisions under the District Planning Scheme No. 2 and the Metropolitan Region Scheme.
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<i>Planning and Development (Local Planning Schemes) Regulations 2015</i> (the deemed provisions) Clause 82
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	<p>Council and Business Practice Condition</p> <ol style="list-style-type: none"> a) Any application will be referred to Council for determination if an Elected Member requests such referral by written request to the Manager Approval Services; b) Any application for determination by the City that has been advertised for public comment shall be referred to Council for determination if any objection has been received that, in the opinion of the Chief Executive Officer, raises relevant planning considerations that cannot be specifically addressed or overcome by: modification of the proposal; imposition of appropriate conditions of approval; or compliance with the applicable deemed-to-comply provisions and/or design principles of the R-Codes; compliance with the objectives and provisions of DPS2 and the relevant considerations under the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2, Part 67 Matters to be considered by local government. c) Any application for determination by the City will be referred to Council for determination if requested by the applicant in writing;

	<p>d) Any application for an Industry – Extractive, Industry – General, Industry – Hazardous, or Concrete Batching Plant, may be determined under delegation.</p> <p>c) To determine a development application subject to a section 31 reconsideration Order issued by the State Administrative</p>
Statutory Power to Sub-Delegate:	<i>Planning and Development (Local Planning Schemes) Regulations 2015, Clause 83</i>
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	<p>Director Planning & Sustainability Manager Approval Services Coordinator Planning Services Coordinator Building Services Specialist Planner – Approval Services Specialist Project Planner Senior Planners Senior Building Surveyors</p>
CEO's Conditions on Sub-delegation:	<p>The exercise of this delegated authority is conditional on the following:</p> <p>a) Any application will be referred to Council for determination if an Elected Member requests such referral by written request to the Manager Approval Services;</p> <p>b) Any application for determination by the City that has been advertised for public comment shall be referred to Director Planning and Sustainability for determination if any objection has been received that, in the opinion of the Manager Approval Services, raises relevant planning considerations that cannot be specifically addressed or overcome by:</p> <ul style="list-style-type: none"> • modification of the proposal; • imposition of appropriate conditions of approval; or • compliance with the applicable deemed-to-comply provisions and/or design principles of the R-Codes. <p>c) Any application for determination by the City will be referred to Council for determination if requested by the applicant in writing;</p> <p>c) Any application for an Industry – Hazardous or Concrete Batching Plant, may be determined by the Director Planning & Sustainability, Manager Approval Services or Coordinator Planning Services. Any application for Industry – Extractive may be determined by Director Planning & Sustainability, Manager Approval Services, Coordinator Planning Services, Specialist Planner – Approval Services or Specialist Project Planner. Any application for Industry – General may be determined by Director Planning & Sustainability, Manager Approval Services, Coordinator Planning Services or Senior Planners.</p>

	<p>d) Determination of a development application subject to a section 31 reconsideration Order issued by the State Administrative Tribunal shall be determined by the Director Planning & Sustainability or the Manager Approval Services.</p> <p>This delegated authority is limited for the Coordinator Building Services and Senior Building Surveyors as follows:</p> <p>a) to only make decisions related to applications seeking variation/s to the deemed-to-comply requirements of the R-Codes or provisions of a relevant structure plan or local development plan for a Single House located in a Residential Zone or any of the following on the same lot as a Single House:</p> <ul style="list-style-type: none"> i) outbuildings, garages or carports; ii) patios or verandas; iii) street walls or fences; and iv) retaining walls, and <p>b) Providing that the application for development (outlined in point a) above) is not located in a place that is:-</p> <ul style="list-style-type: none"> • Entered in the Register of Heritage Places under the <i>Heritage of Western Australia Act 1990</i>; or • Included on a heritage list prepared in accordance with DPS 2; • Within an area designated under DPS 2 as a heritage area; or • The subject of a heritage agreement entered into under the <i>Heritage of Western Australia Act</i> section 29; 										
<p>Record Keeping Statement (LGA 1995) s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</p>	<p>Copies of approvals given and reports of actions taken are to be retained on the appropriate file or record.</p>										
<p>Compliance Links</p>	<p><i>Financial Interest Return required - No</i></p>										
<p>Delegation Administration:</p>											
<p>Decision Reference</p> <ol style="list-style-type: none"> 1. CB01-11/14 and OC01-11/14 2. PS11-10/15 3. 16/436067 4. CE03-03/17 & 17/73467 	<table border="1"> <thead> <tr> <th data-bbox="587 1435 954 1458">Decision Reference</th> <th data-bbox="954 1435 1356 1458">Decision Reference</th> </tr> </thead> <tbody> <tr> <td data-bbox="587 1458 954 1480">6. CE06-05/17</td> <td data-bbox="954 1458 1356 1480">11. 19/104903</td> </tr> <tr> <td data-bbox="587 1480 954 1503">7. CE01-06/18</td> <td data-bbox="954 1480 1356 1503">12.</td> </tr> <tr> <td data-bbox="587 1503 954 1525">8. 18/203840</td> <td data-bbox="954 1503 1356 1525">13.</td> </tr> <tr> <td data-bbox="587 1525 954 1547">9. 18/455559</td> <td data-bbox="954 1525 1356 1547">14.</td> </tr> </tbody> </table>	Decision Reference	Decision Reference	6. CE06-05/17	11. 19/104903	7. CE01-06/18	12.	8. 18/203840	13.	9. 18/455559	14.
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7. CE01-06/18	12.										
8. 18/203840	13.										
9. 18/455559	14.										

