BRIEFING PAPERS

FOR COUNCIL MEMBERS'

BRIEFING SESSION

Draft Only

Please note this meeting will be held electronically

to be held electronically
on 06 July, 2021 commencing at 6:00PM

PROCEDURE FOR FULL COUNCIL BRIEFING SESSION

COVID-19 Pandemic Situation
Given the current Pandemic situation and the risk it poses to the health and well-being of Council Members, staff and the public, this Briefing Session Meeting will be conducted via video conference. The Briefing Session Meeting will be recorded and an audio broadcast placed on the City's website as soon as practicable after the meeting.

In accordance with Local Government (Administration) Amendment Regulations 2020 which came into effect on 26 March 2020, and in line with State and Federal Government advice, these meetings may not be attended by members of the public.

The City encourages any members of the public who wish to raise a question for the Briefing Session, to submit this information via the City's online forms available on the City's Meetings page of the website. The City will make every endeavour to provide a response to any submissions at the Meeting. All submissions will form part of the electronic Meeting.

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.

City of Wanneroo

Briefing Papers for Tuesday 6 July, 2021

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A G E N D A

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

Item 1 Attendances

Item 2 Apologies and Leave of Absence

Item 3 Deputations

Item 4 Reports

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

Planning & Sustainability

Strategic Land Use Planning & Environment

4.1 Consideration of Actions Relating to Developer Contribution Arrangements

File Ref:	5734V06 – 21/261452
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 (pending). 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:

<u>Tax Invoices/ Quotations</u>

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

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

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

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

Cell Works – Payment for Credits

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

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

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

Statutory Compliance

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

Strategic Implications

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

"4 Civic Leadership

4.2 Good Governance

4.2.1 Provide transparent and accountable governance and leadership"

Risk Management Considerations

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

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

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

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

Policy Implications

Nil

Financial Implications

Nil

Voting Requirements

Simple Majority

Recommendation

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

Attachments:

1⇩. DCP Report Attachment July 21/261446

0									Recommendation
Item	Landowner	Cell or DCP Area	Address	Approval	Credits	Contributions	Payable/ Receivable	Comment	It is Recommended that Council:
1	Jindee Development Pty Ltd	Clarkson Butler	PO Box 329 Nedlands WA 6909	N/A		$ 98,555.56	Tax Invoice	Arrangement for the collection of a contribution from Jindee Development Pty Ltd for reimbursement to CVJV for their previous construction of Marmion Avenue. Jindee innovation project (Originally Lot 10 Marmion Avenue) – Clarkson Butler regional road. Fourth payment of ten payments over 10 year period from the date of the first subdivision clearance being 17th August 2017.	**1. Approves the preparation of a Tax Invoice to Jindee Development Pty Ltd for the amount of $98,555.56 (including GST).**
2	Capricorn Village Joint Venture	Clarkson Butler	PO Box 266 West Perth WA 6872	N/A	$ 98,555.56		Payment	As above. The arrangement involves the collection of a payment from Jindee Development Pty Ltd and release of the funds to CVJV on an annual basis. It is noted that CVJV prefunded the Jindee Development Pty Ltd section of Marmion Avenue (abutting their landholding), which would otherwise have require Jindee Development Pty Ltd to construct this section of road. The arrangement has been agreed between the party's and is being coordinated by the City of Wanneroo.	**2. Approves the payment to Capricorn Village Joint Venture for the amount of $98,555.56 (including GST).**
3	Prime Eglinton Pty Ltd	Alkimos Eglinton DCP	Attn: Stuart Reside C/- Urban Quarter WA Unit 8-9, 48 Kishorn Road APPLECROSS WA 6153	155700		$ 132,642.22	Tax Invoice	WAPC subdivision approval (WAPC155700) East of the Beach Stage 5. Deposited Plan 421398. Condition of subdivision approval requiring payment on a square metre basis over 13,094m2 of residential lots at the rate of $10.13 per square metre.	**3. Approves the preparation of a Tax Invoice to Prime Eglinton Pty Ltd for the amount of $132,642.22**
4	Stockland WA Development Pty Ltd	Alkimos Eglinton DCP	Level 12 Durack Centre 263 Adelaide Tce PERTH WA 6000	157890		$ 46,841.12	Tax Invoice	WAPC subdivision approval (WAPC157890). Surveyor pre-cal plan (Amberton Beach Stage 29B). Condition of subdivision approval requiring payment on a square metre basis over 4,624m2 of residential land at the rate of $10.13 per square metre.	**4. Approves the preparation of a Tax Invoice to Stockland WA Development Pty Ltd for the amount of $46,841.12**
5	Stockland WA Development Pty Ltd	Alkimos Eglinton DCP	Level 12 Durack Centre 263 Adelaide Tce PERTH WA 6000	158049/ 157890		$ 55,218.63	Tax Invoice	WAPC subdivision approval (WAPC158049/157890). Surveyor pre-cal plan (Amberton Beach Stage 31B). Condition of subdivision approval requiring payment on a square metre basis over 5,451m2 of residential land at the rate of $10.13 per square metre.	**5. Approves the preparation of a Tax Invoice to Stockland WA Development Pty Ltd for the amount of $55,218.63**
6	Capricorn Village Joint Venture	Yanchep Two Rocks DCP	PO Box 266 WEST PERTH WA 6872	157804		$ 72,852.84	Tax Invoice	WAPC subdivision approval (WAPC157804). Deposited Plan 420826 (Capricorn Estate Stage 9C2) . Condition of subdivision approval requiring payment on a per lot basis for 18 residential lots at the rate of $4,047.38 per lot.	**6. Approves the preparation of a Tax Invoice to Capricorn Village Joint Venture for the amount of $72,852.84**
7	Starbrake Holdings Pty Ltd ATF the Starbrake Holding Trust	Cell 8	48 Wickham St East Perth WA 6004	160268		$ 66,403.64	Tax Invoice	WAPC subdivision approval (WAPC160268). Deposited Plan 421558 (Stage 4E) . Condition of subdivision approval requiring payment on a square metre basis for 3,506 m2 of industrial land at the ICPL m2 rate of $18.94.	**7. Approves the preparation of a Tax Invoice to Starbrake Holdings Pty Ltd ATF the Starbrake Holding Trust for the amount of $66,403.64**
Net Total					**$ 98,555.56**	**$ 472,514.01**			

Continued….

Payment for Cell Work									Recommendation
Item	Landowner	Cell/DCP Area	Address	Approval	Credits	Contributions	Payable	Comment	It is Recommended that Council:
1	CSG Property Trust	Cell 9	PO Box 222 OSBORNE PARK 6917	154885	$ 833,843.36		$ 833,843.36	POS Development costs re-imbursement - The East Wanneroo Cell 9 cost sharing arrangement is the only Cell that includes POS Development to a minimum standard as a Cell Work. The development of the POS has occurred in accordance with the City's approved landscape plans associated with the subdivision of the property (WAPC 154885). The landowner has completed the development works and submitted Tax Invoices to validate and support their claim for reimbursement in accordance with the Cell 9 Cost Sharing Arrangements and DPS2. Land Development have reviewed all invoices and approved the claim. An overarching tax invoice has been received for the total amount of expenditure which has been reviewed by Finance Officers. The claim has been authorised by Administration as being consistent with required minimum POS development standards. In accordance with established procedures, the landowner is required to enter into an acceptance of payment agreement for compensation of the Cell Works to formalise the compensation payable.	**1. Approves the payment of $833,843.36 (including GST) to CSG Property Trust for the development of POS works from the Cell 9 account.**
2	Watson Property Group Northern Aspects Ltd (Receivers and Managers Appointed)	Woodvale Agreed Structure Plan (ASP64)	C/- KordaMentha Level 10, 40 St Georges Terrace Perth WA 6000	Various	$ 913,148.66		$ 913,148.66	The Woodvale Agreed Structure Plan (ASP 64) - Intersection of Wanneroo Road/Prindiville Drive is required to be upgraded to enable vehicle access from within the ASP area onto Wanneroo Road. The City has progressively collected contributions through subdivision for this purpose and the original subdivider Watson Property Northern Aspects Ltd has now completed the stage 1 of the intersection works. The actual expenditure has been reviewed by Administration and the landowners have provided tax invoice evidence for verification and validation. The claim has been authorised by Administration as being consistent with requirements of ASP 64. In accordance with established procedures, the landowner is required to enter into an acceptance of payment agreement for compensation for the intersection works to formalise the compensation payable. This payment will finalise the cost sharing arrangement for Stage 1 of the intersection upgrade with the remaining Stage 2 works being completed when additional funds become available from the subdivision of the two remaining landholdings within the ASP (Conti and Duffy landholdings).	**2 Approves the payment of $913,148.66 (including GST) to Watson Property Group Northern Aspects Ltd (Receivers and Managers Appointed) for the construction of the intersection works at Wanneroo Road and Prindiville Drive from the Woodvale ASP account.**
Total					**$ 1,746,992.02**	**$ -**	**$ 1,746,992.02**		

Approval Services

4.2 Consideration of Amendment No. 193 to District Planning Scheme No. 2 to allow Medical Centre as an Additional Use at Lot 1 (845) Wanneroo Road, Wanneroo

File Ref: 42708 – 21/195707
Responsible Officer: Director Planning and Sustainability
Disclosure of Interest: Nil
Attachments: 3

Issue

To consider a request to amend District Planning Scheme No. 2 (DPS 2) to include 'Medical Centre' as an Additional Use at Lot 1 (845) Wanneroo Road, Wanneroo (Subject site).

Applicant	Planning Solutions
Owner	David Palmer
Location	Lot 1 (845) Wanneroo Road, Wanneroo
Site Area	1,369m2
MRS Zoning	Urban
DPS 2 Zoning	Residential R20

Background

On 13 April 2021, Planning Solutions on behalf of the landowner lodged Amendment No. 193 to DPS 2 for consideration of including the land use 'Medical Centre' as an Additional Use on the subject site. Medical Centre is a use that is listed as an 'X' (Not Permitted) use in the Residential Zone.

The site contains a single storey building with a residential appearance, which has been operating as a dental centre since 1979. The dental centre currently includes two consulting rooms, a reception area, a staff room, a storeroom and a bathroom. There are a total of three dental practitioners (only two operating at any time), three dental nurses and one administration officer employed at the facility. On a typical day, there are between eight to twenty appointments per day, with each appointment generally ranging from 20 minutes to two hours depending on the nature of the visit. The dental centre currently opens from 8:30am to 5:00pm Monday and Wednesday to Friday, 8:30am to 6:00pm on Tuesday and 8:00am to 1:00pm on Saturday. 'Medical Centre' is defined under DPS 2 as a premises that accommodates two or more consulting rooms, therefore, the existing operations of the dental centre falls within this land use.

Prior to lodgement of the proposed scheme amendment, the landowner of the dental centre sought advice from Administration to apply for an extension to the building. However, upon review of the previous approvals associated with the site, the City was unable to locate any development approvals for the dental centre. As the dental centre has been operating since 1979, the provisions of Town Planning Scheme No. 1 applied, which at the time, the site was zoned Residential Development and was capable of accommodating the land uses equivalent to a Medical Centre subject to development approval. As there is no evidence of development approval being granted for the dental centre prior to gazettal of DPS 2, this scheme amendment has been lodged to enable the lawful and ongoing operation of the dental practice.

Detail

Site

The subject site fronts onto Wanneroo Road and comprises the dental centre and seven parking bays. The site is bound by residential properties to the north, south and west. A plan showing the location of the subject site is included as **Attachment 1**.

Proposal

The proposal seeks to amend DPS 2 by:

1. Introducing 'Medical Centre' as an Additional Use on Lot 1 (845) Wanneroo Road, Wanneroo and amending Schedule 2 – Section 1 (Clause 3.20) – Additional Uses as follows:

No		Street/Locality	Particulars of Land	Additional Use and Conditions (where applicable)
A43	1-43	845 Wanneroo Road, Wanneroo	Lot 1 on Diagram 55592	Medical Centre ('P' Use)

2. Amend the Scheme Map accordingly.

The applicant's justification for the proposal can be summarised as follows:

1. The Residential zone is intended to cater for residential development with high standards of amenity and safety, and compatible urban support services. The proposed Medical Centre is considered to be an urban support service that would not result in land use conflict or unacceptable offsite impacts.

2. The dental centre has been operating for 42 years, and does not produce high levels of noise or traffic.

3. There are a number of similar sites along Wanneroo Road comprising a Medical Centre with an Additional Use in DPS 2.

Attachment 2 contains the amendment plan showing the existing zoning and proposed scheme amendment zoning.

Consultation

The proposed amendment is considered to be a 'standard amendment' in accordance with Part 5 – Division 1 of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reasons:

- It is consistent with the objective of the Residential zone to provide for compatible urban support services; and
- It would have minimal impact on land in the scheme area that is not subject of the amendment.

Where a scheme amendment is required to be advertised, the amendment will need to be referred to the Environmental Protection Authority (EPA) to assess the environmental impacts of the proposal and to determine whether any formal environmental assessment is necessary prior to advertising.

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

- Advertisement in a local newspaper for one week;
- Placement of a sign on affected sites, giving notice of the proposal;
- Display notice of the proposal in Council offices;
- Display on the City's website; and
- Referral in writing to affected persons/agencies.

Comment

Compatibility with the Residential Zone

The subject site is located within the Residential zone. The objectives of the Residential zone are to:

a) Maintain the predominantly single residential character and amenity of established residential areas;
b) Provide the opportunity for grouped and multiple dwellings in selected locations so there is a choice in the type of housing available within the City;
c) Provide the opportunity for aged persons housing in most residential areas in recognition of an increasing percentage of aged residents within the City; and
d) Provide for compatible urban support services.

The proposed Additional Use is considered to be consistent with the objective (a) and (d) of the Residential zone for the following reasons:

- The site operates within a single storey dwelling that has been repurposed for the dental centre and is considered to be an urban support service compatible within the surrounding residential area. This maintains the single residential character and amenity of the established residential area.
- Noise generated from the site is required to comply with the *Environmental Protection (Noise) Regulations 1997* at all times. If noise is at a level that becomes a nuisance to local residents, the City will investigate the noise levels and if substantiated, require the property owner to undertake appropriate measures to ensure compliance. To date, no complaints have been received relating to noise generated from the dental centre. In addition, the current operating hours are during standard business hours which do not exceed past 6pm. Therefore, the noise generated from the dental centre is minimal and will ensure that the amenity of the established residential area is maintained.
- The WAPC Transport Impact Assessment Guidelines states that a Transport Impact Statement (TIS) is required for development where it generates moderate volumes of traffic of 10 to 100 vehicle trips in the peak hour. It also states that an increase in traffic of less than 10 per cent of the road capacity would not have a material impact on any particular section of the road. Wanneroo Road is a primary distributor road which is capable of accommodating 35,000 vehicles per day. A TIS was not requested as the traffic generated from the dental centre is less than 10 per cent of the capacity of Wanneroo Road. The traffic generated for the dental centre would not have a material impact on Wanneroo Road and is unlikely to impact the amenity of the residential area.

Existing Medical Centres

There are a number of Medical Centres operating one kilometre of the subject site along Wanneroo Road. These are detailed in the table below which outlines their land use permissibility and respective zones. A map of these locations is included in **Attachment 3**.

No.	Details of the Medical Centre	DPS 2 Zoning	Use permissibility
1	Revitalize Physiotherapy, 880 Wanneroo Road, Wanneroo	Residential	Additional Use A21 Medical Centre
2	Wanneroo Total Health Care, 876 Wanneroo Road, Wanneroo	Residential	Additional Use A20 Medical Centre
3	West Coast Skin Clinic, 857 Wanneroo Road, Wanneroo	Residential	Additional Use A32 Medical Centre
4	Wanneroo Medical and Wanneroo Physiotherapy, 771 Wanneroo Road, Wanneroo	Residential	Additional Use A1 Medical Centre

The above table demonstrates that all four of these Additional Use Medical Centres are within the Residential zone and are specifically located along Wanneroo Road. These uses are appropriate along Wanneroo Road for the following reasons:

- Wanneroo Road is a major freight route and carries high volumes of traffic, which provides more commercial exposure;
- There are less residential properties in close proximity to their location due to larger road reserve widths; and
- There is a different level of amenity to existing residential properties compared to suburban areas.

Given the above, this type of Additional Use is not uncommon along Wanneroo Road and could satisfy the objectives of the Residential zone. Notwithstanding this, all proposals are considered on its own merits, and in this instance, the proposed amendment has demonstrated that the Medical Centre land use could satisfy the objectives of the Residential zone specifically along Wanneroo Road.

Land Use Permissibility

The Amendment is to include Medical Centre as an Additional Use with a land use permissibility of 'P' (Permitted) for the subject site. The applicant has advised the reason for this is that the current operations has been in place for a long time without creating any problems and the scheme amendment will formalise this activity. This will also remove the need for the dental centre operators to seek further development approval, as 'P' uses do not require development approval provided that no works are proposed as per Clause 61 of the *Planning and Development (Local Planning Scheme) Regulations 2015*.

It is acknowledged that the dental centre has been operating harmoniously for 42 years without creating any amenity problems or access issues, and the City has not received any objections or complaints to the dental centre over that period. Notwithstanding this, Administration does not support the proposed 'P' classification of the Medical Centre land use. If the Medical Centre is a 'P' use, the land use and any internal modifications to the building such as additional partitions, does not require development approval. The subject site could therefore have additional consulting rooms and practitioners operating on site without requiring further approval, which could result in parking and noise issues. Administration typically imposes conditions of approval which restricts the number of practitioners on site and operating hours to minimise impacts to surrounding sensitive uses.

As such, Administration recommends the permissibility of the Medical Centre land use be a 'D' (Discretionary) use. This will require a development application to be submitted and enable the

City to apply relevant conditions of approval to ensure that the continued operation of the dental centre is undertaken in a manner that does not impact upon the amenity of the established residential area.

Conclusion

In light of the above, Administration is of the view that the proposed Medical Centre as an Additional Use to the subject site satisfies the objectives of the Residential zone as it provides an urban support service that can have minimal impacts to the amenity of the established residential areas specifically as the subject site is located along Wanneroo Road. Administration also recommends the land use permissibility be modified from 'P' to a 'D' use to ensure that planning controls can be imposed on the activity to ensure the continued operations of the site maintains the amenity of the surrounding areas. It is recommended Council adopts Amendment No. 193 to DPS 2 for advertising subject to modifications.

Statutory Compliance

The scheme amendment will follow the statutory process outlined in 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:

"2 Economy

2.1 Local Jobs

2.1.1 Develop strong economic hubs locally and near transport"

Risk Management Considerations

Risk Title	**Risk Rating**
ST-S12 Economic Growth	Moderate
Accountability	**Action Planning Option**
Chief Executive Officer	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 accept this risk to support existing management systems. This proposal aligns with the Economic objective of the existing Strategic Community Plan, Council should therefore consider the following risk appetite statement: 2.1 Local Jobs.

The City is keen to develop strong economic hubs for growth and employment within the region. This would involve exploring opportunities which will attract and promote investment for local businesses and job creation. The City's Strategic Community Plan acknowledges that development initiatives (for example, in Yanchep and Neerabup) requires planning, due diligence, consultation and funding. The City acknowledges that to achieve the growth that will lead to jobs, the City needs to work strategically with partners including investors and to promote a clear vision. Therefore the City is prepared to accept a high level of financial risk provided that the City implements a risk management strategy to manage any risk exposure.

Policy Implications

Nil

Financial Implications

Nil

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. **Pursuant to Section 75 of the *Planning and Development Act 2005* ADOPTS Amendment No. 193 to District Planning Scheme No. 2 to allow the use class Medical Centre as an Additional Use at Lot 1 (845) Wanneroo Road, Wanneroo and AMENDS:**

   a) Schedule 2 of the District Planning Scheme No. 2 as follows:

No		Street/Locality	Particulars of Land	Additional Use and Conditions (where applicable)
A43	1-43	845 Wanneroo Road, Wanneroo	Lot 1 on Diagram 55592	Medical Centre ('D' Use)

   b) The Scheme Map accordingly.

2. **Pursuant to Section 35(2) of *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES that Amendment No. 193 to District Planning Scheme No. 2 is a Standard Amendment for the following reasons:**

   a) *The Amendment is consistent with the objectives identified in the scheme for the Residential zone; and*

   b) *The Amendment would have minimal impact on land in the scheme area that is not the subject of this amendment.*

3. **Pursuant to Section 81 of the *Planning and Development Act 2005* REFERS Amendment No. 193 to District Planning Scheme No. 2 to the Environmental Protection Authority; and**

4. **Subject to approval from Environmental Protection Authority, ADVERTISES Amendment No. 193 to District Planning Scheme No. 2 for a period of not less than 42 days pursuant to Regulation 47(2) and 47(3) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.**

Attachments:

1⇩.	*Attachment 1 - Location Plan - Scheme Amendment No. 193 - Lot 1 (845) Wanneroo Road, Wanneroo*	*21/197781*
2⇩.	*Attachment 2 - Existing and Proposed Scheme Amendment Map - Scheme Amendment No. 193 - Lot 1 (845) Wanneroo Road, Wanneroo*	*21/197785*
3⇩.	*Attachment 3 - Existing Medical Centres Map - Scheme Amendment No. 193 - Lot 1 (845) Wanneroo Road, Wanneroo*	*21/197936*

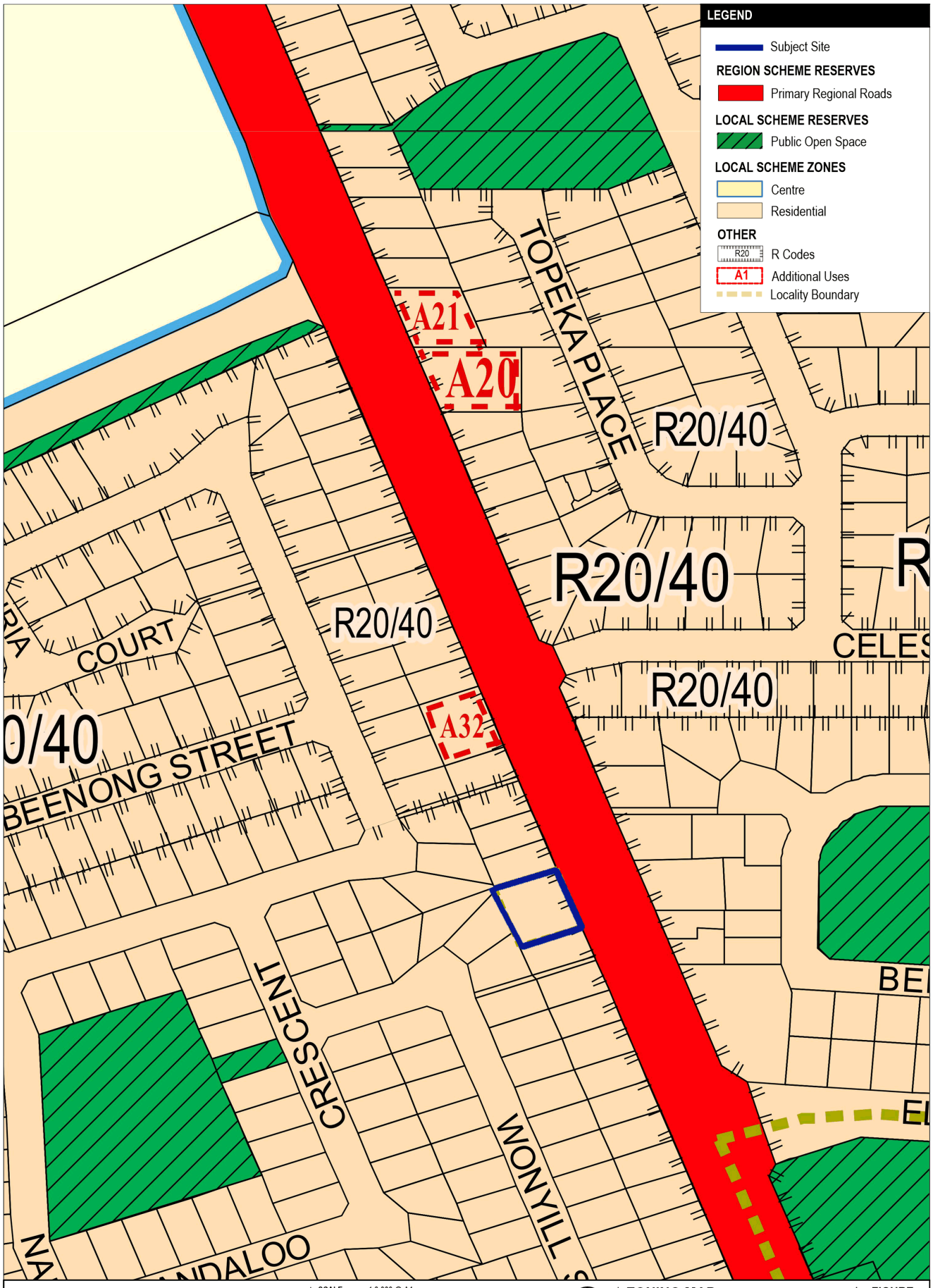


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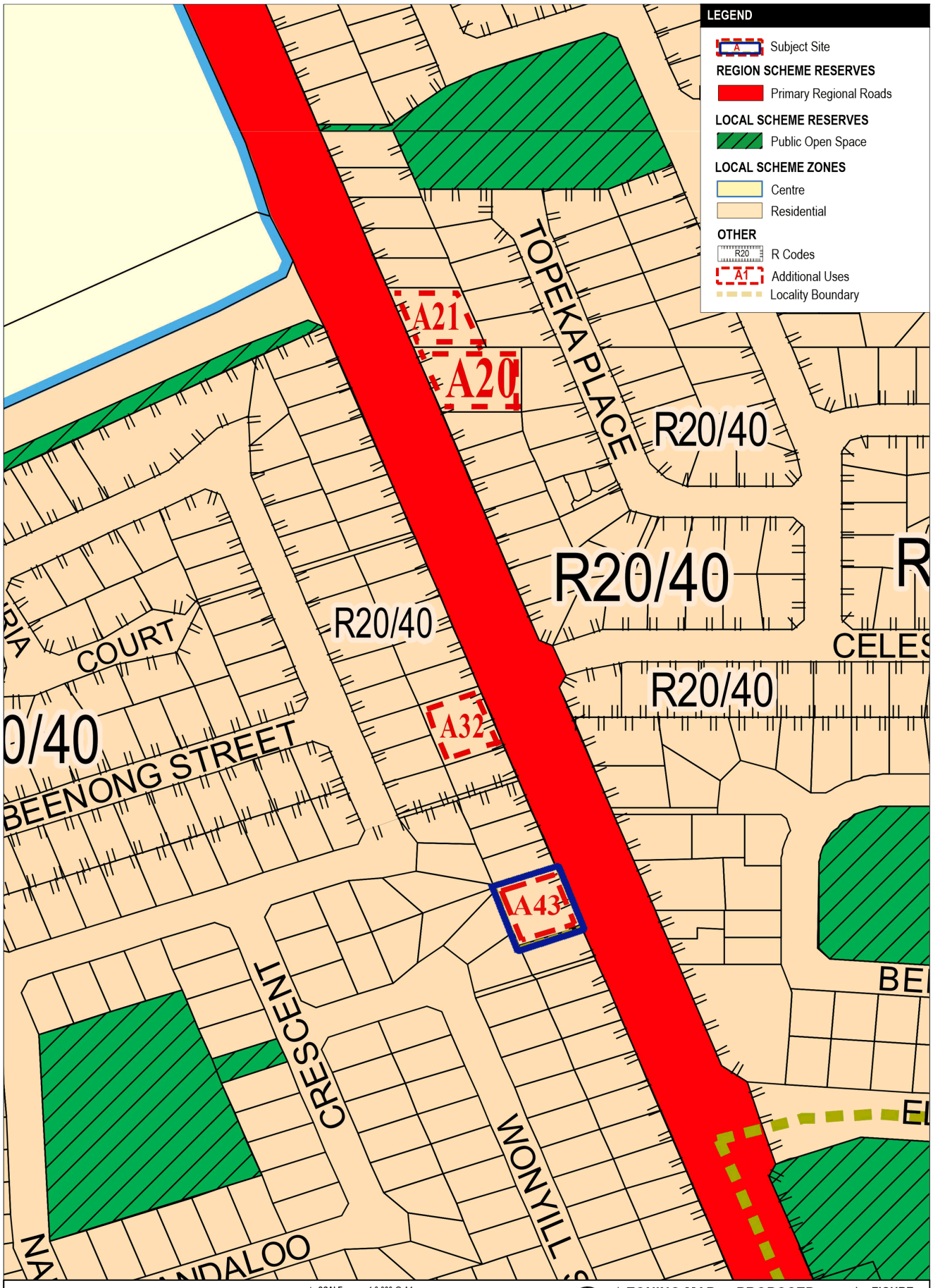
ATTACHMENT 1 - LOCATION PLAN

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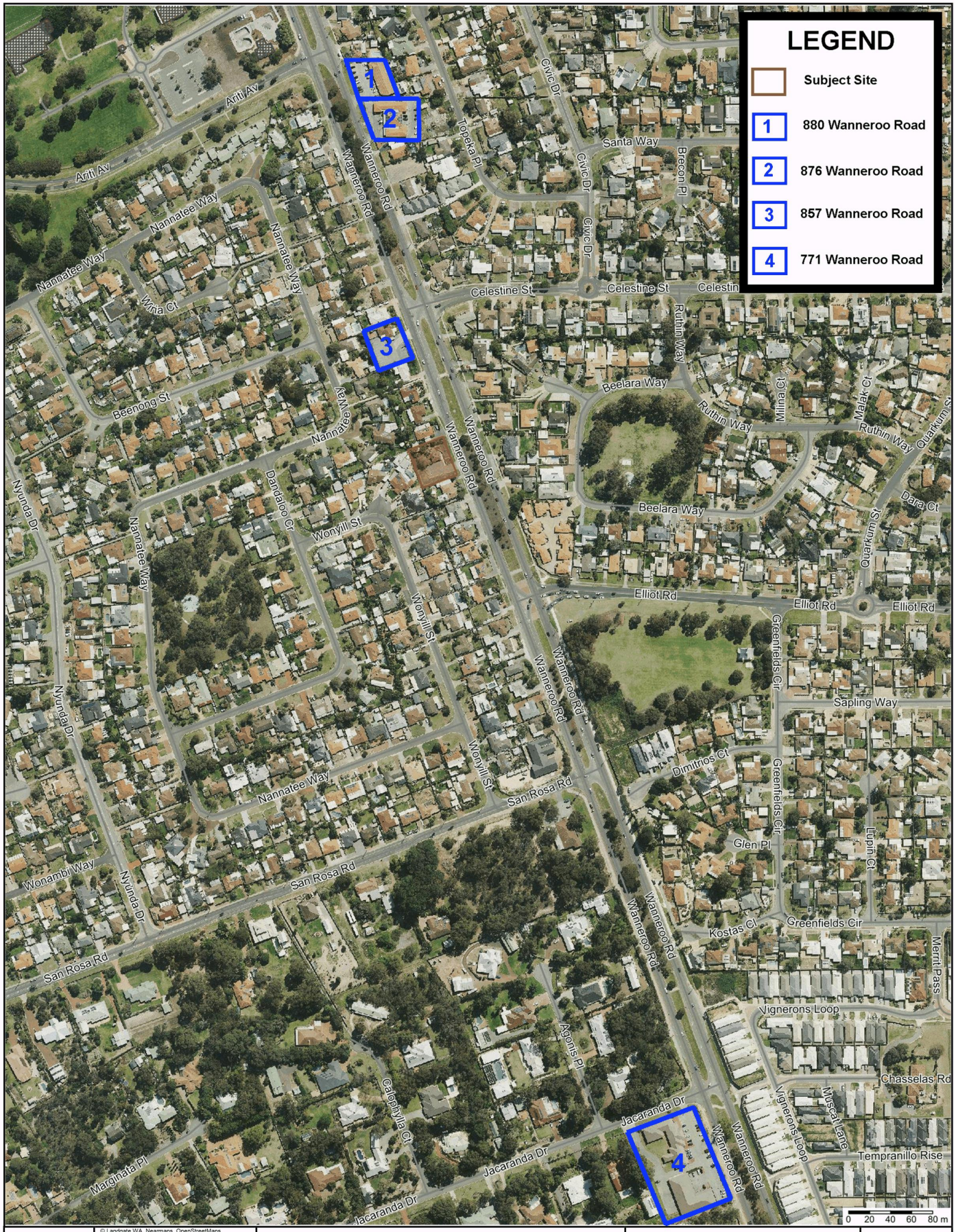
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ATTACHMENT 3 – MAP OF EXISTING MEDICAL CENTRES

Scale = 1:3200

Assets

Strategic Asset Management

4.3 Metropolitan Regional Roads Program - 2022/2023

File Ref: 6923V02 – 21/201353
Responsible Officer: Director Assets
Disclosure of Interest: Nil
Attachments: Nil

Issue

To consider submissions for grant funding from the 2022/2023 Metropolitan Regional Road Program (MRRP) for Road Improvement and Road Rehabilitation Projects.

Background

Each year, Main Roads WA (MRWA) invites project submissions for grant funding consideration as part of the Metropolitan Regional Road Program (MRRP).

This report outlines the guidelines for the assessment of road works and recommends projects for consideration by the Metropolitan Regional Road Group (MRRG).

The project types are separated into two categories as outlined below:

Road Improvement Projects
Improvement projects are those which involve the upgrading of an existing road to a higher standard than currently exists, i.e. dual carriageway construction, pavement widening, new overtaking lanes, traffic control measures, etc.

A multi-criteria analysis (taking into consideration road capacity, geometry, crashes, benefits and costs) is used to prioritise road improvement projects on urban arterial roads within the metropolitan area. This analysis is an integral part of the guidelines for the MRRP and must be followed for submissions to be considered for funding.

Road Rehabilitation Projects
Road rehabilitation projects are those proposed for existing roads where a failed link is to be brought back to pre-existing physical condition, e.g. resealing/resurfacing or reconstruction.

A number of conditions have to be met for a project to be considered in the program. Projects qualify only if the road has a classification of a local distributor road or higher and its Average Annual Daily Traffic (AADT) exceeds 2,000 vehicles per day or the design traffic exceeds 1 x 10^6 Equivalent Standard Axles (a measurement that relates to the commercial vehicle content). Each project is assessed using the approved accumulative points scoring system that considers road condition, surface age and volume of traffic with a minimum score of 700 points for the condition assessment.

Detail

Road Improvement Projects

One new project has been submitted for the 2022/23 program which is:

- The duplication of Lenore Road between Kemp Street and Elliot Road to facilitate forecast traffic growth in Pearsall/Hocking.

The project details are summarised below:

Year	Location	Proposed Works	Estimated Project Cost ($)	Grant ($)	Muni and contributions ($)	Points Score
2022/23	Lenore Road, Hocking/Pearsall	Upgrade to 4 lane dual carriageway between Kemp Street and Elliot Road	5.52M	3.68M	1.84M	5.62

This road project was selected based on the overall score it achieved in accordance with the Road Improvement Grant multi-criteria assessment.

Grant funding available for Road Improvement projects to each Council is limited to $4.0M per financial year. Where the value of successful projects exceeds this limit, the City coordinates with Main Roads WA to fund the projects over multiple years.

Road Rehabilitation Projects

Pavement Analysis Pty Ltd was commissioned to undertake the road rehabilitation visual assessment and mechanical study of various roads, and to provide technical details and recommendations to comply with the criteria for the assessment of road rehabilitation projects. The table below lists the rehabilitation projects that were submitted for consideration in the 2022/2023 program. All the rehabilitation projects are proposed as asphalt reseals.

Item	Road	Locality	Section	Estimated Project Cost ($)	Grant ($)	Muni ($)	Points Score
1	Beach Road (a)	Girrawheen	Hainsworth Avenue (SLK 2.59) to Mirrabooka Avenue (SLK 3.22)	229,852	153,235	76,618	2,370
2	Beach Road (d)	Girrawheen	East of Honeywell (SLK 4.63) to west of Alexander Drive (SLK 5.3)	241,188	160,792	80,396	2,386
3	Blackmore Avenue	Girrawheen	Templeton Cr to Beach Road	307,342	204,895	102,447	2,171
4	Hepburn Avenue (a)	Madeley	Giralt Road (SLK 4.92) to west of Spectator Drive (SLK 4.41)	285,822	190,548	95,274	3,096
5	Hepburn Avenue (b)	Madeley	Spectator Drive (SLK 4.23) to east of Hartman Drive (SLK 3.54)	366,432	244,288	122,144	2,635

Grant funding available for Road Rehabilitation projects to each Council is limited to $750,000 per financial year.

Timelines

The deadline for Road Rehabilitation submissions was 23 April 2021 while the deadline for Road Improvement submissions was 21 May 2021. The above projects were submitted to MRWA by their respective due dates subject to Council endorsement. Following Council's endorsement, a follow up letter will be sent to MRWA advising of the outcome.

The tight timeframe for the preparation of the grant submissions from the date of invitation (which was 03 February 2021) to the associated deadlines meant that reporting to Council prior to the deadline was not feasible. The City engaged specialist consultants to collate data, evaluate and prepare the submissions in accordance with the criteria set out in the invitation. The scheduling of the work and the time taken to complete these submissions could not be aligned with Council's reporting cycle and as a result, the submissions could not be presented to Council prior to the specified deadlines.

Following the closing date, submissions are checked by MRWA for omissions and errors in computations. The MRWA Pavement Branch will audit submissions relating to Road Rehabilitation Projects and an independent auditor appointed by MRWA will audit Road Improvement Projects.

Final audited projects are then collated by MRWA and a priority listing developed based on the audited points score. It is anticipated that this list of audited projects will be distributed to all Councils by September 2021.

The Sub Groups of the Metropolitan Regional Road Group (MRRG) each have group meetings to discuss and recommend projects within their own Sub Group. Recommendations are forwarded to the MRRG. The Cities of Wanneroo, Joondalup and Stirling form the North West Sub Group. The MRRG considers funding submissions in accordance with the guidelines and makes recommendations to the State Road Funds to Local Government Advisory Committee.

Councils would expect to receive advice from MRWA early in 2022 of the successful projects for the 2022/23 financial year. The final listing of the successful projects in subsequent years' budgets will be considered by Council as part of the annual budget process.

Consultation

Nil

Comment

The projects selected have been identified as they best meet the grant funding program's selection and assessment criteria and enables the City to maximise the opportunity for funding under the MRRP's competitive process.

