



# 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 04 May, 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.**

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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**

#### **4.1 Climate Change Adaptation and Mitigation Strategy 2020/21-2025/26**

File Ref:	41100 – 21/117399
Responsible Officer:	Director Planning and Sustainability
Disclosure of Interest:	Nil
Attachments:	6

## **Issue**

To consider the final endorsement of the revised Climate Change Adaptation and Mitigation Strategy (CCAMS) 2020/21-2025/26, following public advertising and input from a Youth Forum on Climate Change.

## **Background**

The revised CCAMS was prepared in line with the Corporate Business Plan (CBP) project action, with the current CCAMS due for review in 2020/21. Council on 17 November 2020 resolved to advertise the revised draft CCAMS 2020/21-2025/26.

The current CCAMS focussed on ways the City can prepare for and adapt to the impacts of climate change as they arise. The review identified that the City should, in response to an increase in community expectations, expand its climate change mitigation initiatives, update and expand its response to climate change within its sphere of influence.

The revised CCAMS examined additional adaptation actions based on risk assessment, as well as the mitigation actions or the risks associated if this is not done. The implementation of the revised CCAMS will aim to ensure that the City is in a better position to respond to climate change impacts as they arise, and that it addresses climate change mitigation within the context of its role as a local government.

The revised CCAMS has a particular focus on implementation through a number of actions relating to risks associated with:

- increase in temperature;
- reduced rainfall;
- extreme weather events,
- sea level rise; and
- actions addressing both adaptation and mitigation.

Target setting was also identified as an additional action to be pursued by the City as part of its WALGA Climate Change Declaration which the City committed to in March 2020. The revised CCAMS has preliminary greenhouse gas (GHG) emission reduction targets set with a view to improving data collection and analysis capabilities, and revising targets as data becomes more reliable. Based on the analysis of data through the implementation of the proposed targets, future revision of targets may be considered, subject to Council's consideration and approval. The proposed targets are based on industry best practice within the context of the need for improved data collection and analysis, while recognising the City is growing each year. Due to complexity of monitoring and calculating the emissions, the proposed targets have been split into three categories:

- Emissions from energy use (electricity and gas) by City assets;
- Emissions from City managed and operated fleet (diesel and unleaded petrol); and
- Waste generation reduction (reducing emissions associated with decomposition of waste).

Although the proposed targets are currently based on the City's operations, through the implementation of CCAMS, the City will work on identifying and collecting data on emissions associated with externalised (contracted) operations. Improving data collection will allow the City to capture and calculate the whole of City emissions and incorporate these in the future when the emission targets are reviewed.

The revised CCAMS was presented to the Environmental Advisory Committee (EAC) on 12 October 2020, which supported the Strategy and noted that it was comprehensive, thorough and well put together. The EAC did not suggest any changes.

## Detail

### Youth Forum on Climate Change

Participants at the Youth Forum did not consider the actual revised CCAMS as part of the Forum. Rather, they were asked a number of questions to stimulate discussion and determine their priorities in relation to the environment and climate change, to inform the City's consideration of the revised CCAMS.

The youth responses echoed the input received from the community following the City's Strategic Community Plan vision, aspirations and outcomes, as well as the direction outlined in the revised CCAMS. A detailed summary report of the Youth Forum outcomes is included as **Attachment 1**. The youth support the advertised approach in the revised CCAMS which emphasises mitigation while recognising that adaptation is still important to continue. The majority of youth also agreed with a list of priorities and areas of focus as reflected in the revised CCAMS, however the following areas were identified as requiring more action:

- Addressing the devastation of important ecological values and natural landscapes (i.e. habitat and food sources for wildlife, tree canopy for cooling etc.);
- More education and capacity building to empower people to make a difference, focusing on school aged children; and

- Placing priority on our environment and our youth rather than 'profit'.

Community education had been implemented in an ad hoc manner in the past and therefore had been included as Action 6.1 of the revised CCAMS prior to the Youth Forum. Community education as well as the other issues raised by the youth had already been identified through the establishment of the Environmental Management System (EMS) as controls for mitigating environmental risks prior to the forum.

Overall, community education was identified as the main concern for the youth in relation to climate change at a global level, followed by biodiversity/wildlife and habitat loss through clearing and other impacts. Ocean health, rising sea levels, coastal protection, air pollution and carbon emissions were also identified as crucial, followed by renewable energy/reducing energy use, and water scarcity.

When asked what the local-level priorities for the City should be, the Youth Forum identified the following in order of priority:

- |                        |                         |
|------------------------|-------------------------|
| 1. Community education | 4. Coastal erosion      |
| 2. Waste               | 5. Biodiversity/ nature |
| 3. Renewable energy    | 6. Transport            |

From this, it is evident that community education is very important to youth, at both global and local levels. In this regard, the Youth Forum strongly emphasised the expectation that local government should be providing more education on the issues relating to climate change and motivating the community to take action. This has been noted by the Administration and will be incorporated into development and design of further community engagement and education through Action 6.1.

#### Public Advertising

Five submissions were received following advertising, two of which were on behalf of community groups. The submissions were very comprehensive and provided comment on every aspect of the Strategy, resulting in a significant number (66) of individual comments.

A summary of comments and Administration's responses are included in **Attachment 2**. Seven key themes raised during advertising include the following:

- Community Education and Engagement
- Commendations
- Electric Vehicles (EVs) / Fleet
- Energy Efficiency
- Liveability/ Heat Islands/ Health Impacts
- Incentives
- Targets

Community education and engagement on climate change, sustainability and the environment has been the key issue raised, representing 20% of all comments received included in all the submissions.

A high number of commendations were also received on the way the strategy was put together, level of detail and efforts and commitments made by the City in relation to the adaptation and mitigation of climate change.

Following advertising, the overall structure, objectives and overall intentions of the revised CCAMS remain generally unchanged from the advertised version. However, in response to the comments received, modifications have been made to the wording of actions 5.2.1; 5.3; 5.5; and 6.1, as follows:

- Action 5.2.1 relating to the emissions goals and targets has been changed to clarify that the City will assess the data and the City's progress on these, and revise goals and emission targets in line with the analysis;
- Change to Action 5.3 relating to installation of solar photovoltaics (PVs) was made to clarify that the City is already installing solar PVs and will continue to do so while investigating incorporation of battery storage;
- Action 5.5 was changed to reflect that installation of solar PVs is occurring and that further assessment will be carried out on potential viability of additional solar PV systems that would provide multiple benefits (i.e. shading and vehicle charging stations); and
- Action 6.1 regarding delivering community education has been changed to include businesses as well as households. Wording of the action has also been changed as a result of internal consultation to ensure Administration can successfully deliver a practical approach to help enhance and strengthen the community's capacity to respond to perceived climate change challenges.

The document has been updated to include new information that has become available on global emissions and data pertaining to waste.

- An additional sentence was added in Section 1.2 'Changing Climate' relating to Figure 5 and global greenhouse gas trends, reflecting the latest assessment that in 2020 the world was on a path to 2.9°C of warming. However, because of the recent more ambitious targets and commitments by some countries, warming is estimated at 2.1°C by 2100 which is still short of the 1.5°C Paris target; and
- During the public review period it was identified by Administration that there was a discrepancy in population numbers and total waste generated Section 3.3 Table 9. This information has been updated to reflect the most up to-date and correct data.

The final recommended CCAMS incorporating all changes made is included as **Attachment 3**.

## Consultation

The draft revised CCAMS was presented to the EAC on 12 October 2020, and was supported with no suggested changes.

The revised CCAMS was advertised for public comment from 18 November 2020 to 16 January 2021 via the City's 'Have Your Say' page, Facebook and advertising in a local newspaper.

A Youth Forum on Climate Change was held on 9 December 2020, with 16 youth participants aged between 11 – 21.

## Comment

During advertising, community education and engagement on climate change, sustainability and the environment was identified as a major theme. This reflects Administration's observations over recent years as a result of increased customer requests and correspondence and feedback received through various surveys and engagement initiatives. In response to this trend, Administration has organised 15 community education events through library-run 'Sustainable Series' in 2020/21, as well as other events such as 'Living Smart' courses and waterwise gardening workshops. The City will continue with this and expand its community education and engagement initiatives through the implementation of

action 6.1 in the revised CCAMS. This will include cross-collaboration, liaising with the relevant parts of Administration to ensure effective and practical approaches are taken to enhance and strengthen the community capacity as per the feedback received. Further emphasis will be placed on delivering engagement and education to the youth through strengthening school networks and designing specific educational materials and workshops targeting the youth.

In addition to community education, a number of submissions had very positive comments regarding the approach taken by the City, progress made to date as well as specific comments relating to proposed actions. One submission stated "upon reading through the draft, I find what the City is doing is great", and another "it is great to see the City of Wanneroo making strides in this area, makes me proud to live here". Twelve such comments in four out of five submissions indicate the revised CCAMS is positively received by the public.

A significant number of comments received relate to electric vehicles (EVs) and fleet. The responses relating to EVs refer to the City's current efforts which indicate the City currently has two electric vehicles as part of light fleet, and that the City is investigating alternative/non-fossil fuels for the fleet including electric vehicles. A point was also made that a transition of fleet to electric/non-fossil fuels needs to consider cost effectiveness, as electric are currently almost double the cost (upfront) of conventional petrol cars. Comments regarding encouragement of greater uptake of EVs by broader community were noted, with recognition that as the use and number of electric vehicles increases, the City may consider options in relation to the instalment of charging stations at key City facilities. The City will also work with other stakeholders such as key State agencies to facilitate this. No changes to the revised CCAMS were made as a result of submissions.

Comments were also made relating to energy efficiency. These call for strategies and local planning policies to be developed to strengthen the building approvals and improve the energy efficiency of built form that would apply to private households and industry developers. Comments were noted, and explanation provided on the City's ability to influence energy efficiency through current policies in place and what is within the Local Government's jurisdiction.

Liveability, heat islands and associated health impacts were commented on, emphasising the need to reduce dark and hardstand surfaces to reduce the Urban Heat Island Effect (UHIE), and planting more trees to increase canopy cover and help cool the City. No changes to the revised CCAMS were made with respect to the received comments. These are noted and will be covered through development of the Urban Forest Strategy (UFS) and other initiatives such as the review of the verge guidelines which will discourage hardstand and encourage waterwise native planting.

A number of comments were made calling for the City to provide incentives, low/no interest loans etc. to assist the individuals and businesses in energy efficiency and climate change mitigation. There are no changes to the revised CCAMS on these comments, noting that the City is not able to offer loans, rebates or other financial incentives to individuals or industry. However, information on funding opportunities for not-for-profit community groups is provided with links to City's website as well as other information.

Comments were made calling for the City to strengthen the emission targets in the revised CCAMS, including reference to the need for a net zero emissions target. In this regard, in acknowledgement of the need for and importance of emission targets, the City has for the first time included targets in the revised CCAMS for the City's emissions from energy use, the City's vehicle fleet and in relation to waste generation. As part of a process of continual improvement, it is recommended that the advertised targets in the revised CCAMS be maintained as a reasonable way forward. The City's performance in relation to these targets will be monitored in coming years, to help review and refine targets in the future, and as based on the City's experience and lessons learned. No changes were therefore made in a response to the submissions. Any revised targets will be subject to Council's consideration.



## Statutory Compliance

Nil

## Strategic Implications

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

- “3 *Environment (Natural)*
  - 3.1 *Resource Management*
    - 3.1.1 *Minimise impacts of climate change*”

## Risk Management Considerations

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

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

Risk Title	Risk Rating
CO-O16 Risk Management	Moderate
Accountability	Action Planning Option
Executive Manager Governance and Legal	manage

Risk Title	Risk Rating
CO-022 Environmental Management	Moderate
Accountability	Action Planning Option
Director Planning and Sustainability	manage

Risk Title	Risk Rating
CO-023 Safety of Community	Moderate
Accountability	Action Planning Option
Director Community & Place	manage

The above risks relating to the issues 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 and mitigate these risks to support existing management systems.

## Policy Implications

Nil

## Financial Implications

Implementation of the relevant actions will be covered by the City's operational budget and the long-term financial plan as required and determined by the City. Nine out of 32 actions are completely new, and five of those are of an investigative nature, which will take into consideration the City's current/post COVID-19 constrained financial environment and allow for flexibility in terms of future financial commitments. These investigative actions will address

the financial implications and viability of various initiatives, and hence inform funding needs, accordingly.

## Voting Requirements




Simple Majority

## Recommendation

**That Council:-**

- 1. NOTES the submissions received and Administration's response to the advertised draft Climate Change Adaptation and Mitigation Strategy 2020/21-2025/26;**
- 2. NOTES the outcomes from the Youth Forum on Climate Change;**
- 3. ENDORSES the modifications to the draft Climate Change Adaptation and Mitigation Strategy; and**
- 4. ADOPTS the revised Climate Change Adaptation and Mitigation Strategy 2020/21-2025/26 included as Attachment 3.**

### *Attachments:*

- |   |           |
|---|-----------|
| 1. <a href="#"></a> Attachment 1 - Summary Outcomes - Youth Forum on Climate Change                                      | 21/127811 |
| 2. <a href="#"></a> Attachment 2 - Summary of Public Submissions and Administration's Responses - CCAMS 2020/21-2025/26 | 21/111349 |
| 3. <a href="#"></a> Attachment 3 - Climate Change Adaptation and Mitigation Strategy 2020 21-2025 26 - Final           | 21/135841 |

## Summary of Youth Forum on Climate Change Outcomes

### BACKGROUND

On 9 Dec 2021 the City of Wanneroo hosted the **Youth Forum for Climate Change** at the City of Wanneroo. In total 16 youth, aged between 11 – 21 attended the Youth Forum.

The Youth Forum started with an opening performance by a young local vocal artist, singing a 'Million Dreams' (from the Greatest Showman). Mayor Tracey Roberts then officially opened the Youth Forum with an invitation for the local youth to contribute to the City's next phase of strategic planning. City of Wanneroo's Manager Strategic Land Use Planning and Environment provided some context for all participants regarding what the City of Wanneroo has done so far and what is planning to do. There was also an inspiring presentation by local 16 year old youth Aiden Campbell (a Butler College student), who shared his 'climate change' story and showcased his short (5:55mins) documentary 'Our Last Hope'.

Following completion of the formal proceedings, the youth participated in an online engagement using an online survey platform (Mentimeter) providing answers to a number of questions pertaining to City of Wanneroo and climate change, before participating in a facilitated 'World Café' style session discussing issues and sharing ideas and concerns.

Towards the end of the forum the group participated in a 3D Modelling Future Vision activity where the youth used a large map of the City region to build their 'Vision for 2050' using provided resources, materials and their creative imagination.

### OUTCOMES

Below is a summary of responses to questions asked during the forum, and comments and ideas captured resulting from discussions.

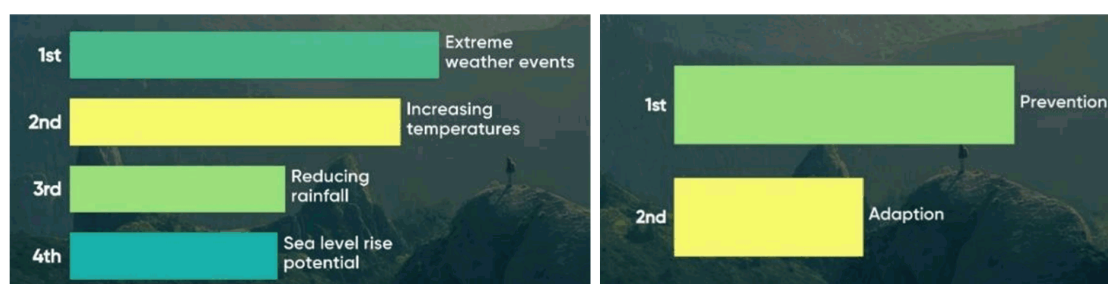
*Quotes and responses made at the start of the forum:*

- Everyone has different ideas as to how to help the environment, however we're all trying to go in the same direction overall.
- We need to align our actions and work together to find one clear path of a solution; we need to listen to each other tonight and understand as a team what we need to do to help our planet.

*To the question 'what do you want for the future' youth answered:*

- We want to be able to nurture our children in a peaceful environment, where they don't have to worry from such a young age like our generation has had to.
- Unity, and for everyone to come together to make sure the crisis is taken seriously by leaders.
- Us being all on the same page and working together in harmony.

Out of the four climate change issues the City is focusing on, the youth identified extreme weather and increasing temperatures as most important, with mitigation or prevention seen as more important than adaptation.



*Adaptation vs Mitigation (the Youth gave following responses)*

- Both are important however, adaptation addresses the immediate harm while mitigation is about prevention, which is about long-term tangible outcomes.
- We should be focusing on the future of the city rather than the now; any adaptations will mean nothing if we don't prevent future outcomes; if we don't think about the future, we will be stuck in the same position we are in now, a climate emergency.
- If we prevent climate change and take action now, we won't need to adapt to the consequences; a way to prevent might be to switch to 100% renewable energy and conserve our water resources.
- Adaptation vs prevention – we may not be able to prevent, but we can improve;
  - Adaptation – climate change will always happen we just speed it up; we're in an ice age which will slowly decrease at an evolutionary level; we need to adapt or it'll be too late.
- Adaptation and mitigation go hand in hand.
  - Adaptation is more realistic and more pragmatic for the City of Wanneroo focussing on 'us' as a smaller community, with population growth and less resources available.
  - Mitigation is needed to prevent further degradation of land resources / pollution, and needs to happen quicker, as the time is running out. Need to prevent what you can realistically change, and adapt to what you can't.

**Currently the City of Wanneroo thinks these are the important things to focus on i.e.,**

- |  |  |
|--|--|
| 1. <i>Manage bushfires and focus on bushfire prevention</i>  | 5. <i>Protect our biodiversity (native plants and animals) through special plans, and securing varied conservation reserves and parks</i>    |
| 2. <i>Take action through planting trees to keep urban areas cooler</i>  | 6. <i>Careful planning of our rural and horticulture areas so they can survive reduced water availability</i>                                |
| 3. <i>Reduce water use in parks and sports areas</i>   | 7. <i>Reduce energy consumption and waste generation (reduce waste to landfill) – whenever and wherever possible (a mitigation priority)</i> |
| 4. <i>Protect the coastline and beaches as far as possible – beach replenishment, protective engineering structures (i.e. groynes), keep homes back from the coastline</i> |  |

**The youth agreed this is the right list of priorities with their responses graphed below****To the question, what do you think is missing if anything? Youth answered:**

- Addressing the devastation of important sites / landscapes.
- More education and capacity building to empower people to make a difference.
- Focus on high school and primary school students.
- Our environment and our youth are most important, however it seems profit is greater than people / animals.

In order of priority, youth believe the following are the most useful and important things to focus on:



In addition to the above response, following comments were also provided:

- We can't just choose 1st 2nd 3<sup>rd</sup> we need to do it all!
- We need to act now;
- It's a Youth Forum but, it's your mistake!
- Stop getting us to fix your problem!
- We can't prevent, but we can improve; close big businesses.
- We want a future!

**Youth's main concerns about climate change (in general), and why these are important:**

#### Education/ engagement & communication

- City of Wanneroo should be educating the young people.
- Motivate, while educating the people.
- Increase knowledge and education, so people better understand consequences of their (in)actions.
- Create work (jobs), volunteering and education opportunities.
- Communication between generations - getting government attention for climate change (making decisions for everyone - but having more youth voices on change).
- More education and encouraging groups to learn more about increasing their capacity to do more.
- Focus on high school and primary school students.
- Encourage small actions as individual actions add up.

#### Biodiversity/ wildlife/habitat loss / clearing

- Losing wildlife and bush; I want my kids to have same wild experience I've had; less habitat and wildlife loss.
- Too much clearing of natural environment; consequences for future generations not being considered by actions today. Past generations made bad decisions and impact unavoidable.
- Deforestation, loss of land and vegetation, loss of species around 100 species being extinct each day; will our kids know what an Emu is?
- Plant more trees and habitat creation.
- Devastation of important sites/ landscape.
- Species getting extinct daily.

**Ocean health degradation / rising sea levels**

- Obvious decline in coral reefs and reef health
  - Reduction and production of oxygen.
  - Ocean stores carbon dioxide, due to factors are not able to produce.
  - Heat radiation.
  - Ice absorbs ultraviolet infra-red light.
  - Whales are very important, carbon dioxide - nutrients.
- Coastal protection
  - Beach clean-ups and do them more often
- Islands impacted while biggest countries contribute to the issue.

**Renewable energy / reduce energy use**

- Solar train track
- Solar power from roads
- Cut fossil fuels; invest money into renewables.
- Subsidise electric cars and build more renewable power stations

**Pollution / emissions & ozone layer**

- Individual change is important, but we need big change from the government to.
- Cars big source of problem, self-driving cars that roam around and transport people, less carparks needed; could be turned into green spaces; clean air.
- We don't want it to get to the point where we have to wear filtration masks; we want tree planting to be a priority.
- People making efforts on individual levels but also needed at higher level.
- Clean-ups around school

**Water scarcity / reduce water use**

- Future water scarcity and food availability decline
- Using more water to produce meat products
  - Grey water uses for food growing.

**Other**

- Crisis; spreading the word; better future.
- Lots of people mobilising, participating in strikes; need more from organisations.
- Declare a climate emergency
- ECOSIA – make it the default browser, for all City staff to use.

**Which platforms do young people use, to have conversations and inspire action about climate change?****Social media**

- Instagram, YouTube, Tik Toc, Facebook (in order of preference).
- Virtual social media – i.e., SLACK used for school strike on climate change, using this well.
- Greta Thunberg demonstrates the impact social media and internet has, on inspiring climate action and the importance of it.
- Emails - reliable but used less.

**Literature**

- Schools
- Face-to-face

**Protests**

- Face-to-face
- Use of social media to organise

**Art**

Not used to full potential



Tik Tok very influential, ignorance by default; Issue = too much social media, distancing themselves from nature.

**Which topics or issues (re: Climate Change) do youth think get the most attention by government / in the media and is this the right priority?**

- Activism – seeking attention in wrong way.
- Bushfires – but only when impacting human / economic / money on large scale;
- Global interests valued more than local suffering i.e., US election vs local drought; miss impact that do not directly influence their future.
- Recycling.
- Short term individual action, weather, and bushfires; linked but often climate change doesn't get much coverage.
- Would like to see acknowledgement it is happening; story straight from people impacted; or experiencing often the story goes climate change effects young people or aboriginal people, but it is talked about rather than interviewing them.

**What should the government and the City of Wanneroo most urgently and importantly consider and take-action on?**

Education and Engagement

- Help people gain an understanding for our land and bush (I've grown up with a deep passion for nature).
- Event like this, but should include various demographics i.e., aboriginal / indigenous people
- less single use plastics, less water use, and electricity use (use it when you need, rather than you want)
- more advocacy for sustainable lifestyle
- Encourage people to have home gardens and attend community garden workshops
- promote – eco living – plants growing on apartment block (see photo of image)
- Educating the youth on climate change issues; higher government prioritising in lowering emissions
- Encourage recycling, reusing and composting



Waste

- Better rubbish bins that are encouraging
- Do more research on pollution reduction
- voting bins on beach for infrastructure / investment - vote with cigarette butts
- bin location - rubbish is being blown into water due to proximity; waste being buried in sand Water
- Water tanks to catch rainwater
- Garden water issue, help by cleansing ocean water
- Frustrations – oil can be pumped everywhere but why not water for remote communities.

Renewable energy

- renewable energy i.e., sun and wind
- Change the way we own cars; share the way smart cars with no drivers – be more energy efficient
- Energy production challenge in schools
- solar roads - they transfer energy storage
- Solar panels on houses and cars (solar panel windows)
- Cars also / wind / movement powered

#### Coastal erosion

- rehabilitation of dunes and managing foot traffic
- Coastline, sand bags are not enough
- placement of groins

#### Biodiversity/Nature

- Protect native wildlife and nature
- Our animal wildlife is unique to WA and Australia especially given the devastating loss during the bush fires; protection of wildlife is crucial; consider Yanchep National park and Wildlife living there
- Secure and provide more natural green space with native parks

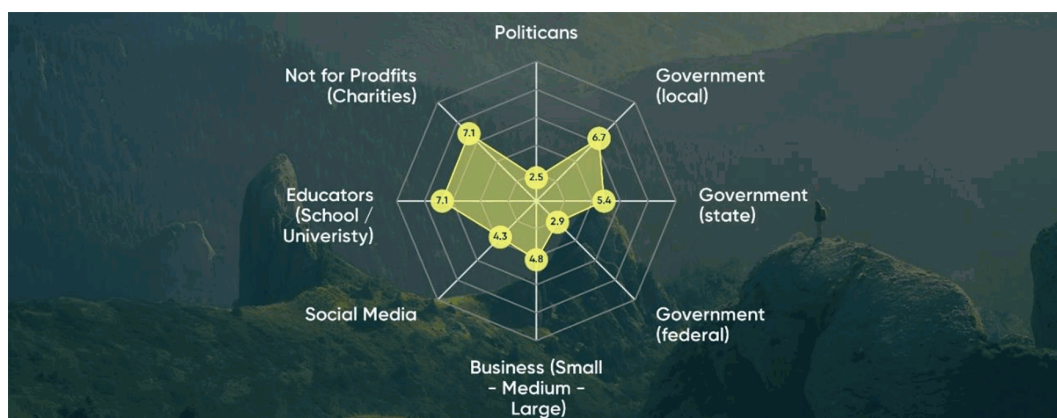
#### Transport

- reduce cost of public transport and encourage use of public transport
- reduce parking spaces

#### Other

- Not ideal to have high density / high rise living
- Population increase + creating space + need space
- Stopping development of lot 211
- Farm, horse / cow owners donate manure to community gardens

**What source do youth most trust and rely on, and/or use, to get accurate information related to climate change?**



Further comments from youth:

- Local government and Not-For-Profits (NFP)



- Locally I'm more in contact with the local government than any other government level.
- NFP are not profiting from what they put out into the world, so they seem more trustworthy
- Politicians are not trusted because in the past it's been all talk and no action.
- Politicians are in it for the money; and NFP have no bad intentions and / or incentives.
- Trust more local government than federal / state / businesses – why? As individual we have more say with local governments, compared to federal / state or businesses.
- All about self-centred agenda or not; the higher political hierarchy the more untrustworthy
  - confidence needs appropriate skills / qualifications in decision-makers.
  - Authenticity / genuineness
  - Higher up the hierarchy – the less confidence

**What could Politicians, Governments [local, state vs federal] Businesses [corporate vs SME vs Not-for-Profits] & Educators be doing to build youth's confidence in them?**



- To politicians - be honest don't be focused on profit, listen to science and take action.
- Building confidence; with commitment, transparency and authenticity.
- Follow through on claims; disclose discussions; engage and listen to the community.
- Take a selfless approach, act now, be honest, have open communications.

### 3D MODELLING

**The aim of the "Visioning 2050" process, was for all youth participants to create a 3D model of their 2050 vision for the City of Wanneroo.**

The outcome of the final event process was a great summary of the evening's sharing of concepts and ideas, and clearly showed what the young participants envisioned for the City of Wanneroo and what the City could aspire towards by 2050.

As part of the process participants were provided with a large (A0 x 4 size) map of the Wanneroo region (displayed on the workshop floor), with a collection of a variety of resource materials (i.e., cut-out figures of people, money, vegetation, animals, plasticine, range of vehicles, various sheets of coloured tissue paper, empty boxes etc.) that could be used to represent anything the participants wanted them to, to build a 3D model of their 'City of Wanneroo Vision 2050' applying their collective imagination, creativity, and passion.

The following were some of the concepts and ideas the young participants shared, highlighting the importance of:

- preserving and protecting large areas of thriving native flora and fauna (i.e., protecting natural environments and habitats e.g., beaches, reefs, waterways, bushland, native vegetation, plants, trees, grassland areas, etc.,)
- greening city scapes and residential areas
- vibrant natural community living spaces
- “our overall interdependence with nature and animals, as an integral part of our lives”
- open useable spaces
- an abundance of protected and sustainable food and water sources
- electric cars with easy access to solar charging stations
- using renewable and sustainable energy sources (i.e., wind, sea, solar etc.,)
- there were no high-rise living or densely populated areas
- adding a 3% tax towards sustainable energy production and living
- they were willing to spend up to 50% of their income towards creating their vision

See following images of the 3D Visioning 2050 process outcome:



## FINAL TAKE AWAYS

Overall, the youth participants were seen to be quite hopeful and keen for something to be done, for someone to take charge / responsibility, leadership in the right way forward that shares their vision of the future world they want to create and be a part of.

In addition, following the event the facilitator indicated that at a minimum, all of the CoW Strategic Community Plan aspirations and outcomes were echoed by the Youth during the City of Wanneroo ‘Youth Forum on Climate Change’ on the 09 Dec 2020.

Some key takeaway messages by the youth group were:

- Youth are passionate and know something they want to do
- Listening to others perspective
- Finding out spaces where young people can interact and/or creating a platform as a way to engage

- Building potential
- Passionate about the environment
- Young people invested and like minded
- Future is looking hopeful.
- Education needed for both youth and adults; everyone needs to know
- Sense of hope and didn't realise other young people were equally passionate.
- What we are saying matters
- Local government is listening to us and our voices together are powerful and being heard
- Opportunity to share
- Young people having a huge role to play
- "I'd like animals (native animals, cats and dogs) being able to live in a happier / better world"
- Feel like we can make a change

## QUINNS ROCK ENVIRONMENTAL GROUP - YOUTH PLANNING DAY KEY AREAS OF FOCUS

In addition to the Youth Forum on Climate Change outcomes, the facilitator kindly provided the outcomes of the Quinns Rock Environmental Group's (QREG) Youth Planning Day that occurred a few months earlier on 15<sup>th</sup> of August 2020. 14 youth attended, and 5 QRWG Committee members. Six areas of focus were identified by the youth participants on the day:

1. Education (using the Arts)
2. Sustainable Energy
3. Caring for Land (i.e., Native Flora & Fauna)
4. Protecting Our Marine Life (sustainable fishing)
5. Healthy Oceans i.e., Artificial Reefs
6. Environmental Equity



## Local Youth Eco-Projects

The QREG committee hosted their inaugural 'Local Eco-Warrior Youth Planning Day' on 15 Sept. 2020 (between 1:30pm – 4:30pm) at the Butler College, Performing Arts Centre. This event was attended by about 14 local youth, varying in ages from 11 – 21 years. The local youth group identified the following key areas of focus and associated initial eco-projects, that they aim to deliver within the next 12 months.

### ENVIRONMENTAL EQUITY

Create an e-book titled 'Take what you need, not what you want' to promote awareness of environmental equity and security in relation to access for all to clean air and water; fertile land; renewable energy; and sustainable food sources.

(Project Leaders: 3 x 16yr old girls)

### ARTIFICIAL REEFS

Work with local boating association, the City of Wimmeroo and relevant Marine Authorities to recycle, repurpose and transform old boats into artificial reefs and create a new local tourist attraction

(Project Leader: 1 x 18yr old girl)

### EDUCATION

Host an art exhibition to educate and promote environmental awareness through the creative arts, by inviting local talent / artists to submit their work (i.e., photography, painting, sculpture, performances, music, poetry, dance etc.) as part of the exhibition.

(Project Leaders: 1 x 11yr old girl & 17yr old boy)



### SUSTAINABLE ENERGY

Partner with and petition the City of Wimmeroo, Department of Transport and Electric Car Association to install electric car charging stations within the City of Wimmeroo as an investment into the City's future and roads infrastructure.

(Project Leaders: 2 x 116yr old boys)

### PROTECT FLORA & FAUNA

Promote the importance of planting of native flora to support native fauna; raise awareness of local native plants; petition the City of Wimmeroo to use local plants in road medians; host nature walks and work with nurseries to educate and raise awareness

(Project Leader: 1 x 13yr old boy)

### CLEAN BEACHES

Collaborate with local Fishing Club, Life Saving Club and the City of Wimmeroo to create and promote an information sheet to educate and raise awareness about season sustainable fishing practices.

(Project Leaders: 2 x 11yr old boys)



## Attachment 3 - Summary of Submissions

Theme	Occurring in # of Submissions	# of Specific Comments	Summary of comments per theme	Administration Response
Community Education and Engagement	5 out of 5	13	<ul style="list-style-type: none"> <li>The City seems to be concentrating a lot on its own assets. The City should be engaging and educating the community more on addressing the issues of climate change.</li> <li>Provide educational materials, workshops, and advice to assist, empower and encourage the community (both household and business) to reduce their waste, energy and water use, reduce their emissions and live more sustainably.</li> </ul>	<p>The City believes that it is important to lead by example for the Community and Business. This means addressing the Organisation's own abilities to operate and plan in a way that truly enables better outcomes, through developing better internal processes for addressing climate change and ensuring the causal factors are considered in how decisions are made. This will also lead to more effective engagement with community and help educate developers and businesses.</p> <p>Some education/engagement already exists through participation in the Switch Your Thinking program (4 workshops delivered per year). Through Libraries the City also delivers 'Sustainable Series' courses educating and encouraging the community to live more sustainably, such as Energy Reduction, Waterwise Gardening workshops as well as 'Living Smart' courses which are free of charge. Information and educational resources are available on the City's website on how people can reduce their environmental footprint and improve efficiency and resilience, including links to other useful resources such as the Australia's guide to environmentally sustainable homes 'Your Home' produced by the Australian Government.</p> <p>Community education and engagement will be further strengthened going forward as per CCAMS action 6.1.</p>
Commendation	4 out of 5	12	<p>Various commendations were received on the draft document with some examples as follows:</p> <ul style="list-style-type: none"> <li>It's a very good document, and the progress made to date is commendable.</li> <li>The scientific background (sections 1.2 &amp; 1.3) is appropriate with well-chosen sources.</li> <li>Upon reading through the draft, I find what the city is doing is great.</li> <li>Thank you, it is great to see the City of Wimmeroo making strides in this area. Makes me proud to live here.</li> <li>I am overall, very impressed by the depth of argument and proposed plans, preparations and responses evident in this report to ensure the City of Wimmeroo acts on the impact of climate change and to make it every body's responsibility.</li> <li>There are lots of great points in this report, from page 22 to 32 so here I jump to page 33. Love - 5.5 provide shade, solar PV and electric vehicle charging stations. Love 5.7 relating to integration of 'zero-emissions' building principles into the building design and construction specifications.</li> </ul>	Comments noted
Electric Vehicles (EVs) / Fleet	4 out of 5	8	<ul style="list-style-type: none"> <li>A greater emphasis on electric cars would result in less immediate pollution creating a healthier and more liveable cities.</li> <li>It would be great if the city introduced that all shopping centres must offer charge stations.</li> <li>The actions listed in the strategy, detailed in the tables from page 23 to 34, could contribute to the changes needed but many are tepid and couched as 'investigate' and 'plan' rather than do. For example, rather than just investigate opportunities to transition the fleet from fossil fuel to electric, set a goal and do it - the State Government has a tangible target in its recent Electric Vehicle Strategy.</li> <li>What about reduced vehicle use by the community and switching to EVs?</li> </ul>	<p>The City is investigating alternative/non-fossil fuels for the fleet including electric vehicles. Currently the City has 2 EVs as part of fleet, used also as a trial that will inform the investigation. The City has planned for and installed 11 EV charging stations during extension of the Civic building including 2 publicly available charging stations. Investing in further charging stations and infrastructure has high cost associated and it could be seen as a benefit to only a minority of people. Having said that, Action 5.5 relates to investigating and assessing possibility of Solar PVs and charging stations across the City. There are currently approximately 1,500 electric vehicles in Western Australia. This technology however is anticipated to develop rapidly. As the number of electric vehicles increases and more are used around the City, the City may consider provisions for installing more charging stations in key locations, including shopping centres and multistorey carparks. This however it not a Local Government responsibility. The City can encourage the provision of charge stations in shopping centres and other commercial locations. The provision of charge stations will possibly become more common in many locations as businesses may see that their provision may act as an incentive for customers. Existing petrol stations may seek to incorporate the provision of charging facilities in the future as the demand for such services increases over time.</p>

Theme	Occurring in # of Submissions	# of Specific Comments	Summary of comments per theme	Administration Response
			<p>Two electric vehicles in a Council of this size is not acceptable and there needs to be a plan to transfer entirely to this mode of transport in the next five years. Similarly it is not right to include the assumption that the use of dirty diesel trucks will continue. This neither provides an example to the community nor respects the targets that Australia has set for emissions reductions. Changes to the fleet must reduce emissions in the short term despite the City growing.</p>	<p>Being a strategic document a lot of actions in CCAMS are 'non-prescriptive' as more work will be needed to look into and decide on the best way forward. The transition of the fleet, for example, needs to consider cost effectiveness as electric cars at the moment can be almost double the cost (upfront) of conventional petrol cars. Associated infrastructure also needs to be considered (charging stations exist at the Civic Centre but not at the Depot, etc.). For the electric fleet to be 'green' the electricity used to charge them needs to be sourced from 100% GreenPower or have solar/battery charging stations, which again incurs additional costs. All of these aspects need to be taken into consideration.</p> <p>Reduced vehicle use is a major goal for the City and we are working with the community and developers to achieve this. The City has developed a Transport Strategy which focusses on achieving a balanced and sustainable transport future. It proposes a variety of transport modes for various trip types, alleviating sole dependence on private cars. The Transport Strategy will be followed by a Transport Plan which will outline actions and timeframes to achieve the Transport Strategy's objectives to reduce vehicle use. For example, one action will be to determine and propose locations for footpaths and infrastructure to support non-motorised forms travel. EVs will also form part of the Plan and actions will be prepared to respond to their use in the City.</p> <p>There is an action to investigate opportunities and viability to transition from fossil-fuel to electric/alternative fuel powered cars and to develop a strategic roadmap for City's fleet. The City could not commit to more before further investigation is able to inform the strategic roadmap. Investigation into heavy fleet alternatives is also taking place. In order to take drastic actions and achieve significant emission reductions in a very short timeframe as suggested, the City would face very significant cost issues. This could only be overcome by a significant increase in rates, which is currently not tenable. At the end of the day the City must balance both the financial, social and environmental factors.</p>
Energy Efficiency	2 out of 5	8	<p>Create a policy within the building approvals department to ensure the strategies and action plans focus on energy efficiency, light coloured roofs, building orientation etc.</p> <p>Investigating preparation of a local planning policy and or guidelines to improve energy efficiency performance of the built form should not only focus on the developers, it should apply to every household.</p> <p>Energy provisions in the NCC are not sufficient as they do not consider building orientation, and by the time Building Certification is considered the layout is endorsed by planning. Only Town Planning can substantially influence this issue and reduce the use of energy mainly in domestic air-conditioning. A side factor of proper orientation is that the house connects to the natural world, using sun for winter heating and winds for summer cooling. This results in more healthy houses. The contrast is with enclosed boxes of conditioned air that belch their heat out for others to suffer.</p>	<p>Comments noted.</p> <p>A local government is unable to introduce policies to specify the Energy Efficiency requirements for buildings submitted for a Building Permit. The Building Regulations 2012 (the Regulations) specify the applicable building standards for various buildings and incidental structures and these can only be varied through amendments to the Regulations or the Building Code of Australia.</p> <p>In relation to Energy Efficiency of buildings, the applicable building standard under the Regulations is the Building Code of Australia (BCA). The BCA specifies what Class of buildings need to comply with the Energy Efficiency provisions and also the methods in which is must comply. If a Building Permit application is submitted to the local government that complies with the BCA then the City must issue the Building Permit. It cannot apply bespoke Energy Efficiency requirements via a policy as the Regulations do not allow a local authority the ability to create a policy to vary the applicable building standards.</p> <p>The colour of a roof is currently not a specific consideration under the Energy Efficiency provisions of the BCA however the Australian Building Codes Board is considering this as a possible amendment to the next version of the BCA.</p> <p>The policy/guideline on energy efficiency would be applicable to everyone undertaking a house build, not just developers. Educating and encouraging householders to improve energy efficiency is and will continue to be done through education/engagement program and information sharing (i.e. City web page). Various planning documents used by the City already have regard to matters such as building orientation, solar access and energy efficiency. The development of a local planning policy would seek to focus greater attention on the benefits of designing and developing having regard to energy efficiency.</p>

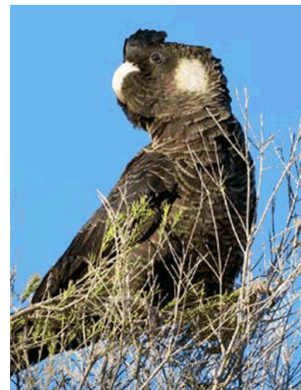
Theme	Occurring in # of Submissions	# of Specific Comments	Summary of comments per theme	Administration Response
Liveability/ Heat Islands/ Health Impacts	2 out of 5	7	<ul style="list-style-type: none"> <li>Reduce areas of dark, hard surfaces to reduce Urban Heat Island Effect (UHIE) and associated human health impacts as well as the rising cost of living.</li> <li>Plant more trees to increase canopy cover, providing shade for cooling and supporting biodiversity and amenity, with emphasis on local native trees that are more suited to the climate and have lower water requirement.</li> </ul>	Administration is in the process of reviewing the Verge Guidelines. New guidelines will discourage the amount of hard surfaces and encourage waterwise native planting which will aid in reducing the UHIE and increase biodiversity. Comments regarding planting more trees are noted and will be considered/ addressed through the Urban Forest Strategy, currently being developed and referenced in Action 1.1. Increasing canopy cover with reduced rainfall and water scarcity will be a challenge, however there are technologies that could be used/developed to utilise 'wastewater'/alternative water sources to support greening efforts. Greening and increasing canopy cover can also create microclimates which would reduce continued water demand by reducing evaporation and increasing humidity. The City has been working hard on improving efficiencies through smart irrigation technologies, hydro-zoning and reducing turf where possible.
Incentives	2 out of 5	5	<ul style="list-style-type: none"> <li>Offer low/no interest loans or other incentives for rainwater tanks, solar panels, fast Electric Vehicle (EV) chargers, batteries, insulation, double glazed windows etc.</li> <li>Offer personal aide for specialists to provide advice and garden ideas to reduce lawns (save water) and increase native plants in gardens, which will in turn protect/support biodiversity.</li> <li>Provide incentives for businesses and residences such as grants to support WA jobs, products and services through innovation.</li> <li>Promote Switch Your Thinking (SYT) programs and business who offer community businesses and residences with discounts.</li> </ul>	<p>The City is not in a position to offer loans, rebates or other financial incentives for such matters to individuals. Such financial incentives are generally available via State or Federal grants. City's Switch Your Thinking (SYT) membership however provides some incentives in form of discounts for local residents as well as employees, and advertising for registered environmentally minded businesses that offer discounts.</p> <p>The City's Community Funding Program is available to financially support not-for-profit local community groups who may wish to work together with the City's existing environmental/ conservation groups and/or environmental/ biodiversity experts/ workshop facilitators to plan and deliver smaller neighbourhood projects/workshops across the City. The City's Connecting Communities Category focuses on supporting the following 2020/21 Funding Priority Areas:</p> <ul style="list-style-type: none"> <li>Celebrates diversity</li> <li>Encourages community members to engage positively with our environment</li> <li>Showcases the City of Wanneroo's unique history</li> <li>Increases participation of disadvantaged or vulnerable community members</li> <li>Increases digital literacy through learning opportunities</li> <li>Educates the community on sustainability and waste management</li> <li>Celebrates the City of Wanneroo's distinctive places and areas of interest</li> <li>Improves the health and wellbeing of our community</li> <li>Increases connection and understanding across different ages, cultures and abilities in our community.</li> </ul> <p>More information can be found on the City's website: <a href="http://www.wanneroo.wa.gov.au/communityfunding">www.wanneroo.wa.gov.au/communityfunding</a>.</p> <p>The City also encourages its community groups, clubs and businesses to access the Wanneroo Funding Finder to view an extensive selection of grants offered in Australia and relevant to the City. The City believes sustainable business is good business as it helps to cut costs, improve efficiencies, improve brand value and reputation, provide a platform for innovation and achieve better growth. The City shares useful resources with the Business community through e-newsletters, encouraging businesses to be more sustainable. The City is committed to continuing these initiatives. The City also has an Enterprise Fund which aims to support individuals and organisations to develop, promote and support strategic opportunities, initiatives and projects by stimulating major investment, driving economic growth and diversifying our economic base. Further information on the fund can be found via the City website.</p> <p>SYT program is promoted on the City's webpage and through workshops run by the libraries. The City can not however support or favour one supplier over another.</p>



Theme	Occurring in # of Submissions	# of Specific Comments	Summary of comments per theme	Administration Response
Targets	3 out of 5	4	<ul style="list-style-type: none"> <li>Clarification was sought on the waste target and on the Action '5.2.1 Revise goals and emission reduction targets relating to City's operations.'</li> <li>The strategy does not provide an overall carbon reduction target for the community nor does it include a commitment to net zero emissions as proactive organisations are now doing (including the Cities of Melbourne, Sydney and Adelaide). Emission reductions are falling short of what is needed to realise the Paris Agreement target.</li> <li>The City must set targets to move to Zero emissions transport, not just for its passenger fleet but for service vehicles.</li> </ul>	<p>Comments noted.</p> <p>There is no error in the waste target, 2024/25 target is '10 % reduction per capita' and this target was reached in 2018/19. With a lot of targets it is easy to get a significant decrease in first few years, however after a certain point it gets significantly harder to achieve further decrease/changes. With this in mind there is still a further 10% per capita reduction required by 2029/30.</p> <p>Wording of action 5.2.1 was changed to:</p> <p>'Assess the data validity/completeness and City's progress and revise goals and emission targets in line with the analysis.'</p> <p>The City is growing and is in process of transformation and 'maturing'. This means that while the City may agree with the need to reduce emissions and even strive for net zero, at this point in time it would not be practical/achievable. Other councils that have set more aspirational targets are in a position to place more resources towards actions to work towards those targets. CoW would need to significantly increase the rates and would need to reduce the level of other services offered or completely stop some. It is a balancing act, and for the time being the City is taking a realistic approach to target setting. There is a plan for targets to be revised at end of interim target period (as part of the next CCAMS review). CCAMS is predominately addressing the CoW corporate actions with some actions relating to community engagement and education. The City sees that it is important to lead by example for the Community and Business. This means addressing the Organisation's own abilities to operate and plan in a way that truly enables better outcomes through developing better internal processes for addressing climate change and ensuring the causal factors are considered in how decisions are made. This will also lead to more effective engagement with community and education for developers and businesses.</p> <p>Comment relating to Zero emissions transport has been addressed as part of EVs comments response.</p>
Action Timeframes	1 out of 5	2	<ul style="list-style-type: none"> <li>Action 5.4 (relating to transitioning City's light fleet from fossil-fuel powered engines to electric, as well as alternative fuels and electrification of the heavy fleet (waste trucks) has implementation of subsequent actions/plans= 10+ years. Comment: 'timeframe unrealistically long'.</li> <li>Actions: Why are some medium priorities &lt; 10 years and some &gt;10 years?</li> </ul>	<p>This timeframe refers to implementation of subsequent actions/plans; 10+ years may appear long however transitioning the whole of waste fleet may take that long due to high capital costs. Also, the technology is not proven as yet which may change rapidly as is often the case especially if there is sufficient demand. This in turn may result in reduced capital costs and a much quicker implementation. Action timeframe (short/medium/long) refers to the time estimated to action/implement the action as stated (i.e. investigate) the other time &lt;10 and &gt;10 years refers to the implementation of subsequent actions (i.e. resulting from investigation/recommendations). The timeframe does not necessarily represent priorities, but rather the practicalities of taking action and achieving outcomes.</p>
Solar Photo-Voltaic (PV) Systems	1 out of 5	2	<ul style="list-style-type: none"> <li>Clarification requested on wording of Action 5.3 and Action 5.5 relating to installation of solar PVs.</li> </ul>	<p>Resulting from the comments received wording of Action 5.3 was changed to:</p> <p><i>'Continue installing solar photovoltaic systems on new and existing buildings as appropriate, and investigate incorporation of battery storage at both new and existing locations suitable for solar PV system installation, developing a plan of installation.'</i></p> <p>Resulting from the comments received wording of Action 5.5 was changed to:</p> <p><i>'In addition to installing solar PVs to generate electricity, investigate and assess potential locations and viability of installing solar PV systems to provide multiple benefits (i.e. creating shade and Electric Vehicle (EV) charging stations in car parks).'</i></p>
Risk	1 out of 5	1	<ul style="list-style-type: none"> <li>It is a surprise the City sees climate change as a moderate rather than a high risk in its risk management process. The range of policies and plans the City has that consider climate is positive, but is the level of adaptation and mitigation significantly different now? Global emissions appear to be increasing, looking beyond the downturn due to the COVID pandemic, and emission reduction efforts are not matching what is needed to keep within the 1.5 to 2 degrees of warming sought under the Paris Agreement. The risk would therefore seem real and likely to increase. Material risk to the City's assets and those of its residents is of concern. There is also potential financial risk - are the City's investments exposed? Also, climate impacts would affect demands on the City's budget.</li> </ul>	<p>The City's strategic risk "ST-S06 Climate Change" which is currently rated at moderate is in relation to the City's preparedness and ability to respond to Climate change. This risk is described as the City's "lack of preparedness to respond and adapt to climate change impacts leading to community and financial implications". The City acknowledges that climate change is happening (therefore it is not considered a risk) and the City is preparing and planning to mitigate the impact of climate change through developing appropriate preventative and mitigation controls. The Climate Change Adaptation and Mitigation Strategy is a key framework to enable the City and community respond to climate change impacts as their materiality becomes clear, and hence mitigate the risks involved.</p>

Theme	Occurring in # of Submissions	# of Specific Comments	Summary of comments per theme	Administration Response
Advocacy to State and Federal Government	1 out of 5	1	How will the City's advocacy to State and Federal governments to implement policies reduce risks, considering they support some of the high CO2 emitting projects?	Without a stronger Federal and State Government commitment and more education and acceptance from the industry and general community on the necessary steps needed at all levels, Local Government is limited in what it can achieve. This is why the City is concentrating on improving its own operations first, and lead by example before it can address the community issues. Having said this, community education is underway and will increase through action 6.1. Advocacy is also needed in order to secure more much needed funding to implement more ambitious emission reduction projects that commonly have significant financial implications for the council.
Fire Risk/ Biodiversity	1 out of 5	1	Fire risk is a key impact of our changing climate and there are concerns the City's response with increased prescribed burning of bushland will likely affect biodiversity (e.g. potential loss of species and degradation of plant communities) and that better measures (like greater weed control) should be implemented for bushland under the City's management. Biodiversity loss is a risk from climate change that warrants greater attention to retaining and connecting remnant bushland in the City's urban and rural areas.	The City is planning prescribed burns with consideration of the latest State supported science by choosing the timing and type of burn to suit the vegetation type and including the protection of habitat trees and heritage trees. This is being implemented to the best of City's abilities given the unpredictable climate and its effects on opportunities to perform burns. This change in planning, along with better post fire weed management should lead to enhancement of our biodiversity through fire rather than impacting it further. Local Biodiversity Policy is in place to address the biodiversity loss and together with the UFS will address retaining and connecting remnant bushland within the City.
Water	1 out of 5	1	Require swimming pools to be covered to reduce water loss.	Swimming pool blanket or cover is required as part of the building approval needed for new swimming pools or spas. Building permits state "To reduce water evaporation an outdoor private swimming pool or spa is required to have a cover, blanket or the like complying with the 5 Star Plus, Water Use in House Code, as prescribed in the Energy Efficiency provisions of the Building Codes of Australia.
Clarification	1 out of 5	1	Comment was made relating CO2 ppm figures for emissions trajectories (pg 10 paragraph 2). "City should contrast these with the 350ppm which is the maximum which will allow us to meet Paris targets of 1.5degC. The lowest 540ppm figure in this report implies a temperature rise TWICE this target. Daily temperatures of up to 50degC are already being discussed."	Clarification on the comment: The Intergovernmental Panel on Climate Change have estimated the limits imply an atmospheric CO2 concentration of no more than 450 parts per million (for 2 degrees) or 430 ppm (for 1.5 degrees). Global atmospheric carbon dioxide was 409.8 ± 0.1 ppm in 2019. The latest assessment found that the world in 2020 was on a path to 2.9°C of warming; however, because of the recent more ambitious targets and commitments by some countries warming is estimated at 2.1°C by 2100, which is still short of the Paris target however an improvement.