ATTACHMENT 3 – DELEGATIONS 1.1.14 AND 1.1.16

1.1.14 CHOICE OF MOST ADVANTAGEOUS TENDER

Function Delegated: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<p>1. To consider the most advantageous tender to accept by means of a written evaluation of the extent of which each tender satisfies the criteria and has not been rejected in accordance with Regulations 18(1), 18(2) or 18(3) of the Local Government (Function and General) Regulations 1996.</p> <p>2. To decline to accept any tender.</p>
Statutory Power being Delegated:	<i>Local Government (Function and General) Regulations 1996</i> r.18(4), (4a) & (5) Rejecting and accepting tenders
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Power Delegated to:	Chief Executive Officer.
Council's Conditions on Delegation:	<p>Function 1 is subject to a provision in the adopted Annual Budget and / or the Long Term Financial Plan and limited to:</p> <p>Tenders resulting from the expiry of a recurring contract – \$5 million (life of contract).</p> <p>Supply of plant and equipment – to a maximum amount of \$2,000,000.</p> <p>All other tenders – to a maximum amount of \$1,000,000.</p>
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s.5.44 CEO may delegate some powers and duties to other employees
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	<p>All Directors (execution of contractual documents only)</p> <p>Where the CEO has a conflict of interest that precludes the CEO from exercising this delegation of authority, the CEO delegates to a Director the authority to exercise this function providing that the Director is not the same Director making the recommendation to the CEO.</p>
CEO's Conditions on Sub-delegation:	Once the tender has been accepted by the CEO or Director, the CEO or any Director may execute the contractual documents relating to the acceptance of the tender in accordance with the City's Execution of Documents Policy.
Record Keeping Statement (LGA 1995) <i>s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</i>	Acceptance must be recorded in the appropriate record and in the Tender Register as required by Regulation 17 of the Local Government (Functions and General) Regulations 1996.

Compliance Links	Delegation 4.5.4 – Execution of Documents		
	City of Wanneroo Execution of Documents Policy and Management Procedure		
Financial Interest Return required - Yes			
Delegation Administration:			
Decision Reference	Decision Reference	Decision Reference	
1. CE04-12/16	6.	11.	
2. 16/421025	7.	12.	
3. 17/335505	8.	13.	
4. CE01-06/18	9.	14.	

1.1.16 SELECTING THE NEXT MOST ADVANTAGEOUS TENDER

Function Delegated: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	If the successful tenderer is unwilling or unable to accept the contract with the variation or the local government and the tenderer cannot reach agreement, select the next most advantageous tenderer.
Statutory Power being Delegated:	<i>Local Government (Function and General) Regulations 1996</i> r.20(2) Variation of requirements before entry into contract
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	Subject to:- <ul style="list-style-type: none"> • r.20(2) of the Local Government (Functions and General) Regulations 1996; and • A provision in the adopted Annual Budget and / or the Long Term Financial Plan and limited to: • Tenders resulting from the expiry of a recurring contract – \$5 million (life of contract). • Supply of plant and equipment – to a maximum amount of \$2,000,000. • All other tenders – to a maximum amount of \$1,000,000. <p style="text-align: center;">○</p>
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s.5.44 CEO may delegate some powers and duties to other employees
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	All Directors (execution of contractual documents only) Where the CEO has a conflict of interest that precludes the CEO from exercising this delegation of authority, the CEO delegates to a Director the authority to exercise this function providing that the Director is not the same Director making the recommendation to the CEO.
CEO's Conditions on Sub-delegation:	Once the tender has been accepted by the CEO or Director, the CEO or any Director may execute the contractual documents relating to the acceptance of the tender in accordance with the City's Execution of Documents Policy.
Record Keeping Statement (LGA 1995) <i>s.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</i>	Acceptance must be recorded in the appropriate record and in the Tender Register as required by regulation 17 of the Local Government (Functions and General) Regulations 1996.

Compliance Links	Delegation 4.5.4 – Execution of Documents		
	City of Wanneroo Execution of Documents Policy and Management Procedure		
Financial Interest Return required - Yes			
Delegation Administration:			
Decision Reference		Decision Reference	
1. CE06-05/17		6.	
2. CE01-06/18		7.	
3.		8.	
4.		9.	
		11.	
		12.	
		13.	
		14.	

Governance & Legal

3.14 Proposed New Delegation of Authority - Obstruction of Footpaths and Thoroughfares

File Ref:	9167V06 – 21/60182
Responsible Officer:	Executive Manager Governance and Legal
Disclosure of Interest:	Nil
Attachments:	1

Issue

To consider a proposed new instrument of delegation relating to the obstruction of footpaths and thoroughfares.

Background

The City currently issues Verge Permits that approve the placement of items on a footpath or in a thoroughfare under the *Public Places and Local Government Property Local Law 2015* (the **Local Law**). A review of this process has identified that it is more appropriate for this function to be performed under the *Local Government (Uniform Local Provisions) Regulations 1996* (the **Regulations**).

Detail

The temporary placement of materials on a footpath or thoroughfare is often necessary during the construction of a building on adjacent private property. This is particularly necessary in areas with high-density codings where the lot size restrict the activities and storage on the private property. Administration currently has a robust process for considering requests to place materials on a footpath or thoroughfare to ensure there is no risk to the public or passing traffic.

A review of the approvals process for the placement of items on a footpath or thoroughfare has identified that approvals issued under the Regulations as opposed to the Local Law, provides for the ability to charge the prescribed statutory fee.

Approvals for the placement of material on a footpath or thoroughfare under the Local Law is through an authorised officer, whereas a delegation of authority is required under the Regulations.

Consultation

Nil

Comment

The proposed Delegation – Obstruction of Footpaths and Thoroughfares as set out in **Attachment 1** provides for the delegation of the functions to provide approvals under the Regulations as well as the ability to enforce requests to remove items from footpaths and public thoroughfares if required.