Based on previous years grant funding submissions to the MRRP, the Road Rehabilitation Projects listed have a high potential of success. Should the City be unsuccessful in receiving grant funding for the rehabilitation projects, the road conditions will continue to be monitored and projects will be included in the City's Annual Transport Assets Renewal Program in accordance with the priorities determined by the City's Road Asset Management System. Likewise, with the Road Improvement projects, annual traffic growth will continue to be monitored and projects will continue to be submitted for annual MRRP funding until such a time they are considered for funding.

Statutory Compliance

Nil

Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2013 – 2023:

"3 Environment (Built)

3.5 Connected and Accessible City"

2.5 Improve transport options and connections

Risk Management Considerations

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

Risk Title	**Risk Rating**
ST-S04 Integrated Infrastructure & Utility Planning	Moderate
Accountability	**Action Planning Option**
Director Planning & Sustainability and Director Assets	Manage

The above risks relating to the issue contained within this report have been identified and considered within the City's Strategic risk register. Action plans have been developed to accept this risk to support existing management systems. This proposal aligns with the Environment (Built) objective of the existing Strategic Community Plan, Council should therefore consider the following risk appetite statement: 3.5 Connected and Accessible City.

The City's defined risk appetite for 3.5 Connected and Accessible City is articulated through the risk appetite statement as - Connectedness is key to building strong communities and the City acknowledges that development and improvement of local transport infrastructure and improved accessibility initiatives requires appropriate planning, due diligence, consultation, funding and focusing on communication and consultation to achieve desired outcomes. Therefore, the City will accept moderate reputational risk when undertaking improvements to enhance accessibility for the community.

Policy Implications

Nil

Financial Implications

The maximum annual grant allocation for Councils is $4.0M for Road Improvement Projects and $750K for Road Rehabilitation Projects. A condition of the grant under the MRRP is that the City must contribute at least one third of the project cost to secure the State Government funding.

City's share of the Lenore Road project cost will be met from the City's own sources funding and Town Planning Scheme contributions.

The City's current Long Term Financial Plan (LTFP) makes provisions for Metropolitan Regional Road Program projects in the 2022/23 financial year, comprising the State government's grant allocation and the City's one third contribution. Should the funding submission for projects submitted to the Road Improvement and Road Rehabilitation Program be successful, the exact matching funding requirements would be adjusted as part of the 2022/23 annual budget deliberations.

Voting Requirements

Simple Majority

Recommendation

That Council ENDORSES the submission of the following projects to Main Roads WA for grant funding consideration as part of the 2022/2023 Metropolitan Regional Road Program: -

1. Road Improvement Projects – Year 2022/23:

Location	Proposed Works	Estimated Project Cost ($)	Grant ($)	Muni and contributions ($)
Lenore Road, Hocking/Pearsall	Upgrade to 4 lane dual carriageway between Kemp Street and Elliot Road	5.52M	3.68M	1.84M

2. Road Rehabilitation Projects - Year 2022/23:

Road	Locality	Section	Estimated Project Cost ($)	Grant ($)	Muni ($)
Beach Road (a)	Girrawheen	Hainsworth Avenue (SLK 2.59) to Mirrabooka Avenue (SLK 3.22)	229,852	153,235	76,618
Beach Road (d)	Girrawheen	East of Honeywell (SLK 4.63) to west of Alexander Drive (SLK 5.3)	241,188	160,792	80,396
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Hepburn Avenue (a)	Madeley	Giralt Road (SLK 4.92) to west of Spectator Drive (SLK 4.41)	285,822	190,548	95,274
Hepburn Avenue (b)	Madeley	Spectator Drive (SLK 4.23) to east of Hartman Drive (SLK 3.54)	366,432	244,288	122,144

Attachments: Nil

4.4 Policy Revision - Public Guidance Signs on Road Reserves

File Ref: 6130 – 21/226065
Responsible Officer: Director Assets
Disclosure of Interest: Nil
Attachments: 1

Issue

To consider changes to the Public Guidance Signage in Road Reserves Policy following public consultation.

Background

A review of the Public Guidance Signage in Road Reserves Policy was completed with the amendments to the Policy presented to Council for adoption at its meeting in April 2021 (AS02-4/21) with the following resolution:

"That Council ENDORSES the revised Public Guidance Signage in Road Reserves Policy as detailed in Attachment 2 for community feedback"

Community feedback has now been obtained and is as outlined below.

Detail

The amendments to the Public Guidance Signage in Road Reserves Policy include:

- Guidance signs for schools and churches may include names and denominations;
- All other guidance signs should be generic, e.g. Dentist rather than 'xxxxx' Dentist; and
- Clarification on the use of variable message signs (VMS) within road reserves.

Consultation

Community feedback was invited in various ways including:

- An email to the Wanneroo Business Association requesting feedback;
- An advertisement in the Wanneroo Times Thursday 20 May 2021 requesting feedback;
- A notice on the 'Have Your Say' web page on the City's internet site with the revised policy and requesting feedback

No community feedback was received.

Comment

No external comments were received. A minor change to reflect the internal responsibility on the collection of impounding fee has been made in section 1.5 of the revised policy.

The above amendment has been made with track changes as shown in the final version of the policy in **Attachment 1**.

The amendments will result in the Public Guidance Signage in Road Reserves Policy being more streamlined and easier to administer for the organisation; and easier for community

groups and organisations groups to apply for as well as complying with Main Roads WA requirements.

Statutory Compliance

Nil

Strategic Implications

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

"3 Environment (Built)

3.5 Connected and Accessible City

3.5.1 Deliver local transport infrastructure including roads, footpaths and cycle ways to improve accessibility"

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 purpose of this report is to recommend changes to the Public Guidance Signage in Road Reserves Policy to provide clarity and improve the administration of the Policy. The intent of the Policy, which is to provide public guidance signage to assist the public in locating community and commercial services and facilities within the City of Wanneroo, has not changed.

Reviewing this policy supports Council's objective of reviewing and developing policies covering signage within the City of Wanneroo.

Financial Implications

Nil

Voting Requirements

Simple Majority

Recommendation

That Council ENDORSES the revised Public Guidance Signage in Road Reserves Policy as detailed in Attachment 1.

Attachments:

1⇩. ATTACHMENT 1 - Council Policy : Public Guidance Signage In Road Reserves Policy (2021) 19/97166[v2]

City of Wanneroo

Policy Manual

PUBLIC GUIDANCE SIGNAGE IN ROAD RESERVES

Policy Owner: Director Assets
Contact Person: Manager Asset Planning
Date of Approval: TBC

POLICY STATEMENT

Approval to place a public guidance sign within the road reserve requires a written application advising preferred wording with a supporting street plan identifying signage location(s). The City's approval needs to be obtained prior to assessment of supply and/or installation cost or whether a bond is applicable.

The purpose of this policy is to provide a uniform and consistent approach to approving public guidance signage in road reserves.

POLICY OBJECTIVE

This policy aims to:

- To provide public guidance signage to assist the public in locating community and commercial services and facilities within the City of Wanneroo (the City) and;
- Ensure that advertising signs are consistent with and appropriate to their location and function and;
- Prevent visual pollution of advertising signs and avoid dangerous placements to both pedestrians and vehicular traffic.

SCOPE

This policy applies to any requests from the public for public guidance or directional signage in road reserves. Public guidance signs that require the City's approval prior to installation include:

- Direction Signs (Urban and Rural Areas)
- Tourist Signs
- Temporary Community Advertising Signs
- Service Club Signs
- Land Estate Development Signs
- Industrial Estate Signs

This Policy does not apply to Illuminated Advertising Signs which requires specific planning approval.

IMPLICATIONS (Strategic, Financial, Human Resources)

Administration of the public guidance signage approval process, database register and monitoring of installed signage will be carried out with existing resources.

All costs associated with the purchase, erection, maintenance and replacement of the sign shall be borne by the entity or group seeking to have the sign erected.

All permanent signage approved by the City under this Policy are supplied and installed by the City at the applicant's cost. All such signage shall remain the property of the City.

Fees and charges that may be applicable to the installation of public guidance signage will be detailed in the City's Schedule of Fees and Charges.

IMPLEMENTATION

Persons or organisations wishing to seek further information on the implementation of this Policy should refer to the City's Signage Information Sheets which provides guidance on key principles, requirements and the application process for requests for Public Guidance Signage in road reserves:

- Signage - Information Sheet S1 : Signage Introduction; and,
- Signage - Information Sheet S4 : Signs in the Road Reserve.

Once an application for Public Guidance Signage in the road reserve has been approved, and the applicable fees and charges paid, the City will arrange the supply and installation of the agreed signs.

1. General Requirements for Public Guidance Signage

The following general requirements apply for all public guidance signage located in the road reserve applications unless otherwise advised:

1.1 The City will undertake routine general maintenance associated with approved permanent signage located within the road reserve but accepts no responsibility for damage and/or public liability claim arising as a result of vandalism, accident or wear and tear. Where signs are deemed by the City to require more than routine general maintenance, then they will be removed and returned to the applicant where known. If unknown, then these signs will be impounded at the City's Ashby Depot Compound.

1.2 The City will not undertake routine general maintenance associated with approved temporary signage located within the road reserve and accepts no responsibility for damage and/or public liability claim arising as a result of vandalism, accident or wear and tear. Where signs are deemed by the City to be causing a nuisance or are considered to be a safety hazard then they will be removed and returned to the applicant where known. If unknown, then these signs will be impounded at the City's Ashby Depot Compound.

1.3 The approval for public guidance signage, unless approved for a shorter term, is valid for a period of five (5) years. After five years the City shall make contact with the applicant to ascertain if the sign is still relevant and required. If not, or if no response, the sign shall be removed. Applicants will be provided the option to extend the approval for a further period of five years.

1.4 The City reserves the right to revoke any prior approval of public guidance signage in the road reserve where such signage is deemed to be contrary to the intent of this policy and from time to time as regulations change. Any signs that are considered non-compliant, unauthorised, unsafe or no longer serving the needs of the public shall be removed. Where applicable, the original applicant of such signs will be notified accordingly.

1.5 The City~~'s Ashby Depot Compound Stores Supervisor~~ is empowered to collect an impounding fee on a per sign basis or call on the bond for the return of signs collected by its personnel, or appointed contractor(s), unless approved otherwise. Any signs held in the Ashby Depot Compound for longer than a ~~30 day~~two month period from the time it was collected will be disposed to the tip site.

1.6 If an applicant requires a sign to be moved due to works in the area (for example a sign was previously directing traffic through a break in the median strip, which no longer exists) then the sign will be moved to the next feasible location.

1.7 If the applicant requires a sign to be moved for any other reason they must submit a new application and pay the relevant fees.

1.8 Public guidance signage to be located along the following roads requires Main Roads WA (MRWA) approval:

- Wanneroo Road;
- Ocean Reef Road;
- Indian Ocean Drive;
- Marmion Avenue;
- Mitchell Freeway;
- Gnangara Road (between Ocean Reef Road and City of Swan boundary).

Applications will be assessed by the City in the first instance and if approved they will be forwarded to MRWA for consideration. MRWA's decision is final.

1.9. Replacement of any existing signage will be the subject to the conditions of this policy and will require a new application. Replacement signage will only be approved in accordance with this policy and prior existence of signs does not infer automatic approval of new signage.

2. Specific Requirements for Public Guidance Signage

Specific requirements for the various public guidance signage options follows:

2.1 Direction Signs (Urban Areas)

Approved Direction Signs in urban areas are supplied and installed by the City at the applicant's cost. Subject to approval by the City's Administration, Direction Signs in the urban area will be provided in accordance with the following criteria:

City of Wanneroo

Policy Manual

2.1.1(a) Public guidance to the location of facilities (generally of a non-commercial nature) such as:

- Town Halls, Municipal Offices, Civic Centres, Depots and Libraries
- Rubbish Disposal and Recycling Sites
- Churches and religious institutions
- Sporting, recreational grounds and facilities
- Aged Care Facilities
- Schools and Tertiary education facilities
- Non-profit Organisations
- Cultural Institutions/sites
- Police Stations
- Post Offices
- Railway Stations and Coach Stations
- Shopping Centres (see clause 2.1.1(b)
- Hospitals
- Medical Centres, Veterinary Clinics, Dentists

2.1.1(b) Commercial services and facilities, however a sign will not be approved for an establishment that forms part of a larger complex i.e.: a fingerboard sign will not be approved for a delicatessen within a shopping centre.

2.1.2(a) Wording is to be “generic” in nature and is to avoid direct advertising of business names with the wording standardised, e.g., Shopping Centre, Medical Centre, Child Care Centre etc.

2.1.2(b) Direction signs for Schools, Churches and Civic Buildings may include the names/denominations so long as the maximum sign length does not exceed 1.2m in accordance with AS 1742.5 Manual of uniform traffic control devices Part 5: Street name and Community Facility Name Signs.

2.1.3 Where commercial business is involved, evidence of planning approval in relation to the business activity being undertaken is to be provided in support of an application.

2.1.4 Direction Signs reflecting home businesses are not permitted within a residential area (to ensure a high level of amenity).

2.1.5 Up to two Direction Signs may be erected on a single pole identifying a street name. In this respect, the signs will be manufactured to the standard length so that in the long term it is possible to convert from the single pole to a stack sign situation.

2.1.6 Up to five Direction signs may be located at any one location by utilising a two pole sign stack, the street name shall be located above the other signs and there shall be a clearance of at least 150mm between the bottom of the street name plate sign and the top of any other sign.

Due to the limit of five direction signs per intersection, commercial business will have to be considered in order of priority in providing aid or comfort over and above other commercial enterprises e.g.:

- Medical Centres;
- Dental Surgeries;
- Veterinary Clinic;
- Pharmacies;

2.1.7 Direction Sign wording will be white lettering on blue background. Generally signs placed on arterial roads shall have 200 mm deep finger plates placed at a minimum distance of 100 metres prior to the junction and local roads with 150 mm deep finger plates to be placed at the junction.

2.1.8 Direction signs are to be positioned on the intersection at the entrance to the side road down which the signed premises are located.

2.1.9 Direction Signs on arterial roads shall be limited to one signed route from any arterial road in either direction with such signing restricted to a maximum of two arterial roads.

2.1.10 No Direction Signs are to be erected adjacent to the community and commercial service and/or facility.

2.2. Direction Signs (Rural Areas)

Approved Direction Signs in rural areas are supplied and installed by the City at the applicant's cost. Subject to approval by the City's Administration, Direction Signs in the rural area will be provided in accordance with the requirements outlined for Direction Signs (Urban Areas) above, with arterial roads considered the important collector roads servicing the rural area.

Approval will be granted for Direction Signs indicating rural produce where the applicant holds a current stall-holder's licence.

2.3. Tourist Signs

Approval to place Tourist signage within the road reserve will need to comply with the 'Mainroads Policy and Application Guidelines for Tourist and Service Signs'. . If approved the cost of the signage is to be borne by the applicant and installation undertaken by Main Roads WA for state controlled roads and the City for local roads.

2.4. Temporary Community Advertising Signs

Subject to approval by the City's Administration, a maximum of ten Temporary Community Advertising Signs per application of up to 0.5 square metres in area per sign will be permitted for non-profit organisations only for up to a maximum period of six weeks. A bond (refundable if conditions of approval are met) is payable prior to

confirmation of approval to cover the cost of removal of the sign(s) by the City where necessary.

Following receipt of the City's formal approval, the applicant is responsible for the supply, installation, maintenance and subsequent removal of the approved Temporary Community Advertising Sign(s).

2.5. Service Club Signs

Subject to approval by the City's Administration, Service Club Signs are allowed to be erected in the road reserve adjacent to the facility where the Club meets. A plan depicting the size and style of the sign inclusive of foundation details needs to be provided in support of the application requirements.

The City's approval will require the Club to arrange for supply and delivery of the sign to the City's Ashby Depot Compound and on receipt the City will undertake installation at the Club's cost.

2.6. Land Estate Development Signs

Land Estate Developers are entitled to two Land Estate Development Signs per estate indicating the marketed name of the land release. Generally signs placed on arterial roads shall have 200 mm deep finger plates placed at a minimum distance of 100 metres prior to the junction and local roads with 150 mm deep finger plates to be placed at the junction. Sign colours will consist of a blue background with yellow lettering and be placed on poles identifying a street name or stacks as outlined for Direction Signs (Urban Areas) above.

The signs will be removed by the City on receipt of advice from the applicant that land sales have been completed or after two years following initial installation, whichever occurs first.

Approved Land Estate Development Signs are supplied and installed by the City at the applicant's cost.

2.7. Industrial Estate Signs

Areas zoned as an Industrial Estate are signed as a general area (eg., Wangara Estate, Flynn Drive Industrial Area, etc.) with no further signing permitted. Signage is to conform to the requirements outlined for Direction Signs (Urban Areas) above.

Approved Industrial Estate Signs are supplied and installed by City at no charge to the business enterprises within the Industrial Estate benefiting from that sign.
All signage for new business enterprises within an Industrial Estate is controlled through the development approval process and the City's Signs Local Law 1999.

Subject to approval by the City's Administration, a temporary sign for a new tenant in a multi-unit premises within an Industrial Estate of up to 0.5 square metres in area may be located in the road reserve adjacent to their premises for up to a maximum of three months. A bond is payable prior to confirmation of approval to cover the

cost of removal of the sign where necessary. Following receipt of the City's formal approval the applicant is responsible for the supply, installation, maintenance and removal of the approved temporary sign.

2.8. Variable Message Signs

Due to their distracting effect on motorists, the City does not approve the use of Variable Message Signs (VMS) to advertise. The use of VMS is restricted to situations where they are installed on a temporary basis, to advise of roadworks, event detours, traffic delays, community messaging or where they otherwise assist with the safe and efficient movement of traffic. The City will only consider VMS locations that are required as part of an approved Traffic Management Plan.

ROLES AND RESPONSIBILITIES

The Traffic Services Unit will be responsible for administering the application and approvals process, enforcement, publication and compliance of this Policy and the associated Management Procedure including the upkeep of the register of approved signage and their locations.

Asset Maintenance will be responsible for the installation and maintenance of approved public guidance signage.

Asset Maintenance and Community Safety will be responsible for the removal of any signs that are non-compliant, unauthorised, unsafe or no longer serving the needs of the public.

DISPUTE RESOLUTION

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

EVALUATION AND REVIEW PROVISIONS

The effectiveness of this policy will be assessed through the administration and management of the approvals process by the Traffic Services Unit within the Assets Directorate. This policy is to be reviewed every three years taking into consideration of the opportunities and challenges experienced by the Traffic Services unit in administrating this policy.

DEFINITIONS

Nil

City of Wanneroo

Policy Manual

RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

- Signs Local Planning Policy (LPP) 4.6
- Signs Local Law 1999
- City of Wanneroo Public Places and Local Government Property local law and Parking Local Law 2015

REFERENCES

- MRWA Standards and Policy and Application Guidelines for Advertising Signs Within and Beyond State Road Reserves
- Australian Standards AS1742 - AS1742.5 and AS1742.6
- Tourism WA's Tourist Signage Guidelines

RESPONSIBILITY FOR IMPLEMENTATION

Principal Specialist Traffic Services

Version	Next Review	Record No:
01 May 2001		W155-05/01
23 Sept 2003		TS13-09/03
Mar 2005 : Minor amendment		TS09-03/05
Apr 2007 : Amendment to Manager Title change		IN12-04/07
Dec 2009 : Two Policy Objectives added, Section 2.1 amended		IN12-12/09
9 Apr 2019 : Minor amendments and Manager Title change – reformatted to new policy template	31 Oct 2019	CE05-04/19 HPE 19/97166[v1]
April 2021: Changes made following audit of existing public guidance signage within the City.	April 2024	HPE 19/97166[v2]

Infrastructure Capital Works

4.5 RFT 21012 - The Renewal of Play Equipment, Softfall and Installation of Shade Sail Structures

File Ref: 24985V04 – 21/228003
Responsible Officer: Director Assets
Disclosure of Interest: Nil
Attachments: 2

Issue

To consider Tender No. 21012 for the Provision of Minor Works for the Renewal of Play Equipment, Softfall and Installation of Shade Sail Structures within the City of Wanneroo.

Background

The 2021/22 Capital Works Program has identified twenty-five parks across the City that require the renewal of park assets and/or the installation of shade structures.

Tender No. 21012 included each park as a separable portion, which allowed Tenderers to submit tenders for each park separately, or collectively for all parks.

The parks that form the Scope of this Tender are as follows:

No	Park Name	Suburb	Scope of Works
Part A The renewal of playgrounds that require equipment, softfall and shade sails			
1	Eiffel Park	Tapping	Play equipment, softfall replacement and the installation of new shade sails
2	Elliot Park	Wanneroo	Play equipment, softfall replacement and the installation of new shade sails
3	Yanchep Community Centre	Yanchep	Play equipment, softfall replacement and the installation of new shade sails
4	Brightlands Park	Carramar	Play equipment, softfall replacement and the installation of new shade sails
5	Avondale Park	Mindarie	Play equipment, softfall replacement and the installation of new shade sails
6	Chesterfield Park	Hocking	Play equipment, softfall replacement, the extension of the playground footprint and the installation of new shade sails
7	Litchfield Park	Carramar	Play equipment and softfall replacement
8	Little Green Park	Quinns Rock	Play equipment, softfall replacement and the installation of new shade sails
9	Ashdale Park	Darch	Play equipment and softfall replacement
10	Tandara Park	Tapping	Play equipment and softfall replacement
11	Donnelly Park	Wanneroo	Play equipment, softfall replacement, the extension of the playground footprint and the installation of new shade sails

No	Park Name	Suburb	Scope of Works
12	Lake Joondalup Pre-School	Wanneroo	Swing and softfall replacement
Part B The renewal of playgrounds that require shade sails and/or softfall only			
13	Mintaro Park	Quinns Rock	Installation of shade sails
14	Curtis Park	Girrawheen	Softfall replacement and installation of shade sails
15	Booderee Park	Yanchep	Softfall replacement
16	Alexander Heights Community Centre	Alexander Heights	Softfall replacement
17	Glenfine Park	Carramar	Softfall replacement
18	Jenolan Way Community Centre	Merriwa	Softfall replacement
19	St Andrews Park	Yanchep	Softfall replacement
20	Versailles Park	Landsdale	Softfall replacement
21	Verwood Park	Butler	Softfall replacement and installation of shade sails
22	Rosslare Park	Mindarie	Installation of shade sails
23	Clarkside Park	Wanneroo	Installation of shade sails
24	Studmaster Park	Wanneroo	Installation of shade sails
25	Paloma Park	Marangaroo	Installation of shade sails

Detail

Tender No. 21012 for the Provision of Minor Works for the Renewal of Play Equipment, Softfall and Installation of Shade Sail Structures was advertised on the 20 of March 2021 and closed on the 11 of May 2021.

A number of addenda were issued as follows:

- Addendum 1 - Response to tenderers queries – General Questions;
- Addendum 2 - Response to tenderers queries – Design Questions;
- Addendum 3 - Response to tenderers queries – General Questions;
- Addendum 4 - Response to tenderers queries – Design Questions; and
- Addendum 5 - Revised Price Schedule.

The addendums did not change the tendered Scope of Works.

Essential details of the proposed contract are as follows:

Item	Detail
Contract Form	Minor Works
Contract Type	Lump Sum
Contract Duration	Not more than 12 months
Commencement Date	September 2021
Defects Liability Period	12 months
Extension Permitted	No
Rise and Fall	No

Tender submissions were received from the following companies:

Part A
- A_Space Australia Pty Ltd (A-Space);
- Active Discovery (Active Discovery);
- Hansen Pty Ltd T/F Hansen Family Trust T/A Forpark Australia (Forpark);
- Kompan Playscapes Pty Ltd (Kompan); and
- Playmaster Pty Ltd (Playmaster).

Part B
- Astro Synthetic Surfaces Pty Ltd (Astro Synthetic Surfaces);
- NH Enterprises Pty Ltd t/as Perth Better Homes (Perth Better Homes);
- Perth Playground and Rubber (Perth Playground and Rubber);
- Supreme Shades (Supreme Shades); and
- West Coast Shade ATF the West Coast Shade Trust (West Coast Shade).

Part A & B
- MAS (WA) Pty Ltd atf the Simpson Family Trust t/a Miracle Recreation Equipment (Miracle).

The initial review of the tender submissions by the Tender Evaluation Panel (TEP), confirmed that all offers were conforming and suitable for further evaluation.

The TEP comprised:

- Project Manager Infrastructure Capital Works
- Specialist Parks Contracts
- Landscape Designer
- Coordinator Safety Systems

Probity Oversight

The City's Contracts Officer undertook oversight of the tender assessment process.

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

Item No	Description	Weighting
1	Sustainable Procurement (Corporate Social Responsibility) • Environmental Considerations 5% • Buy Local 10% • Reconciliation Action Plan 2.5% • Disability Access & Inclusion 2.5%	20%
2	Demonstrated Understanding and Methodology	30%
3	Demonstrated Experience and Capacity	30%
4	Occupational Health and Safety	20%
5	Design Suitability and Play Value Offered	Not weighted
6	Pricing (assessed based exclusively on Value for Money principles)	Not weighted

Price and design were not included in the weighted criteria, but were considered as part of the overall value for money assessment.

Value for money assessed the quality, play value and suitability to the City's requirement of the individual playground proposals in comparison to the lump sum price for each park.

Evaluation Criteria 1 – Sustainable Procurement (Corporate Social Responsibility) (20%)

An assessment was made to determine the ranking based on the tenderers' environmental policy and practices, buy local contributions, as well as commitment to reconciliation and disability access and inclusion.

Sub criteria a) Environmental Considerations (5%)
An assessment based on tenderers' Environmental policy and practices, resulted in the following ranking:

Part A

Tenderer	Ranking
Kompan	1
Forpark	2
Playmaster	3
A-Space	3
Miracle	5
Active Discovery	6

Part B

Tenderer	Ranking
Supreme Shades	1
Perth Better Homes	1
West Coast Shade	1
Perth Playground & Rubber	4
Miracle	4
Astro Synthetic Surfaces	6

Sub criteria b) Buy Local (10%)

An assessment was made on the responses provided, that relate to:

- Purchasing arrangements through local businesses;
- Location of tenderer's offices, depots and production facilities;
- Residential addresses of staff and subcontractors; and
- Requirement for new employees arising from award of the contract.

This assessment resulted in the following ranking:

Part A

Tenderer	Ranking
Miracle	1
Playmaster	2
Forpark	3
Kompan	4
A-Space	5
Active Discovery	5

Part B

Tenderer	Ranking
Miracle	1
Supreme Shade	2
Perth Playground & Rubber	3
Perth Better Homes	4
West Coast Shade	5
Astro Synthetic Surfaces	6

Sub criteria c) Reconciliation Action Plan (2.5%)

An assessment was made on the responses provided that relate to:

- RELATIONSHIPS - building positive relationships between indigenous and non-indigenous people;
- RESPECT – recognising the contribution of Indigenous people to Australia and learning more about the history, culture and diversity in a two-way communication process; and
- OPPORTUNITIES – attracting, developing and retaining organisational talent to build opportunities for aboriginal employment, training, development and mentoring.

This assessment resulted in the following ranking:

Part A

Tenderer	Ranking
Forpark	1
Playmaster	2
Active Discovery	3
A-Space	4
Miracle	5
Kompan	5

Part B

Tenderer	Ranking
Perth Better Homes	1
Supreme Shades	2
Perth Playground & Rubber	2
Astro Synthetic Surfaces	4
Miracle	4
West Coast Shade	4

Sub criteria d) Disability Access & Inclusion (2.5%)

An assessment was made to on the responses provided that relate to:

- People with disabilities have the same buildings and facilities access opportunities as other people;
- People with disabilities receive information in a format that will enable them to access information as readily as other people are able to access it;
- People with disabilities receive the same level and quality of service from staff as other people receive;
- People with disabilities have the same opportunities as other people to make complaints; and
- People with disabilities have the same opportunities as other people to participate in any employment opportunities.

The assessment resulted in the following ranking:

Part A

Tenderer	Ranking
Playmaster	1
Forpark	1
Active Discovery	1
A-Space	4
Miracle	4
Kompan	6

Part B

Tenderer	Ranking
Perth Better Homes	1
West Coast Shade	2
Miracle	2
Supreme Shade	4
Astro Synthetic Surfaces	5
Perth Playground & Rubber	5

The overall assessment of all Sustainable Procurement criteria resulted in the following consolidated ranking:

Part A

Tenderer	Ranking
Miracle	1
Forpark	2
Playmaster	3
Kompan	4
A-Space	5
Active Discovery	6

Part B

Tenderer	Ranking
Supreme Shades	1
Miracle	2
Perth Better Homes	3
Perth Playground & Rubber	4
West Coast Shade	5
Astro Synthetic Surfaces	6

Evaluation Criteria 2 – Demonstrated Understanding and Methodology (30%)

The tenderer's methodology and understanding as presented in their tender submission were assessed in order to evaluate their capacity to meet the requirements of the contract. Assessment of this criterion considered the tenderer's understanding of the project scope, how the scope is to be delivered and the proposed Schedule of Works.

The assessment of this criterion has resulted in the following ranking:

Part A

Tenderer	Ranking
Playmaster	1
Miracle	1
Active Discovery	3
Forpark	4
Kompan	4
A-Space*	6

Part B

Tenderer	Ranking
Perth Better Homes	1
West Coast Shade	2
Miracle	2
Supreme Shades	4
Perth Playground & Rubber	4
Astro Synthetic Surfaces	6

*A-Space did not achieve the minimum acceptable score for this evaluation criterion.

Criteria 3 – Demonstrated Experience and Capacity (30%)

The tenderers' relevant experience in demonstrating the achievement of meeting client expectations, as well as the personnel available as presented in their tender submission were assessed in order to evaluate their capability to meet the requirements of the contract. Assessment of this criterion considered the tendering entity's credentials, current workload and resources available to fulfil the requirements of the contract.

The assessment of this criterion has resulted in the following ranking:

Part A

Tenderer	Ranking
Forpark	1
Miracle	2
Playmaster	3
Kompan	3
Active Discovery	3
A-Space	3

Part B

Tenderer	Ranking
Supreme Shades	1
West Coast Shade	1
Perth Better Homes	3
Perth Playground & Rubber	3
Miracle	3
Astro Synthetic Surfaces	6

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

Evidence of safety and quality management policies and practices was assessed from the tender submissions. The assessment for safety management was based on the tenderers' responses to an Occupational Health and Safety Management System Questionnaire included within the tender documentation.

The assessment of this criterion has resulted in the following ranking:

Part A

Tenderer	Ranking
Playmaster	1
Miracle	2
Active Discovery	2
Forpark	4
Kompan	4
A-Space*	6

Part B

Tenderer	Ranking
Perth Playground & Rubber	1
Perth Better Homes	1
West Coast Shade	3
Supreme Shades	4
Miracle	5
Astro Synthetic Surfaces	6

*A-Space did not achieve the minimum acceptable score for this evaluation criterion.

Overall Weighted Assessment and Ranking

Tenderers' submissions were reviewed in accordance with the PEP with the following key observations:

- Price and Design are not weighted and are included in the overall value for money assessment;
- The tenderers' submissions were evaluated in accordance with the selection criteria and were assessed as having the necessary resources, previous experience, capability and safety and quality management systems to undertake the tender;
- The tenderers' design proposals for both shade sails and play equipment complied with the scope of works; and
- The Park Asset Renewal Program is to be issued as a separable portion contract.

The overall qualitative weighted assessment resulted in the following ranking:

Part A

Tenderer	Ranking
Miracle	1
Playmaster	2
Forpark	3
Active Discovery	4
Kompan	5
A-Space*	6

Part B

Tenderer	Ranking
Perth Better Homes	1
Supreme Shades	2
Miracle	3
West Coast Shade	4
Perth Playground & Rubber	5
Astro Synthetic Surfaces	6

*A-Space did not achieve the minimum acceptable score for the Occupational Health & Safety criterion as well as the Demonstrated Understanding & Methodology criterion, therefore, did not proceed to the value for money assessment stage.

Evaluation Criteria 5 – Design Suitability and Play Value Offered (Non-weighted)

Each tenderer was required to provide an individual design proposal for each park within the scope of works. Each design was assessed on the play value offered, their compliance to all relevant City and Australian Standards, and the value for money provided.

The results of the design evaluation was included in the overall value for money assessment for tenderers that met the minimum Overall Qualitative Criteria requirement.

Evaluation Criteria 6 - *Pricing (Non-weighted)*

The fixed lump sum price per each individual park proposal was applied in the overall value for money assessment for tenderers that met the minimum Overall Qualitative Criteria requirement.

Overall Value for Money Assessment

Miracle, Playmaster, Forpark, Active Discovery, Kompan, Perth Better Homes, Supreme Shades, West Coast Shades, Astro Synthetic Surfaces and Perth Playground & Rubber all achieved acceptable qualitative criteria weighted scores.

The individual playground proposals from these tenderers were assessed on the value for money offered, based on the lump sum price provided and the design consensus reached.

Refer to **Confidential Attachment 2** for the outcome of this assessment.

A summary of this outcome is as follows:

Park Name	Preferred Tender
Eiffel Park	Playmaster
Elliot Park	Playmaster
Yanchep Community Centre	Forpark
Brightlands Park	Kompan
Avondale Park	Forpark
Chesterfield Park	Playmaster
Litchfield Park	Playmaster
Little Green Park	Forpark
Ashdale Park	Active Discovery
Tandara Park	Forpark
Donnelly Park	Playmaster
Lake Joondalup Pre-School	Forpark
Mintaro Park	Supreme Shades

Park Name	Preferred Tender
Curtis Park	Supreme Shades
Booderee Park	Perth Better Homes
Alexander Heights Community Centre	Astro Synthetic Surfaces
Glenfine Park	Perth Better Homes
Jenolan Way Community Centre	Astro Synthetic Surfaces
St Andrews Park	Astro Synthetic Surfaces
Versailles Park	Astro Synthetic Surfaces
Verwood Park	Astro Synthetic Surfaces
Rosslare Park	*Not recommended for award (refer to comments under Consultation)*
Clarkside Park	Perth Better Homes – Option 1
Studmaster Park	Supreme Shades
Paloma Park	Supreme Shades

As a result, it is recommended that the separable portions tenders be awarded to the tenderers as detailed in **Attachment 1.**

Consultation

The community was further consulted on the concepts for Chesterfield Park and Donnelly Park due to the high level of interest in the existing playgrounds and the feedback received was incorporated into the scope of works.

Additional community consultation was undertaken for Rosslare Park in Mindarie due to the specified height of the shade sails proposed in the designs received. The adjoining property owners were contacted and significant negative feedback was received, therefore it is proposed to not install shade sails at Rosslare Park at this stage. Administration will review this design, consult with the community if required and develop a new delivery schedule for the installation of shade sails in Rosslare Park.

On award of each Contract, the relevant contractor is required to install signage of the intended works at each individual playground relating to the construction works. Prior to construction, an information letter will be delivered to all residents within a 400m radius of the relevant park.

Post tender award and prior to the construction phase, the City will provide regular progress updates on key project milestones; posting of information on the City's webpage and media channels.

Statutory Compliance

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

Strategic Implications

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

"3 Environment (Built)

3.4 Activated Places

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

Enterprise Risk Management Considerations

Risk Title	Risk Rating
CO-O08 Contract Management	Moderate
Accountability	**Action Planning Option**
Director Corporate Strategy & Performance	Manage

Risk Title	Risk Rating
ST-S04 Integrated Infrastructure & Utility Planning	Moderate
Accountability	**Action Planning Option**
Director Planning & Sustainability and Director Assets	Manage

Financial and Performance Risk

Financial Risk

A financial risk assessment was undertaken on all Recommended Tenderers as part of the tender evaluation process. The outcome of this independent assessment by Corporate Scorecard Pty Ltd advised that all Recommended Tenderers have been assessed with a satisfactory financial capacity to meet the requirements of the contract.

Each playground that forms part of the seven contracts will be awarded as separable portion, and payment for each separable portion will be made in full on reaching the practical completion for each park.

Performance Risk

All tenderers have a varying degree of experience in the playground industry working with various local governments across Western Australia. They have completed several projects for the City with positive results. In addition to that, the recommended tenderers have no disputes and claims history as stated in each submission.

Individual reference checks have also indicated that the recommended tenderers have a strong track record of working with local government for more than 5 years.

Policy Implications

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

Financial (Budget) Implications

The table below summarises the available funding for the renewal of play equipment, softfall and installation of shade sails and associated expenses in the 2020/2021 Capital Works Program:

Description	Expenditure	Budget
Budget:		
Allocated Capital Works Budget (PR-1910)		$1,713,118
Allocated Capital Works Budget (PR-2484)		$165,000
Allocated Capital Works Budget (PR-4321)		$380,000
Expenditure:		
Expenditure incurred to date	$0	
Commitment to date	$0	

Description	Expenditure	Budget
Project Management & Professional Fees	$80,480	
Tender 21012 (this Tender) - Total	$1,630,182	
Other Works - *Rotary Park Design* - *Playground safety audit* - *Service locations* - *Studmaster Park Viewing Platform renewal* - *Donnelly Park Footpath and Park Furniture upgrade* - *Chesterfield Park Lighting Design*	$328,484	
Construction Contingency	$218,972	
Total	**$2,258,118**	**$2,258,118**

Voting Requirements

Simple Majority

Recommendation

That Council ACCEPTS the separable portions tenders, detailed in Attachment 1, submitted by Active Discovery, Astro Synthetic Surfaces, Forpark, Kompan, Perth Better Homes, Playmaster and Supreme Shades for Tender No. 21012, renewal of park assets and installation of new shade sails, for their respective separable portions' lump sum prices as per the General Conditions of Tendering.

Attachments:

1⇩.	*21012 - Attachment 1 - Tender 21012*	*21/240976*
2⇩.	*21012 - Confidential Attachment 2 - Tender 21012*	*21/241000*

Tender 21012 for the Provision of Minor Works for the Renewal of Play Equipment, Softfall and Installation of Shade Sail Structures.