# CLIMATE CHANGE ADAPTATION AND MITIGATION STRATEGY

2020/21 - 2025/26

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## MAYORS MESSAGE



The City of Wanneroo acknowledges the significant impact climate change has on our everyday lives and the importance of reducing the long-term effects.

Global climate change is everyone's responsibility and we can make changes to the way we live; whether it's reducing plastic usage, conserving energy or carpooling when possible.

The City has already undertaken numerous initiatives to adapt to the challenges of climate change. However, in order to become more resilient, further developments need to be made to ensure we are prepared to deal with future risks such as reduced rainfall, severe weather conditions, bushfires, storms and rising of sea levels.

This revised Climate Change Adaption and Mitigation Strategy provides an updated direction on how we plan, prepare and respond to the effects of climate change, including areas of mitigation.

The City is also in the process of developing an Urban Forest Plan, which will further assist us in preparing for the impact on the community; including alleviating rising temperatures through protecting and preserving existing trees and planting additional trees across the City.

It is heartening to see the commitment and enthusiasm of our younger residents towards climate change and working towards a brighter and more sustainable future. The City has a responsibility to these young people, and subsequent generations, to limit negative impact on our community.

The City is a signatory to the WA Local Government Association's Climate Change Declaration and was recently presented with a Certificate of Declaration which outlines initiatives the City can implement.

Together, all these programs will enable us to reduce our carbon footprint, become more agile in our approach and guide us to develop innovative plans to protect and enhance our natural environment and the lifestyles of future generations.

**Mayor Tracey Roberts JP**



## EXECUTIVE SUMMARY

The City's Strategic Community Plan 2013/14 to 2022/23<sup>1</sup> aspires to achieve *a sustainable natural, built and healthy environment*. In response to this community vision, an action within the City's Corporate Business Plan 2015/16 - 2018/19 has been the preparation of the Climate Change Adaptation and Mitigation Strategy (CCAMS).

The purpose of the CCAMS is to identify areas where the City and the community it represents, are exposed to the effects of climate change and provide risk management adaptation measures to reduce the risk, as well as to identify practical mitigation measures that would aid with the mitigation of the impacts of climate change.

In Western Australia, the CSIRO predicts climate change to result in hotter days and nights; reduced rainfall but more intense rain periods; more extreme weather conditions such as long periods of drought and severe storms; more bushfires; and rising sea levels<sup>3</sup>. It is expected that the City will be affected by these impacts.

The original CCAMS placed more emphasis on adaptation i.e. the ways the City can adapt to, and be prepared for the unavoidable impacts of climate change as they arise. The revised CCAMS outlines the adaptation actions that are still required to be implemented across the City, as well as raising the importance of and putting in place a number of mitigation actions to be implemented i.e continue reducing energy consumption which will contribute to carbon emission reduction.

The City's Risk Management Framework has been used to identify effective management measures for the risks associated with climate change. The Framework will assist in the implementation of the CCAMS adaptation actions and will allow for efficient allocation of resources addressing the highest priority issues.



## 1. Background

The City recognises and acknowledges the risk that climate change presents to the City's community, Western Australians and the wider global community. To date, the City has made significant progress in terms of reducing its impact on climate change through a number of key initiatives including preparation and implementation of CCAMS 2016-2020. This document updates the previous Strategy and puts in place appropriate measures to effectively address climate change within the City's local government context, ability and jurisdiction.

### Adaptation and Mitigation

Adaptation to climate change means taking action to adjust to the changes in the climate that are already underway such as temperature increases, reduced rainfall and extreme weather events, and to plan and prepare for the risk of bigger changes in the future, and resulting impacts such as sea level rise. For the City, this means changing the way we operate to safeguard our communities against the negative impacts of climate changes as above (e.g. ensuring homes are built in safer places, planting more trees to moderate ground temperatures, use plants that need less water, etc.).

The Intergovernmental Panel on Climate Change (IPCC) defines climate adaptation as: *"an adjustment in natural or human systems in response to actual or expected climatic stimuli or their effects, which moderates harm or exploits beneficial opportunities (2018)"*<sup>5</sup>

The City's main priority is to be able to adapt to the impacts of climate change that are predicted to be of a large scale, highly likely or inevitable as it impacts on the local government area and is within the City's ability and jurisdiction.

Climate change mitigation means taking initiatives to prevent (i.e. contribute to actions that help to delay, reduce or avoid) further climate change. The best example of mitigation is to reduce the carbon footprint, which is a global level initiative but must be contributed to at the local level, and primarily involves energy use reduction and shifting away from fossil fuels.

The CSIRO defines mitigation as actions that aim to reduce the amount of climate change, typically by limiting the future increases in concentrations of greenhouse gases in the atmosphere(2011)"<sup>6</sup>

The City should demonstrate through its actions that it is taking active steps to reduce its contribution GHG emissions that are causing changes in the climate.

By implementing adaptation actions to reduce climate change impacts, the City can also indirectly reduce its overall contribution to GHG emissions, which would contribute to mitigation. For instance, an adaptive action to cope with a hotter climate such as planting trees throughout the City, can serve to reduce air-conditioning use required to ensure comfort to occupants of buildings. The reduced energy consumption leads to a reduction in greenhouse gases, and additionally trees will absorb carbon dioxide through photosynthesis so further reducing GHG emissions. In addition, the City will continue to undertake active

mitigation through implementation of its Energy Reduction Plan, which was an initiative of the previous CCAMS, to reduce City’s emissions. This scenario is outlined in Figure 1.

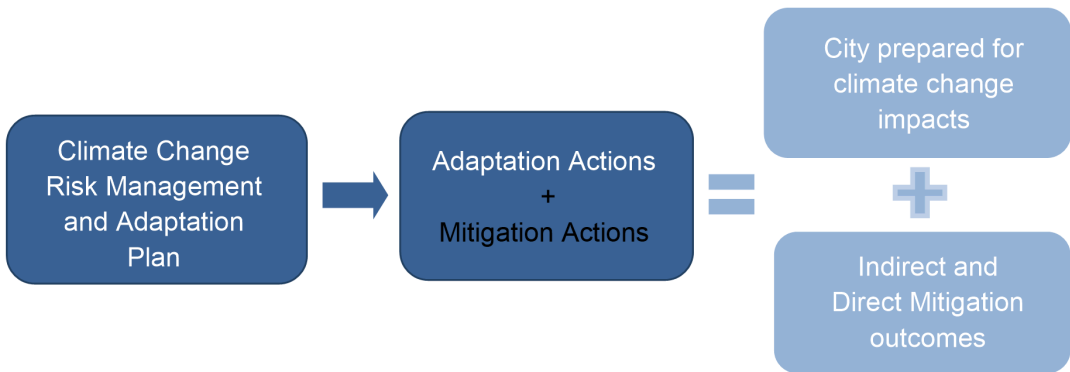


Figure 1 CCAMS outcomes

1.1. Purpose

As a local government, the City, on behalf of the community, shares a responsibility for the management of risks to public assets (including the natural environment) associated with climate change. This involves creating an institutional framework that promotes and supports adaptation to and mitigation of climate change whilst delivering services to the community. Through consultation with its residents, including the City’s youth, the City has identified the need to have a stronger vision and a clear strategy for responding to climate change. This conversation, which is ongoing, has informed the review of this revised strategy.

Global organisations, such as the IPCC and The United Nations Framework Convention on Climate Change (UNFCCC), an entity tasked with supporting the global response to the threat of climate change, have long been encouraging risk management, adaptation and mitigation strategies, so that society is prepared for climate change. The UNFCCC is the parent treaty of the 1997 Kyoto Protocol and the 2015 Paris Agreement. These aim to stabilise greenhouse gas concentrations in the atmosphere at a level that will prevent dangerous climate system changes, allowing time for ecosystems to adapt naturally and enable sustainable development<sup>19</sup>. According to professor Jean Palutikof Director of the Australian National Climate Change Adaptation Research Facility, *“the scientific evidence points strongly that there will be unavoidable climate change even though our mitigation efforts can reduce some impacts. As Australia’s climate changes in increasingly significant ways over the coming decades we need to be sure that we are ready<sup>(4)</sup>”*.

Local governments are at the forefront in dealing with the impacts of climate change at a local level, so innovative planning and appropriate action in both mitigating the impacts of and adapting to the climate changes by the City is essential.

The CCAMS implements the aspirations identified by the community in the City’s Strategic Community Plan (SCP) 2017/18-2026/27 and implements the actions of the Corporate Business Plan (CBP) 2019/20-2022/23 as demonstrated in Figure 2. The SCP is a long-term, overarching document that presents the vision and aspirations for the future of the community, and sets out key strategies and actions required to achieve these aspirations.



Figure 2 City of Wanneroo Climate Change Adaptation and Mitigation Strategy strategic alignment

In response to the SCP, the City's Local Environment Strategy 2019 (LES) outlines the City's overall approach to protecting and managing the key environmental resources and values important to the City's future. The LES acts as an extension to the Environmental pillar and provides a direct response to the community's expectations through the six themes of flora and fauna, land and waste, community, climate change, air and energy, and water. Climate change has impacts on and or gets impacted by the other five themes, however it has been separated due its complexity and level of importance.

#### Before development of CCAMS 2016-2020

Before development of the CCAMS, the City's risk management process identified climate change as a strategic risk to the City with the overall risk rated as high in the City's Risk Register. This had resulted in various initiatives being developed and implemented to deal with this risk.

The City's Local Environment Plan 2009-14<sup>7</sup> later replaced by the Local Environment Strategy 2019, promoted a focus on reducing greenhouse gas emissions. In line with this, and to demonstrate its commitment to sustainability in 2011, the City in 2011 jointly sponsored the design and build of the award winning EcoVision display homes. The two homes showcased best practice affordable and sustainable design options including water conservation, greywater recycling, photovoltaics, healthy home principles and universal design. The homes were open to the public for 12 months and took out numerous awards including the National Greensmart Award for the Sustainable Townhouse/Villa category.

The City has also funded large scale solar panel systems at high energy usage sites that had been identified as having ideal conditions for solar panel investment. These include the Civic Centre, Aquamotion, Kingsway Sporting Complex and Clarkson Library. This has ensured the City is less reliant on non-renewable electricity and has provided a demonstration of Council's commitment to the environment - achieving environmental outcomes in a financially viable way.



The City has diversified its investment in the future by installing a voltage optimisation system at Aquamotion. This electrical energy saving device is further cutting the City's energy usage by ensuring less energy is wasted within the facility. Undertaking the Civic Centre extension project has had a high level of sustainable inclusions, including passive solar design orientation, solar panels, energy efficient lighting and sunshades (reducing the need for air conditioning). All of these features ensure less reliance on electricity derived from non-renewable sources.

### Changes since CCAMS 2016-2020 came into effect

In July 2019, through the City's risk management process, risk rating of climate change as a strategic risk to the City has been downgraded from high to moderate based on existing management systems and controls in place, including the City's:

- Local Environment Strategy 2019;
- Local Biodiversity Plan 2018/19-2023/24;
- Climate Change Adaptation and Mitigation Strategy 2016-2020;
- Energy Reduction Plan 2017-2020;
- Coastal Assets Policy;
- Local Planning Policy 4.21;
- Bushfire Committee;
- Bushfire Management Plan;
- Sand Renourishment Programs;
- Coastal Hazard Risk Management Adaptation Plan (CHRMAP) Development Consultation Process;
- District Emergency Management Committee;
- Local Emergency Management Committee;
- Local Emergency Management Arrangements; and
- Local Planning Policy 4.10 Streetscapes etc.

Implementation of the CCAMS has seen a number of initiatives and projects undertaken including energy and water audits of a number of high use facilities, implementing audit recommendations, and achieving significant water and energy savings. The City participated in the joint Department of Water and Environmental Regulation (DWER) and Water Corporation's Waterwise Council Program, and in 2020 received endorsement as a 'gold' Waterwise Council. The City is also putting in place an Environmental Management System (EMS) to record, manage and analyse environmental-related data relating to all the City's activities, and to identify where environmental impacts might or are occurring, ensure appropriate actions are put in place to prevent and eliminate them. The EMS is underpinned by a risk assessment approach and includes risks relating to climate change.

In September 2019 the City endorsed an Environment Policy which demonstrates the City's commitment to protecting and enhancing its natural environment and incorporating the principles of ecologically sustainable development throughout its operations and business activities to benefit current and future generations taking into account environmental, economic and social impacts (Triple Bottom Line). It also makes specific commitment to adapting to the changing climate and where practical, minimising its contribution towards climate change.

Following a community petition in October 2019, for the City to declare a climate emergency, the City strengthened its commitment to address climate change by becoming a signatory to the Western Australian Local Government Association's (WALGA) Climate Change Declaration. The Declaration acknowledges that climate change is occurring and will continue to have significant effects on the environment, society and economy, and that human behaviours, pollution and consumption patterns have both immediate and future



impacts on the climate and environment. Through the Declaration, the City also commits to strengthen its actions towards adaptation and mitigation, as reflected by the CCAMS.

In addition to the above adaptation actions, initiatives and resultant indirect climate change mitigation, the City has an Energy Reduction Plan (ERP). The ERP has been reviewed in line with the new CCAMS, and in its revised form will continue to reduce the City's energy use. It will also seek to encourage the City's community to reduce their energy use, thereby also contributing to overall reductions of GHG emissions. The City has conducted an independent energy audit of the top 20 energy use sites and has identified a range of energy efficiency improvements. The City also addresses GHG emissions issues through a range of policies, strategies and action plans including:

- Environment Policy
- Purchasing Policy (Sustainable Procurement)
- Investment Policy
- Local Biodiversity Plan
- Waterwise Council Action Plan
- Water Conservation Plan
- Waste Management Services Policy
- Waste Plan 2020-2025
- Waste Education Plan 2018/19-2022/23
- Bushfire Risk Management Plan

Table 1 below, outlines examples of completed/ongoing and current measures undertaken by the City to address impacts of climate change, including associated risks and related impacts.

Table 1 Risks, measures undertaken and related impacts

Risk	Measures undertaken	Related impact
<b>Increasing temperature</b>	<ul style="list-style-type: none"> <li>• Implementation of Local Emergency Management and Recovery Plans;</li> <li>• Annual bushfire awareness community day;</li> <li>• Annual review of current emergency management risks within the City;</li> <li>• Quarterly local Emergency Management Committee meetings with all relevant agencies; and</li> <li>• Employment of Fire Protection Officers by the City.</li> </ul>	Increased potential for bushfires
<b>Increasing temperature</b>	<ul style="list-style-type: none"> <li>• Annual tree planting programs implemented at various sites around the City including wetlands, bushlands, foreshore, parks/reserves, streetscapes and residential verges;</li> <li>• Shade policy incorporated into the Local Planning Policy 4.3: Public Open Space as a standard requirement with preference given to tree planting as primary shade provider for playgrounds and picnic areas, however, installation of a shade sail until such time as tree shade is adequate is required;</li> <li>• Shade sail installation program for existing sites that do not have adequate shade;</li> <li>• Preparation of Streetscapes local planning policy;</li> <li>• Implementation of a Mosquito Monitoring Program and public education campaign to reduce the potential increase of mosquitos;</li> <li>• Investigation into alternative pathway and road materials to reduce urban heat island effect and increase proportion of recycled materials used; and</li> <li>• Commenced preparation of the Urban Forest Plan.</li> </ul>	Increase in surface temperature

Risk	Measures undertaken	Related impact
<b>Reducing rainfall</b>	<ul style="list-style-type: none"> <li>• Implementation of Hydrozoning program involving the staged replacement of irrigation systems in parks and reserves, to ensure water is used more effectively throughout parks;</li> <li>• Wetting agent dosing units installed to all irrigation systems on Active Sports Fields and will continue to be installed at new sites;</li> <li>• Preparation and implementation of North West Corridor Water Supply Strategy (with Department of Water);</li> <li>• Comprehensive assessment of water usage within City buildings has been carried out (water audits of top 10 high use sites) identifying savings with a plan to continue; and</li> <li>• Participation in the Waterwise Council Program and development of a Waterwise Council Action Plan.</li> </ul>	Reduced water availability for parks and other irrigated areas
<b>Extreme weather events</b>	<ul style="list-style-type: none"> <li>• Implementing the City's Coastal Monitoring Programme which includes: <ul style="list-style-type: none"> <li>○ Six monthly photographic monitoring;</li> <li>○ Post storm inspections;</li> <li>○ Six monthly coastal surveys of the whole City coastline; and</li> <li>○ Annual condition assessment of coastal protective structures (groynes, breakwaters and seawalls).</li> </ul> </li> <li>• Aerial Coastal Surveys;</li> <li>• Regular sand nourishment along areas of the City's coastline subject to coastal erosion;</li> <li>• Reviewed City's insurance policies to ensure they adequately treat climate change risks;</li> <li>• Conducted risk assessment on current (older) stormwater systems; and</li> <li>• Reviewed City's stormwater drainage specification design standards.</li> </ul>	More intense storms
<b>Sea Level rise</b>	<ul style="list-style-type: none"> <li>• Implementation the Coastal Hazard Risk Management and Adaptation Plan;</li> <li>• Preparation of Coastal Assets Policy; and</li> <li>• Photographic monitoring and survey of beach levels twice yearly at Quinns Beach, Two Rocks and Yanchep Lagoon to monitor long term coastal erosion.</li> </ul>	Storm surges and flooding



## 1.2. Changing Climate

Over the last 130 years, the globe has warmed by approximately 0.85°C, with each of the last three decades being warmer than the previous one, as evident in Figure 3. Major contributors to this warming are human activities, which includes the burning of fossil fuels and release of large quantities of greenhouse gases into the atmosphere (Figure 4)<sup>8</sup>. These gases become trapped within the lower atmosphere increasing the temperature of the global climate, resulting in a range of effects including glaciers melting, sea levels rising, rainfall patterns changing and extreme weather events becoming more intense and more frequent<sup>8</sup>.

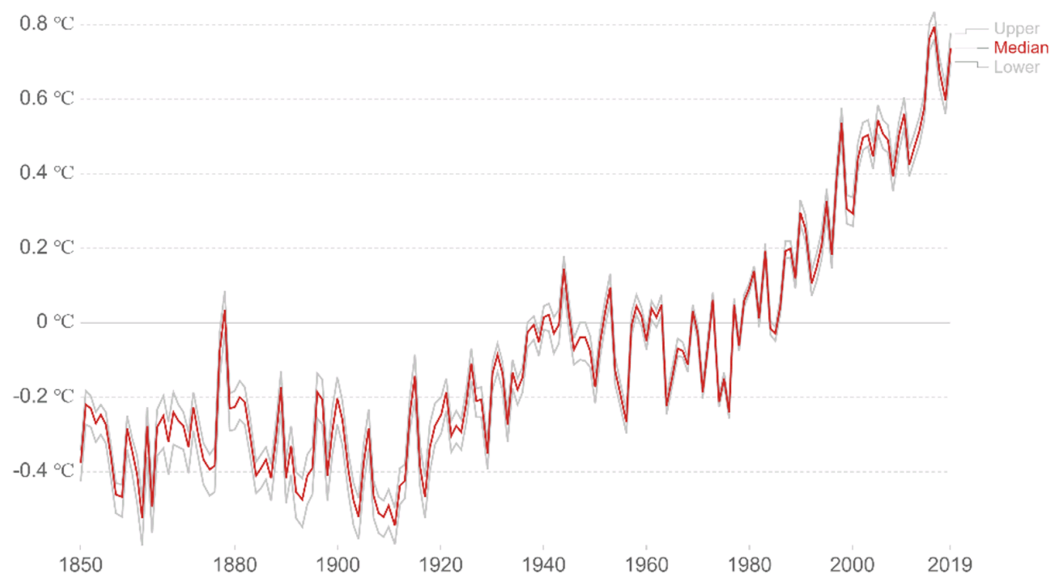


Figure 3 Global average temperature from 1850 to 2019<sup>15</sup>

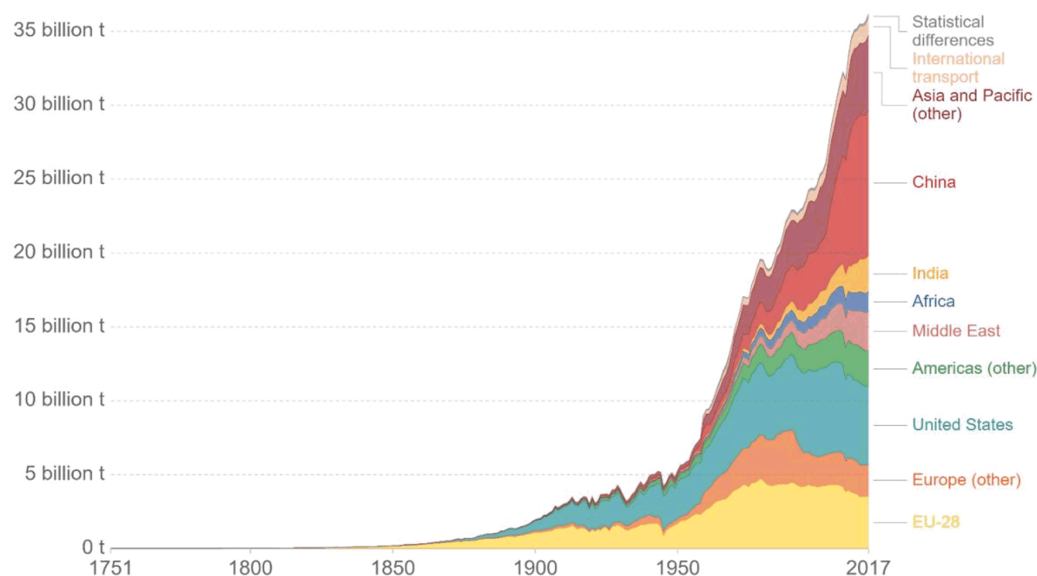


Figure 4 Annual total CO<sub>2</sub> emissions, by world region<sup>15</sup>

Over the past 50 years in Australia there has been an increase in heatwaves, less rain, less frosts, increase in droughts, and a slight rise in sea level. The Australian population have seen these changes in their daily lives, and through flow-on effects such as higher fresh

food prices and water restrictions in certain parts of the country<sup>9</sup>. In recent years, bushfires have become more frequent, more intense and affecting more people than ever. Also fire seasons have extended, now starting earlier and lasting longer. Making decisions for multiple futures requires recognising system uncertainty in planning and being flexible and adaptive. While it is important to have long term outlooks and actions, having shorter time scales allows for having more confidence and reduced uncertainty<sup>10</sup>.

The climate modelling community has developed Representative Concentration Pathways (RCPs) in 2011 to explore credible future options. The Australian climate change projections according to CSIRO are derived from climate models forced by the RCPs. There are four RCPs, RCP8.5, RCP6.0, RCP4.5 and RCP2.6<sup>11</sup>. RCP8.5 predicts a future with little curbing of emissions, with a CO<sub>2</sub> concentration continuing to rapidly rise, reaching 940 ppm by 2100. RCP6.0 with application of some mitigation strategies and technologies predicts CO<sub>2</sub> concentration reaching 660 ppm by 2100. RCP4.5 predicts emissions peaking around 2040, and the CO<sub>2</sub> concentration reaching 540 ppm by 2100. RCP2.6 was the most ambitious mitigation scenario, with emissions peaking early in the century (around 2020), then rapidly declining. Considering the current global greenhouse gas concentration levels and trends (Figure 5), this scenario does not appear likely, which means not achieving the Paris agreement of 1.5°C temperature limit. The latest assessment found that the world in 2020 was on a path to 2.9°C of warming; however, because of the recent more ambitious targets and commitments by some countries warming is estimated at 2.1°C by 2100, which is still short of the Paris target.

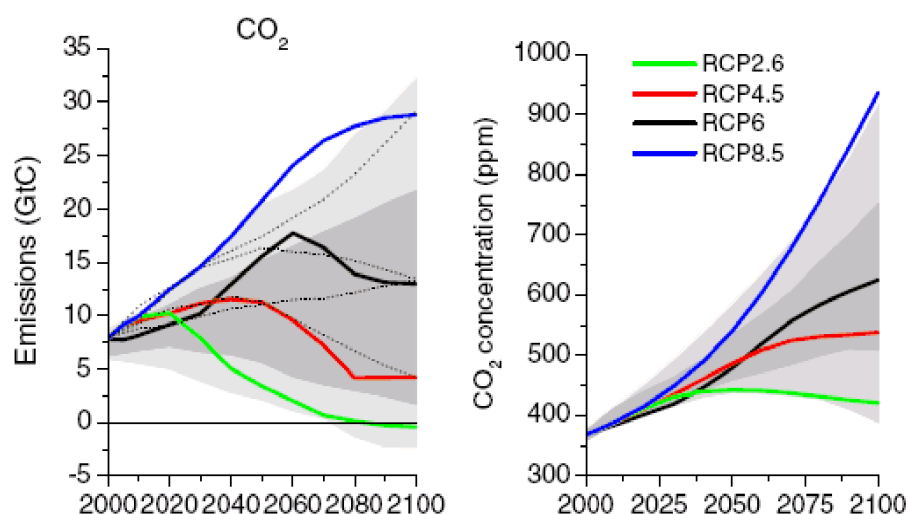
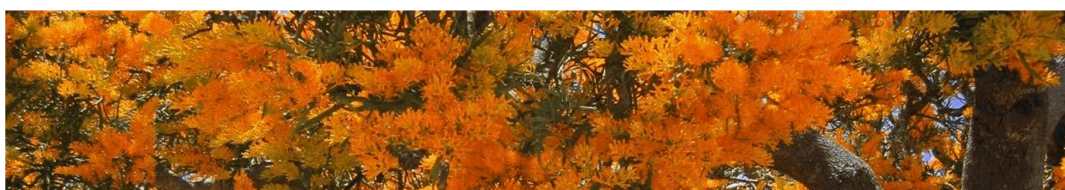


Figure 5 Emissions of CO<sub>2</sub> across the RCPs (left), and trends in concentrations of carbon dioxide (right). Grey area indicates the 98th and 90th percentiles (light/dark grey) of the values from the literature. The dotted lines indicate four of the SRES marker scenarios<sup>11</sup>

The diagram in Figure 6 outlines the expected climate change impacts in Western Australia.





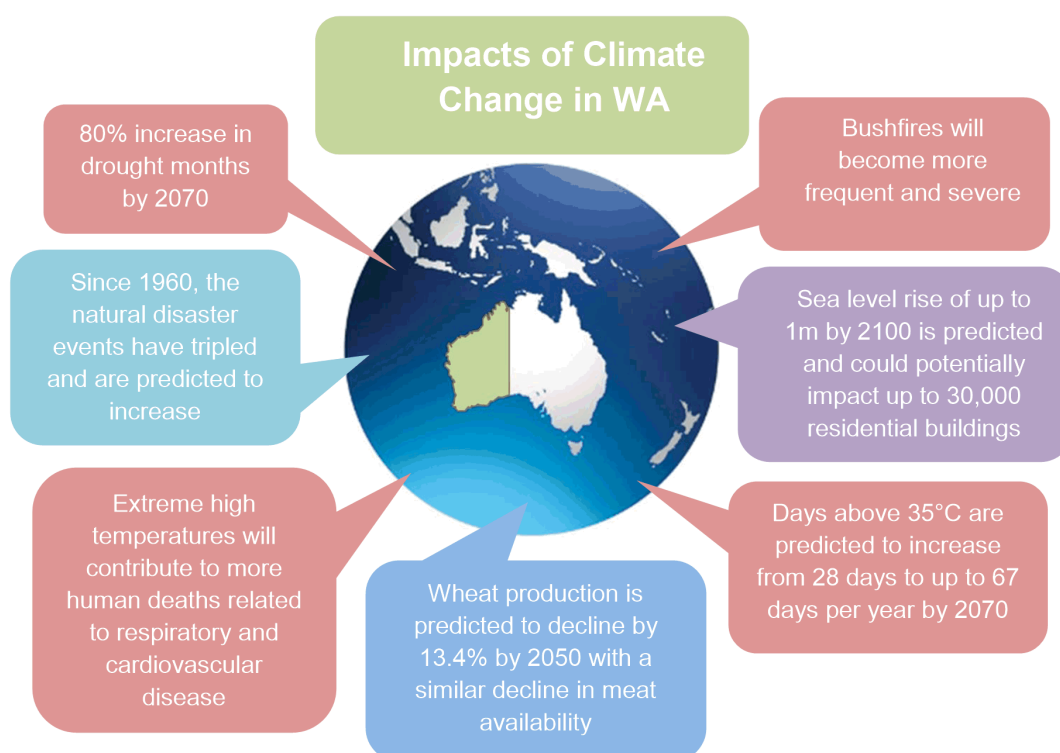
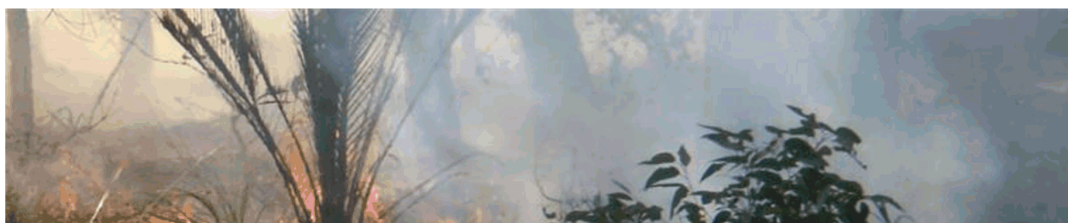


Figure 6 Impacts of Climate Change in WA (Sourced from WHO<sup>8</sup> and Department of Environment<sup>12</sup>).

### 1.3. City of Wanneroo and Climate Change

The City will experience numerous impacts resulting from changing climate. This section details the changes in temperature, rainfall, extreme weather and sea level and outlines how these changes may impact the City.



#### Temperature

Wanneroo's average temperature has increased since 1910 in line with the Perth average and is predicted to continue rising. It is expected there will be more hot weather and less cold weather, with more record hot weather and an increase of average temperature (Figure 7). Perth's temperature has increased by just over 1.0°C since 1910 to 2018<sup>13</sup>. Under the Representative Concentration Pathway RCP8.5, the average temperature is predicted to increase between 0.5 to 1.5°C by 2030. If greenhouse gas emissions continue to rise at rates consistent with past trends, warming is projected to be in the range of 0.5 to 3.0°C by 2050, and between 3.0 and 4.5 by 2090<sup>9</sup>.

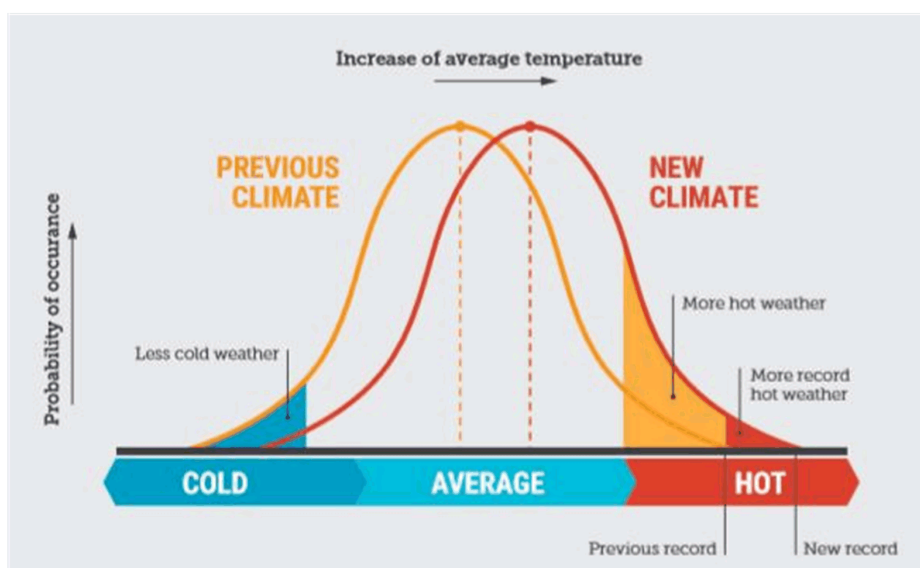


Figure 7 Increased probability of hot extremes and decreased probability of cold extremes with an increase in average temperatures<sup>17</sup>

The following impacts and consequences (Table 2) are predicted to apply to the City both in the immediate and long-term future, as a result of the predicted increase in temperature.

Table 2 Increased temperature impacts and consequences

Impacts	Consequences
Increased risk of bushfires (Figure 8)	<ul style="list-style-type: none"> <li>• Increase in home evacuations to recovery centres;</li> <li>• Access blockage on major arterial roads and train lines;</li> <li>• Death of people unable to evacuate;</li> <li>• Disruption to the biodiversity cycle resulting in biodiversity loss;</li> <li>• Increase in weed invasion;</li> <li>• Impact on water quality;</li> <li>• Damage to council facilities and property;</li> <li>• Damage to street lighting; and</li> <li>• Loss of power.</li> </ul>
Impacts upon human health	<ul style="list-style-type: none"> <li>• Rise in food poisoning cases;</li> <li>• Increase in mosquito borne diseases (and various other potential disease vectors); and</li> <li>• A rise in heat stress and mental health issues particularly on vulnerable groups such as elderly and children, which will result in increased pressure on medical facilities.</li> </ul>
An increase in surface temperature	<ul style="list-style-type: none"> <li>• Loss of and/or severe stress on plants/vegetation cover and trees (i.e. street and civic landscaping, conservation reserves, etc.)</li> <li>• Potential air conditioner malfunction due to overuse;</li> <li>• Financial stress (cost of transport and cooling); and</li> <li>• Impacts on transport systems (buckling of rail lines and road wear and tear).</li> </ul>
Damage to agricultural crops	<ul style="list-style-type: none"> <li>• Increase in food costs and an overall reduction in productivity that will see changes in the agricultural industry;</li> <li>• Potential for cleared rural lands to become 'dead' zones with no vegetation cover; and</li> <li>• Subsequent impacts on land use, economy and employment.</li> </ul>

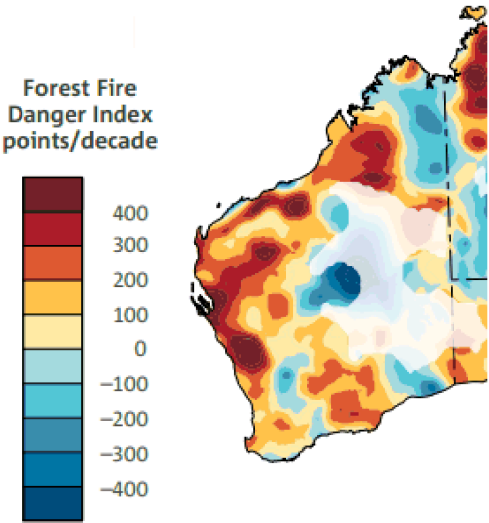


Figure 8 Severity of fire weather conditions across Western Australia (trends from 1978 to 2017)<sup>13</sup>

Figure 8 shows the trends from 1978 to 2017 in the annual (July to June) sum of the daily Forest Fire Danger Index as an indicator of the severity of fire weather conditions. Yellow to red colours, are indicative of an increasing length and intensity of the fire weather season. Climate change, including increasing temperatures, is contributing to these changes<sup>13</sup>.



Rainfall

Autumn and winter seasonal rainfall throughout the Perth Metropolitan area, including the City has declined by 20 per cent over the past 60 years<sup>14</sup>. This drying trend has intensified over the last 20 years with very much below average rainfall as per Figure 9, and with other parts of the state having lowest on record rainfall. Annual rainfall in the south-west is projected to decline by 6% by 2030 and 12% by 2090 for a medium-emission scenario, and

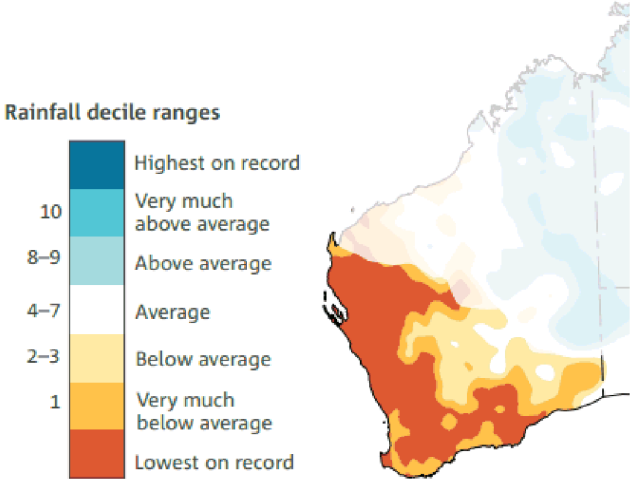
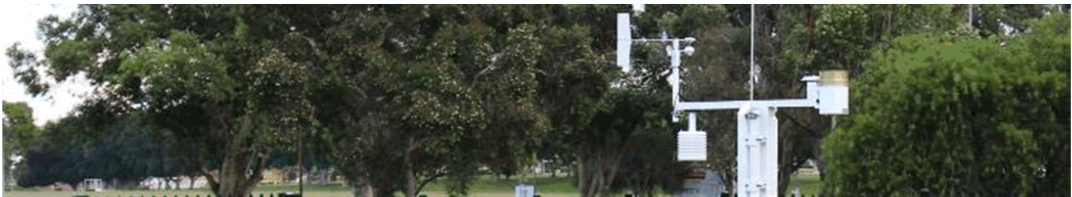
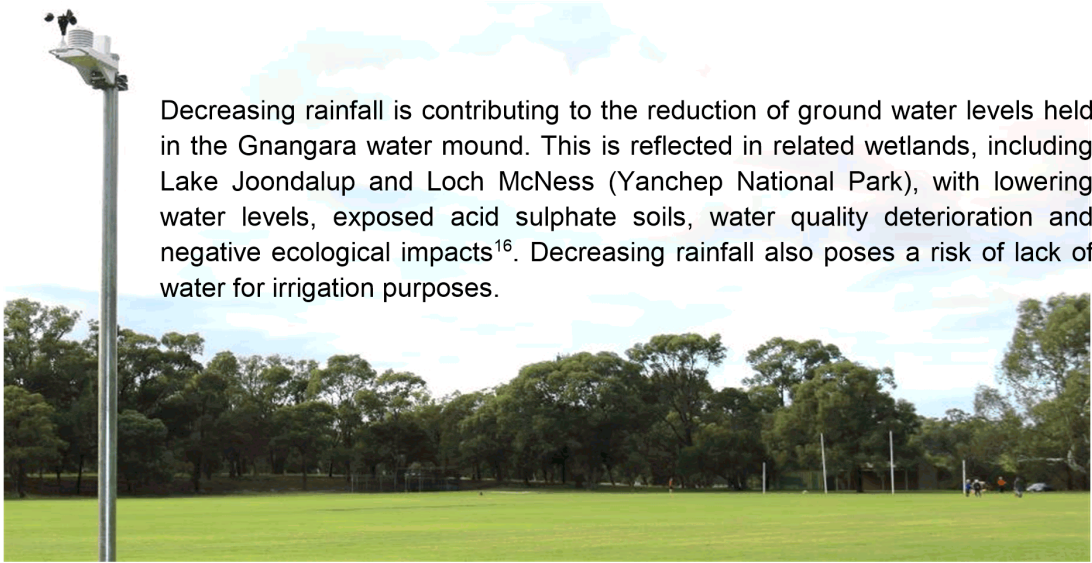


Figure 9 April to October rainfall declines between 1999 and 2018<sup>13</sup>

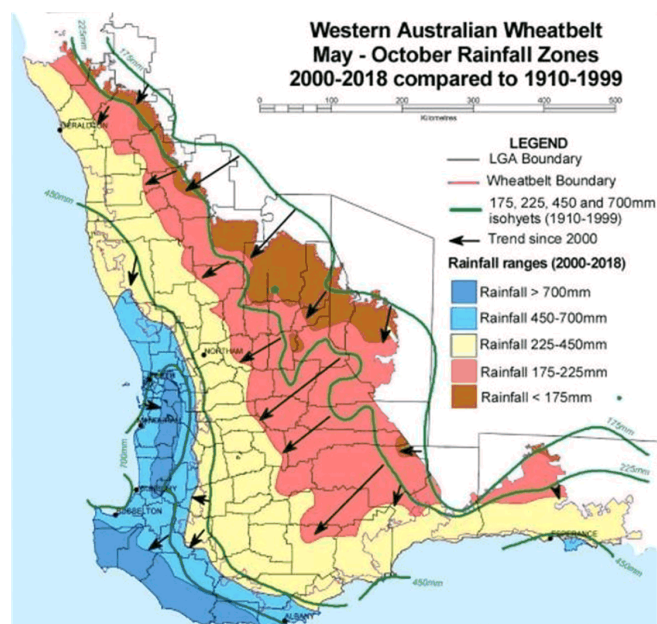
by 5% and 18%, respectively for a high-emission scenario<sup>14</sup>. April to October rainfall deciles (data ordered into 10 groups with an equal number of data points in each) for the last 20 years (1999–2018). A decile map shows where rainfall is above average, average or below average for the recent period, in comparison with the entire rainfall record from 1900. Areas across northern and central Australia that receive less than 40 per cent of their annual rainfall during April to October have been faded<sup>13</sup>.







Decreasing rainfall is contributing to the reduction of ground water levels held in the Gnangara water mound. This is reflected in related wetlands, including Lake Joondalup and Loch McNess (Yanchep National Park), with lowering water levels, exposed acid sulphate soils, water quality deterioration and negative ecological impacts<sup>16</sup>. Decreasing rainfall also poses a risk of lack of water for irrigation purposes.



Along with reduction in annual rainfall, rainfall zones are also shifting in the south west direction having a significant effect on the agricultural sector as well as other natural/ ecological processes dependent on seasonal rainfall (Figure 10)<sup>14</sup>. Table 3 presents the impacts and consequences that are predicted to affect the City.

Figure 10 May to October rainfall zones shifting due to climate change<sup>14</sup>

Table 3 Reduction of rainfall impacts and consequences

Impacts	Consequences
Reduced water availability for park areas	<ul style="list-style-type: none"><li>Reduced turf quality of playing fields and park closures affecting community health and lifestyle.</li></ul>
Increasing cost to deliver services	<ul style="list-style-type: none"><li>As water supply reduces the price is likely to increase.</li></ul>
Reduced water availability for agricultural crops	<ul style="list-style-type: none"><li>Increase in food costs and an overall reduction in productivity that will see changes in the agricultural industry; and</li><li>Subsequent impacts on land use, economy and employment.</li></ul>
Reduced water availability for ecosystem services	<ul style="list-style-type: none"><li>Loss of biodiversity; and</li><li>Loss of amenity and cooling affect from natural water bodies.</li></ul>





Extreme weather

Climate change induced extreme weather events are increasing in frequency and or severity as evident in Figure 11. Not shown on the graph, 2018 was a year of wild weather both globally and in Australia<sup>17</sup>. Drought-months (months without rainfall) are predicted to increase by 20 per cent by 2030 and up to 80 per cent by 2070<sup>14</sup>. This will consequently increase the number of fire-weather risk days.

In the south-west in recent years, including the metropolitan area, hot spells have become more frequent, and it is predicted that average annual number of days with temperatures over 35°C will increase from 28 days in the recent past (1971–2000 average) to 36 days in 2030, and to 40 days and 63 days in 2090 for intermediate and high-emission scenarios, respectively<sup>14</sup>.

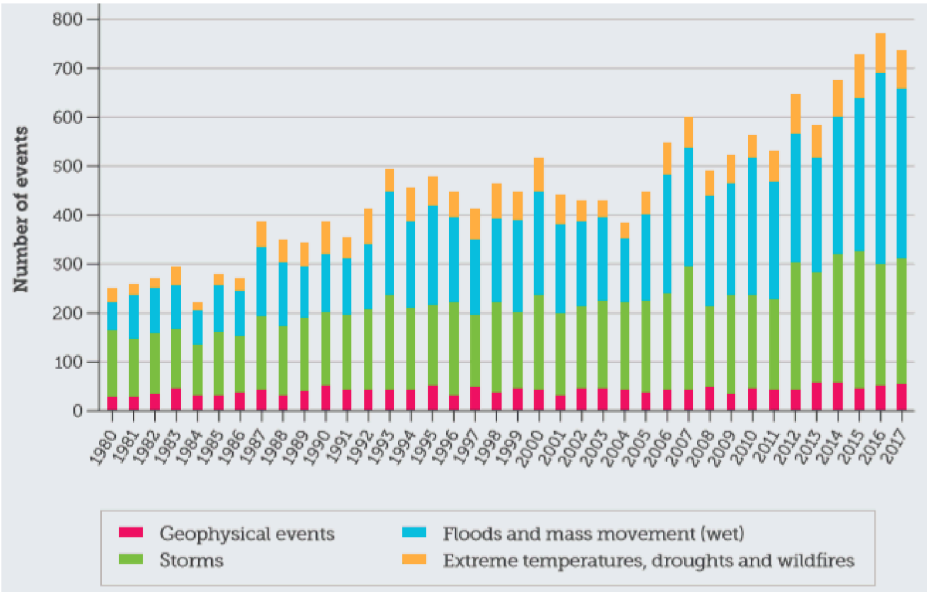


Figure 11 Number of extreme weather events worldwide<sup>17</sup>

It is predicted with medium to high confidence that the intensity of heavy rainfall events will increase<sup>14</sup>. This is likely to cause more flash flooding and with an increase in wind speed, damage both built infrastructure and natural assets. Impacts and consequences associated with extreme weather are presented in Table 4, with bushfire risk covered in Table 2 above.

Table 4 Extreme weather impacts and consequences

Impacts	Consequences
More intense storms	<ul style="list-style-type: none"><li>• Damage to vegetation causing hazards for people and animals (e.g. falling tree branches);</li><li>• Damage to structures of all types;</li><li>• Road closures; and</li><li>• Loss of biodiversity.</li></ul>

Increase in storm surge	<ul style="list-style-type: none"> <li>• Beach erosion; and</li> <li>• Damage to coastal facilities, property and structures.</li> </ul>
Aberrant extreme weather events	<ul style="list-style-type: none"> <li>• High costs due to damaged infrastructure and buildings; and</li> <li>• Increased risks to human safety.</li> </ul>



### Sea level rise

The rate of sea level rise is predicted to be greater in the 21<sup>st</sup> century than over the past four decades, with coastal cities such as Perth having an average increase of 60 – 66 cm by 2090 for RCP8.5 (high concentration scenario) and 45 – 47 cm for RCP4.5 (medium concentration scenario) (Figure 12). A likely range of change for RCP8.5 could be wider ranging from 38 cm to 89 cm across these cities<sup>18</sup>.

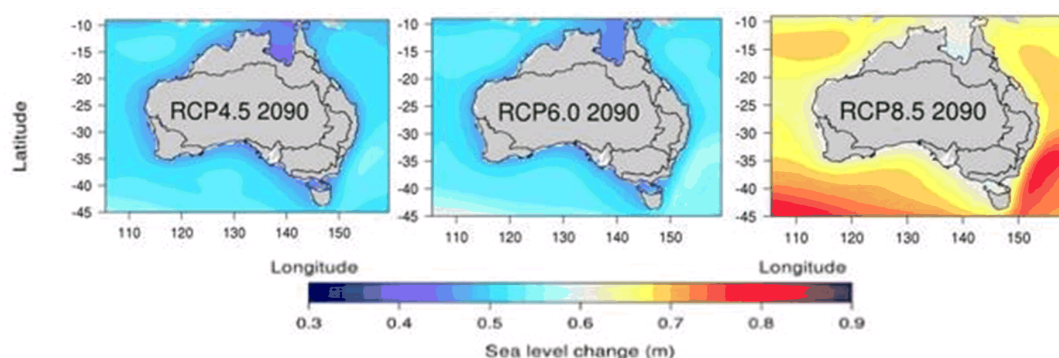


Figure 12 Sea-level change around Australia by 2090 (2081-2100) compared to 1986-2005 for the three concentration scenarios (RCPs) according to CSIRO and Bureau of Meteorology<sup>18</sup>

The City's coastline extends 32 kilometres from Tamala Park to Two Rocks and is characterised by marinas, coastal limestone cliffs, coastal heathland vegetation and relic sand dune formations occurring as beach ridges. Even though there may not be serious direct impacts from the rise of the sea level (at 'normal' conditions) to the City' coastline, impacts would be amplified when combined with intensified storm events. Table 5 outlines how the City will be impacted by sea levels rising.

Table 5 Sea Level Rise Impacts and consequences

Impacts	Consequences
Storm surges and flooding	<ul style="list-style-type: none"> <li>• Erosion and inundation of dune systems;</li> <li>• Damage and loss of coastal structures including recreational facilities, marinas and harbours (including the damage and loss of boats and ships);</li> </ul>

Impacts	Consequences
	<ul style="list-style-type: none"><li>• Damage to residential and commercial buildings, facilities and parks resulting in devaluation of private properties and litigation;</li><li>• Effects on unconfined aquifers and contamination of bores;</li><li>• Impacts on infrastructure including leakage to septic tanks and sewer systems, causing instability of swimming pools, tanks and other subsurface structures that are not anchored; and</li><li>• Impact on roads and City owned infrastructure.</li></ul>



Conclusion

In summary, the City has a challenge ahead to ensure its assets and the community are prepared for the potential impacts of climate change. Effective adaptation and mitigation planning is needed to reduce the expected impacts, consequences and risks associated with climate change. Through the City’s risk management process and integration of climate related risks into the City’s Environmental Management System (EMS) the City will continue to address and strengthen the adaptation and mitigation efforts going forward.



Source: Crops Wanneroo (Wes Cooper), Loch McNess Dried up (Steve Copsy) and Mental Health (WA Government)

## 2. CCAMS 2020/21-2005/26

At present the City is improving its management of climate change by developing and its EMS in alignment with international standards (ISO 14001). This has resulted in the following advances.

### 2.1. Risk Assessment Approach

As part of the preparation of the previous CCAMS, the initial risk assessment process examined the level of climate change risk for the City in the areas of temperature, rainfall, extreme weather events and sea level rise, with temperature and rainfall rated as high, and extreme weather and sea level rise as moderate.

The re-assessment of climate change related risks as part of the new CCAMS was undertaken slightly differently by incorporating them into the City's risk management process by using the City's EMS, rather than in the CCAMS itself. Corporate level as well as operational level risks associated with areas of temperature, rainfall, extreme weather events and sea level rise, were identified and assessed or re-assessed in August 2020 and incorporated onto the EMS. Going forward, these risks will be monitored along with other significant environmental risks within the EMS's Environmental Aspect Register and reviewed on a regular basis through the City's Risk Management process.

#### 2.1.1. Additional Risks

The review process recognised there are subsequent risks to climate change adaptation as a consequence of insufficient mitigation actions. If there are insufficient or no actions taken to mitigate, over a longer period the result would be an escalation in adaptation related issues and impacts, which would in turn increase the risk rating. A more immediate risk to the City would be reputational resulting from community dissatisfaction. Nevertheless, it is noted that the City as a local government has a limited capacity and jurisdiction to implement various mitigation strategies that the community often assume their local government should act on. Having said this, the City has been addressing all possible areas it can take action on within its jurisdiction at this stage, and will strive to do increasingly more in the future as the implementation of the Strategy progresses.

From a sustainability perspective, there are also opportunities associated with the risks and GHG emission reductions in particular. It is important that the City take all opportunities to pursue proactive initiatives, particularly those that translate to economic benefits to the community, good business management and financial outcomes. There are social and corporate responsibility requirements associated with this.

### 2.2. Action Identification Process

A review of the nominated actions identified by the previous CCAMS has been conducted as part of the CCAMS review. Actions completed or that have become standard operational practice or policy, have been removed, whilst some existing actions will continue and a number of new actions introduced. The new actions were developed based on the risks



and opportunities identified through the EMS risk assessment approach, learnings from implementation of previous CCAMS actions, internal consultation, updated science and research available. Policies that need to be updated or newly created to address risks have also been identified. The City has taken into account the views and concerns raised in the Climate Change Youth Forum conducted in December 2020. The document has also been advertised and feedback obtained from the wider community.