Statutory Compliance

Local Government Act 1995

s.5.42 Delegation of some powers or duties to the CEO

- s.5.43 *Limitations on delegations to the CEO*
Local Government (Uniform Local Provisions) Regulations 1996
 r.5(2) *Interfering with, or taking from, local government land*
 r.6 *Obstruction of public thoroughfare by things placed and left – Sch. 9.1 cl.3(1)(a)*
 r.7A *Obstruction of public thoroughfare by fallen things – Sch.9.1 cl.3(1)(b)*
 r.7 *Encroaching on public thoroughfare – Sch.9.1.cl.3(2)*

Strategic Implications

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

- “4 *Civic Leadership*
 4.2 *Good Governance*
 4.2.1 *Provide transparent and accountable governance and leadership*”

Risk Management Considerations

Risk Title	Risk Rating
CO-C01 Compliance Framework	Low
Accountability	Action Planning Option
Executive Manager Governance & Legal	Manage

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

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

Policy Implications

Nil

Financial Implications

Nil

Voting Requirements

Absolute Majority

Recommendation

That Council ADOPTS by ABSOLUTE MAJORITY the new delegation as set out in Attachment 1 relating to the Obstruction of Footpaths and Thoroughfares.

Attachments:

1. Attachment 1 - Proposed Instrument of Delegation - Obstruction of Footpaths and Thoroughfares

21/60199 Minuted

Obstruction of Footpaths and Thoroughfares

Function Delegated: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> 1. Authority to determine, by written notice served on a person who is carrying out plastering, painting or decorating operations (the work) over or near a footpath on land that is local government property, to require the person to cover the footpath during the period specified in the notice so as to: <ol style="list-style-type: none"> a) prevent damage to the footpath; or b) prevent inconvenience to the public or danger from falling materials [ULP r.5(2)]. 2. Authority to provide permission including imposing appropriate conditions or to refuse to provide permission, for a person to place on a specified part of a public thoroughfare one or more specified things that may obstruct the public thoroughfare. [ULP r.6(2) and (4)]. 3. Authority to renew permission to obstruct a thoroughfare and to vary any condition imposed on the permission effective at the time written notice is given to the person to whom permission is granted [ULP r.6(6)]. 4. Authority to require an owner or occupier of land to remove any thing that has fallen from the land or from anything on the land, which is obstructing a public thoroughfare [ULP r.7A]. 5. Authority to require an owner/occupier of land to remove any part of a structure, tree or plant that is encroaching, without lawful authority on a public thoroughfare [ULP r.7].
Statutory Power being Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> <i>r.5 (2) Interfering with, or taking from, local government land</i> <i>r.6 Obstruction of public thoroughfare by things placed and left - Sch. 9.1 cl. 3(1)(a)</i> <i>r.7A Obstruction of public thoroughfare by fallen things – Sch.9.1 cl.3(1)(b)</i> <i>r.7 Encroaching on public thoroughfare – Sch.9.1. cl.3(2)</i>
Power is originally assigned to:	Local Government
Statutory Power of Delegation	<i>Local Government Act 1995:</i> <i>s.5.42 Delegation of some powers or duties to the CEO</i> <i>s.5.43 Limitations on delegations to the CEO</i>
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	Actions under this Delegation must comply with procedural requirements detailed in the Local Government (Uniform Local Provisions) Regulations 1996 .
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> <i>s5.44 CEO may delegate powers or duties to other employees</i>
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	<div> <div> <u>Functions 1, 4 and 5 only</u> Director Community & Place Manager Community Safety & Emergency Management Coordinator Community Safety Senior Rangers </div> <div> <u>Functions 2 and 3 only</u> Planning & Sustainability Manager Approval Services Coordinator Building Services Senior Building Surveyors </div> </div>

CEO's Conditions on Sub-delegation:	<p>a) Actions under this Delegation must comply with procedural requirements detailed in the Local Government (Uniform Local Provisions) Regulations 1996.</p> <p>b) Permission may only be granted where, the proponent has:</p> <ul style="list-style-type: none"> i) Where appropriate, obtained written permission from each owner of adjoining or adjacent property which may be impacted by the proposed obstruction. ii) Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good public assets damaged by the obstruction at the completion of works. iii) Provided evidence of sufficient Public Liability Insurance. iv) Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Record Keeping Statement (LGA 1995) s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	<p>The permission and notice issued to be in writing and recorded on the appropriate record.</p>
Compliance	<p><i>Financial Interest Return Required – Yes</i></p>

3.15 Council Members, Committee Members and Candidate Code of Conduct

File Ref: 2388 – 21/62762
Responsible Officer: Executive Manager Governance and Legal
Disclosure of Interest: Nil
Attachments: 2

Issue

To consider matters following the commencement of the *Local Government (Code of Conduct) Regulations 2021*, namely:

1. authorising of one or more persons to receive complaints and withdrawals of complaints; and
2. approval of the form for making a complaint of an alleged breach under Regulation 11.

Background

On 27 June 2019, the *Local Government Legislation Amendment Act 2019 (Amendment Act)* was passed in Parliament. The Act introduced the requirement for a mandatory code of conduct for council members, committee members and candidates.

On 3 February 2021, the *Local Government (Model Code of Conduct) Regulations 2021 (Model Code)* was enacted to give effect to the Amendment Act requirements.

The Department of Local Government, Sport and Cultural Industries (**Department**) has advised local governments that there will be an implementation phase of up to three months where local governments must undertake a series of actions to operationalise the new regulations.

Detail

In accordance with *section 5.104(5)* of the *Local Government Act 1995*, the Model Code applies until such time as the City formally adopts a code (with or without additions).

A transitional approach to implementation has been recommended by the Department which requires initial decisions by Council related to:

- appoint one or more persons to receive complaints and withdrawals of complaints under Regulation 11; and
- approve the form for making a complaint of an alleged breach under Regulation 11

Further arrangements to operationalise the new requirements will be presented to future meetings of Council.