The following table outlines the recommended separable portions to be awarded for Tender No 21012:

Tenderer	Separable Portion - Parks	Scope	Total Value
Active Discovery	• Ashdale Park, Darch	• Play equipment and softfall replacement.	**$ 99,445.00**
Astro Synthetic Surfaces Pty Ltd	• Alexander Heights Community Centre • Jenolan Way Community Centre • St Andrews Park, Yanchep • Versailles Park, Landsdale • Verwood Park, Butler	• Softfall replacement. • Softfall replacement. • Softfall replacement. • Softfall replacement. • Softfall replacement and installation of new shade sails.	**$ 151,120.00**
Hansen Pty Ltd T/F Hansen Family Trust T/A Forpark Australia	• Yanchep Community Centre • Avondale Park, Mindarie • Little Green Park, Quinns Rock • Tandara Park, Tapping • Lake Joondalup Pre-School, Wanneroo	• Play equipment, softfall replacement and installation of new shade sail. • Play equipment, softfall replacement and installation of new shade sails. • Play equipment, softfall replacement and installation of new shade sails. • Play equipment and softfall replacement. • Play equipment and softfall replacement.	**$ 371,279.00**
Kompan Playscapes Pty Ltd	• Brightlands Park, Carramar	• Play equipment, softfall replacement and installation of new shade sails.	**$ 80,380.20**
NH Enterprises Pty Ltd t/as Perth Better Homes	• Booderee Park, Yanchep • Glenfine Park, Carramar • Clarkside Park, Wanneroo	• Softfall replacement. • Softfall replacement. • Installation of new shade sails.	**$ 77,306.00**
Playmaster Pty Ltd	• Eiffel Park, Tapping • Elliot Park, Wanneroo	• Play equipment, softfall replacement and installation of new shade sails.	**$ 707,503.20**

	• Chesterfield Park, Hocking • Litchfield Park, Carramar • Donnelly Park, Wanneroo	• Play equipment and softfall replacement. • Play equipment, softfall replacement and installation of new shade sails. • Play equipment and softfall replacement. • Play equipment, softfall replacement and installation of new shade sails.	
Supreme Shades	• Mintaro Park, Quinns Rock • Curtis Park, Girrawheen • Studmaster Park, Wanneroo • Paloma Park, Marangaroo	• Installation of new shade sails. • Softfall replacement and installation of new shade sails. • Installation of new shade sails. • Installation of new shade sail.	**$ 143,149.00**

Attachment 2 – Confidential Attachment 2 - Tender 21012

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

Administration Use Only
Attachment 1 – Confidential 21/241000

4.6 PT02-03/21 Request to Reduce the Speed Limit to 60kph Outside Lakelands Village, Sydney Road, Gnangara

File Ref: 3120V07 – 21/258966
Responsible Officer: Director Assets
Disclosure of Interest: Nil
Attachments: 1

Issue

To consider a petition for speed limit reduction on Sydney Road in the vicinity of the Lakelands Leisure Village in Gnangara.

Background

Council received petition PT02-03/21 at its meeting of 16 March 2021. The petition was signed by 67 residents of the City of Wanneroo. The petition reads:

"Please sign this petition to have the speed limit lowered to 60kmh outside Lakelands Village on Sydney Rd, Gnangara."

A location plan of the Lakelands Leisure Village is shown at **Attachment 1**.

The City has previously considered two petitions (PT01-02/09 & PT04-05/14) requesting a speed reduction on Sydney Road at its meetings of April 2009 and July 2014 respectively (IN07-04/09 & IN04-07/14 refers). These both resulted in resolutions to request Main Roads WA (MRWA) to undertake a speed zone review of Sydney Road. On both occasions MRWA concluded that the current 80km/h posted speed limit was still considered appropriate. MRWA also stated that Sydney Road is a semi-rural road, providing an alternative connecting route to rural properties both residential and commercial in nature. Most semi-rural type roads are designed for a higher speed than those in residential areas, which is the expectation by the majority of motorists.

Detail

Sydney Road and Lakelands Drive are Local Distributor Roads in the City's Functional Road Hierarchy. The posted speed limit is 80km/h for Sydney Road and 60km/h for Lakelands Drive.

The area is zoned as "Special Rural" and "General Rural", however the Zoning may change in the future as it is part of the East Wanneroo District Structure Plan.

The Lakelands Leisure Village is located on the northwest corner of the junction of Sydney Road and Lakelands Drive and is on land zoned "General Rural". Access to the Lakelands Leisure Village is off Sydney Road.

Street lighting on Sydney Road and Lakelands Drive is provided by luminaries mounted on Western Power distribution poles. The standard of street lighting on this classification of road is similar to that provided for the majority of rural zoned areas in the City serviced by overhead power, where intersections are lit and streetlights provided on every second power pole. There are existing footpaths on Sydney Road and Lakelands Drive, which service both frontages of the Lakelands Leisure Village. The road is delineated with the appropriate signage and line marking.

A traffic count was carried on Sydney Road out adjacent to the Lifestyle Village in June 2021. This indicated that the road carries approximately 2,850 vehicles per day with an operating

(85%ile) speed of 81.7Km/hr, which demonstrates general compliance with the posted speed limit of 80kph.

Further analysis of the measured speeds identified that there is a small percentage of vehicles that exceed the posted speed limit, with the highest speeds on the road occurring overnight. Approximately 1% of all vehicles were recorded as exceeding the speed limit by more than 20kph, indicating that speeding is occurring as a result of a minority of inconsiderate road users disobeying the road rules dictated by the Road Traffic Code 2000 & associated Road Traffic Act 1974.

Following this analysis, Administration again approached MRWA with the data from the latest traffic count, to seek a Speed Zone Review of the road and received the following response on 16 June 2021:

Sydney Road, Gnangara Rd to Pine Crest Way
Existing posted speed limit, 80km/h between Gnangara Road 0.00 SLK through to Pine Crest Way 4.3 SLK

Findings:
- *Current operating speed 81.7km/h*
- *Local Distributor Road*
- *2,861 vehicles per day*
- *8.2% heavy vehicles*
- *The southern section of Sydney Road is a four lane, dual carriageway for the lower 1000m*
- *The northern section of Sydney Road is a two lane, undivided single carriageway for the upper section extending 3,300m*
- *This section of road is a low standard rural/semi-developed road providing network connectivity and access to partially built-up areas and rural properties*
- *There are 4 un-signalised T-intersections, 7 un-signalised T-intersections and 1 signalised intersection at Gnangara Road*
- *Target Speed range is 60km/h – 80km/h*

Recommendation:
- *Noting all the above factors it is considered that the current posted speed limit of 80km/h is in line with driver expectations whilst also achieving a balance between traffic safety, land use amenity, transport efficiency and network consistency.*
- *The requested reduction to 60km/h speed limit is not supported.*

Consultation

Consultation has mainly been with MRWA who is the authority responsible to assign speed limits and install traffic signs on public roads in WA.

Comment

MRWA is the authority responsible for considering the speed zoning for all roads. Accordingly, the latest traffic data was provided to MRWA requesting a speed zone review. MRWA did not support the speed limit reduction, determining that the current 80kph speed zoning is appropriate for the rural / semi developed nature of the road.

The traffic data identified that there is a small percentage of vehicles that exceed the posted speed limit, with the highest speeds on the road occurring overnight. Administration considers that awareness of the posted speed limit may assist the road users in driving to speed limit. Therefore it is proposed to deploy City's speed advisory trailer on Sydney Road and Lakelands Drive to assist in educating motorists of the posted speed limit in these roads. The deployment

of this trailer is considered advantageous as it helps to educate motorists of the appropriate speed environments on roads.

Additionally, Administration will review the standard of the street lighting on Sydney Road at this location to improve awareness of the development at night, if required.

It is also noted that in December 2020, the WA Planning Commission finalised the East Wanneroo District Structure Plan to guide development of the area over the next 50 years. In the approved structure plan, Sydney Road is designated as an “Integrator Arterial” road and eventually will be upgraded to a dual carriageway standard. Sydney Road will continue to grow in importance in the City's transport network providing support to adjacent residential development and economic activity generally. The timeframe for the upgrade will be determined by the rate of development in the surrounding area and meeting the necessary warrants to secure funding. It is anticipated that the ultimate Sydney Road design will include the upgrade of the Lakelands Road intersection. Appropriate speed zoning for all roads in the area will be determined under the MRWA speed zoning policy, as the use of the road and its adjacent land uses change.

Statutory Compliance

Nil

Strategic Implications

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

“3 Environment (Built)

3.5 Connected and Accessible City

3.5.1 Deliver local transport infrastructure including roads, footpaths and cycle ways to improve accessibility”

Risk Management Considerations

Risk Title	**Risk Rating**
CO-023 Safety of Community	Low
Accountability	**Action Planning Option**
Director Community & Place	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 issue contained within this report have been identified and considered within the City’s Corporate Risk Register. Action plans have been developed to manage this risk to improve the existing management systems.

Alignment with the following risk appetite statements should also be considered:

Society: 1.2 Safe Communities. The City places a high priority on the safety of its community particularly in the public realm and the importance of hazard and risk identification, management and reduction, and will therefore accept a moderate risk to reputation, low risk to financial and safety.

Civic Leadership: 4.1 Working With Others. The City is committed to engaging with community, partners, government agencies and the broader business community to achieve agreed outcomes that are aligned to community aspirations. The City acknowledges that success in service delivery by the City cannot be achieved in isolation. It requires a collaborative approach, working with the community, partners, government agencies and the broader business community to achieve outcomes that are aligned to community aspirations. This will be achieved by being transparent with information, delivering, and maintaining a consistent message when engaging with stakeholders. The City acknowledges that working with others involves managing any potential unfavourable feedback, which could have a reputational impact however the City is prepared to accept a moderate level of reputational risk.

Policy Implications

Nil

Financial Implications

The costs associated with the deployment of a speed trailer in Sydney Road form part of the ongoing operating budgets. Should street lighting upgrades be required, they can be funded using the existing budget allocation for the Street lighting Upgrade Program.

Voting Requirements

Simple Majority

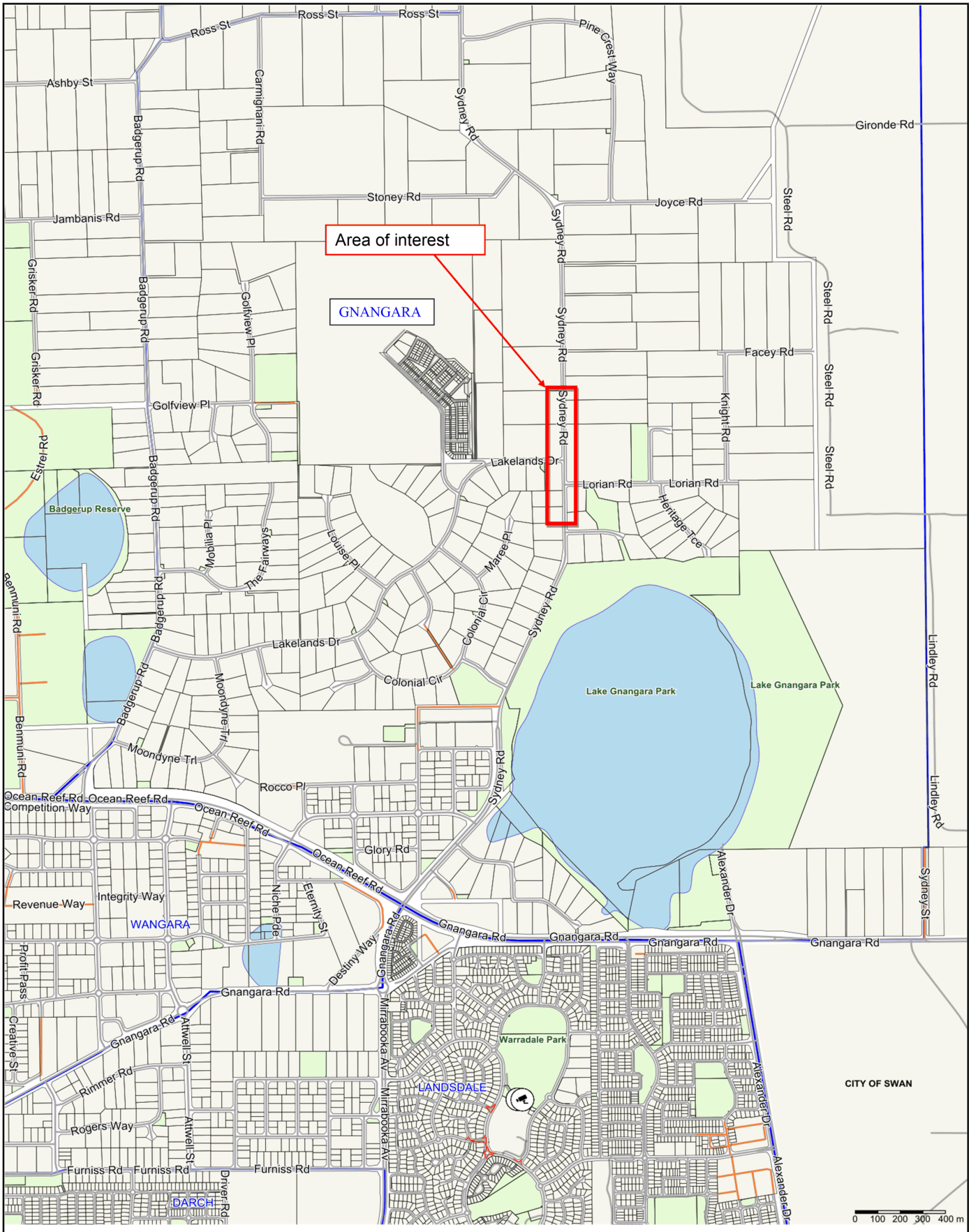
Recommendation

That Council:-

1. **NOTES that Main Roads WA does not support speed reduction from 80kmh to 60kmh on Sydney Road;**
2. **REQUESTS Administration to deploy the Speed Advisory Trailer on Sydney Road to educate motorists of the appropriate speed environments on roads;**
3. **REQUESTS Administration to review the street lighting provided on Sydney Road adjacent to the Lakelands Leisure Village; and**
4. **ADVISES the Petition organiser of Council's decision.**

Attachments:

1⇩. Location map - Sydney Road Gnangara 21/262884



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www.openstreetmap.org/copyright

Location Map: Sydney Road, Gnangara

Date: 21/06/2021

Printed by Md Ashrafuzzaman, Milon

Scale = 1:15339

N

Community & Place

Community Service Delivery

4.7 Community and Place Policy Reviews

File Ref:	38319 – 21/247914
Responsible Officer:	Director Community and Place
Disclosure of Interest:	Nil
Attachments:	4
Previous Items:	SCS02-07/20 - Community Support and Financial Assistance Framework - Special Council - 20 Jul 2020 6:00pm (Special) CP07-07/19 - Council Policy Amendments - Community & Place Directorate - Ordinary Council - 30 Jul 2019 7.00pm CS03-05/20 - Fee Waivers, Concessions and Debt Write Off Policy and Donations and Youth Sponsorships Policy - Ordinary Council - 05 May 2020 6:00pm CP02-05/18 - Review of Council Policy - Youth Reward and Recognition - Ordinary Council - 01 May 2018 7.00pm

Issue

To consider policy revisions and extensions to scheduled review timeframes for a number of Council Policies applicable to the Community and Place Directorate.

Background

Council Policies are a statement of the principles or position that is intended to guide or direct decision-making within the City.

All Council Policies (as well as other like documents) should be reviewed regularly to ensure compliance with legislation; continued alignment with the adopted Strategic Community Plan and the City's requirements to provide sound and effective internal controls to minimise risk and deliver desired outcomes.

The Community and Place Directorate has a number of policies under review, with proposed changes presented below for consideration.

Detail

Community Funding Policy

The Community Funding Policy was approved by Council at a Special Council Meeting on 20 July 2020. The current version requires a minor amendment to improve clarity of the arrangements for the Flagship Fund. This administrative change has been identified as necessary through stakeholder consultation however does not impact on the intent of the policy (**Attachment 1**).

Social Media Guidelines Policy

The Social Media Guidelines Policy (**Attachment 4**) was approved by Council at its Ordinary Meeting on 27 May 2014. The review date for this policy was extended until 10 December

2019 at the Ordinary Council Meeting on 30 July 2019 (CP07-07/19), to enable consideration in line with a new Communications Strategy.

Since that time, this Policy (as it relates to Council Members) has been superseded by the *Local Government (Model Code of Conduct) Regulations 2021*.

For City employees, a new Corporate Policy was approved by Administration on 3 June 2021, subject to the repeal of the Social Media Guidelines Policy by Council. The Communications and Social Media Policy (Corporate) will provide the continued guidance required for City employees.

It is considered that the introduction of the *Model Code Regulations* and availability of the new Communications and Social Media Policy (Corporate) removes the requirement to have a Social Media Guidelines Policy, and it is recommended that this Policy is repealed.

The following Policies require approval for an extension of the review date:

- Donations and Youth Sponsorships Policy
- Youth Reward and Recognition Policy

The Donations and Youth Sponsorships Policy was adopted by Council at its Ordinary Meeting on 5 May 2020 (CS03-05/20), noting at the time that this was an interim policy subject to further review in alignment with a new overarching Community Funding Policy and Community Support and Financial Assistance Framework.

The Youth Reward and Recognition Policy was originally approved in June 2006, with the current version adopted by Council on 1 May 2018 (CP02-05/18). It provides a framework for the provision of scholarships and awards to primary and secondary school students attending schools within the City of Wanneroo.

Both policies are subject to major review to ensure alignment with the Community Support and Financial Assistance Framework and to consider the opportunity to include the financial aspects of each in a revised Community Funding Policy. It is intended that the review of these policies will be progressed in collaboration with the Community Support and Financial Assistance Working Group at meetings scheduled in July and August 2021, and it is therefore proposed that the scheduled review date be extended to 14 December 2021.

Consultation

Consultation has been undertaken with the relevant external stakeholders and all policies have been reviewed as per City's Policy and Procedure review process.

Comment

The intent of the Community Funding Policy has not changed and the minor amendment proposed is considered to be administrative in nature.

It is considered that the Social Media Guidelines Policy is no longer required with the *Local Government (Model Code of Conduct) Regulations 2021* bringing into effect a mandatory code of conduct for council members, committee members and candidates. For employees the Communications and Social Media Policy (Corporate) provides the ongoing necessary guidance.

Extensions to the review date for the Donations and Youth Sponsorships Policy, and Youth Reward and Recognition Policy are sought to enable strategic work to be progressed with the Community Support and Financial Assistance Working Group, to align the financial aspects with the Community Support and Financial Assistance Framework.

Statutory Compliance

Policies have been reviewed to ensure ongoing compliance with appropriate standards and legislation.

Strategic Implications

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

"4 Civic Leadership

4.2 Good Governance

4.2.1 Provide transparent and accountable governance and leadership"

Risk Management Considerations

Risk Title	**Risk Rating**
CO-019 Decision Making	Low
Accountability	**Action Planning Option**
Chief Executive Officer	Manage

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

Risk Appetite Statements

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

Policy Implications

These policies have been recommended for amendment, repeal or extension as a result of an evaluation and review process undertaken in accordance with the City of Wanneroo's Policy and Procedure Register and associated Management Procedure.

Financial Implications

Nil

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. APPROVES the revised Community Funding Policy (Attachment 1);

2. APPROVES the repeal of the Social Media Guidelines Policy (Attachment 4);

3. APPROVES an extension of the review date for the Youth Reward and Recognition Policy to 14 December 2021; and

4. APPROVES an extension of the review date for the Donations and Youth Sponsorships Policy to 14 December 2021.

Attachments:

1⇩.	*Attachment 1 - Community Funding Policy (July 2021) Minor amendment*	*19/211787[v2]*	*Minuted*
2⇩.	*Attachment 2 - Community Funding Policy minor amendment July 2021 tracked changes*	*21/188453*	
3⇩.	*Attachment 3 - Community Funding Policy (July 2020)*	*19/211787[v1]*	
4⇩.	*Attachment 4 - Social Media Guidelines Policy*	*11/75322[v3]*	*Minuted*

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Policy Manual

Community Funding Policy

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

POLICY STATEMENT

The City of Wanneroo (City) is committed to building healthy, safe and connected communities through the provision of **Community Funding** and capacity building support to increase community inclusion, resilience and connectedness.

POLICY OBJECTIVE

The objective of this policy is to:

- ensure community funding arrangements are outcomes based, in alignment with the City's Strategic Community Plan, endorsed brand and values;
- coordinate fair and equitable application and assessment processes for the Community Funding Program; and
- ensure transparency and good governance in the distribution of community funding.

SCOPE

This policy supports implementation of the City's Community Funding Program in accordance with the **Community Support and Financial Assistance Framework.**

Community funding is provided by the City to individual residents or community groups and local organisations that operate within the City of Wanneroo area.

This policy does not apply to sponsorships, donations, enterprise funding, gifts, prizes or fee waivers where financial or material assistance is given without expectation of anything in return.

IMPLICATIONS

Community funding will be distributed in accordance with the City's endorsed budget and Strategic Community Plan objectives in order to add value to the City's services and programs and provide benefit for the City's residents, workers and visitors.

Funding will be managed in an equitable and transparent manner that ensures good governance and adherence to the *Local Government Act 1995.*

The Community Funding Program will be implemented in accordance with the following principles.

The City is committed to providing funding that is:

- **Ethical and Accountable** – processes are robust, transparent and fair, governance is clear and strong, appropriate policies and procedures are followed, applications are assessed objectively and conflicts of interests are declared and addressed.
- **Strategic and Needs Based** – the distribution of City funding is optimised to support individuals, community groups and organisations to deliver social, environmental and economic benefits in alignment with the City's Strategic Community Plan objectives.
- **Responsive** – funding information is accessible and processes are streamlined to meet identified community needs in a relevant and timely manner.
- **Co-funded** – priority is given to applications that provide optimal value for the City, with a preference for those which can evidence self-contribution and/or other sources of support.

IMPLEMENTATION

The City will ensure sound Community Funding Program administration, including:

1. **Planning** through policy, procedure and guidelines
2. **Communicating** the availability of the City's various funding opportunities
3. **Assessing** applications and distributing funds
4. **Monitoring and evaluating** project progress and outcomes
5. **Reporting** benefits and sharing success stories with the community

Program Outcomes

Through the Community Funding Program, the City aims to:

- strengthen the community by supporting a diverse range of activities that are responsive to community needs;
- build the capacity of individuals, community groups and local organisations to develop and implement sustainable solutions at a local level;
- create community networks and connections which drive activities that achieve strategic priorities;
- support and enable community recovery and resilience in response to emergency situations;
- celebrate and recognise the City's diversity, history, lifestyle and environment; and
- enhance the City's reputation and brand as a prosperous and progressive organisation.

General Program Eligibility

The following conditions apply to all community funding categories. Applicants should:

- live, operate or deliver the activity within the City of Wanneroo;
- have no outstanding acquittals or debts with the City;
- obtain all relevant permits or approvals from the City before proceeding with the activity;
- use funding solely for the purposes outlined by the City in the agreement;
- demonstrate satisfactory insurance cover, as outlined in the supporting guidelines;
- demonstrate applicant eligibility as outlined in the supporting guidelines; and
- adhere to all other terms and conditions set out in the supporting guidelines for the specific funding category.

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The City will not provide funding for activities that:

- directly or indirectly contravene existing Council policy;
- create an actual or perceived conflict of interest;
- interfere with the City's compliance with and exercise of its legislative obligations;
- do not positively reflect the City's values and brand;
- conflict with the City's events program or other activities;
- are not consistent with the City's access and inclusion principles which support participation and equity for all members of the City's diverse community;
- could be perceived as benefiting a political party or campaign;
- are for the sole purpose of financially benefiting an organisation, group or individual;
- are for general operational expenditure (e.g. staff salaries, lease rent payments, insurance, office equipment);
- are to cover shortfalls or duplication in funding by state or federal government departments;
- are for the purchase of property and/or land;
- are for major/capital equipment purchases or works over $500;
- have already commenced or been completed prior to the application being submitted;
- are deemed inappropriate by the City i.e. pollution, destroy or waste non-recurring resources, illegal or political in nature;
- promote tobacco, gambling, pornography, weaponry, drugs and/or alcohol; or
- do not represent value for money for the City as determined through the assessment process.

Other eligibility requirements and funding conditions may apply to specific funding categories, as set out in the relevant supporting guidelines and/or funding agreements. In addition, it is anticipated that some of the above criteria may vary during emergency response and recovery periods.

The City reserves the right to withdraw funding from a **Funding Recipient** if the activity is not progressing satisfactorily, the organisation ceases to be eligible, the organisation breaches funding conditions, or the activity poses a reputational risk for the City. If this occurs, the organisation will be fully liable for costs involved and grant funds should be returned to the City.

Assessment and Approval

Applications pertaining to the Community Funding Program are reviewed by an assessment panel prior to formal approval by Council or relevant officer as outlined in the following table:

Category	***Funding Amount***	***Approval required***
Kickstarter Fund*	Up to and including $1,000	Manager Place Management and/or Manager Community Development
Community Grants*	Up to and including $5,000	Manager Community Development

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Category	*Funding Amount*	*Approval required*
Response & Recovery Fund*	Up to and including $1,000 Up to and including $5,000	Manager Community Development Director Community and Place
Flagship Fund	Up to $10,000 p.a. for up to three years	Council

Note – Details of funding approvals will be provided to Council Members for information.

The Chief Executive Officer or nominee is authorised to approve applications exceeding values specified in the above table up to a maximum of $10,000. All other applications must be presented to Council for approval.

In the event of an **Emergency**, all funding applications received through any category of the Community Funding Program will be assessed against the City's Local Recovery Plan in addition to the standard community funding conditions. This process will apply only during the emergency period for the purposes of ensuring funding is prioritised for services and projects with a recovery focus.

Agreement

All funding distributed by the City to any successful applicant shall be formalised in an agreement; the provisions and conditions of which are dependent on the specific category.

All community funding recipients are required to provide the City with reports in relation to funding outcomes and achievements as detailed in their agreement.

Multi-year agreements will be reviewed annually to ensure alignment with specified outcomes and other agreed conditions.

ROLES AND RESPONSIBILITIES

- Council makes decisions regarding the allocation of funds to the Community Funding Program through its annual budget planning process.
- The Community Development service unit is the primary administrator of the Community Funding Program, working in collaboration with other service units, working groups and the community to develop, promote and review the program.

DISPUTE RESOLUTION

Disputes in regard to this policy will be referred to the Director Community and Place in the first instance. Where the Director Community and Place is involved in the assessment or approval of applications, disputes will be referred to the CEO for a determination.

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Conflicts arising from personal relationships or financial arrangements of City employees or Elected Members involved in community funding assessment, approval or administration will be managed in accordance with the City's Conflict of Interest Policy and Code of Conduct.

EVALUATION AND REVIEW PROVISIONS

The City is committed to continuous improvement of the Community Funding Program. Regular reviews will be undertaken to measure the effectiveness of each category and the overall program to ensure:

- program outcomes remain consistent with the City's brand and strategic objectives;
- funding is being distributed and expended in accordance with policy guidelines;
- application and acquittal processes remain proportional to the grant amount;
- value for the City remains commensurate with the level of funding provided; and
- processes are managed in a transparent and accountable manner, and in accordance with relevant Local Government Act requirements.

The Policy will be reviewed every three years to ensure amendments to the Community Support and Financial Assistance Framework and other related policies are reflected accordingly.

DEFINITIONS

DEFINITIONS: Any definitions listed in the following table apply to this document only.	
Co-Funded	*The City has a preference for not being the sole-funder of applications approved through the Community Funding Program. There is an expectation that applicants will be self-contributing and/or seeking other external sources of support in addition to the City's contribution.*
Community Funding	*Financial support provided to individuals and community groups or organisations enabling delivery of projects which promote healthy, safe connected and inclusive communities.*
Community Support and Financial Assistance Framework	*Overarching framework which encompasses all types of support and assistance (both financial and non-financial) provided by the City to individuals, community groups, community organisations or businesses.*
Emergency	*A serious, unexpected event requiring immediate action, including the provision of support and relief. May include, but not limited to; natural disaster (bushfire, cyclone, storm, earthquake), terrorist acts or pandemic.*
Funding Recipient	*An individual or organisation that, for a specified term, receives a cash contribution in return for delivering a community activity as outlined in an agreement.*
Kickstarter Fund	*A fund that supports empowerment of community members, community groups and local organisations to implement small-scale initiatives or local neighbourhood projects which activate places and bring communities together.*

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Community Grants	*Grants that support delivery of a variety of non-profit-making community activities and events delivered in the City which support key actions in the City's various community-directed plans. Community Grants encourage community group sustainability, aligning with the Community Development capacity-building approach and reducing reliance on the City.*
Flagship Fund	*A fund that provides longer-term financial support for City brand-aligned community initiatives which celebrate and commemorate Wanneroo's rich history and diverse culture.*
Response and Recovery Fund	*To enable and support response and recovery to emergency situations which have a large or widespread impact on the local community (i.e. livelihood, housing, resourcing, service impact). In the event of an emergency, funding will be prioritised towards supporting relief measures and essential services and projects, aligned to the City's Local Recovery Plan, which target vulnerable City of Wanneroo residents and enable community reconnection.*

RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

Community Funding Management Procedure
Community Funding Guidelines
Community Support and Financial Assistance Framework

REFERENCES

Enterprise Funding Policy
Sponsorship Policy
Fee Waivers, Concessions and Debt Write-Off Policy
Facility Hire and Use Policy
Conflict of Interest Policy and Management Procedure

RESPONSIBILITY FOR IMPLEMENTATION

Manager Community Development

Version	Next Review	Record No:
January 2014 (CD04-12/13)	November 2014	10/60107*
May 2016 (CP08-05/16)	May 2017	15/531947
July 2020	July 2023	19/211787
July 2021	July 2023	19/211787V2

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City of Wanneroo

Policy Manual

Community Funding Policy

Policy Owner: Community Development
Contact Person: Manager Community Development
Date of Approval: ~~20 July 2020~~

POLICY STATEMENT

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This policy does not apply to sponsorships, donations, enterprise funding, gifts, prizes or fee waivers where financial or material assistance is given without expectation of anything in return.

IMPLICATIONS

Community funding will be distributed in accordance with the City's endorsed budget and Strategic Community Plan objectives in order to add value to the City's services and programs and provide benefit for the City's residents, workers and visitors.

Funding will be managed in an equitable and transparent manner that ensures good governance and adherence to the *Local Government Act 1995.*

The Community Funding Program will be implemented in accordance with the following principles.

The City is committed to providing funding that is:

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- **Ethical and Accountable** – processes are robust, transparent and fair, governance is clear and strong, appropriate policies and procedures are followed, applications are assessed objectively and conflicts of interests are declared and addressed.
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IMPLEMENTATION

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- conflict with the City's events program or other activities;
- are not consistent with the City's access and inclusion principles which support participation and equity for all members of the City's diverse community;
- could be perceived as benefiting a political party or campaign;
- are for the sole purpose of financially benefiting an organisation, group or individual;
- are for general operational expenditure (e.g. staff salaries, lease rent payments, insurance, office equipment);
- are to cover shortfalls or duplication in funding by state or federal government departments;
- are for the purchase of property and/or land;
- are for major/capital equipment purchases or works over $500;
- have already commenced or been completed prior to the application being submitted;
- are deemed inappropriate by the City i.e. pollution, destroy or waste non-recurring resources, illegal or political in nature;
- promote tobacco, gambling, pornography, weaponry, drugs and/or alcohol; or
- do not represent value for money for the City as determined through the assessment process.

Other eligibility requirements and funding conditions may apply to specific funding categories, as set out in the relevant supporting guidelines and/or funding agreements. In addition, it is anticipated that some of the above criteria may vary during emergency response and recovery periods.

The City reserves the right to withdraw funding from a **Funding Recipient** if the activity is not progressing satisfactorily, the organisation ceases to be eligible, the organisation breaches funding conditions, or the activity poses a reputational risk for the City. If this occurs, the organisation will be fully liable for costs involved and grant funds should be returned to the City.

Assessment and Approval

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Category	*Funding Amount*	*Approval required*
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Note – Details of funding approvals will be provided to Council Members for information.

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In the event of an **Emergency**, all funding applications received through any category of the Community Funding Program will be assessed against the City's Local Recovery Plan in addition to the standard community funding conditions. This process will apply only during the emergency period for the purposes of ensuring funding is prioritised for services and projects with a recovery focus.

Agreement

All funding distributed by the City to any successful applicant shall be formalised in an agreement; the provisions and conditions of which are dependent on the specific category.

All community funding recipients are required to provide the City with reports in relation to funding outcomes and achievements as detailed in their agreement.

Multi-year agreements will be reviewed annually to ensure alignment with specified outcomes and other agreed conditions.

ROLES AND RESPONSIBILITIES

- Council makes decisions regarding the allocation of funds to the Community Funding Program through its annual budget planning process.
- The Community Development service unit is the primary administrator of the Community Funding Program, working in collaboration with other service units, working groups and the community to develop, promote and review the program.

DISPUTE RESOLUTION

Disputes in regard to this policy will be referred to the Director Community and Place in the first instance. Where the Director Community and Place is involved in the assessment or approval of applications, disputes will be referred to the CEO for a determination.

DRAFT

Conflicts arising from personal relationships or financial arrangements of City employees or Elected Members involved in community funding assessment, approval or administration will be managed in accordance with the City's Conflict of Interest Policy and Code of Conduct.

EVALUATION AND REVIEW PROVISIONS

The City is committed to continuous improvement of the Community Funding Program. Regular reviews will be undertaken to measure the effectiveness of each category and the overall program to ensure:

- program outcomes remain consistent with the City's brand and strategic objectives;
- funding is being distributed and expended in accordance with policy guidelines;
- application and acquittal processes remain proportional to the grant amount;
- value for the City remains commensurate with the level of funding provided; and
- processes are managed in a transparent and accountable manner, and in accordance with relevant Local Government Act requirements.

The Policy will be reviewed every three years to ensure amendments to the Community Support and Financial Assistance Framework and other related policies are reflected accordingly.

DEFINITIONS

DEFINITIONS: Any definitions listed in the following table apply to this document only.	
Co-Funded	*The City has a preference for not being the sole-funder of applications approved through the Community Funding Program. There is an expectation that applicants will be self-contributing and/or seeking other external sources of support in addition to the City's contribution.*
Community Funding	*Financial support provided to individuals and community groups or organisations enabling delivery of projects which promote healthy, safe connected and inclusive communities.*
Community Support and Financial Assistance Framework	*Overarching framework which encompasses all types of support and assistance (both financial and non-financial) provided by the City to individuals, community groups, community organisations or businesses.*
Emergency	*A serious, unexpected event requiring immediate action, including the provision of support and relief. May include, but not limited to; natural disaster (bushfire, cyclone, storm, earthquake), terrorist acts or pandemic.*
Funding Recipient	*An individual or organisation that, for a specified term, receives a cash contribution in return for delivering a community activity as outlined in an agreement.*
Kickstarter Fund	*A fund that supports empowerment of community members, community groups and local organisations to implement small-scale initiatives or local neighbourhood projects which activate places and bring communities together.*

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Community Grants	*Grants that support delivery of a variety of non-profit-making community activities and events delivered in the City which support key actions in the City's various community-directed plans. Community Grants encourage community group sustainability, aligning with the Community Development capacity-building approach and reducing reliance on the City.*
Flagship Fund	*A fund that provides longer-term financial support for City brand-aligned community initiatives which celebrate and commemorate Wanneroo's rich history and diverse culture.*
Response and Recovery Fund	*To enable and support response and recovery to emergency situations which have a large or widespread impact on the local community (i.e. livelihood, housing, resourcing, service impact). In the event of an emergency, funding will be prioritised towards supporting relief measures and essential services and projects, aligned to the City's Local Recovery Plan, which target vulnerable City of Wanneroo residents and enable community reconnection.*

RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

Community Funding Management Procedure
Community Funding Guidelines
Community Support and Financial Assistance Framework

REFERENCES

Enterprise Funding Policy
Sponsorship Policy
Fee Waivers, Concessions and Debt Write-Off Policy
Facility Hire and Use Policy
Conflict of Interest Policy and Management Procedure

RESPONSIBILITY FOR IMPLEMENTATION

Manager Community Development

Version	Next Review	Record No:
January 2014 (CD04-12/13)	November 2014	10/60107*
May 2016 (CP08-05/16)	May 2017	15/531947
July 2020	July 2023	19/211787
July 2021	July 2023	19/211787V2

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Community Funding Policy

Policy Owner: Community Development
Contact Person: Manager Community Development
Date of Approval: 20 July 2020

POLICY STATEMENT

The City of Wanneroo (City) is committed to building healthy, safe and connected communities through the provision of **Community Funding** and capacity building support to increase community inclusion, resilience and connectedness.

POLICY OBJECTIVE

The objective of this policy is to:

- ensure community funding arrangements are outcomes based, in alignment with the City's Strategic Community Plan, endorsed brand and values;
- coordinate fair and equitable application and assessment processes for the Community Funding Program; and
- ensure transparency and good governance in the distribution of community funding.

SCOPE

This policy supports implementation of the City's Community Funding Program in accordance with the **Community Support and Financial Assistance Framework.**

Community funding is provided by the City to individual residents or community groups and local organisations that operate within the City of Wanneroo area.

This policy does not apply to sponsorships, donations, enterprise funding, gifts, prizes or fee waivers where financial or material assistance is given without expectation of anything in return.

IMPLICATIONS

Community funding will be distributed in accordance with the City's endorsed budget and Strategic Community Plan objectives in order to add value to the City's services and programs and provide benefit for the City's residents, workers and visitors.

Funding will be managed in an equitable and transparent manner that ensures good governance and adherence to the *Local Government Act 1995.*

The Community Funding Program will be implemented in accordance with the following principles.

The City is committed to providing funding that is:

- **Ethical and Accountable** – processes are robust, transparent and fair, governance is clear and strong, appropriate policies and procedures are followed, applications are assessed objectively and conflicts of interests are declared and addressed.
- **Strategic and Needs Based** – the distribution of City funding is optimised to support individuals, community groups and organisations to deliver social, environmental and economic benefits in alignment with the City's Strategic Community Plan objectives.
- **Responsive** – funding information is accessible and processes are streamlined to meet identified community needs in a relevant and timely manner.
- **Co-funded** – priority is given to applications that provide optimal value for the City, with a preference for those which can evidence self-contribution and/or other sources of support.