Section 4 outlines the risks and actions identified to address the following:

**Temperature related risks** – Impacts associated with increase in temperature will be alleviated through various actions with one being development and implementation of an Urban Forest Plan that will decrease negative impacts on human health, decrease carbon emissions and cost of living, and improve liveability.

**Rainfall related risks** – In response to the impacts of declining rainfall the City will amongst other actions be advocating to State Government as well as developers to adopt innovative approaches to water reuse and recycling, reducing dependency and need for both scheme and groundwater.

**Extreme weather events related risks** – Dealing with impacts of extreme weather, the City will continue implementing the coastal monitoring and storm response program for the City's coastline and associated assets.

**Sea level rise related risks** – In order to provide accurate and up to-date advice in relation to planning and dealing with impacts of sea level rise the City plans to review and update Coastal Vulnerability Assessment and Hazard Mapping as per the schedule and as new scientific data and mapping becomes available.

**Mitigation related risks** – The City is planning to strengthen existing and develop new policies related to emission reduction and will investigate various practical opportunities that would result in substantial energy and therefore carbon emission reductions.

**Multi-risk adaptation and mitigation** – Opportunities that will deal with multiple risks and will achieve both adaptation and mitigation outcomes have been segregated and include actions such as revising Local Planning Schemes and local planning policies. This will ensure climate change impacts and relevant mitigation and adaptation measures are adequately addressed through appropriate land use planning mechanisms in terms of liveability, emergency response and creating resilient communities.

In order to implement the various actions, the timeframe for the commencement and completion of the actions have been identified. Relevant service units have also been assigned to lead the implementation, with others identified to support the implementation of the actions.



### 3. Target Setting

Understanding where and how greenhouse gas (GHG) emissions are produced/emitted is the first step towards effective emission reductions. The second step involves measuring the emissions to allow for setting baseline data and finally setting of the targets. Target setting is important as it creates a method for quantifying a desired outcome and tracking progress towards it.

Targets have been determined considering both industry best practice and the need for improved data collection and analysis, while being realistic and recognising that the City is growing with the number of assets increasing each year as well as the number of households being serviced for waste collection. Due to complexity of monitoring and calculating the emissions, the City has decided to split the target into three categories.

- Emissions from energy use (electricity and gas) by City assets;
- Emissions from fuel use by City fleet (diesel and unleaded petrol); and
- Waste generation reduction (reducing emissions associated with decomposition of waste).

Long-term target year 2029/30 has been chosen for energy use emissions and waste reduction with interim target year 2024/25. Short-term target year 2024/25 has been chosen for emissions associated with fleet. Fleet targets only consider the City owned and operated vehicle fuel use, with plans to establish better data collection to capture emissions associated with contracted services. Targets will be revised at end of interim target period (as part of the next CCAMS review) or earlier if significant data collection improvements are identified, including contractor data and past data collection or analysis.

#### 3.1. Energy Use Emissions

With increasing population and more assets to service the growth, the City has chosen to set an average 'per asset' emission reduction target as outlined in Table 6. This is based on the overall use of energy averaged per asset with an asset being identified by having a gas and/or electricity account associated with it (e.g. parks, community facilities, etc). The reason for choosing this target is because it relates to City owned and/or managed assets over which the City has control or potential to influence.

Table 6 GHG emission reduction targets associated with energy use at City assets

Year	Number of assets	Energy use (MWh equivalent)	Total emissions (t CO <sub>2</sub> -e) *	Average emissions per asset (t CO <sub>2</sub> -e)
2019/20 (baseline)	380	12,151	8,384	22
2024/25	Interim target ( <b>10%</b> reduction from baseline by 2024/25)			<b>20</b>
2029/30	Long-term target ( <b>25%</b> reduction from baseline by 2029/30)			<b>17</b>

\* Emissions resulting from electricity and gas used at council owned buildings and parks (excluding Western Power street lighting).

#### 3.2. Fleet Emissions

The City vehicle fleet consists of various types and size of vehicles using either unleaded petrol or diesel, with the exception of two electric vehicles. Targets have been split into fleet (ULP) and fleet (diesel) due to different emission factors being used to calculate emissions



produced. The overwhelming majority of diesel consumption is attributed to waste trucks with small to medium size vehicles using predominantly unleaded petrol (ULP).

Baselines selected for Fleet (ULP) and Fleet (Diesel) differ slightly due to an anomaly in diesel data. Both baselines align with the development and endorsement of the CCAMS 2016-2020 and Energy Reduction Plan 2017/2020.

The Fleet (ULP) target of 25 % reduction in GHG emissions from 2017/18 baseline by 2024/25 as outlined in Table 7 is based on the current trend and the plans the City has to continue improving efficiency, reducing fleet size and purchasing hybrid and or electric vehicles.

Table 7 GHG emission reduction targets associated with fleet using ULP

Fleet (ULP)		
Year	(kL)	GHG emissions (t CO <sub>2</sub> -e)
2017/18 (baseline)	119	275
2018/19	116	268
2019/20	105	242
Target (25 % reduction from baseline by 2024/25)		
2024/25	89	206

Note: GHG emissions were calculated using factors taken from Department of Environment and Energy (National Greenhouse Accounts Factors August 2019).

For the diesel fleet the target has been set based on the emissions per bin serviced per year. The reason for this target is an expectation that the total fuel use and therefore associated emissions will increase in the short term as a result of the city growing and more households being serviced. The target chosen has been based on the projections from current per bin emission trend, the City progressively replacing the fleet with more efficient trucks, and looking into hybrid technologies. Even though the total emissions are expected to see an increase in the short term, the City can still show that is doing all it can to improve efficiency.

The City is planning to introduce a 3<sup>rd</sup> bin system to separate the greens which will result in an increase in the number of bin collections and associated trips to empty the trucks. This service will be contracted out and excluded from current targets, but with a view to include it at the next review together with other contractor data.

The target is to reduce the diesel using fleet GHG emissions per bin serviced per year by **25%** from 2016/17 base year level by 2024/25 (target 0.47 kg CO<sub>2</sub>-e per bin per year).

Table 8 GHG emission reduction targets associated with fleet using diesel fuel

Fleet (diesel)						
Year	Diesel (kL)	GHG emissions (t CO <sub>2</sub> -e)	# of bins serviced (current 2 bin system)	GHG emissions per bin serviced per year (kg CO <sub>2</sub> -e)	# of bins serviced (future 3 bin system)	t CO <sub>2</sub> -e
2016/17 (baseline)	1,242	3,378	5,365,620	0.63		
2017/18	1,191	3,240	5,465,772	0.59		

2018/19	1,145	3,115	5,547,516	0.56		
2019/20	1,155	3,141	5,649,228	0.56		
2024/25	Target ( <b>25%</b> reduction per bin serviced per year from baseline by 2024/25)			<b>0.47</b>	8,073,498	3,795

Note: GHG emissions were calculated using factors taken from Department of Environment and Energy (National Greenhouse Accounts Factors August 2019). Number of households estimated using 'Average people per households' from 2016 ABS Census Quickstats.

### 3.3. Waste generation reduction

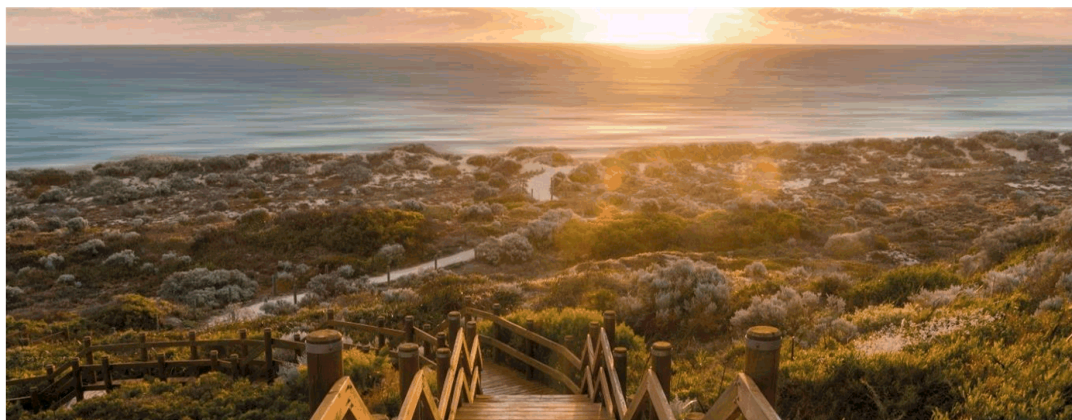
It is well known that a significant by-product of waste disposal is gas emissions into the atmosphere. When organic waste decomposes in landfills, it releases methane and other greenhouse gases, contributing to climate change. Calculating the emissions from waste is complex and dependent on a number of factors such as the size, type and operation of landfill as well as legacy emissions. Therefore, rather than attempting to estimate and convert amount of CoW waste being deposited to the landfill managed by Mindarie Regional Council, the City has decided to set a waste generation reduction per capita per year target.

The target is to reduce Municipal Solid Waste generation per capita by **10%** by 2024/25 and **20%** by 2029/30 based on 2014/15 levels. This target, including the baseline aligns with the Waste Strategy 2030, with the City already meeting its target of 10% in 2018/19, therefore being on track for the target years (Table 9).

Table 9 Waste generation reduction per capita per year

Year	Population	Total domestic waste generated (t)	Waste generation per capita/year (kg)	Reduction to date from base year (%)	Target status
2014/15 (baseline)	185,876	90,297	486	-	
2015/16	194,778	90,483	465	4.4	
2016/17	198,787	90,905	457	5.9	
2017/18	202,051	90,205	446	8.1	
2018/19	204,788	89,429	437	10.1	Target met
2019/20	206,860	90,237	436	10.2	Target met
2024/25	Target ( <b>10%</b> reduction from baseline by 2024/25)		<b>437</b>	-	On target
2029/30	Target ( <b>20%</b> reduction from baseline by 2029/30)		<b>389</b>	-	On target

Note: Bins serviced are based on population and household forecasts sourced from profile id (2016 to 2041, prepared by .id, May 2020.)



## 4. Risk Management and Adaptation and Mitigation Actions

The timeframe relating to how long it is expected for an action to be completed following commencement will be set as SHORT, MEDIUM and LONG term and defined as:

SHORT	1 - 2 years
MEDIUM	3 - 5 years
LONG	over 5 years

### 1. TEMPERATURE RELATED RISKS

*Temperature increase of up to 3°C by 2050*

***Increased surface temperature, increased bushfire potential, impacts on public health, increased stress on biodiversity, impacts to agriculture, impacts to transportation systems and financial costs.***

ACTIONS	RISK RELATED IMPACTS	LEAD SERVICE UNIT	COLLABORATING SERVICE UNIT	RESOURCES	MEASURABILITY	ACTION DURATION		IMPLEMENTATION OF SUBSEQUENT ACTIONS/PLANS
						Commence	Timeframe	
1.1 Develop an Urban Forest Plan (UFP) and incorporate actions into the City's Environmental Management System (EMS) and relevant Service Unit Plans.	Human health impacts. Increased emissions and cost of living from use of air-conditioning.	Strategic Land Use Planning & Environment	Parks & Conservation Management	Additional staff resources required	Report on targets (i.e. # of trees planted, preserved, creation of breezeways etc..).	2020/21	Long	10 + years
1.2 Investigate preparation of a local planning policy and/or guidelines for developers to improve energy efficiency performance of the built form within the City.	Impacts upon human health. Increased emissions and cost of living from increased use of air-conditioning.	Strategic Land Use Planning & Environment	Land Development	Staff time	Draft planning policy and guidelines developed (with examples from other LGAs) and presented to working group for further consideration.	2022/23	Medium	Up to 10 years
1.3 Undertake investigation into materials for roads that can reduce pavement temperatures to help mitigate the Urban Heat Island Effect, including financial viability.	Increase in surface temperature	Strategic Asset Management	Land Development; Engineering Maintenance.	Staff time and consultant costs	Results of the investigation to inform the feasibility of using the material on a wide scale.	2020/21	Short	N/A

ACTIONS	RISK RELATED IMPACTS	LEAD SERVICE UNIT	COLLABORATING SERVICE UNIT	RESOURCES	MEASURABILITY	ACTION DURATION		IMPLEMENTATION OF SUBSEQUENT ACTIONS/PLANS
						Commence	Timeframe	
1.4 Investigate appropriate instrument (policy or other) to enable minimisation of exposed hard surfaces to direct sunlight throughout the City, reducing thermal banking and the Urban Heat Island effect.	Increase in surface temperature	Land Development	Strategic Asset Management	Staff time Material costs and contractor costs	Report on steps taken to identify and developed a suitable instrument/policy.	2022/23	Medium	10 + years

The timeframe relating to how long it is expected for an action to be completed following commencement will be set as SHORT, MEDIUM and LONG term and defined as:

SHORT	1 - 2 years
MEDIUM	3 - 5 years
LONG	over 5 years

## 2. RAINFALL RELATED RISKS

20% reduction in rainfall since 1960s with further 18% reduction by 2090

**Reduced water availability for public open space irrigation affecting the community and lifestyle, increase in costs to deliver services, reduced water availability for natural wetlands affecting the natural environment and reduced water availability for agricultural crops affecting local agribusiness and increasing cost of living.**

ACTIONS	RISK RELATED IMPACTS	LEAD SERVICE UNIT	COLLABORATING SERVICE UNIT	RESOURCES	MEASURABILITY	ACTION DURATION		IMPLEMENTATION OF SUBSEQUENT ACTIONS/PLANS
						Commence	Timeframe	
2.1. Analyse City's current policies and laws relating to standards and specifications on the amount and type of permeable surfaces including permissible and non-permissible verge treatments, and amend existing or introduce new policies to ensure rainwater infiltration is maximised and water retained and delivered to the root zones of trees and plants on verges and in front yards (relates to action 1.4).	Reduced water availability for park areas	Land Development		Staff time	Analysis of policies and laws complete. Relevant policies/laws amended or new policies adopted.	2021/22	Medium	10 + years
2.2 Continue to review water use for irrigation incorporating best industry practice and reflect changes in the City's Irrigation Specification and irrigation management practices.	Reduced water availability for irrigation purposes	Parks & Conservation Management	Land Development	Staff time Material costs and potential contractor costs	Annual reduction in scheme and groundwater use per hectare for irrigation use with details provided to Waterwise Council Program.	2021/22	Long	Ongoing
2.3 Develop a five-year prioritised plan of action to address high water use sites on an annual basis, based on continued assessment of water use across all City owned buildings.	Increasing costs to deliver services	Strategic Asset Management	Building Maintenance	Staff time	Five year prioritised plan of action complete.	2021/22	Short	N/A

ACTIONS	RISK RELATED IMPACTS	LEAD SERVICE UNIT	COLLABORATING SERVICE UNIT	RESOURCES	MEASURABILITY	ACTION DURATION		IMPLEMENTATION OF SUBSEQUENT ACTIONS/PLANS
						Commence	Timeframe	
2.3.1 Implement the five year prioritised plan of action.		Strategic Asset Management	Building Maintenance	Staff time Consultant Costs Material costs and potential contractor costs	Actions implemented as per the plan and informing the Waterwise Council Program.	2022/23	Long	5 + years
2.4 Advocate to State Government as well as developers to adopt innovative approaches to water reuse and recycling, where viable, reducing dependency and need for both scheme and groundwater - in response to the impacts of declining rainfall.	Increasing cost to deliver services	Strategic Land Use Planning & Environment	Advocacy & Economic Development; Land Development.	Staff Time	Responded to invitations to comment/ participate in development of water management reports.	2021/22	Long	Ongoing
2.5 Investigate opportunities to reduce City's use of scheme and groundwater for irrigation.	Reduced water availability for irrigation purposes	Parks & Conservation Management		Staff time	Annual reduction in scheme and groundwater use per hectare for irrigation use with details provided to Waterwise Council Program.	2020/21	Medium	Ongoing
2.6 Advocate to the Department of Water and Environmental Regulation to further develop and implement effective integration of land use and water management planning for the Gngara groundwater system, to achieve a sustainable management and use of the groundwater system. (As per the intention of the initial Gngara Sustainability Strategy).	Reduced water availability for irrigation and ecological services	Strategic Land Use Planning & Environment	Advocacy & Economic Development	Staff time	Establish an ongoing consultative program with DWER and report on progress made as a result of an annual/biannual working sessions.	2021/22	Long	10 + years



ACTIONS	RISK RELATED IMPACTS	LEAD SERVICE UNIT	COLLABORATING SERVICE UNIT	RESOURCES	MEASURABILITY	ACTION DURATION		IMPLEMENTATION OF SUBSEQUENT ACTIONS/PLANS
						Commence	Timeframe	
2.6.1 At the regional and sub-regional planning stages, the City will request State government agencies overseeing the preparation of District, Regional or Local Water Management Strategies to ensure effective integration of land use and water management planning for the Gngara groundwater system area.	Reduced water availability for irrigation and ecological services	Strategic Land Use Planning & Environment		Staff time	All water management plans at regional and sub-regional planning stages have been reviewed and commented on by the City.	2021/22	Long	10 + years
2.7 Consider participation in the Water Sensitive Cities Benchmarking Index workshop with DWER and Water Corporation to assist with assessing where along the 'Water Sensitive Cities' journey the City is, identify areas of improvement (requirement for Waterwise Platinum status).	Reduced water availability for irrigation and ecological services	Strategic Land Use Planning & Environment	Multiple	Staff time	Decision made whether to participate or not. If yes, workshop outcomes incorporated into the Waterwise Council Program.	2021/22	Short	5 + years

The timeframe relating to how long it is expected for an action to be completed following commencement will be set as SHORT, MEDIUM and LONG term and defined as:

SHORT	1 - 2 years
MEDIUM	3 - 5 years
LONG	over 5 years

### 3. EXTREME WEATHER EVENTS RELATED RISKS

*Increased wind speed and wind gusts, flash flooding and hail*

***This will cause damage to infrastructure and both the natural and built environment.***

*Note: Fire is also an identified risk of extreme weather events (see Table 1 for City's response to this risk).*

ACTIONS	RISK RELATED IMPACTS	LEAD SERVICE UNIT	COLLABORATING SERVICE UNIT	RESOURCES	MEASURABILITY	ACTION DURATION		IMPLEMENTATION OF SUBSEQUENT ACTIONS/PLANS
						Commence	Timeframe	
3.1 Continue implementing the coastal monitoring and storm response program for the City's coastline and associated assets.	More intense storms	Assets Maintenance		Staff time Material costs and potential contractor costs	- Six-monthly photographic monitoring - Post storm inspections - Six monthly coastal surveys of the whole City coastline - Annual condition assessment of coastal protective structures	2020/21	Long	Ongoing
3.2 Undertake periodic (biennial) review the City's insurance policies to ensure they adequately treat climate change risks.	More intense storms	Governance & Legal		Staff time	Review undertaken and outcomes communicated to relevant service units. Risk register updated accordingly.	2021/22	Long	N/A

The timeframe relating to how long it is expected for an action to be completed following commencement will be set as SHORT, MEDIUM and LONG term and defined as:

SHORT	1 - 2 years
MEDIUM	3 - 5 years
LONG	over 5 years

#### 4. SEA LEVEL RISE RELATED RISKS

*0.4 to 0.9 m sea level rise predicted by 2090 compared to 1986-2005 levels*

***This will potentially cause inundation of infrastructure in low lying areas, loss of recreational facilities, litigation, increase in community concern, contamination of aquifer, damage to coastal structures and beach erosion.***

ACTIONS	RISK RELATED IMPACTS	LEAD SERVICE UNIT	COLLABORATING SERVICE UNIT	RESOURCES	MEASURABILITY	ACTION DURATION		IMPLEMENTATION OF SUBSEQUENT ACTIONS/PLANS
						Commence	Timeframe	
4.1 Review and update Coastal Vulnerability Assessment and Hazard Mapping as new scientific data and mapping becomes available.	Storm surges and flooding	Strategic Land Use Planning & Environment	External contractors	Staff time and expert consultant costs	Coastal Vulnerability Assessment and Hazard Mapping reviewed and updated.	2023/24	Medium	Ongoing
4.1.1 Ensure relevant planning policies are updated to reference the latest CHRMAP data, and any new developments in the vulnerable areas address the risk of sea level rise.	Storm surges and flooding	Strategic Land Use Planning & Environment		Staff time	Relevant planning policies are updated to reference the latest CHRMAP data.	Following completion of 4.1.	Short	Ongoing

The timeframe relating to how long it is expected for an action to be completed following commencement will be set as SHORT, MEDIUM and LONG term and defined as:

SHORT	1 - 2 years
MEDIUM	3 - 5 years
LONG	over 5 years

## 5. MITIGATION RELATED RISKS

**Lack of mitigation will result in increased risks and exacerbated impacts of climate change**

**Mitigation actions are required to prevent or limit further emissions being released into the atmosphere contributing to the global causes of climate change. Besides the direct climate change contributors there are other indirect causes and contributors that also need to be addressed.**

ACTIONS	LEAD SERVICE UNIT	COLLABORATING SERVICE UNIT	RESOURCES	MEASURABILITY	ACTION DURATION		IMPLEMENTATION OF SUBSEQUENT ACTIONS/PLANS
					Commence	Timeframe	
5.1 Continue implementing revised Energy Reduction Plan and embed actions into the EMS and relevant service plans.	Strategic Land Use Planning & Environment	Strategic Asset Management; Community Facilities + others	Staff time	Actions incorporated into the EMS and relevant service plans.	2020/21	Short	10 + years
5.2 Improve data collection, analysis and reporting in relation to electricity, gas, and water use by the City, as well as data related to municipal waste.	Strategic Land Use Planning & Environment	Community Facilities; Transactional Finance; Waste Services; Strategic Asset Management.	Staff time and potential consultant costs	Progress toward obtaining comprehensive and accurate data, and processes substantially in place to ensure consistency.	2020/21	Long	Ongoing
5.2.1 Assess the data validity/completeness and City's progress and revise goals and emission targets in line with the analysis.	Strategic Land Use Planning & Environment	Multiple	Staff time	Goals and targets established/revised.	2022/23	Medium	N/A
5.3 Continue installing solar photovoltaic systems on new and existing buildings as appropriate, and investigate incorporation of battery storage at both new and existing locations suitable for solar PV system installation, developing a plan of installation.	Strategic Land Use Planning & Environment	Strategic Asset Management; Building Maintenance; Community Facilities.	Staff time and consultant costs	Short report on investigations undertaken, providing list of identified projects and draft implementation plan.	2022/23	Medium	10 + years
5.3.1 Investigate potential for battery storage at Kingsway Reserve, and if viable develop a plan of delivery for future years.	Strategic Asset Management	Infrastructure Capital Works;	Staff time and consultant costs	Report on the investigation undertaken with an	2020/21	Medium	5 to 10 years

ACTIONS	LEAD SERVICE UNIT	COLLABORATING SERVICE UNIT	RESOURCES	MEASURABILITY	ACTION DURATION		IMPLEMENTATION OF SUBSEQUENT ACTIONS/PLANS
					Commence	Timeframe	
		Community Facilities; Building, Parks & Engineering Maintenance.		implementation plan developed.			
5.4 Investigate the opportunities and viability for the City to transition City's light fleet from fossil-fuel powered engines to electric, as well as alternative fuels and electrification of the heavy fleet (waste trucks). Outcomes of investigation to inform development of a strategic roadmap for City's fleet.	Contracts & Procurement	Asset Maintenance; Waste Management.	Staff time Additional funds may be required for execution of the strategic roadmap.	Report on investigation outcomes (separate reports for light and heavy fleet). Strategic roadmap for the City.	2020/21	Short	10 + years
5.5 In addition to installing solar PVs to generate electricity, investigate and assess potential locations and viability of installing solar PV systems to provide multiple benefits (i.e. creating shade and Electric Vehicle (EV) charging stations in car parks).	Strategic Land Use Planning & Environment	Strategic Assets Management; Infrastructure Capital Works; Contracts & Procurement.	Staff time Additional funds to be identified for proposed projects.	Short report on the investigation undertaken with a list of potential projects identified.	2021/22	Medium	10 + years
5.6 Continue to investigate alternative energy options through collaboration with research institutions, government and industry including waste to energy opportunities for Neerabup Industrial Area. Increase awareness of local businesses of the benefits of clean technology.	Advocacy & Economic Development	Waste Services	Staff time. Budget will be allocated to identified approved projects.	Continued investigation and collaboration activities. Engagement activities with local businesses e.g. e-news article.	2020/21	Long	10 + years
5.7 Integrate 'zero-emissions' building principles encompassing the whole lifecycle of planning, designing, constructing, operating, decommissioning and disposal into the building design and construction specifications.	Infrastructure Capital Works & Strategic Asset Management	Strategic Land Use Planning & Environment	Staff time	Existing policies amended or a new policy created.	2022/23	Medium	Ongoing
5.8 Revise and strengthen the Purchasing Policy to ensure waste reduction and use of recycled materials for City assets (i.e. parks furniture, roads) is incorporated and elevated in the purchasing processes, supporting circular economy establishment.	Contracts & Procurement	Waste Services; Strategic Land Use Planning & Environment; Infrastructure Capital Works.	Staff time	Policy amended and endorsed.	2021/22	Short	Ongoing



ACTIONS	LEAD SERVICE UNIT	COLLABORATING SERVICE UNIT	RESOURCES	MEASURABILITY	ACTION DURATION		IMPLEMENTATION OF SUBSEQUENT ACTIONS/PLANS
					Commence	Timeframe	
5.9 Collaborate with stakeholders including industry and State Government departments (DWER & DPIRD) to reduce grower uncertainty about long term water supplies for agriculture in Wanneroo. The City will work with State Government and other stakeholders to achieve access to sustainable groundwater supplies and the development of new climate independent water supplies to augment sustainable groundwater supplies.	Advocacy & Economic Development		Staff time. Budget will be allocated to identified approved projects.	Quarterly Meetings with DPIRD & DWER. Quarterly meetings with North Wanneroo Growers Group. Projects or events supported.	2020/21	Long	10 + years
5.9.1 Support industry and stakeholders to increase the capacity of the industry to adapt to climate change through adoption of new infrastructure and practices to improve water, nutrient and energy use efficiency.	Advocacy & Economic Development		Staff time. Budget will be allocated to identified approved projects.	Quarterly Meetings with DPIRD & DWER. Quarterly meetings with North Wanneroo Growers Group. Projects or events supported.	2020/21	Long	Ongoing

The timeframe relating to how long it is expected for an action to be completed following commencement will be set as SHORT, MEDIUM and LONG term and defined as:

SHORT	1 - 2 years
MEDIUM	3 - 5 years
LONG	over 5 years

## 6. MULTI-RISK ADAPTATION AND MITIGATION

*Climate change is multi-faceted and complex issue and requires multidimensional approaches in addressing diverse challenges.*

ACTIONS	RISK RELATED IMPACTS	LEAD SERVICE UNIT	COLLABORATING SERVICE UNIT	RESOURCES	MEASURABILITY	ACTION DURATION		IMPLEMENTATION OF SUBSEQUENT ACTIONS/PLANS
						Commence	Timeframe	
6.1 Investigate and develop a practical approach for the City to help enhance and strengthen the community's capacity (both household and business) to respond to perceived climate change challenges, as they have direct bearing on the community (e.g. improved building design, energy efficiency, water conservation, waste reduction, environmental protection, liveability in a hotter and drier climate, etc.).	Reduced water availability, health impacts, increased temperatures, sea level rise, more intense storms, increased cost of living, liveability.	Strategic Land Use Planning & Environment	Waste Services; Land Development; Community Development.	Staff time Costs associated with running an event or marketing collateral.	Approved and agreed upon approach (with timing and duration to be determined)	2022/23	Medium	10 + years
6.2 Retention and evolution of agricultural industry in North Wannon through collaboration with state Government and industry to confirm the long term land use expectations for urban agricultural areas. The subsequent preparation of the Local Planning Strategy and Local Planning Scheme to accommodate the industry long term in North Wannon. Detailed review of land uses and zoning in North Wannon to provide flexibility for business development, innovation and	Reduced water availability, health impacts, increased temperatures, sea level rise, more intense storms, increased cost of living, liveability.	Strategic Land Use Planning & Environment	Advocacy & Economic Development	Staff time Costs associated with public consultation of draft and final documents.	North Wannon Land Use Concept Discussion Paper, Preparation of the Local Planning Strategy and Local Planning Scheme 3	2021/22	Long	10 + years

adaptation of the industry to climate change.								
6.3 Prepare the Local Planning Strategy (LPS), the Local Planning Scheme No. 3 (LPS3) and revise local planning policies to ensure climate change impacts and relevant mitigation and adaptation measures are adequately addressed through appropriate land use planning mechanisms in terms of liveability, emergency response and creating resilient communities.	Reduced water availability, health impacts, increased temperatures, sea level rise, more intense storms, liveability.	Strategic Land Use Planning & Environment	Approval Services; Place Management; Community Development; Community Facilities; Advocacy & Economic Development.	Staff time	WAPC endorsement of LPS. Gazettal of LPS3 and Council adoption of revised local planning policies.	2021/22	Long	10 + years

## 5. Implementation

In order for the City to adapt to the predicted impacts of climate change, a cross-directorate approach is required. The City's service units are required to continue implementing the existing actions and assume the new identified actions as per the Risk Management and Adaptation and Mitigation Actions tables. In addition to this, close co-operation with relevant state and federal government departments is essential for achieving desired outcomes.

The City has a comprehensive risk management process. The actions identified in section 3, as part of the risk management process form part of the City's Strategic and Operational Risk Registers and will be incorporated into the EMS which will be used as a tool to track progress on the actions, responsible owners as well as provide resources to assist with their implementation and risk mitigation. The Risk Registers categorise the risks and identify which actions are to be carried out by the responsible service unit and by when. The adaptation actions will form part of each service unit's plans as part of the integrated planning process.



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## 4.2 Consideration of Actions Relating to Developer Contribution Arrangements

File Ref:	5734V06 – 21/167269
Responsible Officer:	Director Planning and Sustainability
Disclosure of Interest:	Nil
Attachments:	1

### Issue

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 20 April 2021 (PS03-04/21), Council supported Amendment 185 (as modified) to DPS2 and authorised execution and referral of the amendment to the Western Australian Planning Commissions for approval. The amendment will facilitate a number of improvements to the provisions relating to the management of DCP's by the City.

In this regard, Administration previously identified numerous decisions relating to DCP management are not currently able to be delegated to Administration. This is due to DPS2 referring to Council in determining certain actions (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'.

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 DPS2 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 to delegate to the Chief Executive Officer.

### Detail

Administration is required to refer a range of DCP 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**.

## 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

<b>Risk Title</b>	<b>Risk Rating</b>
ST-S23 Stakeholder Relationships	Moderate
<b>Accountability</b>	<b>Action Planning Option</b>
CEO	Manage

<b>Risk Title</b>	<b>Risk Rating</b>
CO-O17 Financial Management	Moderate
<b>Accountability</b>	<b>Action Planning Option</b>
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 [Download](#) Attachment 1 - DCP Actions (May 21) 21/167224

Tax Invoice/Quotation or Credit Note Request									Recommendation
Item	Landowner	Cell or DCP Area	Address	Approval	Credits	Contributions	Payable/ Receivable	Comment	It is Recommended that Council:
1	Prime Eglinton Pty Ltd	Alkimos Eglinton DCP	Attn: Stuart Reside C/- Urban Quarter WA Unit 8-9, 48 Kishorn Road APPLECROSS WA	155700	\$ -	\$ 126,371.75	Tax Invoice	WAPC subdivision approval (WAPC155700) East of the Beach Stage 4. Deposited Plan 406505. Condition of subdivision approval requiring payment on a square metre basis over 12,475m2 of residential lots at the rate of \$10.13 per square metre	<b>1. Approves the preparation of a Tax Invoice to Prime Eglinton Pty Ltd for the amount of \$126,371.75</b>
<b>Net Total</b>					<b>\$ -</b>	<b>\$ 126,371.75</b>			



## Approval Services

### 4.3 Consideration of Proposed Local Planning Policy 2.9: Service Stations and Roadhouses following advertising

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File Ref:	40141 – 21/76803
Responsible Officer:	Director Planning and Sustainability
Disclosure of Interest:	Nil
Attachments:	3

#### Issue

To consider proceeding with the adoption of Local Planning Policy No. 2.9: Service Stations and Roadhouses.

#### Background

At its 14 December 2020 meeting, (PS08-12/20) Council resolved to advertise Local Planning Policy 2.9: Service Stations and Roadhouses (**LPP 2.9**) as included in **Attachment 1**.

#### Detail

The proposed LPP 2.9 was prepared under the provisions of District Planning Scheme No. 2 (DPS 2) to provide guidance and direction on the City's approach and position on the matters detailed in the policy.

#### Consultation

Draft LPP 2.9 was advertised for public comment between 11 January 2021 and 18 February 2021 by way of:

- An advertisement published in the 14 January 2021 edition of the Wanneroo Times newspaper;
- Display at the City's Civic Centre and on the City's website; and
- Correspondence to the Department of Planning, Lands and Heritage.

One submission was received shortly after the closing date from the Department of Planning, Lands and Heritage (DPLH). The submission acknowledged the preparation and purpose of LPP 2.9 and made some suggestions that may enhance the effectiveness of the Policy. These are discussed further below in the report.

#### Comment

Key elements of LPP 2.9:

The purpose of the proposed LPP 2.9 is to provide guidance on the development of Service Stations and Roadhouses within the City, particularly in relation to locations adjacent to and in close proximity to Residential and Sensitive Land Uses.

Submission:

In acknowledging the purpose of LPP 2.9, in its submission, the DPLH made five suggestions and referred to the Western Australian Planning Commission *Development Control Policy 1.10 - Freeway service centres and roadhouses* (**DC Policy 1.10**) as a policy that may assist the

City in its finalisation of LPP 2.9. The suggestions are outlined in the table below and an Administration response and recommendation is provided to each matter raised.

<b>Summary of DPLH submission</b>		
<b>Matter raised</b>	<b>Administration response</b>	<b>Recommendation</b>
For clarity, it is suggested that it be made clear where the policy applies.	Whilst the policy applies to applications for service stations and roadhouses within the City, the addition of further wording to ensure that it is clearly understood, is supported.	Additional wording be included under Part 1 – Policy Operation section that clarifies how the policy applies as follows:  Policy Application  This policy applies to: <ul style="list-style-type: none"> <li>Land where a service station or roadhouse is capable of approval in District Planning Scheme No. 2;</li> <li>All development applications relating to new service stations or roadhouses as well as additions to alterations to an existing development.</li> </ul>
Addition of objectives to cover vehicle access and traffic management.	The suggested addition of objectives to address vehicle access and traffic management will enhance the objectives that have focussed on building form, design and amenity issues.	Additional objectives be added as follows: <ul style="list-style-type: none"> <li>Ensure that service stations and roadhouses are located and designed such that traffic does not unduly impact on amenity of the area;</li> <li>Ensure that traffic generated does not adversely impact on road safety and efficiency of the road network; and</li> <li>Ensure a safe interface between vehicle and pedestrian movements on and off site.</li> </ul>
Additional guidance on access and traffic management are suggested in keeping with parts of DC Policy 1.10.	In light of the additional objectives, additional guidance is appropriate.	A reference under Part 2 of LPP 2.9 to have regard to the provisions and requirements of DC Policy 1.10 be included.
It is suggested that guidance be provided for signage requirements associated	Signage requirements are already contained in DPS 2 and the City's LPP 4.6: Signs	A reference under Part 2 of LPP 2.9 to have regard to the

with service stations and roadhouses.		provisions and requirements of LPP 4.6 be included.
It is suggested that the information to be included with a development application for a service station or roadhouse be included in the LPP.	It is not considered necessary to state what information is required as this is listed in DPS 2 and it has not been the practice of the City to include such information in recently adopted policies.	No modification to LPP 2.9

### Conclusion

The need for LPP 2.9 was previously identified by Administration, and Council at its meeting on 14 December 2020 agreed to proceed with the development of the Policy. Following consultation, Administration has recommended a number of modifications to draft LPP 2.9 in light of suggestions made in the submission provided by the DPLH.

A Track Change version of the document outlining the modifications recommended to draft LPP 2.9 is provided in **Attachment 2**. A final version of the proposed LPP 2.9 is provided in **Attachment 3**.

### **Statutory Compliance**

The preparation of new policies is required to be prepared and processed in accordance with Clause 4 of the Deemed Provisions of DPS 2.

### **Strategic Implications**

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

*“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**

<b>Risk Title</b>	<b>Risk Rating</b>
CO-C01 Compliance Framework	Moderate
<b>Accountability</b>	<b>Action Planning Option</b>
Executive Manager Governance and Legal	Manage
<b>Risk Title</b>	<b>Risk Rating</b>
CO 001 Relationship Management	Moderate
<b>Accountability</b>	<b>Action Planning Option</b>
Director Corporate Strategy and Performance	Manage

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

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

## Policy Implications

The proposed Local Planning Policy is intended to establish standards and direction for the City to consider, assess and determine applications for development approval.

## Financial Implications

The cost of undertaking the necessary actions for Council to proceed with the proposed LPP 2.9 can be met from existing operational budgets.

## Voting Requirements




Simple Majority

## Recommendation

That Council:-

1. **NOTES** that there was one submission received in respect to the proposed Local Planning Policy 2.9: Service Stations and Roadhouses, and Administration's comment on that submission contained in this report;
2. Pursuant to Clause 4(3)(ii) of the Deemed Provisions of the City of Wanneroo's District Planning Scheme No. 2 **PROCEEDS** with Local Planning Policy 2.9: Service Stations and Roadhouses, with modifications, as provided in Attachment 3;
3. Pursuant to Clause 4(4) of the Deemed Provisions of District Planning Scheme No. 2 **PUBLISHES** notice on the City's website of its decision to adopt Local Planning Policy 2.9: Service Stations and Roadhouses; and
4. **FORWARDS** a copy of Local Planning Policy 2.9; Service Stations and Roadhouses, as included in Attachment 3, to the Department of Planning, Lands and Heritage for information.

### Attachments:

- |   |  |           |
|---|--|-----------|
| 1  | Attachment 1 - Local Planning Policy No. 2.9 Service Stations and Roadhouses - as advertised                               | 21/167814 |
| 2  | Attachment 2 - Local Planning Policy No. 2.9 Service Stations and Roadhouses - Track Changes version following advertising | 21/167811 |
| 3  | Attachment 3 - Local Planning Policy No. 2.9 Service Stations and Roadhouses - Modified Version for adoption               | 21/167807 |



Owner	Planning and Sustainability
Implementation	XX Month 2020
Next Review	November 2024

PART 1 – POLICY OPERATION

Policy Development and Purpose

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

This policy sets out to provide guidance on the development of Service Stations and Roadhouses within the City, with particular regard to locations adjacent to and in close proximity to sensitive land uses.

Policy Objectives

The objectives of this policy are to:

- Provide clear criteria to guide service station and roadhouse developments within the City;
- Ensure that service stations and roadhouses are developed to a high standard of architectural design that complements the expected standard of design in the locality;
- Ensure that service stations and roadhouses make a positive contribution to the streetscape; and
- Protect the amenity of sensitive land uses by ensuring they are located and designed in a way that reduces the impact of noise, light, odour and other emissions.

Relationship to Other Policies, Guidelines and Documents

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

PART 2 – POLICY PROVISIONS

1. Definitions

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

**Service station** means:

premises other than premises used for a transport depot, panel beating, spray painting, major repairs or wrecking, that are used for –



**Planning and Sustainability**  
**Local Planning Policy 2.9**

**Service Stations and Roadhouses**



- (a) the retail sale of petroleum products, motor vehicle accessories and goods of an incidental or convenience nature; or
- (b) the carrying out of greasing, tyre repairs and minor mechanical repairs to motor vehicles.

**Roadhouse means:**

any land or buildings used for the predominant purpose of a service station but incidentally including a restaurant and/or convenience store.

**Sensitive land use means:**

land use sensitive to emissions from industry and infrastructure. Sensitive land uses include residential development, hospitals, hotels, motels, hostels, caravan parks, schools, nursing homes, child care facilities, shopping centres, playgrounds and some public buildings. Some commercial, institutional and industrial land uses which require high levels of amenity or are sensitive to particular emissions may also be considered "sensitive land uses". Examples include some retail outlets, offices and training centres, and some types of storage and manufacturing.

## **2. General policy provisions**

When considering applications for service stations and roadhouses and to ensure that they do not detract from the amenity of adjoining and nearby sensitive land uses, the following requirements must be addressed:

**Development requirements:**

Service stations and roadhouses shall not cause undue conflict through the generation of traffic, demand for parking or the emission of noise, light, fumes, odours, dust, vibration, electrical interference, waste water or any other form of pollution or activity which may be undesirable or incompatible;

Buildings shall be of a high standard of architectural design with landmark characteristics such as roof features that protrude above the roofline. Additional building detail, articulation, colours and textures can also be included to enhance architectural quality;

The use of bold and innovative canopy structures that provide a strong architectural statement is encouraged;

Buildings shall address the street by way of major openings and entries so as to provide a level of passive surveillance from inside the building to adjacent streets and the public realm. The use of blank walls shall be minimised and glazing to openings shall not be obscured with signage, translucent films, paint, fittings or furniture;

Where blank walls cannot be avoided they should be designed in such a way that they contribute to a safe and attractive street environment by:

- Minimising the length and height of blank walls; and

**Planning and Sustainability**  
**Local Planning Policy 2.9**

**Service Stations and Roadhouses**



- Articulating blank walls through the creative application of complementary materials, avoiding large continuous masses of the same finish and/or the provision of appropriately integrated structural features, lighting, street furniture, artworks and/or landscaping;

**Amenity**

Service stations and roadhouses abutting residential or other sensitive development shall be designed to minimise impact on abutting residents and shall address, noise, light, fumes, odours, dust, vibration, electrical interference, waste water, traffic, visual amenity, safety and any other matter that may detract from the amenity of the area.

The location of service stations and roadhouses shall have regard to the prescribed buffer distances set out under the Environmental Protection Authority Separation Distances between Industrial and Sensitive Land Uses.

Variations to the Separation Distances can be supported by the City where it is demonstrated that the potential impacts are satisfactorily able to be managed.

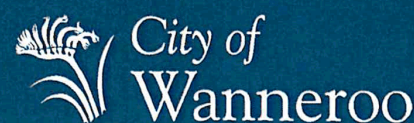
**Location**

Where potential conflict between a proposed service station or roadhouse and adjoining or nearby residential or sensitive land use cannot be adequately managed, alternative locations need to be considered where the use will be more compatible.

**Conditions of approval**

In its determination of any application for a service station or roadhouse, in addition to any other powers provided for under District Planning Scheme No. 2, the City may impose conditions designed to minimise the impact on the amenity of residential and sensitive land uses, including limiting the scale of the development and restricting the times during which the use may operate.

Planning and Sustainability  
Local Planning Policy 2.9  
Service Stations and Roadhouses



## PART 1 – POLICY OPERATION

Owner	Planning and Sustainability
Implementation	1 <del>6</del> May <del>rch</del> 2021
Next Review	May <del>rch</del> 2025

### Policy Development and Purpose

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

This policy sets out to provide guidance on the development of Service Stations and Roadhouses within the City, with particular regard to locations adjacent to and in close proximity to sensitive land uses.

### Policy Application

This policy applies to:

- Land where a service station or roadhouse is capable of approval in the area where District Planning Scheme No. 2 is applicable; and
- All development applications relating to new service stations or roadhouses as well as additions or alterations to an existing development.

### Policy Objectives

The objectives of this policy are to:

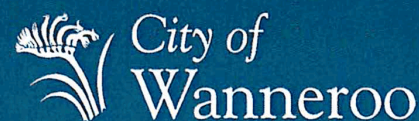
- Provide clear criteria to guide service station and roadhouse developments within the City;
- Ensure that service stations and roadhouses are developed to a high standard of architectural design that complements the expected standard of design in the locality;
- Ensure that service stations and roadhouses are located and designed such that traffic volumes and flow generated does not unduly impact on the amenity of the locality;
- Ensure that traffic generated does not adversely impact on road safety and efficiency of the road network;
- Ensure a safe interface between vehicle and pedestrian movements on and off site;
- Ensure that service stations and roadhouses make a positive contribution to the streetscape; and
- Protect the amenity of sensitive land uses by ensuring they are located and designed in a way that reduces the impact of noise, light, odour and other emissions.

### Relationship to Other Policies, Guidelines and Documents

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



Planning and Sustainability  
Local Planning Policy 2.9  
Service Stations and Roadhouses



## PART 2 – POLICY PROVISIONS

### 1. Definitions

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

**Service station** means:

premises other than premises used for a transport depot, panel beating, spray painting, major repairs or wrecking, that are used for –

- (a) the retail sale of petroleum products, motor vehicle accessories and goods of an incidental or convenience nature; or
- (b) the carrying out of greasing, tyre repairs and minor mechanical repairs to motor vehicles.

**Roadhouse** means:

any land or buildings used for the predominant purpose of a service station but incidentally including a restaurant and/or convenience store.

**Sensitive land use** means:

land use sensitive to emissions from industry and infrastructure. Sensitive land uses include residential development, hospitals, hotels, motels, hostels, caravan parks, schools, nursing homes, child care facilities, shopping centres, playgrounds and some public buildings. Some commercial, institutional and industrial land uses which require high levels of amenity or are sensitive to particular emissions may also be considered "sensitive land uses". Examples include some retail outlets, offices and training centres, and some types of storage and manufacturing.

### 2. General policy provisions

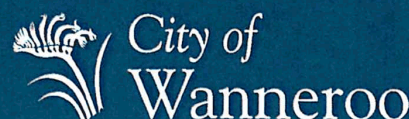
When considering applications for service stations and roadhouses and to ensure that they do not detract from the amenity of adjoining and nearby sensitive land uses, the following requirements must be addressed:

**Development requirements:**

Service stations and roadhouses shall not cause undue conflict through the generation of traffic, demand for parking or the emission of noise, light, fumes, odours, dust, vibration, electrical interference, waste water or any other form of pollution or activity which may be undesirable or incompatible;

## Planning and Sustainability Local Planning Policy 2.9

### Service Stations and Roadhouses



Buildings shall be of a high standard of architectural design with landmark characteristics such as roof features that protrude above the roofline. Additional building detail, articulation, colours and textures can also be included to enhance architectural quality;

The use of bold and innovative canopy structures that provide a strong architectural statement is encouraged;

Buildings shall address the street by way of major openings and entries so as to provide a level of passive surveillance from inside the building to adjacent streets and the public realm. The use of blank walls shall be minimised and glazing to openings shall not be obscured with signage, translucent films, paint, fittings or furniture;

Where blank walls cannot be avoided they should be designed in such a way that they contribute to a safe and attractive street environment by:

- Minimising the length and height of blank walls; and
- Articulating blank walls through the creative application of complementary materials, avoiding large continuous masses of the same finish and/or the provision of appropriately integrated structural features, lighting, street furniture, artworks and/or landscaping;

#### Amenity

Service stations and roadhouses abutting residential or other sensitive development shall be designed to minimise impact on abutting residents and shall address, noise, light, fumes, odours, dust, vibration, electrical interference, waste water, traffic, visual amenity, safety and any other matter that may detract from the amenity of the area.

The location of service stations and roadhouses shall have regard to the prescribed buffer distances set out under the Environmental Protection Authority Separation Distances between Industrial and Sensitive Land Uses.

Variations to the Separation Distances can be supported by the City where it is demonstrated that the potential impacts are satisfactorily able to be managed.

#### Location

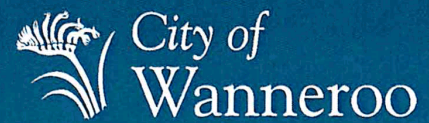
Where potential conflict between a proposed service station or roadhouse and adjoining or nearby residential or sensitive land use cannot be adequately managed, alternative locations need to be considered where the use will be more compatible.

#### Signage

Signage associated with service stations and roadhouses are to have regard to the provisions and requirements of the City of Wanneroo's, Local Planning Policy 4.6: Signs.



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**Development Control Policy 1.10**

In addition to the provisions and requirements of this policy, due regard is to be given to the Western Australian Planning Commission Development Control Policy 1.10 – Freeway service centres and roadhouses.

**Conditions of approval**

In its determination of any application for a service station or roadhouse, in addition to any other powers provided for under District Planning Scheme No. 2, the City may impose conditions designed to minimise the impact on the amenity of residential and sensitive land uses, including limiting the scale of the development and restricting the times during which the use may operate.

Planning and Sustainability  
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Service Stations and Roadhouses



## PART 1 – POLICY OPERATION

Owner	Planning and Sustainability
Implementation	11 May 2021
Next Review	May 2025

### Policy Development and Purpose

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

This policy sets out to provide guidance on the development of Service Stations and Roadhouses within the City, with particular regard to locations adjacent to and in close proximity to sensitive land uses.

### Policy Application

This policy applies to:

- Land where a service station or roadhouse is capable of approval in the area where District Planning Scheme No. 2 is applicable; and
- All development applications relating to new service stations or roadhouses as well as additions or alterations to an existing development.

### Policy Objectives

The objectives of this policy are to:

- Provide clear criteria to guide service station and roadhouse developments within the City;
- Ensure that service stations and roadhouses are developed to a high standard of architectural design that complements the expected standard of design in the locality;
- Ensure that service stations and roadhouses are located and designed such that traffic volumes and flow generated does not unduly impact on the amenity of the locality;
- Ensure that traffic generated does not adversely impact on road safety and efficiency of the road network;
- Ensure a safe interface between vehicle and pedestrian movements on and off site;
- Ensure that service stations and roadhouses make a positive contribution to the streetscape; and
- Protect the amenity of sensitive land uses by ensuring they are located and designed in a way that reduces the impact of noise, light, odour and other emissions.

### Relationship to Other Policies, Guidelines and Documents

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

## PART 2 – POLICY PROVISIONS

### 1. Definitions

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

**Service station** means:

premises other than premises used for a transport depot, panel beating, spray painting, major repairs or wrecking, that are used for –

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land use sensitive to emissions from industry and infrastructure. Sensitive land uses include residential development, hospitals, hotels, motels, hostels, caravan parks, schools, nursing homes, child care facilities, shopping centres, playgrounds and some public buildings. Some commercial, institutional and industrial land uses which require high levels of amenity or are sensitive to particular emissions may also be considered “sensitive land uses”. Examples include some retail outlets, offices and training centres, and some types of storage and manufacturing.

### 2. General policy provisions

When considering applications for service stations and roadhouses and to ensure that they do not detract from the amenity of adjoining and nearby sensitive land uses, the following requirements must be addressed:

**Development requirements:**

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**Local Planning Policy 2.9**

**Service Stations and Roadhouses**



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Variations to the Separation Distances can be supported by the City where it is demonstrated that the potential impacts are satisfactorily able to be managed.

**Location**

Where potential conflict between a proposed service station or roadhouse and adjoining or nearby residential or sensitive land use cannot be adequately managed, alternative locations need to be considered where the use will be more compatible.

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Planning and Sustainability  
Local Planning Policy 2.9

Service Stations and Roadhouses



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#### 4.4 Update on Draft Local Planning Policy 2.7: Extractive Industry

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File Ref:	11221V02 – 21/121439
Responsible Officer:	Director Planning and Sustainability
Disclosure of Interest:	Nil
Attachments:	1

##### Issue

For Council to formalise a position to not proceed with final adoption of Draft Local Planning Policy 2.7: Extractive Industry, following its advertising in 2014.