Complaints made before the commencement of the new Regulations are not impacted by the changes and will be managed in accordance with the City's current processes.

Consultation

Council's submission adopted on 14 December 2020 (CE01-12/20) in the main supported the draft Model Code, however the minor amendments proposed by Council for inclusion in the Model Code were not considered or incorporated into the Model Code. In respect of the content of this report, Council is to note the following extract from its submission:-

1. *Local governments should not have the responsibility to investigate and determine complaints and breaches of the Model Code. Local governments have extremely limited investigative powers and no power to compel council members or committee members to engage in an investigation process. There is the potential to render a local government CEO's position as untenable in circumstances where a CEO is required to undertake an investigation of a member of their employer body (council member) and report the findings to council for determination.*
2. *The Regulations should prescribe the forms to lodge a complaint. Individual local governments should not determine or approve complaint forms as this would provide no consistency across the sector.*
3. *There should be a reasonable time available for a complainant to submit a complaint and 1 month is not sufficient. Suggest that this should be three (3) months from the date of the alleged breach.*
4. *Engaging independent investigators can be significant. Both the Local Government Act Review Panel and the City of Perth Inquiry recommend that an independent body with both investigative and enforcement powers, be established to manage, investigate and determine complaints and allegations of breach. The City considers this the most appropriate complaints handling model.*

Comment

The regulatory amendments, as already indicated, have not incorporated the City's recommendations, other than to provide standardised complaint forms. In particular Council is to note that:-

1. Council is required to consider and resolve complaints under Division 3 of the Model Code.
2. The Department has provided templates for the submission of complaints under Division 3 and 4 of the Model Code. These forms will be incorporated into the procedure to manage complaints.
3. The Regulations require that complaints received under Division 3 of the Model Code must be made within 1 month of the alleged breach and within 6 months under Division 4.
4. The Regulations require that the Council adopt procedures for receiving and dealing with complaints received under Division 3 (Behaviour) of the Model Code. Complaints received under Division 4 of the Model Code are to be considered by the Standards Panel.

Apart from the consideration and adoption of the Model Code, the commencement of the new regulations requires Council to adopt new processes and procedures to deal with complaints under Regulation 11.

The majority of these actions will be discussed with Council prior to presenting to the Ordinary Council Meeting on 20 April 2021 for adoption. Given the complexity and potential for unintended consequences resulting from the legislation, City Officers will draw from the sector in presenting a workable approach to Council. In the immediate term however, the Department has identified two actions that require Council's attention:

1. authorising one or more persons to receive complaints and withdrawals of complaints of the Model Code under Regulation 11; and

2. approving the form for making a complaint of an alleged breach under Regulation 11.

Authorising person to receive complaints and withdrawal of complaints of the Model Code

Regulation 11 requires the local government to authorise a person or persons to be the complaints officer for the purpose of receiving complaints and withdrawal of complaints under the Model Code.

This position is distinct from the 'Complaints Officers' responsible for receiving complaints of a serious or minor breach of the Local Government Act 1995 under section 5.120 of the Act.

Beyond receiving and withdrawing complaints under the Model Code, the person or persons appointed under Regulation 11 has no legislative responsibilities. In accordance with the Regulations, it is the role of the local government (meaning Council) to adjudicate on alleged breaches of Division 3 of the Model Code. This will be discussed with Council in a separate forum.

For the purposes of Regulation 11, it is proposed that the Director Corporate Strategy and Performance (the City's current Complaints Officer for the purposes of Section 5.120 of the Act) be authorised as the City's Complaints Officer and in the absence of the Director or where a conflict of interest exists, the Executive Manager Governance and Legal to be authorised to receive complaints.

Attachment 1 sets out an instrument of authorisation to effect the above.

Council is to note that all investigation of complaints will be undertaken by an independent investigator, with the report (and findings) presented to Council for consideration and determination.

Approval of the form for making a complaint of an alleged breach under Regulation 11.

Regulation 11 requires the local government to approve the form for making a complaint of an alleged breach. The Department has prepared a template of this form for local governments. The Department's template has been adapted with the City's branding and is set at **Attachment 2**.

Statutory Compliance

Regulation 11 of the Local Government (Model Code of Conduct) Regulations 2021

11. Complaint about alleged breach

- (1) *A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.*
- (2) *A complaint must be made —*
 - (a) *in writing in the form approved by the local government; and*
 - (b) *to a person authorised under subclause (3); and*
 - (c) *within 1 month after the occurrence of the alleged breach.*
- (3) *The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints.*

Strategic Implications

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

“4 Civic Leadership

4.2 Good Governance

4.2.1 Provide transparent and accountable governance and leadership”

Risk Management Considerations

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

Policy Implications

Nil

Financial Implications

Nil

Voting Requirements



Simple Majority

Recommendation

That Council:-

1. **AUTHORISES** the Director Corporate Strategy and Performance and in the absence of the Director or where a conflict of interest exists, the Executive Manager Governance and Legal, as the Complaints Officer under *Regulation 11* of the *Local Government (Model Code of Conduct) Regulations 2021* in accordance with the instrument of authorisation shown at Attachment 1; and
2. **APPROVES** the form set out at Attachment 2 as the City's Model Code of Conduct complaint form under *Regulation 11* of the *Local Government (Model Code of Conduct) Regulations 2021*.