IMPLEMENTATION

The City will ensure sound Community Funding Program administration, including:

1. **Planning** through policy, procedure and guidelines
2. **Communicating** the availability of the City's various funding opportunities
3. **Assessing** applications and distributing funds
4. **Monitoring and evaluating** project progress and outcomes
5. **Reporting** benefits and sharing success stories with the community

Program Outcomes

Through the Community Funding Program, the City aims to:

- strengthen the community by supporting a diverse range of activities that are responsive to community needs;
- build the capacity of individuals, community groups and local organisations to develop and implement sustainable solutions at a local level;
- create community networks and connections which drive activities that achieve strategic priorities;
- support and enable community recovery and resilience in response to emergency situations;
- celebrate and recognise the City's diversity, history, lifestyle and environment; and
- enhance the City's reputation and brand as a prosperous and progressive organisation.

General Program Eligibility

The following conditions apply to all community funding categories. Applicants should:

- live, operate or deliver the activity within the City of Wanneroo;
- have no outstanding acquittals or debts with the City;
- obtain all relevant permits or approvals from the City before proceeding with the activity;
- use funding solely for the purposes outlined by the City in the agreement;
- demonstrate satisfactory insurance cover, as outlined in the supporting guidelines;
- demonstrate applicant eligibility as outlined in the supporting guidelines; and
- adhere to all other terms and conditions set out in the supporting guidelines for the specific funding category.

The City will not provide funding for activities that:

- directly or indirectly contravene existing Council policy;
- create an actual or perceived conflict of interest;
- interfere with the City's compliance with and exercise of its legislative obligations;
- do not positively reflect the City's values and brand;
- conflict with the City's events program or other activities;
- are not consistent with the City's access and inclusion principles which support participation and equity for all members of the City's diverse community;
- could be perceived as benefiting a political party or campaign;
- are for the sole purpose of financially benefiting an organisation, group or individual;
- are for general operational expenditure (e.g. staff salaries, lease rent payments, insurance, office equipment);
- are to cover shortfalls or duplication in funding by state or federal government departments;
- are for the purchase of property and/or land;
- are for major/capital equipment purchases or works over $500;
- have already commenced or been completed prior to the application being submitted;
- are deemed inappropriate by the City i.e. pollution, destroy or waste non-recurring resources, illegal or political in nature;
- promote tobacco, gambling, pornography, weaponry, drugs and/or alcohol; or
- do not represent value for money for the City as determined through the assessment process.

Other eligibility requirements and funding conditions may apply to specific funding categories, as set out in the relevant supporting guidelines and/or funding agreements. In addition, it is anticipated that some of the above criteria may vary during emergency response and recovery periods.

The City reserves the right to withdraw funding from a **Funding Recipient** if the activity is not progressing satisfactorily, the organisation ceases to be eligible, the organisation breaches funding conditions, or the activity poses a reputational risk for the City. If this occurs, the organisation will be fully liable for costs involved and grant funds should be returned to the City.

Assessment and Approval

Applications pertaining to the Community Funding Program are reviewed by an assessment panel prior to formal approval by Council or relevant officer as outlined in the following table:

Category	***Funding Amount***	***Approval required***
Kickstarter Fund*	Up to and including $1,000	Manager Place Management and/or Manager Community Development
Community Grants*	Up to and including $5,000	Manager Community Development

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Category	*Funding Amount*	*Approval required*
Response & Recovery Fund*	Up to and including $1,000 Up to and including $5,000	Manager Community Development Director Community and Place
Flagship Fund	Up to $10,000	Council

Note – Details of funding approvals will be provided to Council Members for information.

The Chief Executive Officer or nominee is authorised to approve applications exceeding values specified in the above table up to a maximum of $10,000. All other applications must be presented to Council for approval.

In the event of an **Emergency**, all funding applications received through any category of the Community Funding Program will be assessed against the City's Local Recovery Plan in addition to the standard community funding conditions. This process will apply only during the emergency period for the purposes of ensuring funding is prioritised for services and projects with a recovery focus.

Agreement

All funding distributed by the City to any successful applicant shall be formalised in an agreement; the provisions and conditions of which are dependent on the specific category.

All community funding recipients are required to provide the City with reports in relation to funding outcomes and achievements as detailed in their agreement.

Multi-year agreements will be reviewed annually to ensure alignment with specified outcomes and other agreed conditions.

ROLES AND RESPONSIBILITIES

- Council makes decisions regarding the allocation of funds to the Community Funding Program through its annual budget planning process.
- The Community Development service unit is the primary administrator of the Community Funding Program, working in collaboration with other service units, working groups and the community to develop, promote and review the program.

DISPUTE RESOLUTION

Disputes in regard to this policy will be referred to the Director Community and Place in the first instance. Where the Director Community and Place is involved in the assessment or approval of applications, disputes will be referred to the CEO for a determination.

Conflicts arising from personal relationships or financial arrangements of City employees or Elected Members involved in community funding assessment, approval or administration will be managed in accordance with the City's Conflict of Interest Policy and Code of Conduct.

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EVALUATION AND REVIEW PROVISIONS

The City is committed to continuous improvement of the Community Funding Program. Regular reviews will be undertaken to measure the effectiveness of each category and the overall program to ensure:

- program outcomes remain consistent with the City's brand and strategic objectives;
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- value for the City remains commensurate with the level of funding provided; and
- processes are managed in a transparent and accountable manner, and in accordance with relevant Local Government Act requirements.

The Policy will be reviewed every three years to ensure amendments to the Community Support and Financial Assistance Framework and other related policies are reflected accordingly.

DEFINITIONS

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Community Grants	*Grants that support delivery of a variety of non-profit-making community activities and events delivered in the City which support key actions in the City's various community-directed plans. Community Grants encourage community group*

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	sustainability, aligning with the Community Development capacity-building approach and reducing reliance on the City.
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RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

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RESPONSIBILITY FOR IMPLEMENTATION

Manager Community Development

Version	Next Review	Record No:
January 2014 (CD04-12/13)	November 2014	10/60107*
May 2016 (CP08-05/16)	May 2017	15/531947
July 2020	July 2023	19/211787

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Social Media Guidelines Policy – Using Social Media as a City Representative

Policy Owner: Communications and Events
Contact Person: Manager Communications and Events
Date of Approval: CS05-05/14 – 27 May 2014

POLICY OBJECTIVE

The purpose of this Policy is to provide a framework for the City of Wanneroo to engage and manage social media in its communication activities with the community.

Scope

This policy is designed to provide a framework for the City to use social media to facilitate collaboration and sharing between Council, employees, ratepayers and customers.

The requirements of this policy apply to all uses of social networking applications, which are applied to any City related purpose and regardless of whether the applications are hosted corporately or not. They must also be considered where City representatives are contributing in an official capacity to social networking applications provided by external organisations.

Social networking applications include, but are not limited to:

- Blogs
- MySpace
- LinkedIn
- Forums
- Facebook
- Twitter
- Wikis
- YouTube

POLICY STATEMENT

Becoming authorised to comment

- Before engaging in social media as a representative of the City, you must become **authorised** to comment
- You may not comment as a representative of the City unless you are **authorised** to do so
- To become authorised to comment in an official capacity, you will need to gain approval from your director, and from the Manager Communications and Events

Rules of engagement

Once authorised to comment as a City representative, you must:

- Disclose you are an employee of the City in all cases
- Disclose and comment on only information classified as public domain information
- Post only factual information, as specifically cleared
- Ensure that all content published is accurate and not misleading and complies with all relevant City of Wanneroo policies including the City's Media Policy and Code of Conduct
- Ensure comments are respectful of the community in which you are interacting online

- Adhere to the Terms of Use of the relevant social media platform/website, as well as copyright, privacy, defamation, contempt of court, discrimination, harassment and other applicable laws

If you are authorised to comment, you must not:

- Post or respond to material that is offensive, obscene, defamatory, threatening, harassing, bullying, discriminatory, hateful, racist, sexist, infringes copyright, constitutes a contempt of court, breaches a Court suppression order, or is otherwise unlawful
- Use or disclose any confidential or secure information
- Make any comment or post any material that might otherwise cause damage to the City's reputation or bring it into disrepute

BACKGROUND

To use social media, the City requires a framework for users to ensure the organisation's integrity is protected; that the methods used are in line with the City's Community Engagement and Consultation Policy and that risks associated with online technologies are managed.

Benefits of social media for the City of Wanneroo include:

- Develop stronger relationships with residents and stakeholders
- New medium for customer service
- Reach new audiences
- Promote employee relations
- Promote organisation activities
- Encourage and enhance feedback (through re-direction to the city's website)

CONSULTATION WITH STAKEHOLDERS

Key stakeholders of this policy include the Chief Executive Officer, Director Community Development and the Communications and Events team. Staff from other service units may also be authorised to comment.

IMPLICATIONS (Financial, Human Resources)

Staff must ensure that the privacy and confidentiality of information acquired at work is protected at all times and treated in accordance with relevant laws and policies. The potential scope and ramifications of a breach of privacy or confidentiality when using social media are severe.

City of Wanneroo social networking content and comments containing any of the following forms of content shall not be allowed:

- Comments not topically related to the particular site or blog article being commented upon
- Profane language or content

- Content that promotes, fosters, or perpetuates discrimination on the basis of race creed, colour, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability or sexual orientation
- Sexual content or links to sexual content
- Solicitations of commerce
- Conduct or encouragement of illegal activity
- Information that may tend to compromise the safety or security of the public
- Content that violates a legal ownership interest of any other party

IMPLEMENTATION

This policy applies to authorised staff members listed as an authorised contributor. An authorised contributor has been approved to engage online, with corporate goals in mind, on behalf of the City of Wanneroo.

Members of staff, who wish to contribute to social media on behalf of the City for corporate purposes, must first seek the consent of their director and the Manager Communications and Events. If approved, the relevant staff member/s will be added to the list of authorised contributors.

Wherever possible, content posted to City of Wanneroo social media sites should contain links directing users back to the City's official website for in-depth information, forms, documents or online services necessary to conduct business with the City of Wanneroo.

A person from the Communications and Events team will set up social media tools and run training sessions to outline the correct use of them. Only persons from Communications and Events may create new accounts to ensure consistency and correct settings are applied.

If at any time a new account or new tool is required, staff must first consult with Communications and Events. Training sessions will be run regularly. To be an authorised online contributor, staff must attend at least one of these sessions.

ROLES AND RESPONSIBILITIES

The Manager Communications and Events is responsible for this policy together with the Coordinator Communications and Events

DISPUTE RESOLUTION

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

WHO NEEDS TO KNOW ABOUT THIS POLICY?

Mayor, Elected Members, CEO, Directors, Managers and staff of the City of Wanneroo.

EVALUATION AND REVIEW PROVISIONS

The following key performance indicators will be used to assess the effectiveness of this policy:

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- Use of social media as measured by visits, 'friending' or 'followers' or posts
- Community research to assess use of social media to access information

DEFINITIONS

DEFINITIONS: Any definitions listed in the following table apply to this document only.	
Social Media	***Social Media*** is content created by individuals using accessible and scalable technologies through the Internet. Examples of social media include Facebook, blogs, MySpace, YouTube, Wikis, Twitter, forums etc.
Authorised Contributor	An ***authorised contributor*** that creates and is responsible for posted articles and information on social media sites.
Comment	***Comment*** is a response to a City of Wanneroo article or social media content.
Blog	***Blog*** (an abridgment of the term web log) is a City of Wanneroo website with regular entries of commentary, descriptions of events, or other material such as graphics or video.
Public Domain	**Public Domain** is clip art, images, text, programs, etc. that is not copyrighted (i.e. a law that gives only one person the right to produce, sell, or use something).

RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

Code of Conduct
Community Engagement and Consultation Policy
Internet Links Policy
Media Policy

REFERENCES

http://www.sro.wa.gov.au/pdfs/Recordkeeping-guide.pdf

http://socialmediagovernance.com/policies.php

RESPONSIBILITY FOR IMPLEMENTATION
Manager Communications and Events

Version	Next Review	Record No:
CD01-07/11 – 26 July 2011		11/75322V2
CS05-05/14 – 27 May 2014	July 2016	11/75322V3

Community Facilities

4.8 Update - Splendid Park Cycling Track

File Ref:	40569 – 21/214486
Responsible Officer:	Director Community and Place
Disclosure of Interest:	Nil
Attachments:	5
Previous Items:	CP02-02/19 - North Coast Cycling Facility Master Plan Implementation Working Group - Terms of Reference - Ordinary Council - 05 Feb 2019 CP04-06/20 - Splendid Park Cycling Facility Concept Design and Cost Estimate - Ordinary Council - 02 Jun 2020 CP02-08/20 - Splendid Park Cycling Facility - Community Engagement Outcomes - Ordinary Council - 25 Aug 2020

Issue

To consider an update regarding the detailed design of the Splendid Park Cycling Track.

Background

Splendid Park (the **Park**) is located on Splendid Avenue, Yanchep **(Attachment 1)**. The Park has an overall land area of approximately 12.8 hectares, classifying it as a District Park. The Park is Crown Land vested to the City of Wanneroo for the purpose of public recreation.

The Park is bounded by residential properties to the west and bushland to the north, east and south. Residents to the west are separated by the road reserve for the future Marmion Avenue extension.

The Park includes the following amenities:

- Two multi-purpose ovals catering for athletics and junior and senior Australian Rules Football (**AFL**), Soccer, Rugby and Cricket;
- Two multipurpose hard courts accommodating Basketball and Netball;
- Floodlighting to the required Australian Standard for large ball sports;
- Cricket nets;
- Long jump pits;
- 1.8 metre perimeter fence;
- Sports Amenities Building;
- Playground adjacent to the amenities building; and
- Skate Park.

The Northern Beaches Cycling Club (**the Club**) is based in the City's northern coastal corridor. Most recent membership data (May 2020) indicates a total membership of 1,100 (800 in 2018) and active members (i.e. who participate in cycling activities) of 639 (333 in 2018). The NBCC accommodates a diversity of cycling interests from social rides, racing, mountain biking and cyclocross, and has also developed a school-based cycling academy.

At its meeting held on 2 June 2020, Council considered Report CP04-06/20 Splendid Park Cycling Facility Concept Design and Cost Estimate and resolved the following:

"1. ENDORSES, for the purposes of public comment, Option 1 and Option 2 in the draft Splendid Park Cycling Master Plan, as shown in Attachment 2 of this report;

2. NOTES that Administration's preferred option is Option 1 (Attachment 4) based on the ability to deliver a cycle track and its cost effectiveness; and

3. NOTES that the draft Splendid Park Cycling Master Plan is intended to be released for a 28-day public comment period from 8 June 2020 to 3 July 2020, with the outcome to be reported to Council at its meeting held on 28 July 2020."

Following the community engagement period, the following recommendations were adopted by Council at its Ordinary Meeting on 25 August 2020:

"1. NOTES the outcome of the North Coast Cycling Facility Master Plan Implementation Working Group meeting held on 8 July 2020, as follows:

a. NOTES the outcome of the Splendid Park Cycling Facility Master Plan community engagement (public comment) process held from 8 June 2020 to 3 July 2020, which resulted in the following outcomes:

i. A total of 348 responses received, with 338 (97.1%) in favour and 10 (2.9%) against of the proposed development of a cycling track at Splendid Park;
ii. Of those responses 216 (66.1%) indicated a preference for Option 2 (with the flyover), with 111 (33.9%) indicating a preference for Option 1 (without the flyover);
iii. A total of 20 (6%) comments were received which indicated a preference for either option; and
iv. Of the 79 responses received from Northern Beaches Cycling Club members, 43 (54.4%) indicated their preference for Option 1 and 36 (45.6%) indicating a preference for Option 2;

b. NOTES that Administration's preferred option is Option 1 (Attachment 2) based on the ability to deliver a cycle track and its cost effectiveness; and

c. RECOMMENDS to Council the implementation of Option 1.

2. NOTES the outcome of the Splendid Park Cycling Facility Master Plan community engagement (public comment) process held from 8 June 2020 to 3 July 2020, which resulted in the following outcomes:

a. A total of 348 responses received, with 338 (97.1%) in favour and 10 (2.9%) against of the proposed development of a cycling track at Splendid Park; and
b. Of the 79 responses received from Northern Beaches Cycling Club members, 43 (54.4%) indicated their preference for Concept 1 and 36 (45.6%) indicating a preference for Concept 2;

3. NOTES the completion of the Splendid Park Cycling Master Plan Report, as per Attachment 2;

4. ENDORSES Concept 1 as per Attachment 3, at an estimated cost of $2,287,100 as itemised below, noting that the feasibility of increasing the width of the track as outlined in Concept 1B, will be considered as part of the detailed design:

Item	*Estimated Cost*
Concept 1	*$1,806,100*
Drainage Contingency	*$26,000*
Environmental Offset Contingency (Up Front Cost)	*$135,000*
Fencing Contingency	*$320,000*
TOTAL	*$2,287,100*

5. *NOTES that progress of the construction phase of the project is subject to the City's Community Sport and Recreation Facility Fund grant application for the sum of $762,366 being successful, or securing other external funding to at least the equivalent value or additional municipal funding being identified as a result of the Long Term Financial Plan review, to cover the budget shortfall."*

Detail

Following the August 2020 Council Meeting, several meetings of the North Coast Cycling Facility Master Plan Implementation Working Group (**the Working Group**) and engagement with relevant stakeholders have taken place to inform progression of the project. The outcomes of these meetings are detailed below:

Working Group Meeting – 26 October 2020
The purpose of the meeting was primarily to provide the Working Group with an update in terms of the August 2020 Council Meeting, and discuss the next steps. These steps included the plan to appoint a consultant and progress both Options 1 and 1B (herewith referred to as **Option 2**) through the detailed design process to 15%.

As part of the design progression, a workshop was scheduled to be held on site at Splendid Park, Yanchep on 18 November 2020.

A summary of key milestones was introduced to the Working Group, with updates to be provided at subsequent meetings. The key milestones for the project are indicated in the table below:

Item	Commencement	Completion Date
Procurement - Detailed Design	Started	Nov-20
Consultant Appointment	Started	Nov-20
Stakeholder Workshop	18-Nov-20	
Detailed Design to 15%	Nov-20	Feb-21
Working Group Meeting (evaluate Detailed Design Outcomes)	04-Feb-21	
Detailed design to 50%	Feb-21	Apr-21
Working Group Meeting (evaluate Detailed Design Outcomes) - if required	Apr-21	
Detailed Design completion	Apr-21	Sep-21
Biological Survey	Started	Feb-21
Clearing Permit Application	Feb-21	Oct-21
Procurement - Construction	Sep-21	Nov-21
Contractor Appointment	Nov-21	
Construction	Nov-21	Oct-22
Practical Completion	Oct-22	
Consolidation Period	Oct-22	Jan-23
Defects Liability	Oct-22	Oct-23

It was also noted that consideration will need to be given to submitting a clearing permit for the development of the track, as previous Planning Approvals for the construction of Splendid Park required landscaping to be undertaken utilising Black Cockatoo habitat species to re-establish the vegetation lost as a result of the development of the site. The development of the proposed track will impact on this re-vegetation and triggers the clearing permit requirement. As the requirement for revegetation was conditioned under the *Planning and Development Act 2005*, the vegetation is deemed as being 'native' under the *Environmental Protection Act 1986*.

It is likely that this application will require the City to provide an offset of land for Black Cockatoo habitat at an alternate site.

Following discussion at the meeting, the Working Group resolved to:

1. *NOTE the update provided on the Splendid Park Cycling Facility project; and*
2. *NOTE that a stakeholder workshop will be held on 18 November 2020 to inform the detailed design of the facility.*

Stakeholder Workshop – 18 November 2020

Following the 26 October Working Group meeting, Administration appointed Emerge Associates (the Consultant) to undertake the detailed design phase of the project. The consultant had commenced the process of progressing concept design 1 (**Attachment 2**) to detailed design, incorporating consideration of the alternative criterium width track outlined in concept 2 (**Attachment 3)**.

As part of this process, a workshop was held with relevant stakeholders to provide final input into the design before it moved on to the next phase of the design process. This workshop was held at Splendid Park on 18 November 2020.

Although not an exhaustive list, the following items were discussed at the workshop:

- Risk identification and management:
  - Mulch around path exterior;
  - Fencing adjacent to skate park;
  - Fencing on northern end of eastern oval; and
  - Boom gate.
- Signage requirements:
  - Etiquette signage;
  - Directional; and
  - Warnings regarding cars entering.
- Accessibility:
  - Path to be widened at start/finish line to allow access direct from car park.
- Design components
  - Location of walking paths.

It should be noted that there was a clear indication from those who attended the workshop that the criterium width track (Option 2) was their preferred option, reflecting the community engagement from June/July 2020.

Working Group Meeting - 17 February 2021

With the consultant in attendance, the Working Group was presented with the 15% detailed design for both Options 1 and 2. The presentation included the items noted at the November Workshop, as well as presenting the initial risks for both options.

The costings for both options were presented as follows:

Item	Option 1	Option 2
Preliminaries	$120,400	$126,000
Demolition	$21,700	$21,700
Siteworks and Earthworks	$436,150	$436,150
Track	$488,200	$548,840
Electrical	$96,000	$96,000
Exterior Elements	$454,550	$454,550
External Services	$19,000	$19,000
SUBTOTAL	**$1,636,000**	**$1,702,240**
Professional Fees	$98,200	$102,100
Design Contingency	$245,400	$255,300
Construction Contingency	$245,400	$255,300
SUBTOTAL	$589,000	$612,700
TOTAL	**$2,225,000**	**$2,314,940**

As indicated above, there is a cost difference of $89,940 (at the 15% design) between the options. This represented a cost difference of around 4%. As such, the cost increase compared to the benefits of increased use of Option 2 was considered acceptable by the Working Group. While there was still capacity for the consultant to continue working on both options up to 50% detail, it was the determination of the Working Group that Option 2 would be the only considered option moving forward.

Following the August 2020 Council Meeting, Administration sought a grant to a maximum of one-third of the total project cost ($762,366) through the 2020 round of the Community Sport and Recreation Facility Fund (**CSRFF**), via the Department of Local Government Sport and Cultural Industries (**DLGSC**). As per correspondence received by the City in December 2020, the application for CSRFF Funding was unsuccessful **(Attachment 4)**.

Feedback received from DLGSC on the application outcome was that the City was welcome to re-apply for the next round of CSRFF, noting that while some of the issues such as management and safety could be addressed in more detail, there are other factors such the level of demand, State Government priorities and competitiveness of the applications received which would influence future decisions.

A fly-through video was shown at the meeting, providing Working Group members with an impression of what riding the track may represent.

Following discussion at the meeting, the Working Group resolved to:

- *NOTE the development of Option 1 (5m width track) and Option 2 (criterium width track) to 15% design development;*
- *NOTE the cost estimates for the Option 1 and Option 2 (as detailed above);*
- *ENDORSE progressing Option 2 to 50% detail design.*

Working Group Meeting – 14 April 2021

Following additional design work, the consultant presented the updated design, focusing on Option 2 as the preferred design.

It should be noted that the additional design work lead to an increase in the cost estimate of $235,175 from the 15% design.

It was noted by the consultant that there could be some savings identified if the trackside kerbing was removed around the full extent of the track. The Working Group supported the removal of the kerbing during the meeting. Following the meeting, Administration investigated and recommend that the kerbing be retained to ensure integrity of the bitumen track.

Additional items were added to the scope of the design:
- CCTV
- Electronic Track Timing System
- Digital Notice Boards

As the CSRFF Funding was not successful, the City has applied for funding through the Building Better Regions Fund for $500,000. The outcome of the application is anticipated toward the end of June 2021.

The following resolutions were made by the Working Group:

"1. NOTE the development of Splendid Park Cycling Facility Upgrade to 50% design development, as per Attachment 2 of this report;
2. NOTE the cost estimates for the upgrade are as follows:

Item	
Preliminaries	*$180,000*
Demolition	*$37,915*
Siteworks and Earthworks	*$592,800*
Track	*$554,200*
Electrical	*$96,000*
Exterior Elements	*$544,700*
External Services	*$19,000*
SUBTOTAL	***$2,024,615***
Professional Fees	*$121,500*
Design Contingency	*$202,500*
Construction Contingency	*$202,500*
SUBTOTAL	***$526,500***
TOTAL	***$2,551,115***

3. SUPPORT the removal of the side kerbing from the design, pending review by Administration."

A request was made by the Club to release the updated designs and fly through video for the public. This release is one of the outcomes of this report.

Working Group Meeting – 16 June 2021
The updated 85% design was presented to the Working Group (**Attachment 5**).

As mentioned, Administration investigated the possibility of removing the kerbing from the side of the track. Following investigation, the Consultant recommended that only corners of the track have concrete flush kerb (1m wide concrete shoulder) to limit any lateral movement in these locations. There would be no flush kerb on straight sections of the track. Additionally, there will also be concrete edge beams for areas used for maintenance access. The conservative approach (kerbing around the entirety of the track) is included in the updated project cost estimate. Removing the kerbing from the straight edges of the track (while ensuring vehicle

entry and exit points are kerbed) could result in saving to the project. As a result of discussion, the kerbing will be included as a separable portion in the tender documentation.

The following resolutions were made by the Working Group:

1. NOTE the development of Splendid Park Cycling Facility Upgrade to 85% design development;
2. NOTE the cost estimates for the upgrade are as follows:

Item	
Preliminaries	*$205,000*
Demolition	*$37,915*
Siteworks and Earthworks	*$609,300*
Track	*$547,180*
Electrical	*$86,500*
Exterior Elements	*$591,085*
External Services	*$19,000*
SUBTOTAL	***$2,095,980***
Professional Fees	*$125,800*
Design Contingency	*$157,200*
Construction Contingency	*$209,600*
SUBTOTAL	***$492,600***
TOTAL	***$2,588,580***

3. *REQUEST Administration to present the detailed design and funding options for review by Council at the next available Ordinary Meeting***.**

Consultation

Broad community consultation has been completed on the proposal to develop a cycling facility at Splendid Park.

As part of the detail design process, the City provided relevant stakeholders the opportunity to attend a workshop held at Splendid Park on 18 November 2020. This allowed all stakeholders the opportunity to provide additional feedback regarding the existing design, particularly in regards to the ongoing usability of the facility for either training and/or criterium-level activities.

The following stakeholders attended the workshop:
- Northern Beaches Cycling Club;
- Yanchep Redhawks Junior Football Club;
- Yanchep Redhawks Football Club;
- Masters Cycling WA;
- Roues Chaudes Cycle Club;

The following stakeholders were invited, but were unable to attend:
- Yanchep Netball Club;
- Yanchep Little Athletics Club;
- Yanchep Football Club (Soccer);
- Yanchep Cricket Club
- Two Rocks Yanchep Residents Association;
- West Cycle;
- South Perth Roulleurs Cycle Club;
- Rebound WA;

- Inline Speed Skating;
- Peel Districts Cycling Club; and
- Midland Cycling Club.

Though the layout of the path upgrade did not change significantly, outcomes of the workshop included additions/clarifications regarding the design, signage recommendations, safety features (fencing) and overall improvement ideas. These changes, where practicable, have been included in the detail design.

Engagement with the Northern Beaches Cycling Club will continue on an as needed basis throughout the detailed design process.

Comment

As an outcome of the February Working Group Meeting, the Working Group resolved to progress only with Option 2 – the full criterium-width track. The cost difference between the two designs is minimal and Option 2 will provide additional uses for the facility. It should be noted that this facility was originally conceived as an interim facility until a dedicated facility is constructed at the planned Alkimos Regional Open Space. At this stage, it is unlikely the dedicated facility in Alkimos will be constructed for at least the next 10 to 15 years. Considering this, the provision of full criterium width is supported.

At the Working Group meetings, the request has been made to release for public information the updated designs (85%) and the 3D fly-through video. This will assist with marketing and promotion of the upgraded facility, as well as provide further funding opportunities.

The clearing permit has been lodged with the DWER following the meeting in April. Subsequent to the receipt of the application, DWER released the application for public comment in May, citing a 21 day period for the public to provide comment. This period was due to be completed in June 2021. At the time of writing, the City had not received any notification regarding the outcome of the public comment period. Based on previous experiences, should there be no appeals, formal notification of the permit application outcome is anticipated towards the end of 2021.

As the detailed design for the cycling track is now at 85%, Administration has approached the City's insurance provider, LGIS, with the view of providing the designs for their review. LGIS will be requested to consider the safety aspects of the track, as well as the need for fencing. This is an important step, as the advice received will allow the City to ensure that risks are minimised during and following the construction of the track. Once the advice has been received from LGIS, this will be presented to the Working Group for initial consideration.

In March 2021, the City applied for a grant from the Building Better Regions Fund (BBRF) for $500,000. At this stage, the City is yet to receive a response in terms of the application's success or otherwise. However, given that the BBRF is a nationally popular fund, there is a high probability that the application will be unsuccessful.

Statutory Compliance

Nil

Strategic Implications

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

"1 Society

1.1 Healthy and Active People

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

Risk Management Considerations

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

Risk Title	**Risk Rating**
CO-023 Safety of Community	Moderate
Accountability	**Action Planning Option**
Director Community and Place	Manage

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

Risk Title	**Risk Rating**
CO-O22 Environmental Management	Moderate
Accountability	**Action Planning Option**
Director Planning and Sustainability	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 these risks to improve the existing management systems.

Policy Implications

Nil

Financial Implications

Currently, the project is listed in the City's Long Term Financial Plan as per the following:

Year	Detail	Amount
1	Survey, Site Investigation and Procurement	$80,000
2	Detailed Design and Construction	$1,500,000
	Total	**$1,580,000**

In the lead up to the 2021 State election, the City received advice of a $400,000 funding commitment towards the project from the local Member of Parliament. The incorporation of this funding into the project is the subject of a separate report in this agenda.

The consultant has provided an indicative cost estimate based on 85% detail design:

Item	
Preliminaries	$205,000
Demolition	$37,915
Siteworks and Earthworks	$609,300
Track	$547,180

Electrical	$86,500
Exterior Elements	$591,085
External Services	$19,000
SUBTOTAL	**$2,095,980**
Professional Fees	$125,800
Design Contingency	$157,200
Construction Contingency	$209,600
SUBTOTAL	**$492,600**
TOTAL	**$2,588,580**

This indicates an increase of approximately $37,465 from the 50% detailed design estimate.

In March, the City applied for grant from the Building Better Regions Fund (BBRF) for $500,000. At this stage, the City is yet to receive a response in terms of the application's success or otherwise.

As it stands at present, taking into account the $400,000 funding commitment from the State Government, and assuming the BBRF grant is unsuccessful, the project budget has a shortfall of $608,580. The City will need to consider how this funding shortfall may be addressed, noting the potential for the project costs to continue to increase as a result of environmental offsets (which were indicated at a provisional amount of $135,000 in the report to the August 2020 Council Meeting). The costs for the environmental offsets are not included in the latest estimate of $2,588,580 as the exact amount is difficult to determine at this time.

In terms of additional funding, the following options may be considered:

- Application to the 2021/22 round of the CSRFF program. This will likely result in the delay to the construction start date;
- Identify additional municipal funds in the Long Term Financial Plan; or
- Utilisation of the funding that is likely to become available through the Local Roads and Community Infrastructure Program (LRCIP) in January 2022.

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. **NOTES the outcomes of the North Coast Cycling Facility Master Plan Implementation Working Group Meetings held on 26 October 2020, 14 February 2021, 14 April 2021 and 16 June 2021, and the Stakeholder Workshop held on 18 November 2020;**

2. **NOTES the progress of the detailed design (Attachment 5), including the adoption of Option 2 (Criterium Width Track) as the preferred design;**

3. NOTES the cost estimates for the upgrade are as follows:

Item	
Preliminaries	$205,000
Demolition	$37,915
Siteworks and Earthworks	$609,300
Track	$547,180
Electrical	$86,500
Exterior Elements	$591,085
External Services	$19,000
SUBTOTAL	**$2,095,980**
Professional Fees	$125,800
Design Contingency	$157,200
Construction Contingency	$209,600
SUBTOTAL	**$492,600**
TOTAL	**$2,588,580**

4. NOTES that the cost estimate may increase as the detailed design process is finalised and information becomes available on the potential costs for environmental offsets and risk mitigation measures;

5. REQUESTS Administration to investigate funding options for the balance of the project, totalling $608,580 as per the 85% detailed design, including securing external funding or additional municipal funding identified as a result of the forthcoming review of the City's Long Term Financial Plan.

Attachments:

1⇩.	*Attachment 1 - Site Map - Splendid Park, Yanchep*	*21/259640*
2⇩.	*Attachment 2 - Splendid Park Cycling Facility - Concept Design - Option 1*	*20/139513*
3⇩.	*Attachment 3 - Splendid Park Cycling Upgrade - Concept Design - Option 1B*	*20/320738*
4⇩.	*Attachment 4 - CSRFF Grant Application Unsuccessful - Splendid Park Cycling Upgrade - City of Wanneroo*	*20/571491*
5⇩.	*Attachment 5 - 85% Landscape Overall - Splendid Park Cycling Upgrade*	*21/248101*



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LEGEND

- SITE BOUNDARY
- TRACK EXTENSIONS
- FOOTPATH 3
- 5m WIDE RED ASPHALT TRACK 4
- PROPOSED TREES
- BALUSTRADE
- FUTURE SKATE PARK
- LIMESTONE RETAINING WALL
- PROPOSED START LINE
- PROPOSED FINISH LINE
- PROPOSED NEW SHADE STRUCTURE
- ROAD
- TURF
- EXISTING TREES
- SITE FENCE
- RACE TRACK LIGHTING
- WALKING PATH FROM EXISTING AMENITYIES
- ELECTRICAL, WATER & COMMUNICATIONS TO TRANSFORMER FOR MARQUEES
- WARNINING SIGNAGE
- DIRECTIONAL SIGNAGE
- TRACK SIGN LOCATION



SPLENDID CRITERIUM CYCLE TRACK - CITY OF WANNEROO

CONCEPT 1

City of Wanneroo

DWG COW08-CO-06
REV C
DATE 16-01-2020
SCALE 1 : 2000 @ A3
0 10 20 30 40 50 m

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emerge ASSOCIATES



LEGEND

- SITE BOUNDARY
- TRACK EXTENSIONS
- FOOTPATH
- 6m WIDE RED ASPHALT TRACK
- PROPOSED TREES
- BALUSTRADE
- FUTURE SKATE PARK
- LIMESTONE RETAINING WALL
- PROPOSED START LINE
- PROPOSED FINISH LINE
- PROPOSED NEW SHADE STRUCTURE
- ROAD
- TURF
- EXISTING TREES
- SITE FENCE
- RACE TRACK LIGHTING
- WALKING PATH FROM EXISTING AMENITIES
- ELECTRICAL, WATER & COMMUNICATIONS TO TRANSFORMER FOR MARQUEES
- WARNING SIGNAGE
- DIRECTIONAL SIGNAGE
- TRACK SIGN LOCATION
- TRACK THICKENING TO 8M START/FINISH STRAIGHT
- AREAS IMPACTED BY INCREASED TRACK WIDTH'

NOTES:

- **1,862** SQ M INCREASE IN ASPHALT AREA WITH TRACK WIDITH INCREASED FROM 5M TO 6/8M
- INCREASED WIDTH WILL REQUIRE ADDITIONAL RETAINING ALONG NORTHERN EMBANKMENT, ADDITIONAL ROCK PITCHING RETAINING IN NORTH-EASTERN BASIN AND POTENTIALLY IMPACT ON SKATE PARK AMENITY AS WELL AS EXISTING LIGHTING AND FENCING.

*EXISTING SERVICE PITS NOT SHOWN ON PAGE HOWEVER WILL BE INCORPORATED INTO DETAIL DESIGN

SPLENDID CYCLE PATH - CITY OF WANNEROO
CONCEPT 1B

City of Wanneroo

DWG COW08-CO-06
REV A
DATE 27-07-2020
SCALE 1 : 2000 @ A3
0 10 20 30 40 50 m
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GOVERNMENT OF WESTERN AUSTRALIA
Department of
Local Government, Sport and Cultural Industries

Our ref 68-10473
Enquiries Kent Burton
Phone (08) 9492 9759
Email kent.burton@dlgsc.wa.gov.au

Mr Wayne Stuart
Coordinator Community Facilities
City of Wanneroo
Locked Bag 1
WANNEROO WA 6946

Dear Mr Stuart

COMMUNITY SPORTING AND RECREATION FACILITIES FUND (CSRFF)
GRANT REFERENCE: GR-04-00000416

Thank you for your application for funding support through the CSRFF to assist with the establishment of a criterium cycling track at Splendid Park, Yanchep.

For the 2021-22 CSRFF Annual and Forward Planning Grants Round, the Department of Local Government, Sport and Cultural Industries (the department) received 60 funding applications requesting assistance which far exceeds the amount available for allocation in this round. As such, the department is unable to support a number of very worthwhile community projects. I regret to advise that your application for CSRFF support has not been successful on this occasion.