##### Background

In 2014, the City prepared Draft Local Planning Policy 2.7: Extractive Industry (Draft LPP 2.7). At its 22 July 2014 meeting (PS01-07/14), Council resolved the following in respect to Draft LPP 2.7:

*“That Council, PURSUANT to Clause 8.11.3.1(a) of District Planning Scheme No. 2 ADOPTS draft Local Planning Policy 2.7: Extractive Industries, as contained in Attachment 1 for the purpose of advertising, and ADVERTISES it for public comment for a period of 42 days by way of:*

- Advertisement in all local newspapers circulating within the City of Wanneroo for two consecutive editions;*
- Display at the City’s Administration Centre Building, City Libraries and on the City’s website; and*
- Written notification to relevant landowners, stakeholders and government agencies, as determined by the Director Planning and Sustainability.”*

Following advertising, Administration considered the need to further test the provisions of Draft LPP 2.7 on different extractive industry proposals, before proceeding with the policy further. The City has processed 11 development applications since Draft LPP 2.7 was advertised (between zero and three applications each year since 2014), five of which were received between when draft LPP 2.7 was advertised and the end of 2015. In testing Draft LPP 2.7, it was found that:

- The submission and advertising requirements were too onerous for some extractive industry applications, such as for applications where updated approvals for existing extractive industry sites were sought; and
- The draft model conditions as presented in Draft LPP 2.7 could not be applied in totality for most extractive industry approved by the City. Some conditions were found to not be relevant in certain circumstances, whereas other approvals required additional conditions not included in Draft LPP 2.7.

Also in the time after the advertising of Draft LPP 2.7, the following occurred within the planning framework, presenting further issues and conflict with the content of the Draft LPP:

- The gazettal of the *Planning and Development (Local Planning Schemes) Regulations 2015*, which include Deemed Provisions for local planning schemes. The Deemed Provisions replaced the requirements relating to the preparation and operation of local planning policies, which were in DPS 2 at that time;
- The gazettal of State Planning Policy 3.7: Planning in Bushfire Prone Areas (SPP 3.7). The intent of SPP 3.7 is to implement effective, risk-based land use planning and

development to preserve life and reduce the impact of bushfire on property and infrastructure. A planning policy on bushfire impact was not in place at the time Draft LPP 2.7 was advertised; and

- The WAPC reviewing and preparing draft revisions to State Planning Policy 2.4: Basic Raw Materials (refer to discussion below).

In light of the above, Administration had undertaken no further work on Draft LPP 2.7. Instead, Draft LPP 2.7 was held in abeyance, where it remained registered as a draft policy adopted by Council for the purpose of advertising. For the reasons outlined later in this Report, Administration considers that Draft LPP 2.7 should no longer be held in abeyance, and is seeking a formal resolution from Council to not proceed with adoption of the policy.

### State Planning Policy 2.4: Basic Raw Materials

SPP 2.4 was adopted in July 2000 and provides planning guidance on processing applications involving the extraction of basic raw materials (extractive industry). SPP 2.4 sets out the matters which are to be taken into account by local governments in considering zoning, subdivision and development applications for extractive industries. SPP 2.4 also includes mapping which identifies 'priority resource locations' and 'extraction areas.'

There is approximately 3,958 hectares (or almost 40 square kilometres) of limestone and sand resource identified as 'Priority Resource' in the City of Wanneroo under State Planning Policy 2.4: Basic Raw Materials (SPP 2.4). A significant portion of this 'Priority Resource' area is situated within the General Rural, Rural Resource and General Industrial Zones, where the 'Industry – Extractive' use is a discretionary (or 'D') use under DPS 2.

Draft amendments to SPP 2.4 (including new associated Basic Raw Materials Guidelines) have been prepared by the WAPC, which were advertised at the end of 2018. Council endorsed the City's submission on the proposed amendments to SPP 2.4 at its 5 February 2019 Council Meeting (PS09-02/19). Administration has been informed that the proposed amendments to SPP 2.4 should be approved in the coming months. The updated SPP 2.4 and the associated guidelines will then provide provisions and mapping in respect to the extraction of basic raw materials.

### **Detail**

It was intended that LPP 2.7 provides consistent guidance, assessment and determination of Extractive Industry applications for development approval. LPP 2.7 was to ensure that the City granted development approval for Extractive Industries that are appropriately sized, scaled, located and managed, to minimise possible detrimental impacts on the surrounding land uses, amenity and the environment.

The Draft LPP 2.7 that was prepared and advertised is included in **Attachment 1**. Draft LPP 2.7 is made up of two parts:

Part 1 – Policy Operation, details the operational requirements, including the Policy's application, objectives and definitions.

Part 2 – General Policy Provisions, outlines the required standards and assessment criteria used to determine an Extractive Industry. The provisions are divided into the following sections:

- Application requirements;
- Advertising of applications;
- Development approval conditions and advice notes;
- Extraction of basic raw materials for subdivision works;
- Sequential land use;
- Incidental activities; and

- Bonding.

## Consultation

Administration advertised draft LPP 2.7 for public comment for a period of 42 days, commencing on 12 August 2014 and concluding on 23 September 2014.

Administration received a total of 13 submissions during the 42-day advertising period. Of the 13 submissions received:

- Four submissions were received from government agencies;
- Three submissions were received from extractive industry operators; and
- Six submissions were received from members of the community.

After the advertising period, and pursuant to Clause 4(3)(a) of the Deemed Provisions for DPS 2, the local government must review the Draft LPP 2.7 in light of submissions made. However, the outcome of any review of the submissions would be irrelevant, given that proceeding with Draft LPP 2.7 now would not be appropriate or timely in any event, as discussed below.

## Comment

Administration considers that proceeding with (or granting final adoption of) Draft LPP 2.7 would not be appropriate or timely, in consideration of the following:

- The significant amount of time that has elapsed since the advertising of Draft LPP 2.7;
- The pending approval of amendments to SPP 2.4, and the introduction of associated guidelines. Draft amendments to SPP 2.4, or associated guidelines, had not been prepared or contemplated by the City at the time Draft LPP 2.7 was prepared and advertised. Amendments to SPP 2.4 would also likely impact on how the City presents the content of any local planning policy on extractive industries; and
- The gazettal of *Planning and Development (Local Planning Schemes) Regulations 2015*, which include the Deemed Provisions for DPS 2, had not occurred at the time Draft LPP 2.7 was prepared and advertised. The Deemed Provisions replaced Local Planning Policy preparation requirements that were previously provided for in Part 8 of DPS 2 (now deleted).

The Deemed Provisions for DPS 2 already set out some development application requirements, and the power for the City to seek specific information to support any particular development application when needed. The Deemed Provisions also sets out advertising requirements, as well as the City's Planning Consultation Procedure.

In considering the impact of extractive industry proposals on surrounding areas, Administration has been able to refer to the content of other policies and guidance statements within the planning framework, as well as other legislation, for the following:

- Traffic: Transport Impact Assessment Guidelines, prepared by DPLH;
- Noise: *Environmental Protection (Noise) Regulations 1997*;
- Karst: Local Planning Policy 4.13: Caves and Karstic Features; and
- Dust and rehabilitation: the existing State Planning Policy 2.4: Basic Raw Materials.

Under Clause 4(3)(b) of the DPS 2 Deemed Provisions, after the expiry of the advertising period for a local planning policy, the local government must resolve to either:

- (i) Proceed with the policy without modification;
- (ii) Proceed with the policy with modification; or
- (iii) Not to proceed with the policy.

The time period for a local government to resolve either of the above options in respect to an advertised local planning policy is not prescribed in the Deemed Provisions. Administration recognises that Council has not yet been given the opportunity to make such a resolution, following the conclusion of advertising of Draft LPP 2.7 in September 2014.

In light of the discussion above, rather than continue to develop Draft LPP 2.7, Administration recommends that Council resolve to not proceed with the policy.

The need for a local planning policy for extractive industry can be further considered following the final approval of the WAPC's amendments to SPP 2.4, and the introduction of new Basic Raw Materials Guidelines. Preparation of a new local planning policy (if required) should also occur in conjunction with a review of the City's *Extractive Industries Local Law 1998*.

## Statutory Compliance

In accordance with the deemed provisions for local planning schemes prescribed in Schedule 2, Clause 4(3) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, Council is required to review Draft LPP 2.7 in light of any submissions made and must then resolve either to proceed with the draft Policy with or without modification, or not to proceed with the policy. This Report has been prepared to complete the City's statutory requirements in respect to preparing a Local Planning Policy, and recommends that Draft LPP 2.7 not proceed.

Not proceeding with the draft Local Planning Policy will not affect the operation of the City's *Extractive Industries Local Law 1998* (Local Law). The Local Law operates to regulate extractive industry through the powers of the Local Government Act. The Local Law provides mechanisms to deal with and regulate matters such as traffic impacts on roads, and public health concerns relating to noise, dust and vibration emissions as well as reinstatement of excavation sites.

## Strategic Implications

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

“2 *Economy*

2.2 *Strategic Growth*

2.2.4 *Protect and increase availability of employment generating land”*

## 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

Although Administration has recommended that Council not proceed with final adoption of a Local Planning Policy specifically for extractive industry, the following is a non-exhaustive list of policies already within the planning framework which may be relevant in assessing extractive industry proposals:

- State Planning Policy 2.4: Basic Raw Materials;
- State Planning Policy 3.7: Planning in Bushfire Prone Areas

- Local Planning Policy 4.13: Caves and Karstic Features LPP 4.13
- DPLH's Transport Impact Assessment Guidelines

### **Financial Implications**

Nil

### **Voting Requirements**

Simple Majority

### **Recommendation**

**That Council, pursuant to Clause 4(3)(b)(iii) of the Deemed Provisions of City of Wanneroo's District Planning Scheme No. 2, NOT PROCEED with Draft Local Planning Policy 2.7: Extractive Industry, as advertised and provided in Attachment 1.**

*Attachments:*

1 [!\[\]\(6bb0e4f14c4133b37d2887cb37e67ddd\_img.jpg\)](#). Attachment 1 - Draft Local Planning Policy 2.7 - Extractive Industries - For Council Report 14/160965



Planning and Sustainability  
Local Planning Policy 2.7:  
Extractive Industry



Owner	Planning and Sustainability
Implementation	2014
Reviewed	Biannual
Next Review	Scheduled review 2016

## PART 1 – POLICY OPERATION

### Policy Development

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

### Application

This Local Planning Policy only applies to applications for planning approval of 'Industry – Extractive' (hereafter referred to as 'Extractive Industry') under DPS 2.

This policy establishes the City's standards for the assessment and determination of applications for planning approval of Extractive Industry on land zoned or reserved under DPS 2. This policy also forms the basis for the City's recommendations to the Western Australian Planning Commission (WAPC) under the Metropolitan Region Scheme (MRS). Application of this policy does not affect or diminish the application of other relevant Local Planning Policies, such as Local Planning Policy 4.13: Caves and Karstic Features (LPP 4.13).

For ease of reference, **Schedule 1** (Extractive Industry Policy Map) identifies the following-

- The zones in which Extractive Industry is capable of being approved under DPS 2; and
- The location of priority sand and limestone resources as identified in State Planning Policy No. 2.4 – Basic Raw Materials (SPP 2.4).

### Objectives

The objectives of the Policy are to:

1. Prescribe criteria for the assessment and determination of applications for planning approval of Extractive Industry under DPS 2.
2. Ensure that Extractive Industry is sized, scaled, located and managed appropriately to minimise the possible detrimental impacts of such activities on the surrounding land uses, amenity and the environment.

Planning and Sustainability  
Local Planning Policy 2.7:  
Extractive Industry



## Definitions

### **'Basic Raw Materials'**

Shall have the same meaning as provided in Part 7 of SPP 2.4:

*Basic raw materials: means sand, (including silica sand) clay, hard rock, limestone, (including metallurgical limestone) gravel and other construction and road building materials.*

### **'Disturbance Area'**

Means the portion of land the subject of an Extractive Industry application which would be disturbed (from its natural/current state) as a result of the proposed Extractive Industry and includes but is not limited to the following-

- The extraction area (as defined below);
- areas used for the storing and stockpiling of plant, materials and equipment;
- areas required for buildings ancillary to the extractive industry operation;
- areas required for the provision of battering, bunds and screening;
- area required for vehicular access and parking; and
- land that has been rehabilitated in accordance with a rehabilitation plan (or equivalent) – regardless of whether that land is to be rehabilitated in the future or not.

### **'Education Establishment'**

Shall have the same meaning as provided in Schedule 1 of DPS 2.

*education establishment : means a school, college, university, technical institute, academy or other educational centre, training centre or a lecture hall, but does not include premises intended or used to accommodate or deal with offenders or persons undergoing punishment.*

### **'Extraction Area'**

Means the portion of land subject of an Extractive Industry application from which basic materials are to be extracted.

### **'Extractive Industry Application'**

Means an application for planning approval under DPS 2 for an 'Industry – Extractive'.

### **'Industry – Extractive' or 'Extractive Industry'**

Shall have the same meaning as provided in Schedule 1 of DPS 2.

*Industry - extractive : means the extraction of sand, gravel, clay, peat, soil, rock, stone, minerals or any similar substance from land, and includes the manufacture of products from those materials when the manufacture and storage is carried out on the land from which any of those materials is extracted or on land adjacent thereto.*

Planning and Sustainability  
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**'Sensitive Use'**

Shall have same meaning as that provided in Schedule 1 of DPS 2.

*Sensitive use : means any use in which people involved in that use may have reason to object to noise, dust, odour and other impacts which may arise from rural resource<sup>1</sup> operations and includes, but is not limited to, residential<sup>2</sup>, hospitals, schools, shops and all public establishments where food and drink is consumed.*

**'Separation Distance'**

Means the distance between a disturbance area and/ or extraction area and an adjacent lot boundary.

Draft  
for Advertising

The terms 'rural resource' and 'residential' have the same meanings as provided in schedule 1 (Part 1 General Definitions) of DPS 2, as follows:

<sup>1</sup> Rural Resource : means a rural land use or basic raw material which has been deemed, policies adopted by the Western Australian Planning Commission, to have State or regional strategic significance.

<sup>2</sup> Residential : means ancillary accommodation, bed & breakfast, child care centre, grouped dwelling, home business, residential building and single house, as prescribed in DPS 2.

## PART 2 – POLICY PROVISIONS

### 1. Application Submission Requirements

- 1.1 All Extractive Industry applications must be accompanied by the following information:
- a) The Metropolitan Region Scheme 'Application for Approval to Commence Development Form' (MRS Form 1); and
  - b) All the information prescribed in **Schedule 2** of this Policy.

Failure to provide the required information to the City's satisfaction will result in the application being deemed incomplete in accordance with clause 6.1.2 of DPS 2.

- 1.2 All information as specified in **Schedule 2** shall be provided electronically. However, the City may request an applicant to submit some or all of the information as prescribed in **Schedule 2** in hard copy.

### 2. Advertising of Applications

- 2.1 All Extractive Industry applications shall be advertised in accordance with Clause 6.7 of DPS 2 as follows:
- a) cause to be advertised one or more times in a newspaper circulating in the district notice of the City's intention to consider the application for the proposed use. Any such advertisement shall state that the application and associated documents are available for inspection at the office of the City and on the City's website, and also that written comments on the application may be lodged with the City before a specified date, being not less than three weeks after the first publication of the notice; and
  - b) sign or signs displaying notice of the proposed use or development to be erected in a conspicuous position on the land for the specified period from the date of publication of the notice referred to in subsection 2.1 (a) of this Policy; and
  - c) display of the development application and all accompanying documentation on the City's website; and
  - d) give notice to ratepayers and/or occupiers of land located a minimum of 1000 metres from the perimeter of the subject lot. Such notice shall be in writing and shall include at least the information referred to in subsection 2.1 (a) of this Policy, and allowing a like time after receipt of the notice for objections to be lodged with the City; and
  - e) use any other methods or media that the City considers appropriate to ensure widespread notice of the proposal.

Planning and Sustainability  
Local Planning Policy 2.7:  
Extractive Industry



2.2 Following the close of the public comment period referred to in clause 2.1, the City shall:

- a) Consider all submissions received in respect of the application having regard to the matters outlined in Clause 6.8 of DPS 2 and any other relevant planning considerations that may apply; and
- b) approve the application with or without conditions, or refuse the application giving reasons for its decision.

### 3. Conditions and Advice Notes

3.1 If the City approves an Extractive Industry application subject to conditions, then the City may, where deemed necessary and appropriate, include:

- a) All the conditions and advice notes listed in **Schedule 3A** and **Schedule 3B** of this policy; and
- b) Any other conditions and advice notes not included **Schedule 3A** or **Schedule 3B**.

### 4. Extraction of Basic Raw Materials for Subdivision Works

4.1 Clause 6.1.3 (j) of DPS 2 specifies that Planning Approval is not required for 'any development works required to be carried out as a condition of subdivision granted by the Commission'. Section 157 of the Planning and Development Act 2005 specifies works covered by a subdivision approval include those either:

- a) shown on the plans of subdivision; or
- b) required by the WAPC to be carried out as a condition of approval of the plan of subdivision.

4.2 Any extraction of basic raw material within an area of subdivision that is not specifically shown on the plans of subdivision or required by a condition of subdivision approval, will be deemed to be 'Extractive Industry' and will require determination as such under DPS 2 in accordance with this policy.

4.3 On consideration of a subdivision application on land zoned 'General Rural', 'Rural Resource' and 'General Industrial' under DPS 2 or an Agreed Structure Plan, the City will recommend to the WAPC that any proposed extraction of basic raw material be excluded from a subdivisional approval, for the purpose of a development application for Extractive Industry being lodged for separate determination by the City.

### 5. Sequential Land Use

5.1 When considering the appropriateness of the sequential land use, the City is to be satisfied that the sequential land use will meet the following criteria:



**Planning and Sustainability  
Local Planning Policy 2.7:  
Extractive Industry**



- a) The land use will be consistent with Council's long-term land use objectives for the area;
- b) The land use is permissible under the relevant zone as prescribed in the Zoning Table under DPS 2;
- c) The proposed land use shall be a bona fide use that would be entertained by the City;
- d) The land/landform of the site shall be left in or returned to a state that is readily capable of being put to another use; and
- e) Unless otherwise agreed to by the City, the sequential land use shall not be 'Industry – Extractive'.

## **6. Incidental Activities**

It is acknowledged that incidental activities occur on sites in which an Extractive Industry is being carried out. Clarification on selected incidental activities are provided for below:

### **6.1 Onsite Training**

Training of persons on an Extractive Industry site will generally be considered as an 'Education Establishment', which is not permitted in the Rural Resource, General Rural and General Industrial zones under DPS 2. Training of persons may only occur where that training is ancillary and subordinate in every respect to an approved Extractive Industry activity being carried out on the same site.

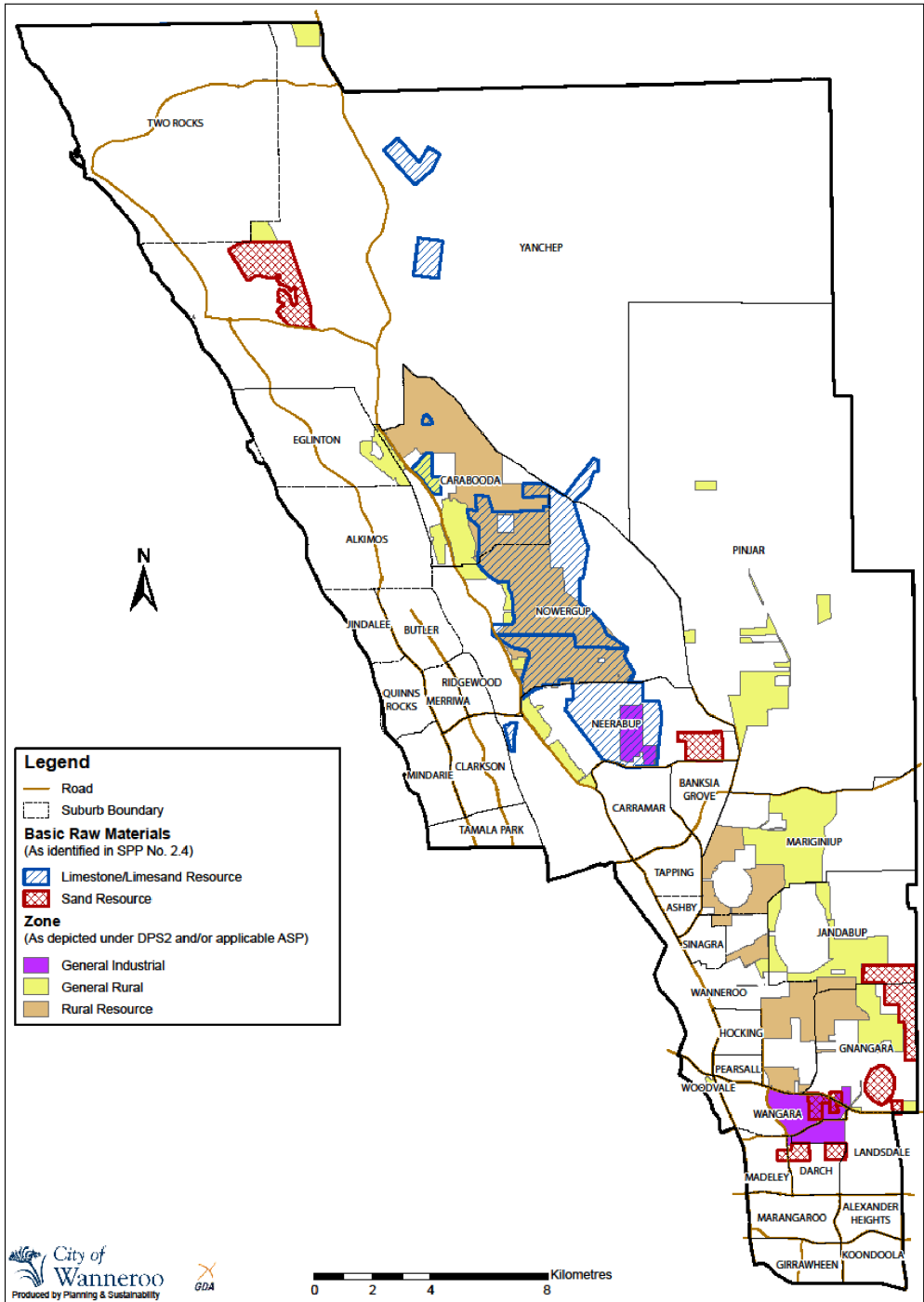
### **6.2 Crushing, Blending and Manufacturing**

The term 'manufacture of products' provided in the use class definition for 'Industry – Extractive' (as defined in Schedule 1 of DPS 2) includes activities involving the crushing and/or blending of extracted material. These crushing, blending and manufacturing activities may only be supported where it is considered by the City to be incidental to an approved Extractive Industry.

## **7. Bonding**

Council reserves the right to require payment of a bond(s) through the inclusion of a condition of approval on a case-by-case basis, to secure compliance with any requirements of Council's Approval.

Schedule 1: Extractive Industry Policy Map



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## Schedule 2: Application Submission Requirements

All applicants shall ensure that Extractive Industry applications be accompanied with the following information:-

- 1) Site plan(s) between scales of 1:200 to 1:1000 showing;
  - a) The existing land contours based on the Australian Height Datum at one metre intervals of the subject site and its immediate surroundings;
  - b) The proposed land contours resulting from extraction. Contours should be based on the Australian Height Datum, and be set at one metre intervals;
  - c) details of the portion of the lot or lots depicting where the disturbance area and extraction area will be located;
  - d) all existing or proposed vehicular access/egress points and thoroughfares for vehicle movements within the site;
  - e) the location of existing and proposed buildings, structures, storage, crushing and stockpile areas;
  - f) the location of existing power lines, telephone cables and associated poles and pylons, sewers, pipelines, reserves, bridges, railway lines and registered grants of easements or other encumbrances over, on, under or adjacent to the site;
  - g) the location of existing dams, swamps, lakes, drains or sumps or other watercourses on the site;
  - h) identification of existing native flora to be retained; and
  - i) the location and description of existing and proposed fences, gates and warning signs around the land;
- 2) Floor plans and elevations of all proposed buildings and structures drawn to a scale of 1:100 or 1:200.
- 3) Evidence that a datum peg has been established on the land related to a point approved by the local government on the surface of a constructed public thoroughfare or such other land in the vicinity.
- 4) A works and excavation program containing;
  - a) the nature and estimated duration of the proposed excavation for which the approval is applied;
  - b) the stages and the timing of stages in which excavation is proposed;
  - c) A sequential series of site plans that depict the intended horizontal and vertical extent (in AHD) and timing of excavation at intervals of no more than two years;
  - d) details outlining the methods applied in excavating materials from the site;
  - e) A detailed description of any on-site processing works;
  - f) a description of the methods by which existing vegetation is to be cleared;
  - g) a description of the methods by which topsoil and overburden is to be removed or stockpiled;
  - h) a description of the means of access to/egress from the excavation site and the types of thoroughfares to be constructed within the site;
  - i) details of the anticipated number and size of trucks entering and leaving the site each day and the route or routes to be taken by those vehicles;
  - j) a description of any proposed buildings, treatment plant, tanks and other improvements; and

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- k) a detailed description of any measures to be undertaken in minimising adverse visual impacts from adjoining properties or the public domain.
- 5) An Environmental Management Plan, which – as a minimum – includes the following:
- a) Biodiversity management plan;
  - b) Flora survey of the site to include;
    - (i) Dominant vegetation complexes;
    - (ii) Condition of vegetation;
    - (iii) Flora management plan; and
    - (iv) Weed management.
  - c) Fauna survey of the site to include;
    - (i) Level 1 Fauna survey (Terrestrial Fauna Surveys for Environmental Impact in Western Australia No. 56 – Appendix 2 Table 1) completed;
    - (ii) Habitats of importance; and
    - (iii) Fauna management plan.
  - d) Dieback management plan;
  - e) Soil type assessment;
  - f) Fire management plan;
  - g) Cultural heritage plan;
  - h) Drainage pattern pre excavation and post excavation;
  - i) Noise Management Plan that demonstrates how the proposed Extractive Industry (and any associated operations) satisfies the Environmental Protection (Noise) Regulations 1997;
  - j) Dust management plan;
  - k) If blending is proposed as part of an Extractive Industry operation – a description of materials and substances required to be brought onto the site for blending purposes;
  - l) Traffic impact report;
    - (i) Traffic Assessment (WAPC Transport Assessment Guidelines for Developments Volume 4: Individual Developments (Trial & Evaluation) August 2006); and
    - (ii) Road Safety Audit that meets the requirements set out in the Guide to Road Safety – Part 6: Road Safety Audit paragraph 6.2.
  - m) Hydrology assessment to include;
    - (i) Assessment of groundwater depths and profiles;
    - (ii) The location and monitoring of bores;
    - (iii) Impact assessment of groundwater use for nearby wetlands and water dependant ecosystems; and
    - (iv) Impact on caves and karsts in the immediate area.
  - n) A management plan addressing how the Extractive Industry will be managed to reduce its impact on nearby land parcels with significant environmental attributes.
- 6) For sites that Local Planning Policy 4.13: Caves and Karstic Features identifies as a medium or high karst risk, the provision of the following:
- a) A Geotechnical Risk Assessment that:
    - (i) assesses the risk of any cavities beneath the proposed disturbance area; and
    - (ii) Includes the results of a geophysical survey carried out by a suitably qualified geophysical consultant. If the results of the geophysical survey indicate the presence of any geophysical anomaly, the Geotechnical Risk Assessment should include the results of further investigations into whether cavities are present; and

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- b) A Karstic Features Management Plan that outlines how environmental and ecological values of the karstic features within the subject site will be protected. The Karstic Features Management Plan is to be prepared in accordance with the policies authored or endorsed by the Environment Protection Authority, including but not limited to the Environmental Guidance for Planning and Development (Guidance Statement 33) 2008.
- 7) A rehabilitation and decommissioning report to include:
  - a) The anticipated sequential land use of the site and the means in which this would be achieved following the completion of all extraction;
  - b) Restoration and reinstatement of the site both progressively and upon completion of excavation operations;
  - c) Method by which batters to accommodate future land uses will be provided and maintained;
  - d) Method by which topsoil is to be replaced, revegetated and maintained;
  - e) A landscaping plan including the number and types of vegetation to be planted and maintained;
  - f) A concept for the removal of buildings, plant waste and final site cleanup.
- 8) A list of all chemicals and substances to be brought on-site, to be used for the purpose of crushing, blending and/or manufacturing. These chemicals and substances may be permitted on-site provided they are used for approved activities that are incidental to the Extractive Industry use.
- 9) Any other supporting documentation should it be specifically requested by the City.



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### Schedule 3A: Standard Conditions

#### Term of Approval

1. Subject to the following paragraphs (a) to (c), this approval shall be valid for a total period of 10 years expiring on \_\_\_\_\_ 20\_\_ consisting of two consecutive 5-year periods from the date of issue.
  - a) At least 12 months (but not more than 18 months) prior to the end of the first 5 year period of this approval (expiring on \_\_\_\_\_ 20\_\_), the landowner shall submit to the City of Wanneroo a report (Compliance Report) outlining compliance with the conditions subject to this approval.
  - b) With the aid of the Compliance Report, the Manager Planning Implementation shall within six months of receiving the Compliance Report, review the landowner's compliance with these conditions (including compliance with any associated plan, permit or direction).
  - c) If the Manager Planning Implementation forms the view (acting reasonably) that the Compliance Report is satisfactory, or if the Manager Planning Implementation does not complete their review within six months of receiving the Compliance Report, the second 5 year period of this approval will commence from the later date of either:
    - the expiry of the first five year period; or
    - the date 6 months from when the Compliance Report is submitted.
2. If the Manager Planning Implementation forms the view under condition (1)(b) above (acting reasonably) that the Compliance Report is unsatisfactory or that the landowner's compliance with these conditions is unsatisfactory:
  - a) The Manager Planning Implementation shall as soon as possible inform the landowner in writing of the matters considered to be unsatisfactory;
  - b) If those matters are addressed by the landowner to the satisfaction of the Manager Planning Implementation (acting reasonably) prior to the expiry of the first 5 year period, then the second 5 year period will commence in accordance with condition (1)(c) above;
  - c) Otherwise, the second 5 year period referred to in condition (a) above will not commence unless further planning approval is sought and obtained and all structures, plant, machinery, equipment and other material erected on Lot \_\_\_\_ pursuant to this approval shall be removed no later than \_\_\_\_\_ 20\_\_ and the site rehabilitated as outlined in this approval.

#### Lapsing Period

3. Notwithstanding conditions (1) and (2) above, if the development the subject of this approval is not substantially commenced within a period of 24 months from the date of

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approval, the approval shall lapse and be of no further effect. Where an approval has lapsed, no further development shall be carried out without the further approval of the City having first been sought and obtained.

#### Boundaries of the Disturbance Area

4. With the exception of vehicular access, all clearing of vegetation and operations relating to this approval shall be confined within the 'Proposed Stage Boundaries' (the Disturbance Area), as indicated on the \_\_\_\_\_ plan. No other areas of Lot \_\_\_\_ shall be utilised in a manner subject to this approval without the further planning approval of the City;

#### Vegetation

5. All necessary permits, licences and permissions (which may include a licence issued under the *Wildlife Conservation Act 1950* and/or a permit issued under the *Environmental Protection (Clearing of Native Vegetation) Regulations 2004*) are to be obtained prior to the commencement of works related to the clearing of vegetation.

#### Hours of Operation

6. Unless alternative hours are agreed to in writing by the Manager Planning Implementation, the hours of operation for the approved development shall be as follows:
  - a) Crushing shall be limited to 0700 – 1700 hours, Monday to Friday (excluding public holidays);
  - b) Loading and movement of trucks into and out of the Site shall be limited to 0700 – 1700 hours, Monday to Friday and 0700 – 1200 on Saturday (excluding public holidays); and
  - c) Clearing, establishment, excavation works and all other operations not referred to in paragraphs (a) and (b) shall be limited to 0700 – 1700 hours, Monday to Friday and 0700 – 1200 on Saturday (excluding public holidays).

#### Environmental Management Plan

7. Development on the subject site shall comply in all respects and at all times with the Environmental Management Plan, and the conditions of this approval.
8. In the event of any inconsistency between these conditions and the Management Plans, the conditions of Planning Approval will prevail to the extent of any inconsistency.
9. Any cutting, grinding, chipping or mulching of trade waste vegetation to be utilised for soil stabilisation or dust suppression on the site shall at all times occur within the Disturbance Area. Unless agreed to in writing by the Manager Planning Implementation, trade waste vegetation not utilised on the site shall be disposed of at a landfill site that is acceptable in the opinion of the Manager Planning Implementation.

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### **Geotechnical Risk Assessment and Karstic Features Management Plan**

10. If the Geotechnical Risk Assessment identifies cavities as being present, excavation within the parts of the extraction area identified as potentially being impacted by cavities shall not occur.
11. Except if the Geotechnical Risk Assessment specifies a different level for safe excavation, no excavation is to occur within 4 metres of the winter maximum groundwater level.
12. Development on the subject site shall comply in all respects and at all times with the Geotechnical Risk Assessment and the Karstic Features Management Plan;

### **The Geotechnical Risk Assessment is to Prevail**

13. In the event of an inconsistency between the Geotechnical Risk Assessment and any condition within, or document referred to in this approval, the Geotechnical Risk Assessment is to prevail to the extent of that inconsistency.

### **Predictive Contour Plan and Rehabilitation Plan**

14. Within 12 months of this approval and thereafter on an annual basis, the landowner shall submit a Predictive Contour Plan and Rehabilitation Plan, to illustrate the intended depth and direction of excavation and extent of rehabilitation in the coming 12-month period.
15. The Disturbance Area shall be progressively rehabilitated when final contour levels and grades for each stage are achieved and within 12 months of the closure of each stage. Such rehabilitation shall be in accordance with an endorsed Rehabilitation Plan.

### **Post Expiration of this Approval**

16. Within six months following the expiration of this approval the landowner shall provide the City a detailed feature and contour survey of the site, and a geotechnical, compaction and stabilisation certification of the excavated floor of each stage.

### **Ancillary Facilities**

17. All ancillary facilities, such as (but not limited to) ablution and lunchroom facilities shall be provided on the site prior to the commencement of operations. Such facilities may be provided outside the Disturbance Area, provided that the development of these facilities would not result in a loss of vegetation that is deemed unacceptable by the Manager Planning Implementation.

### **Access**

18. Access to Lot \_\_\_\_ shall be from \_\_\_\_\_ where indicated on the site plan, via a sealed crossover designed and constructed to the City's specifications.

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19. The access road from the intersection with \_\_\_\_\_ shall be constructed and sealed to ensure dust emissions from machinery and traffic are minimised.
20. The route for all haulage vehicles entering and leaving the site shall be via \_\_\_\_\_. Haulage vehicles shall not:
- <Insert restriction here>;
  - <Insert restriction here>; or
  - <Insert restriction here>.

### Noise Management

21. The landowner shall ensure that all approved activities are in accordance with the noise management, suppression and mitigation measures contained in the Noise Management Plan and ensure that the requirements of the *Environmental Protection (Noise) Regulations 1997* are complied with at all times.
22. If at any time compliance with the *Environmental Protection (Noise) Regulations 1997* cannot be maintained; the operations on site shall immediately cease until such time that operations can comply with the aforementioned Regulations.
23. Within six months of commencement of extraction operations, the landowner shall commission a consultant to assess noise emissions and verify compliance with the Noise Management Plan and requirements of the *Environmental Protection (Noise) Regulations* and shall submit that consultant's report to the City. Any recommendations contained in the report shall be undertaken by the landowner within 90 days of the date of the report.
24. To ensure that the amenity of nearby residences is not unduly interfered with, vehicles, equipment and machinery used on the site (other than trucks collecting limestone or sand from the site) must not use reversing alarms unless those alarms are required for the safe conduct of operations on the site (in accordance with the provisions of the *Occupational Safety and Health Regulations 1996* and the *Environmental Protection (Noise) Regulations 1997*).
25. Any reversing alarm on any vehicle, piece of equipment or machinery shall be broadband reversing alarms.
26. In addition to any other condition, if an officer of the City inspects the site and is satisfied that any of the operations on the site are generating an unreasonable amount of noise, or that any of those operations are not compliant with any of the conditions relating to noise emissions (including non-compliance with the noise management measures contained in the Noise Management Plan), the City may issue a direction requiring any of the following:
- a) Noise monitoring;

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- b) Submission of a noise assessment;
- c) Submission of an amended noise management plan and implementation of that plan;
- d) The activities on the site brought into compliance with this approval;

In this condition 'an unreasonable amount of noise' means noise which exceeds the levels assigned by the Environmental Protection (Noise) Regulations 1997.

#### Incidental Activities

27. Crushing of materials shall only occur in the Disturbance Area, which shall be shielded by one or more of the following:
- a) the slopes of natural landforms as they exist prior to the landowner commencing the development subject to this approval; and/or
  - b) constructed bunds, stockpiles and other features as described in the Noise Management Plan.
28. Subject to Conditions (28) and (29), and unless otherwise approved by the City in writing, no peat, landfill, soil, chemical or other substance or material is to be brought onto Lot \_\_\_\_ for the purposes of:
- a) filling the land to achieve the approved finished floor levels; or
  - b) manufacturing products or materials from the limestone extracted; or
  - c) storage or stockpiling.
29. Reasonable quantities of the following materials and substances may be brought onto Lot \_\_\_\_ for the sole purpose of blending with the limestone extracted from Lot \_\_\_\_ in accordance with this approval:
- a) <relevant substances to be listed>
30. The Applicant may store on the site the <substance> produced by blending the limestone extracted from the site with one or more of the materials referred to in Condition (29), or otherwise approved by the City, in such quantities as is reasonably required to meet the market demand for its product.

#### Complaints and Annual Report

31. The landowner shall:
- a) Keep a complaints log in which the following is to be recorded:
    - the date and time, where relevant, of each complaint made and received;



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- the means (telephone, email or mail) by which the complaint was made;
  - any personal details of the complainant that were provided or, if no details were provided, a note to that effect;
  - the nature of the complaint (including a description of the operations and the equipment to which the complaint relates);
  - the steps or actions taken in, and the timing of, the response to each complaint, including any follow up contact with the complainant; and
  - if no actions or steps were taken in relation to the complaint/enquiry, the reason(s) why no actions or steps were taken;
- b) Respond as soon as possible, and in any event within three working days, to any complaint received and provide the City with a copy of the response; and
- c) Provide the complaints' log to the City, together with a copy of any complaints received and its response upon request.
32. By 31 July each year, a report (Annual Report) shall be submitted to the City that includes, in respect of the period from 1 July to 30 June of the previous year in question:
- a) the progress of the excavation activities;
  - b) production levels;
  - c) the progress of rehabilitation undertaken and completed;
  - d) the measures taken to suppress and minimise dust;
  - e) the measures taken to suppress and minimise noise;
  - f) the number and type of community complaints and responses, and whether and how such complaints have been resolved; and
  - g) results of noise, dust and bore monitoring.

#### Department Licence

33. If required, a licence from the Department of Environment Regulation, in accordance with the *Environmental Protection Act 1986* and *Environmental Protection Regulations 1987* in respect of the:
- a) the site as a prescribed premises for quarrying operations; and
  - b) the use of the crusher on the site for quarrying operations,

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must be obtained prior to the commencement of the quarry, crushing or screening operations on site.

**Miscellaneous**

34. All activities pertaining to any vehicle or equipment wash-down or servicing shall be confined to a wash down area with a pollutant trap within the Disturbance Area, which shall be provided before any vehicle or equipment wash-down or servicing commences on the site.
35. No explosives shall be stored on Lot \_\_\_\_\_ and no blasting shall be carried out without the written approval of the Manager Planning Implementation.
36. The landowner is to erect and maintain a perimeter security fence around the disturbance area.

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### Schedule 3B: Standard Advice Notes

1. In relation to various conditions contained in this Approval, the term 'Disturbance Area' refers to the portion of Lot \_\_\_\_\_ where bounded by the ' \_\_\_\_\_ ' indicated on the \_\_\_\_\_ plan.
2. Development subject of this approval should only be operated while the landowner/operator holds a licence approved under the City of Wanneroo Extractive Industries Local Law 1998 (Extractive Industry Licence).
3. If the Manager Planning Implementation forms the view (acting reasonably) that any matter identified in the Annual Report is unsatisfactory, the Manager Planning Implementation shall notify the landowner in writing of that matter and may also give direction as to how that matter may be addressed. Details of the landowner's response to any such notification shall be included in the Compliance Report referred to in Condition \_\_\_\_ of this Approval, as well as the Complaints Log and the Annual Report.
4. A reference to legislation or policy includes a reference to that legislation or policy as amended or replaced from time to time.
5. If required, a licence must be obtained prior to the commencement of the approved development on Lot \_\_\_\_\_ from State Government agencies, including (but not limited to) the Department of Environment Regulation and Department of Water.

## 4.5 Preparation of Amendment No. 190 to DPS 2 and Revocation of Wangara Industrial Extension Area Agreed Local Structure Plan No. 96

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File Ref:	42086 – 21/142505
Responsible Officer:	Director Planning and Sustainability
Disclosure of Interest:	Nil
Attachments:	3

### Issue

To consider initiating Amendment No. 190 to DPS 2, to normalise the zoning of land affected by the Wangara Industrial Extension Area Agreed Local Structure Plan No. 96.

### Background

The preparation and operation of the City's structure plans is undertaken pursuant to the Deemed Provisions of the City's DPS 2 (**Deemed Provisions**). The Deemed Provisions are established through Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (**the Regulations**). The Deemed Provisions define and set out the purpose of a structure plan as follows:

***structure plan*** means a plan for the coordination of future subdivision and zoning of an area of land

Many of the City's structure plans are necessary planning instruments to guide ongoing subdivision and zoning of land. However, the City has a growing number of structure plans that are either already or will shortly become redundant, as their subject areas are subdivided and built out.

The Western Australian planning framework intends that once a structure plan has achieved its purpose of guiding the zoning and subdivision of land, the land would be zoned under a local planning scheme (such as DPS 2) via a scheme amendment, a process referred to as 'normalising'. Considerations could also be made at that time for a structure plan to be entirely revoked, if it is no longer needed to serve its initial purpose to guide the subdivision and initial development of land.

Council at its Meetings on 17 November 2020 (PS08-11/20) and 20 April 2021 (PS08-04/21) has already resolved to request the WAPC revoke various other structure plans, and to initiate coinciding amendments to DPS 2 (Amendment No. 187 and Amendment No. 189) to normalise the zoning of affected land. In previously reporting to Council, Administration discussed the staged approach that will be progressively undertaken toward 'normalising' and revoking structure plans that are no longer required. Amendment No. 190 to DPS 2, being subject to this Report, forms part of the structure plan revocation and normalisation programming being progressed by Administration.

### Detail

For the purpose of this Report, Administration considers that the Wangara Industrial Extension Area Agreed Local Structure Plan No. 96 (ASP 96) is ready for revocation, as it has completed its function in guiding subdivision in its respective area.

To revoke ASP 96, normalisation needs to first occur under DPS 2. Normalisation will include bringing in the zonings, reserves and land use permissibility requirements prescribed in ASP 96, and imposing them into DPS 2. As such, Administration is also proposing that the City initiate (or 'prepare' in the context of the Regulations) Amendment No. 190 to DPS 2 to facilitate

the normalisation. A Scheme Amendment Map, which shows the extent of normalisation required, is provided in **Attachment 1**.

Although located in the ASP 96 area, the western portion of the structure plan area already has a General Industrial Zone under DPS 2 (refer **Attachment 1**), with restricted land use provisions imposed through DPS 2 as outlined in **Attachment 2**. ASP 96 designates zoning only for the eastern part of the ASP 96 area and 'restricts' land use permissibility of land designated General Industrial. The restricted land use permissibility provisions for the General Industrial Zone in ASP 96 limits land use permissibility to the same extent DPS 2 does for the western portion of ASP 96. Amendment No. 190 will apply the General Industrial Zone and restricted land use provisions into DPS 2.

Schedule 2 – Section 2 of DPS 2 currently contains written conditions in respect to the restricted uses capable of approval in the General Industrial Zone within the ASP 96 area. Conditions pertain to:

- The formulation of a structure plan prior to subdivision and development; and
- For ASP 96, subdivision and development to be in accordance with WAPC Planning for Bush Fire Protection Guidelines.

Both conditions referred to above are considered redundant, particularly as subdivision has now occurred and bushfire planning requirements are now covered through State Planning Policy 3.7: Planning in Bushfire Prone Areas. Therefore, Amendment No. 190 to DPS 2 proposes to remove these conditions.

Administration also notes an anomaly in DPS 2, in that a reserve for drainage located immediately outside the ASP 96 area (located at Lot 51 (1721) Ocean Reef Road, Gnangara) has no zone in DPS 2. To address this anomaly, Amendment No. 190 to DPS 2 proposes to classify this land parcel as a Local Scheme Reserve for Public Use.

Administration considers that proposed Amendment No. 190 to DPS 2 meets the following criteria for 'Standard Amendments' in the context of Regulation 34 of the Regulations:

*"An amendment to the scheme so that it is consistent with a region planning scheme that applies to the scheme area, other than an amendment that is a basic amendment.*

*An amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment.*

*An amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area."*

## Consultation

Should Council resolve to 'prepare' (or initiate) Amendment No. 190 to DPS 2, the amendment will need to be referred to the Environmental Protection Authority (EPA) pursuant to Section 81 and 82 of the *Planning and Development Act 2005*. The EPA will assess the environmental impacts of the proposal and to determine whether any formal environmental assessment is necessary.

Subject to no objections being received from the EPA, the amendment must be advertised for public comment for a period of at least 42 days. Advertising is to occur in the following manner, pursuant to Regulation 47 of the *Planning and Development (Local Planning Schemes) Regulations 2015*:

- Publish a notice of the amendment on the City's website – and where practicable, upload the amendment documentation;



- Where appropriate, publish a notice in a newspaper circulating in the relevant locality;
- Notify public authorities likely to be affected by the amendment; and
- Advertise the amendment as directed by the WAPC and in any other way the local government considers appropriate.

In addition to the above, Administration will write to landowners and occupiers of land that it considers could be affected by the DPS 2 amendment.

### Comment

Information and mapping from Administration pertaining to ASP 96 is included in **Attachment 3**. The information in **Attachment 3** provides aerial imagery, structure plan mapping and Administration's review of how the structure plan provisions have been met.

Administration has identified that subdivision has been completed on the land within ASP 96; and as such, that structure plan could be revoked.

Pursuant to Clause 28(3) and Clause 29A(1) of the Deemed Provisions, it is the WAPC that may revoke its approval of a structure plan. In other words, the City has no ability to revoke structure plans, but rather must request the WAPC undertake that process. Such a request should be made pursuant to a Council resolution, when Amendment No. 190 is presented back to a future Council Meeting following advertising.

Although there are still a small number of vacant land parcels in the ASP 96 area (created through subdivision), there are adequate controls through DPS 2 and Local Development Plans (over portions of the ASP 96 area) to guide any remaining development. Development on the remaining lots in these areas does not require guidance from ASP 96, as demonstrated in the table included within **Attachment 3**.

A corresponding amendment to DPS 2 is firstly required to facilitate the later (proposed) revocation of ASP 96. Administration has therefore prepared Amendment No. 190 to DPS 2, to place the zonings, local scheme reserves and restricted land use provisions found in ASP 96 into DPS 2. To undertake the normalisation and revocation in an orderly manner, the WAPC would only be able to consider the revocation of ASP 96 should the Minister for Planning first approve Amendment No. 190 to DPS 2.

The Regulations (Regulation 35A) make provision for when an amendment to a local planning scheme affects a structure plan area, the amendment must include a statement that when the amendment takes effect:

- (a) the approval of the structure plan is to be revoked; or
- (b) the structure plan is to be amended in accordance with the statement; or
- (c) the approval of the structure plan is not affected.

In this case, and in light of the Regulations, Amendment No. 190 will include a statement that on its approval, the WAPC's approval of ASP 96 will be revoked.

### Statutory Compliance

Amendment No. 190 to DPS 2, being prepared to facilitate a future revocation of the Wangara Industrial Extension Area Agreed Local Structure Plan No. 96, can be processed in accordance with the *Planning and Development Act 2005* and the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Following the Minister for Planning's approval of Amendment No. 190 to DPS 2, the revocation of the Wangara Industrial Extension Area Agreed Local Structure Plan No. 96 could then occur pursuant to the deemed provisions for local planning schemes, provided in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

## 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

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

## Policy Implications

The WAPC acknowledges in its Structure Plan Framework document (the Framework) that it may revoke its approval of a structure plan under the Deemed Provisions. One of the most common circumstances stated in the Framework is when a local planning scheme is amended to include a zoning over the land covered by the structure plan, following the finalisation of the subdivision of the land.

## Financial Implications

The costs of preparing Amendment No. 190 to DPS 2, and preparing the subsequent request to the WAPC to revoke ASP 96 can be met from the current Planning and Sustainability operational budget.

## Voting Requirements

Simple Majority

## Recommendation

That Council:-

1. Pursuant to Section 75 of the Planning and Development Act 2005, PREPARES Amendment No. 190 to City of Wanneroo District Planning Scheme No. 2, to amend the local planning scheme by:
  - a) Rezoning various lots within the Wangara Industrial Extension Area Agreed Local Structure Plan No. 96 from 'Industrial Development' to 'Service Industrial' and 'General Industrial', as shown on the Scheme (Amendment) Map (included in Attachment 1 of this Report);
  - b) Reclassifying Lot 912 (12) Accomplish Way, Gnangara (on DP: 404867) and Lot 911 (31) Supreme Loop, Gnangara (on DP: 404867) from Industrial Development Zone to 'Local Scheme Reserve – Parks and Recreation', as shown on the Scheme (Amendment) Map (included in Attachment 1 of this Report);

- c) Reclassifying Lot 904 (35) Supreme Loop, Gngara (on DP: 400353) from General Industrial Zone to 'Local Scheme Reserve – Parks and Recreation', as shown on the Scheme (Amendment) Map (included in Attachment 1 of this Report);
- d) Reclassifying Lot 51 (1721) Ocean Reef Road, Gngara (on DP: 57145) from 'No Zone' to 'Local Scheme Reserve – Public Use', as shown on the Scheme (Amendment) Map (included in Attachment 1 of this Report);
- e) Realigning the Restricted Use (2.3) boundary as shown on the Scheme (Amendment) Map (included in Attachment 1 of this Report) to:
  - i. Incorporate various lots bounded by Boom Street, Accomplish Way, Forward Street and Fortitude Boulevard, Gngara; and
  - ii. Exclude Lot 904 (35) Supreme Loop, Gngara (on DP: 400353); and
- f) Amending Schedule 2 – Section 2 of District Planning Scheme No. 2 to delete all provisions pertaining to Item No. R3 and replacing those provisions with the following:

NO		STREET/ LOCALITY	PARTICULARS OF LAND	RESTRICTED USE AND CONDITIONS (WHERE APPLICABLE)
R3	2-3	59 Sydney Road Gngara; 1701 Ocean Reef Road, Gngara; and 139 Sydney Road, Gngara	Lot 700 (on DP: 64625); portion Lot 50 (on DP: 57145); portion Lot 10 (on D: 83662)	<p>'P' Uses –</p> <p>Auction Room Car Park Car Wash Dry Cleaning Premises Industry – General Industry – Light Landscape Supplies Laundry Motor Vehicle Repairs Salvage Yard Storage Yard Transport Depot Vehicle Sales/Hire Premises Warehouse Woodyard</p> <p>'D' Uses –</p> <p>Bakery Caretaker's Dwelling Convenience Store Factory Unit Hire Service Lunch Bar Mast or Antenna Milk Depot Open Air Display Park Road House Service Station</p>

				Smash Repair Station Telecommunications Infrastructure Trade Display Vehicle Wrecking
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2. Pursuant to Regulation 35A(a) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, RESOLVES that Amendment No. 190 to District Planning Scheme No. 2 include the following statement:

*Approval of the City of Wanneroo's Wangara Industrial Extension Area Agreed Local Structure Plan No. 96 is to be revoked when this amendment is approved and takes effect.*

3. Pursuant to Regulation 34 and Regulation 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, RESOLVES that Amendment No. 190 to District Planning Scheme No. 2 is a standard amendment for the following reasons:

- a) an amendment to the scheme so that it is consistent with a region planning scheme that applies to the scheme area, other than an amendment that is a basic amendment;
- b) an amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment; and
- c) an amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area.