Attachments:

- | | | | |
|---|---|----------|---------|
| 1  | Attachment 1 - Authorisation to receive and withdraw complaints | 21/64086 | Minuted |
| 2  | Attachment 2 - Complaint of Breach Form Code of Conduct for Council members, Committee members and Candidates | 21/63869 | Minuted |

4.4.8 LOCAL GOVERNMENT (RULES OF CONDUCT) REGULATIONS 2021 - AUTHORISATION TO RECEIVE AND WITHDRAW COMPLAINTS

Function Authorised: <i>This text is provided as a reference only. Authorised Officers shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	Authorised to receive and withdraw complaints under Regulation 11 (3) of the Local Government (Model Code of Conduct) Regulations 2021.
Statutory Power being Authorised:	Regulation 11 (2) (a) and (b) Local Government (Rules of Conduct) Regulations 2021
Power is originally assigned to:	Local Government
Statutory Power of Authorisation	Regulation 11 (3) The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints.
Position/s Authorised	Director Corporate Strategy and Performance; or The Executive Manager Governance and Legal in the absence of the Director or where a conflict of interest exists.
Legislative Conditions on Authorisation	A complaint must be made — (a) in writing in the form approved by the local government; and (b) to a person authorised under subclause (3); and (c) within 1 month after the occurrence of the alleged breach.
Record Keeping Statement (LGA 1995) s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	All documentation relative to the decision is to be retained as required by legislation.
Compliance Links	Financial Interest Return Required - No

Authorised: This text is provided as a reference only. Authorised Officers shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below]. Authorisation to effect administrative, non-substantive changes to the Code of Conduct. Statutory Power being Authorised: Local Government Act 1995 s5.103(1) Codes of conduct Power is originally assigned to: CEO Statutory Power of Authorisation Local Government Act 1995: s5.46(2)(b) Other matters relevant to delegations under this Division Positions Authorised: Executive Manager Governance & Legal CEO's Conditions on Authorisation: N/A Record Keeping Statement (LGA 1995) s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty." A record is to be maintained of all changes authorised Compliance Links Financial Interest Return Required – No Delegation Administration: Decision Reference Decision Reference Decision Reference 1. 6. 11. 2. 7. 12. 3. 8. 13. 4. 9. 1



Schedule 1, Division 3 of the *Local Government (Model Code of Conduct) Regulations 2021*

The complaint must be made to the authorised officer within one month after the occurrence of the alleged breach.

Name of person who is making the complaint:	
Given Name:	Family Name:
Contact details of person making the complaint:	
Address:	
Contact number:	Email:
Name of the local government concerned:	City of Wanneroo
Name of council member, committee member, candidate alleged to have committed the breach:	
State the full details of the alleged breach. Attach any supporting evidence to your complaint form.	
Date of alleged breach:	/ /
SIGNED:	
Date:	/ / Complainant's Signature
Received by Authorised Officer:	

Signature:	
Date received:	Noelene Jennings, Director Corporate Strategy and Performance
Forward to:-	Complaints@wanneroo.wa.gov.au ; Or City of Wanneroo Locked bag 1 Wanneroo WA 6969 ATT: Director Corporate Strategy and Performance

NOTE:

1. A complaint about an alleged breach must be made:-
 - (a) in writing in the form approved by the local government;
 - (b) to an authorised person; and
 - (c) within one month after the occurrence of the alleged breach.
2. This form should be completed, dated and signed by the person making a complaint of an alleged breach of the Code of Conduct.
3. The complaint is to be specific about the alleged breach and include the relevant section/subsection of the alleged breach.

3.16 Annual Compliance Audit Return

File Ref: 6800V03 – 21/65628
Responsible Officer: Executive Manager Governance and Legal
Disclosure of Interest: Nil
Attachments: 1

Issue

To consider the City of Wanneroo's (**City**) Audit and Risk Committee's recommendation to adopt the Annual Compliance Audit Return (**CAR**) for the period 1 January 2020 to 31 December 2020.

Background

Local government authorities are required to carry out an annual compliance audit against specific requirements of the *Local Government Act 1995* and relevant regulations that are set out in the CAR which must then be submitted to the Department of Local Government, Sport and Cultural Industries (the **Department**) by 31 March each year.

The Audit and Risk Committee reviewed the completed CAR (**Attachment 1**) and the Internal Audit Report provided by the City's Auditors (William Buck) (**Auditors**) to support management responses on 23 February 2020. The Audit and Risk Committee recommends Council adopt the CAR for submission to the Department.

Detail

Compliance Audit Return

The Department released the CAR on its Smart Hub, a secure and centralised portal for all Western Australian local governments to connect to and interact with the Department, on 2 December 2020. The 2020 CAR comprises 102 questions under 11 categories.

Relevant sections of the CAR were allocated to Managers for completion using the City's compliance software, with responses collated by Governance and provided to the Auditors for review.

Internal Audit

The Auditors undertook a review of 96 of the 102 requirements presented in the CAR.

The objective of the Audit was to consider the adequacy and effectiveness of key controls within the City to meet its compliance obligations. Based on the limited testing performed on 90 of the requirements in the CAR, there were no areas identified where management responses contradicted the supporting evidence provided.

There were 2 areas of non-compliance and a performance improvement opportunity identified.

Consultation

CAR questions were assigned to relevant administrative service units with approval and sign-off by the Director responsible for the function prior to being amalgamated into the final CAR.

Consultation with the relevant stakeholders to review the processes supporting the CAR responses and any management concerns were discussed and documented.

The Audit and Risk Committee reviewed the CAR and the Audit report, and recommends Council adopt the CAR for submission to the Department. As part of the internal audit process, one performance improvement opportunity was identified and is detailed below.

Comment

Council should note that there were two incidents of non-compliance identified in the CAR.

Non Compliance

1. **Disclosure of Interest:** *Question 11 - Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B, in the form prescribed in Admin Reg 28A?*

The City published two registers on its website, one for disclosures of notifiable gifts received by the CEO and one for the disclosure of notifiable gifts received by Council Members.