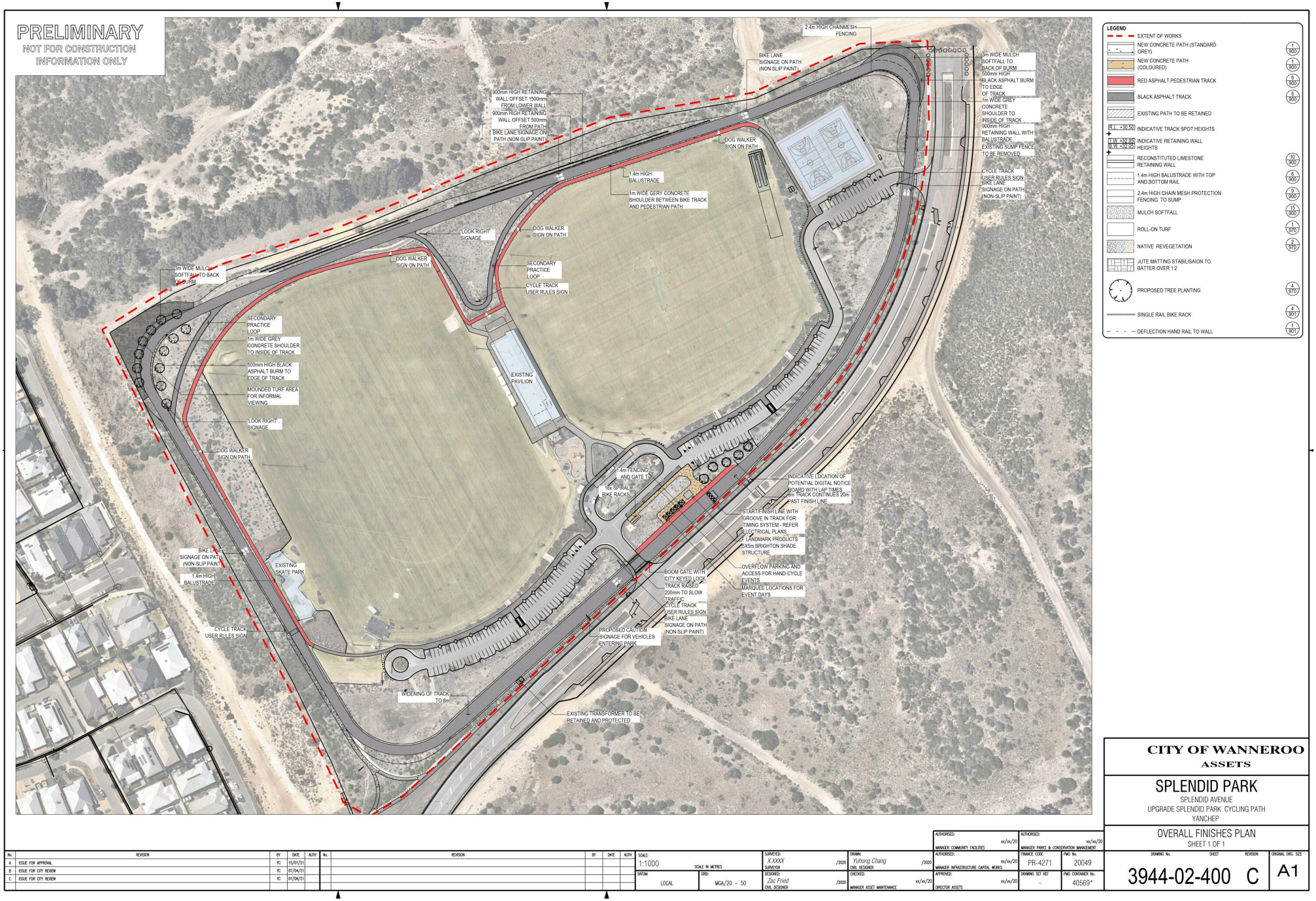
Mr Kent Burton, Senior Project Manager – Community Investment, will contact you to discuss the assessment of your project. I would also encourage you to discuss the option of re-applying for CSRFF funding support in the future.

Yours sincerely

Lisa Fanciulli
Executive Director Infrastructure

14 December 2020

246 Vincent Street Leederville Western Australia 6007
PO Box 329 Leederville Western Australia 6903
Telephone 08 9492 9700 Email info@dlgsc.wa.gov.au
Web www.dlgsc.wa.gov.au


PRELIMINARY
NOT FOR CONSTRUCTION
INFORMATION ONLY
2.4m HIGH CHAINMESH FENCING
BIKE LANE SIGNAGE ON PATH (NON-SLIP PAINT)
5m WIDE MULCH SOFTFALL TO BACK OF BURM
500mm HIGH BLACK ASPHALT BURM TO EDGE OF TRACK
1m WIDE GREY CONCRETE SHOULDER TO INSIDE OF TRACK
900mm HIGH RETAINING WALL WITH BALUSTRADE
EXISTING SUMP FENCE TO BE REMOVED
CYCLE TRACK USER RULES SIGN
BIKE LANE SIGNAGE ON PATH (NON-SLIP PAINT)
900mm HIGH RETAINING WALL OFFSET 1500mm FROM LOWER WALL
900mm HIGH RETAINING WALL OFFSET 500mm FROM PATH
BIKE LANE SIGNAGE ON PATH (NON-SLIP PAINT)
DOG WALKER SIGN ON PATH
1.4m HIGH BALUSTRADE
1m WIDE GERY CONCRETE SHOULDER BETWEEN BIKE TRACK AND PEDESTRIAN PATH
LOOK RIGHT' SIGNAGE
DOG WALKER SIGN ON PATH
DOG WALKER SIGN ON PATH
SECONDARY PRACTICE LOOP
CYCLE TRACK USER RULES SIGN
3m WIDE MULCH SOFTFALL TO BACK OF BURM
SECONDARY PRACTICE LOOP
1m WIDE GREY CONCRETE SHOULDER TO INSIDE OF TRACK
500mm HIGH BLACK ASPHALT BURM TO EDGE OF TRACK
MOUNDED TURF AREA FOR INFORMAL VIEWING
LOOK RIGHT' SIGNAGE
DOG WALKER SIGN ON PATH
EXISTING PAVILION
1.4m FENCING AND GATE TY
18x SPIRAL BIKE RACKS
INDICATIVE LOCATION OF POTENTIAL DIGITAL NOTICE BOARD WITH LAP TIMES
5m TRACK CONTINUES 20m PAST FINISH LINE
START / FINISH LINE WITH GROOVE IN TRACK FOR TIMING SYSTEM - REFER ELECTRICAL PLANS
LANDMARK PRODUCTS 9x5m BRIGHTON SHADE STRUCTURE
OVERFLOW PARKING AND ACCESS FOR HAND-CYCLE EVENTS
MARQUEE LOCATIONS FOR EVENT DAYS
BIKE LANE SIGNAGE ON PATH (NON-SLIP PAINT)
EXISTING SKATE PARK
1.4m HIGH BALUSTRADE
BOOM GATE WITH CITY KEYED LOCK
TRACK RAISED 200mm TO SLOW TRAFFIC
CYCLE TRACK USER RULES SIGN
BIKE LANE SIGNAGE ON PATH (NON-SLIP PAINT)
CYCLE TRACK USER RULES SIGN
PROPOSED CAUTION SIGNAGE FOR VEHICLES ENTERING PARK
WIDENING OF TRACK TO 8m
EXISTING TRANSFORMER TO BE RETAINED AND PROTECTED
LEGEND
EXTENT OF WORKS
NEW CONCRETE PATH (STANDARD GREY) 1/900
NEW CONCRETE PATH (COLOURED) 1/900
RED ASPHALT PEDESTRIAN TRACK 6/900
BLACK ASPHALT TRACK 6/900
EXISTING PATH TO BE RETAINED
INDICATIVE TRACK SPOT HEIGHTS
INDICATIVE RETAINING WALL HEIGHTS
RECONSTITUTED LIMESTONE RETAINING WALL 10/900
1.4m HIGH BALUSTRADE WITH TOP AND BOTTOM RAIL 8/900
2.4m HIGH CHAIN MESH PROTECTION FENCING TO SUMP 9/900
MULCH SOFTFALL 15/900
ROLL-ON TURF 1/970
NATIVE REVEGETATION 2/970
JUTE MATTING STABILISAION TO BATTER OVER 1:2
PROPOSED TREE PLANTING 4/970
SINGLE RAIL BIKE RACK 4/901
DEFLECTION HAND RAIL TO WALL 1/901
CITY OF WANNEROO
ASSETS
SPLENDID PARK
SPLENDID AVENUE
UPGRADE SPLENDID PARK CYCLING PATH
YANCHEP
OVERALL FINISHES PLAN
SHEET 1 OF 1
3944-02-400 C
A1

Communication, Marketing and Events

4.9 Corporate Brand Refresh

File Ref:	7142V03 – 21/262976
Responsible Officer:	Director Community and Place
Disclosure of Interest:	Nil
Attachments:	3
Previous Items:	3.3 - Brand Update - Forum - 27 Apr 2021 5:30pm 3.4 - Brand Update - Forum - 03 May 2021 5:30pm (Special) 3.2 - Brand Update - Forum - 22 Jun 2021 6:00pm

Issue

To consider a refreshed Corporate brand concept for the City of Wanneroo together with a proposal to introduce a Business Wanneroo subsidiary brand.

Background

The City is updating its branding – last reviewed in 2003 – to align with accessibility guidelines, its strategic direction, business and community expectations, and contemporary applications for smart device technology. The refreshed branding is designed to reflect the City's diversity and inclusion objectives, and a stronger expression of the City's demographics and median age of 33 years.

Following consideration by Council Members of four concepts for a refreshed Corporate brand in April 2021, three options for the City's corporate logo were selected. These were subsequently submitted for market testing with seven representative community focus groups to determine accessibility in font arrangement, colour and readability, and emotional affiliation with the overall design.

One of the concepts was clearly favoured and focus group feedback was combined with Council Member feedback to produce a final design (**Attachments 1 and 2**).

In addition to the refreshed Corporate brand, a Business Wanneroo subsidiary brand has been developed as part of the master suite of branding. The proposed Business Wanneroo brand (**Attachment 3**) was market tested with business groups and Council Members and received very positive feedback.

Detail

Each of the three Corporate logo concepts were presented to the focus groups, showing print, embroidery, letterhead, social media and single colour options. The focus groups comprised a broad cross-section of the community including seniors, culturally and linguistically diverse people, Aboriginal and Torres Strait Islander people, youth, people in the median age group, and people with disability.

Based on input from the focus groups and Council Members, the most favoured concept was amended to produce a final design which is recommended to Council for endorsement.

In a separate consultative process, the design and objectives of the Business Wanneroo subsidiary brand received overwhelming support from local business representatives including the Wanneroo Business Association and the Small Business Development Corporation. Additionally, the Small Business Commissioner wrote a letter to the CEO offering:

…support for the concept of a strong and unique business brand for the City, which would be distinctly different from the corporate branding used to communicate with local residents and ratepayers. This branding will be particularly critical when marketing the benefits of doing business in Wanneroo as per the City's investment attraction program.

To enrich the City's distinctive individuality through its brand expression, commissioning of a local Aboriginal artist is being undertaken to visually articulate the unique local story of Wanneroo.

The final design will be digitised and applied to respectful treatments in association with City's corporate brand, such as the Reconciliation Action Plan, NAIDOC Week activities, uniforms, themed community consultation initiatives, themed communications such as the Aboriginal seasons, events, corporate documents and select merchandise.

Consultation

The City held seven workshops during May 2021 with the representative focus groups on the concepts for the City's refreshed Corporate logo.

The Business Wanneroo subsidiary brand concept was also market tested with local business representatives including the Wanneroo Business Association and the Small Business Development Corporation.

Comment

The adoption of a refreshed Corporate brand will ensure alignment with accessibility guidelines, reflect the City's recently updated strategic direction, business and community expectations, and contemporary applications for smart device technology.

Ideally, the refreshed corporate brand will be showcased with the release of the 2021/22-2031/32 Strategic Community Plan.

A comprehensive Brand Book will be developed to ensure application of the refreshed brand has a strong governance model and guidelines to reduce risk of diluting the City's brand identity.

It is proposed that the refreshed corporate brand will be applied gradually, allowing for a progressive increase in brand awareness and resonance with the community. A considered timeline for implementation is recommended via platforms such as electronic templates in the first instance and applied to more established examples such as signage as opportunities present.

The introduction of the proposed Business Wanneroo subsidiary brand reflects the strategic focus the City has on economic and business development, and presents a strong and unique business to business brand.

Statutory Compliance

Nil

Strategic Implications

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

"1 Society

1.4 Connected Communities

1.4.1 Connect communities through engagement and involvement"

"4 Civic Leadership
4.3 Progressive Organisation
4.3.1 Lead excellence and innovation in local government"

Risk Management Considerations

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

The above risk relating to the issue contained within this report has been identified and considered within the City's Strategic risk register. Mitigation strategies include alignment of the brand refresh to the current work on the City's Strategic Community Plan and delivery of the Brand Strategy 2019-2022. Alignment with risk appetite statements are considered including 1.4 Connected Communities.

The City acknowledges that segments of the community will resist change and hence have a negative impact on its reputation. In view of this, the City is prepared to accept risk which can be mitigated by appropriate media, community and employee engagement.

There is a risk that failure to refresh the City's brand to meet accessibility guidelines and community expectations will lead to criticism of a lack of inclusion and have an adverse reputational impact.

Policy Implications

Nil

Financial Implications

A budget of $150,000 was allocated in 2020/21 for brand primarily focused on concept development and delivery. Changes to the social and economic environment due to COVID-19, however, coupled with an identified need for further consultation on logo design, resulted in underspend.

The proposed 2021/22 budget of $80,000 to $100,000 recognises prior work done both in-house and by a professional design agency to finalise the logo concepts for market, and incorporates activities identified to complete the corporate brand narrative. These include brand book development, digital and print template creation, Aboriginal artwork commissioning and application of the brand across various touch points.

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. **APPROVES the City's Corporate brand concept and logo as articulated in Attachments 1 and 2, noting that this will be the master brand for all City programs, services and community interfaces; and**

2. APPROVES the Business Wanneroo subsidiary brand and logo as articulated in Attachment 3, noting that this will be the City's tailored business-to-business branding.

Attachments:

1⇩.	*Attachment 1: Final Corporate Brand Presentation for Council Briefing 6 July 2021*	*21/269650*
2⇩.	*Attachment 2 - City of Wanneroo Corporate Logo - July 2021*	*21/278048*
3⇩.	*Attachment 3 - City of Wanneroo Business Brand Logo - July 2021*	*21/278055*

City of Wanneroo

1. City Logo and Brand development (consolidated)
2. Business Wanneroo Brand development (consolidated)

identity

The content of this document is strictly confidential and remains the property of Identity Perth.

Master logos

LOGO CONCEPT 1

POSITIVE

City of Wanneroo

REVERSE

City of Wanneroo


Social mock up
LOGO CONCEPT 1
City of
Wanneroo
#the future is you
Liked by identityperth and others
cityofwanneroo
As one of Australia's
identity

Letterhead mock up

LOGO CONCEPT 1

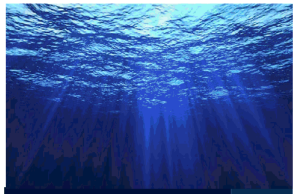




Colour system

LOGO CONCEPT 1

PRIMARY



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KANGAROO PAW RED 2
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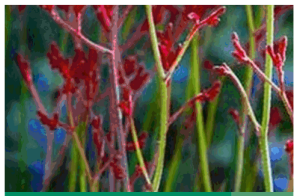
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2. Business Wanneroo logo & brand

(Consolidated)

identity

The content of this document is strictly confidential and remains the property of Identity Perth.

Business logo

BUSINESS WANNEROO



Letterhead mock up



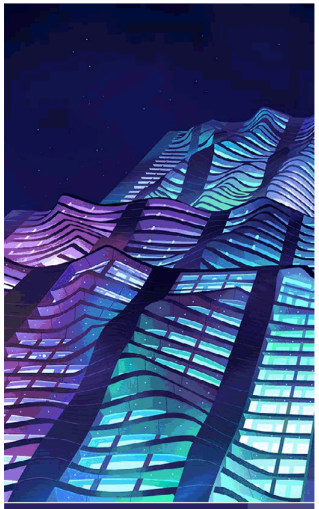


Corporate folder mock up



Colour system

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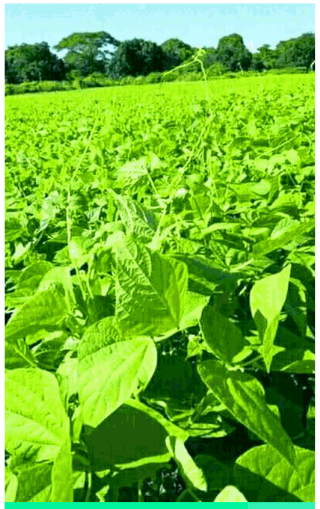


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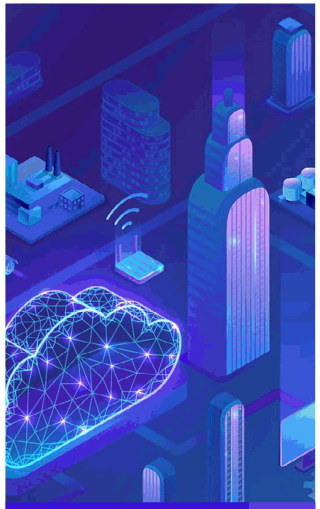
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City of Wanneroo

Attachment 1: Corporate City Logo

identity

The content of this document is strictly confidential and remains the property of Identity Perth.

Master logos

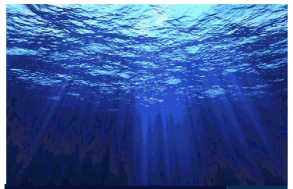
POSITIVE

City of Wanneroo

REVERSE

City of Wanneroo

Colour system



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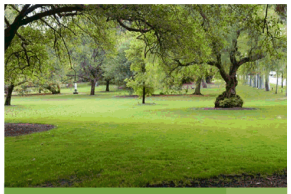


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City of Wanneroo

Attachment 2: Business Brand Logo

identity

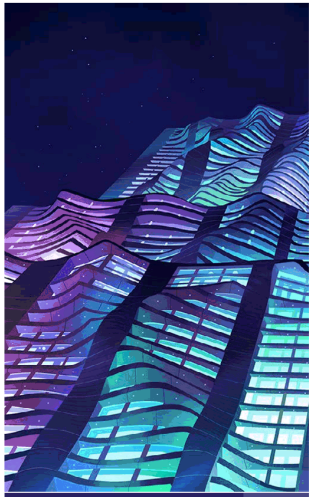
The content of this document is strictly confidential and remains the property of Identity Perth.

Business logo

BUSINESS WANNEROO



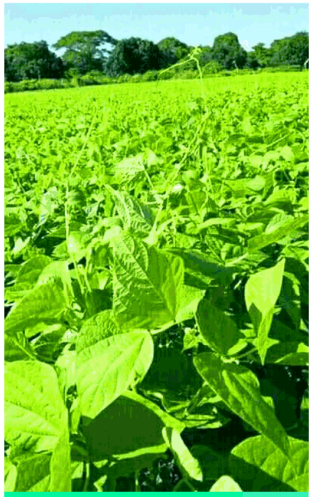
Colour system



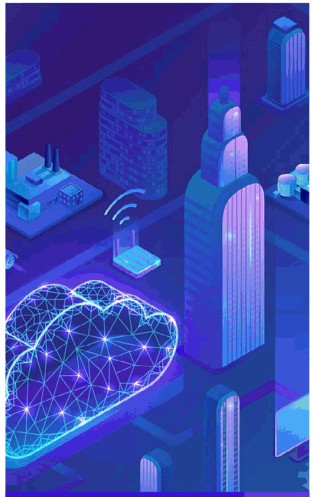
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Place Activation

4.10 Review of Community Engagement Policy

File Ref: 37130V03 – 21/270121
Responsible Officer: Director Community and Place
Disclosure of Interest: Nil
Attachments: 3

Issue

To consider a review of the Community Engagement Policy.

Background

The City's first Community Engagement Policy was approved by Council at its meeting on 6 April 2006 (GS07-04/06). Following a major review, a revised Community Engagement Policy was approved by Council at its meeting of 25 July 2017 (CP02-07/17), after inviting community feedback via public advertising.

In 2018 the City introduced comprehensive new community engagement procedures and guidelines, and the Policy was subsequently reviewed and updated (minor changes only), with the current version (refer **Attachment 1**) being approved on 9 April 2019 (CP08-04/19).

The supporting Management Procedure was approved by Administration on 13 March 2020, following an internal audit which identified the need to capture the decision to engage on projects, as well as the proposed engagement level. This procedure is also being revised.

Whilst a Community Engagement Policy has been in place at the City for many years, increased engagement levels and improved skills of City officers has been evident in recent years.

The current review of the Policy and associated documentation has resulted in some proposed changes to the Policy to support the City's Social Strategy and Place Management Approach, which has a new community leadership and empowerment vision encouraging community-led initiatives.

A tracked changes version illustrating these changes is shown at **Attachment 2**, with a draft revised Policy inclusive of all proposed changes shown at **Attachment 3**.

Detail

The main changes proposed to the Policy include:

- Reference to recent changes to the Local Government Act requirements around community engagement which now support use of more modern community engagement tools (e.g. social media);
- Reference to the City's Place Approach;
- The addition of 'empower' as an engagement approach in the definition of Community Engagement, aligned to the International Association of Public Participation (IAP2) Engagement Level Matrix; and
- Minor administrative changes to reflect Policy ownership and responsibility for implementation.

Consultation

Given the nature of this Policy, the City proposes on this occasion to consult with the community for a period of 28 days before presenting the revised Community Engagement Policy to Council for final adoption. The engagement methods will include:

- Advertising on the "Your Say" community engagement hub on the City's website;
- Advertising in local community newspapers;
- Announcements in social media posts; and
- Email to the City's Community Engagement Network.

Comment

The majority of proposed changes to the Policy are administrative in nature and do not change the Policy's purpose or intent.

The most significant proposed change is to include "Empower" in the definition of Community Engagement. This allows the City to support community led decision-making or responsibility for project implementation where appropriate and where there is capacity in the community to do so.

This option is best practice for community engagement within the International Association of Public Participation (IAP2) "Quality Assurance Standard for Community and Stakeholder Engagement", which the City's Community Engagement Policy and Procedures are based on.

The City's Social Strategy and Place Framework aim to empower communities to achieve a better whole of community outcome and share the responsibility for improving the quality of life of our residents, particularly as the City continues to grow. While there are already some procedures in place to work with and empower local community groups, should Council endorse the draft revised Policy, the City will finalise its review of the Community Engagement Management Procedure to ensure that it continues to manage the overall process efficiently and effectively in the future. The Community Engagement Management Procedure will be updated to:

- Modernise community engagement communication tools with the increased use of social media;
- Provide a mix of engagement methods i.e. online, hard copies, in person, onsite signage, newspaper advertising etc., including letter drops to surrounding local residents;
- Require mail or letter drops to adjoining residents within 400m (or other distance as appropriate) from the affected site, where there is potential to be affected by the proposal;
- Require onsite signage where there is potential for the proposal to have an impact beyond just adjoining residents;
- Clarify the City's position on the use of incentives to increase public participation;
- Cater for all community members, including those with specific needs (e.g. people with disability, older people, people from culturally and linguistically diverse backgrounds);
- Reference the City's latest guidelines for Access and Inclusion and engagement with Traditional Owners.

Statutory Compliance

Nil

Strategic Implications

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

"1 Society

1.4 Connected Communities

1.4.1 Connect communities through engagement and involvement"

Risk Management Considerations

Risk Title	**Risk Rating**
ST-S20 Strategic Community Plan	Low
Accountability	**Action Planning Option**
Director Corporate Strategy & Performance	Manage

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

Risk Title	**Risk Rating**
ST-020 Productive Communities	Low
Accountability	**Action Planning Option**
Director Community & Place	Manage

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

Policy Implications

Nil

Financial Implications

There are no specific financial implications associated with this report, noting that community engagement is funded as required within the City's annual budget.

Voting Requirements

Simple Majority

Recommendation

That Council APPROVES the draft revised Community Engagement Policy included as Attachment 3 being released for public consultation for a period of 28 days with feedback to be submitted to a future Council meeting for consideration.

Attachments:

1⇩.	*Community Engagement Policy - Approved by Council 9 April 2019*	*17/196922[v4]*
2⇩.	*Draft Revised Community Engagement Policy - April 2021 (Tracked changes)*	*17/196922[v9]*
3⇩.	*Draft Revised Community Engagement Policy - April 2021 (clean copy)*	*17/196922[v10]*

City of Wanneroo

Policy Manual

Community Engagement Policy

Policy Owner:	Place Management, Community and Place
Contact Person:	Principal Specialist Place Management
Date of Approval:	9 April 2019 CP08-04/19

POLICY OBJECTIVE

The purpose of this Policy is to provide guiding principles for community engagement to ensure consistent, meaningful and best practice engagement is carried out within the City of Wanneroo (the City).

POLICY STATEMENT

The City is committed to ensuring engagement provides stakeholders with the opportunity to participate at the appropriate level in the development and review of policies, plans and services and that feedback is provided on the results of the engagement. The Policy ensures stakeholder's comments and concerns are acknowledged and considered, and available for decision-making.

SCOPE

This policy applies to all City staff who deliver services, or undertakes projects that impact stakeholders. The City will engage with a variety of stakeholders using a number of different methods appropriate to the level of engagement and in accordance with the City's Community Engagement Framework.

This Policy does not apply to advocacy campaigns and it does not negate the need to adhere to statutory and legal obligations.

CONSULTATION WITH STAKEHOLDERS

This Policy has been developed in consultation with internal service units and the wider community, and is based on the International Association for Public Participation (IAP2) model and 'Quality Assurance Standard for Community and Stakeholder Engagement'.

The Policy was the subject of an internal Audit in 2016 with recommendations integrated as appropriate.

IMPLICATIONS (Financial, Human Resources)

Each Service Unit that initiates new, or revises existing projects or services, is required to appropriately budget funds and capacity to undertake community engagement where applicable. Engagement requirements and appropriate resourcing can be determined by accessing the Community Engagement Management Procedure and contacting the City's Engagement Advisor.

IMPLEMENTATION

Key Principles

The City is committed to the following engagement principles:

- Encouraging participation of people who live, work, visit or support the City of Wanneroo;
- Encouraging broad representation from stakeholders within the City of Wanneroo to ensure that a diverse range of views are expressed and considered;
- Minimising barriers to participation;
- Clearly stating the purpose and aims of the engagement, and any associated limitations or constraints;
- Ensuring relevant information is readily available and that it is accurate, comprehensive and easy to understand;
- Clearly defining the engagement period and allowing sufficient time and opportunity for stakeholders to participate;
- Listening, responding and providing feedback to stakeholders about how the information gathered through the engagement process was used to inform the decision or outcome;
- Being efficient, responsible and accountable for each engagement undertaken and the decisions made as a result;
- Accurate and comprehensive records; and
- Appropriate resourcing is allocated for effective engagement processes and to address the above listed key principles.

When Not To Engage

Where appropriate and possible, a decision should be delayed to allow time for community engagement; however, engagement is not effective or appropriate, when:

- A final decision has already been made by Council or another agency (however, every attempt should be made to engage prior to the decision being made);
- Council cannot influence a decision being made by another agency or party; and/or
- There is insufficient time available to engage due to legislative or legal constraints, or urgent safety issues.

In these events the City will provide information relating to the reasons why engagement could not occur and why the decision has been made.

In addition, where practicable, no engagement is to take place between the last Council Meeting of the calendar year and the first Council Meeting of the New Year, unless specified by Council, a legislated requirement, or ‘business as usual’, as with libraries and other community services within the City.

Council

It is important that Elected Members are made aware of engagement occurring within the City where appropriate.

In accordance with the City’s Risk Management Methodology, projects that set a direction or define a position for the City, have a high level of media interest, operational and/or financial

implications with a high 'Risk Acceptance/Reporting Criteria', are to be considered by Council prior to engagement.

Timeframes for Engagement
In accordance with the City's Risk Management Methodology, for projects that set a direction or define a position for the City, have a high level of media interest, operational and/or financial implications with a high 'Risk Acceptance/Reporting Criteria', a minimum of 28 days is recommended for engagement.

Statutory Engagement
Where the statutory requirements regarding community engagement are not clear, however the decision being made impacts on the community or other stakeholders, community engagement should be carried out in accordance with this Policy.

ROLES AND RESPONSIBILITIES

Staff undertaking engagement and the relevant Manager/Director have a role and responsibility in planning and implementing community engagement. The Engagement Advisor is available to assist and participate where required.

More detailed information regarding specific roles and responsibilities can be found in the Community Engagement Management Procedure.

DISPUTE RESOLUTION

All internal disputes in regard to the level of engagement required will be referred to the relevant Director in the first instance. In the event that an agreement cannot be reached, the matter will be submitted to the CEO for a ruling. This does not impact Council's ability to elevate levels of engagement where they see necessary.

WHO NEEDS TO KNOW ABOUT THIS POLICY?

All City of Wanneroo Elected Members and Administration need to be aware of this policy and be able to interpret and implement its requirements.

EVALUATION AND REVIEW PROVISIONS

The Community Engagement Policy will be reviewed every two (2) years.

DEFINITIONS

DEFINITIONS: Any definitions listed in the following table apply to this document only.	
Advocacy	Advocacy is action intended to influence those who hold government, political or economic authority and to influence public policies, resources and projects to the benefit of any specific affected or interest populations within: • The City of Wanneroo and/or

City of Wanneroo

Policy Manual

	• The Regions, including:
	  ○ Adjacent Councils;
	  ○ Greater Perth region; and
	  ○ Interface Municipalities.

Community Engagement	The term **'Community Engagement'** covers the range of activities that the City utilises to encourage the participation of stakeholders in decision-making processes. These processes include the following four levels of community participation: • Inform; • Consult; • Involve; and • Collaborate.
Stakeholder	A Stakeholder is defined as an individual, group, organisation business and/or government entity that has an interest or concern, or who may be affected by the project or service in question within the City of Wanneroo geographical area (or surrounding locations). A stakeholder can either be internally within the organisation, i.e. a particular Service Unit or Directorate, or externally, i.e. an individual, group, organisation, business or government entity operating outside of the organisation, but still has an interest or an association with the City of Wanneroo and/or the City's geographical area.
Statutory	Prescribed or required by statute. This is a legal requirement the City must adhere to.

RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

The following documents relate to the planning and delivery of community engagement within the City of Wanneroo:

- Community Engagement Planning Guide (17/359436*);
- Community Engagement Management Procedure (14/93368*);
- Community Engagement Level Matrix (16/361983*)
- Community Engagement Plan template 17/143943*;
- Community Engagement Register (16/18564*);

- Community Engagement Toolkit
  Part A: Engagement Planning (18/170721*)
  Part B: Engagement Methods (18/170725*); and
- Statutory Requirements for Community Engagement (16/303523*).

REFERENCES

IAP2 Public Participation Spectrum
The Public Participation Spectrum aims to provide the City with a guide as to when, and how, to engage with the community in different situations.

IAP2 Quality Assurance Standard
The IAP2 Quality Assurance Standard is recognised as the international standard for public participation practice. IAP2 also provide a process by which the quality of an engagement practice can be measured and benchmarked across the industry.

RESPONSIBILITY FOR IMPLEMENTATION
PRINCIPAL SPECIALIST PLACE MANAGEMENT, COMMUNITY AND PLACE

Version	Next Review	Record No:
26 April 2006 (GS07-04/06)	April 2008	501131
05 April 2011 (CD04-04/11)	February 2014	10/64025
14 October 2014 (CD02-10/14)	October 2016	12/148824[v2]
25 July 2017 (CP02-07/17)	May 2019	12/148824[v3]
9 April 2019 (CP08-04/19)	May 2021	17/196922[V4]

City of Wanneroo

Policy Manual

Community Engagement Policy

Policy Owner:	Place Management, Community and Place
Contact Person:	~~Principal Specialist~~ Manager Place Management
Date of Approval:	May~~9~~ 2021~~19 CP08-04/19~~

POLICY OBJECTIVE

The purpose of this Policy is to provide guiding principles for community engagement to ensure consistent, meaningful and best practice engagement is carried out within the City of Wanneroo (the City).

POLICY STATEMENT

The City is committed to ensuring engagement provides stakeholders with the opportunity to participate at the appropriate level in the development and review of policies, plans and services and that feedback is provided on the results of the engagement. The Policy ensures stakeholder's comments and concerns are acknowledged and considered, and available for decision-making.

SCOPE

This policy applies to all City ~~staff~~employees who deliver services, or undertake~~s~~ projects that impact the community~~stakeholders~~. The City will engage with a variety of community members and stakeholders using a number of different methods appropriate to the level of engagement and in accordance with the City's Community Engagement Framework.

This Policy also applies to engagement carried out under the City's Place Approach, but it does not apply to advocacy campaigns or~~and it does not~~ negate the need to adhere to statutory and legal obligations.

COMMUNITY ENGAGEMENT~~CONSULTATION WITH STAKEHOLDERS~~

Actively engaging with local communities is a requirement for Councils under the Local Government Act.

This Policy has been developed in consultation with internal service units and the wider community, and is based on the principles for community engagement in the Local Government Act and International Association for Public Participation (IAP2) ~~model and~~ 'Quality Assurance Standard for Community and Stakeholder Engagement'.

The Policy was the subject of two ~~an~~ internal Audits in 2016 and 2020 with recommendations integrated as appropriate.

IMPLICATIONS (Financial, Human Resources)

Each Service Unit that initiates new, or revises existing projects or services, is required to appropriately budget funds and capacity to undertake community engagement where applicable. Engagement requirements and appropriate resourcing can be determined by accessing the Community Engagement Management Procedure and contacting the City's Engagement Advisor.

IMPLEMENTATION

Key Principles

The City is committed to the following engagement principles:

- Encouraging participation of people who live, work, visit or support the City of Wanneroo;
- Encouraging broad representation from stakeholders within the City of Wanneroo to ensure that a diverse range of views are expressed and considered;
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- There is insufficient time available to engage due to legislative or legal constraints, or urgent safety issues.

In these events the City will document ~~provide information relating to~~ the reasons why engagement could not occur and why the decision has been made and provide this information to interested parties.

In addition, where practicable, no engagement is to take place between the last Council Meeting of the calendar year and the first Council Meeting of the New Year, unless specified by Council, a legislated requirement, or 'business as usual', as with libraries and other community services within the City.

Council
In accordance with the City's Risk Management Methodology, projects that set a direction or define a position for the City, have a high level of media interest, operational and/or financial implications with a high 'Risk Acceptance/Reporting Criteria', are to be considered by Council prior to engagement.

Timeframes for Engagement
In accordance with the City's Risk Management Methodology, for projects that set a direction or define a position for the City, have a high level of media interest, operational and/or financial implications with a high 'Risk Acceptance/Reporting Criteria', a minimum of 28 days is recommended for engagement.

Statutory Engagement
Where the statutory requirements regarding community engagement are not clear, however the decision being made impacts on the community or other stakeholders, community engagement should be carried out in accordance with this Policy.

ROLES AND RESPONSIBILITIES

~~Staff~~Employees undertaking engagement and the relevant Manager/Director have a role and responsibility in planning and implementing community engagement. The Engagement Advisor is available to assist and participate where required.

More detailed information regarding specific roles and responsibilities can be found in the Community Engagement Management Procedure.

DISPUTE RESOLUTION

All internal disputes in regard to the level of engagement required will be referred to the relevant Director in the first instance. In the event that an agreement cannot be reached, the matter will be submitted to the CEO for a ruling. This does not impact Council's ability to elevate levels of engagement where they see necessary.

WHO NEEDS TO KNOW ABOUT THIS POLICY?

The Mayor and a~~A~~ll City of Wanneroo Council ~~Elected~~ Members and Administration need to be aware of this policy and be able to interpret and implement its requirements.

EVALUATION AND REVIEW PROVISIONS

The Community Engagement Policy will be reviewed every two (2) years.

City of Wanneroo Policy Manual

DEFINITIONS

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Advocacy	Advocacy is action intended to influence those who hold government, political or economic authority and to influence public policies, resources and projects to the benefit of any specific affected or interest populations within:
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	• The Regions, including:
	  ○ Adjacent Councils;
	  ○ Greater Perth region; and
	  ○ Interface Municipalities.

Community Engagement	The term **'Community Engagement'** covers the range of activities that the City utilises to encourage the participation of stakeholders in decision-making processes. These processes include the following five~~four~~ levels of community participation: • Inform; • Consult; • Involve; ~~and~~ • Collaborate; and • Empower.
Place Management	Within the City of Wanneroo, Place Management is responding to local community priorities through the coordination of services provided in place, through integrated governance, facilitation, collaboration and leadership approaches.

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Stakeholder	A Stakeholder is defined as an individual, group, organisation business and/or government entity that has an interest or concern, or who may be affected by the project or service in question within the City of Wanneroo geographical area (or surrounding locations). A stakeholder can either be internally within the organisation, i.e. a particular Service Unit or Directorate, or externally, i.e. an individual, group, organisation, business or government entity operating outside of the organisation, but still has an interest or an association with the City of Wanneroo and/or the City's geographical area.
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- Community Engagement Level Matrix (16/361983*)
- Community Engagement Plan template 17/143943*;
- Community Engagement Register (16/18564*);
- Community Engagement Toolkit
  Part A: Engagement Planning (18/170721*)
  Part B: Engagement Methods (18/170725*); and
- Statutory Requirements for Community Engagement (16/303523*)
- Community Led Initiatives and Collaborations Management Procedure (19/368613)
- Community Funding Policy (19/211787)
- Cycle of Council Meetings Guidance Note (19/489469)

REFERENCES

IAP2 Public Participation Spectrum
The Public Participation Spectrum aims to provide the City with a guide as to when, and how, to engage with the community in different situations.

IAP2 Quality Assurance Standard
The IAP2 Quality Assurance Standard is recognised as the international standard for public participation practice. IAP2 also provide a process by which the quality of an engagement practice can be measured and benchmarked across the industry.

RESPONSIBILITY FOR IMPLEMENTATION

MANAGER~~PRINCIPAL SPECIALIST~~ PLACE MANAGEMENT, COMMUNITY AND PLACE

Version	Next Review	Record No:
26 April 2006 (GS07-04/06)	April 2008	501131
05 April 2011 (CD04-04/11)	February 2014	10/64025
14 October 2014 (CD02-10/14)	October 2016	12/148824[v2]
25 July 2017 (CP02-07/17)	May 2019	12/148824[v3]
9 April 2019 (CP08-04/19)	May 2021	17/196922[V4]
April 2021	May 2023	17/196922[V9]

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Community Engagement Policy

Policy Owner:	Place Management, Community and Place
Contact Person:	Manager Place Management
Date of Approval:	May 2021

POLICY OBJECTIVE

The purpose of this Policy is to provide guiding principles for community engagement to ensure consistent, meaningful and best practice engagement is carried out within the City of Wanneroo (the City).

POLICY STATEMENT

The City is committed to ensuring engagement provides stakeholders with the opportunity to participate at the appropriate level in the development and review of policies, plans and services and that feedback is provided on the results of the engagement. The Policy ensures stakeholder's comments and concerns are acknowledged and considered, and available for decision-making.

SCOPE

This policy applies to all City employees who deliver services, or undertake projects that impact the community. The City will engage with a variety of community members and stakeholders using a number of different methods appropriate to the level of engagement and in accordance with the City's Community Engagement Framework.

This Policy also applies to engagement carried out under the City's Place Approach, but it does not apply to advocacy campaigns or negate the need to adhere to statutory and legal obligations.

COMMUNITY ENGAGEMENT

Actively engaging with local communities is a requirement for Councils under the Local Government Act.

This Policy has been developed in consultation with internal service units and the wider community, and is based on the principles for community engagement in the Local Government Act and International Association for Public Participation (IAP2) 'Quality Assurance Standard for Community and Stakeholder Engagement'.

The Policy was the subject of two internal Audits in 2016 and 2020 with recommendations integrated as appropriate.