4. Pursuant to Section 81 of the *Planning and Development Act 2005*, REFERS Amendment No. 190 to District Planning Scheme No. 2 to the Environmental Protection Authority;

5. Subject to approval from the Environmental Protection Authority, ADVERTISES Amendment No. 190 to District Planning Scheme No. 2 for a period of not less than 42 days pursuant to Regulation 47 of the *Planning and Development (Local Planning Schemes) Regulations 2015*; and

6. NOTES that a further Report will be presented to a future Council Meeting, following advertising of Amendment No. 190 to District Planning Scheme No. 2, seeking resolution in respect to the following:

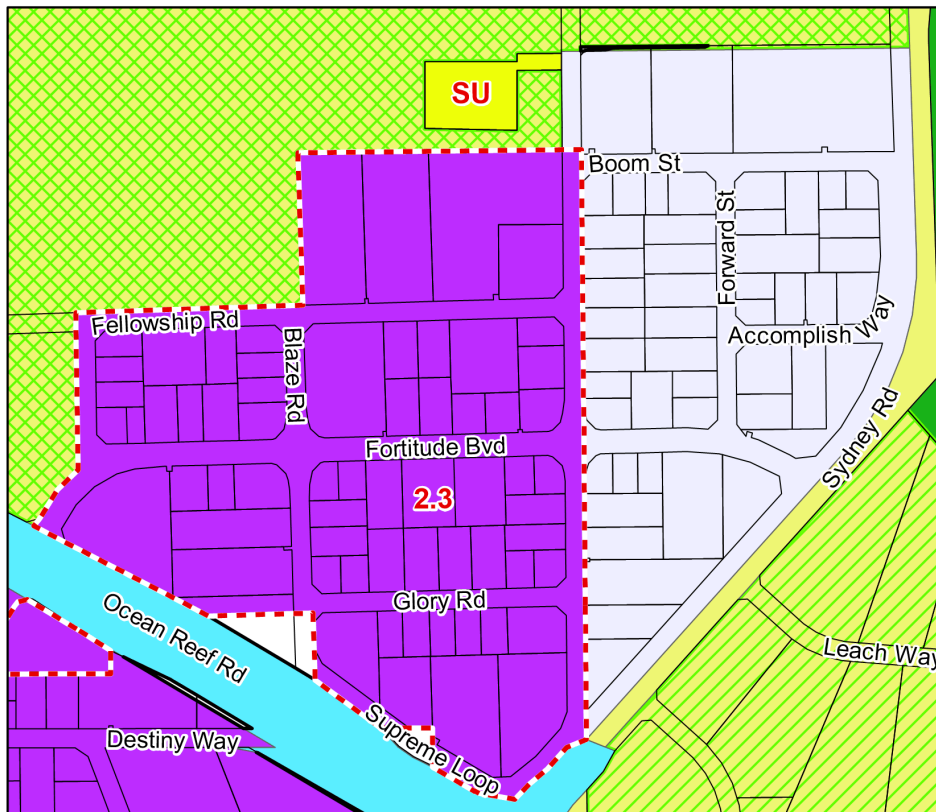
- a) whether to not support or support Amendment No. 190 (with or without modification) and to provide the advertised Amendment No. 190 to the WAPC; and
- b) subject to Council supporting Amendment No. 190, requesting the WAPC consider revoking the Wangara Industrial Extension Area Agreed Local Structure Plan No. 96.

*Attachments:*

- |   |  |           |
|---|--|-----------|
| 1  | Attachment 1 - Scheme Amendment Map - Amendment No. 190 to DPS 2                                 | 21/143874 |
| 2  | Attachment 2 - Table for Council Report - Land Use Permissibility in the General Industrial Zone | 21/144254 |
| 3  | Attachment 3 - Plans and Other Information Relating to ASP 96 Area                               | 21/144378 |

# CITY OF WANNEROO DISTRICT PLANNING SCHEME No. 2 AMENDMENT No. 190

Normalisation of the  
Wangara Industrial Extension  
Area Structure Plan and DPS2



EXISTING ZONE

0 50 100 200 300 400 Metres

## LEGEND

### MRS RESERVE

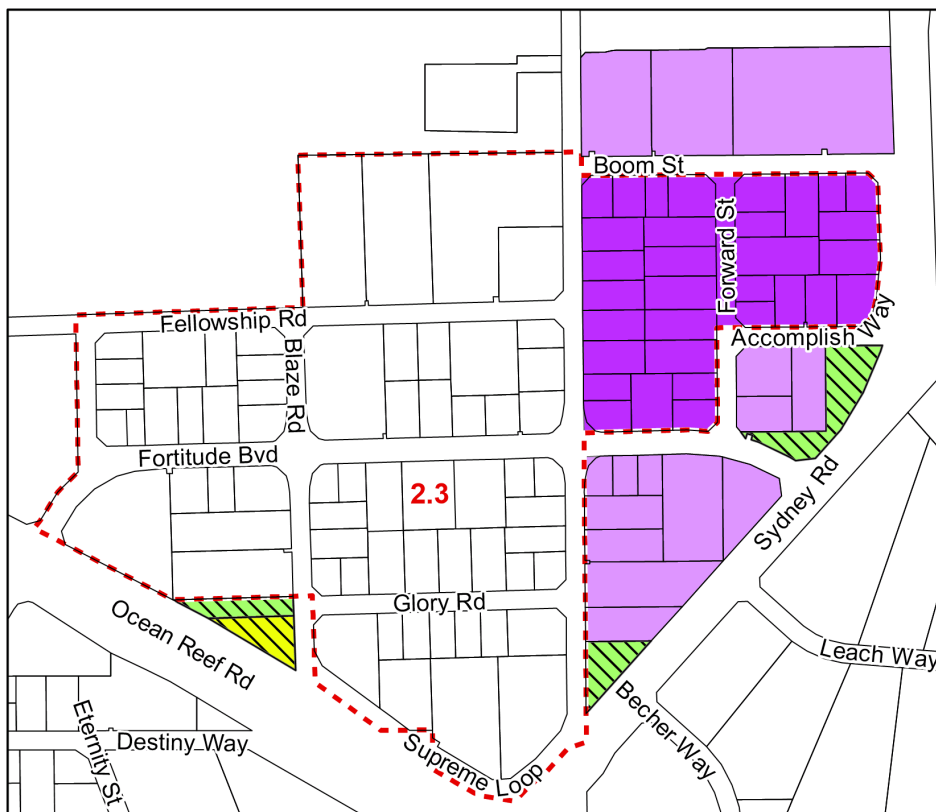
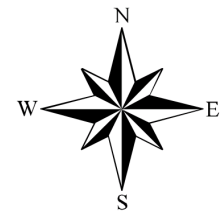
- PUBLIC PURPOSE
- SU - SPECIAL USES

OTHER REGIONAL ROADS

PARKS & RECREATION

### ZONE

- GENERAL INDUSTRIAL
- GENERAL RURAL
- INDUSTRIAL DEVELOPMENT
- NO ZONE
- RURAL COMMUNITY
- SPECIAL RURAL
- 2.3 RESTRICTED USE



SCHEME (AMENDMENT) MAP

## LEGEND

- GENERAL INDUSTRIAL
- PARKS & RECREATION
- PUBLIC USE
- SERVICE INDUSTRIAL
- 2.3 RESTRICTED USE



Produced by Customer & Information Services  
08/04/2021  
KACE : 75923



## Land Use Permissibility in the General Industrial Zone

Under Table 1 of DPS 2 in Normal Circumstances	Restricted Uses Permissible in the ASP 96 Area under Schedule 2 – Section 2 of DPS 2
<b>Permitted (or 'P') Uses</b>	
Auction Room Car Park Car Wash Dry-Cleaning Premises Fuel Depot Industry – General Industry – Light Landscape Supplies Laundry Milk Depot Motor Vehicle Repairs Salvage Yard Storage Yard Transport Depot Vehicle Sales/Hire Premises Warehouse Woodyard	Auction Room Car Park Car Wash Dry Cleaning Premises Industry – General Industry – Light Landscape Supplies Laundry Motor Vehicle Repairs Salvage Yard Storage Yard Transport Depot Vehicle Sales/Hire Premises Warehouse Woodyard
<b>Discretionary (or 'D') Uses</b>	
Abattoir Bakery Caretakers Dwelling Concrete Batching Plant Convenience Store Factory Unit Hire Service Industry – Extractive Industry – Hazardous Industry – Rural Lunch Bar Mast or Antenna Open Air Display Park Roadhouse Service Station Smash Repair Station Telecommunications Infrastructure Trade Display Vehicle Wrecking	Bakery Caretaker's Dwelling Convenience Store Factory Unit Hire Service Lunch Bar Mast or Antenna Milk Depot Open Air Display Park Road House Service Station Smash Repair Station Telecommunications Infrastructure Trade Display Vehicle Wrecking

## Information Pertaining to ASP 96 and Relevant Area

# Wangara Industrial Extension Area

## Local Structure Plan No. 96

### PART 1

City of Wanneroo



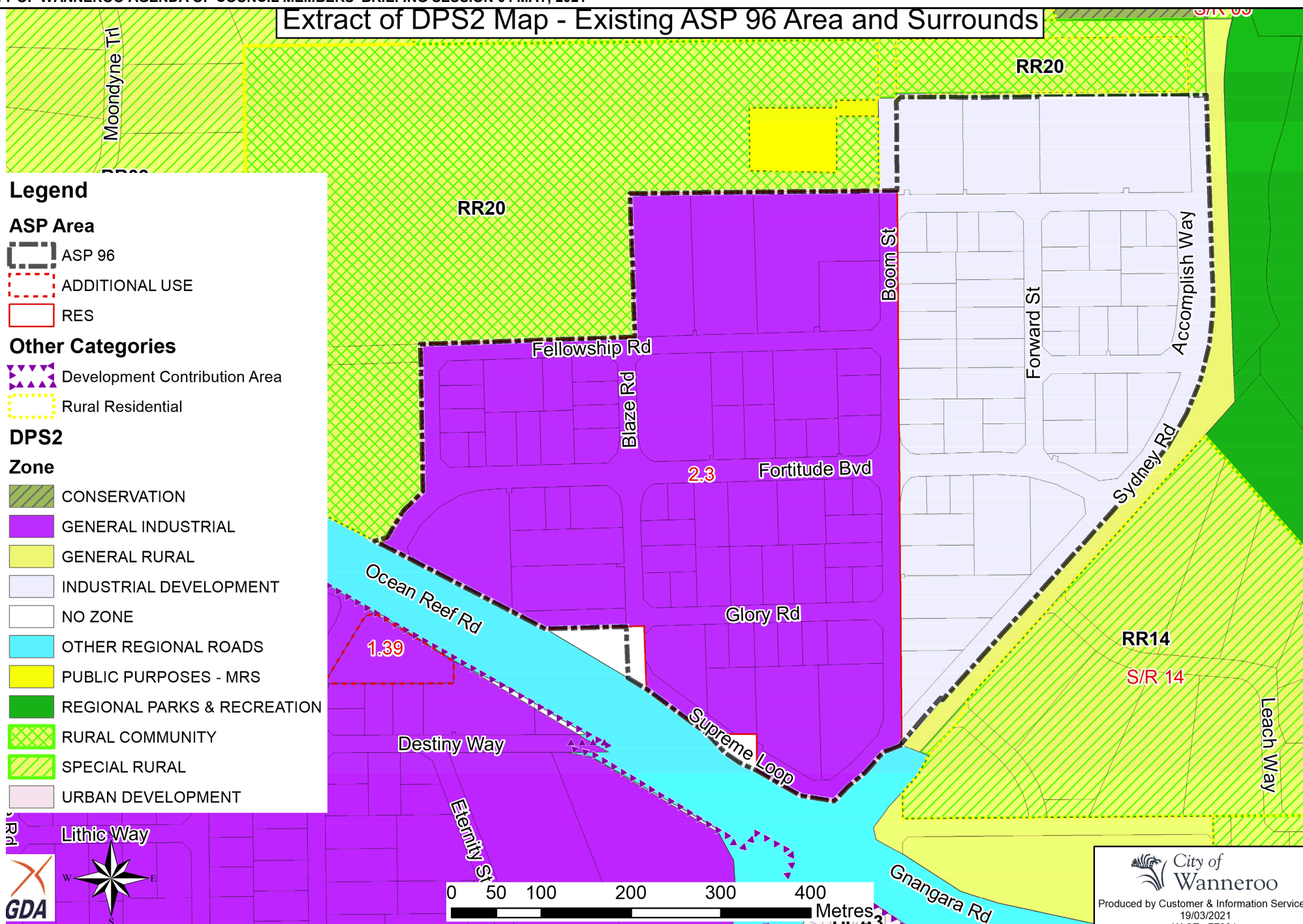
August 2012

(Amended July 2013 to reflect WAPC resolution)



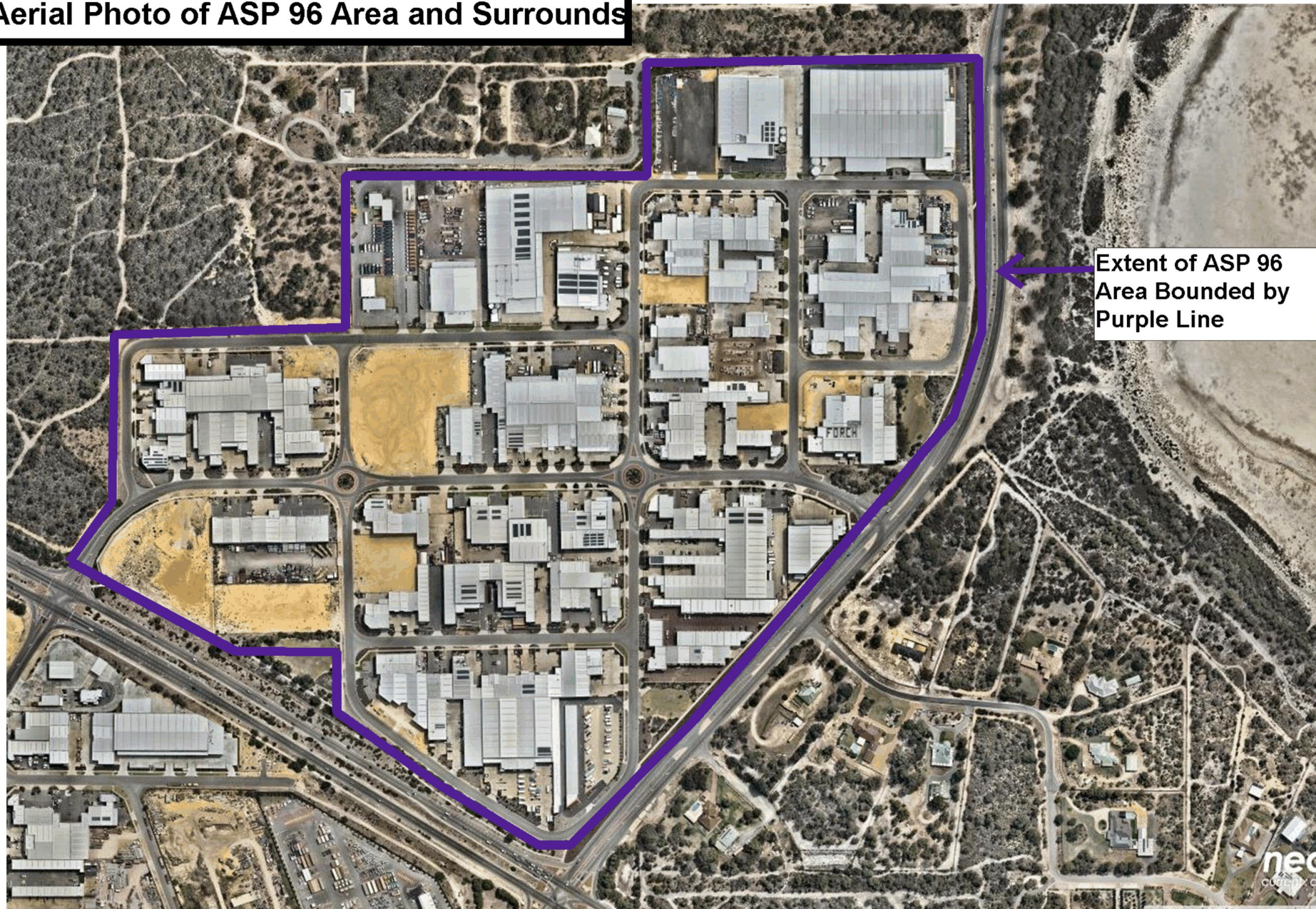


## Extract of DPS2 Map - Existing ASP 96 Area and Surrounds

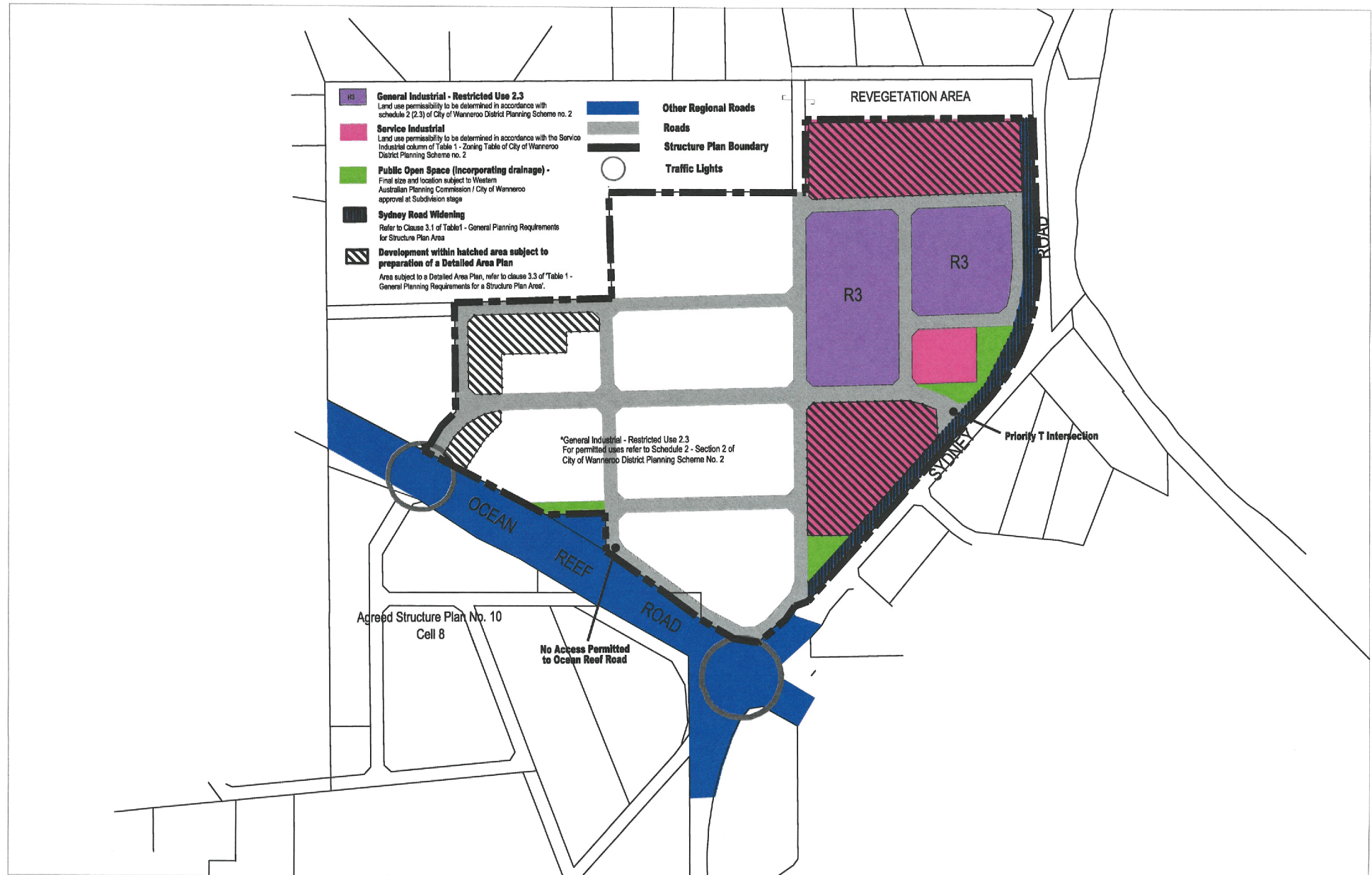




## Aerial Photo of ASP 96 Area and Surrounds







## WANGARA INDUSTRIAL EXTENSION AREA LOCAL STRUCTURE PLAN (PLAN A)

Lots 10, 50 and 700 Sydney Road, Gnangara  
City of Wanneroo



DISCLAIMER: AREA SUBJECT TO APPLICATION. CARRIAGEWAYS DIAGRAMMATIC ONLY. ALL AREAS AND DIMENSIONS ARE APPROXIMATE ONLY AND ARE SUBJECT TO FURTHER SURVEY ENGINEERING AND DETAIL DESIGN.

date 18.11.10 | scale at A3 1:5000 | ref Wang Ind Ex LSP v2 | revised 15.07.13

masterplan  
www.masterplanwa.com



## Review of Structure Plan Provisions – Wangara Industrial Extension Area Agreed Local Structure Plan No. 96

Structure Plan Provision	Review on Provision being Satisfied or Met & Impact of Provision being Deleted through Revocation of ASP 96
<b>2.0 Subdivision and Development</b>	
<p>2.1 The Structure Plan Map (Plan A) and Tables 1 and 2 form part of the statutory provisions of the Structure Plan and prescribe the standards, requirements and prerequisites for subdivision and development within the Structure Plan area.</p> <p>Table 1 – General Planning Requirements for Structure Plan Areas Table 2 – Documents to be Provided as Part of Subdivision.</p>	<p>Such provisions will no longer have effect in the event that the land affected by ASP 96 is normalised, and that structure plan is revoked.</p>
<p>2.2 The Structure Plan Map (Plan A) prescribes zones and restricted use areas within Lot 10, as well as indicative locations of Public Open Space / drainage sites within the overall Structure Plan area. The zones, including the specific landuse permissibility's designated under this structure plan, apply to the land within it as if the zones were incorporated in the Scheme.</p>	<p>The Structure Plan Map does identify the features as outlined in the written structure plan provision. Any revocation of ASP 96 – and a corresponding normalisation process – would need to consider how the land will be zoned (and land use permissibility be applied) under DPS 2 going forward.</p>
<b>2.3 Land Use Permissibility</b>	
<p>(a) Land use permissibility within areas designated as R3 is to be in accordance with Schedule 2 – Section 2 (2.3) of the Scheme.</p>	<p>The central and western portions of ASP 96 are already zoned General Industrial under DPS 2, subject to a restricted list of land uses being permissible as outlined in Schedule 2 – Section 2 (2.3) of DPS 2.</p> <p>This ASP 96 provision relates to a portion of former Lot 10 Sydney Road (in the eastern part of the ASP 96 area), limiting land use permissibility in the ASP 96 General Industrial Zone to the same as that applicable for the central and western parts of ASP 96.</p> <p>In normalising the land subject to this provision of ASP 96 – and should ASP 96 be revoked – the land could be zoned General Industrial under DPS 2. Schedule 2 – Section 2 (2.3) of DPS 2 would then be updated to list portion of former Lot 10 Sydney Road, as land subject to Restricted Uses Provisions.</p>
<p>(b) Land use permissibility with areas zoned Service Industrial is to be in accordance with the Service Industrial column of Table 1 – Zoning Table of the Scheme.</p>	<p>The Service Industrial Zone in ASP 96 is situated on portions of what was Lot 10 Sydney Road. Should ASP 96 be revoked, the Service Industrial Zoned areas in ASP 96 would first need to be normalised through a DPS 2 amendment. Should normalisation and revocation of ASP 96 occur, there are adequate provisions already in DPS 2 to enforce the Service Industrial Zone land use permissibility on that land.</p>

## Review of Structure Plan Provisions – Wangara Industrial Extension Area Agreed Local Structure Plan No. 96

Structure Plan Provision	Review on Provision being Satisfied or Met & Impact of Provision being Deleted through Revocation of ASP 96
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**Table 1 – General Planning Requirements for Structure Plan Area**

<b>1. Structure Plan Map</b>	
1.1 Subdivision and development of land shall be in accordance with the Structure Plan Map (Plan A).	The subdivision layout is consistent with what is shown on Plan A of ASP 96.
<b>2. Public Open Space</b>	
2.1 A minimum of two percent of the subdivisible area shall be provided as Public Open Space for public recreation, which may also serve a drainage purpose. The location of Public Open Space shall be generally in accordance with Structure Plan Map (Plan A).	<p>Of the 42 hectares of subdividable land in the ASP 96 area, two percent of that area (for public open space) equates to 8,400sqm.</p> <p>On review of the public open space provided, there are three parcels provided generally in the locations shown in the ASP 96 structure plan map (Plan A). Collectively, these parcels have a total area of just over 1 hectare, exceeding the minimum public open space requirement in ASP 96.</p>
<b>3.0 General Subdivision and Development Requirements</b>	
3.1 Prior to the subdivision or development of Lot 10 Sydney Road for industrial purposes, arrangements shall be made to the satisfaction of the City of Wanneroo and Department of Planning for the widening and construction of Sydney Road as a dual carriageway adjacent to the eastern boundary of the Structure Plan Area; including interface treatment for lots directly abutting Sydney Road.	The widening of Sydney Road (and an accompanying Legal Agreement) was a condition of subdivision of the former Lot 10. A 20m road widening is thereafter shown on the Deposited Plan of subdivision, and agreement entered into. The City later 'cleared' the subdivision of Lot 10, including the conditions requiring the road widening.
3.2 Direct vehicular access from subdivided lots to Ocean Reef Road and Sydney Road shall not be permitted.	<p>With exception of Lot 3 (45) Boom Street, all lots directly adjoining Ocean Reef Road and Sydney Road have restrictions of access imposed on those road boundaries. Development on occupied lots are adhering to the restriction of access in place.</p> <p>Lot 3 has established industrial development that does not gain access from Sydney Road, thereby meeting this structure plan provision.</p>

## Review of Structure Plan Provisions – Wangara Industrial Extension Area Agreed Local Structure Plan No. 96

Structure Plan Provision	Review on Provision being Satisfied or Met & Impact of Provision being Deleted through Revocation of ASP 96
<p>3.3 Detailed Area Plans (DAPs) are to be prepared over the areas stipulated as such on the Structure Plan Map (Plan A), pursuant to Clause 9.14.1 of the Scheme and prior to subdivision or development of the affected lands.</p>	<p>Local Development Plans (formerly Detailed Area Plans) have been prepared over all areas identified on the structure plan map.</p> <p>An additional LDP has been prepared for three lots on Supreme Loop, to control built form and landscaping to maintain sightlines around sharp bends on this road. The LDP was prepared in response to a requirement imposed through a condition of subdivision approval.</p> <p>The LDP's will remain in place should ASP 96 be revoked.</p>
<p>3.3 (a) The DAP prepared over the northern portion of Lot 50 Ocean Reef Road and the northern portion of Lot 10 Sydney Road shall specifically address bushfire mitigation measures for development in accordance with the Western Australian Planning Commission's Planning for Bushfire Protection Guidelines, as amended.</p>	<p>In response to this provision, the following Local Development Plans have been prepared:</p> <ul style="list-style-type: none"> <li>• DAP No. 1 – Fortitude Boulevard and Fellowship Road, Gngangara (northern portion of former Lot 50 – now subdivided); and</li> <li>• LDP No. 4 – Wangara Industrial Extension Area (Stage 4) (northern portion of Lot 10 Sydney Road, Gngangara – now subdivided).</li> </ul> <p>DAP No. 1 includes specific provisions regarding landscaping in the front setback and the storage of items in the street setback area. The front of the industrial lots affected by this DAP face bushfire-prone vegetation. The provisions were reviewed and accepted by DFES prior to the approval of the DAP. Four of the eight lots affected by the LDP still remain vacant.</p> <p>LDP No. 4 identifies an Asset Protection Zone (APZ) for bushfire, and stipulates that no building should occur in the APZ without a bushfire assessment being undertaken. The LDP addresses bushfire mitigation measures imposed at subdivision, and consistent with a Bushfire Management Plan prepared.</p> <p>Both Local Development Plans have therefore addressed this ASP 96 requirement.</p> <p>The operation of the two Local Development Plans is not dependent on ASP 96 remaining effective. Therefore, the LDP's can remain in place even should ASP 96 be revoked.</p>

## Review of Structure Plan Provisions – Wangara Industrial Extension Area Agreed Local Structure Plan No. 96

Structure Plan Provision	Review on Provision being Satisfied or Met & Impact of Provision being Deleted through Revocation of ASP 96
<p>3.3 (b) The DAP prepared over southern portion of Lot 10 Sydney Road shall specifically address the interface of development on lots which directly abut Sydney Road, to ensure building orientation, setbacks, signage locations and other appropriate standards address the amenity of the existing 'Special Rural' zoned properties to the immediate east of the Structure Plan Area.</p>	<p>In response to this provision, DAP No. 3 – Wangara Industrial Extension Area (Stage 4) has been prepared over the southern portion of what was formerly Lot 10 Sydney Road, Wangara.</p> <p>DAP No. 3 provides the following in respect to the ASP 96 provisions:</p> <ul style="list-style-type: none"> <li>• <i>For the purposes of Clause 4.7.2 of the Scheme, the secondary street boundary for Lots 414, 415, 421 &amp; 422 shall be Sydney Road, in which case a 3m minimum setback applies.</i></li> <li>• <i>For Lots 414, 415, 421 and 422, lot boundary fencing proposed adjacent to Sydney Road shall be solid colorbond grey ridge, at a minimum height of 1.8m No signage shall be affixed to the fencing.</i></li> <li>• <i>To avoid blank facades for Lots 414, 415 and 422, walls facing Sydney Road shall incorporate articulated building design with the inclusion of different colours, materials and/or textures.</i></li> </ul> <p>Development on the three lots has been undertaken in accordance with the LDP provisions referred to above, as outlined below:</p> <ul style="list-style-type: none"> <li>• Setbacks to the Sydney Road boundary provided at a minimum of 3.0m.</li> <li>• The Colorbond Grey Ridge colour has been discontinued; however, the boundary fencing along the Sydney Road boundary is of a grey colour; and</li> <li>• Building articulation by way of colour, materials and textures satisfactorily meet the LDP provision.</li> </ul> <p>The Local Development Plan, and the existing built form, therefore address this ASP 96 requirement.</p> <p>The operation of the Local Development Plan is not dependent on ASP 96 remaining effective; and therefore, the LDP can remain in place even should ASP 96 be revoked.</p>

## Review of Structure Plan Provisions – Wangara Industrial Extension Area Agreed Local Structure Plan No. 96

Structure Plan Provision	Review on Provision being Satisfied or Met & Impact of Provision being Deleted through Revocation of ASP 96
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**Table 2 – Documents to be Provided as Part of Subdivision**

The documents listed within Table 2 shall be prepared to the satisfaction of the relevant authority and accompany subdivision or clearance of subdivision conditions applications, as applicable within the 'approval stage' column.

Documentation	Approval Stage	Approving Authority	
Urban Water Management Plan	Subdivision Clearance (condition of subdivision)	City of Wanneroo	As required under conditions of subdivision approval, Urban Water Management Plans (UWMP's) were prepared by Emerge Associates for each of the subdivision stages undertaken in the ASP 96 area. Conditions requiring the UWMP's were 'cleared' by the City during subdivision clearance stage.
Public Open Space Schedule	As part of subdivision application	City of Wanneroo	Although none of the subdivision proposals lodged provided a public open space schedule, relevant subdivisions clearly identified the proposed location of open space that was to be provided. Public open space proposed through subdivision was consistent with what was shown on the ASP 96 Map.
Sydney Road dual carriageway widening and construction requirements	Subdivision Clearance for subdivision of Lot 10 (condition of subdivision)	City of Wanneroo	The widening of Sydney Road (and an accompanying Legal Agreement) was a condition of subdivision of the former Lot 10. A 20m road widening is thereafter shown on the Deposited Plan of subdivision, and agreement entered into. The City later 'cleared' the subdivision of Lot 10, including the conditions requiring road widening.
Detailed Area Plans (refer Clause 4.3 of Table 1)	Subdivision Clearance (condition of subdivision)	City of Wanneroo	Detailed Area Plans – or Local Development Plans as they are now called – were prepared in response to subdivision conditions imposed. Subdivision conditions which required the preparation of Local Development Plans were 'cleared' by the City during subdivision clearance stage.
Fire Management Plan	Subdivision Clearance for subdivision of Lot 50 (condition of subdivision)	City of Wanneroo/ Department of Fire and Emergency Services	<p>The provision of a Fire Management Plan was a condition of subdivision imposed by the WAPC over Lot 50 Ocean Reef Road. This condition was then later 'cleared' by the City at subdivision clearance stage.</p> <p>A Fire Management Plan was also required as a condition of subdivision of Lot 10 Sydney Road (located in the eastern part of the ASP 96 area). This condition was also later 'cleared' by the City during subdivision clearance stage.</p>



## 4.6 Proposed Local Planning Policy No. 4.29 - Renewable Energy Systems

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File Ref: 42314 – 21/170978  
Responsible Officer: Director Planning and Sustainability  
Disclosure of Interest: Nil  
Attachments: 1

### Issue

To consider a proposed Local Planning Policy for Renewable Energy Systems in the City.

### Background

At its meeting on 16 February 2021, (item PS04-02/21 refers) Council considered an application for a Wind Turbine as an addition to a single house located at Lot 1265 (10) Reigate Way, Butler. Council resolved:

*“That the Motion be deferred to a future Council Meeting pending the adoption of the Small-Scale Renewable Energy Systems Policy.”*

Administration has now drafted a Policy (**refer Attachment 1**) which sets out to provide guidance and direction for the consideration of renewable energy systems within the City.

### Detail

Local Planning Policies (**LPP's**) are prepared under the provisions of District Planning Scheme No.2 (**DPS2**) and form an important part of the City's Planning framework. LPP's provide guidance and direction on the City's approach and position on various planning matters, particularly where discretion is sought or expectations need to be made clear for the community. LPP's also provide for a level of consistency in approach and certainty in relation to planning proposals.

This policy has been developed to guide and control renewable energy systems and ensure that they meet an acceptable standard and do not adversely impact the amenity of a locality. This is to be achieved through the introduction of objectives and criteria establishing standards that renewable energy systems should be assessed against.

The use of renewable energy systems is becoming increasingly popular in residential settings. In particular solar energy systems are established as a means of reducing energy costs for property owners. Renewable energy systems on an industrial scale are also becoming more prevalent as industry and government seek to establish more viable and sustainable modes of generating energy.

Large scale solar and wind farms have been developed in various parts of Western Australia to supplement the energy resources of the State as part of a high-level shift away from reliance on the use of fossil fuels.

Solar panels are fitted to thousands of properties in the City, there are, however, no known examples of wind turbine systems providing power to residential dwellings.

### Consultation

Draft Planning Policies are subject to consultation in accordance with the procedures set out in the deemed provisions of DPS2. Advertising will be undertaken by way of the following:

- Notification in the Wanneroo Times Newspaper;
- Display at the Civic Centre and on the City's website;
- Letter to the Department of Planning, Lands and Heritage;
- Letter to the applicant for the proposed wind turbine considered by Council at its 16 February 2021 meeting; and
- Letters to those who made a submission on the proposed wind turbine.

## **Comment**

The procedures for preparing, amending and revoking LPP's are set out in the Deemed Provisions of DPS2, which prescribe that a LPP can be prepared on any matter related to the planning and development of its Scheme area, and must be based on sound town planning principles and may address either strategic or operational considerations in relation to matters to which the policy applies.

The use of renewable energy resources is supported. The proposed policy has been set out to enable their utilisation in both domestic and commercial applications and to ensure that renewable energy systems are appropriately located, designed and scaled so as not to adversely affect the amenity of adjoining properties, streetscapes and the locality in general.

Recent changes to the Planning and Development (Local Planning Schemes) Regulations 2015 have exempted the need for approval for the installation of solar panels on the roof of a building, provided the panels are parallel to the angle of the roof and are not located in a heritage protected precinct.

Wind energy systems may be considered an external fixture as defined in the Residential Design Codes (R-Codes) and therefore exempt from the need to obtain development approval where the works comply with the deemed to comply provisions of the R-Codes and are not located in a heritage-protected precinct. For example small scale systems of a domestic nature akin to an evaporative air conditioning unit in size or smaller can be exempt from the need to obtain development approval under the R-Codes where they meet the external fixture definition. Renewable Energy Systems that are not exempt under the R-Codes or those of a larger scale will be assessed against the provisions of the proposed policy, and relevant provisions of DPS2 and the R-Codes.

The development of renewable energy systems can be permitted in all areas of the City, but their use and appearance needs to be managed as some can have a negative impact due to their height and scale on adjoining properties and may affect the amenity of a locality. The structural design requirements of wind energy systems are dealt through the Building Code of Australia which set requirements for their structural integrity (footings, fixings etc) but this does not address their operational safety.

Administration has not identified any published standards related to the private use of wind energy systems on a private lot. In order to manage potential safety risks for people in the vicinity of a wind energy system, the proposed LPP includes a provision requiring the blades to be a minimum of 2.75 metres above ground level. This is the same clearance required under commercial awnings that extend over public footpaths.

Proposed LLP 4.29 will enhance the City's planning framework by setting appropriate controls and putting in place consistent measures.

## **Statutory Compliance**

The draft LPP has been prepared in accordance with Division 2 – Local Planning Policies of DPS2 which outlines the circumstances and procedures for which a local government may prepare a local planning policy.

## Strategic Implications

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

“4 Civic Leadership

4.2 Good Governance

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

## Risk Management Considerations

Risk Title	Risk Rating
CO-C01 Compliance Framework	Moderate
Accountability	Action Planning Option
Executive Manager Governance and Legal	Manage
Risk Title	Risk Rating
CO 001 Relationship Management	Moderate
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage

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

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

## Policy Implications

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

## Financial Implications

Nil

## Voting Requirements

Simple Majority

## Recommendation

That Council:-

1. Pursuant to Clause 4 of the Deemed Provisions of the City of Wanneroo District Planning Scheme No. 2, resolves to PREPARE Local Planning Policy No. 4.29: Renewable Energy Systems, as contained in Attachment 1; and
2. ADVERTISES Local Planning Policy No. 4.29: Renewable Energy Systems, as shown in Attachment 1 for a minimum period of 35 days in accordance with the City's Planning Consultation Procedure by way of the following:-
  - a) An advertisement published in the Wanneroo Times newspaper at the commencement of the advertising period;

- b) Display at the City of Wanneroo's Civic Centre Building and on the City of Wanneroo's website;**
- c) Letter to the Department of Planning, Lands and Heritage;**
- d) Letter to the applicant for the proposed wind turbine at Lot 1265 (10) Reigate Way, Butler; and**
- e) Letters to those who made a submission on the proposed wind turbine at Lot 1265 (10) Reigate Way, Butler.**

*Attachments:*



*Attachment 1 - Draft Local Planning Policy 4.29: Renewable Energy Systems 21/160785*

Planning and Sustainability  
Local Planning Policy 4.29  
Renewable Energy Systems



Owner	Planning and Sustainability
Implementation	XX Month 2021
Next Review	Month 2025

## PART 1 – POLICY OPERATION

### Policy Development and Purpose

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

This purpose of this policy is to provide guidance on the development of Renewable Energy Systems within the City that provide power to a dwelling or a business primarily for its needs and is not a commercial power generation land use.

This policy does not apply to power generation land uses designed principally to supply power to the electrical grid.

### Policy Objectives

The objectives of this Policy are:

1. To provide guidance for the installation and development of Renewable Energy Systems throughout the City that provide power to the principle use of the land;
2. To ensure that Renewable Energy Systems do not unreasonably detract from the streetscape or amenity of adjoining properties and the area generally; and
3. To facilitate the environmental and sustainability benefits of utilising renewable energy systems such as wind and solar systems to power buildings and commercial activities within Wanneroo.

### Relationship to Other Policies, Guidelines and Documents

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

## PART 2 – POLICY PROVISIONS

### Definitions

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

**Renewable energy** means energy derived from resources that are regenerative or for all practical purposes cannot be depleted.



## Planning and Sustainability

### Local Planning Policy 4.29

## Renewable Energy Systems



**Renewable energy facility** means premises used to generate energy from a renewable energy source and includes any building or other structure used in, or relating to, the generation of energy by a renewable resource. It does not include renewable energy electrical generation where the energy produced principally supplies a domestic and/or business premises and any on selling to the grid is secondary.

**Renewable energy System** means a system that uses renewable energy sources to produce energy (electricity being the most common form) with zero or very low greenhouse gas emissions and may include solar, wind, geothermal and biomass energy among others.

**Solar energy system** means a system that converts energy from the sun into usable forms of energy for electricity or, heating water or air or a similar function through the use of solar panels.

**Wind energy system** means equipment that converts and then stores or transfers energy from the wind into usable forms of energy.

This Policy applies throughout the City when considering proposals for renewable energy systems.

The provisions in this policy do not limit the City's ability to determine proposals for a renewable energy system that arise through advances in technology. In this regard, where a proposal does not meet the specific requirements of this policy, discretion shall be applied in determining any development application in accordance with the objectives of this policy where the City is satisfied that the variations limit the potential impact on surrounding properties and the amenity of the locality.

### General policy provisions

The City supports the use of renewable energy resources through the use of technology and systems that enable their utilisation in both domestic and commercial applications where they are appropriately located, designed and scaled so as not to adversely affect the amenity of adjoining properties, streetscapes and the locality in general.

For the purposes of this policy, a Renewable Energy System:

- Proposed within a site zoned for residential purposes is to be assessed against the standards and requirements of District Planning Scheme No. 2 (DPS 2), the Residential Design Codes (R-Codes), this Policy and any other applicable requirement;
- Proposed on a site zoned for non-residential purposes is to be assessed against the standards and requirements of DPS 2, this Policy, the Western Australian Planning Commission Position Statement: Renewable energy systems and any other applicable requirement.
- All wind energy system installations must comply with the Environmental Protection (Noise) Regulations 1997.

## Planning and Sustainability

## Local Planning Policy 4.29

## Renewable Energy Systems

**Development requirements:**

Where a renewable energy system is not exempt from the need to obtain development approval or does not comply with development standards of DPS 2, the R-Codes or any other applicable document then Development Approval is required to be obtained prior to the installation.

**1. Dwellings incorporating Renewable Energy Systems**

This section applies to the use of renewable energy systems that are designed principally to provide power to one or more dwellings on a site.

**1.1 Residential Zones:**

**Solar:** Solar energy systems are exempt from the need to obtain development approval where solar panels are parallel to the angle of the roof and the works are not located in a heritage-protected place.

Where a solar installation is ground mounted or forms part of another structure it shall not be located in the front setback area or forward of the building line. The R-Codes provisions will be used to determine suitability of the works as if the installation were a **building** as defined in the R-Codes.

**Wind:** A wind energy system may be considered to be an external fixture as defined in the R-Codes and is exempt from the need to obtain development approval where:

- the R-Codes apply;
- the works comply with the deemed to comply provisions of the R-Codes; and
- they are not located in a heritage-protected place.

In addition to the requirements of DPS 2, this Policy, the R-Codes or any other applicable document, wind energy systems:

- are not to be located in the front or secondary setback area of a lot;
- shall be setback from a boundary a distance equal to or greater than the total height of the system as measured from the natural ground level;
- are limited to no more than one wind turbine per dwelling;
- may only be used for domestic or private use and not for commercial generation of energy.

Wind energy systems shall be fitted with an automatic or manual braking system and an over-speed protection device to prevent noise impacts on adjoining properties during periods of high wind speeds.

Wind energy systems shall be positioned so that the blades are a minimum height of 2.75 metres above ground level.

## Planning and Sustainability

## Local Planning Policy 4.29

## Renewable Energy Systems



Other: Other renewable energy systems (such as geothermal) that may be used to generate power to supply the needs of one or more dwellings on a site will be considered against the objectives of DPS2, the R-Codes and Clause 67 of the Deemed Provisions.

## 1.2 Non Residential Zones:

Solar: Rooftop mounted systems that are integrated with the design of the structure shall be exempt from the need to obtain development approval.

Systems that form part of the façade or structure of buildings such as solar glass shall be exempt from the need to obtain development approval.

Where a solar installation is ground mounted or forms part of another structure it shall not be located in the front setback area or forward of the building line.

Wind: Development approval is required for all wind energy systems in non-residential zones and are to be considered against the standards in DPS2 for the relevant zone and the following points:

- are not to be located in the front setback area of a lot where the appearance of the structures will impact negatively on the established street scape;
- shall be setback from a boundary a distance equal to or greater than the total height of the system as measured from the natural ground level;
- height on non residential lots will be determined with regard to the need for efficient operation of the system and the impact on adjoining properties and the established streetscape character.

In addition to the requirements of DPS 2 and this Policy, wind energy systems shall be subject to the requirements of the Western Australian Planning Commission Position Statement: Renewable energy systems and any other applicable requirement.

Wind energy systems shall be fitted with an automatic or manual braking system and an over-speed protection device to prevent noise impacts on adjoining properties during periods of high wind speeds.

Wind energy systems shall be positioned so that the blades are a minimum height of 2.75 metres above ground level.

Other: Other renewable energy systems (such as geothermal) that may be used to generate power to supply the needs of one or more dwellings on a site will be considered against the objectives of DPS2, and Clause 67 of the Deemed Provisions.

**Planning and Sustainability****Local Planning Policy 4.29****Renewable Energy Systems****2. Non Residential Development incorporating Renewable Energy Systems**

This section applies to the use of renewable energy systems that are designed principally to provide power to businesses that are operating at a site.

**2.1 Development approval will be required for:**

- a) all wind energy systems;
- b) solar energy systems that are not integrated with the roof or façade of a building; and
- c) for all other forms of renewable energy systems.

**2.2 Where a business or other activity seeks to generate all or part of their power needs from renewable energy systems, the systems shall be designed to minimise impacts on adjoining properties that arise from the bulk, scale, noise or appearance of the systems. This is particularly the case where the adjoining properties include sensitive uses such as residential, child care, aged and dependent persons dwellings, hospitals, tourist accommodation and the like.****2.3 In addition to the requirements of DPS 2 and this Policy, wind energy systems shall be subject to the requirements of the Western Australian Planning Commission Position Statement: Renewable energy systems and any other applicable requirement.****2.4 Wind energy systems shall be fitted with an automatic or manual braking system and an over-speed protection device to prevent noise impacts on adjoining properties during periods of high wind speeds.****2.5 Renewable Energy Systems shall be designed, constructed and finished using non-reflective materials and be compatible with the colours that complement the context of the immediately surrounding area.****2.6 Renewable Energy Systems are to be adequately maintained at all times, in accordance with the manufacturer's specifications.****2.7 Renewable energy systems shall be designed to minimise impacts on occupants of surrounding properties by addressing any noise, light reflection, vibration, electrical interference, visual amenity, safety and any other reasonable matter that may detract from the amenity of the area.****3. Consultation**

Consultation with landowners of adjoining properties who may be impacted by a proposed renewable energy system, that proposes variations to an applicable development standard, shall be undertaken in accordance with the City's Planning Consultation Procedure.

**4. Conditions of approval**

Planning and Sustainability  
Local Planning Policy 4.29

Renewable Energy Systems



In its determination of any application for renewable energy system, in addition to any other powers provided for under DPS 2, the City may impose conditions designed to minimise the impact on the amenity of adjoining uses, including limiting the scale of the development and restricting the times during which the renewable energy system may operate.



## 4.7 Proposed Local Planning Policy No. 4.16: Provision of Public Art in Development Proposals

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File Ref:	40145 – 21/170988
Responsible Officer:	Director Planning and Sustainability
Disclosure of Interest:	Nil
Attachments:	1

### Issue

To consider a proposed Local Planning Policy (**LPP**) for the provision of Public Art through the development approval process.

### Background

As part of the consideration of the City's planning framework, Administration identified the need for a number of policies. One such policy relates to Public Art and its provision through the development approval process. The concept of requiring the provision of public art as part of development approval is widely exercised by the State Government and other local authorities.

### Detail

The intent of the policy is to provide guidance for the provision of public art within the City and the circumstances for when it should be provided, how and in what form.

A review of other local governments in the Perth metropolitan area has identified that at least 20 have a policy dealing with the provision of public art through the development approval process and it is considered that the City can also benefit from having a policy for the purposes of securing the provision of public art.

The proposed policy has been prepared with the aim of achieving the provision of public art in the City and limiting its provision to certain areas, that it be associated with certain types of development and that there be a minimum threshold triggering the need for it to be provided.

A copy of the draft LPP is included as **Attachment 1**

### Consultation

The draft proposed LPP will be subject to consultation in accordance with the procedures set out in the deemed provisions of District Planning Scheme No. 2 (DPS2). Advertising will be undertaken by way of the following:

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

### Comment

The procedures for preparing, amending and revoking LPP's are set out in the Deemed Provisions of DPS2, which prescribe that a LPP can be prepared on any matter related to the planning and development of its Scheme area, and must be based on sound town planning principles and may address either strategic or operational considerations in relation to matters to which the policy applies.

The proposed policy has been prepared with the aim of achieving the provision of public art in the City. The policy has been developed with a view to achieving the following:

1. Focussing the provision of public art in certain areas;
2. That public art be associated with certain types of development; and
3. That there be a minimum threshold triggering the need for public art to be provided.

The intent of this approach is to ensure that public art is provided where it will be most frequently viewed (greatest benefit) particularly in areas where the public gather or circulate such as activity centres.

The LPP outlines what is considered to be Public Art, what form it may take and seeks to ensure that it is of a high standard by requiring that it be designed and created by an artist.

The provision of public art can contribute to a sense of place and the enhancement of a locality and is consistent with the City's Place Strategy for the activation of places.

The LPP proposes that applications for development approval for the construction of commercial, mixed use, multiple dwellings or non-residential developments (or additions or extensions to these developments) where the cost of development exceeds \$2 million, excluding industrial development, are to make a contribution to public art to the value of no less than one percent of the construction value of the development, but not exceeding \$500,000 by way of:

- Providing public art in the site subject to the development application, unless otherwise approved by the City; or
- Making a cash contribution towards public art, in lieu of providing the art.

A contribution rate of 1% is consistent with the figure applied by other local governments and the State Government in their public art policies. This contribution is only required where a developer chooses not to incorporate art into their development.

Where a cash contribution is made, the funds are to be placed in a (Public Arts) reserve account to be established. Any funds in the reserve account would be restricted for use only for public art projects.

In order to gauge the approximate income that may be received, an estimate has been prepared of applications received over the last three years. If all applicants chose to make a cash contribution instead of providing public art, based on the minimum value of \$2 million at a rate of 1%, the following estimates are provided:

Year	No. of applications	Minimum Contribution*
2018	33	\$660,000
2019	18	\$360,000
2020	23	\$460,000

\* Based on 1% of \$2 Million = \$20,000, multiplied by number of applications

To ensure that any money received by the City through application of this policy is appropriately utilised, management guidelines will be developed. The guidelines will define the City's processes for utilisation of any funding that is provided, as well as the processes around commissioning of public art and site selection.

In this regard, the City's Management Procedure for Community and Public Art has been reviewed to incorporate guidelines for the appropriate management of public art. The proposed LPP and the associated guidelines will provide the parameters to ensure that public art is

designed, located and constructed to appropriate standards and that public artworks are safe, durable and can be easily maintained.

With the continued growth of the City and emergence of new activity centres, public art has the ability to contribute to the development of attractive places which is consistent with the City's Place Strategy for the activation of places. Adopting a policy which requires the provision of public art is a useful step towards achieving the City's Place Strategy.

## Statutory Compliance

The draft LPP has been prepared in accordance with Division 2 – Local Planning Policies of DPS2 which outlines the circumstances and procedures for which a local government may prepare a local planning policy.

## Strategic Implications

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

“4 Civic Leadership

4.2 Good Governance

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

## Risk Management Considerations

Risk Title	Risk Rating
CO-C01 Compliance Framework	Moderate
<b>Accountability</b>	<b>Action Planning Option</b>
Executive Manager Governance and Legal	Manage
Risk Title	Risk Rating
CO O01 Relationship Management	Moderate
<b>Accountability</b>	<b>Action Planning Option</b>
Director Corporate Strategy and Performance	Manage

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

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

## Policy Implications

The preparation of the draft policy is undertaken by Administration to ensure that the City achieves its strategic goals and by conforming to current statutory and legislative provisions through the use of LPPs.