The *Local Government (Administration) Regulations 1996* requires that disclosure of notifiable gifts by Council Members and the Chief Executive Officer are to be published in the prescribed Form 4 format.

Although the Council Member disclosures were published in the correct format the separate register published for the CEO's disclosures was not in the prescribed format.

The two registers have now been amalgamated into the prescribed Form 4 format and published to the City's website.

2. **Elections:** *Question 3 - Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with Elect Reg 30G(6)?*

It has been identified that the Elections Register as required by the *Local Government (Elections) Regulations 1997* was not been published to the City's website when it became a requirement.

The City has since published the register in the correct format.

Performance Improvement Opportunities

Tenders for Providing Goods and Services: *Question 11 - Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?*

Regulation 19 of the *Local Government (Functions and General) Regulations 1996* stipulates that the CEO is to give each tenderer notice in writing containing particulars of the successful tender or advising that no tender was accepted. At the time of the review it was identified that the Manager Contracts and Procurement was signing the notifications without the required formal authorisation from the CEO.

An authorisation has now been formalised.

Statutory Compliance

The compliance programs of a local government are a strong indication of attitude towards meeting legislative requirements. A function of the Audit and Risk Committee in regard to monitoring compliance programs typically includes monitoring compliance with legislation and regulations, reviewing the CAR and reporting to Council the results of that review.

Local Government (Audit) Regulations 1996 refer:-

"14. Compliance audits by local governments

- (1) A local government is to carry out a compliance audit for the period 1 January to 31 December each year.*
- (2) After carrying out compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.*
- (3A) The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.*
- (3) After the audit committee has reported to the council under sub-regulation (3A), the compliance audit return is to be –*
 - (a) presented to the council at a meeting of the council; and*
 - (b) adopted by the council; and*
 - (c) recorded in the minutes of the meeting at which it was adopted."*

Strategic Implications

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

"4 Civic Leadership

4.2 Good Governance

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

Risk Management Considerations

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

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

The City places a high priority on the importance of maintaining good governance and under the Civic Leadership objective of the existing Strategic Community Plan, council should consider the following risk appetite statement:

Good Governance – the City accepts low or As Low As Reasonably Practicable (**ALARP**) of compliance and governance risk.

Policy Implications

Nil

Financial Implications

Nil

Voting Requirements

Simple Majority

Recommendation

That Council:-

- 1. ACCEPTS the recommendation of the Audit and Risk Committee and ADOPTS the Local Government Annual Compliance Audit Return for the period 1 January 2020 to 31 December 2020 as shown in Attachment 1;**
- 2. NOTES that the Chief Executive Officer and the Mayor will certify the Local Government Compliance Audit Return for the period 1 January 2020 to 31 December 2020; and**
- 3. NOTES that Administration will submit the completed Local Government Annual Compliance Audit Return for the period 1 January 2020 to 31 December 2020 to the Department of Local Government, Sport and Cultural Industries by 31 March 2021.**

Attachments:

1. [!\[\]\(fe3aebe81acea8d45108cd2768939da7_img.jpg\) Annual Compliance Audit Return 2020 Council Version 21/50481](#)

Department of Local Government, Sport and Cultural Industries - Compliance Audit
Return



Department of
**Local Government, Sport
and Cultural Industries**

Wanneroo - Compliance Audit Return 2020

Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of the relevant minutes.

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a) F&G Regs 7,9,10	Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2020?	N/A		CEO Daniel Simms
2	s3.59(2)(b) F&G Regs 7,8,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2020?	N/A		CEO Daniel Simms
3	s3.59(2)(c) F&G Regs 7,8,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2020?	N/A		CEO Daniel Simms
4	s3.59(4)	Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2020?	N/A		CEO Daniel Simms
5	s3.59(5)	During 2020, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?	N/A		CEO Daniel Simms

Department of Local Government, Sport and Cultural Industries - Compliance Audit
Return



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Delegation of Power/Duty					
No	Reference	Question	Response	Comments	Respondent
1	s5.16	Were all delegations to committees resolved by absolute majority?	N/A		CEO Daniel Simms
2	s5.16	Were all delegations to committees in writing?	N/A		CEO Daniel Simms
3	s5.17	Were all delegations to committees within the limits specified in section 5.17?	N/A		CEO Daniel Simms
4	s5.18	Were all delegations to committees recorded in a register of delegations?	N/A		CEO Daniel Simms
5	s5.18	Has council reviewed delegations to its committees in the 2019/2020 financial year?	N/A		CEO Daniel Simms
6	s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the Act?	Yes		CEO Daniel Simms
7	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	Yes		CEO Daniel Simms
8	s5.42(2)	Were all delegations to the CEO in writing?	Yes		CEO Daniel Simms
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes		CEO Daniel Simms
10	s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the council to amend or revoke a delegation made by absolute majority?	Yes		CEO Daniel Simms
11	s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?	Yes		CEO Daniel Simms
12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2019/2020 financial year?	Yes		CEO Daniel Simms
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Admin Reg 19?	Yes		CEO Daniel Simms

Department of Local Government, Sport and Cultural Industries - Compliance Audit
Return



Department of
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and Cultural Industries**

Disclosure of Interest					
No	Reference	Question	Response	Comments	Respondent
1	s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69, did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?	Yes		CEO Daniel Simms
2	s5.68(2) & s5.69(5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by Admin Reg 21A, recorded in the minutes of the relevant council or committee meeting?	Yes		CEO Daniel Simms
3	s5.73	Were disclosures under section sections 5.65, 5.70 or 5.71A(3) recorded in the minutes of the meeting at which the disclosures were made?	Yes		CEO Daniel Simms
4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	Yes		CEO Daniel Simms
5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2020?	Yes		CEO Daniel Simms
6	s5.77	On receipt of a primary or annual return, did the CEO, or the mayor/president, give written acknowledgment of having received the return?	Yes		Acting CEO Debbie Terelink
7	s5.88(1) & (2)(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76?	Yes		CEO Daniel Simms
8	s5.88(1) & (2)(b) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A, in the form prescribed in Admin Reg 28?	Yes		CEO Daniel Simms
9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76, did the CEO remove from	Yes		CEO Daniel Simms