IMPLICATIONS (Financial, Human Resources)

Each Service Unit that initiates new, or revises existing projects or services, is required to appropriately budget funds and capacity to undertake community engagement where applicable. Engagement requirements and appropriate resourcing can be determined by accessing the Community Engagement Management Procedure and contacting the City's Engagement Advisor.

IMPLEMENTATION

Key Principles

The City is committed to the following engagement principles:

- Encouraging participation of people who live, work, visit or support the City of Wanneroo;
- Encouraging broad representation from stakeholders within the City of Wanneroo to ensure that a diverse range of views are expressed and considered;
- Minimising barriers to participation;
- Clearly stating the purpose and aims of the engagement, and any associated limitations or constraints;
- Ensuring relevant information is readily available and that it is accurate, comprehensive and easy to understand;
- Clearly defining the engagement period and allowing sufficient time and opportunity for stakeholders to participate;
- Listening, responding and providing feedback to stakeholders about how the information gathered through the engagement process was used to inform the decision or outcome;
- Being efficient, responsible and accountable for each engagement undertaken and the decisions made as a result;
- Accurate and comprehensive records; and
- Appropriate resourcing is allocated for effective engagement processes and to address the above listed key principles.

When Not To Engage

Where appropriate and possible, a decision should be delayed to allow time for community engagement; however, engagement is not effective or appropriate, when:

- A final decision has already been made by Council or another agency (however, every attempt should be made to engage prior to the decision being made);
- Council cannot influence a decision being made by another agency or party; and/or
- There is insufficient time available to engage due to legislative or legal constraints, or urgent safety issues.

In these events the City will document the reasons why engagement could not occur and why the decision has been made and provide this information to interested parties.

In addition, where practicable, no engagement is to take place between the last Council Meeting of the calendar year and the first Council Meeting of the New Year, unless specified by Council, a legislated requirement, or 'business as usual', as with libraries and other community services within the City.

Council
In accordance with the City's Risk Management Methodology, projects that set a direction or define a position for the City, have a high level of media interest, operational and/or financial implications with a high 'Risk Acceptance/Reporting Criteria', are to be considered by Council prior to engagement.

Timeframes for Engagement
In accordance with the City's Risk Management Methodology, for projects that set a direction or define a position for the City, have a high level of media interest, operational and/or financial implications with a high 'Risk Acceptance/Reporting Criteria', a minimum of 28 days is recommended for engagement.

Statutory Engagement
Where the statutory requirements regarding community engagement are not clear, however the decision being made impacts on the community or other stakeholders, community engagement should be carried out in accordance with this Policy.

ROLES AND RESPONSIBILITIES

Employees undertaking engagement and the relevant Manager/Director have a role and responsibility in planning and implementing community engagement. The Engagement Advisor is available to assist and participate where required.

More detailed information regarding specific roles and responsibilities can be found in the Community Engagement Management Procedure.

DISPUTE RESOLUTION

All internal disputes in regard to the level of engagement required will be referred to the relevant Director in the first instance. In the event that an agreement cannot be reached, the matter will be submitted to the CEO for a ruling. This does not impact Council's ability to elevate levels of engagement where they see necessary.

WHO NEEDS TO KNOW ABOUT THIS POLICY?

The Mayor and all City of Wanneroo Council Members and Administration need to be aware of this policy and be able to interpret and implement its requirements.

EVALUATION AND REVIEW PROVISIONS

The Community Engagement Policy will be reviewed every two (2) years.

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DEFINITIONS

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

Advocacy	Advocacy is action intended to influence those who hold government, political or economic authority and to influence public policies, resources and projects to the benefit of any specific affected or interest populations within:
	• The City of Wanneroo and/or
	• The Regions, including:
	  ○ Adjacent Councils;
	  ○ Greater Perth region; and
	  ○ Interface Municipalities.

Community Engagement	The term **'Community Engagement'** covers the range of activities that the City utilises to encourage the participation of stakeholders in decision-making processes. These processes include the following five levels of community participation: • Inform; • Consult; • Involve; • Collaborate; and • Empower.
Place Management	Within the City of Wanneroo, Place Management is responding to local community priorities through the coordination of services provided in place, through integrated governance, facilitation, collaboration and leadership approaches.

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Stakeholder	A Stakeholder is defined as an individual, group, organisation business and/or government entity that has an interest or concern, or who may be affected by the project or service in question within the City of Wanneroo geographical area (or surrounding locations). A stakeholder can either be internally within the organisation, i.e. a particular Service Unit or Directorate, or externally, i.e. an individual, group, organisation, business or government entity operating outside of the organisation, but still has an interest or an association with the City of Wanneroo and/or the City's geographical area.
Statutory	Prescribed or required by statute. This is a legal requirement the City must adhere to.

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RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

The following documents relate to the planning and delivery of community engagement within the City of Wanneroo:

- Community Engagement Planning Guide (17/359436*);
- Community Engagement Management Procedure (14/93368*);
- Community Engagement Level Matrix (16/361983*)
- Community Engagement Plan template 17/143943*;
- Community Engagement Register (16/18564*);
- Community Engagement Toolkit
  Part A: Engagement Planning (18/170721*)
  Part B: Engagement Methods (18/170725*); and
- Statutory Requirements for Community Engagement (16/303523*)
- Community Led Initiatives and Collaborations Management Procedure (19/368613)
- Community Funding Policy (19/211787)
- Cycle of Council Meetings Guidance Note (19/489469)

REFERENCES

IAP2 Public Participation Spectrum

The Public Participation Spectrum aims to provide the City with a guide as to when, and how, to engage with the community in different situations.

IAP2 Quality Assurance Standard

The IAP2 Quality Assurance Standard is recognised as the international standard for public participation practice. IAP2 also provide a process by which the quality of an engagement practice can be measured and benchmarked across the industry.

RESPONSIBILITY FOR IMPLEMENTATION

MANAGER PLACE MANAGEMENT, COMMUNITY AND PLACE

Version	Next Review	Record No:
26 April 2006 (GS07-04/06)	April 2008	501131
05 April 2011 (CD04-04/11)	February 2014	10/64025
14 October 2014 (CD02-10/14)	October 2016	12/148824[v2]
25 July 2017 (CP02-07/17)	May 2019	12/148824[v3]
9 April 2019 (CP08-04/19)	May 2021	17/196922[V4]
May 2021	May 2023	17/196922[V10]

Community Safety & Emergency Management Report

4.11 Dog Exercise Options for Shared-Use Parks and Children's Playgrounds

File Ref:	4190 – 21/215786
Responsible Officer:	Director Community and Place
Disclosure of Interest:	Nil
Attachments:	2
Previous Items:	AS05-06/16 - Installation of "Dogs on Leash" signs on approach to playground areas - Ordinary Council - 28 Jun 2016

Issue

To consider the dog exercise provisions for shared use parks associated with schools and children's playgrounds.

Background

Shared Use Parks

The City has a number of shared use agreements for parks/ovals with the Department of Education and schools. These agreements provide non-exclusive use for schools however do not alter Council's resolution to allow for off lead exercise by dog owners.

In February 2019 the Principal of Quinns Rocks Primary School contacted the City with concerns relating to community use of Gumblossom Park as a dog exercise area. These concerns related to risks to students and staff when dogs are exercised off lead during school activities on the oval. The Principal requested that dogs be on a leash when the oval was in use by the school.

Consultation has been undertaken with the local community and results are contained within this report. This matter was scheduled for consideration by Council in 2020 however it was deferred due to the impacts of COVID-19.

In June 2020 the Principal of Carramar Primary School corresponded with the City expressing similar concerns and requested dogs be on lead when the oval is being used during school hours.

It is suggested that the initial consultation conducted in 2019 be considered indicative of requirements that could be applied to all parks and ovals across the City that are the subject of a shared use agreement with the Department of Education.

Children's Playgrounds

In terms of playground areas, at its meeting on 28 June 2016 Council discussed the installation of "Dogs on Leash" signs on approach to all playground areas.

It was resolved that Council:-

"1. Does NOT SUPPORT the immediate installation of Dogs on Leash signs in all playgrounds;
2. APPROVES a programmed installation of Dogs on Leash sign(s) on the perimeter of the playgrounds over a five year period from 2016/2017 with the priority order based on an assessment matrix to be prepared by Administration;
3. APPROVES the installation of Dogs on Leash signs in playgrounds outside of the program where complaints about dogs affecting the use of playgrounds justify such installation; and

4. REQUEST Administration to undertake a proactive education program in relation to responsible dog ownership."

Signs were subsequently installed in a number of playground areas, however these signs conflict with a resolution made in 2014 (CB04-09/14 refers) where Council resolved that:

"SPECIFIES BY ABSOLUTE MAJORITY as a dog exercise area, all public reserves vested in or under the care, control and management of the City of Wanneroo, excluding road and street reserves, designated as dog exercise areas for the purposes of the Dog Act 1976."

Detail

Dog Exercise Areas

In accordance with Section 31(1) of the *Dog Act 1976*, dogs must be held or securely tethered at all times when in a public place, unless the area is designated as a dog exercise area as per Section 31(2). In dog exercise areas there is still a requirement that the animal is under effective control.

All public reserves within the City are deemed dog exercise areas with the following exceptions:

- Frederick J Stubbs Grove, Quinns Rocks;
- Wanneroo Showgrounds, Wanneroo;
- Kingsway Sporting Complex;
- Beach reserves, except designated areas; and
- Road and Street reserves.

The parks where requests have been made by the respective Principals to have dogs on lead during school usage include:

Shared Use Park - Gumblossom Park

Gumblossom Park (Reserve 28376) is Crown Land, managed by the City under a management order for the purpose of "Recreation and Community Purposes". The management order allows the City to lease or licence the land for a term of up to 21 years, subject to the consent of the Minister for Lands under section 18 of the *Land Administration Act 1997*.

In addition to the community and the school, Gumblossom Park is regularly utilised by two local sporting groups who hold Facility Hire contracts with the City. The Facility Hire contracts grant permission to Quinns Football Club and North Coast Ball Club to use Gumblossom Park and facilities, specifically Gumblossom Park East, West, Central and Gumblossom Clubrooms, during agreed times. The conditions of hire do not offer these sporting groups exclusive use of the grounds.

The below table summarises agreed usage for Gumblossom Park for the two sporting groups and the school:

	Quinns Rocks Primary School	Quinns Football Club	North Coast Ball Club
Period	*Feb – Dec (school days only)*	*Apr – Sep*	*Oct – Mar*
Monday	9.00am – 3.30pm	4.30pm – 7.00pm	4.00pm – 7.00pm
Tuesday	9.00am – 3.30pm	4.30pm – 9.00pm	4.00pm – 7.00pm
Wednesday	9.00am – 3.30pm	4.30pm – 9.00pm	4.00pm – 7.00pm
Thursday	9.00am – 3.30pm	4.30pm – 9.00pm	4.00pm – 8.00pm
Friday	9.00am – 3.30pm	4.30pm – 7.00pm	4.00pm – 7.00pm
Saturday	-	8.00am – 6.00pm	7.00am – 7.00pm
Sunday	-	8.00am – 6.00pm	8.30am – 1.00pm

Shared Use Park - Houghton Park

Houghton Park (Reserve 48106) is Crown Land, managed by the City for the purpose of "Public Recreation". The management order allows the City to lease or licence the land for a term of up to 21 years, subject to the consent of the Minister for Lands under section 18 of the *Land Administration Act 1997*.

Houghton Park has other users in addition to the Carramar Primary School, with Facility Hire contracts providing permission for the Carramar Football Club, Wanneroo Cricket Club and the Hi 5 Fitness Group to use the Park during agreed times. Activity is outside of school hours. The conditions of hire do not offer these sporting groups exclusive use of the grounds.

The below table summarises agreed usage for Houghton Park for the two sporting groups and the school:

	Carramar Primary School	Carramar Shamrock Rovers FC - Juniors	Carramar Shamrock Rovers FC - Juniors	Wanneroo Cricket Juniors	Wanneroo Cricket Seniors	Hi 5 Fitness
Period	*Feb – Dec (school days only)*	*Apr – Sep*	*Oct – Mar*	*Oct – Mar*	*Oct – Mar*	
Monday	7.30am – 3.30pm	4.00pm – 8.00pm	-	-	-	-
Tuesday	7.30am – 3.30pm	4.00pm – 8.00pm	5.00pm – 8.00pm	-	-	6.00am – 7.00am
Wednesday	7.30am – 3.30pm	4.00pm – 8.00pm	5.00pm – 7.00pm	-	-	6.00am – 7.00am
Thursday	7.30am – 3.30pm	4.00pm – 8.00pm	6.15pm – 7.30pm	4.00pm – 6.00pm	-	6.00am – 7.00am
Friday	7.30am – 3.30pm	4.00pm – 9.00pm	5.00pm – 7.00pm	-	-	6.00am – 7.00am
Saturday	-	9.00am – 12.00pm	-	8.00am – 12.30pm	12.30pm – 6.00pm	-
Sunday	-	9.00am – 5.00pm	-	7.00am – 12.30pm	-	-

Shared Use Agreements

License agreements for shared use are in place between the City and the Department of Education for the Quinns Rock Primary School and Gumblossom Park, and Carramar Primary School and Houghton Park.

The portion of Gumblossom Park licensed in the Shared Use Agreement is the active playing field on the south-western end of the reserve. The Agreement is for a term of 21 years and commenced in 2006.

The portion of Houghton Park licensed in the Shared Use Agreement is the active playing field on the reserve. The Agreement is for a term of 11 years and commenced in 2016.

The Agreements provide for the payment of an annual maintenance fee to the City by the Department of Education that is applied to maintenance of turf, cleaning and rubbish removal.

The Agreements permit the Quinns Primary School priority usage of the licensed area of Gumblossom Park between the hours of 9.00am and 3.30pm on school days, and the Carramar Primary School has priority usage of the licensed area of Houghton Park between the hours of 8.00am and 4.00pm on school days.

The Agreements for the use of Gumblossom Park and Houghton Park are two of 16 licence agreements for shared use with the Department of Education that are summarised in the table below. The terms of the agreements have changed with those entered from 2016 onwards involving reciprocal use of facilities on Department of Education-owned land.

	Reserve	**School**	**Suburb**	**Issued**
1	Gumblossom Park	Quinns Rocks Primary School	Quinns Rocks	2006
2	Richard Aldersea Park	Clarkson Primary School	Clarkson	2006
3	Koondoola Park	Koondoola Primary School	Koondoola	2006
4	Warradale Park	Landsdale Primary School	Landsdale	2006
5	Addison Park	Merriwa Primary School	Merriwa	2006
6	Abbeville Park	Mindarie Primary School	Mindarie	2006
7	Oldham Park	Yanchep District School	Yanchep	2006
8	Ashdale Park	Ashdale Primary School	Darch	2016
9	Houghton Park	Carramar Primary School	Carramar	2016
10	Kingsbridge Park	Butler Primary School	Butler	2016
11	Belhaven Park	Quinns Beach Primary School	Quinns Rocks	2016
12	Peridot Park	Banksia Grove Primary School	Banksia Grove	2016
13	Riverlinks Park	Somerly Primary School	Clarkson	2016
14	Grandis Park	Joseph Banks Secondary College	Banksia Grove	2017
15	Leatherback Park	Alkimos Beach Primary School	Alkimos	2018
16	Fragola Park	Carnaby Rise Primary School	Landsdale	2018

Consultation

Community consultation was undertaken in the local Quinns Rocks community and with regular users of Gumblossom Park. Participants were invited to take part in an online community survey from 6 May to 26 May 2019.

Engagement activities included:

- Mail out to 449 homes within a 500m radius of Gumblossom Park;
- Quinns Rocks Primary School – survey link included in school newsletter;
- North Coast Ball Club – survey link posted to the Club's private Facebook page;
- Quinns Football Club – letter emailed to members with survey link included;
- Signage at Gumblossom Park with survey details; and
- Social Media messages.

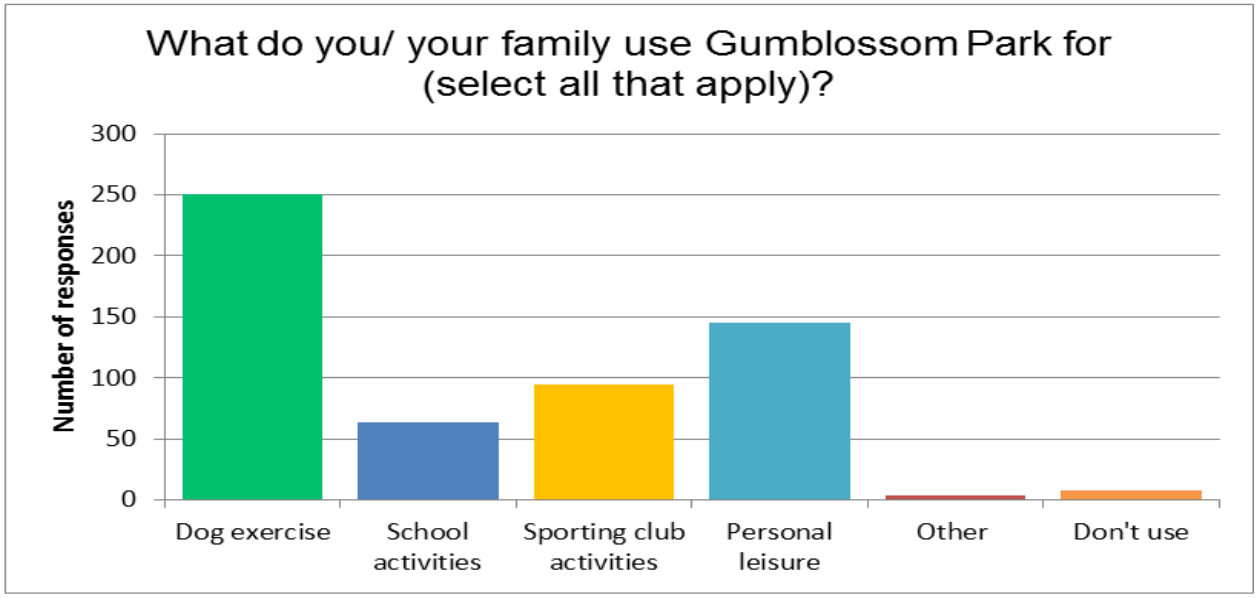
It is proposed that a communication plan will be developed once a decision has been made by Council on the classification of Shared Use Reserves under the provisions of the Dog Act. The plan will provide information to create awareness and understanding within the community and among stakeholders.

Consultation Results

Community consultation has been undertaken in response to the Quinns Rocks Primary School's concerns. The local Quinns Rocks community and the regular users of Gumblossom Park were invited to participate in an online survey, with a total of 397 complete responses received.

The community survey presented questions about the frequency and reasons for visiting Gumblossom Park, levels of support for suggested restrictions applicable to dogs, and an opportunity to provide suggestions and comments on the issue.

More than 70% of survey respondents indicated they use Gumblossom Park multiple times per week. The majority of respondents use Gumblossom Park for the purpose of dog exercise, with the second highest category being personal leisure.

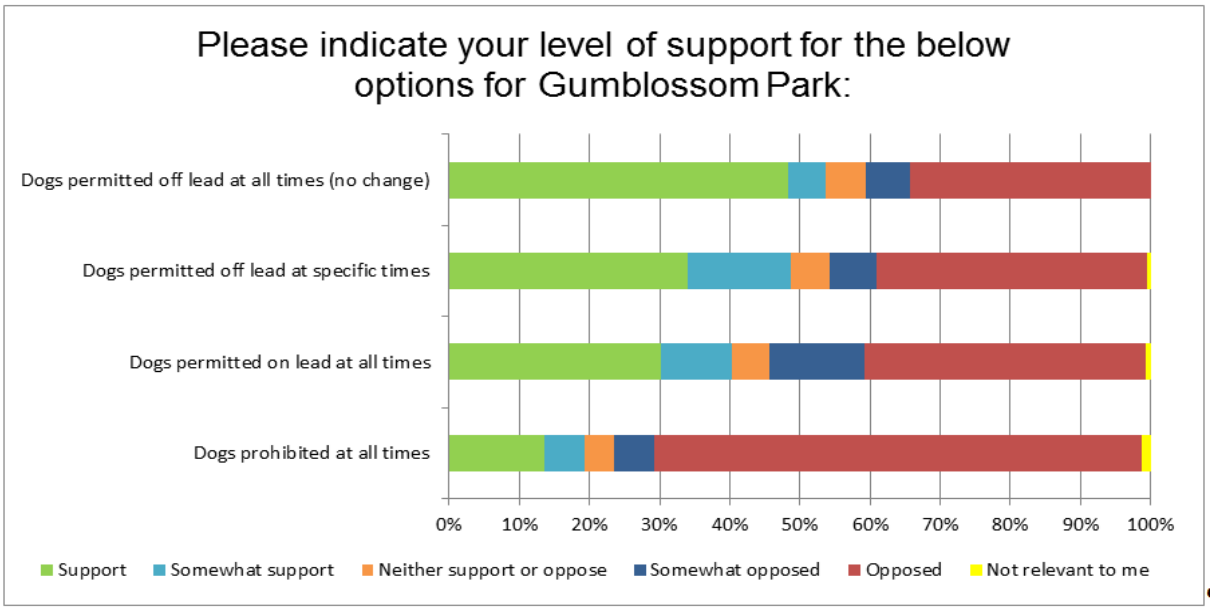


The response selections were not exclusive and therefore show that just under half of those using Gumblossom Park for dog exercise, also use it for other reasons such as:

- School activities - 6%;
- Sporting club activities - 12%; and
- Personal leisure - 31%.

The options presented in the survey regarding dogs being exercised at Gumblossom Park were that dogs be:

- Permitted off lead at all times (no change to current arrangements);
- Permitted off lead at specific times;
- Permitted on lead at all times; or
- Prohibited at all times.



The greatest level of support is for no change to the current arrangements. Considering both the support and opposition received for each option, there is no clear preference for the level of change.

	Support*	**Oppose***
Dogs permitted off lead at all times (no change)	54%	41%
Dogs permitted off lead at specific times	49%	45%
Dogs permitted on lead at all times	40%	54%
Dogs prohibited at all times	19%	75%

**'support' includes responses for somewhat support, 'oppose' includes responses for somewhat oppose*

Of the three options proposing change, dogs permitted off lead at specific times gained the most support and less opposition. The response for dogs permitted on lead at all times is more opposed than it is supported. Prohibiting dogs at all times has very little support and is overwhelmingly opposed.

Comments received through the community survey are consistent in suggesting restricting dogs to leads during school hours. In addition, various comments suggested specific times to restrict dogs to a lead and this is between the hours of 8.00am and 4.00pm. One quarter of these comments also propose having dogs restricted to leads during sporting events/activities.

There are a number of alternative dog exercise areas surrounding Gumblossom Park, including:

- Littleham Park, Quinns Rocks;
- Driftwood Park, Quinns Rocks;
- Mindarie Park, Quinns Rocks;
- Mintaro Park, Quinns Rocks;
- Tapping Park, Quinns Rocks;
- Kinsale Park, Mindarie; and
- Addison Park, Merriwa.

All locations are between 800m to 1.7km from Gumblossom Park, and the Quinns Rocks dog beach is 2.3km from Gumblossom Park.

There are more than 14 alternative dog exercise areas available near Houghton Park, including

- Allanbi Park;
- Waldburg Park;
- Staunton Park;
- Glenfine Park;
- Brightlands Park;
- Litchfield Park;
- Castledene Park;
- Da Vinci Park; and
- Alvarez Park.

All locations are between 450m to 1.3km from Houghton Park.

Many Local Governments, in addition to designated dog exercise areas, specify dog prohibited areas and/ or dog on lead areas, either by reserve or by a class of place. Some of the defined class of place include:

- An area being used for sporting or other activities, as permitted by the local government, during the times of such use – *City of Swan;*

- Within five metres of playgrounds, or sports grounds when a game is underway – *City of Stirling;*

- Any land that has been set apart as a children's playground – *City of Armadale;*

- Any areas set aside by a wall, fence, sandpit or other soft wall surface as a children's playground – *City of Melville.*

The following table summarises the various prohibition and restrictions in place for other Local Governments:

	Dogs prohibited parks	Dogs permitted on lead parks	Dogs prohibited in class of place	Dogs on lead in class of place
City of Swan	✓	✓		✓
City of Bayswater	✓	✓		
City of Joondalup	✓	✓		
City of Stirling		✓	✓	
City of Subiaco		✓	✓	
City of Melville	✓	✓	✓	✓
City of Nedlands		✓	✓	✓
City of Belmont	✓	✓	✓	
City of Gosnells		✓		
City of Armadale	✓		✓	

Children's Playgrounds

Currently dogs, aligned with the 2014 Council resolution, are permitted to be exercised off lead in most City parks and reserves. Many of these parks have playgrounds provided for children, with some being fenced and the majority unrestricted in terms of direct access. Often people with children and dogs will attend the playgrounds to make use of facilities however at times, some dogs are not being kept under effective control and may approach other facility users, particularly children causing unwanted interactions.

To address the unwanted interactions, the 2016 Council resolution sought to provide signage to ensure dogs were kept on lead when in or around playgrounds thus preventing unwanted interactions and an environment where owners would be able to immediately address any negative or potentially dangerous behaviour/actions of their dog.

It is noted that the 2016 Council resolution and associated signage is in conflict with the 2014 Council resolution allowing dogs off lead, and in addition was not made under the provisions of Section 31(3) of the Dog Act 1976 where the City can specify places where a dog must be on lead at all times. This means that the signage is not enforceable and may create conflict as a result.

Comment

Shared Use Parks

Administration considers that the Shared Use Agreements and the concerns raised by schools provides a basis to review the current status of all shared use reserves, inclusive of Gumblossom Park and Houghton Park as dog exercise areas.

From the consultation undertaken, it is considered that there is sufficient community support for permitting dogs off lead at specific times. Given this there are two options proposed that reflect this, with a third option that proposes no change. It is recommended the following options be considered for the portion of Reserve 28376, Gumblossom Park, 15 Tapping Way, Quinns Rocks as indicated in **Attachment 1**.

Similar changes are proposed for the portion of Reserve 48106, Houghton Park, 93 Houghton Drive, Carramar as indicated in **Attachment 2**.

Option 1: Dogs permitted on lead during the hours of 8.00am – 4.00pm on all school days, and are permitted off lead at all other times. This option provides a restriction that stipulates set times and days, making it clear for users.

Option 2: Dogs permitted on lead at times the reserve is being used for sport (whether this be school or community) or other activities as stipulated by the City, and are permitted off lead at all other times. This option is less stringent whereby dogs are not restricted to leads at specific times during school hours as the school or community may not be physically using the reserve for sport at all times within the indicated timeframe. This may prove challenging to seek compliance given the potential confusion with designated activities and times.

Option 3: Dogs permitted off lead at all times with no change to current designation as a dog exercise area, noting that this does not address the concerns that have been raised.

For ease of community understanding and implementation of compliance, Administration's preference is Option 1 if changes are to be made for ovals that are subject to shared use agreements with the Department of Education.

It is suggested that the preferred provisions can be applied to shared use ovals by adding a clause to Shared Use Agreements in operation with the Department of Education, on request from the school principal should significant dog control issues be experienced. Signage would be installed to indicate the area and times where dogs must be on lead, namely 8.00am to 4.00pm on school days.

Children's Playgrounds

To give effect to the provisions of Section 31(3) of the Dog Act 1976 and enable Administration to enforce dogs being on lead at playgrounds, the City needs to specify that playgrounds, where signage has been installed, are places where a dog must be on a lead.

In playgrounds where no signage has been installed the current designation would prevail, namely allowing dogs to remain off-lead.

Similar to shared use parks, signage would be installed to indicate where dogs must be on lead at all times.

Statutory Compliance

Section 31(2B) of the *Dog Act 1976* allows for a local government to, by absolute majority, specify a public place, or a class of public place, that is under the care, control or management of the local government to be a place where dogs are prohibited –

(a) at all times; or
(b) at specified times.

Section 31(3B) of the *Dog Act 1976* provides for a local government to, by absolute majority, specify a public place that is under the care, control or management of the local government to be a rural leashing area.

Pursuant to Section 31(3C) of the *Dog Act 1976*, at least 28 days before specifying a place to be a place where dogs are prohibited at all times or at a specific time, or a rural leashing area, a local government must give local public notice as defined in the *Local Government Act 1995* section 1.7 of its intention to so specify.

Strategic Implications

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

"1 Society

1.1 Healthy and Active People

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

Risk Management Considerations

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

Risk Title	**Risk Rating**
ST-S26 Resilient and Productive Communities	Moderate
Accountability	**Action Planning Option**
Director Community and Place	Manage

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

The above risks relating to the issue contained within this report have been identified and considered within the City's Strategic and Corporate risk registers. Action plans have been developed to manage these risks to support existing management systems. Alignment with the following risk appetite statements should be considered for 1.1 Healthy and Active People.

All sporting activities in which local governments are involved have the potential to cause injury and/or ill health to participants, spectators and third parties. However, the City believes the health benefits for the community outweigh these impacts, and will continue to plan, deliver, fund and permit events and activities which support a healthy and active population – subject to robust risk assessment and management that can be evidenced. The City provides facilities that are for leisure and general recreation activities and as a facility provider; ensures facility design and support the community to utilise the facilities. Therefore the City will accept a low to moderate level of risk to ensure health and safety impacts are reduced to 'as low as reasonable practicable' (ALARP) and reputation risk is restricted to low.

Policy Implications

Nil

Financial Implications

Any changes made will require updated signage on location and implementation of a communication plan. These costs will be covered by existing budget.

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. **APPROVES the advertising of the intention to deem playgrounds in parks in the City of Wanneroo, where appropriate signage has been installed, to become designated places where dogs must be on lead at all times;**

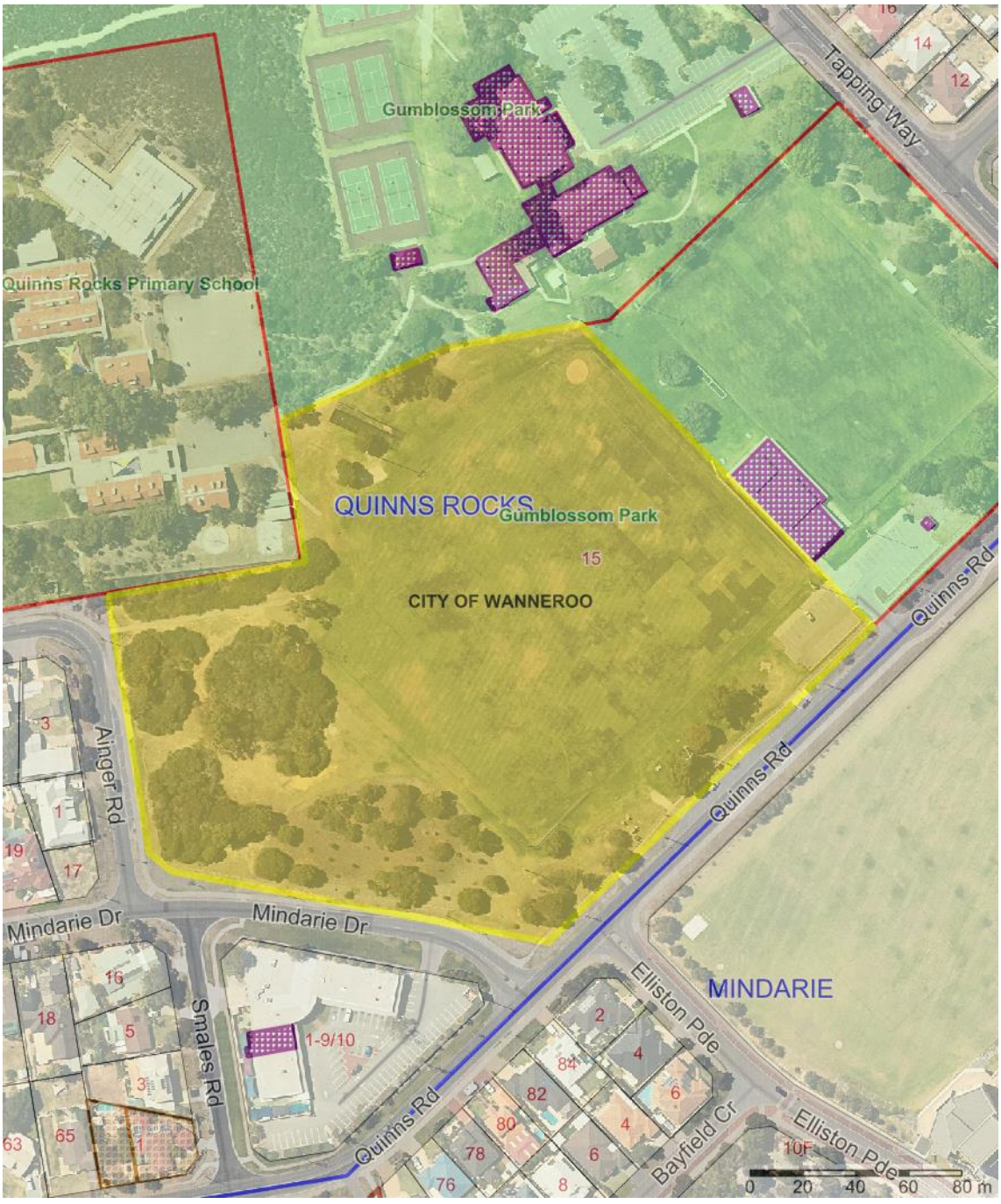
2. **APPROVES the advertising of the intention to deem places, where signage is installed, to become designated as places where dogs must be on lead at specified times, namely from 8.00am to 4.00pm on school days at parks/ovals subject to Shared Use Agreements with the Department of Education; and**

3. **NOTES that a further report will be presented to Council at the end of the 28 day notification period to request approval of areas as specified in accordance with Section 31(3C) of the Dog Act 1976.**

Attachments:

1⇩.	*Attachment 1 - Proposed Lead Required Area - Gumblossom Park*	*21/258916*
2⇩.	*Attachment 2 Proposed Lead Required Area - Houghton Park*	*21/258926*

Attachment 1 – Proposed Lead Required Area



City of Wanneroo	GUMBLOSSOM PARK 15 Tapping Way QUINNS ROCKS 6030 Reserve No 28376	Scale = 1:2500 N

Attachment 2 - Proposed Lead Required Area



City of Wanneroo

HOUGHTON PARK
93 Houghton Drive
CARRAMAR 6031
Reserve No 48106

Scale = 1:2500

N

Corporate Strategy & Performance

Business & Finance

4.12 Financial Activity Statement for the period ended 31 May 2021

File Ref: 37350V02 – 21/255343
Responsible Officer: Director, Corporate Strategy & Performance
Disclosure of Interest: Nil
Attachments: 6

Issue

To consider the Financial Activity Statement **(FAS)** for the period ended 31 May 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 budget changes proposed in the Financial Activity Statement **(FAS)** for the period ended 31 March 2021 have been included in this report as the report was adopted on 11 May 2021 by Council (CS01-05/21). The figures in this report are compared to the Revised Budget.

Overall Comments Month-to-Date

Results from Operations

The Financial Activity Statement report for the month of May 2021 shows an overall favourable variance from Operations before Non-Operating Revenue and Expenses of $0.4m.

The favourable variance is due to underspends in operating expenditures of $483k mainly from Employee Costs and Insurance partially offset by lower revenue of $120k mainly from Operating Grants, Subsidies & Contributions, and Interest Earnings.

Description	Current Month - May 2021				
	Actual $m	Revised Budget $m	Variance $m	Variance %	Comments
Operating Revenue	3.4	3.5	(0.1)	(3.5)	The unfavourable variance is mainly due to lower revenue from Operating Grants, Subsidies & Contributions, and Interest Earnings partially offset by higher Rates, Fees & Charges, and Other Revenue. Please refer to note 1,2,3 and 4 for further details.
Operating Expense	(16.1)	(16.6)	0.5	2.9	The favourable variance is due to underspends in Employee Costs and Insurance Expense partially offset by higher Utility Charges and Depreciation. Please refer to note 5,6,7 and 8 for further details.
Result from Operations	**(12.7)**	**(13.1)**	**0.4**	**2.8**	

Capital Program

During May 2021, $5.5m was spent on various capital projects of which $2.9m was spent on sport facilities and roads (Refer to **Attachment 3** for more details).

Description	Month Actual $m	Month Revised Budget $m	% Complete of Month Revised Budget
Expenditure	5.5	5.0	110.0%

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

Results from Operations

The Financial Activity Statement year-to-date report of May 2021 shows an overall favourable variance from Operations of $10.2m.

Description	Year-To-Date May 2021				
	Actual $m	Revised Budget $m	Variance $m	Variance %	Comments
Operating Revenue	200.8	199.6	1.2	0.6	The favourable variance is due to higher revenue from Rates, Fees & Charges and Other Revenue partially offset by lower Operating Grants, Subsidies & Contributions and Interest Earnings. Please refer to note 1,2,3 and 4 for further details.
Operating Expense	(176.2)	(185.2)	9.0	4.9	The favourable variance is due to underspend in Employee Costs, Materials & Contracts, Utility Charges and Insurance Expense. Please refer to note 5,6,7 and 8 for further details.
Result from Operations	**24.6**	**14.4**	**10.2**	**70.6**	

Capital Program

At the end of May 2021, $45.4m was expended on various capital projects of which $23.3m was spent on sports facilities and roads. Further detail on the Capital Works Program is provided under the Capital Works Program section of this report. The estimated carry forward amount is $12.7m and details were presented to Council as part of the 2021/22 Budget adoption.