## Financial Implications

Nil

## Voting Requirements

Simple Majority

## Recommendation

### That Council:-

1. Pursuant to Clause 4 of the Deemed Provisions of the City of Wanneroo District Planning Scheme No. 2, resolves to PREPARE Local Planning Policy No. 4.16: Provision of Public Art in Development Proposals, as contained in Attachment 1; and
2. ADVERTISES Local Planning Policy No. 4.16: Provision of Public Art in Development Proposals, as shown in Attachment 1 for a minimum period of 35 days in accordance with the City's Planning Consultation Procedure by way of the following:-
  - a) An advertisement published in the Wanneroo Times newspaper at the commencement of the advertising period;
  - b) Display at the City of Wanneroo's Civic Centre Building and on the City of Wanneroo's website; and
  - c) Letter to the Department of Planning, Lands and Heritage.

#### Attachments:

[1](#). Attachment 1 - Draft Local Planning Policy No. 4.16: Provision of Public Art in Development Proposals 21/150595

Planning and Sustainability

Local Planning Policy 4.16

Provision of Public Art in Development Proposals



PART 1 – POLICY OPERATION

Owner	Planning and Sustainability
Implementation	XX Month 2021
Next Review	June 2025

Policy Development and Purpose

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

This policy applies to all applications for development approval within the City for commercial, mixed use, multiple dwellings or non-residential developments (or additions or extensions to these developments) where the cost of the development exceeds \$2 million, excluding industrial development. The provisions of this policy also apply to development by the City. The purpose of this policy is to facilitate the provision of public art which contributes towards a sense of place and community identity and enhances the visual amenity of the public domain.

Policy Objectives

The objectives of this policy are to:

- contribute to a sense of place through the provision of public art which provides an interpretation and expression of the local area’s natural, physical, cultural, heritage and social values;
- enhance public enjoyment and understanding of places through the integration of art into developments;
- add to the appearance, vibrancy, character and amenity of developments and their surrounding environment;
- create local landmarks; and
- establish a clear and equitable approach for the provision of public art as part of the development process.

Relationship to Other Policies, Guidelines and Documents

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







## PART 2 – POLICY PROVISIONS

### 1. Definitions

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

**Public Art** means an artistic work that is:

- a) permanent in nature and constructed of materials which can be maintained and repaired if necessary, including metal, plastic, paint or any other durable material;
- b) either freestanding or integrated into the exterior of a building or other structure; and
- c) created and located for public accessibility, either within the public realm or within view of the public realm, such as the street, park, urban square or public building; and has been designed by an artist or has been through a process overseen by an artist.

**Artist** means a person who meets any of the following criteria:

- a) a person who has obtained a Bachelor Degree or Diploma in visual arts or who is undertaking studies towards these qualifications;
- b) a person who has a track record of exhibiting and/or selling their own original artwork;
- c) a person who has had their own original artwork purchased by major public collections;
- d) a person who earns more than 50% of their income from arts related activities such as teaching art and selling their own artwork;
- e) a person who has secured work or consultancies in the arts field on the basis of professional expertise; or
- f) a person who has previous experience on their curriculum vitae in creating the form of public art proposed by an applicant or the Council under this policy.

**Construction value** means the estimated construction value of the development works as nominated at the Building Permit stage.

### 2. General policy provisions

2.1. Applications for development approval for the construction of commercial, mixed use, multiple dwellings or non-residential developments (or additions or extensions to these developments) where the estimated cost of the development exceeds \$2 million are to make a contribution to public art to the value of no less than one percent of the construction value of the development, but not exceeding \$500,000 by way of:

- a) Providing public art on the site subject to the development application, unless otherwise approved by the City; or
- b) Making a cash contribution towards public art, in lieu of (a) above.

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**Provision of Public Art in Development Proposals**



- 2.2. Where the proponent provides public art, it shall be provided on site or within the public realm immediately adjacent to the site. Where located on site, the public art is to be clearly visible from the public realm and is to be installed prior to the commencement of use and/or occupancy of the development site and maintained to a high standard by the landowners for the life of the development.
- 2.3. Where a cash-in-lieu contribution is made as an alternative to providing public art, it shall be paid prior to the commencement of use and/or occupancy of the site, with the funds to be placed in a (Public Arts) reserve account and expended on public art projects that are located in and contribute to the immediate locality within which the development is located.
- 2.4. The public art shall contribute to an attractive, stimulating and functional environment and not detract from the amenity or safety of the public realm.
- 2.5. The public art shall be specifically designed for, and be suitable for, the building or site where it is to be located and contribute towards the sense of place for that locality.
- 2.6. The public art shall be of high aesthetic quality, low maintenance, durable and resistant to vandalism and graffiti and must be maintained to a high standard.
- 2.7. The public art shall be original and be designed and created or overseen by an artist/s and be fabricated in Western Australia.
- 2.8. The public art must be considered by the City to be safe and not have the potential to cause injury or hazard to any person or animal.
- 2.9. The public art must be designed and sited to avoid encouraging criminal activity on the site such that it should not be used for assistance in unauthorised entry or conceal any person.
- 2.10. The public art must not be considered by the City to be obscene, offensive or culturally insensitive in any manner.
- 2.11. The public art shall be consistent with the City's Cultural Plan objectives for the relevant area/precinct.

**Form of Public Art**

Public artworks may take the following forms:

- a) building features and enhancements such as screens and lighting;
- b) components of public spaces such as architectural street furniture, playable artworks and artistic paving which is an integral part of the space and contributes towards its artistic value and quality;
- c) murals, tiles or mosaics covering walls, floors and walkways;
- d) sculpture in durable, damage resistant and graffiti proof materials; and
- e) artist led community arts projects resulting in tangible artwork.

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Provision of Public Art in Development Proposals



Public art does not include:

- a) Business logos;
- b) Advertising signage;
- c) Art objects which are mass produced or off-the-shelf reproductions;
- d) Landscaping or hardscaping which would normally be associated with the development; and
- e) Fencing, gates, benches and other functional items.

**Information Requirements**

The following details of the proposed public art are to be provided to the City for approval prior to installation:

- a) Design documentation including research, concept development and a detailed statement addressing the requirements of this policy;
- b) Detailed plans of the art work which are to scale and include dimension, details of the materials, colours, location, installation methods and timeframes
- c) Detailed and specific maintenance program and schedule, including costs and methodology; and;
- d) Curriculum vitae of artist, including a visual record of previous public artworks.

## **Assets**

To be included in Supplementary Agenda.

## **Community & Place**

Nil

## **Corporate Strategy & Performance**

### **Business & Finance**

#### **4.8 Financial Activity Statement for the period ended 31 March 2021**

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File Ref:	37350V02 – 21/134546
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 March 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 mid-year review (**MYR**) was conducted in January and adopted by Council on 16 February 2021 (CS03-02/21). The March 2021 Financial Activity Statements (**FAS**) includes all proposed budget adjustments to 28 February 2021 adopted by Council. The figures in this report are compared to the MYR Revised Budget.

### **Overall Comments Month-to-Date**

#### *Results from Operations*

The Financial Activity Statement report for the month of March 2021 shows an overall adverse variance from Operations before Non-Operating Revenue and Expenses of \$165k.

The adverse variance is due to lower revenue of \$307k mainly from Operating Grants, Subsidies & Contributions partially offset by underspends in operating expenditures of \$142k mainly from Material & Contracts and Employment Costs.

Description	Current Month - March 2021				Comments
	Actual \$m	Revised Budget \$m	Variance \$m	Variance %	
Operating Revenue	2.0	2.3	(0.3)	(13.6)	The unfavourable variance is mainly due to lower revenue from Operating Grants, Subsidies & Contributions partially offset by higher Rates and Fees & Charges. Please refer to note 1, 2 and 3 for further details.
Operating Expense	(17.6)	(17.8)	0.1	0.8	The favourable variance is due to underspends in Employee Costs, Materials & Contracts partially offset by overspends in Utility Charges and higher Depreciation. Please refer to note 4, 5, and 6 for further details.
Result from Operations	(15.7)	(15.5)	(0.2)	(1.1)	

### Capital Program

During March 2021, \$5.5m was spent on various capital projects of which \$3.0m was spent on sport facilities and foreshore management (Refer to **Attachment 3** for more details).

Description	Month Actual \$m	Month Revised Budget \$m	% Complete of Month Revised Budget
Expenditure	5.5	6.2	88.7%

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

#### Results from Operations

The Financial Activity Statement year-to-date report of March 2021 shows an overall favourable variance from Operations of \$8.8m.

Description	Year-To-Date March 2021				Comments
	Actual \$m	Revised Budget \$m	Variance \$m	Variance %	
Operating Revenue	194.7	194.0	0.8	0.4	The favourable variance is due to higher revenue from Operating Grants, Subsidies & Contribution and Fees & Charges partially offset by lower revenue from Rates. Please refer to note 1, 2 and 3 for further details.
Operating Expense	(144.0)	(152.0)	8.0	5.3	The favourable variance is due to underspend in Employee Costs, Materials & Contracts, and Insurance Expense. Please refer to note 4,5 and 7 for further details.
Result from Operations	50.8	42.0	8.8	20.9	

### Capital Program

At the end of March 2021, \$35.6m was expended on various capital projects of which \$18.3m was spent on sports facilities and roads. Further detail is provided on the Capital Works Program in the report on page 13.

Description	YTD Actual \$m	YTD Revised Budget \$m	% Complete of YTD Revised Budget	Annual Revised Budget \$m	% Complete of Annual Revised Budget
Expenditure	35.6	45.8	77.7%	68.4	52.0%



*Investment Portfolio Performance*

Portfolio Value \$m	Monthly Weighted Return	Comments
433.5	0.71%	Portfolio balance has decreased by \$4.5m from February 2021. The monthly weighted return is 0.71% which is above the set benchmark (12 months UBS Australia Bank Bill Index) by 0.60%. (Refer to <b>Attachment 5</b> 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 MARCH 2021**

Description	Current Month				Year to Date			
	Actual \$	Revised Budget \$	Variance \$	Notes	Actual \$	Revised Budget \$	Variance \$	Notes
<b>Revenues</b>								
Rates	319,227	200,000	119,227	59.6	135,749,182	135,989,707	(240,525)	(0.2)
Operating Grants, Subsidies & Contributions	(437,213)	281,179	(718,392)	(255.5)	10,386,577	10,009,206	377,371	3.8
Fees & Charges	1,753,812	1,440,020	313,792	21.8	44,774,490	44,139,957	634,533	1.4
Interest Earnings	272,256	291,793	(19,537)	(6.7)	3,368,471	3,395,762	(27,291)	(0.8)
Other Revenue	49,105	51,260	(2,155)	(4.2)	470,240	459,679	10,561	2.3
<b>Total Operating Revenue</b>	<b>1,957,187</b>	<b>2,264,252</b>	<b>(307,065)</b>	<b>(13.6)</b>	<b>194,748,960</b>	<b>193,994,311</b>	<b>754,649</b>	<b>0.4</b>
<b>Expenses</b>								
Employee Costs	(6,637,239)	(6,711,165)	73,926	1.1	(54,103,238)	(56,878,572)	2,775,334	4.9
Materials & Contracts	(5,877,193)	(6,240,305)	363,112	5.8	(46,871,282)	(52,098,086)	5,226,804	10.0
Utility Charges	(1,005,357)	(815,903)	(189,454)	(23.2)	(7,171,886)	(7,100,932)	(70,954)	(1.0)
Depreciation	(3,700,310)	(3,571,971)	(128,339)	(3.6)	(32,266,791)	(32,147,739)	(119,052)	(0.4)
Interest Expenses	(343,407)	(342,851)	(556)	(0.2)	(3,090,698)	(3,083,284)	(7,414)	(0.2)
Insurance	(50,459)	(74,178)	23,719	32.0	(451,517)	(661,852)	210,335	31.8
<b>Total Operating Expenditure</b>	<b>(17,613,965)</b>	<b>(17,756,373)</b>	<b>142,408</b>	<b>0.8</b>	<b>(143,955,412)</b>	<b>(151,970,465)</b>	<b>8,015,053</b>	<b>5.3</b>
<b>RESULT FROM OPERATIONS</b>	<b>(15,656,778)</b>	<b>(15,492,121)</b>	<b>(164,657)</b>	<b>(1.1)</b>	<b>50,793,548</b>	<b>42,023,846</b>	<b>8,769,702</b>	<b>20.9</b>
<b>Non Operating Revenue &amp; Expenses</b>								
Non Operating Grants, Subsidies & Contributions	6,385,619	700,000	5,685,619	812.2	15,001,492	10,208,621	4,792,871	46.9
Contributed Physical Assets	2,315,090	2,273,000	42,090	1.9	8,720,862	6,819,000	1,901,862	27.9
Profit on Asset Disposals	209,976	0	209,976	0.0	2,001,824	1,400,000	601,824	43.0
Loss on Assets Disposals	(35,316)	0	(35,316)	0.0	(111,439)	(13,699,065)	13,587,626	99.2
TPS* & DCP** Revenues	1,055,661	796,100	259,561	32.6	8,148,076	7,224,533	923,543	12.8
TPS* & DCP** Expenses	(1,893,363)	(29,596)	(1,863,767)	(6,297.4)	(2,411,384)	(2,373,898)	(37,486)	(1.6)
<b>Total Non Operating Revenue and Expenses</b>	<b>8,037,667</b>	<b>3,739,504</b>	<b>4,298,163</b>	<b>114.9</b>	<b>31,349,431</b>	<b>9,579,191</b>	<b>21,770,240</b>	<b>227.3</b>
<b>NET RESULT (OPERATING &amp; NON OPERATING)</b>	<b>(7,619,111)</b>	<b>(11,752,617)</b>	<b>4,133,506</b>	<b>35.2</b>	<b>82,142,979</b>	<b>51,603,037</b>	<b>30,539,942</b>	<b>59.2</b>
<b>Other Comprehensive Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>
<b>TOTAL COMPREHENSIVE INCOME</b>	<b>(7,619,111)</b>	<b>(11,752,617)</b>	<b>4,133,506</b>	<b>35.2</b>	<b>82,142,979</b>	<b>51,603,037</b>	<b>30,539,942</b>	<b>59.2</b>

\*TPS=Town Planning Schemes

\*\*DCP=Developers Contribution Plans

## **Revenues**

### **Note 1 Rates**

#### ***Month to Date - (Actual \$319k, Revised Budget \$200k)***

The variance is favourable by \$119k as a result of higher interim rates generated on residential properties than anticipated during the month.

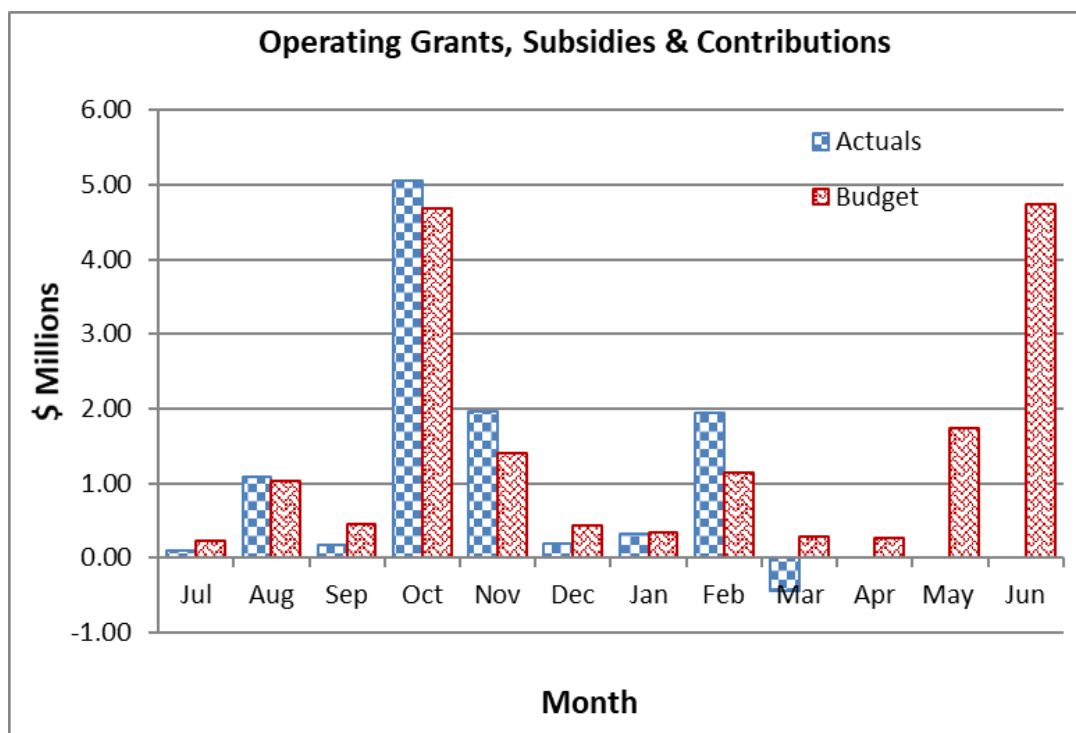
#### ***Year to Date - (Actual \$135.7m, Revised Budget \$136.0m)***

The variance is unfavourable by \$241k as a result of lower interim rates generated on residential properties than anticipated up to March 2021.

### **Note 2 Operating Grants, Subsidies & Contributions**

#### ***Month to Date - (Actual -\$437k, Revised Budget \$281k)***

The variance is unfavourable by \$718k mainly due to a correction in the reporting of the Better Bins program grant of \$800k (second instalment) received in February 2021 from the Department of Water and Environmental Regulation (**DWER**) as capital grant. This grant was incorrectly reported as an operating grant in the February 2021 FAS report.

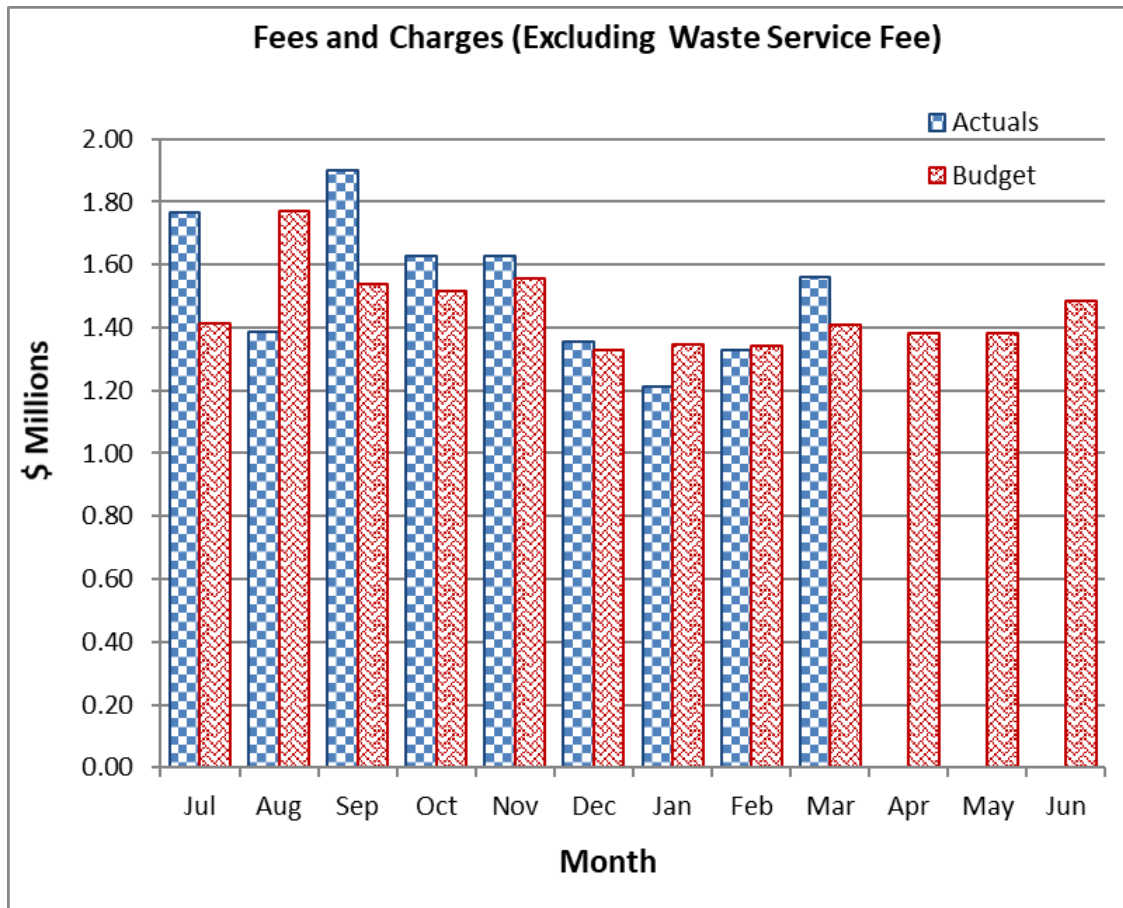


#### ***Year to Date - (Actual \$10.4m, Revised Budget \$10.0m)***

The favourable variance of \$377k relates to early receipt of half of Bushfire Mitigation Activity Fund grant (2020/21 program) amounting to \$302k. This is due to a timing difference.

**Note 3     Fees and Charges – Including Waste Service Fee****Month to Date - (Actual \$1.8m, Revised Budget \$1.4m)**

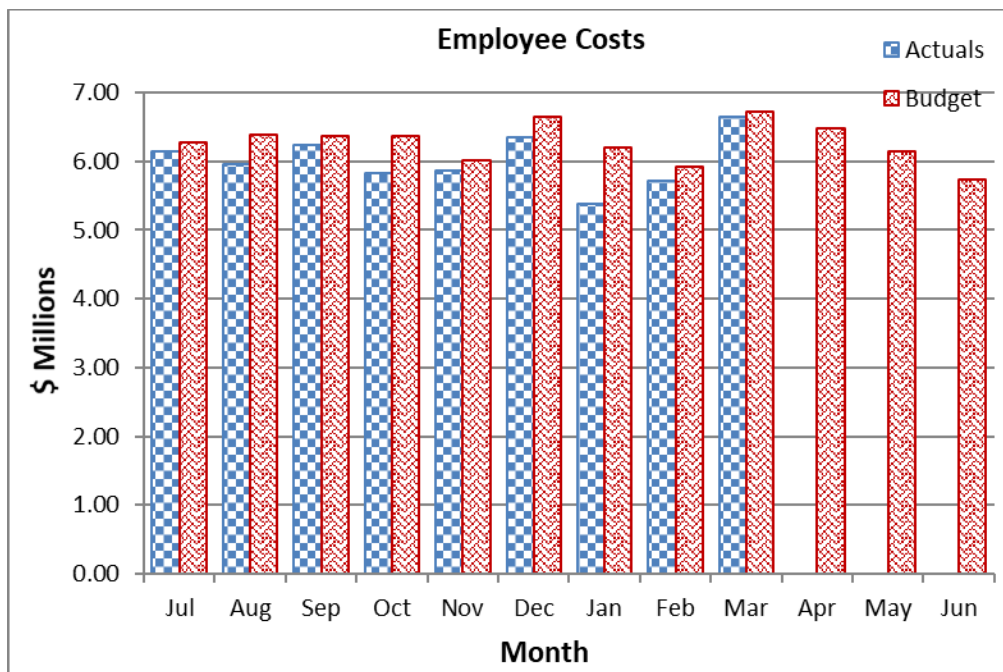
The favourable variance of \$314k for the month of March mainly due to domestic waste fee and license/permit application fee higher than anticipated.

**Year to Date - (Actual \$44.8m, Revised Budget \$44.1m)**

The variance is favourable by \$635k mainly due to income streams for building assessment services and planning assessment services are running ahead of year to date budgets due to the increased activity in the residential housing sector with new builds taking advantage of the Federal and State stimulus grants.

**Expenses****Note 4     Employee Costs****Month to Date - (Actual \$6.6m, Revised Budget \$6.7m)**

The variance is favourable by \$74k within the reportable threshold.



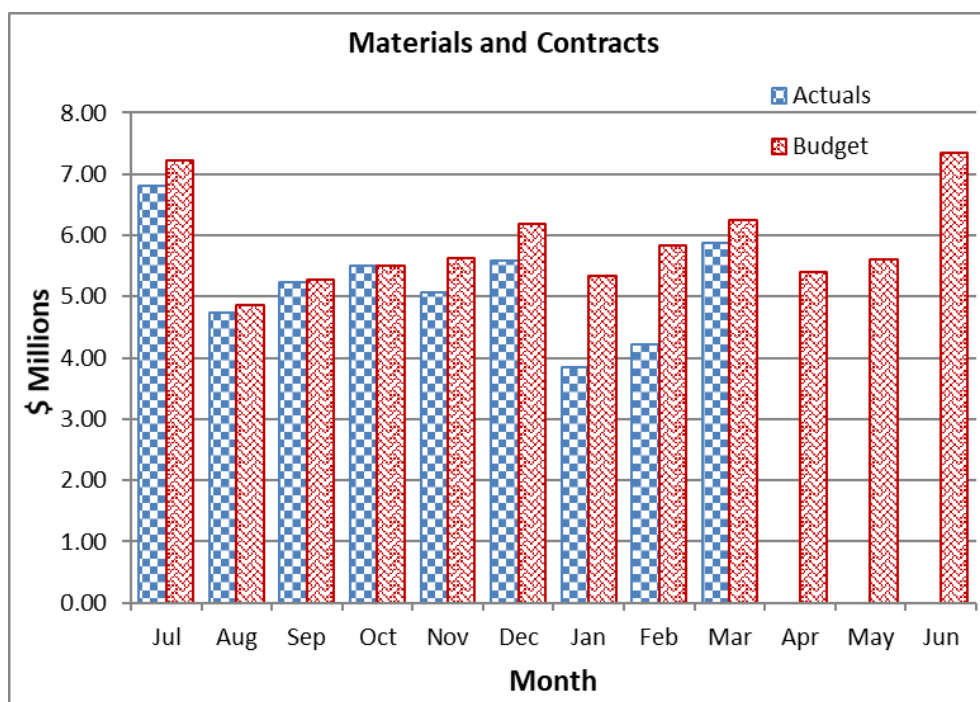
**Year to Date - (Actual \$54.1m, Revised Budget \$56.9m)**

The variance is favourable by \$2.8m due to lower employee costs mainly arising from deferral of recruitments to manage COVID-19 financial impact.

**Note 5     Materials & Contracts**

**Month to Date - (Actual \$5.9m, Revised Budget \$6.2m)**

The favourable variance of \$363k is mainly related to lower consulting fees due to delay in undertaking of development of the Yanchep Lagoon Master Plan project and provision for Customer & Information Services is lower than anticipated.





***Year to Date - (Actual \$46.9m, Revised Budget \$52.1m)***

The variance is favourable by \$5.2m due to:

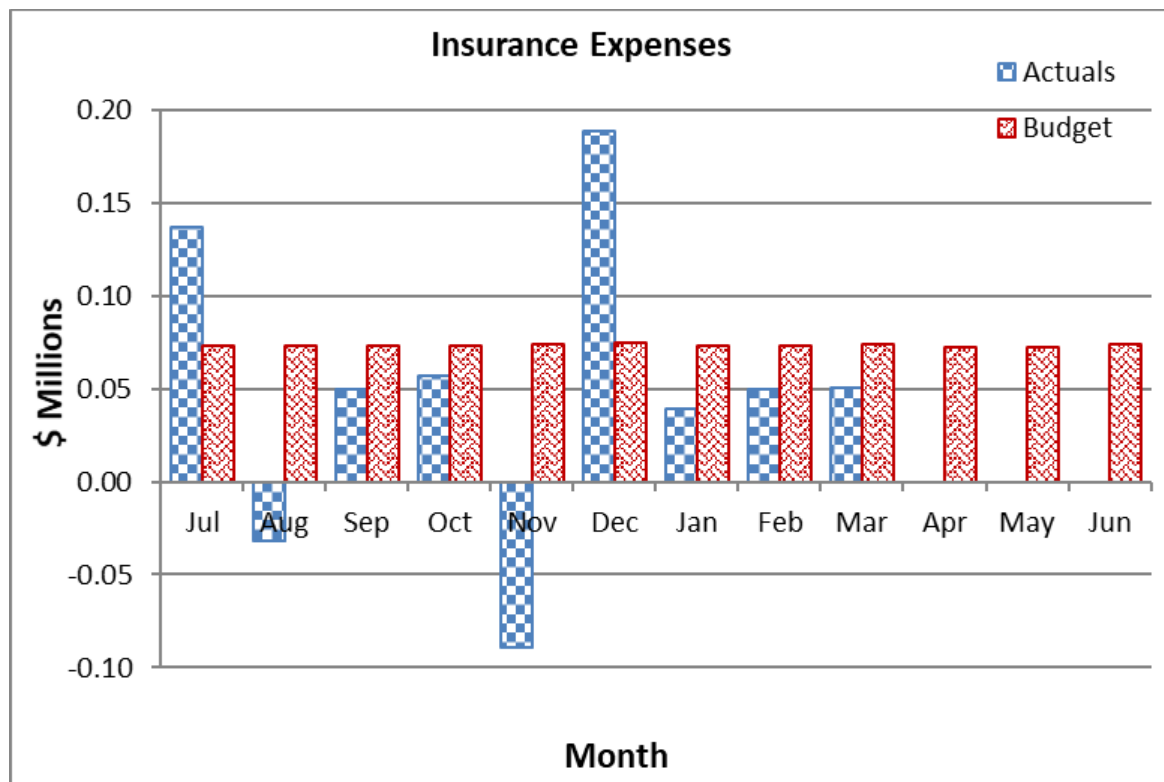
- Lower contract expenses of \$1.8m for maintenance of park land & irrigation, park building & furniture, road reserves, beach land & bushland and provision for emergency services due to timing differences;
- Lower consulting fees of \$1.0m mainly due to delay in undertaking of special projects for Planning Services, Place Management, Environmental Management and provision of Information Technology Services;
- Lower material expense of \$838k to maintain road reserves, pathways, operations centre and park irrigation equipment;
- Lower contributions & donations expense of \$447k of which \$130k relates to Pitstop park within land development management services and \$317k relates to reduced donation funding requests from community organisations;
- Lower refuse removal expense of \$278k due to reduction in recycling waste gate fee;
- Lower debt write-off \$138k as there have been lower than expected financial hardship applications;
- Lower software maintenance support and licence of \$123k which is a timing difference; and
- Lower advertising expenses of \$158k.

***Note 6     Utilities******Month to Date - (Actual \$1.0m, Revised Budget \$816k)***

The variance is unfavourable by \$189k due to higher electricity usage, of which \$84k is related to Street Lighting and maintenance of Park Land.

***Note 7     Insurance******Month to Date - (Actual \$50k, Revised Budget \$74k)***

The variance is favourable by \$24k within the reportable threshold.



***Year to Date - (Actual \$452k, Revised Budget \$662k)***

The favourable year to date variance of \$210k 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 8      Non Operating Grants, Subsidies & Contributions***

***Month to Date – (Actual \$6.4m, Revised Budget \$700k)***

The variance is favourable by \$5.7m, which is mainly attributable to:

**Cash Contribution of \$1.2m:**

- Late receipt of \$300k relates to Halesworth park sport facilities project, which was anticipated in September 2020; and
- Late receipt of \$931k relates to Marmion Avenue dualling project, which was anticipated in 2019/20.

**Federal Government grants of \$4.3m:**

- Early receipt \$3.4m from Local Roads and Community Infrastructure Program (**LRCIP**) related to various projects;
- \$727k relates to Roads to Recovery (R2R) grant from the Department of Infrastructure, Transport, Regional Development and Communications received later than anticipated; and
- Late receipt of \$200k related to Kingsway Olympic Clubrooms upgrade.

***Year to Date – (Actual \$15.0m, Revised Budget \$10.2m)***

The variance is favourable by \$4.8m, which is attributable to:

**State Government grants of \$1.1m:**

- Early receipt of \$340k for the implementation of the three bin system; and
- Late receipt of \$727k relating to the Pinjar Road duplication project, which was anticipated in 2019/20.

**Federal Government grants of \$2.7m:**

- Early receipt \$3.4m from LRCIP related to various projects partially offset by;
- \$750k relates to Halesworth park sport facilities not received yet.

**Cash Contribution of \$1.1m:**

- Late receipt of \$1.1m relates to Marmion Avenue dualling project, which was anticipated in 2019/20.

***Note 9      Contributed Physical Assets******Month to Date – (Actual \$2.3m, Revised Budget \$2.3m)***

In March 2021, \$2.3m of various assets were handed over to the City by developers. The actual assets are recorded as and when assets are handed over to the City.

***Year to Date – (Actual \$8.7m, Revised Budget \$6.8m)***

The variance is favourable by \$1.9m. The actual assets hand overs by developers are higher than anticipated level.

***Note 10      Profit / Loss on Asset Disposals******Month to Date – (Combined Actual \$175k, Combined Revised Budget \$0k)***

The favourable variance of \$175k is a result of a higher proceeds relating to land sales from Tamala Park Regional Council (TPRC) than anticipated.

***Year to Date – (Combined Actual \$1.9m, Combined Revised Budget \$-12.3m)***

The variance is favourable by \$14.2m mainly due to delay in take over of ownership of Ocean Reef Road and Gnangara Road by Main Roads WA. The City is awaiting the appropriate transfer documentation from Main Roads WA to process the ownership transfer.

***Note 11      TPS & DCP Income******Month to Date – (Actual \$1.1m, Revised Budget \$796k)***

The favourable variance of \$259k is mainly due to early receipt of headworks levy of Cell 5, Cell 9 and cash contribution for Alkimos/Eglington community facilities, which is a timing difference.

**Year to Date – (Actual \$8.1m, Revised Budget \$7.2m)**

The variance is favourable by \$923k due to reasons noted above and early receipt of headworks levy relates to Cells 4 and 5 in the previous month, which is not budgeted for 2020/21.

**Note 12 TPS & DCP Expenses****Month to Date – (Actual \$1.9m, Revised Budget \$30k)**

The unfavourable variance of \$1.9m is mainly due to acquisition of a Public Open Space land in March 2021. This was budgeted for January 2021.

**Statement of Financial Position (Attachment 2)**

**CITY OF WANNEROO**  
**STATEMENT OF FINANCIAL POSITION**  
**FOR THE PERIOD ENDED 31 MARCH 2021**

Description	30 Jun 2020 Actual \$	31 Mar 2021 Actual \$	Variance		30 Jun 2021 Budget Estimate \$	Notes
			\$m	%		
Current Assets	394,102,121	459,463,777	65,361,656	16.6	387,868,977	
Current Liabilities	(68,326,010)	(64,041,847)	4,284,163	6.3	(50,493,320)	
<b>NET CURRENT ASSETS</b>	<b>325,776,111</b>	<b>395,421,930</b>	<b>69,645,819</b>	<b>21.4</b>	<b>337,375,657</b>	<b>1</b>
Non Current Assets	2,400,038,446	2,412,545,211	12,506,765	0.5	2,428,370,061	<b>2</b>
Non Current Liabilities	(174,757,762)	(174,767,384)	(9,622)	(0.0)	(88,033,657)	<b>3</b>
<b>NET ASSETS</b>	<b>2,551,056,795</b>	<b>2,633,199,757</b>	<b>82,142,962</b>	<b>3.2</b>	<b>2,677,712,061</b>	
<b>TOTAL EQUITY</b>	<b>(2,551,056,795)</b>	<b>(2,633,199,757)</b>	<b>82,142,962</b>	<b>3.2</b>	<b>(2,677,712,061)</b>	

**Note 1 - Net Current Assets**

When compared to the opening position at 30 June 2020 Net Current Assets have increased by \$69.6m, which is predominately due to levying of 2020/21 Rates and Waste Service Fees in July 2020.

Within the Current Assets, Current Receivables of \$22.3m are mainly comprised of collectable Rates and Waste Service Fees debtors of \$15.0m and Emergency Services Levy of \$1.2m, with the remaining balance attributed to General Debtors of \$6.1m.

**Note 2 - Non-Current Assets**

Non-Current Assets position as at 31 March 2021 have increased by \$12.5m from 30 June 2020 Actuals. The movement is due to increase in Work in Progress and Asset Acquisition of \$44.8m partially offset by accumulated depreciation of \$32.3m.

**Note 3 - Non-Current Liabilities**

Non-Current Liabilities position as at 31 March 2021 have decreased by \$10k 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 31/03/2020	As at 31/03/2021	For the month - Minimum Standard Met
<b>Current Ratio</b>				
The ability to meet short term financial obligations from unrestricted current assets.				
Current Assets - Restricted Current Assets (RCA)	=>1.00:1	1.17:1	2.28:1	YES
Current Liabilities (CL) - CL Associated with RCA				
<b>Debt Service Cover Ratio</b>				
The ability to produce enough cash to cover debt payments.				
Operating Surplus before Interest & Depreciation	=>2.00:1	27.67:1	31.21:1	YES
Principle & Interest Repayments				
<b>Own Source Revenue Coverage Ratio</b>				
The ability to cover costs through own revenue efforts.				
Own Source Operating Revenue	=>0.40:1	1.25:1	1.29:1	YES
Operating Expense				
<b>Operating Surplus Ratio</b>				
The ability to cover operational costs and have revenues available for capital funding or other purposes.				
Operating Revenue - Operating Expense	=>0.01:1	0.23:1	0.28:1	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.



**Capital Works Program**

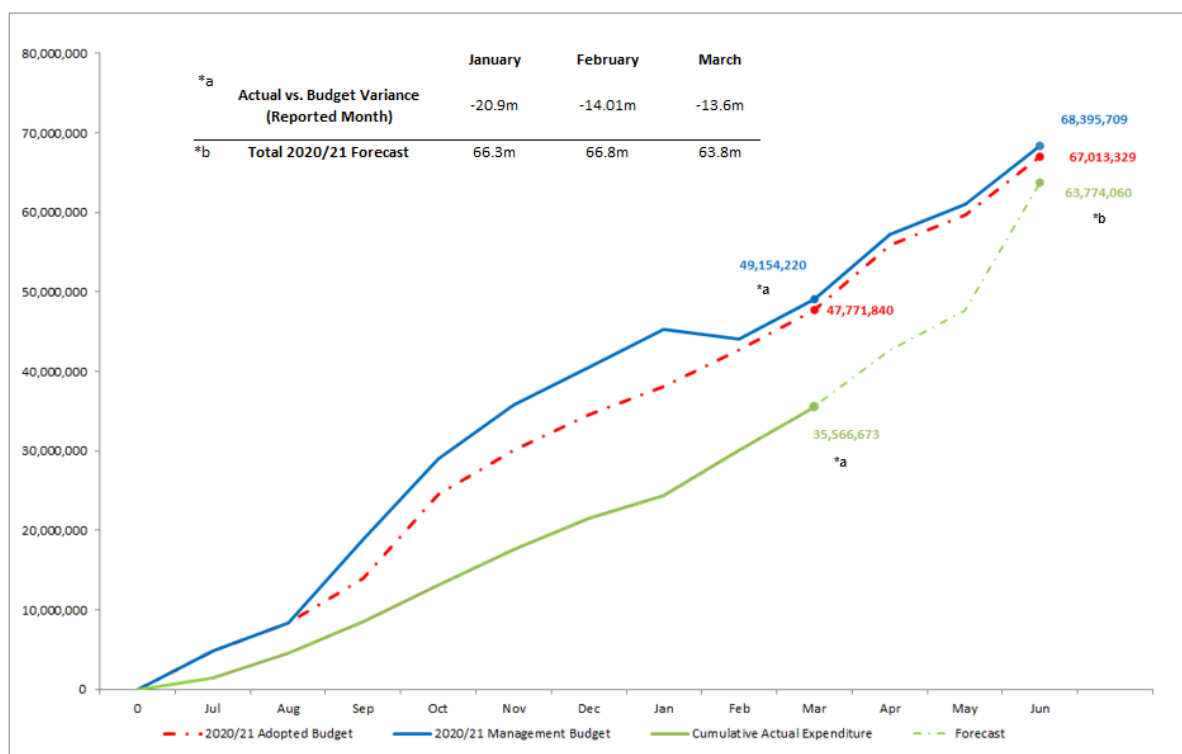
The status of the Capital Works Program is summarised by Sub-Program in the table below:

Sub-Program	No. of Projects	Current Month Actual	YTD Actual	Revised Budget	% Spend
		\$	\$	\$	
Community Buildings	15	202,802	760,617	1,771,133	42.9%
Community Safety	4	(12,150)	88,663	420,645	21.1%
Conservation Reserves	4	4,638	187,242	347,540	53.9%
Corporate Buildings	6	7,916	40,591	195,877	20.7%
Environmental Offset	6	40,822	100,152	442,600	22.6%
Fleet Mgt - Corporate	6	449,841	2,579,681	7,344,819	35.1%
Foreshore Management	10	639,184	821,411	1,579,424	52.0%
Golf Courses	3	6,630	45,318	205,181	22.1%
Investment Projects	8	49,806	671,485	1,787,159	37.6%
IT Equipment & Software	18	479,306	2,576,602	7,822,410	32.9%
Parks Furniture	15	82,855	2,484,060	2,659,962	93.4%
Parks Rehabilitation	1	73,756	471,018	1,050,000	44.9%
Passive Park Development	9	524,359	648,577	1,672,928	38.8%
Pathways and Trails	6	70,000	624,175	1,531,249	40.8%
Roads	15	356,348	6,430,400	10,789,249	59.6%
Sports Facilities	61	2,333,753	11,827,773	18,504,671	63.9%
Stormwater Drainage	3	1,133	60,730	65,118	93.3%
Street Landscaping	7	3,628	530,832	1,063,531	49.9%
Traffic Treatments	14	216,848	1,444,004	2,216,005	65.2%
Waste Management	3	(2,369)	3,173,342	6,926,208	45.8%
<b>Grand Total</b>	<b>214</b>	<b>5,529,107</b>	<b>35,566,673</b>	<b>68,395,709</b>	<b>52.0%</b>

During March 2021, \$5.5m was spent. Details of significant expenditure for the month are included in **Attachment 3**. As at 31 March 2021, the City has spent \$35.6m, which represents 52.0% of \$68.4m 2020/21 Capital Works Revised Budget.

The City's forecast spend of \$63.8m represents 93.3% of the 2020/21 revised budget.

### Capital Expenditure to March 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

It is proposed that the following changes be made to the 2020/21 Capital Works Program. Proposed budget reallocations are derived from savings made in projects and recurring programs where all works have been completed, change in scope, delays in schedule or are likely to be completed with resultant savings.

- PR-1087 Recurring Program, Renew Transport Infrastructure – It is proposed to bring forward resurfacing works of \$650,000 from 2021/22 to maintain Own Source Funding expenditure as required for Roads to Recovery (**R2R**) grant compliance. It is intended that funds be reallocated from PR-2616 Neerabup Industrial Estate (Existing), Upgrade Roads and Servicing Infrastructure that has been delayed due to pending approvals. Funding source is Municipal funds.

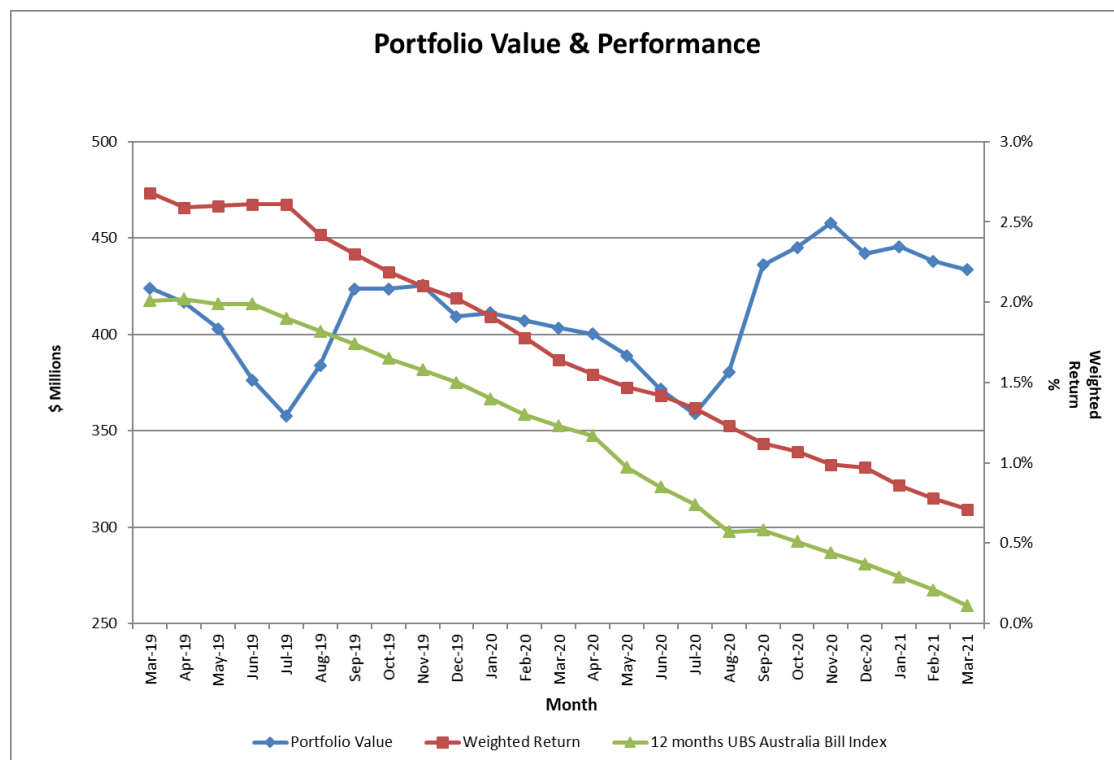
In 2021/22, \$650,000 will be re-allocated from PR-1087 Recurring Program, Renew Transport Infrastructure to PR-2616 Neerabup Industrial Estate (Existing), Upgrade Roads and Servicing Infrastructure in order to fund the delayed upgrade work. The funding source for the re-allocation will be Asset Renewal Reserve.

- PR-1464 Recurring Program, New Mobile Garbage Bins – An additional \$82,000 is required to ensure there is stock of all bin sizes and colours on hand upon completion of the 3 bin rollout. As this project is funded from the Domestic Waste reserve, there is no impact on Municipal Funds.

- c) PR-4200 Recurring Program, New Park Equipment – Additional funds of \$4,000 are required to fast track electrical design for security lighting that will be installed in 2021/22. It is proposed that the funds will be sourced from savings identified in PR-2565 Recurring Program, Renew Leased Buildings.
- d) PR-4245 Gumblossom Park, New Batting Cage Lighting – An additional \$25,000 is required to complete the works for this project, due to higher than anticipated costs. It is proposed that the funds will be sourced from savings identified in PR-2565 Recurring Program, Renew Leased Buildings.
- e) PR-4249 Abbeville Park, Upgrade Oval Extension – An additional amount of \$14,000 is required this year to progress the procurement process to be ready for construction in 2021/22. It is proposed to fund this with savings identified in PR-2946 Recurring Program, Renew Kingsway Indoor Stadium Building Assets.
- f) PR-4293 Various Locations, New Footpaths - Federal Grant Funded – An additional \$38,400 is required to complete construction, with concrete costs higher than anticipated. It is proposed that \$30,000 be sourced from PR-4214 Paloma Park, Marangaroo, Upgrade Sports Floodlighting, with \$8,400 to be funded from PR-4250 Edgar Griffiths Park, New Car Park. both projects being grant funded via Local Roads Community Infrastructure Program (**LRCIP**) Phase 1.
- g) PR-4297 Wangara Industrial Area, New CCTV Network – Additional funds of \$12,500 are required for increased design costs due to extended scope. It is proposed that the funds be sourced from PR-2558 Recurring Program, Renew Corporate Building Assets.
- h) PR-4301 Kingsway Olympic Soccer Club, Upgrade External Accessibility – An additional \$65,000 is required to complete works due to higher than anticipated quotes for the works. It is proposed that the funds will be sourced from savings identified in PR-4290 Splendid Park, New Toilet Block, both projects being grant funded via LRCIP Phase 1.
- i) PR-4311 Houghton Park, Carramar and Gungurru Park, Hocking, Upgrade BMX Tracks – It is proposed to bring \$10,000 in grant funds forward from 2021/22 in order to complete works in this financial year. These LRCIP Phase 2 grant funds have already been received by the City.
- j) PR-4322 Quinns Mindarie Community Centre, Upgrade Access – It is proposed to bring \$5,000 forward to start works on the project this financial year, for construction in early 2021/22. These LRCIP Phase 2 grant funds have already been received by the City.
- k) PR-4327 Warradale Reserve, Upgrade Sports Amenities Building – It is proposed to bring \$20,000 forward to 2020/21 in order to meet grant provider milestones. The grant funds have already been received by the City.
- l) PR-4339 Cafaggio Crescent, Upgrade Parking – It is proposed to bring the survey, design and construction of the additional parking bays forward from 2021/22 to this financial year to help alleviate parking issues in the area. It is intended that the \$165,000 cost be funded from Municipal savings in PR-2656 Recurring Program, Miscellaneous Traffic and Parking Management (\$8,000) and PR-4263 Recurring Program, Upgrade Streetscape Infrastructure (\$7,000), with the remaining \$150,000 to be transferred from PR-2616 Neerabup Industrial Area (Existing Estate), Upgrade Roads and Services Infrastructure. In 2021/22, the \$150,000 from PR2616 will be reallocated back to that project from PR-4339.

### **Investment Portfolio (Attachment 5)**

In accordance with the *Local Government (Financial Management) Regulations 1996* (and per the City's Investment Policy), the City invests solely in Authorised Deposit taking Institutions (ADI's):



At the end of March 2021, the City held an investment portfolio (cash & cash equivalents) of \$433.5m (Face Value), equating to \$435.0m inclusive of accrued interest. This total portfolio consists of restricted cash of \$336.6m and un-restricted cash of \$98.4m (excludes Cash at Bank, as it is non-interest bearing).

The City's year to date investment portfolio return has exceeded the UBS Australia Bank Bill rate index benchmark by 0.60% p.a. (0.71% p.a. vs. 0.11% p.a.); 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 (Financial Activity Statement) (Attachment 6)**

The Rate Setting Statement (Financial Activity 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 \$80.3m 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 MARCH 2021

Description	30 Jun 2020 Actual \$	31 Mar 2020 Actual \$	31 Mar 2021 Actual \$	30 Jun 2021
				Adopted Budget \$
<b>Current Assets</b>				
Cash & Cash Equivalents - Unrestricted	37,320,902	62,147,214	100,255,625	27,315,620
Cash & Cash Equivalents - Restricted	337,706,621	349,862,047	336,595,097	340,214,357
Receivables	18,727,150	35,798,794	22,293,464	20,023,000
Inventory	347,448	334,286	319,591	316,000
<b>TOTAL CURRENT ASSETS</b>	<b>394,102,121</b>	<b>448,142,341</b>	<b>459,463,777</b>	<b>387,868,977</b>
<b>Current Liabilities</b>				
Payables*	(49,329,309)	(52,412,165)	(43,222,743)	(29,910,926)
Provisions	(18,996,701)	(17,743,870)	(20,819,104)	(20,582,394)
<b>TOTAL CURRENT LIABILITIES</b>	<b>(68,326,010)</b>	<b>(70,156,035)</b>	<b>(64,041,847)</b>	<b>(50,493,320)</b>
<b>Net Current Assets</b>	<b>325,776,111</b>	<b>377,986,306</b>	<b>395,421,930</b>	<b>337,375,657</b>
<b>Adjustments for Restrictions</b>				
Cash & Cash Equivalents - Restricted	(337,706,621)	(349,862,047)	(336,595,097)	(340,214,357)
Provision for leave liability (Cash Backed)	13,024,364	-	12,843,849	-
Contract Liabilities*	10,173,059	19,006,811	8,218,806	-
Contract Assets **	(185,356)	-	(185,356)	-
TPS Receivables	(644,154)	-	(113,524)	-
TPS Payables	4,541,388	3,306,161	758,134	-
<b>TOTAL RESTRICTED ASSETS</b>	<b>(310,797,320)</b>	<b>(327,549,075)</b>	<b>(315,073,188)</b>	<b>(340,214,357)</b>
<b>Surplus/(Deficit) Carried Forward</b>	<b>14,978,791</b>	<b>50,437,231</b>	<b>80,348,742</b>	<b>(2,838,700)</b>

\*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 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**

<b>Risk Title</b>	<b>Risk Rating</b>
CO-017 Financial Management	Moderate
<b>Accountability</b>	<b>Action Planning Option</b>
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 March 2021 consisting of:
  - a) March 2021 year to date Financial Activity Statement;
  - b) March 2021 year to date Net Current Assets Position; and
  - c) March 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-1087	PR-2616 Neerabup Industrial Estate (Existing), Upgrade Roads and Servicing Infrastructure	PR-1087 Recurring Program, Renew Transport Infrastructure	\$650,000	Resurfacing works brought forward from 2021/22 to maintain Own Source Funding expenditure as required for Roads to Recovery (R2R) compliance.
PR-1464	Domestic Waste Reserve	PR-1464 Recurring Program, new mobile garbage bins	\$82,000	Additional funds to ensure adequate stock of all types of mobile bins.
PR-4200	PR-2565 Recurring Program, Renew Leased Buildings	PR-4200 Recurring Program, New Park Equipment	\$4,000	Additional funds to fast track electrical design for security lighting.
PR-4245	PR-2565 Recurring Program, Renew Leased Buildings	PR-4245 Gumblossom Park, New Batting Cage Lighting	\$25,000	Additional funds due to higher than anticipated costs.
PR-4249	PR-2946 Recurring Program, Renew Kingsway Indoor Stadium Building Assets	PR-4249 Abbeville Park, Mindarie, Upgrade Oval Extension	\$14,000	Additional funds to complete the procurement process.
PR-4293	PR-4214 Paloma Park, Marangaroo, Upgrade Sports Floodlighting	PR-4293 Various Locations, New Footpaths - Federal Grant Funded	\$37,000	Path construction costs higher than anticipated.
PR-4297	PR-2558 Recurring Program, Renew Corporate Building Assets	PR-4297 Wangara Industrial Area, Wangara, New CCTV Network	\$12,500	Increased design costs due to extended scope.