Department of Local Government, Sport and Cultural Industries - Compliance Audit
Return



Department of
**Local Government, Sport
and Cultural Industries**

		the register all returns relating to that person?			
10	s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?	Yes		CEO Daniel Simms
11	s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B, in the form prescribed in Admin Reg 28A?	No	A gift register was published with detailed information however the format was not in accordance with the prescribed format set out in Regulation 28A	CEO Daniel Simms
12	s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website?	Yes		CEO Daniel Simms
13	s5.89A(6)	When a person ceases to be a person who is required to make a disclosure under section 5.87A or 5.87B, did the CEO remove from the register all records relating to that person?	Yes		CEO Daniel Simms
14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A(6) been kept for a period of at least five years after the person ceases to be a person required to make a disclosure?	Yes		CEO Daniel Simms
15	Rules of Conduct Reg 11(1), (2) & (4)	Where a council member had an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person, did they disclose the interest in accordance with Rules of Conduct Reg 11(2)?	Yes		CEO Daniel Simms
16	Rules of Conduct Reg 11(6)	Where a council member disclosed an interest under Rules of Conduct Reg 11(2) was the nature of the interest recorded in the minutes?	Yes		CEO Daniel Simms
17	s5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report?	Yes		CEO Daniel Simms

Department of Local Government, Sport and Cultural Industries - Compliance Audit
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and Cultural Industries**

18	s5.71A & s5.71B(5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under s5.71A(1) relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?	Yes	CEO Daniel Simms
19	s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under subsection 5.71B(6) recorded in the minutes of the council meeting at which the decision was considered?	Yes	CEO Daniel Simms
20	s5.103 Admin Regs 34B & 34C	Has the local government adopted a code of conduct in accordance with Admin Regs 34B and 34C to be observed by council members, committee members and employees?	Yes	CEO Daniel Simms
21	Admin Reg 34B(5)	Has the CEO kept a register of notifiable gifts in accordance with Admin Reg 34B(5)?	Yes	CEO Daniel Simms

Disposal of Property					
No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) (unless section 3.58(5) applies)?	Yes		CEO Daniel Simms
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	Yes		CEO Daniel Simms

Department of Local Government, Sport and Cultural Industries - Compliance Audit
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Elections

No	Reference	Question	Response	Comments	Respondent
1	Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate?	Yes		CEO Daniel Simms
2	Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years?	Yes		CEO Daniel Simms
3	Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with Elect Reg 30G(6)?	No	The City has subsequently published the Electoral Gift Register to its website. At the time of the review there was one entry in the register.	CEO Daniel Simms

Finance

No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act?	Yes		CEO Daniel Simms
2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority?	N/A		CEO Daniel Simms
3	s7.3(1) & s7.6(3)	Was the person or persons appointed by the local government to be its auditor appointed by an absolute majority decision of council?	N/A		CEO Daniel Simms

Department of Local Government, Sport and Cultural Industries - Compliance Audit
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4	s7.3(3)	Was the person(s) appointed by the local government under s7.3(1) to be its auditor a registered company auditor or an approved auditor?	N/A	CEO Daniel Simms
5	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2020 received by the local government by 31 December 2020?	Yes	CEO Daniel Simms
6	s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9(1) of the Act required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?	Yes	CEO Daniel Simms
7	s7.12A(4)(a)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters?	Yes	CEO Daniel Simms
8	s7.12A(4)(b)	Where the local government was required to prepare a report under s.7.12A(4)(a), was a copy of the report given to the Minister within three months of the audit report being received by the local government?	Yes	CEO Daniel Simms
9	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under s7.12A(4)(b), did the CEO publish a copy of the report on the local government's official website?	Yes	CEO Daniel Simms
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives and scope of the audit, a plan for the audit, details of the remuneration and expenses paid to the auditor, and the method to be used by the local government to communicate with the auditor?	Yes	CEO Daniel Simms
11	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June received by the local government within 30 days of completion of the audit?	Yes	CEO Daniel Simms

Department of Local Government, Sport and Cultural Industries - Compliance Audit
Return



Department of
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Integrated Planning and Reporting					
No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes		CEO Daniel Simms
2	Admin Reg 19DA(1) & (4)	Has the local government adopted by absolute majority a corporate business plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes		CEO Daniel Simms
3	Admin Reg 19DA(2) & (3)	Does the corporate business plan comply with the requirements of Admin Reg 19DA(2) & (3)?	Yes		CEO Daniel Simms

Local Government Employees

No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve a process to be used for the selection and appointment of the CEO before the position of CEO was advertised?	N/A		CEO Daniel Simms
2	s5.36(4) & s5.37(3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with Admin Reg 18A?	N/A		CEO Daniel Simms
3	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?	N/A		CEO Daniel Simms
4	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4)?	N/A		CEO Daniel Simms
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?	Yes		CEO Daniel Simms
6	s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did	N/A		CEO Daniel Simms

Department of Local Government, Sport and Cultural Industries - Compliance Audit
Return



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it inform the CEO of the
reasons for doing so?