Description	YTD Actual $m	YTD Revised Budget $m	% Complete of YTD Revised Budget	Annual Revised Budget $m	% Complete of Annual Revised Budget
Expenditure	45.4	59.1	76.8%	68.5	66.3%

Investment Portfolio Performance

Portfolio Value $m	Monthly Weighted Return	Comments
422.5	0.60%	Portfolio balance has decreased by $8.15m from April 2021. The monthly weighted return is 0.60% which is above the set benchmark (12 months UBS Australia Bank Bill Index) by 0.54%. (Refer to **Attachment 5** for more details)

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

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

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

CITY OF WANNEROO

STATEMENT OF COMPREHENSIVE INCOME BY NATURE OR TYPE

FOR THE PERIOD ENDED 31 MAY 2021

Description	Current Month					Year to Date				
	Actual	Revised Budget	Variance		Notes	Actual	Revised Budget	Variance		Notes
	$	$	$	%		$	$	$	%	
Revenues										
Rates	90,588	0	90,588	0.0	1	136,419,054	136,109,707	309,347	0.2	1
Operating Grants, Subsidies & Contributions	1,254,701	1,731,890	(477,189)	(27.6)	2	12,084,894	12,005,610	79,284	0.7	2
Fees & Charges	1,439,646	1,417,157	22,489	1.6	3	47,578,668	46,955,964	622,704	1.3	3
Interest Earnings	208,160	247,780	(39,620)	(16.0)		3,798,369	3,903,100	(104,731)	(2.7)	
Other Revenue	374,514	91,202	283,312	310.6	4	894,599	646,333	248,266	38.4	4
Total Operating Revenue	**3,367,609**	**3,488,029**	**(120,420)**	**(3.5)**		**200,775,584**	**199,620,714**	**1,154,870**	**0.6**	
Expenses										
Employee Costs	(5,463,018)	(6,141,964)	678,946	11.1	5	(66,046,359)	(69,506,715)	3,460,356	5.0	5
Materials & Contracts	(5,634,868)	(5,602,515)	(32,353)	(0.6)	6	(57,642,476)	(63,095,390)	5,452,914	8.6	6
Utility Charges	(943,127)	(842,187)	(100,940)	(12.0)	7	(8,703,673)	(8,735,752)	32,079	0.4	
Depreciation	(3,652,327)	(3,571,971)	(80,356)	(2.2)		(39,458,262)	(39,291,681)	(166,581)	(0.4)	
Interest Expenses	(343,382)	(343,836)	454	0.1		(3,777,626)	(3,770,473)	(7,153)	(0.2)	
Insurance	(54,459)	(72,053)	17,594	24.4	8	(556,344)	(805,958)	249,614	31.0	8
Total Operating Expenditure	**(16,091,181)**	**(16,574,526)**	**483,345**	**2.9**		**(176,184,740)**	**(185,205,969)**	**9,021,229**	**4.9**	
RESULT FROM OPERATIONS	**(12,723,572)**	**(13,086,497)**	**362,925**	**2.8**		**24,590,844**	**14,414,745**	**10,176,099**	**70.6**	
Non Operating Revenue & Expenses										
Non Operating Grants, Subsidies & Contributions	54,978	1,805,860	(1,750,882)	(97.0)	9	18,420,802	12,092,486	6,328,316	52.3	9
Contributed Physical Assets	1,823,923	0	1,823,923	0.0	10	12,211,465	6,819,000	5,392,465	79.1	10
Profit on Asset Disposals	153,966	0	153,966	0.0	11	2,766,181	1,400,000	1,366,181	97.6	11
Loss on Assets Disposals	(7,116)	0	(7,116)	0.0	11	(154,117)	(13,699,065)	13,544,948	98.9	11
TPS* & DCP** Revenues	331,935	1,175,648	(843,713)	(71.8)	12	9,144,194	9,602,480	(458,286)	(4.8)	12
TPS* & DCP** Expenses	(176,551)	(1,577,596)	1,401,045	88.8	13	(2,640,852)	(3,984,090)	1,343,238	33.7	13
Total Non Operating Revenue and Expenses	**2,181,135**	**1,403,912**	**777,223**	**55.4**		**39,747,673**	**12,230,811**	**27,516,862**	**225.0**	
NET RESULT (OPERATING & NON OPERATING)	**(10,542,437)**	**(11,682,585)**	**1,140,148**	**9.8**		**64,338,517**	**26,645,556**	**37,692,961**	**141.5**	
Other Comprehensive Income	**0**	**0**	**0**	**0.0**		**0**	**0**	**0**	**0.0**	
TOTAL COMPREHENSIVE INCOME	**(10,542,437)**	**(11,682,585)**	**1,140,148**	**9.8**		**64,338,517**	**26,645,556**	**37,692,961**	**141.5**	

*TPS=Town Planning Schemes
**DCP=Developers Contribution Plans

Revenues

Note 1 Rates

Month to Date - (Actual $91k, Revised Budget $0k)

The variance is favourable by $91k as a result of higher interim rates generated mainly on residential properties than anticipated during the month.

Year to Date - (Actual $136.4m, Revised Budget $136.1m)

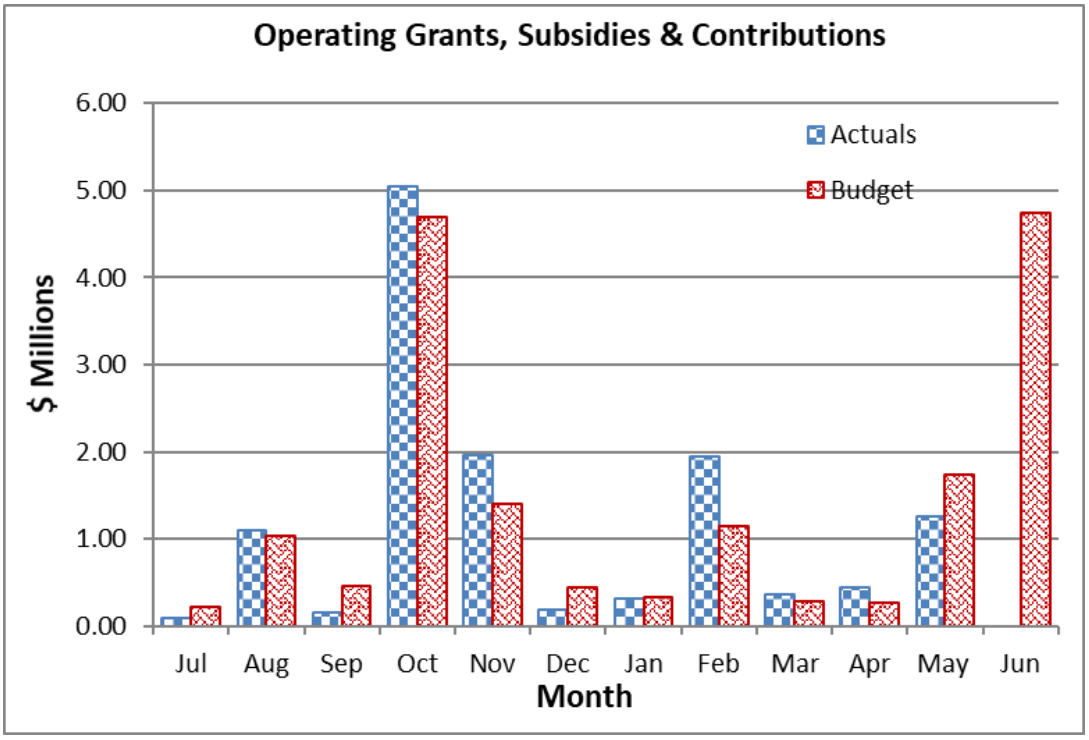
The variance is favourable by $309k as a result of higher interim rates generated on commercial properties than anticipated up to May 2021.

Note 2 Operating Grants, Subsidies & Contributions

Month to Date - (Actual 1.3m, Revised Budget $1.7m)

The variance is unfavourable by $477k mainly due to anticipated State Government grants related to following projects not yet received:

- Wanneroo Road maintenance and water wise verge;
- Quinns Beach and Yanchep Lagoon re-nourishment; and
- Wanneroo Road Street lighting upgrade.



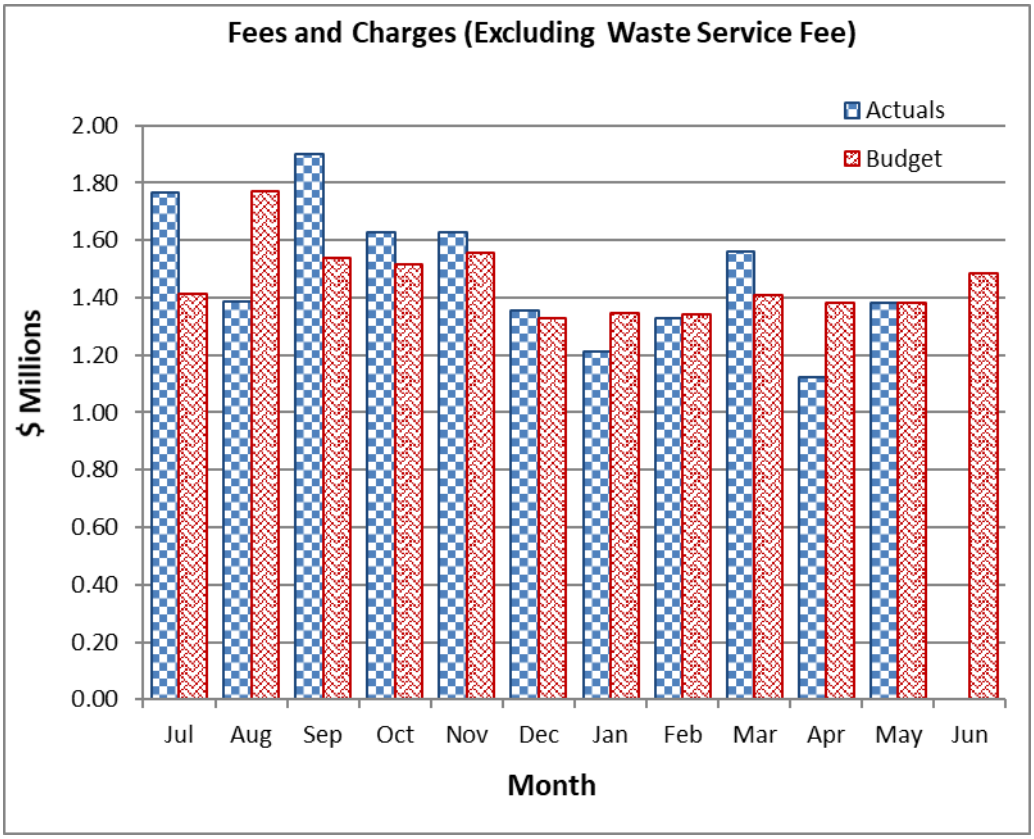
Year to Date - (Actual $12.1m, Revised Budget $12.0m)

The variance is favourable by $79k, which is within the reportable threshold.

Note 3 Fees and Charges – Including Waste Service Fee

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

The overall variance of Fees and Charges is favourable by $22k, which is within the reportable threshold.



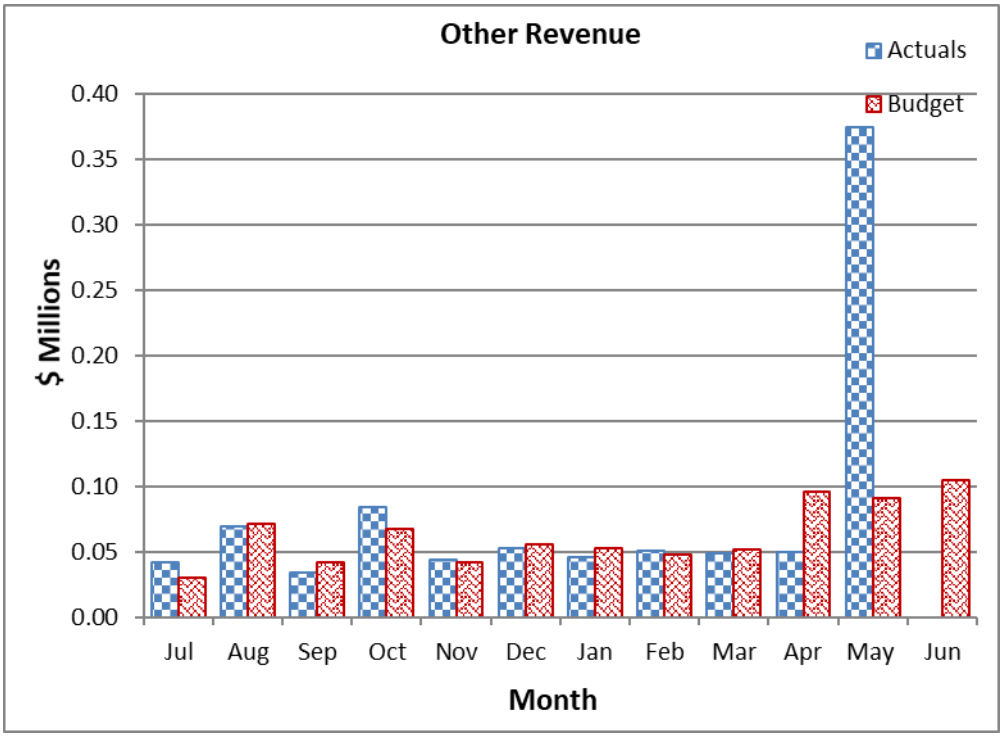
Year to Date - (Actual $47.6m, Revised Budget $47.0m)

The variance is favourable by $623k 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. These stimulus grants have now ended. Activity in the approvals area expected to slow down in the coming months.

Note 4 Other Revenue

Month to Date - (Actual $374k, Revised Budget $91k)

The variance is favourable by $283k mainly due to the unbudgeted refund from Western Power received in May 2021 relating to the upgrade of Lenore Road.



Year to Date - (Actual $895k, Revised Budget $646k)

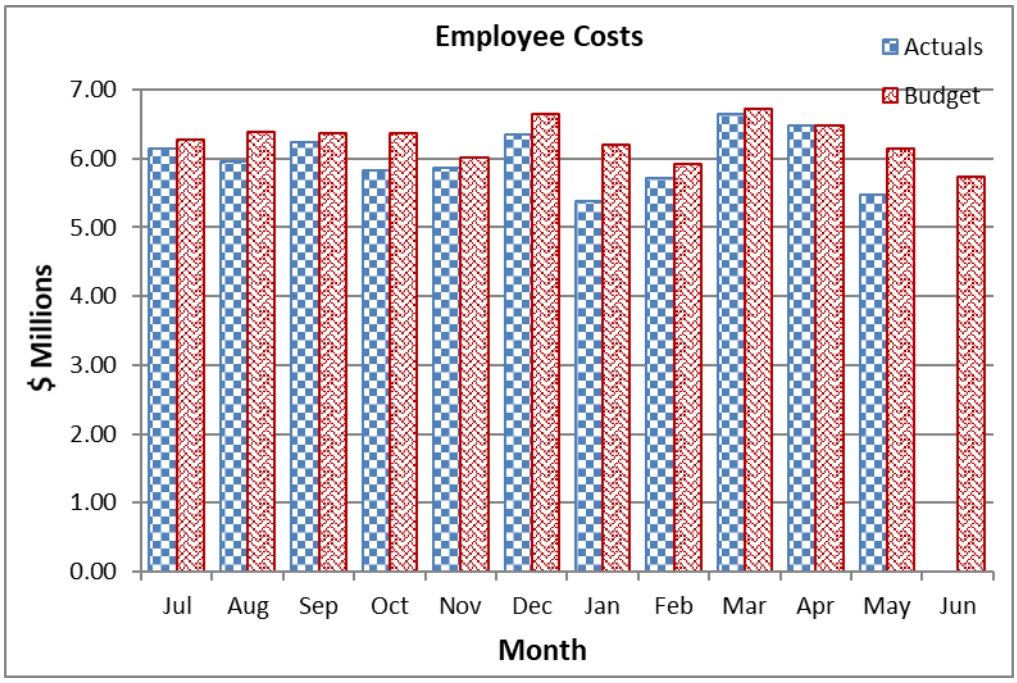
The variance is favourable by $248k as explained above.

Expenses

Note 5 Employee Costs

Month to Date - (Actual $5.5m, Revised Budget $6.1m)

The variance is favourable by $679k due to lower employee costs mainly arising from deferral of recruitments to manage COVID-19 financial impact.



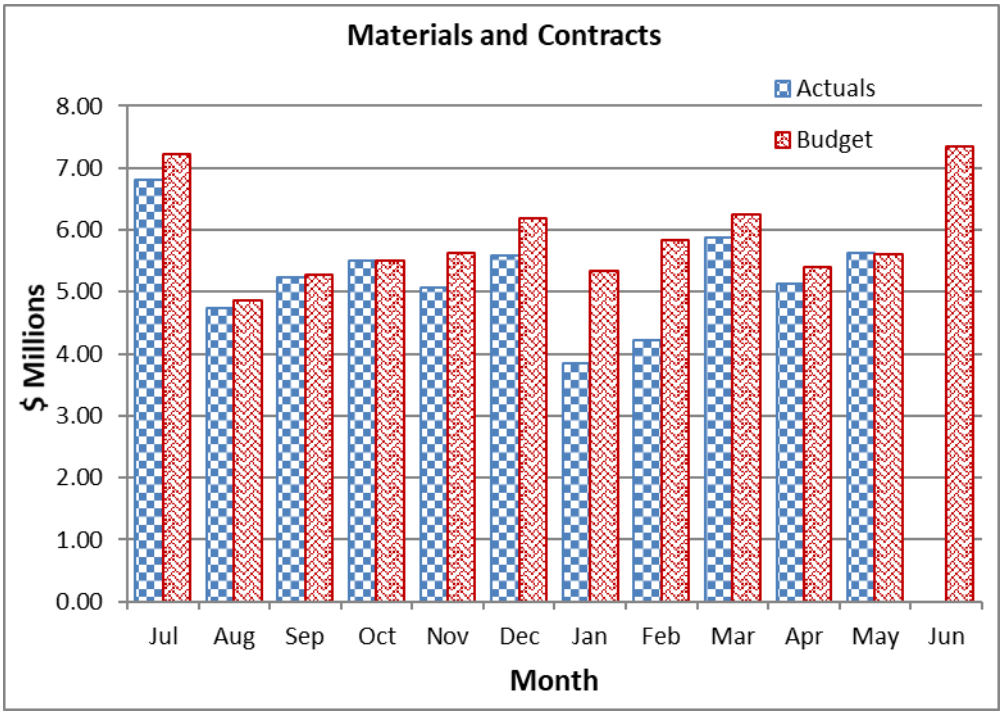
Year to Date - (Actual $66.0m, Revised Budget $69.5m)

The variance is favourable by $3.5m mainly due to the above reason. The realised portion will be adjusted once a year end provisions are finalised as part of the end of year process in June 2021.

Note 6 Materials & Contracts

Month to Date - (Actual $5.6m, Revised Budget $5.6m)

The variance is unfavourable by $32k, which is within the reportable threshold.



Year to Date - (Actual $57.6m, Revised Budget $63.1m)

The variance is favourable by $5.5m due to:

- Lower contract expenses of $2.0m for maintenance of park land & irrigation, park building & furniture, road reserves, beach land & bushland and provision for emergency services;
- Lower consulting fees of $1.2m mainly due to delays in undertaking of special projects for Planning Services, Place Management, Environmental Management and provision of Information Technology Services;
- Lower material expense of $482k to maintain road reserves, pathways, operations centre and park irrigation equipment;
- Lower contributions & donations expense of $565k of which $130k relates to Pitstop park within land development management services, which will be paid in June 2021 and $435k relates to reduced donation funding requests from community organisations;
- Lower refuse removal expense of $301k due to reduction in recycling waste gate fee;
- Lower legal fees of $188k;
- Lower software maintenance support and licence of $162k; and

- Lower advertising expenses of $228k due to reduced print demand and higher use of digital communications at a lower cost.

Note 7 Utilities

Month to Date - (Actual $943k, Revised Budget $842k)

The variance is unfavourable by $101k due to higher electricity usage, of which $49k is related to maintenance of parks, Community Centre Buildings & Civic Centre Buildings. This is deemed to be a timing difference as year to date amounts are in line with the budget.

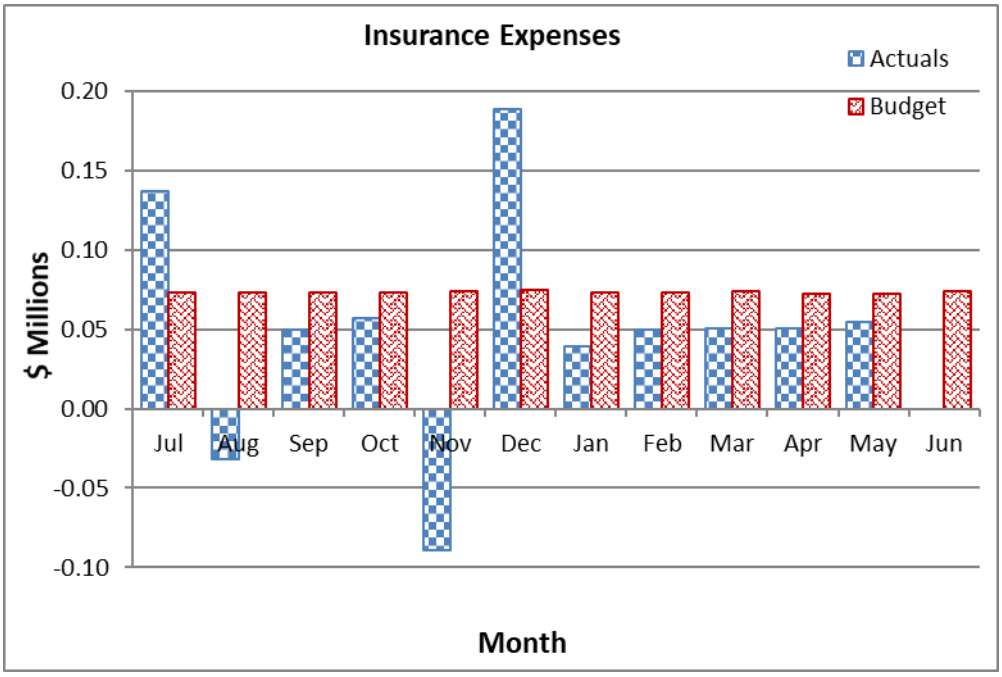
Year to Date - (Actual $8.7m, Revised Budget $8.7m)

The variance is favourable by $32k, which is within the reportable threshold.

Note 8 Insurance

Month to Date - (Actual $54k, Revised Budget $72k)

The variance is favourable by $18k, which is within the reportable threshold.



Year to Date - (Actual $556k, Revised Budget $806k)

The favourable year to date variance of $250k is a result of the City's receipt of a credit from its insurer. The City is opting to offset it against the insurance premium.

Non Operating Revenue & Expenses

Note 9 Non Operating Grants, Subsidies & Contributions

Month to Date – (Actual $55k, Revised Budget $1.8m)

The variance is unfavourable by $1.7m, which is mainly attributable to:

State Government grants of $1.6m:

- Receipt of $640k earlier due to the implementation of the three bins system in June 2021. The grant was received in March 2021 but budgeted for in May 2021; and

- Grant of $1.0m related to Coastal Management work from the Department of Transport not yet received.

Year to Date – (Actual $18.4m, Revised Budget $12.1m)

The variance is favourable by $6.3m, which is attributable to:

State Government grants of $1.6m:

- Late receipt of $727k relating to the Pinjar Road duplication project, which was anticipated in 2019/20;
- Early receipt of $550k Western Australia (WA) Recovery funds; and
- Early receipt of $340k for the implementation of the three bins system from the Department of Water and Environmental Regulation (DWER).

Federal Government grants of $2.4m:

- Early receipt of Local Roads and Community Infrastructure Programme **(LRCIP)** grant related to various projects.

Cash Contribution of $2.1m:

- Late receipt of $1.0m relates to Halesworth Park sport facilities project, which was anticipated in 2019/20;
- Late receipt of $1.6m relates to Marmion Avenue dualing project, which was anticipated in 2019/20; partially offset by
- $469k of cash contribution has not yet been recognised as an income pending confirmation of obligations required to be carried out.

Note 10 Contributed Physical Assets

Month to Date – (Actual $1.8m, Revised Budget $0.0m)

In May 2021, $1.8m 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 $12.2m, Revised Budget $6.8m)

The variance is favourable by $5.4m. The actual assets hand overs by developers are higher than anticipated.

Note 11 Profit / Loss on Asset Disposals

Month to Date – (Combined Actual $147k, Combined Revised Budget $0k)

The favourable variance of $147k is a result of a higher proceeds relating to land sales from Tamala Park Regional Council (**TPRC**) than anticipated.

Year to Date – (Combined Actual $2.6m, Combined Revised Budget $-12.3m)

The variance is favourable by $14.9m mainly due to delays in take over of ownership of Ocean Reef Road and Gnangara Road by Main Roads WA. The City has received the letter from the Minister for Transport, Planning and Ports and it is expected to effect the transfer in June 2021.

Note 12 TPS & DCP Income

Month to Date – (Actual $332k, Revised Budget $1.2m)

The unfavourable variance of $843k is mainly due to delay receipt of headworks levy of Cell 9.

Year to Date – (Actual $9.1m, Revised Budget $9.6m)

The variance is unfavourable by $458k due to the above reason partially offset by early receipt of $385k of headworks levy relates to Cell 4, which is not budgeted for 2020/21.

Statement of Financial Position (Attachment 2)

CITY OF WANNEROO

STATEMENT OF FINANCIAL POSITION

FOR THE PERIOD ENDED 31 MAY 2021

Description	30 Jun 2020 Actual $	30 May 2021 Actual $	Variance $m	Variance %	30 Jun 2021 Budget Estimate $	Notes
Current Assets	394,102,121	439,666,382	45,564,261	11.6	387,868,977	
Current Liabilities	(68,326,010)	(68,684,249)	(358,239)	(0.5)	(50,493,320)	
NET CURRENT ASSETS	**325,776,111**	**370,982,133**	**45,206,022**	**13.9**	**337,375,657**	**1**
Non Current Assets	2,400,038,446	2,419,115,182	19,076,736	0.8	2,428,370,061	**2**
Non Current Liabilities	(174,757,762)	(174,702,022)	55,740	0.0	(88,033,657)	**3**
NET ASSETS	**2,551,056,795**	**2,615,395,293**	**64,338,498**	**2.5**	**2,677,712,061**	
TOTAL EQUITY	**(2,551,056,795)**	**(2,615,395,295)**	**64,338,500**	**2.5**	**(2,677,712,061)**	

Note 1 - Net Current Assets

When compared to the opening position at 30 June 2020 Net Current Assets have increased by $45.2m, which is predominately due to levying of 2020/21 Rates and Waste Service Fees in July 2020. The cash position is expected to reduce with payments for Operating and Capital expenditures and transfers to Reserves to be finalised in June 2021.

Within the Current Assets, Current Receivables of $16.2m are mainly comprised of collectable Rates and Waste Service Fees debtors of $10.4m and Emergency Services Levy of $0.9m, with the remaining balance attributed to General Debtors of $4.9m.

Note 2 - Non-Current Assets

Non-Current Assets position as at 31 May 2021 have increased by $19.1m from 30 June 2020 Actuals. The movement is due to increase in Work in Progress and Asset Acquisition of $58.6m partially offset by accumulated depreciation of $39.5m.

Note 3 - Non-Current Liabilities

Non-Current Liabilities position as at 31 May 2021 have decreased by $56k due to movement in provisions.

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 Department of Local Government Sports and Cultural Industries (**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 31/05/2020	As at 31/05/2021	For the month - Minimum Standard Met
Current Ratio The ability to meet short term financial obligations from unrestricted current assets. Current Assets - Restricted Current Assets (RCA) / Current Liabilities (CL) - CL Associated with RCA	=>1.00:1	**0.92:1**	**1.79:1**	YES
Debt Service Cover Ratio The ability to produce enough cash to cover debt payments. Operating Surplus before Interest & Depreciation / Principle & Interest Repayments	=>2.00:1	**19.82:1**	**22.03:1**	YES
Own Source Revenue Coverage Ratio The ability to cover costs through own revenue efforts. Own Source Operating Revenue / Operating Expense	=>0.40:1	**1.06:1**	**1.09:1**	YES
Operating Surplus Ratio The ability to cover operational costs and have revenues available for capital funding or other purposes. Operating Revenue - Operating Expense / Own Source Operating Revenue	=>0.01:1	**0.12:1**	**0.14:1**	YES

DLGSCI - Department of Local Government, Sport and Cultural Industries

The asset ratios will be published as part of the 2020/21 Statutory Financial Statements.

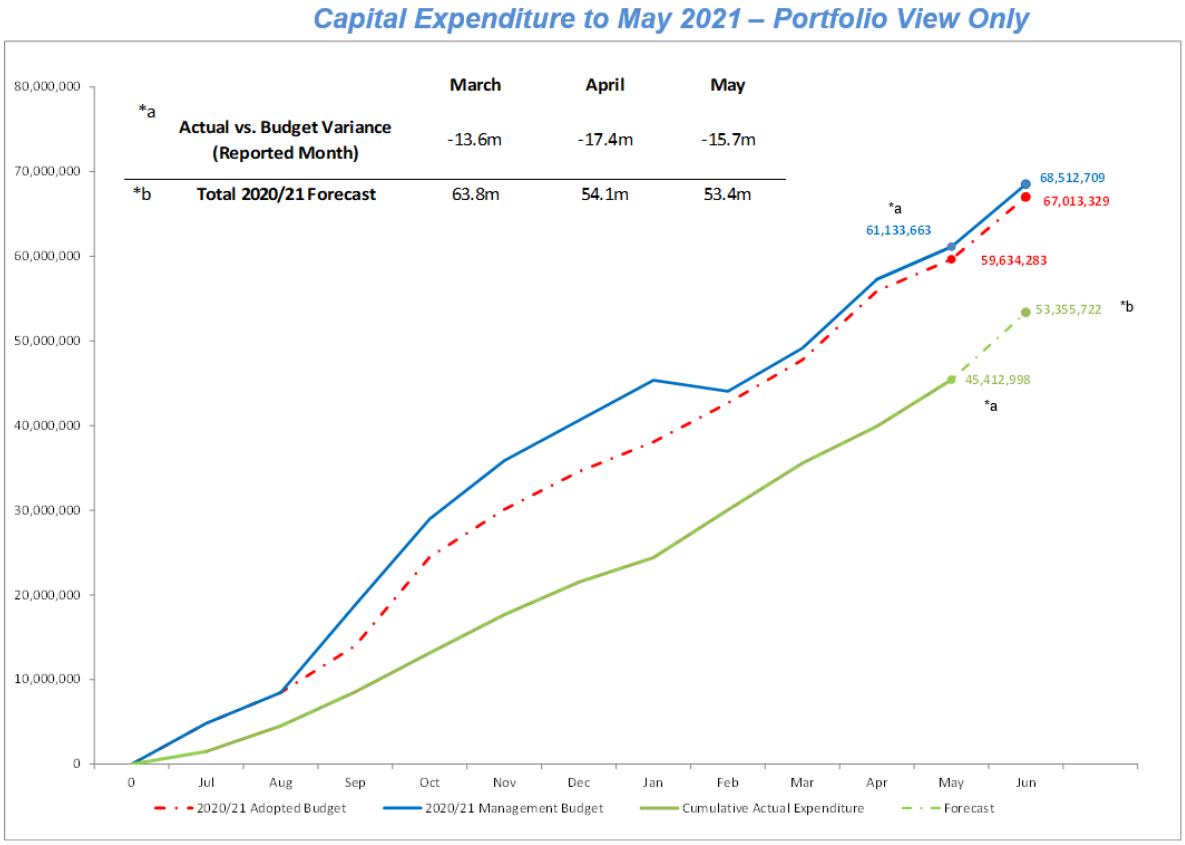
Capital Works Program

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	16	81,462	933,425	1,776,133	52.6%
Community Safety	4	82,417	232,163	433,145	53.6%
Conservation Reserves	4	34,906	240,522	347,540	69.2%
Corporate Buildings	6	8,840	61,648	183,377	33.6%
Environmental Offset	6	36,349	151,903	442,600	34.3%
Fleet Mgt - Corporate	6	(162,830)	2,764,837	7,344,819	37.6%
Foreshore Management	10	154,663	1,029,422	1,579,424	65.2%
Golf Courses	3	26,702	73,470	205,181	35.8%
Investment Projects	8	56,154	787,851	1,758,159	44.8%
IT Equipment & Software	18	264,791	3,225,615	7,822,410	41.2%
Parks Furniture	15	13,824	2,551,534	2,663,962	95.8%
Parks Rehabilitation	1	3,234	474,683	1,050,000	45.2%
Passive Park Development	9	352,454	1,148,726	1,672,928	68.7%
Pathways and Trails	7	334,873	1,413,408	1,568,249	90.1%
Roads	16	1,020,038	8,311,874	10,804,249	76.9%
Sports Facilities	60	1,897,125	14,949,534	18,522,671	80.7%
Stormwater Drainage	3	2,777	63,644	65,118	97.7%
Street Landscaping	7	22,156	659,488	1,056,531	62.4%
Traffic Treatments	15	94,382	1,692,168	2,208,005	76.6%
Waste Management	3	1,170,666	4,647,080	7,008,208	66.3%
Grand Total	**217**	**5,494,981**	**45,412,998**	**68,512,709**	**66.3%**

For the month of May 2021, the City incurred $5.5m of capital expenditure. As at 31 May 2021, the City has spent $45.4m. It is estimated that the City had $12.7m of outstanding commitments as at 31 May 2021. This represents 85% of the 2020/21 Capital Works Revised Budget of $68.5m. Details of significant expenditure for the month are included in **Attachment 3.**

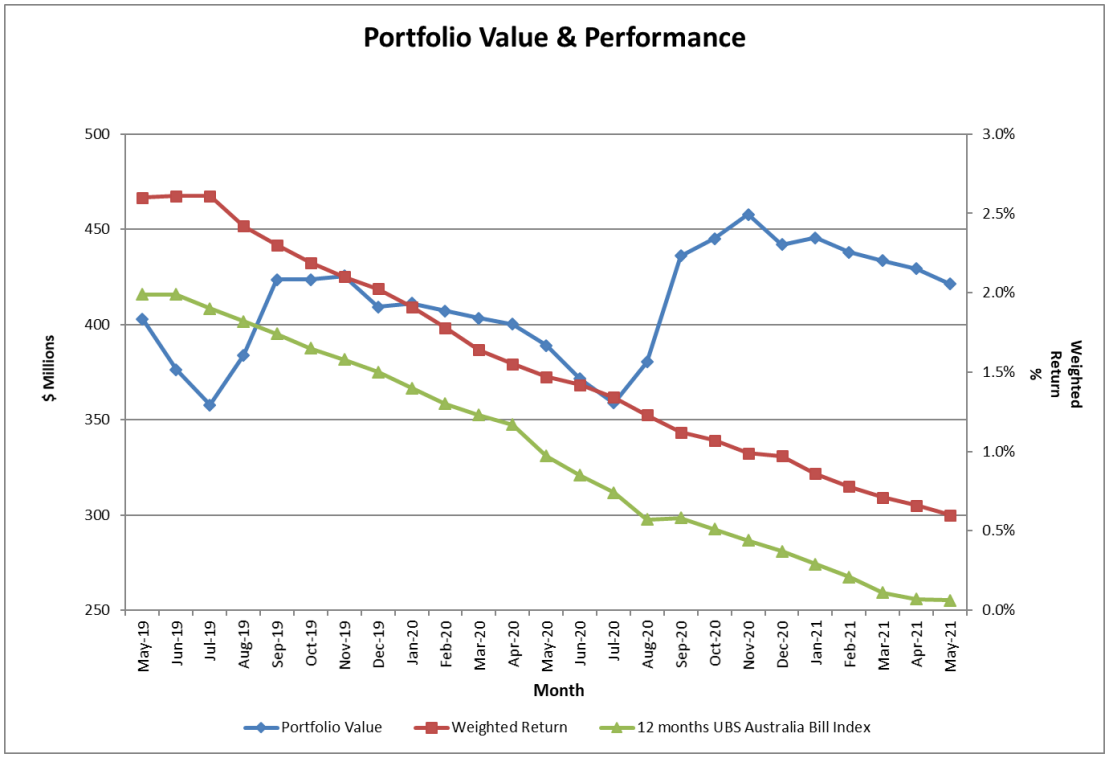
The City's forecast spend of $53.4m represents 77.9% of the 2020/21 revised budget. The estimated carry forward amount is $12.7m, and details were presented to Council as part of the 2021/22 Budget adoption.



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**).

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 May 2021, the City held an investment portfolio (cash & cash equivalents) of $421.4m (Face Value), equating to $422.5m inclusive of accrued interest. This total portfolio consists of restricted cash of $334.2m and un-restricted cash of $88.3m.

The City's year to date investment portfolio return has exceeded the UBS Australia Bank Bill rate index benchmark by 0.54% p.a. (0.60% p.a. vs. 0.063% 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 below. Whilst a year-to-date surplus of $58.3m is reported, this amount will progressively reduce towards the balanced position by year-end as operational and capital expenditures are incurred for the remaining month of the financial year and the end of year transfers to Reserves.

NET CURRENT ASSETS SURPLUS/(DEFICIT) CARRIED FORWARD

FOR THE PERIOD ENDED 31 MAY 2021

Description	30 Jun 2020 Actual $	31 May 2020 Actual $	31 May 2021 Actual $	30 Jun 2021 Adopted Budget $
Current Assets				
Cash & Cash Equivalents - Unrestricted	37,320,902	46,790,920	88,907,700	27,315,620
Cash & Cash Equivalents - Restricted	337,706,621	346,347,324	334,222,546	340,214,357
Receivables	18,727,150	17,031,394	16,214,803	20,023,000
Inventory	347,448	357,984	321,333	316,000
TOTAL CURRENT ASSETS	**394,102,121**	**410,527,622**	**439,666,382**	**387,868,977**
Current Liabilities				
Payables*	(49,329,309)	(50,473,475)	(47,422,140)	(29,910,926)
Provisions	(18,996,701)	(19,526,900)	(21,262,109)	(20,582,394)
TOTAL CURRENT LIABILITIES	**(68,326,010)**	**(70,000,375)**	**(68,684,249)**	**(50,493,320)**
Net Current Assets	**325,776,111**	**340,527,247**	**370,982,133**	**337,375,657**
Adjustments for Restrictions				
Cash & Cash Equivalents - Restricted	(337,706,621)	(346,347,324)	(334,222,546)	(340,214,357)
Provision for leave liability (Cash Backed)	13,024,364	-	12,902,117	-
Contract Liabilities*	10,173,059	19,006,810	8,218,806	-
Contract Assets **	(185,356)	-	(185,356)	-
TPS Receivables	(644,154)	-	(113,524)	-
TPS Payables	4,541,388	2,424,171	758,134	-
TOTAL RESTRICTED ASSETS	**(310,797,320)**	**(324,916,343)**	**(312,642,369)**	**(340,214,357)**
Surplus/(Deficit) Carried Forward	**14,978,791**	**15,610,904**	**58,339,764**	**(2,838,700)**

**The change in the AASB Standard 15 and 1058 have resulted in the City now recognising Grants and Contributions received as a liability when performance obligations have not yet been met.*

***The change in the AASB Standard 15 has resulted in the City now recognising a contract asset when performance obligations have been met, however the Grants and Contributions not received.*

Consultation

This document has been prepared in consultation with Administration for review and analysis.