PR-4301	PR-4290 Splendid Park, New Toilet Block	PR-4301 Kingsway Olympic Soccer Club, Upgrade External Accessibility	\$65,000	Increased costs due to higher than anticipated quotes for works.
PR-4311	State Government Grants (LRCIP Phase 2)	PR-4311 Houghton Park, Carramar and Gungurru Park, Hocking, Upgrade BMX Tracks	\$10,000	Additional funds to complete works in 2020/21. Grant funds have already been received.
PR-4322	State Government Grants (LRCIP Phase 2)	PR-4322 Quinns Mindarie Community Centre, Upgrade Access	\$5,000	Funds brought forward to start works in 2020/21, for construction early 2021/22. Grant funds have already been received.
PR-4327	State Gov't grant from Department of Local Gov't, Sport and Cultural Industries	PR-4327 Warradale Reserve, upgrade sports amenities building	\$20,000	Fast tracking design to meet grant milestones. Grant funds have already been received.
PR-4339	PR-2656 Recurring Program, Miscellaneous Traffic and Parking Management	PR-4339 Cafaggio Crescent, Upgrade Parking	\$8,000	Design and construct parking bays in 20/21 to meet demand.
PR-4339	PR-4263 Recurring Program, Upgrade Streetscape Infrastructure	PR-4339 Cafaggio Crescent, Upgrade Parking	\$7,000	Design and construct parking bays in 20/21 to meet demand.
PR-4339	PR-2616 Neerabup Industrial Area (Existing Estate), Upgrade Roads and Services Infrastructure	PR-4339 Cafaggio Crescent, Upgrade Parking	\$150,000	Design and construct parking bays in 20/21 to meet demand.

## Attachments:

1. [Attachment 1 - Statement of Comprehensive Income March 2021](#) 21/150542
2. [Attachment 2 - Statement of Financial Position March 2021](#) 21/150544
3. [Attachment 3 - Significant Capital Expenditure March 2021](#) 21/150545
4. [Attachment 4 - Top Projects 2020-21 - March 2021 - 20210210](#) 16/151914[v60]
5. [Attachment 5 – Investment Report March 2021](#) 21/150547
6. [Attachment 6 – Rate Setting Statement March 2021](#) 21/150548

## CITY OF WANNEROO

## STATEMENT OF COMPREHENSIVE INCOME BY NATURE OR TYPE

Attachment 1

FOR THE PERIOD ENDED 31 MARCH 2021

Description	Current Month					Year to Date					Annual				
	Actual	Revised Budget	Variance		Notes	Actual	Revised Budget	Variance			Original Budget	Revised Budget	Variance		Notes
	\$	\$	\$	%		\$	\$	\$	%		\$	\$	\$	%	
<b>Revenues</b>															
Rates	319,227	200,000	119,227	59.6	1	135,749,182	135,989,707	(240,525)	(0.2)		135,971,516	136,109,707	138,191	0	1
Operating Grants, Subsidies & Contributions	(437,213)	281,179	(718,392)	(255.5)	2	10,386,577	10,009,206	377,371	3.8		11,426,636	16,752,460	5,325,824	32	2
Fees & Charges	1,753,812	1,440,020	313,792	21.8	3	44,774,490	44,139,957	634,533	1.4		44,156,022	48,477,509	4,321,487	9	3
Interest Earnings	272,256	291,793	(19,537)	(6.7)		3,368,471	3,395,762	(27,291)	(0.8)		4,416,017	4,135,724	(280,293)	(7)	
Other Revenue	49,105	51,260	(2,155)	(4.2)		470,240	459,679	10,561	2.3		1,015,816	750,842	(264,974)	(35)	
<b>Total Operating Revenue</b>	<b>1,957,187</b>	<b>2,264,252</b>	<b>(307,065)</b>	<b>(13.6)</b>		<b>194,748,960</b>	<b>193,994,311</b>	<b>754,649</b>	<b>0.4</b>		<b>196,986,007</b>	<b>206,226,242</b>	<b>9,240,235</b>	<b>4</b>	
<b>Expenses</b>															
Employee Costs	(6,637,239)	(6,711,165)	73,926	1.1	4	(54,103,238)	(56,878,572)	2,775,334	4.9		(75,073,152)	(75,233,832)	(160,680)	(0)	4
Materials & Contracts	(5,877,193)	(6,240,305)	363,112	5.8	5	(46,871,282)	(52,098,086)	5,226,804	10.0		(71,049,101)	(70,435,144)	613,957	1	5
Utility Charges	(1,005,357)	(815,903)	(189,454)	(23.2)	6	(7,171,886)	(7,100,932)	(70,954)	(1.0)		(9,976,703)	(9,534,360)	442,343	5	
Depreciation	(3,700,310)	(3,571,971)	(128,339)	(3.6)		(32,266,791)	(32,147,739)	(119,052)	(0.4)		(42,863,029)	(42,863,029)	0	0	
Interest Expenses	(343,407)	(342,851)	(556)	(0.2)		(3,090,698)	(3,083,284)	(7,414)	(0.2)		(4,114,716)	(4,114,828)	(112)	(0)	
Insurance	(50,459)	(74,178)	23,719	32.0	7	(451,517)	(661,852)	210,335	31.8		(1,327,151)	(880,151)	447,000	51	7
<b>Total Operating Expenditure</b>	<b>(17,613,965)</b>	<b>(17,766,373)</b>	<b>142,408</b>	<b>0.8</b>		<b>(143,955,412)</b>	<b>(151,970,465)</b>	<b>8,015,053</b>	<b>5.3</b>		<b>(204,403,852)</b>	<b>(203,061,344)</b>	<b>1,342,508</b>	<b>1</b>	
<b>RESULT FROM OPERATIONS</b>	<b>(15,656,778)</b>	<b>(15,492,121)</b>	<b>(164,657)</b>	<b>(1.1)</b>		<b>50,793,548</b>	<b>42,023,846</b>	<b>8,769,702</b>	<b>20.9</b>		<b>(7,417,845)</b>	<b>3,164,898</b>	<b>10,582,743</b>	<b>334</b>	
<b>Non Operating Revenue &amp; Expenses</b>															
Non Operating Grants, Subsidies & Contributions	6,385,619	700,000	5,685,619	812.2	8	15,001,492	10,208,621	4,792,871	46.9		11,049,674	15,960,572	4,910,898	31	8
Contributed Physical Assets	2,315,090	2,273,000	42,090	1.9	9	8,720,862	6,819,000	1,901,862	27.9		9,092,000	9,092,000	0	0	9
Profit on Asset Disposals	209,976	0	209,976	0.0	10	2,001,824	1,400,000	601,824	43.0		248,176	1,698,176	1,450,000	85	10
Loss on Assets Disposals	(35,316)	0	(35,316)	0.0	10	(111,439)	(13,699,065)	13,587,626	99.2		(14,821,299)	(14,821,299)	0	0	10
TPS* & DCP** Revenues	1,055,661	796,100	259,561	32.6	11	8,148,076	7,224,533	923,543	12.8		10,667,481	11,116,172	448,691	4	11
TPS* & DCP** Expenses	(1,893,363)	(29,596)	(1,863,767)	(6,297.4)	12	(2,411,384)	(2,373,898)	(37,486)	(1.6)		(6,759,073)	(4,993,957)	1,765,116	35	
<b>Total Non Operating Revenue and Expenses</b>	<b>8,037,667</b>	<b>3,739,504</b>	<b>4,298,163</b>	<b>114.9</b>		<b>31,349,431</b>	<b>9,579,191</b>	<b>21,770,240</b>	<b>227.3</b>		<b>9,476,959</b>	<b>18,051,664</b>	<b>8,574,705</b>	<b>48</b>	
<b>NET RESULT (OPERATING &amp; NON OPERATING)</b>	<b>(7,619,111)</b>	<b>(11,752,617)</b>	<b>4,133,506</b>	<b>35.2</b>		<b>82,142,979</b>	<b>51,603,037</b>	<b>30,539,942</b>	<b>59.2</b>		<b>2,059,114</b>	<b>21,216,562</b>	<b>19,157,448</b>	<b>90</b>	
<b>Other Comprehensive Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL COMPREHENSIVE INCOME</b>	<b>(7,619,111)</b>	<b>(11,752,617)</b>	<b>4,133,506</b>	<b>35.2</b>		<b>82,142,979</b>	<b>51,603,037</b>	<b>30,539,942</b>	<b>59.2</b>		<b>2,059,114</b>	<b>21,216,562</b>	<b>19,157,448</b>	<b>90</b>	

## CITY OF WANNEROO

## Attachment 2

STATEMENT OF FINANCIAL POSITION  
FOR THE PERIOD ENDED 31 MARCH 2021

Description	30/06/2020 Actual \$	31/03/2021 Actual \$	Budget 30/06/2021 Estimate \$
<b>Current Assets</b>			
Cash at Bank	3,469,010	1,884,213	3,308,261
Investments	371,558,513	434,966,509	364,221,716
Receivables	18,727,150	22,293,464	20,023,000
Inventories	347,448	319,591	316,000
	<b>394,102,121</b>	<b>459,463,777</b>	<b>387,868,977</b>
<b>Current Liabilities</b>			
Payables	(49,329,309)	(43,222,743)	(29,910,926)
Provisions	(18,996,701)	(20,819,104)	(20,582,394)
	<b>(68,326,010)</b>	<b>(64,041,847)</b>	<b>(50,493,320)</b>
<b>NET CURRENT ASSETS</b>	<b>325,776,111</b>	<b>395,421,930</b>	<b>337,375,657</b>
<b>Non Current Assets</b>			
Receivables	3,712,310	3,618,866	3,268,165
Investments	19,275,826	20,924,005	20,243,091
Inventories	21,866,609	21,866,609	22,117,151
Land	133,628,182	133,635,281	138,221,721
Buildings	177,300,883	172,563,905	189,295,791
Plant	16,591,732	15,621,550	21,440,107
Equipment	38,788,705	41,352,300	89,942,404
Furniture & Fittings	5,045,544	4,749,093	14,243,635
Infrastructure	1,920,785,802	1,908,650,464	1,867,304,297
Work in Progress	63,042,853	89,563,138	62,293,699
	<b>2,400,038,446</b>	<b>2,412,545,211</b>	<b>2,428,370,061</b>
<b>Non Current Liabilities</b>			
Interest Bearing Liabilities	(74,460,644)	(74,404,593)	(76,334,197)
Provisions & Payables	(100,297,118)	(100,362,791)	(11,699,460)
	<b>(174,757,762)</b>	<b>(174,767,384)</b>	<b>(88,033,657)</b>
<b>NET ASSETS</b>	<b>2,551,056,795</b>	<b>2,633,199,757</b>	<b>2,677,712,061</b>
<b>Equity</b>			
Retained Surplus	(1,268,608,535)	(1,349,997,688)	(1,283,263,624)
Reserves - Cash/Investment Backed	(233,133,731)	(233,887,540)	(333,303,832)
Reserves - Asset Revaluation	(1,049,314,529)	(1,049,314,529)	(1,061,144,605)
<b>TOTAL EQUITY</b>	<b>(2,551,056,795)</b>	<b>(2,633,199,757)</b>	<b>(2,677,712,061)</b>

## Attachment 3

**Significant Capital expenditure for March 2021**

- \$1.92m Halesworth Park, Butler, New Sports Facilities
- \$568K Quinns Beach, New Long Term Coastal Management Works
- \$508K Park Upgrades, Hinckley Park and Hocking
- \$404K Recurring Program, Renew Domestic Waste Vehicles
- \$262K Renewal Finance System
- \$230K Recurring Program, Renew Transport Infrastructure Assets
- \$184K Upgrade Intersection, Mirrabooka Avenue, Rawlinson Drive
- \$171K Recurring Program, renew Community Building Asset
- \$132K Paloma Park, Marangaroo, Upgrade Sports Floodlighting
- \$102K Ridgewood Reserve, Ridgewood, Upgrade Spots Floodlight Globes

**Significant (LTD) commitments in the Capital Works Program as at 31 March 2021**

- \$6.43m Recurring Program, Renew Domestic Waste Vehicles
- \$2.59m Three Bin Kerbside Collection System
- \$2.21m Halesworth Park, Butler, New Sports Facilities
- \$946K Renew Finance System
- \$857K Recurring Program, Renew Transport Infrastructure Assets
- \$831K Hinckley Park, Hocking, Upgrade Passive Park
- \$503K Recurring Program, Renew Light Vehicles
- \$453K Recurring Program, Renew Heavy Trucks
- \$362K Upgrade Intersection, Mirrabooka Avenue, Rawlinson Drive
- \$353K Recurring Program, New Footpaths – Municipal Funded
- \$352K Recurring Program, Renew IT Equipment and Software
- \$310K New Assets Management System
- \$241K Hartman Drive, Upgrade to Dual Carriageway from Hepburn Ave to Gnangara Rd
- \$237K Neerabup Industrial Area, Neerabup, New Development
- \$232K Various Locations, New Footpaths – Federal Grant
- \$227K Paloma Park, Marangaroo, Upgrade Sports Floodlighting
- \$209K Ridgewood Reserve, Ridgewood, Upgrade Spots Floodlight Globes
- \$189K Recurring Program, Renew Park Assets
- \$156K Recurring Program, Renew Sporting Structures
- \$154K Recurring Program, Upgrade Beach Accessways
- \$135K Tree Planting – Various Locations
- \$132K Lenore Road, Hocking, Upgrade Road
- \$127K Gumblossom Park, Quinns Rocks, New Batting Cage Lighting
- \$122K Recurring Program, Upgrade Wanneroo Aquamotion, Minor Works
- \$120K Recurring Program, New IT Equipment and Software
- \$114K Neerabup Industrial Area, Neerabup, New Sites for Environmental Offset Requirements
- \$110K Clarkson Youth Centre, Clarkson, Upgrade Building and Open Space
- \$110K Recurring Program, New Minor Pathways and End of Trip Facilities
- \$105K Quinns Rock Caravan Park Redevelopment

LTD – Life to Date



## Attachment 3

**As at 31 March 2021, the City has spent \$6.5m (64%) 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%)*
- \$1.03m      *Renew Finance System (94%)*
- \$408K      *Recurring Program, New IT Equipment and Software (30%)*
- \$357K      *Marmion Avenue, Upgrade Street Landscaping (95%)*
- \$321K      *Recurring Program, Renew IT Equipment and Software (93%)*
- \$282K      *Shelvock Park, New Sports Amenities Building (90%)*
- \$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%)*
- \$230K      *Recurring Program, New Corporate Business Systems (62%)*
- \$150K      *Recurring Program, Renew Light Vehicles (100%)*
- \$144K      *New Christmas Decorations (89%)*
- \$120K      *New Assets Management System (100%)*
- \$101K      *New Development, Neerabup Industrial Area (20%)*

## Top Capital Projects 2020/21 - March 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	55,364	200,000	889,347	3,985,000	4,060,925	(75,925)					10	Delivery	The tender process did not result in the award of work to a contractor and subsequently the project scope has been reviewed. It is anticipated the Request for Tender will be awarded in June 2021. Carry forward of \$889k is anticipated for multi-year project.
PMO16061	PR-2955	23756	Halesworth Park, Butler, New Sports Facilities	10,747,496	7,938,850	2,808,200	446	20,824,937	20,821,759	3,178					69	Delivery	Works progressing. Southern oval practical completion anticipated April 2021 for use by Alkimos College. Northern ovals delivery anticipated July 2021. Building designs underway.
PMO16175	PR-2664	25883	Landsdale Library and Youth Innovation Hub, New Building	220,694	42,385	178,308	1	10,501,250	10,501,249	1					21	Design	Works on track. Architect tender recommendation report issued for approval includes \$3m state funding consideration for the youth innovation hub.
PMO17015	PR-1910	33218	Recurring Program, Renew Park Assets	1,750,000	1,748,249	5,040	(3,289)	N.A.	N.A.	N.A.					99	Delivery	Work packages completed and in defects liability period. Procurement for 2021/22 has been advertised.
PMO18063	PR-4088	30136	Neerabup Industrial Area, Neerabup, New Development	918,371	100,673	627,729	189,969	15,855,004	15,855,004	0					21	Delivery	Lot 9100 industrial subdivision engineering design and planning approval process is ongoing. Resource Extraction works; Fauna Management Plan approval received. Start on site anticipated June 2021. Energy supply tender review process in progress. The Information, Communication and Technology Strategy received. Carry forward of \$190k anticipated due to delay with resource extraction works.
PMO19001	PR-2792	32947	Dalvik Park, Merriwa, New Sports Amenities Building and Carpark	587,000	29,864	556,887	249	2,263,306	2,262,508	798					56	Delivery	Council accepted award of tender. Contract document development in progress. Bank guarantees anticipated to be submitted in April 2021. Carry forward not anticipated.
PMO19002	PR-4172	32950	Hinckley Park, Hocking, Upgrade Passive Park	1,368,840	577,977	769,863	21,000	1,423,477	1,423,477	0					76	Delivery	Works on track. Practical completion anticipated June 2021. Carry forward of \$21k anticipated for additional landscaping, consolidation period and mesh fencing removal.
PMO19007	PR-2990	32965	Leatherback Park, Alkimos, New Sports Amenities Building	1,385,575	1,359,545	20,900	5,130	1,680,575	1,839,129	(158,554)					98	Close-Out	Project completed and in defects liability period. Landscaping work consolidation period ended.
PMO19024	PR-2409	34035	Yanchep Industrial Area, Yanchep, Upgrade Roads and Drainage Infrastructure	500,000	17,866	401,268	80,866	1,270,000	1,185,507	84,493					14	Delivery	Design review in progress. Construction anticipated to commence April 2021. Carry forward of \$81k anticipated for multi-year project.

## Top Capital Projects 2020/21 - March 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
PMO19041	PR-3018	34175	Hartman Dr, Wangara, Upgrade to Dual Carriageway from Hepburn Ave to Ngarara Rd	2,189,042	2,121,418	73,000	(5,376)	4,700,000	4,705,376	(5,376)					99	Delivery	Project completed and in defects liability period.
PMO20004	PR-4238	38839	Three Bin Kerbside Collection New System	6,532,316	3,008,421	2,233,533	1,290,362	6,794,858	6,514,315	280,543					60	Delivery	Works progressing. Phase 2 roll out of bins anticipated to commence May 2020 for an estimated 15 weeks. Carry forward of \$1,290k anticipated for multi-year project.
PMO20015	PR-4237	39484	Mirrabooka Ave, Rawlinson Drive, Upgrade Intersection	898,005	445,937	420,000	32,068	911,005	884,312	26,693					80	Delivery	Reinstallation of street lighting and construction anticipated to be completed April 2021.
				28,242,050	17,446,549	8,294,728	2,500,773	70,209,412	70,053,560	155,852							

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

Overall (PM) Comments
<p>Procurement Evaluation Plan (PEP) is currently being prepared and is anticipated to be completed by week ending 16/4/21 - the PEP will then be routed for signatures. While the PEP is being routed, the Request for Quotation (RFQ) for redesign will be prepared. Overall, it is anticipated that the award of the RFQ will be in June 2021. With the above and in conjunction with other tasks, particularly the Clearing Permit application (if applicable), the proposed project schedule (anticipated to be 12 months delay) will be reviewed and finalised. Once completed, this will form basis of the PMP which will then change the current project baselines. Due to the tender withdrawal (21/85965) and its subsequent redesign, Work Percentage Complete is now 1% from 39%.</p> <p><u>Cow Environmental Asset Officer will conduct a Biological Survey onsite to assess existing</u></p> <p>Summary: Works progressing on site. Southern oval PC anticipated mid April 2021 for use by Alkimos College. Northern oval - works progressing well - PC anticipated late June/July 2021. Building designs - detailed design underway. Budgets; a revised forecast expenditure has been updated based on Contractors current expenditure to date, estimated cash flow, for current and following years to account for MYR. Project within budget. Risk; Southern oval - PC completion by April 2021 for use by start of Term 2 subject to RJV completed works and Stakeholder approval. Northern Oval - PC Est Late June - early July 2021 subject to RJV completed works</p> <p><u>Architect tender 20206 - Recommendation Report 21/47751 has been issued for approval -</u></p> <p>ongoing review. Rebudget of \$500k incorporated. Total budget represents external funding from State Government (\$3m) for the youth innovation hub. Schedule: updated in line with Architectural Tender procurement - now to be considered at Council Meeting 11 May 2021. To follow on with undertaking a revised concept design (to Construction), which will now incorporate the proposal</p> <p><u>for the Youth Innovation Hub. Risk: undertaking and understanding of scope for the Youth</u></p>
<p>2020/21 Work Package completed and in Defects Liability Period. Procurement for 2021/22 has been advertised.</p>
<p>Lot 9100 industrial subdivision engineering design and planning approval process is ongoing. Resource Extraction works - Fauna management plan received for approval. Start on site expected May / June 2021. Energy supply tender review process in progress. The Information, Communication and Technology Strategy received, next steps to be discussed.</p>
<p>Tender report submitted to Council to accept tender from BE Projects Pty Ltd for \$1899,846.22 and increased funding of \$618,779.96 was approved at Council Meeting 16th March 2021. See Resolution Memo AS01-03.21 (21/122509). Contract documents prepared and awaiting signature. Insurances satisfactory, and Bank Guarantees are yet to be submitted.</p>
<p>Project on track. Construction meetings #1-5, on-site OSH induction completed. Construction works started 1 February. Some funding might need to be CF in 21-22 for additional landscaping works if the car park (LRCIP project) is built late in June 21. Carry Forward in 21-22 for Consolidation period and 22-23 for temp mesh fencing removal. ICC to follow when final CF assessed.</p>
<p>Project in Defects Liability Period. Landscaping work consolidation period ended.</p>
<p>Design review in progress. Construction anticipated to commence April 2021. Carry forward anticipated for multi-year project. Design by Edge consulting being reviewed by AT consulting. Clearing Permit CPS 6806/2, clear sumps and construct sumps. Scope has been reduced due to no works to occur at the intersection of Yanchep Beach Road and Welwyn as Duncan is designing the ultimate design for the future. Carry forward is predicted, a scope change and design is</p> <p><u>requiring review of the road and drainage infrastructure. Consultant award detailed design review</u></p>

<b>Overall (PM) Comments</b>
Project PC completed, closure report to follow for DLP. Await till March 2022 for the DLP final inspection.
Online forms are now closed. Phase 2 roll out of bins will commence 3 May 2020 for an estimated 15 weeks. We renegotiated the payment of invoices to line align with the rollout dates for the bins.
Western Power removed street lighting, re-install late April 2021. Construction completion early April 2021. Water Corporation work not required, resurface of full roundabout completed.

## INVESTMENT SUMMARY - As At 31 March 2021

Face Value \$	Interest Rate %	Borrower	Rating	Maturity Date	Purchase price	Deposit Date	Current Value \$	YTD Accrued Interest \$		Accrued Interest
<b>Current Account Investment Group</b>										
28,494,000.00	0.01	Commonwealth Bank of Australia Perth	A1	N/A		N/A	28,494,000.00			
10,000,000.00	1.05	Westpac Banking Corporation	A1	19-May-2021	10,000,000.00	19-May-2020	10,090,904.11	78,821.92		90,904.11
10,000,000.00	0.76	Westpac Banking Corporation	A1	07-September-2021	10,000,000.00	07-September-2020	10,004,789.04	42,684.93		4,789.04
10,000,000.00	1.38	Suncorp	A1	07-April-2021	10,000,000.00	06-April-2020	10,135,731.51	103,594.52		135,731.51
10,000,000.00	1.38	Suncorp	A1	07-April-2021	10,000,000.00	06-April-2020	10,135,731.51	103,594.52		135,731.51
10,000,000.00	1.30	Suncorp	A1	16-April-2021	10,000,000.00	17-April-2020	10,123,945.21	97,589.04		123,945.21
20,000,000.00	1.07	National Australia Bank	A1	10-May-2021	20,000,000.00	11-May-2020	20,189,961.64	160,646.58		189,961.64
10,000,000.00	1.01	Westpac Banking Corporation	A1	08-June-2021	10,000,000.00	09-June-2020	10,030,991.78	75,819.18		30,991.78
15,000,000.00	1.01	Westpac Banking Corporation	A1	10-June-2021	15,000,000.00	09-June-2020	15,046,487.68	113,728.77		46,487.68
10,000,000.00	1.00	Westpac Banking Corporation	A1	17-June-2021	10,000,000.00	17-June-2020	10,078,630.14	75,068.49		78,630.14
5,000,000.00	0.95	National Australia Bank	A1	05-July-2021	5,000,000.00	02-July-2020	5,035,397.26	35,397.26		35,397.26
10,000,000.00	0.95	National Australia Bank	A1	13-July-2021	10,000,000.00	07-July-2020	10,069,493.15	69,493.15		69,493.15
5,000,000.00	0.86	Westpac Banking Corporation	A1	28-July-2021	5,000,000.00	28-July-2020	5,028,980.82	28,980.82		28,980.82
10,000,000.00	0.83	Westpac Banking Corporation	A1	05-August-2021	10,000,000.00	07-August-2020	10,011,597.26	53,665.75		11,597.26
5,000,000.00	0.83	Westpac Banking Corporation	A1	11-August-2021	5,000,000.00	11-August-2020	5,005,457.53	26,378.08		5,457.53
5,000,000.00	0.85	National Australia Bank	A1	11-August-2021	5,000,000.00	11-August-2020	5,027,013.70	27,013.70		27,013.70
15,000,000.00	0.81	Westpac Banking Corporation	A1	18-August-2021	15,000,000.00	18-August-2020	15,013,647.94	74,897.26		13,647.94
15,000,000.00	0.81	Westpac Banking Corporation	A1	24-August-2021	15,000,000.00	24-August-2020	15,011,650.68	72,900.00		11,650.68
10,000,000.00	0.76	Westpac Banking Corporation	A1	14-September-2021	10,000,000.00	07-September-2020	10,004,789.04	42,684.93		4,789.04
10,000,000.00	0.70	Australia & New Zealand Bank	A1	20-July-2021	10,000,000.00	07-September-2020	10,039,315.07	39,315.07		39,315.07
10,000,000.00	0.70	Australia & New Zealand Bank	A1	26-May-2021	10,000,000.00	15-September-2020	10,037,780.82	37,780.82		37,780.82
10,000,000.00	0.70	Australia & New Zealand Bank	A1	23-June-2021	10,000,000.00	15-September-2020	10,037,780.82	37,780.82		37,780.82
15,000,000.00	0.70	Australia & New Zealand Bank	A1	28-July-2021	15,000,000.00	15-September-2020	15,056,671.23	56,671.23		56,671.23
5,000,000.00	0.71	Commonwealth Bank of Australia Perth	A1	22-September-2021	5,000,000.00	22-September-2020	5,018,479.45	18,479.45		18,479.45
15,000,000.00	0.70	Westpac Banking Corporation	A1	07-October-2021	15,000,000.00	07-October-2020	15,050,342.47	50,342.47		50,342.47
5,000,000.00	0.66	Commonwealth Bank of Australia Perth	A1	21-October-2021	5,000,000.00	21-October-2020	5,014,556.16	14,556.16		14,556.16
10,000,000.00	0.62	Commonwealth Bank of Australia Perth	A1	28-October-2021	10,000,000.00	28-October-2020	10,026,158.90	26,158.90		26,158.90
10,000,000.00	0.60	Westpac Banking Corporation	A1	06-November-2021	10,000,000.00	06-November-2020	10,023,835.62	23,835.62		23,835.62
10,000,000.00	0.59	Commonwealth Bank of Australia Perth	A1	29-November-2021	10,000,000.00	27-November-2020	10,020,043.84	20,043.84		20,043.84
10,000,000.00	0.53	Commonwealth Bank of Australia Perth	A1	09-December-2021	10,000,000.00	09-December-2020	10,016,263.01	16,263.01		16,263.01
10,000,000.00	0.52	Commonwealth Bank of Australia Perth	A1	16-December-2021	10,000,000.00	21-December-2020	10,014,246.58	14,246.58		14,246.58
20,000,000.00	0.48	Commonwealth Bank of Australia Perth	A1	11-January-2022	20,000,000.00	11-January-2021	20,020,778.08	20,778.08		20,778.08
10,000,000.00	0.47	National Australia Bank	A1	17-January-2022	10,000,000.00	14-January-2021	10,009,786.30	9,786.30		9,786.30
10,000,000.00	0.48	Commonwealth Bank of Australia Perth	A1	20-January-2022	10,000,000.00	21-January-2021	10,009,073.97	9,073.97		9,073.97
5,000,000.00	0.48	Commonwealth Bank of Australia Perth	A1	28-January-2022	5,000,000.00	29-January-2021	5,004,010.96	4,010.96		4,010.96
10,000,000.00	0.46	Commonwealth Bank of Australia Perth	A1	03-February-2022	10,000,000.00	04-February-2021	10,006,931.51	6,931.51		6,931.51
10,000,000.00	0.46	Commonwealth Bank of Australia Perth	A1	10-February-2022	10,000,000.00	11-February-2021	10,006,049.32	6,049.32		6,049.32
5,000,000.00	0.46	Commonwealth Bank of Australia Perth	A1	15-February-2022	5,000,000.00	15-February-2021	5,002,772.60	2,772.60		2,772.60
15,000,000.00	0.50	Commonwealth Bank of Australia Perth	A1	23-February-2022	15,000,000.00	23-February-2021	15,007,397.26	7,397.26		7,397.26
15,000,000.00	0.50	Commonwealth Bank of Australia Perth	A1	09-March-2022	15,000,000.00	09-March-2021	15,004,520.55	4,520.55		4,520.55
	<b>Weighted Return</b>									
<b>433,494,000.00</b>	<b>0.71%</b>	<b>Totals</b>					<b>434,965,994.51</b>	<b>1,709,753.42</b>		<b>1,471,994.51</b>

0.11% 12 month UBS Australia Bank Bill Index for 31 March 2021

0.60% Differential between Council's Weighted Return and UBS Australia Bank Bill Index

**Notes:** Face Value - refers to the principal amount invested.

Interest Rate - refers to the annual interest rate applicable to the investment.

Borrower - refers to the institution through which the City's monies are invested.

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

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



## INDIVIDUAL ADI LIMITS - As At 31 March 2021

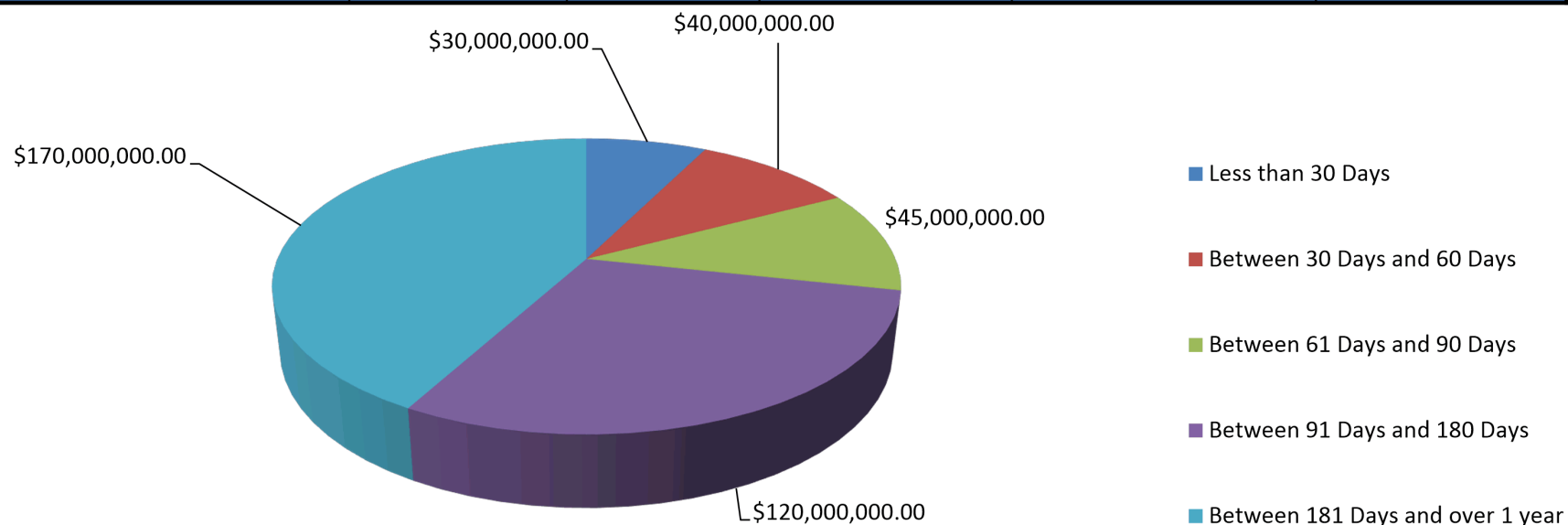
BORROWER	INVESTMENT RATING	FACE VALUE (\$)	MAXIMUM LIMIT PER INVESTMENT POLICY (\$)	INVESTMENT BALANCE (%)	MAXIMUM LIMIT PER INVESTMENT POLICY (%)
Commonwealth Bank of Australia Perth	A1	168,494,000.00	216,747,000.00	38.87	50.00
National Australia Bank	A1	50,000,000.00	216,747,000.00	11.53	50.00
Westpac Banking Corporation	A1	140,000,000.00	216,747,000.00	32.30	50.00
Suncorp	A1	30,000,000.00	216,747,000.00	6.92	50.00
Australia & New Zealand Bank	A1	45,000,000.00	216,747,000.00	10.38	50.00
<b>Totals</b>		<b>433,494,000.00</b>		<b>100.00</b>	

## OVERALL CREDIT PROFILE - As At 31 March 2021

	INVESTMENT RATING	FACE VALUE (\$)	MAXIMUM LIMIT PER INVESTMENT POLICY (\$)	INVESTMENT BALANCE (%)	MAXIMUM LIMIT PER INVESTMENT POLICY (%)
Subtotal of Securities	A1	433,494,000.00	433,494,000.00	100.00	100.00
<b>Totals</b>		<b>433,494,000.00</b>		<b>100.00</b>	

## Maturity Breakdown - As At 31 March 2021

Maturity Profile	Face Value	% Portfolio	Number of Investments	Lowest Amount Invested per Investment	Highest Amount Invested per Investment
Current Account	\$28,494,000.00	6.57%	1.00	\$28,494,000.00	\$28,494,000.00
Less than 30 Days	\$30,000,000.00	6.92%	3.00	\$10,000,000.00	\$10,000,000.00
Between 30 Days and 60 Days	\$40,000,000.00	9.23%	3.00	\$10,000,000.00	\$20,000,000.00
Between 61 Days and 90 Days	\$45,000,000.00	10.38%	4.00	\$10,000,000.00	\$15,000,000.00
Between 91 Days and 180 Days	\$120,000,000.00	27.68%	13.00	\$5,000,000.00	\$15,000,000.00
Between 181 Days and over 1 year	\$170,000,000.00	39.22%	16.00	\$5,000,000.00	\$20,000,000.00
<b>Totals</b>	<b>\$433,494,000.00</b>	<b>100.00%</b>	<b>40.00</b>		



**RATE SETTING STATEMENT  
(FINANCIAL ACTIVITY STATEMENT)  
FOR THE PERIOD ENDED 31 MARCH 2021**

Attachment 6

Description	Year To Date				Annual			
	Actual	Revised Budget	Variance		Adopted Budget	Revised Budget	Variance	
	\$	\$	\$	%	\$	\$	\$	%
<b>Opening Surplus/(Deficit)</b>	<b>14,978,791</b>	<b>14,978,791</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>14,978,791</b>	<b>14,978,791</b>	<b>0</b>
<b>OPERATING ACTIVITIES</b>								
<b>Revenues</b>								
Operating Grants, Subsidies & Contributions	10,386,577	10,009,206	377,371	4	11,426,636	16,752,460	5,325,824	32
Fees & Charges	44,774,490	44,139,957	634,533	1	44,156,022	48,477,509	4,321,487	9
Interest Earnings	3,368,471	3,395,762	(27,291)	(1)	4,416,017	4,135,724	(280,293)	(7)
Other Revenue	470,240	459,679	10,561	2	1,015,816	750,842	(264,974)	(35)
	<b>58,999,778</b>	<b>58,004,604</b>	<b>995,174</b>	<b>2</b>	<b>61,014,491</b>	<b>70,116,535</b>	<b>9,102,044</b>	<b>13</b>
<b>Expenses</b>								
Employee Costs	(54,103,238)	(56,878,572)	2,775,334	5	(75,073,152)	(75,233,832)	(160,680)	(0)
Materials & Contracts	(46,871,282)	(52,098,086)	5,226,804	10	(71,049,101)	(70,435,144)	613,957	1
Utility Charges	(7,171,886)	(7,100,932)	(70,954)	(1)	(9,976,703)	(9,534,360)	442,343	5
Depreciation	(32,266,791)	(32,147,739)	(119,052)	(0)	(42,863,029)	(42,863,029)	0	0
Interest Expenses	(3,090,698)	(3,083,284)	(7,414)	(0)	(4,114,716)	(4,114,828)	(112)	(0)
Insurance	(451,517)	(661,852)	210,335	32	(1,327,151)	(880,151)	447,000	51
	<b>(143,955,412)</b>	<b>(151,970,465)</b>	<b>8,015,053</b>	<b>5</b>	<b>(204,403,852)</b>	<b>(203,061,344)</b>	<b>1,342,508</b>	<b>1</b>
<b>Non-Cash Amounts Excluded</b>								
Depreciation	32,266,791	32,147,739	119,052	0	42,863,029	42,863,029	0	0
	<b>(52,688,843)</b>	<b>(61,818,122)</b>	<b>9,129,279</b>	<b>15</b>	<b>(100,526,332)</b>	<b>(90,081,780)</b>	<b>10,444,552</b>	<b>12</b>
<b>INVESTING ACTIVITIES</b>								
Non Operating Grants, Subsidies & Contributions	15,001,492	10,208,621	4,792,871	47	11,049,674	15,960,572	4,910,898	31
Contributed Physical Assets	8,720,862	6,819,000	1,901,862	0	9,092,000	9,092,000	0	0
Profit on Asset Disposals	2,001,824	1,400,000	601,824	0	248,176	1,698,176	1,450,000	85
Loss on Assets Disposals	(111,439)	(13,699,065)	13,587,626	99	(14,821,299)	(14,821,299)	0	0
TPS & DCP Revenues	8,148,076	7,224,533	923,543	13	10,667,481	11,116,172	448,691	4
TPS & DCP Expenses	(2,411,384)	(2,373,898)	(37,486)	(2)	(6,759,073)	(4,993,957)	1,765,116	35
Capital Expenditure	(35,566,673)	(45,760,089)	10,193,416	22	(67,013,329)	(68,395,709)	(1,382,380)	(2)
Proceeds From Disposal Of Assets	1,127,538	628,163	499,376	79	1,076,850	1,076,850	0	0
	<b>(3,089,704)</b>	<b>(35,552,736)</b>	<b>32,463,032</b>	<b>91</b>	<b>(56,459,520)</b>	<b>(49,267,195)</b>	<b>7,192,325</b>	<b>15</b>
<b>Non-Cash Amounts Excluded</b>								
Contributed Physical Assets	(8,720,862)	(6,819,000)	(1,901,862)	0	(9,092,000)	(9,092,000)	0	0
Profit on Asset Disposals	(2,001,824)	(1,400,000)	(601,824)	0	(248,176)	(1,698,176)	(1,450,000)	(85)
Loss on Assets Disposals	111,439	13,699,065	(13,587,626)	(99)	14,821,299	14,821,299	0	0
	<b>(10,611,247)</b>	<b>5,480,065</b>	<b>(16,091,312)</b>	<b>(294)</b>	<b>5,481,123</b>	<b>4,031,123</b>	<b>(1,450,000)</b>	<b>36</b>
	<b>(13,700,951)</b>	<b>(30,072,671)</b>	<b>16,371,720</b>	<b>54</b>	<b>(50,978,397)</b>	<b>(45,236,072)</b>	<b>5,742,325</b>	<b>13</b>
<b>FINANCING ACTIVITIES</b>								
Contributions from New Loans	0	0	0	0	2,000,000	2,000,000	0	0
Transfers from Restricted Grants, Contributions & Loans	(1,862,508)	172,083	(2,034,591)	(1,182)	681,000	295,000	(386,000)	(57)
Transfers to Restricted Grants, Contributions & Loans	0	0	0	0	0	0	0	0
Transfers from Reserves	61,225,228	45,127,866	16,097,362	36	36,685,179	77,362,056	40,676,877	53
Transfers to Reserves	(61,979,040)	(53,583,542)	(8,395,498)	(16)	(24,953,148)	(91,857,500)	(66,904,352)	(268)
Cash Backed Employee Provisions Transfers	(180,515)							
Transfers from Schemes	2,060,022	3,228,806	(1,168,784)	(36)	6,764,815	5,535,096	(1,229,719)	(18)
Transfers to Schemes	(3,252,624)	(4,510,301)	1,257,677	28	(8,483,333)	(7,731,944)	751,389	9
	<b>(3,989,437)</b>	<b>(9,565,087)</b>	<b>5,575,650</b>	<b>(60)</b>	<b>12,694,513</b>	<b>(14,397,292)</b>	<b>(27,091,805)</b>	<b>188</b>
<b>(DEFICIT)/SURPLUS</b>	<b>(55,400,440)</b>	<b>(86,477,089)</b>	<b>31,076,649</b>	<b>(36)</b>	<b>(138,810,216)</b>	<b>(134,736,353)</b>	<b>4,073,863</b>	<b>3</b>
<b>Amount To Be Raised From Rates</b>	<b>135,749,182</b>	<b>135,989,707</b>	<b>(240,525)</b>	<b>(0)</b>	<b>135,971,516</b>	<b>136,109,707</b>	<b>138,191</b>	<b>0</b>
<b>Closing Surplus/(Deficit)</b>	<b>80,348,742</b>	<b>49,512,619</b>	<b>30,836,124</b>	<b>62</b>	<b>(2,838,700)</b>	<b>1,373,354</b>	<b>4,212,054</b>	<b>0</b>

## Transactional Finance

### 4.9 Proposal for Levying Differential Rates 2021/22

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File Ref: 35274 – 21/165224  
Responsible Officer: A/Chief Executive Officer  
Disclosure of Interest: Nil  
Attachments: Nil

#### Issue

To consider a proposal for the setting of the rate in the dollar for the differential Rating categories to be applied to the Draft Budget for the 2021/22 Financial Year.

#### Background

The City has adopted differential general Rating categories based on the use of the land. Over time these categories have been amended to reflect the change in the use of the land and amended legislation.

The Department of Local Government, Sport and Cultural Industries (DLGSCI) has also instigated a compliance audit in relation to the levying of Rates and Service Charges, providing several policy documents and guides for local governments to utilise in the process. It is imperative that the City complies with the legislation as not doing so will make the levying of the Rates and Service Charges unlawful.

At the Council Meeting held on 5 April 2016 the following differential general Rating categories were adopted:

##### GRV

Residential Improved with a lesser minimum for Strata Titled Caravan Parks  
Residential Vacant  
Commercial/Industrial Improved with a lesser minimum for Strata Titled Storage Units  
Commercial/Industrial Vacant

##### UV

Residential Improved  
Residential Vacant  
Commercial/Industrial Improved  
Commercial/Industrial Vacant  
Rural and Mining Improved  
Rural and Mining Vacant

#### Detail

The Rate in the Dollar and Minimum Rates that have been proposed, raise the funds required for the delivery of the City's annual budget, as discussed by Council Members throughout the 2021/22 planning process.

#### Consultation

The proposal to adopt Differential Rating will be advertised in accordance with Section 6.36 of the Act for public submissions on the proposed differential general Rates. Any submissions received are to be considered as part of the Budget adoption.

In addition to the statutory advertising requirements in the Community Newspaper circulated within the District it is proposed to publish the rate in the dollar information on the City's website and on the Public Notice Board, Council Offices, 23 Dundobar Road, Wanneroo.

## Comment

*Part 6, Division 6 of the Act and Part 5 of the Local Government (Financial Management) Regulations 1996* provides the head of power for the levying of local government rates. The legislation is quite prescriptive in its application, with the following aspects of particular note:

- Except as provided for in Section 6.26, all land within a district is rateable land (S6.26);
- In order to make up the 'budget deficiency' a local government is to impose a general rate which may be imposed either uniformly or differentially. A local government may also impose a specified area rate, a minimum rate and a service charge (S6.32);
- A local government may impose a differential general rate (DGR) according to land zoning, land use, whether the land is vacant or not, or a combination of each characteristic (S6.33);
- No DGR in each category (UV or GRV) is to be more than twice the lowest DGR, unless approved by the Minister (S6.33);
- The amount shown in the Annual Budget as being the amount estimated to be yielded by the general rate is not to vary by +/- 10% of the budget deficiency, i.e. should essentially be a balanced budget (S6.34);
- The local government can impose differential minimum rates, however it is not to be applied to more than 50% of the properties with a district or within each category (S6.35);
- A minimum rate is to be applied separately for each of the following categories (S6.35):
  - a) to land rated on Gross Rental Value (GRV);
  - b) to land rated on Unimproved Value (UV); and
  - c) to each differential rating category where a differential rate is imposed.
- If a separate DGR is imposed on the basis of vacant land status, a separate minimum rate can be imposed with the approval of the Minister not in accordance with the 50% requirement (S6.35); and
- A lesser minimum charge can be applied to not more than 50% of the properties on minimum rates (within the district or within each category).

As the City received a UV revaluation effective 1 July 2021, it was necessary to update the UV rate in the dollar for each differential rating category to ensure that the City levied the same amount of rates as the 2020/21 rating year. These amended rates in the dollar were further modified and then utilised to undertake the rates modelling to reflect the proposed 1% rate increase.

The rate in the dollar change for the GRV differential rating categories is as a result of the proposed 1% increase.

The minimum rate categories have been adjusted to comply with the 50% ratio in accordance with section 6.35 of the *Local Government Act 1995*.

## Statutory Compliance

In accordance with section 6.36 of the *Act*, Council is required to give local public notice of its intention to levy differential general rates.

**“S6.36. Local government to give notice of certain rates**

- (1) *Before imposing any differential general rates or a minimum payment applying to a differential rate category under section 6.35(6)(c) a local government is to give local public notice of its intention to do so.*
- (2) *A local government is required to ensure that a notice referred to in subsection (1) is published in sufficient time to allow compliance with the requirements specified in this section and section 6.2(1).*
- (3) *A notice referred to in subsection (1) —*
  - (a) *may be published within the period of 2 months preceding the commencement of the financial year to which the proposed rates are to apply on the basis of the local government's estimate of the budget deficiency;*
  - (b) *is to contain —*
    - (i) *details of each rate or minimum payment the local government intends to impose;*
    - (ii) *an invitation for submissions to be made by an elector or a ratepayer in respect of the proposed rate or minimum payment and any related matters within 21 days (or such longer period as is specified in the notice) of the notice; and*
    - (iii) *any further information in relation to the matters specified in subparagraphs (i) and (ii) which may be prescribed; and*
  - (c) *is to advise electors and ratepayers of the time and place where a document describing the objects of, and reasons for, each proposed rate and minimum payment may be inspected.*
- (4) *The local government is required to consider any submissions received before imposing the proposed rate or minimum payment with or without modification.*
- (5) *Where a local government —*
  - (a) *in an emergency, proposes to impose a supplementary general rate or specified area rate under section 6.32(3)(a); or*
  - (b) *proposes to modify the proposed rates or minimum payments after considering any submissions under subsection (4),*

*it is not required to give local public notice of that proposed supplementary general rate, specified area rate, modified rate or minimum payment.”*

**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**

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

Strategic Budget Policy.

## Financial Implications

The application of differential Rating is about apportioning the Rate revenue that is required between different categories of property.

## Voting Requirements

Simple Majority

## Recommendation

That Council:-

1. **APPROVES** the application of differential general rates for the Draft Budget for the 2021/22 Financial Year; and
2. **APPROVES** advertising in accordance with Section 6.36 of the Local Government Act 1995 for public submissions on the proposed differential general rates as set out in the table below:

<b>RATE CATEGORY</b>	<b>MINIMUM RATE</b>	<b>GRV Rate in \$</b>	<b>UV Rate in \$</b>
<b>Residential Improved With lesser minimum for Strata Titled Caravan Parks</b>	<b>\$998 \$145</b>	<b>7.7723</b>	<b>0.4035</b>
<b>Residential Vacant</b>	<b>\$903</b>	<b>13.5502</b>	<b>0.5715</b>
<b>Commercial/Industrial Improved With a lesser minimum for Strata Titled Storage Units</b>	<b>\$1357 \$900</b>	<b>7.7851</b>	<b>0.2927</b>
<b>Commercial/Industrial Vacant</b>	<b>\$1357</b>	<b>7.2579</b>	<b>0.3300</b>
<b>Rural &amp; Mining Improved</b>	<b>\$990</b>	<b>-</b>	<b>0.3826</b>
<b>Rural &amp; Mining Vacant</b>	<b>\$937</b>	<b>-</b>	<b>0.5120</b>

Attachments: Nil

## Property Services

### 4.10 Strategic Land Policy Review

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File Ref: 40768V02 – 21/139342  
Responsible Officer: Director, Corporate Strategy & Performance  
Disclosure of Interest: Nil  
Attachments: 2

#### Issue

To consider amendments to the Strategic Land Policy (**Policy**).

#### Background

##### Land investigations

Council adopted the Policy at its Ordinary Council Meeting of 5 December 2017 (CS07-12/17).

Further to the stated objectives of the Policy, Administration has reviewed the City's landholdings and has informed Council of potential land opportunities. In the majority of cases, further investigation is required, with a progress report forwarded to Council.

This report provides further updates on land opportunity investigations.

##### Policy Review

On 6 November 2020, a management procedure (**Procedure**) was approved by Administration to support the operation of the Policy.

The approval of the Procedure has prompted a review of the Policy to remove items which are now duplicated in the Procedure (as operational or procedural aspects), and to address considerations identified since Council first approved the Policy in December 2017.

The revised Policy (**Attachments 1 and 2** refer) was discussed with the Elected Members at the Revenue Review Committee on 23 March 2021 and included a short presentation. The Committee endorsed the proposed amendments and the Policy is therefore submitted to Council for final adoption.