Official Conduct					
No	Reference	Question	Response	Comments	Respondent
1	s5.120	Has the local government designated a senior employee as defined by section 5.37 to be its complaints officer?	Yes		CEO Daniel Simms
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a)?	Yes		CEO Daniel Simms
3	s5.121(2)	Does the complaints register include all information required by section 5.121(2)?	Yes		CEO Daniel Simms
4	s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website?	Yes		CEO Daniel Simms
Optional Questions					
No	Reference	Question	Response	Comments	Respondent
1	Financial Management Reg 5(2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with Financial Management Reg 5(2)(c) within the three years prior to 31 December 2020? If yes, please provide the date of council's resolution to accept the report.	Yes		CEO Daniel Simms
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and	Yes		CEO Daniel Simms

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		procedures in relation to risk management, internal control and legislative compliance in accordance with Audit Reg 17 within the three years prior to 31 December 2020? If yes, please provide date of council's resolution to accept the report.		
3	s5.87C(2)	Where a disclosure was made under sections 5.87A or 5.87B, was the disclosure made within 10 days after receipt of the gift?	Yes	CEO Daniel Simms
4	s5.87C	Where a disclosure was made under sections 5.87A or 5.87B, did the disclosure include the information required by section 5.87C?	Yes	CEO Daniel Simms
5	s5.90A(2)	Did the local government prepare and adopt by absolute majority a policy dealing with the attendance of council members and the CEO at events?	Yes	CEO Daniel Simms
6	s.5.90A(5)	Did the CEO publish an up-to-date version of the attendance at events policy on the local government's official website?	Yes	CEO Daniel Simms
7	s5.96A(1), (2), (3) & (4)	Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4)?	Yes	CEO Daniel Simms
8	s5.128(1)	Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?	Yes	CEO Daniel Simms
9	s5.127	Did the local government prepare a report on the training completed by council members in the 2019/2020 financial year and publish it on the local government's official website by 31 July 2020?	Yes	CEO Daniel Simms
10	s6.4(3)	By 30 September 2020, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2020?	Yes	CEO Daniel Simms

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Tenders for Providing Goods and Services

No	Reference	Question	Response	Comments	Respondent
1	F&G Reg 11A(1) & (3)	Does the local government have a current purchasing policy that complies with F&G Reg 11A(3) in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$250,000 or less or worth \$250,000 or less?	Yes		CEO Daniel Simms
2	F&G Reg 11A(1)	Did the local government comply with its current purchasing policy in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?	Yes		CEO Daniel Simms
3	s3.57 F&G Reg 11	Subject to F&G Reg 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in F&G Reg 11(1)?	Yes		CEO Daniel Simms
4	F&G Regs 11(1), 12(2), 13, & 14(1), (3), and (4)	When regulations 11(1), 12(2) or 13 required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with F&G Reg 14(3) and (4)?	Yes		CEO Daniel Simms
5	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than a single contract?	Yes		CEO Daniel Simms
6	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer notice of the variation?	Yes		CEO Daniel Simms
7	F&G Regs 15 & 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Regs 15 and 16?	Yes		CEO Daniel Simms

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8	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?	Yes	CEO Daniel Simms
9	F&G Reg 18(1)	Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender?	Yes	CEO Daniel Simms
10	F&G Reg 18(4)	Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept?	Yes	CEO Daniel Simms
11	F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?	Yes	CEO Daniel Simms
12	F&G Regs 21 & 22	Did the local government's advertising and expression of interest processes comply with the requirements of F&G Regs 21 and 22?	Yes	CEO Daniel Simms
13	F&G Reg 23(1) & (2)	Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice?	Yes	CEO Daniel Simms
14	F&G Reg 23(3)	Were all expressions of interest that were not rejected assessed by the local government?	Yes	CEO Daniel Simms
15	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services as an acceptable tenderer?	Yes	CEO Daniel Simms
16	F&G Reg 24	Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with F&G Reg 24?	Yes	CEO Daniel Simms

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17	F&G Regs 24AD(2) & (4) and 24AE	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with F&G Reg 24AD(4) and 24AE?	N/A	CEO Daniel Simms
18	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation?	N/A	CEO Daniel Simms
19	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application?	N/A	CEO Daniel Simms
20	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of F&G Reg 24AG?	N/A	CEO Daniel Simms
21	F&G Reg 24AH(1)	Did the local government reject any applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications?	N/A	CEO Daniel Simms
22	F&G Reg 24AH(3)	Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept?	N/A	CEO Daniel Simms
23	F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application?	N/A	CEO Daniel Simms
24	F&G Regs 24E & 24F	Where the local government gave regional price preference, did the local government comply with the requirements of F&G Regs 24E and 24F?	N/A	CEO Daniel Simms

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I certify this Compliance Audit Return has been adopted by council at its meeting on _____

Signed Mayor/President, Wanneroo

Signed CEO, Wanneroo

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Item 5 Motions on Notice**Item 6 Late Reports (to be circulated under separate cover)****6.1 Tender 20226 Provision of Major Works for Construction of a Sports Amenities Building at Dalvik Park, Merriwa**

Item 7 Public Question Time**Item 8 Confidential****8.1 Proposed Sale of Lots 545 (10) to 548 (22) Opportunity Street, Wangara**

File Ref: 41931 – 21/22786
Responsible Officer: Director Corporate Strategy & Performance

This report is to be dealt with in confidential session, under the terms of the Local Government Act 1995 Section 5.23(2), as follows:

- (c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting*

8.2 Staffing Matter

File Ref: 5642V03 – 21/88498
Responsible Officer: Director Corporate Strategy & Performance

This report is to be dealt with in confidential session, under the terms of the Local Government Act 1995 Section 5.23(2), as follows:

- (a) *a matter affecting an employee or employees*

Item 9 Date of Next Meeting

The next Ordinary Council Meeting has been scheduled for 6:00pm on Tuesday 16 March 2021, to be held at Council Chambers, 1st Floor, 23 Dundobar Road, Wanneroo

Item 10 Closure



COUNCIL CHAMBERS SEATING DIAGRAM