#### Detail

##### Policy updates

The objectives of the Policy have been consolidated, but remain consistent with those identified in the original version:

- Create property based income streams other than from rates;
- Ensure an appropriate use of City land;
- Divest or develop identified City Land;
- Achieve desirable planning solutions (which will also address market failure in desirable planning solutions) and environmental outcomes; and
- Facilitate economic (local jobs) and social outcomes.

## Consultation

The Policy was reviewed with all applicable stakeholders within Administration and at Elected Member working groups.

## Comment

### Strategic land acquisition

The acquisition of land is supported by the Policy as a method to secure future revenue. This may occur through leasing revenue, property development or land retention.

### Policy review

The proposed changes to the Policy include the introduction of the concept of 'opportunity cost' to be included in evaluations and allowing conditional approval for the Chief Executive Officer to sign property contracts. Administration stated the Policy should be considered for review every two (2) years, but would take guidance from Council should a longer review period be proposed.

Administration has informed Council that opportunities to purchase land would be aided by allowing greater flexibility and expediency to capitalise on strategic land purchases. Administration in its consideration of a purchase will consider and detail appropriate feasibility and land use details in its submission, this will allow Council to grant final approval for a land transaction.

It is therefore recommended that Council consider approving the updated Policy (**Attachment 2** refers).

## Statutory Compliance

Any future disposals (by sale or lease) will be subject to the Act, including section 3.58. Where appropriate due to the value of a transaction, an acquisition or disposal may also be subject to section 3.59 of the Act.

## 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
STG09 Long term Financial Plan	Low
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage

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

<b>Risk Title</b>	<b>Risk Rating</b>
ST-S23 Stakeholder Relationships	Moderate
<b>Accountability</b>	<b>Action Planning Option</b>
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 register. Action plans have been developed to manage this risk to support existing management systems.

The Strategic Land Policy is intended to provide guidance, direction and improved management practices of the City's freehold portfolio to better align to both strategic and corporate objectives and address identified risks.

## **Policy Implications**

The proposed amendments are in accordance with and pursuant to the Policy.

## **Financial Implications**

The City has identified the need to increase the ratio of non-rates income to total income. This remains a challenge for the City, particularly in the context of budgetary impacts of the Covid-19 pandemic and the resulting economic uncertainty.

In this context, the Policy remains of great importance as a means for the City to generate income via lease rental fees, sale of property and / or new rates income.

## **Voting Requirements**

Simple Majority

## **Recommendation**

**That Council:-**

- 1. NOTES the Revenue Review Committee's endorsement to amend the Strategic Land Policy;**
- 2. ADOPTS the Strategic Land Policy as detailed in Attachment 2; and**
- 3. NOTES the Strategic Land Policy is scheduled for review every two (2) years or a period as Council determines appropriate.**

*Attachments:*

- [1](#). *Comparison - Strategic Land Policy - 2017 original (old) vs March 2021 update (new)* 21/110675
- [2](#). *Strategic Land Policy - March 2021 update (new)* 21/110677



## Policy Manual

### Strategic Land Policy

**Policy Owner:** Property Services  
**Contact Person:** Manager Property Services  
**Date of Approval:** ~~5 December 2017 (CS07-12/17)~~ TBD

#### POLICY STATEMENT

The purpose of this policy is to ~~deliver~~ provide a ~~structured framework~~ and ~~consistent approach to Land based, basic principles for the strategic, management of City of Wanneroo (City) owned and controlled land assets, to secure the 'highest and best' use of those assets and achieve positive economic, planning, community or environmental outcomes to fulfil the stated policy objectives whilst aligning with the Strategic Community Plan year. (SCP).~~

#### POLICY OBJECTIVES

~~To create~~ The policy provides a structured approach to the strategic property management of City Land, including to:

- ~~Create~~ property based income streams other than from ~~Rates~~ local government rates;
- ~~To achieve superior~~ Encourage the 'highest and best' use of City Land;
- ~~Divest or develop suitable City Land;~~
- ~~Achieve desirable~~ planning, community and environmental outcomes; and
- ~~To address market failure in desirable planning solutions;~~
- ~~To facilitate~~ Facilitate ~~creation of local jobs (favourable economic outcome);~~
- ~~To ensure appropriate use of City owned and controlled~~ **Freehold and Crown lands;** ~~and social outcomes (for example, local jobs).~~
- ~~Divestment or development of identified City Owned or Crown land.~~

#### SCOPE

This policy ~~is applies~~ to guide ~~Administration in its land management, acquisition, development and sale/lease all activities. It will require a working group drawn from across various service units and transactions related to City Land, including:~~

~~Property Services investment, divestment~~

- ~~Strategic~~ Land Use Planning
- ~~Advocacy and Economic Development~~
- ~~Strategic Finance~~
- ~~Community Facilities~~

~~development. The team will be under the guidance and sponsorship of the Chief Executive Officer. The Strategic Lands Working Group will be formed following policy adoption, comprising the Directors from Planning & Sustainability and Corporate Strategy & Performance together with Managers from Property Services, Economic Development, Finance and Community Facilities.~~



## Policy Manual

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~~The Working Group will report to the Executive Leadership Team (ELT) periodically and to Council annually.~~





## Policy Manual

### ~~IMPLICATIONS (Strategic, Financial, Human Resources)~~

~~This~~ policy aligns with the Civic Leadership theme of the ~~City's~~ Strategic Community Plan (~~SCP~~), and Corporate Business Plan (~~CBP~~) and ~~will be incorporated into respective Service Unit Plans (SUP).~~

~~This policy will also address financial sustainability by producing new non-rates income streams.~~

~~Property Investment decisions will consider:~~

- ~~• Strategic acquisitions (future planning) / and divestment;~~
- ~~• Options for land holdings (hold/develop/divest);~~
- ~~• Returns (profits) on funds employed;~~
- ~~• Use of Net Present Value (NPV) calculations with a discount rate of 2% above average City cash earnings rate;~~
- ~~• Risk associated with the proposal;~~
- ~~• Locality of the development/investment;~~
- ~~• Current market trends and conditions based on analysis and environmental scans;~~
- ~~• Market demand for, and supply of, the property in question;~~
- ~~• On-going costs relating to the provisions of building maintenance/refurbishment;~~
- ~~• Community objectives expected; and~~
- ~~Appropriateness of the property and its use as an asset~~

~~The policy does not apply to:~~

- ~~• Leasing of City owned by a public authority.~~

~~Property Divestment decisions will consider whether:~~

- ~~• The property is being used for the purposes intended at the time of the acquisition;~~
- ~~The property is serving an operational or community need; managed~~
- ~~• The property is facilitating service delivery objectives;~~
- ~~• The property may suit an alternative use;~~
- ~~• Property disposal would deliver better outcomes for the local community; and~~
- ~~• The property provides the expected return and represents an unacceptable risk to the City.~~

~~Property Development/investment Opportunities will consider:~~

- ~~• The potential to provide greater return a third party, other than is presently being obtained by the invested funds;~~
- ~~• The Gross Realisation achievable;~~
- ~~• Provisions of market supply and demand, realistic development potential, capital growth, secured income and the potential for increase in resale value;~~
- ~~• Residential, industrial, commercial ground leases for an investment or community facilities (i.e. retirement village); and development purpose; or~~
- ~~• Operational decisions relating to the ongoing use and maintenance of City Land, for example the maintenance or upgrade of facilities on City Land or the occupancy of those facilities.~~

~~In the case of Crown Land, it is noted that the use or development of the land by the City must be consistent with the management order or other basis for the City's control of the land, or,~~



## Policy Manual

alternatively, a change to the land tenure should be considered to facilitate the proposed use or development.

### IMPLICATIONS (Strategic, Financial, Human Resources)

- ~~Scope for increasing the return on property assets if certain alterations, renovations and/or change of land use are made.~~

#### ~~Service & Infrastructure Commercialisation~~

- ~~Property management;~~
- ~~Service review for City services;~~
- ~~Recording of leasing opportunities, vacant office and retail space;~~
- ~~Marketing of vacant property;~~
- ~~Efficient and innovative use of existing infrastructure.~~

City processes and procedures under this policy will identify criteria for the assessment of the following categories of strategic land opportunity:

- Acquisition;
- Disposal; and
- Development.

### **Funding**

**A**

~~Strategic Land Reserve (SLR) is to be created initially seeded land activities arising from this policy will be funded by the Strategic Land Reserve. Additionally, funds may be raised by (SLR), external loans or Municipal and municipal funds.~~

All net proceeds or income from strategic land disposals/~~rentals to will~~ be credited to the SLR with optional annual appropriations ~~to defray required Rate Setting~~ as decided by Council at end of each financial year. ~~The balance of the SLR will be invested in property development projects and/or property investment purchases that will generate either viable short-term cash flows or long-term capital gains, or both.~~

### **IMPLEMENTATION**

~~This~~Implementation of this policy will be ~~supported~~guided by appropriate City processes and procedures.

~~The~~ and guidelines including business case templates for each policy objective. Expenditures and Sales income~~City will be channelled through assess and make determinations on strategic land opportunities on a case-by-case basis, having regard to the discrete Reserve objectives specified in this Policy and a report will be presented to Council at least annually for incorporation into the Annual Report. Specific delegations will be requested following principles (to the extent relevant to the relevant opportunity, and with the list of principles below not being ranked in order of priority):~~

- Compliance with statutory requirements;
- Fairness and equity;
- Financial return or, conversely, the opportunity cost of the relevant opportunity;



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- Alignment with the City's strategic objectives; and
- Benefit to the City of Wanneroo community.

### ROLES AND RESPONSIBILITIES

~~This Policy is to~~ The Property & Projects Officers will be used to guide ~~responsible for the Council administration, enforcement, publication and compliance of the policy and any need for further clarification will be referred to the Manager Property Services.~~

#### Strategic Lands Working Group

~~An Administration staff~~ working group (Strategic Lands Working Group) comprised of various service units will assist in the various facets of Strategic Land Management implementation of this policy and be under the guidance and sponsorship of the Chief Executive Officer.

All opportunities will be reviewed by the Strategic Lands Working Group against the principles and criteria detailed within this policy and supporting procedures.

#### Revenue Review Committee

Administration will report to the Revenue Review Committee of Council not less than annually on the implementation of actions arising from this policy.

#### Execution of Documents

To support the implementation of the policy in land acquisition or disposal opportunities, the Chief Executive Officer is authorised to execute a contract of sale or purchase in advance of a decision of Council, subject to the following conditions:

- The contract documentation has been reviewed and approved by Legal Services; and
- The contract documentation is expressly conditional and not binding until approved by Council.

### DISPUTE RESOLUTION *(If applicable)*

~~Not applicable.~~

Disputes under this policy that cannot be resolved by Property Services will be referred to the Director Corporate Strategy & Performance in the first instance.

In the event that an agreement cannot be reached, the matter will be submitted to the Chief Executive Officer for determination.

### EVALUATION AND REVIEW PROVISIONS

The ~~adopted~~ policy will be ~~evaluated as to its~~ reviewed every two (2) years.



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~~Any evaluation of the effectiveness in achieving it~~of the policy should have regard to strategic land management outcomes ~~by annual reviews identifying projects undertaken with planned, including:~~

- Planned and actual returns achieved ~~— on identified projects; and~~
- Key performance indicators ~~will include, including~~ profit, cashflow, community resource enhancement and planning outcomes ~~achieved to ensure that the policy is meeting objectives and accountability requirements.~~

### DEFINITIONS

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

<del>SCP</del>	<del>Strategic Community Plan</del>
<del>NPV</del>	<del>Net Present Value — a model that reveals the sum of all future cash flows, brought back to today's value by use of a discount rate</del>
<del>Discount Rate</del>	<del>The rate at which to discount future cash flows, using the City's average cash earnings rate over the previous financial year plus 2% as a risk premium to equate to an equivalent investment risk profile.</del>
<del>CBP</del>	<del>Corporate Business Plan</del>
<del>SUP</del>	<del>Service Unit Plan</del>
<del>City Land</del>	<del>Freehold Land owned by the City in Fee Simple and Crown Land.</del>
<u>Crown Land</u>	Land owned by the State of Western Australia, vested <u>into</u> the City <u>for</u> under a <u>specific use</u> management order, or <u>uses</u> otherwise under the care, control and management of the City.
<del>Freehold Land</del>	<del>The GST exclusive indicative price of a parcel of land calculated by deducting from the developed sale price all development costs and desired profit</del>
<del>Crown Land</del>	<del>Land owned by the City in fee simple.</del>
<del>Gross Realisation</del>	

### RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

- ~~Procedure for acquisition, development and sale/lease of strategic landholdings~~
- ~~Procedure for identification and acquisition of strategic landholdings to facilitate planning outcomes~~
- ~~Procedure for obtaining ongoing market intelligence of land opportunities within the City and beyond~~
- ~~Procedure for addressing underutilised Crown land and opportunities therein~~
- Strategic Land Management Procedure (HPE 20/55456)
- Terms of Reference for the Strategic Lands Working Group (HPE 20/251305); and



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- Specific delegations for Strategic Land acquisitions and related actions.
- ~~Panel of Real Estate professionals for market intelligence~~
- ~~City's Risk Management guidelines and matrix~~
- ~~Council endorsed risk tolerance~~
- ~~City's Project Management Framework~~
- ~~Listing of City Freehold lands~~
- ~~Listing of Crown lands under City management~~

### REFERENCES

~~This policy is to be read in conjunction with:~~

- Leasing Policy (~~TrimHPE 17/381992~~)397764\*);
- Leasing Management Procedure (~~TrimHPE 15/423231-v7~~)\*);
- ~~Sale of Land Management Procedure (Trim 16/14103)~~
- Strategic Budget Policy (~~Trim 15/156551~~)HPE 19/50028);
- Risk Management Policy (~~TrimHPE 15/491180~~);
- City of Wanneroo Long Term Financial Plan;
- ~~State job self-sufficiency targets (Directions 2031 and Beyond — Dept. of Planning)~~
- *Local Government Act 1995 and Regulations (LGA)(WA);*
- *Land Administration Act (LAA)1997 (WA); and*
- ~~District Planning Scheme No.2DPS2~~ and relevant planning policies.

### RESPONSIBILITY FOR IMPLEMENTATION

Manager Property Services

Version	Next Review	Record No:
1.0 – 5 December 2017 (CS07-12/17)	1 December 2020	17/132940
<b>2.0 – ***** (CS**-**/21)</b>	<b>TBD</b>	<b>17/132940v6</b>





## Policy Manual

### Strategic Land Policy

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<b>Policy Owner:</b>	Property Services
<b>Contact Person:</b>	Manager Property Services
<b>Date of Approval:</b>	TBD

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#### POLICY STATEMENT

The purpose of this policy is to provide a framework and basic principles for the strategic management of City of Wanneroo (**City**) owned and controlled land assets, to secure the 'highest and best' use of those assets and achieve positive economic, planning, community or environmental outcomes.

#### POLICY OBJECTIVES

The policy provides a structured approach to the strategic property management of City Land, including to:

- Create property based income streams other than from local government rates;
- Encourage the 'highest and best' use of City Land;
- Divest or develop suitable City Land;
- Achieve desirable planning, community and environmental outcomes; and
- Facilitate creation of economic and social outcomes (for example, local jobs).

#### SCOPE

This policy applies to all activities and transactions related to City Land, including investment, divestment and development. The policy aligns with the Civic Leadership theme of the City's Strategic Community Plan and Corporate Business Plan.

The policy does not apply to:

- Leasing of City owned or managed property to a third party, other than commercial ground leases for an investment or development purpose; or
- Operational decisions relating to the ongoing use and maintenance of City Land, for example the maintenance or upgrade of facilities on City Land or the occupancy of those facilities.

In the case of Crown Land, it is noted that the use or development of the land by the City must be consistent with the management order or other basis for the City's control of the land, or, alternatively, a change to the land tenure should be considered to facilitate the proposed use or development.

#### IMPLICATIONS (Strategic, Financial, Human Resources)

City processes and procedures under this policy will identify criteria for the assessment of the following categories of strategic land opportunity:





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- Acquisition;
- Disposal; and
- Development.

### Funding

Strategic land activities arising from this policy will be funded by the Strategic Land Reserve (SLR), external loans and municipal funds.

All net proceeds or income from strategic land disposals will be credited to the SLR with optional annual appropriations as decided by Council at end of each financial year.

### IMPLEMENTATION

Implementation of this policy will be guided by appropriate City processes and procedures.

The City will assess and make determinations on strategic land opportunities on a case-by-case basis, having regard to the objectives specified in this Policy and to the following principles (to the extent relevant to the relevant opportunity, and with the list of principles below not being ranked in order of priority):

- Compliance with statutory requirements;
- Fairness and equity;
- Financial return or, conversely, the opportunity cost of the relevant opportunity;
- Alignment with the City's strategic objectives; and
- Benefit to the City of Wanneroo community.

### ROLES AND RESPONSIBILITIES

The Property & Projects Officers will be responsible for the administration, enforcement, publication and compliance of the policy and any need for further clarification will be referred to the Manager Property Services.

### Strategic Lands Working Group

An Administration working group (**Strategic Lands Working Group**) comprised of various service units will assist in the implementation of this policy and be under the guidance and sponsorship of the Chief Executive Officer.

All opportunities will be reviewed by the Strategic Lands Working Group against the principles and criteria detailed within this policy and supporting procedures.

### Revenue Review Committee

Administration will report to the Revenue Review Committee of Council not less than annually on the implementation of actions arising from this policy.

### Execution of Documents



## Policy Manual

To support the implementation of the policy in land acquisition or disposal opportunities, the Chief Executive Officer is authorised to execute a contract of sale or purchase in advance of a decision of Council, subject to the following conditions:

- The contract documentation has been reviewed and approved by Legal Services; and
- The contract documentation is expressly conditional and not binding until approved by Council.

### **DISPUTE RESOLUTION (If applicable)**

Disputes under this policy that cannot be resolved by Property Services will be referred to the Director Corporate Strategy & Performance in the first instance.

In the event that an agreement cannot be reached, the matter will be submitted to the Chief Executive Officer for determination.

### **EVALUATION AND REVIEW PROVISIONS**

The policy will be reviewed every two (2) years.

Any evaluation of the effectiveness of the policy should have regard to strategic land management outcomes, including:

- Planned and actual returns achieved on identified projects; and
- Key performance indicators, including profit, cashflow, community resource enhancement and planning outcomes.

### **DEFINITIONS**

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

<i>City Land</i>	<i>Freehold Land and Crown Land.</i>
<i>Crown Land</i>	<i>Land owned by the State of Western Australia, vested to the City under a management order, or otherwise under the care, control and management of the City.</i>
<i>Freehold Land</i>	<i>Land owned by the City in fee simple.</i>

### **RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS**

- Strategic Land Management Procedure (HPE 20/55456)
- Terms of Reference for the Strategic Lands Working Group (HPE 20/251305); and
- Specific delegations for Strategic Land acquisitions and related actions.

### **REFERENCES**



## Policy Manual

- Leasing Policy (HPE 17/397764\*);
- Leasing Management Procedure (HPE 15/423231\*);
- Strategic Budget Policy (HPE 19/50028);
- Risk Management Policy (HPE 15/491180);
- City of Wanneroo Long Term Financial Plan;
- *Local Government Act 1995* (WA);
- *Land Administration Act 1997* (WA); and
- DPS2 and relevant planning policies.

### RESPONSIBILITY FOR IMPLEMENTATION

Manager Property Services

Version	Next Review	Record No:
1.0 – 5 December 2017 (CS07-12/17)	1 December 2020	17/132940
2.0 – ***** (CS**-**/21)	TBD	17/132940v6

#### 4.11 Proposed Drainage Relocation and Land Tenure Exchange - Lot 501 (10) Hidden Valley Retreat, Clarkson

File Ref:	7410V02 – 21/165478
Responsible Officer:	Director, Corporate Strategy & Performance
Disclosure of Interest:	Nil
Attachments:	2
Previous Items:	CB01-02/15 - Proposed Deed of Agreement in relation to Lot 501, Reserve 45553, Hidden Valley Retreat, Clarkson and proposed Deed of Easement in relation to Lot 608 (24K) Hidden Valley Retreat, Clarkson - Ordinary Council - 03 Feb 2015 CB06-11/12 - Proposed Excision and Purchase of a portion of Crown Reserve 45553, Hidden Valley Park, Clarkson - Ordinary Council - 13 Nov 2012

#### Issue

To consider the approval of a land tenure exchange and to list expenditure of approximately \$135,000 (exclusive of GST) in the draft 2021/2022 Capital Budget, to facilitate the relocation of drainage pipelines for the extension and upgrade of Western Powers (WP) Clarkson substation.

#### Background

##### Western Power/Public Transport Authority Proposed Purchase

In 2011 WP approached the City regarding their requirement to acquire a 945m<sup>2</sup> portion of Lot 501, (10) Hidden Valley Retreat, Clarkson, (Reserve 45553) (**Attachment 1** refers; note the area has now been surveyed at 924m<sup>2</sup>) to extend their Clarkson Substation on the adjoining Lot 476 (24) Hidden Valley Retreat, Clarkson to provide a 132kV traction supply for the northern rail extension to Yanchep.

Council at its Ordinary Meeting of 13 November 2012 (CB06-11/12) resolved the following:

*"That Council: -*

1. *NOTES that under Sections 28 & 49 of the Energy Operators (Powers) Act 1979 Western Power Corporation may issue a Notice of Entry on the 945m<sup>2</sup> portion of Crown Reserve 45553 to commence civil works for the electrification of the railway to Butler;*
2. *APPROVES the ENTERING into a conditional contract of sale of land with Western Power Corporation for the purchase of a 945m<sup>2</sup> portion (subject to survey) of Crown Reserve 45553, Hidden Valley Park, 10 Hidden Valley Retreat, Clarkson at market value determined by the Valuer General plus GST if applicable;*
3. *APPROVES BY ABSOLUTE MAJORITY the unbudgeted expenditure of approximately \$7,700 including GST pursuant to Section 6.8(b) of the Local Government Act 1995;*
4. *AUTHORISES the Chief Executive Officer to publish a local public notice of the City of Wanneroo's intention to enter into a conditional contract of sale with Western Power Corporation subject to the requirements of Section 152 of the Planning and Development Act 2005 Department of Regional Development and Lands Guidelines and Section 3.58(3) of the Local Government Act 1995;*
5. *AUTHORISES the affixing of the Common Seal of the City of Wanneroo, and execute a conditional contract of sale of land between the City and Western Power Corporation;*

6. *SUBJECT to Western Power Corporation entering into a conditional contract of sale of land with the City of Wanneroo, AUTHORISES the excision and purchase of a 945m<sup>2</sup> portion (subject to survey) of Crown Reserve 45553, Hidden Valley Park, 10 Hidden Valley Retreat, Clarkson at 5% unimproved market value determined by the Valuer General plus GST if applicable; and*
7. *NOTES a further report will be presented to Council with any submissions to the advertisements for the excision, purchase and disposal of the portion of Crown Reserve 45553 and detailing the negotiated sale of the 945m<sup>2</sup> portion of Hidden Valley Park."*

As per Council resolution 4, Administration arranged for the publication of public notices. No submissions were received by the City.

No other items have been able to be progressed by Administration as the excision, purchase and disposal of the subject portion of Lot 501 has been delayed by the discovery of a stormwater pipeline within the Substation Extension Area (**Attachment 1** refers).

#### WP Works – Stormwater Pipeline

On 24 October 2012 WP issued the City with a written 'Notice of Entry' under Sections 28 & 49 of the *Energy Operators (Powers) Act 1979* to access the Substation Extension Area to commence civil works to meet the Public Transport Authority's (PTA) timeline for the electrification of the northern rail extension to Yanchep. On 7 December 2012, WP advised the City in writing that its earthing contractor had uncovered a 525mm reinforced concrete City storm water pipeline within the Substation Extension Area. The subject section of stormwater pipeline forms part of a large pipeline network that disposes its storm catchment contents into abutting Lot 13043 (Reserve 45704) to the immediate north of Lot 501. This section of pipeline did not show up on the WP's searches and enquiries during detailed design and planning of the resultant earthworks and site preparation.

#### Replacement Pipe

If the stormwater pipeline was to remain in the Substation Extension Area once the land was excised and disposed to WP the City would require an easement over the stormwater pipeline to facilitate access for maintenance purposes. WP has stated due to Occupational Health and Safety matters associated with the nature of the high voltage power infrastructure that will be contained in the substation, allowance of an easement over the pipeline would not be suitable. Subsequently, all parties have agreed that the only way forward is to relocate the pipeline outside of the Substation Extension Area and to cut and cap the existing pipeline located within the Substation Extension Area.

The route of the relocated storm water pipeline is required to traverse through lot 608 (24K) Hidden Valley Retreat, Clarkson owned in freehold by WP in order to be able to discharge into the City's drainage sump located on the adjoining Reserve 45704, Lot 13043 (26K) Hidden Valley Retreat, Clarkson. Initially the City was going to acquire the 924m<sup>2</sup> portion of land from the DPLH and dispose of the land to WP. The City would then have to agree to an easement through WP freehold Lot 608 for its drainage pipe. After extensive negotiations, WP and the DPLH have agreed to a land tenure exchange of 924m<sup>2</sup> in favour of the City for an area of in the southwestern portion of Lot 608. This ensures that the City's drainage sump is not land locked to the south and ensures that the Public Recreation area of Reserve 45704 remains the same size. It also negates the need for an easement in order for the City to access its storm water pipe. The Land Tenure Plan details the proposed land exchange between WP and the DPLH (**Attachment 2** refers).

The cost of the decommissioning and relocation of the section of storm water pipeline currently within the Substation Extension Area is estimated by Administration to be \$135,000 (exclusive of GST). WP has agreed to pay the City the full \$135,000 (exclusive of GST) estimated costs as calculated by Administration.

The City, WP and the DPLH agreed that to progress the matter a Deed of Agreement is required to be entered into between the relevant parties that will outline the required works, cost component involved, land tenure exchange and relevant indemnity requirements.

Council at its Ordinary Meeting of 3 February 2015 (CB01-02/15) resolved the following:

*"That Council:-*

1. *NOTES that Council at its Ordinary Meeting of 13 November 2012 (CB06-11/12) authorised the excision and purchase of a 945m<sup>2</sup> portion (subject to survey) of Lot 501, Reserve 45553, (10) Hidden Valley Retreat, Clarkson at 5% unimproved market value determined by the Valuer General plus GST if applicable subject to the Western Power Corporation entering into a conditional Contract of Sale with the City of Wanneroo;*
2. *NOTES that Council at its Ordinary Meeting of 13 November 2012 (CB06-11/12) approved the City of Wanneroo to enter into a conditional Contract of Sale with Western Power Corporation for the sale of a 945m<sup>2</sup> portion (subject to survey) of Lot 501, Reserve 45553, (10) Hidden Valley Retreat, Clarkson at the market value determined by the Valuer General, plus GST if applicable;*
3. *NOTES that no submissions were received to the advertisements for the proposed excision, purchase and disposal of the sale of the 945m<sup>2</sup> portion (subject to survey) of Lot 501, Reserve 45553, (10) Hidden Valley Retreat, Clarkson;*
4. *AUTHORISES the Chief Executive Officer to affix the Common Seal of the City of Wanneroo, and execute a Deed of Agreement between the City of Wanneroo, the Western Power Corporation and the Public Transport Authority;*
5. *AUTHORISES the Chief Executive Officer to affix the Common Seal of the City of Wanneroo, and execute a Deed of Easement between the City of Wanneroo and the Western Power Corporation over a 22.2m<sup>2</sup> (subject to survey) portion of Lot 608, (24K) Hidden Valley Retreat, Clarkson; and*
6. *APPROVES BY ABSOLUTE MAJORITY, the unbudgeted expenditure of approximately \$115,500 pursuant to Section 6.8(1)(b) of the Local Government Act 1995, to be fully funded by a contribution from the Public Transport Authority for the relocation of storm water pipelines.*

<i>Project No</i>	<i>From</i>	<i>To</i>	<i>Description</i>
<i>PR-3024</i>	<i>115,500</i>		<i>Monies received from the Public Transport Authority for the relocation of Storm water pipelines</i>
<i>PR-3024</i>		<i>115,500</i>	<i>Relocation of Storm water pipeline works to be undertaken by the City</i>

None of the above items have been able to be progressed by Administration as the PTA would not agree to the costs and have since removed the funding for the expansion.

### **Detail**

The PTA is no longer providing the funding for the expansion of the power substation, due to a lack of Federal and State funding. As WP has already expanded their footprint into Reserve 45704, Lot 13043 (26K) Hidden Valley Retreat, Clarkson, the City, the DPLH and WP are require to make an alternative arrangement.

The DPLH and WP will complete a land tenure exchange of the below:



- DPLH will provide a 924m<sup>2</sup> portion of Reserve 45704, Lot 13043 (26K) Hidden Valley Retreat, Clarkson to be amalgamated into Lot 476 (24) Hidden Valley Retreat, Clarkson; and
- WP will provide a 924m<sup>2</sup> portion of Lot 608 (24K) Hidden Valley Retreat, Clarkson to be amalgamated into Reserve 45704, Lot 13043 (26K) Hidden Valley Retreat, Clarkson.

This land tenure exchange will ensure that Public Recreation Reserve 45704 remains the same overall size, the drainage pipelines that are required to be relocated into Reserve 45704 will not require an easement for access, the City's drainage sump will not be land locked from the south and the exchange is cost neutral to all parties. Any subsidiary fees required for surveying, fencing alignment, etc. would be borne by WP and the DPLH.

The City will decommission and cap off its 525mm diameter pipe currently within the Substation Extension Area, with all future responsibility to fall to WP. The City will then install the new drainage pipeline in Reserve 45704 with all works costing approximately \$135,000 (exclusive of GST). Once the works are complete the \$135,000 (exclusive of GST) will be reimbursed to the City by WP, including any variations in cost borne by the City throughout the construction period.

## Consultation

Administration has consulted with relevant service units to ensure the optimal outcome is reached for the City in relation to the relocation of the drainage pipelines.

The City has conducted extensive consultation with WP, the PTA and the DPLH over the past nine (9) years to enable all parties to reach an agreement, which provides a positive outcome for all.

## Comment

As a result of WP serving a 'Notice of Entry' on the City under Sections 28 & 49 of the *Energy Operators (Powers) Act 1979* to enter the Substation Extension Area, WP has occupied and undertaken civil works on the site and installed security fencing. The area therefore essentially now forms part of the substation that is located on Lot 476 despite the Substation Extension Area still being vested in the City for 'Public Recreation' purposes. WP needs to undertake further works to enable completion of the provision of power for the northern rail extension to Yanchep. These works cannot commence until the storm water pipeline is relocated.

The City will benefit greatly from the northern rail extension to Yanchep for many years in the future. Administration therefore recommends that the City assists WP and the DPLH with the below actions:

1. Undertaking the storm water pipeline relocation works before the end of June 2022, noting that the City will initially fund the required \$135,000 (exclusive of GST) and be reimbursed this amount in full by WP; and
2. Entering into a Deed of Agreement between the City, WP and the DPLH, that will outline the required works, cost components involved, land tenure exchange and relevant indemnity requirements for each party to adhere to.

It should be noted that the original intention of the previous Council reports enabled the City to purchase the required portion of land from the DPLH in order to on sell to WP. It was anticipated that any profit would be absorbed into legal fees, valuation costs, survey fees and other ancillary fees and therefore would be negligible. Given the land exchange is a more simplified option, it is supported by Administration.

## Statutory Compliance

This land tenure exchange will be in accordance with the LAA.

## Strategic Implications

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

- “4 Civic Leadership*
  - 4.1 Working with Others*
    - 4.1.1 Build effective partnerships and demonstrate leadership in local government at regional, state and national levels”*

## 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

WP has agreed to contribute \$135,000 (exclusive of GST) being the full cost of the works and any potential variations to actual costs, by means of reimbursement to the City. The figure includes the initial clearing permit cost of approximately \$2,500 and any offset amounts will be reimbursed in full by WP should they arise.

## Voting Requirements

Simple Majority

## Recommendation

**That Council:-**

- 1. NOTES the actions from Council at its Ordinary Meeting of 3 February 2015 (CB01-02/15) did not progress;**
- 2. APPROVES the land tenure exchange of 924m<sup>2</sup> between Reserve 45704, Lot 13043 (26K) Hidden Valley Retreat, Clarkson and Lot 608 (24K) Hidden Valley Retreat, Clarkson;**
- 3. APPROVES listing the expenditure of approximately \$135,000 in the draft 2021/2022 Capital Budget, to be fully refunded by a contribution from Western Power for the relocation of drainage pipelines; and**
- 4. AUTHORISES the Chief Executive Officer to affix the Common Seal of the City of Wanneroo, and execute a Deed of Agreement between the City of Wanneroo, Western Power and the Department of Planning, Lands and Heritage.**

Attachments:

- |                            |  |           |
|----------------------------|--|-----------|
| 1 <a href="#">Download</a> | Attachment 1 - 2016-02 Clarkson Substation Extension | 18/463227 |
| 2 <a href="#">Download</a> | Attachment 2 - Land Tenure Plan                      | 21/140536 |



City of Wanneroo



**SALE LOT: PORTION LOT 501 (R45553)  
HIDDENVALLEY RTT, CLARKSON**

SCALE: 1:2000 @ A4

DATE: Feb 2016

REF: 2016-02 clarkson substation.wor



NOTE: While the City of Wanneroo has made every effort to ensure the accuracy and completeness of data it accepts no responsibility or liability for any errors or omissions within the information presented. Based on information provided by and with the permission of the Western Australian Land Authority trading as LANDGATE (2011).





No.	REVISION	BY	DATE	AUTH
0	ISSUED FOR DISCUSSION WITH WESTERN POWER	DN	4/2021	



SCALE: 1:1000 SCALE IN METRES	DATUM: LOCAL	GRID: MGA2020-50
SURVEYED: NEARMAP SURVEYOR: 4/2021	AUTHORISED: MANAGER PROPERTY	
CHECKED:	AUTHORISED:	
COORDINATOR DESIGN	MANAGER INFRASTRUCTURE CAPITAL WORKS	
DRAWN: D. NGUYEN CIVIL DESIGNER 4/2021	APPROVED: DIRECTOR ASSETS	

## HIDDEN VALLEY PARK

DRAINAGE PIPE RELOCATION  
EAST OF LOT 476 (WESTERN POWER)  
CLARKSON

PROPOSED LAND PLAN  
SHEET 1 OF 1

## CITY OF WANNEROO ASSETS



FINANCE CODE	PMO No.	DRAWING No.	SHEET	REVISION	ORIGINAL DRG. SIZE
-	-	2931-10-0			A3
DRAWING SET Ref	PMO CONTAINER No.				
-	-				

## Council & Corporate Support

### 4.12 Donations to be Considered by Council - May 2021

File Ref: 2855V03 – 21/148635  
 Responsible Officer: Director, Corporate Strategy & Performance  
 Disclosure of Interest: Nil  
 Attachments: Nil

#### Issue

To consider requests for donations and youth sponsorships in accordance with the City's Donations and Youth Sponsorships Policy (Policy).

#### Background

The Policy requires applications over \$500 from individuals and organisations to be determined by Council. Consequently a report is prepared for Council meetings, coinciding with a period where applications of this nature have been received.

With respect to requests for sponsorships, the Policy specifies that for National Events the amount provided will be \$200.00 per individual, capped at \$600.00 per team, and for International Events the amount provided is \$500.00 per individual capped at \$1,500.00 per team. Schools are capped at \$2,000.00 per school per financial year.

#### Detail

During this period, the City has received one sponsorship request and one community donation request, which is summarised as follows. Copies of the full application are available from Administration upon request.

#### Comment

#### Sponsorship Donations

This report provides an assessment of all requests for donations and youth sponsorships that have been received by the City of Wanneroo from 1 January 2021 to 16 April 2021 for consideration by the Manager, Council and Corporate Support.

#### Youth Sponsorship

<b>Applicant number 1 Sun City Thunder Charter (HPE 21/157349)</b>	
Name of individual/s	Lincoln Kimble, Anders Ward, Michael White, Owen Maskelyne, Alistair Ward, Summer Capes, Ashton Carter, Lachlan Clinton, Samuel Coombe and Jack Hill
Reside in City of Wanneroo 18years of age or under	Yes Yes
Event Details	National Baseball Tournament, Lismore, NSW 9 - 14 June 2021.

Commitment to providing a written report regarding the event	Yes
Commitment to acknowledgement of the City of Wanneroo	Yes
Eligibility Level	National \$200.00 per individual
Comments	Per the policy \$200.00 per individual (capped at \$600.00 per team to a maximum of four teams per event)
<b>Recommendation</b>	<b>APPROVE a request for sponsorship in the sum of \$600.00 to Sun City Thunder Charter for the participation of Lincoln Kimble, Anders Ward, Michael White, Owen Maskelyne, Alistair Ward, Summer Capes, Ashton Carter, Lachlan Clinton, Samuel Coombe and Jack Hill at the National Baseball Tournament to be held in Lismore, NSW from 9 - 14 June 2021.</b>
<b>Reason</b>	<b>This request is in accordance with Council's policy.</b>

### Community Group Donations

<b>Applicant 2 – Organization of African Communities of WA Inc (OACWA) (HPE 21/120142)</b>	
Request amount	\$5,000.00
Description of request	A donation to cover 50% of the tickets for Wanneroo residents and free tickets to seniors and young people who wish to attend The Western Australian African Community Awards to be held on 4 September 2021 at Crown, Perth.
<b>Criteria</b>	<b>Evaluation</b>
Potential for income generation	Yes. Entry fee of \$80.00 per person.
Status of applicant organisation	Registered as a charity
Exclusivity of the event or project	Young people, innovators, business leaders, community leaders who contribute and champion the African Australian community, locally, state wide and nationally.
Alignment with Council's existing philosophies, values and strategic direction	<i>Objective 1.1 – Healthy and active people – Create opportunities that encourage community wellbeing and active and healthy lifestyles</i>
Alternative funding sources available or accessed by the organisation	\$45,000.00
Contribution to the event or activity made by the applicant or organisation	\$10,000.00



<b>Applicant 2 – Organization of African Communities of WA Inc (OACWA) (HPE 21/120142)</b>	
Previous funding assistance provided to the organisation by the City	CS04-12/16 \$1,071.00 Organisation of African Communities Football Tournament CS03-07/18 \$5,000.00 African Community Awards Night
Commitment to acknowledge the City of Wanneroo	Yes
Comments	<p>Clause 2 of the of the Donations and Youth Sponsorships Policy states that:</p> <p><b>2. Exclusions:</b> Council <b>will not</b> consider funding applications for donations or youth sponsorships for:</p> <p><i>2.4 More than one application per financial year, including funding through the Community Funding Program;</i></p> <p><i>2.7 "requests that have the potential for income generation or profit or where an entry fee is being charged (excluding a gold coin donation)" are excluded".</i></p> <p>The cost to attend the event is \$80 per person.</p> <p>Clause 4.2 of the policy requires that <i>"75% of membership of groups requesting support must be City of Wanneroo residents unless it can be demonstrated that the events' aims and objectives are targeted primarily at the City's community"</i>.</p> <p>The OACWA has stated that of the 50,000 members/clients, there are 10,000 residents of the City of Wanneroo which is a 40% membership rate. The application therefore does not meet the criteria of the Policy as detailed above.</p> <p>In addition, the OACWA have recently made an enquiry regarding community funding to support a community sports event on 23 May 2021 at Hainsworth Park Girrawheen.</p> <p>The proposed event is part of the Africa Day May 2021 celebrations and appears to be eligible for community funding under the Category C Connecting Communities category (applications up to \$5,000).</p> <p>Should the full community funding application present as eligible, it is usually recommended for approval. The Community Funding Policy does not have a specific reference to ineligibility if a community funding applicant group is in receipt of other City financial support in the same financial year.</p>

<b>Applicant 2 – Organization of African Communities of WA Inc (OACWA) (HPE 21/120142)</b>	
<b>Recommendation</b>	<b>NOT APPROVE</b> a request for a donation in the sum of \$5,000.00 to the Organization of African Communities of WA Inc to cover 50% of the tickets for Wanneroo residents and free tickets to seniors and young people to wish to attend the WA African Community Awards Night to be held on 4 September 2021 at Crown, Perth.
<b>Reason</b>	<b>The request does not satisfy the criteria of the policy.</b>

## Statutory Compliance

Nil

## Strategic Implications

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

“1 Society

1.1 Healthy and Active People

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

## Risk Management Considerations

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

## Policy Implications

The Policy states that sponsorship applications for attendance at National Events will be capped at \$600.00 per team (up to four teams) and Regional or State capped at \$600 per club. International events will be capped at \$1,500.00 per team and schools capped at \$2,000.00 per school per financial year.

## Financial Implications

Budget 2020/2021	<b>\$110 000.00</b>
Amount expended to date (as at 12 April 2021)	\$15,200.00
Balance	\$94,800.00
Total of requests for this round: Donations (in this report):	\$5,600.00
<b>Total this Round (recommended)</b>	<b>\$600.00</b>
<b>BALANCE</b>	<b>\$94,200.00</b>

## **Voting Requirements**

Simple Majority

## **Recommendation**

### **That Council:-**

1. **APPROVE** a request for sponsorship in the sum of \$600.00 to Sun City Thunder Charter for the participation of Lincoln Kimble, Anders Ward, Michael White, Owen Maskelyne, Alistair Ward, Summer Capes, Ashton Carter, Lachlan Clinton, Samuel Coombe and Jack Hill at the National Baseball Tournament to be held in Lismore, NSW from 9-14 June 2021; and
2. **NOT APPROVE** a request for a donation in the sum of \$5,000.00 to the Organization of African Communities of WA Inc to cover 50% of the tickets for Wanneroo residents and free tickets to seniors and young people who wish to attend the WA African Community Awards Night to be held on 4 September 2021 at Crown, Perth.

*Attachments: Nil*

## **Chief Executive Office**

### **Governance & Legal**

#### **4.13 Council Member, Committee Member and Candidate Code of Conduct Complaint Form**

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File Ref:	2388 – 21/170639
Responsible Officer:	Executive Manager Governance and Legal
Disclosure of Interest:	Nil
Attachments:	2
Previous Items:	CE03-03/21 - Council Members, Committee Members and Candidate Code of Conduct - Ordinary Council - 16 Mar 2021

### **Issue**

To consider adopting a new Council Members, Committee Members and Candidate Code of Conduct Complaint Form that aligns with the WALGA template form.

### **Background**

The enactment of the Local Government (Model Code of Conduct) Regulations (**Regulations**) 2021 required that all local governments;

1. Authorise one or more persons to receive complaints and withdrawals of complaints;
2. Approve the form for making a complaint of an alleged breach under Regulation 11 of the Model Code; and
3. Adopt a Code of Conduct modelled on the Regulations Model Code;

Council at its meeting of 16 March 2021 authorised the Director of Corporate Strategy and Performance to receive complaints and adopted a complaint form for the lodgement of complaints under Division 3 of the Model Code as set out in **Attachment 1**.

Council at its meeting of 20 April 2021 adopted a Code of Conduct for Council Members, Committee Members and Candidates inclusive of a Complaints Procedure.

### **Detail**

Subsequent to Council's adoption of the complaint form, the Western Australian Local Government Association (**WALGA**) has developed guidelines and a template Behavioural Complaint Form for use by the local government sector. After review of the WALGA template form, it is recommended that Council adopt a new Complaints Form that aligns with the WALGA template form as set out in **Attachment 2**.

### **Consultation**

All relevant stakeholders have been consulted.

### **Comment**

The WALGA template form is considered to be a best practice model and will facilitate the effective presentation of information necessary to assess a complaint by including the specific

breaches that could relate to the complaint and identifying whether the person being complained about is a council member, committee member or candidate.

The notes section has been updated to provide information to the complainant relating to the Council adopted complaints procedure.

## **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 ADOPTS 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* to REPLACE the complaint form previously adopted by Council (CE03-03/21).**

### Attachments:

1. [Attachment 1: Previously adopted - Complaint of Breach Form Code of Conduct for Council Members, Committee Members and Candidates](#) 21/63869
2. [Attachment 2: Complaint of Breach Form Code of Conduct for Council Members, Committee Members and Candidates](#) 21/170965





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:	

<b>Signature:</b>	
<b>Date received:</b>	<b>Noelene Jennings, Director Corporate Strategy and Performance</b>
<b>Forward to:-</b>	<a href="mailto:Complaints@wanneroo.wa.gov.au">Complaints@wanneroo.wa.gov.au</a> ; Or  <b>City of Wanneroo</b> <b>Locked bag 1</b> <b>Wanneroo WA 6969</b>  <b>ATT: Director Corporate Strategy and Performance</b>

**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.



**Complaint About Alleged Behaviour Breach Form**  
**Code of conduct for Council Members, Committee Members and Candidates**

Schedule 1, Division 3 of the *Local Government (Model Code of Conduct) Regulations 2021*

*Please read the notes at the end of the complaint form for details of the City of Wanneroo's process for receiving and determining a Behavior Complaint and the associated confidentiality requirements.*

To make a valid **Behaviour Complaint**:

- ☐ The allegation must relate to a breach of the behaviour standards in Division 3 of City of Wanneroo's Code of Conduct for Council Members, Committee Members and Candidates.
- ☐ Complete all sections of the Behaviour Complaint Form including any additional information that will support an assessment of the complaint. *The Behaviour Complaint will be assessed based on the information provided only.*
- ☐ The completed Behaviour Complaint Form MUST be lodged with the the City of Wanneroo Behaviour Complaints Officer within one (1) month of the alleged behaviour breach.

<b>Name of person making the complaint:</b>			
<b>Given Name:</b>		<b>Family Name:</b>	
<b>Contact details of person making the complaint:</b>			
<b>Residential Address:</b>			
<b>Contact number:</b>		<b>Mobile:</b>	
<b>Email:</b>			
<b>Name of the local government concerned:</b>	City of Wanneroo		
<b>Name of council member, committee member, candidate alleged to have committed the breach:</b>			
<b>Select the position that the person was fulfilling at the time the person committed the alleged behaviour breach:</b>	Council Member of the City of Wanneroo	<input type="checkbox"/>	
	Member of a Committee of the City of Wanneroo	<input type="checkbox"/>	
	Candidate for election at the City of Wanneroo	<input type="checkbox"/>	
<b>Date that the alleged behaviour breach occurred:</b>			
<b>Location where the alleged behaviour breach occurred:</b>			
<b>Which of the behaviours prescribed in Division 3 of the City of Wanneroo Code of Conduct do you allege this person has breached?</b>			
<b>Clause 8. Personal integrity</b>			

(1) A council member, committee member or candidate —	
(a) must ensure that their use of social media and other forms of communication complies with this code; and	<input type="checkbox"/>
(b) must only publish material that is factually correct	<input type="checkbox"/>
(2) A council member or committee member —	
(a) must not be impaired by alcohol or drugs in the performance of their official duties; and	<input type="checkbox"/>
(b) must comply with all policies, procedures and resolutions of the local government.	<input type="checkbox"/>
<b>Clause 9. Relationship with others</b>	
A council member, committee member or candidate —	
(a) must not bully or harass another person in any way; and	<input type="checkbox"/>
(b) must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government; and	<input type="checkbox"/>
(c) must not use offensive or derogatory language when referring to another person; and	<input type="checkbox"/>
(d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and	<input type="checkbox"/>
(e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.	<input type="checkbox"/>
<b>Clause 10. Council or committee meetings</b>	
When attending a council or committee meeting, a council member, committee member or candidate —	
(a) must not act in an abusive or threatening manner towards another person; and	<input type="checkbox"/>
(b) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and	<input type="checkbox"/>
(c) must not repeatedly disrupt the meeting; and	<input type="checkbox"/>
(d) must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings; and	<input type="checkbox"/>
(e) must comply with any direction given by the person presiding at the meeting; and	<input type="checkbox"/>
(f) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.	<input type="checkbox"/>
<b>Clause 10A – Land Dealings</b>	
A council member or committee member —	
Must declare to the CEO in writing of an intention to undertake a land dealing within the City of Wanneroo district or which may otherwise be in conflict with the City's functions (other than the purchase of the council member's principal place of residence.	<input type="checkbox"/>
<b>Clause 10C – Communications and public relations</b>	
A council member or committee member must acknowledge:	
(1) As a council member there is respect for the decision making processes of council which are based on a decision of the majority of council; and	<input type="checkbox"/>
(2) information relating to decision of council on approvals, permits and so on must only be communicated in an official capacity by a designated officer of council; and	<input type="checkbox"/>
(3) information concerning adopted policies, procedures and decisions of the council must be conveyed accurately.	<input type="checkbox"/>

4.13 – Attachment 2

<b>NO</b>	<input type="checkbox"/>	<i>If no, please include a brief statement explaining why you have not made any efforts to resolve the issue with the person complained about.</i>
<p><i>The Complainant and the Respondent will be offered the opportunity to participate in an Alternative Dispute Resolution process, that if agreed to by BOTH parties, will be undertaken before the complaint is dealt with.</i></p> <p><i>The objective is to support both parties to reach a mutually satisfactory outcome that resolves the issues and restores the relationship between them. An outcome may be that as the Complainant, you will have absolute discretion to withdraw or continue with this Complaint.</i></p> <p><i>Please contact the Behaviour Complaints Officer if you would like more information.</i></p>		
<b>Would you agree to participate in an Alternative Dispute Resolution process?</b>		<b>YES</b> <input type="checkbox"/>
		<b>NO</b> <input type="checkbox"/>
<b>Comments:</b>		
<p><b>Desired outcome of the Complaint</b></p> <p><i>Please explain what you would like to happen as a result of lodging this complaint, including the opportunity to participate in Alternative Dispute Resolution.</i></p>		
<b>COMPLAINANT</b> <i>please sign and date</i>		
<b>Date:</b> /        /		<b>Complainant's Signature</b>
<b>Received by Authorised Officer:</b> <b>Signature:</b>		



	<b>Noelene Jennings, Director Corporate Strategy and Performance</b>
<b>Date received:</b>	
<b>Forward to:-</b>	<a href="mailto:Complaints@wanneroo.wa.gov.au">Complaints@wanneroo.wa.gov.au</a> ; or  City of Wanneroo Locked bag 1 Wanneroo WA 6969  <b>ATT: Director Corporate Strategy and Performance</b>

**NOTE:****Behavioural Breach Complaint - Division 3:**

1. A complaint about an alleged breach must be made:-
  - (a) in writing in the form approved by the local government;
  - (b) to the City's Complaints Officer; 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.
4. Complaints will be dealt with and considered in the order in which they are received by the Complaints Officer.
5. The Council Member or Committee Member to whom the complaint relates will be notified of the receipt of complaint and will be provided with an opportunity to respond to the allegations in the Complaint in writing within 14 days of the notification of the Complaint.
6. Mediation will be offered to both parties and in the event that the matter is resolved to the satisfaction of both parties, the Complainant must lodge a withdrawal of Complaint.

**Rules of Conduct Complaint – Division 4.**

This type of complaint is determined by the Local Government Standards Panel. Please refer to the City's website for information on how to lodge a Rule of Conduct Complaint using the prescribed form.

**Need Advice?**

If you require advice in making a Behaviour Complaint or a Rule of Conduct Complaint, please contact the City's Complaints Officer (08) 9405 5000 or by email to [enquiries@wanneroo.wa.gov.au](mailto:enquiries@wanneroo.wa.gov.au). Att: Noelene Jennings, Director Corporate Strategy and Performance.

**Item 5 Motions on Notice****Item 6 Late Reports (to be circulated under separate cover)****6.1 Reclassification and Full Transfer of Responsibility – Marmion Avenue**

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**Item 7 Public Question Time****Item 8 Confidential****8.1 Proposed Sale of Lot 549 (26) Opportunity Street Wangara**

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File Ref: 41931 – 21/167234

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 Draft Advocacy Plan**

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File Ref: 38449 – 21/140625

Responsible Officer: Chief Executive Officer

*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:*

- (e)(iii) *a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government*

**Item 9 Date of Next Meeting**

The next Ordinary Council Meeting has been scheduled for 6:00pm on Tuesday 11 May 2021, to be held at Council Chambers, Civic Centre, 23 Dundobar Road, Wanneroo.

**Item 10 Closure**



## COUNCIL CHAMBERS SEATING DIAGRAM