Comment

In reference to Statement of Comprehensive Income in the report, the following colours have been used to categorise three levels of variance:

Revenues:

- Green > 0%;
- Amber -0% to -10%; and
- Red > -10%.

Expenses:

- Green > 0%;
- Amber -0% to -10%; and
- Red > -10%.

Statutory Compliance

This monthly Financial Activity Statement report comply with *Regulations 34 (1) and 34 (4) of the Local Government (Financial Management) Regulations 1996*.

Strategic Implications

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

"4 Civic Leadership

4.2 Good Governance

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

Risk Management Considerations

Risk Title	**Risk Rating**
CO-017 Financial Management	Moderate
Accountability	**Action Planning Option**
Director Corporate Strategy & Performance	Manage

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

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

"Local Jobs

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

Strategic Growth

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

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

Policy Implications

- Accounting Policy;
- Investment Policy;
- Financial Cash Backed Reserves Policy
- Financial Hardship – Collection of Rates and Service Charges Policy;
- Fee, Waivers, Concessions and Debt Write-off Policy and
- Strategic Budget Policy.

Financial Implications

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

Voting Requirements

Simple Majority

Recommendation

That Council:

1. RECEIVES the Financial Activity Statement and commentaries on variances year to date Budget for the period ended 31 May 2021 consisting of:

a) May 2021 year to date Financial Activity Statement;

b) May 2021 year to date Net Current Assets Position; and

c) May 2021 year to date Notes to the Material Financial Variances.

Attachments:

1⇩.	*Attachment 1 - Statement of Comprehensive Income May 2021*	*21/271775*
2⇩.	*Attachment 2 - Statement of Financial Position May 2021*	*21/271776*
3⇩.	*Attachment 3 - Significant Capital Expenditure May 2021*	*21/271777*
4⇩.	*Attachment 4 - Top Projects 2020-21 - May 2021 - 20210210*	*16/151914[v62]*
5⇩.	*Attachment 5 – Investment Report May 2021*	*21/271778*
6⇩.	*Attachment 6 – Rate Setting Statement May 2021*	*21/271780*

CITY OF WANNEROO

STATEMENT OF COMPREHENSIVE INCOME BY NATURE OR TYPE **Attachment 1**

FOR THE PERIOD ENDED 31 MAY 2021

Description	Current Month					Year to Date				Annual				
	Actual	Revised Budget	Variance		Notes	Actual	Revised Budget	Variance		Original Budget	Revised Budget	Variance		Notes
	$	$	$	%		$	$	$	%	$	$	$	%	
Revenues														
Rates	90,588	0	90,588	0.0	1	136,419,054	136,109,707	309,347	0.2	135,971,516	136,109,707	138,191	0	1
Operating Grants, Subsidies & Contributions	1,254,701	1,731,890	(477,189)	(27.6)	2	12,084,894	12,005,610	79,284	0.7	11,426,636	16,752,460	5,325,824	32	2
Fees & Charges	1,439,646	1,417,157	22,489	1.6	3	47,578,668	46,955,964	622,704	1.3	44,156,022	48,477,509	4,321,487	9	3
Interest Earnings	208,160	247,780	(39,620)	(16.0)		3,798,369	3,903,100	(104,731)	(2.7)	4,416,017	4,135,724	(280,293)	(7)	
Other Revenue	374,514	91,202	283,312	310.6	4	894,599	646,333	248,266	38.4	1,015,816	750,842	(264,974)	(35)	4
Total Operating Revenue	**3,367,609**	**3,488,029**	**(120,420)**	**(3.5)**		**200,775,584**	**199,620,714**	**1,154,870**	**0.6**	**196,986,007**	**206,226,242**	**9,240,235**	**4**	
Expenses														
Employee Costs	(5,463,018)	(6,141,964)	678,946	11.1	5	(66,046,359)	(69,506,715)	3,460,356	5.0	(75,073,152)	(75,233,832)	(160,680)	(0)	5
Materials & Contracts	(5,634,868)	(5,602,515)	(32,353)	(0.6)	6	(57,642,476)	(63,095,390)	5,452,914	8.6	(71,049,101)	(70,435,144)	613,957	1	6
Utility Charges	(943,127)	(842,187)	(100,940)	(12.0)	7	(8,703,673)	(8,735,752)	32,079	0.4	(9,976,703)	(9,534,360)	442,343	5	
Depreciation	(3,652,327)	(3,571,971)	(80,356)	(2.2)		(39,458,262)	(39,291,681)	(166,581)	(0.4)	(42,863,029)	(42,863,029)	0	0	
Interest Expenses	(343,382)	(343,836)	454	0.1		(3,777,626)	(3,770,473)	(7,153)	(0.2)	(4,114,716)	(4,114,828)	(112)	(0)	
Insurance	(54,459)	(72,053)	17,594	24.4	8	(556,344)	(805,958)	249,614	31.0	(1,327,151)	(880,151)	447,000	51	8
Total Operating Expenditure	**(16,091,181)**	**(16,574,526)**	**483,345**	**2.9**		**(176,184,740)**	**(185,205,969)**	**9,021,229**	**4.9**	**(204,403,852)**	**(203,061,344)**	**1,342,508**	**1**	
RESULT FROM OPERATIONS	**(12,723,572)**	**(13,086,497)**	**362,925**	**2.8**		**24,590,844**	**14,414,745**	**10,176,099**	**70.6**	**(7,417,845)**	**3,164,898**	**10,582,743**	**334**	
Non Operating Revenue & Expenses														
Non Operating Grants, Subsidies & Contributions	54,978	1,805,860	(1,750,882)	(97.0)	9	18,420,802	12,092,486	6,328,316	52.3	11,049,674	16,066,123	5,016,449	31	9
Contributed Physical Assets	1,823,923	0	1,823,923	0.0	10	12,211,465	6,819,000	5,392,465	79.1	9,092,000	9,092,000	0	0	10
Profit on Asset Disposals	153,966	0	153,966	0.0	11	2,766,181	1,400,000	1,366,181	97.6	248,176	1,698,176	1,450,000	85	11
Loss on Assets Disposals	(7,116)	0	(7,116)	0.0	11	(154,117)	(13,699,065)	13,544,948	98.9	(14,821,299)	(14,821,299)	0	0	11
TPS* & DCP** Revenues	331,935	1,175,648	(843,713)	(71.8)	12	9,144,194	9,602,480	(458,286)	(4.8)	10,667,481	11,116,172	448,691	4	12
TPS* & DCP** Expenses	(176,551)	(1,577,596)	1,401,045	88.8	13	(2,640,852)	(3,984,090)	1,343,238	33.7	(6,759,073)	(4,993,957)	1,765,116	35	13
Total Non Operating Revenue and Expenses	**2,181,135**	**1,403,912**	**777,223**	**55.4**		**39,747,673**	**12,230,811**	**27,516,862**	**225.0**	**9,476,959**	**18,157,215**	**8,680,256**	**48**	
NET RESULT (OPERATING & NON OPERATING)	**(10,542,437)**	**(11,682,585)**	**1,140,148**	**9.8**		**64,338,517**	**26,645,556**	**37,692,961**	**141.5**	**2,059,114**	**21,322,113**	**19,262,999**	**90**	
Other Comprehensive Income	**0**	**0**	**0**	**0.0**		**0**	**0**	**0**	**0.0**	**0**	**0**	**0**	**0**	
TOTAL COMPREHENSIVE INCOME	**(10,542,437)**	**(11,682,585)**	**1,140,148**	**9.8**		**64,338,517**	**26,645,556**	**37,692,961**	**141.5**	**2,059,114**	**21,322,113**	**19,262,999**	**90**	

CITY OF WANNEROO

Attachment 2

STATEMENT OF FINANCIAL POSITION

FOR THE PERIOD ENDED 31 MAY 2021

Description	30/06/2020 Actual $	31/05/2021 Actual $	Budget 30/06/2021 Estimate $
Current Assets			
Cash at Bank	3,469,010	594,946	3,308,261
Investments	371,558,513	422,535,300	364,221,716
Receivables	18,727,150	16,214,803	20,023,000
Inventories	347,448	321,333	316,000
	394,102,121	**439,666,382**	**387,868,977**
Current Liabilities			
Payables	(49,329,309)	(47,422,140)	(29,910,926)
Provisions	(18,996,701)	(21,262,109)	(20,582,394)
	(68,326,010)	**(68,684,249)**	**(50,493,320)**
NET CURRENT ASSETS	**325,776,111**	**370,982,133**	**337,375,657**
Non Current Assets			
Receivables	3,712,310	3,525,789	3,268,165
Investments	19,275,826	21,602,272	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	171,509,943	189,295,791
Plant	16,591,732	15,214,426	21,440,107
Equipment	38,788,705	39,071,328	89,942,404
Furniture & Fittings	5,045,544	4,654,997	14,243,635
Infrastructure	1,920,785,802	1,905,508,963	1,867,304,297
Work in Progress	63,042,853	102,525,576	62,293,699
	2,400,038,446	**2,419,115,184**	**2,428,370,061**
Non Current Liabilities			
Interest Bearing Liabilities	(74,460,644)	(74,392,806)	(76,334,197)
Provisions & Payables	(100,297,118)	(100,309,216)	(11,699,460)
	(174,757,762)	**(174,702,022)**	**(88,033,657)**
NET ASSETS	**2,551,056,795**	**2,615,395,295**	**2,677,712,061**
Equity			
Retained Surplus	(1,268,608,535)	(1,334,957,363)	(1,283,263,624)
Reserves - Cash/Investment Backed	(233,133,731)	(231,123,403)	(333,303,832)
Reserves - Asset Revaluation	(1,049,314,529)	(1,049,314,529)	(1,061,144,605)
TOTAL EQUITY	**(2,551,056,795)**	**(2,615,395,295)**	**(2,677,712,061)**

Attachment 3

Significant Capital expenditure for May 2021

- *$1.14m Three Bin Kerbside Collection System*
- *$1.06m Halesworth Park, Butler, New Sports Facilities*
- *$674K Recurring Program, Renew Transport Infrastructure Assets*
- *$277K Hinckley Park, Hocking, Upgrade Passive Park*
- *$233K Recurring Program, New Footpaths*
- *$157K Ridgewood Reserve, Ridgewood, Upgrade Spots Floodlight Globes*
- *$149K Dalvik Park, Merriwa, New Sports Amenities Building and Carpark*
- *$135K Upgrade BMX Tracks – Various Locations*
- *$126K Upgrade Roads and Drainage Infrastructure – Various Locations*
- *$123K Marmion Ave, Upgrade to Dual Carriageway from Butler Blvd to Yanchep Beach Rd*
- *$114K Recurring Program, Upgrade Beach Accessways*

Significant (LTD) commitments in the Capital Works Program as at 31 May 2021

- *$6.83m Recurring Program, Renew Domestic Waste Vehicles*
- *$1.84m Dalvik Park, Merriwa, New Sports Amenities Building and Carpark*
- *$1.56K Recurring Program, Renew Transport Infrastructure Assets*
- *$1.24m Three Bin Kerbside Collection System*
- *$1.03m Renew Finance System*
- *$606K Halesworth Park, Butler, New Sports Facilities*
- *$512K Renewal, rehabilitation and upgrade of existing irrigation infrastructure throughout the City*
- *$460K Recurring Program, Renew Light Vehicles*
- *$399K Recurring Program, Upgrade Beach Accessways*
- *$349K Upgrade Roads and Drainage Infrastructure – Various Locations*
- *$340K Hinckley Park, Hocking, Upgrade Passive Park*
- *$307K Recurring Program, Renew Heavy Trucks*
- *$291K New Assets Management System*
- *$242K Upgrade Kingsway Olympic Soccer Club, Madeley*
- *$228K Upgrade To Dual Carriageway from Wanneroo Road to Old Yanchep Road*
- *$228K New Sports Amenities Building, Heath Park, Alkimos*
- *$225K Recurring Program, Renew IT Equipment and Software*
- *$186K Recurring Program, Renew Park Assets*
- *$185K Neerabup Industrial Area, Neerabup, New Development*
- *$168K Upgrade Street Landscaping, Marmion Avenue*
- *$154K Recurring Program, Replace IT Equipment and Software*
- *$124K Splendid Park, Yanchep, New Toilet Block at Netball Courts*
- *$122K Paloma Park, Marangaroo, Upgrade Sports Floodlighting*
- *$115K Gumblossom Park, Quinns Rocks, Upgrade Path Network*
- *$114K Splendid Park, Yanchep, New Cycling Facility*
- *$111K New Sites for Environmental Offset Requirements, Neerabup Industrial Area*
- *$108K Clarkson Youth Centre, Clarkson, Upgrade Building and Open Space*
- *$105K Quinns Rock Caravan Park Redevelopment*
- *$103K Tree Planting – Various Locations*
- **LTD** – Life to Date

Attachment 3

As at 31 May 2021, the City has spent $7.0m (69%) 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%)*
- *$1.09m Renew Finance System (100%)*
- *$481K Recurring Program, New IT Equipment and Software (35%)*
- *$416K Recurring Program, Renew Heavy Trucks (57%)*
- *$363K Marmion Avenue, Upgrade Street Landscaping (97%)*
- *$344K Recurring Program, Renew IT Equipment and Software (100%)*
- *$282K Shelvock Park, New Sports Amenities Building (90%)*
- *$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%)*
- *$247K Recurring Program, New Corporate Business Systems (67%)*
- *$167K New Development, Neerabup Industrial Area (32%)*
- *$150K Recurring Program, Renew Light Vehicles (100%)*
- *$144K New Christmas Decorations (89%)*
- *$120K New Assets Management System (100%)*

Top Capital Projects 2020/21 - May 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	344,711	60,490	78,000	206,221	3,985,000	4,057,875	(72,875)					26	S5. Delivery	Design RFQ consensus meeting scheduled and award of design component anticipated for June 2021. Carry forward of $203k for continuing project.
PMO16061	PR-2955	23756	Halesworth Park, Butler, New Sports Facilities	10,747,496	9,845,107	502,389	400,000	20,824,937	20,824,936	1					72	S5. Delivery	Southern oval practical completion achieved April 2021 and now in use by Alkimos College. Northern oval pre-practical completion (PC) inspections scheduled for June, with PC anticipated July 2021. Pavilions design ongoing; 50% review completed in May. Change control to be issued to extend finish date due to pavilion design, procurement and construction activities. Carry forward of $400k for continuing project.
PMO16175	PR-2664	25883	Landsdale Library and Youth Innovation Hub, New Building	220,694	60,233	27,350	133,111	10,501,250	10,489,140	12,110					28	S4. Design	Architect Bollig Design Group is redesigning new concepts for Library & Youth Innovation Hub. Carry forward of $121k for continuing project.
PMO17015	PR-1910	33218	Recurring Program, Renew Park Assets	1,750,000	1,757,861	1,000	(8,861)	N.A.	N.A.	N.A.					99	S5. Delivery	Current year works 99% completed.
PMO18063	PR-4088	30136	Neerabup Industrial Area, Neerabup, New Development	918,371	161,824	256,510	500,037	15,855,004	15,855,002	2					21	S5. Delivery	Lot 9100 industrial subdivision engineering design to continue following Western Australian Planning Commission (WAPC) subdivision approval. June Council meeting seeks approval to lodge subdivision with WAPC. Resource Extraction works (Fauna Management) started on site, vegetation clearing to start in June. Energy supply contract awarded. Carry forward $450k for continuing project, with anticipated adjustment.
PMO19001	PR-2792	32947	Dalvik Park, Merriwa, New Sports Amenities Building and Carpark	587,000	194,998	277,730	114,272	2,263,306	2,238,639	24,667					63	S5. Delivery	Earthworks completed May 2021 and installation of building services in process. Carry forward $100k for continuing project.
PMO19002	PR-4172	32950	Hinckley Park, Hocking, Upgrade Passive Park	1,368,840	950,137	343,531	75,172	1,423,477	1,423,477	0					88	S5. Delivery	Project on track. All play equipment installed. Practical completion of main contract anticipated for 28 June 2021. Carry forward $75k to enable completion of project.

Top Capital Projects 2020/21 - May 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
PMO19007	PR-2990	32965	Leatherback Park, Alkimos, New Sports Amenities Building	1,381,375	1,371,680	1,425	8,270	1,680,575	1,830,350	(149,775)					99	S6. Close-Out	Project in Defects Liability Period. Carry forward $10k for contractual commitment.
PMO19024	PR-2409	34035	Yanchep Industrial Area, Yanchep, Upgrade Roads and Drainage Infrastructure	500,000	163,143	255,990	80,867	1,270,000	1,265,507	4,493					32	S5. Delivery	Works progressing. City's construction crew anticipated to commence June 2021 with drainage and the parking embayments. Carry forward of $81k required for continuing works.
PMO19041	PR-3018	34175	Hartman Dr, Wangara, Upgrade to Dual Carriageway from Hepburn Ave to Gnangara Rd	2,189,042	2,182,437	14,500	(7,895)	4,700,000	4,707,896	(7,896)					99	S6. Close-Out	Project in Defects Liability Period. Tree planting in June 2021.
PMO20004	PR-4238	38839	Three Bin Kerbside Collection New System	6,532,316	4,448,833	762,206	1,321,277	6,794,858	6,591,669	203,189					70	S5. Delivery	Phase 2 of the roll out commenced 3 May 2020 and will continue for 15 weeks. An updated Waste Education Guide has been finalised and will be delivered with the new GO bins from 7 June - 9 July, and posted out to those who will not receive a GO bin. The roll out is progressing well so far and we are working closely with the contractor to remedy any issues as they arise. Carry forward $1,290k for continuing project.
PMO20015	PR-4237	39484	Mirrabooka Ave, Rawlinson Drive, Upgrade Intersection	898,005	674,659	173,345	50,001	911,005	866,379	44,626					98	S5. Delivery	Construction completion May 2021. Carry forward $20k to allow for delays in line marking.
				27,437,850	21,871,403	2,693,976	2,872,471	70,209,412	70,150,870	58,542							

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

Attachment 5

INVESTMENT SUMMARY - As At 31 May 2021

Face Value $	Interest Rate %	Borrower	Rating	Maturity Date	Purchase price	Deposit Date	Current Value $	YTD Accrued Interest $		Accrued Interest
Current Account Investment Group										
26,369,441.39	0.01	Commonwealth Bank of Australia Perth	A1	N/A		N/A	26,369,441.39			
10,000,000.00	0.76	Westpac Banking Corporation	A1	07-September-2021	10,000,000.00	07-September-2020	10,017,490.41	55,386.30		17,490.41
10,000,000.00	1.01	Westpac Banking Corporation	A1	08-June-2021	10,000,000.00	09-June-2020	10,047,871.23	92,698.63		47,871.23
15,000,000.00	1.01	Westpac Banking Corporation	A1	10-June-2021	15,000,000.00	09-June-2020	15,071,806.85	139,047.95		71,806.85
10,000,000.00	1.00	Westpac Banking Corporation	A1	17-June-2021	10,000,000.00	17-June-2020	10,095,342.47	91,780.82		95,342.47
5,000,000.00	0.95	National Australia Bank	A1	05-July-2021	5,000,000.00	02-July-2020	5,043,335.62	43,335.62		43,335.62
10,000,000.00	0.95	National Australia Bank	A1	13-July-2021	10,000,000.00	07-July-2020	10,085,369.86	85,369.86		85,369.86
5,000,000.00	0.86	Westpac Banking Corporation	A1	28-July-2021	5,000,000.00	28-July-2020	5,036,167.12	36,167.12		36,167.12
10,000,000.00	0.83	Westpac Banking Corporation	A1	05-August-2021	10,000,000.00	07-August-2020	10,025,468.50	67,536.99		25,468.50
5,000,000.00	0.83	Westpac Banking Corporation	A1	11-August-2021	5,000,000.00	11-August-2020	5,012,393.15	33,313.70		12,393.15
5,000,000.00	0.85	National Australia Bank	A1	11-August-2021	5,000,000.00	11-August-2020	5,034,116.44	34,116.44		34,116.44
15,000,000.00	0.81	Westpac Banking Corporation	A1	18-August-2021	15,000,000.00	18-August-2020	15,033,953.42	95,202.74		33,953.42
15,000,000.00	0.81	Westpac Banking Corporation	A1	24-August-2021	15,000,000.00	24-August-2020	15,031,956.16	93,205.48		31,956.16
10,000,000.00	0.76	Westpac Banking Corporation	A1	14-September-2021	10,000,000.00	07-September-2020	10,017,490.41	55,386.30		17,490.41
10,000,000.00	0.70	Australia & New Zealand Bank	A1	20-July-2021	10,000,000.00	07-September-2020	10,051,013.70	51,013.70		51,013.70
10,000,000.00	0.70	Australia & New Zealand Bank	A1	23-June-2021	10,000,000.00	15-September-2020	10,049,479.45	49,479.45		49,479.45
15,000,000.00	0.70	Australia & New Zealand Bank	A1	28-July-2021	15,000,000.00	15-September-2020	15,074,219.18	74,219.18		74,219.18
5,000,000.00	0.71	Commonwealth Bank of Australia Perth	A1	22-September-2021	5,000,000.00	22-September-2020	5,024,412.33	24,412.33		24,412.33
15,000,000.00	0.70	Westpac Banking Corporation	A1	07-October-2021	15,000,000.00	07-October-2020	15,067,890.41	67,890.41		67,890.41
5,000,000.00	0.66	Commonwealth Bank of Australia Perth	A1	21-October-2021	5,000,000.00	21-October-2020	5,020,071.23	20,071.23		20,071.23
10,000,000.00	0.62	Commonwealth Bank of Australia Perth	A1	28-October-2021	10,000,000.00	28-October-2020	10,036,520.55	36,520.55		36,520.55
10,000,000.00	0.60	Westpac Banking Corporation	A1	06-November-2021	10,000,000.00	06-November-2020	10,033,863.01	33,863.01		33,863.01
10,000,000.00	0.59	Commonwealth Bank of Australia Perth	A1	29-November-2021	10,000,000.00	27-November-2020	10,029,904.11	29,904.11		29,904.11
10,000,000.00	0.53	Commonwealth Bank of Australia Perth	A1	09-December-2021	10,000,000.00	09-December-2020	10,025,120.55	25,120.55		25,120.55
10,000,000.00	0.52	Commonwealth Bank of Australia Perth	A1	16-December-2021	10,000,000.00	21-December-2020	10,022,936.99	22,936.99		22,936.99
20,000,000.00	0.48	Commonwealth Bank of Australia Perth	A1	11-January-2022	20,000,000.00	11-January-2021	20,036,821.92	36,821.92		36,821.92
10,000,000.00	0.47	National Australia Bank	A1	17-January-2022	10,000,000.00	14-January-2021	10,017,641.10	17,641.10		17,641.10
10,000,000.00	0.48	Commonwealth Bank of Australia Perth	A1	20-January-2022	10,000,000.00	21-January-2021	10,017,095.89	17,095.89		17,095.89
5,000,000.00	0.48	Commonwealth Bank of Australia Perth	A1	28-January-2022	5,000,000.00	29-January-2021	5,008,021.92	8,021.92		8,021.92
10,000,000.00	0.46	Commonwealth Bank of Australia Perth	A1	03-February-2022	10,000,000.00	04-February-2021	10,014,619.18	14,619.18		14,619.18
10,000,000.00	0.46	Commonwealth Bank of Australia Perth	A1	10-February-2022	10,000,000.00	11-February-2021	10,013,736.99	13,736.99		13,736.99
5,000,000.00	0.46	Commonwealth Bank of Australia Perth	A1	15-February-2022	5,000,000.00	15-February-2021	5,006,616.44	6,616.44		6,616.44
15,000,000.00	0.50	Commonwealth Bank of Australia Perth	A1	23-February-2022	15,000,000.00	23-February-2021	15,019,931.51	19,931.51		19,931.51
15,000,000.00	0.50	Commonwealth Bank of Australia Perth	A1	09-March-2022	15,000,000.00	09-March-2021	15,017,054.79	17,054.79		17,054.79
30,000,000.00	0.46	Commonwealth Bank of Australia Perth	A1	29-March-2022	30,000,000.00	08-April-2021	30,020,038.36	20,038.36		20,038.36
20,000,000.00	0.37	Westpac Banking Corporation	A1	10-May-2022	20,000,000.00	10-May-2021	20,004,257.53	4,257.53		4,257.53
10,000,000.00	0.40	Westpac Banking Corporation	A1	19-May-2022	10,000,000.00	19-May-2021	10,001,315.07	1,315.07		1,315.07
	Weighted Return									
421,369,441.39	**0.60%**	**Totals**					**422,534,785.22**	**1,535,130.14**		**1,165,343.83**

0.063% 12 month UBS Australia Bank Bill Index for 31 May 2021

0.54% Differential between Council's Weighted Return and UBS Australia Bank Bill Index

Notes: Face Value - refers to the principal amount invested.
Interest Rate - refers to the annual interest rate applicable to the investment.
Borrower - refers to the insitution through which the City's monies are invested.
Rating - refers to the Standard & Poor Short Term Rating of the Borrower which, per Council Policy, must be a minimum of A2.
Current Value - refers to the accumulated value of the investment including accrued interest from time invested to current period.

INDIVIDUAL ADI LIMITS - As At 31 May 2021

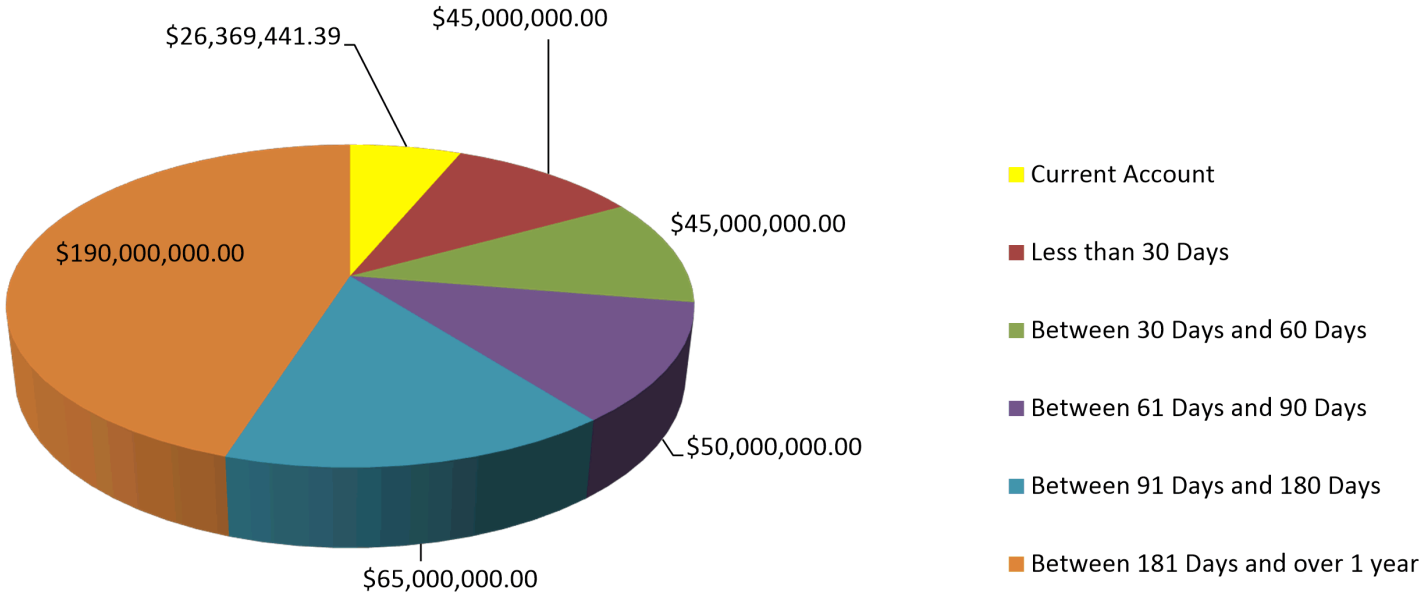
BORROWER	INVESTMENT RATING	FACE VALUE ($)	MAXIMUM LIMIT PER INVESTMENT POLICY ($)	INVESTMENT BALANCE (%)	MAXIMUM LIMIT PER INVESTMENT POLICY (%)
Commonwealth Bank of Australia Perth	A1	196,369,441.39	210,684,720.70	46.60	50.00
National Australia Bank	A1	30,000,000.00	210,684,720.70	7.12	50.00
Westpac Banking Corporation	A1	160,000,000.00	210,684,720.70	37.97	50.00
Australia & New Zealand Bank	A1	35,000,000.00	210,684,720.70	8.31	50.00
Totals		**421,369,441.39**		**100.00**	

OVERALL CREDIT PROFILE - As At 31 May 2021

	INVESTMENT RATING	FACE VALUE ($)	MAXIMUM LIMIT PER INVESTMENT POLICY ($)	INVESTMENT BALANCE (%)	MAXIMUM LIMIT PER INVESTMENT POLICY (%)
Subtotal of Securities	A1	421,369,441.39	421,369,441.39	100.00	100.00
Subtotal of Securities	A2	-	337,095,553.11	0.00	80.00
Totals		**421,369,441.39**		**100.00**	

Maturity Breakdown - As At 31 May 2021

Maturity Profile	Face Value	% Portfolio	Number of Investments	Lowest Amount Invested per Investment	Highest Amount Invested per Investment
Current Account	$26,369,441.39	6.26%	1.00	$26,369,441.39	$26,369,441.39
Less than 30 Days	$45,000,000.00	10.68%	4.00	$10,000,000.00	$15,000,000.00
Between 30 Days and 60 Days	$45,000,000.00	10.68%	5.00	$5,000,000.00	$15,000,000.00
Between 61 Days and 90 Days	$50,000,000.00	11.87%	5.00	$5,000,000.00	$15,000,000.00
Between 91 Days and 180 Days	$65,000,000.00	15.43%	7.00	$5,000,000.00	$15,000,000.00
Between 181 Days and over 1 year	$190,000,000.00	45.09%	15.00	$5,000,000.00	$30,000,000.00
Totals	**$421,369,441.39**	**100.00%**	**37.00**		



RATE SETTING STATEMENT
(FINANCIAL ACTIVITY STATEMENT)
FOR THE PERIOD ENDED 31 MAY 2021

Attachment 6

Description	Year To Date				Annual			
	Actual	Revised Budget	Variance		Adopted Budget	Revised Budget	Variance	
	$	$	$	%	$	$	$	%
Opening Surplus/(Deficit)	**14,978,791**	**14,978,791**	**0**	**0**	**0**	**14,978,791**	**14,978,791**	**0**
OPERATING ACTIVITIES								
Revenues								
Operating Grants, Subsidies & Contributions	12,084,894	12,005,610	79,284	1	11,426,636	16,752,460	5,325,824	32
Fees & Charges	47,578,668	46,955,964	622,704	1	44,156,022	48,477,509	4,321,487	9
Interest Earnings	3,798,369	3,903,100	(104,731)	(3)	4,416,017	4,135,724	(280,293)	(7)
Other Revenue	894,599	646,333	248,266	38	1,015,816	750,842	(264,974)	(35)
	64,356,530	**63,511,007**	**845,523**	**1**	**61,014,491**	**70,116,535**	**9,102,044**	**13**
Expenses								
Employee Costs	(66,046,359)	(69,506,715)	3,460,356	5	(75,073,152)	(75,233,832)	(160,680)	(0)
Materials & Contracts	(57,642,476)	(63,095,390)	5,452,914	9	(71,049,101)	(70,435,144)	613,957	1
Utility Charges	(8,703,673)	(8,735,752)	32,079	0	(9,976,703)	(9,534,360)	442,343	5
Depreciation	(39,458,262)	(39,291,681)	(166,581)	(0)	(42,863,029)	(42,863,029)	0	0
Interest Expenses	(3,777,626)	(3,770,473)	(7,153)	(0)	(4,114,716)	(4,114,828)	(112)	(0)
Insurance	(556,344)	(805,958)	249,614	31	(1,327,151)	(880,151)	447,000	51
	(176,184,740)	**(185,205,969)**	**9,021,229**	**5**	**(204,403,852)**	**(203,061,344)**	**1,342,508**	**1**
Non-Cash Amounts Excluded								
Depreciation	39,458,262	39,291,681	166,581	0	42,863,029	42,863,029	0	**0**
	(72,369,948)	**(82,403,281)**	**10,033,333**	**12**	**(100,526,332)**	**(90,081,780)**	**10,444,552**	**12**
INVESTING ACTIVITIES								
Non Operating Grants, Subsidies & Contributions	18,420,802	12,092,486	6,328,316	52	11,049,674	16,066,123	5,016,449	31
Contributed Physical Assets	12,211,465	6,819,000	5,392,465	0	9,092,000	9,092,000	0	0
Profit on Asset Disposals	2,766,181	1,400,000	1,366,181	0	248,176	1,698,176	1,450,000	85
Loss on Assets Disposals	(154,117)	(13,699,065)	13,544,948	99	(14,821,299)	(14,821,299)	0	0
TPS & DCP Revenues	9,144,194	9,602,480	(458,286)	(5)	10,667,481	11,116,172	448,691	4
TPS & DCP Expenses	(2,640,852)	(3,984,090)	1,343,238	34	(6,759,073)	(4,993,957)	1,765,116	35
Capital Expenditure	(45,412,998)	(59,866,702)	14,453,704	24	(67,013,329)	(68,512,709)	(1,499,380)	(2)
Proceeds From Disposal Of Assets	1,251,535	987,113	264,423	27	1,076,850	1,076,850	0	0
	(4,413,790)	**(46,648,779)**	**42,234,989**	**91**	**(56,459,520)**	**(49,278,644)**	**7,180,876**	**15**
Non-Cash Amounts Excluded								
Contributed Physical Assets	(12,211,465)	(6,819,000)	(5,392,465)	0	(9,092,000)	(9,092,000)	0	0
Profit on Asset Disposals	(2,766,181)	(1,400,000)	(1,366,181)	0	(248,176)	(1,698,176)	(1,450,000)	(85)
Loss on Assets Disposals	154,117	13,699,065	(13,544,948)	(99)	14,821,299	14,821,299	0	0
	(14,823,529)	**5,480,065**	**(20,303,594)**	**(370)**	**5,481,123**	**4,031,123**	**(1,450,000)**	**36**
	(19,237,319)	**(41,168,714)**	**21,931,395**	**53**	**(50,978,397)**	**(45,247,521)**	**5,730,876**	**13**
FINANCING ACTIVITIES								
Contributions from New Loans	0	0	0	0	2,000,000	2,000,000	0	0
Transfers from Restricted Grants, Contributions & Loans	(1,860,778)	205,745	(2,066,523)	(1,004)	681,000	224,449	(456,551)	(67)
Transfers to Restricted Grants, Contributions & Loans	0	0	0	0	0	0	0	0
Transfers from Reserves	65,019,754	70,990,385	(5,970,631)	(8)	36,685,179	77,444,056	40,758,877	53
Transfers to Reserves	(63,009,429)	(84,202,708)	21,193,279	25	(24,953,148)	(91,857,500)	(66,904,352)	(268)
Cash Backed Employee Provisions Transfers	(122,247)							
Transfers from Schemes	1,774,510	5,073,838	(3,299,328)	(65)	6,764,815	5,535,096	(1,229,719)	(18)
Transfers to Schemes	(3,252,624)	(7,087,615)	3,834,991	54	(8,483,333)	(7,731,944)	751,389	9
	(1,450,814)	**(15,020,356)**	**13,691,789**	**(91)**	**12,694,513**	**(14,385,843)**	**(27,080,356)**	**188**
(DEFICIT)/SURPLUS	**(78,079,290)**	**(123,613,560)**	**45,534,270**	**(37)**	**(138,810,216)**	**(134,736,353)**	**4,073,863**	**3**
Amount To Be Raised From Rates	**136,419,054**	**136,109,707**	**309,347**	**0**	**135,971,516**	**136,109,707**	**138,191**	**0**
Closing Surplus/(Deficit)	**58,339,764**	**12,496,147**	**45,843,617**	**367**	**(2,838,700)**	**1,373,354**	**4,212,054**	**0**

Transactional Finance

4.13 Warrant of Payments for the Period to 31 May 2021

File Ref: 1859V02 – 21/234987
Responsible Officer: Director, Corporate Strategy & Performance
Disclosure of Interest: Nil
Attachments: Nil

Issue

Presentation to the Council of a list of accounts paid for the month of May 2021, including a statement as to the total amounts outstanding at the end of the month.

Background

Local Governments are required each month to prepare a list of accounts paid for that month and submit the list to the next Ordinary Meeting of the Council.

In addition, it must record all other outstanding accounts and include that amount with the list to be presented. The list of accounts paid and the total of outstanding accounts must be recorded in the minutes of the Council meeting.

Detail

The following is the Summary of Accounts paid in May 2021

Funds	Vouchers	Amount
Director Corporate Services Advance A/C		
Accounts Paid – May 2021		
Cheque Numbers	121461 - 121625	$1,118,849.37
EFT Document Numbers	4119 - 4148	$12,954,807.37
TOTAL ACCOUNTS PAID		**$14,073,656.74**
Less Cancelled Cheques		($9,367.77)
Manual Jornals		$1,694.00
Town Planning Scheme		($150,446.52)
RECOUP FROM MUNICIPAL FUND		**$13,915,536.45**
Municipal Fund – Bank A/C		
Accounts Paid – May 2021		
Recoup to Director Corporate Services Advance A/C		$13,915,536.45
Payroll – Direct Debits		$3,820,056.90
TOTAL ACCOUNTS PAID		**$17,735,593.35**
Town Planning Scheme		
Accounts Paid – May 2021		
Cell 4		$15,805.80
Cell 5		$2,467.92
Cell 8		$5,125.69
Cell 9		$127,047.11
TOTAL ACCOUNTS PAID		**$150,446.52**

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
00121461	04/05/2021	Cottage & Engineering Surveys	$73.00
		Refund - Subdivision Clearance Application - Overpayment	
00121462	04/05/2021	Maali Mia Pty Ltd	$550.00
		Bush Tucker Presentation - 16.04.2021 Heritage Festival - Cultural Services	
00121463	04/05/2021	Dementia Australia	$76.05
		Hire Fee Refund	
00121464	04/05/2021	Banksia Grove Development Nominees	$850.00
		Bond Refund	
00121465	04/05/2021	Joseph Banks Secondary College P & C	$850.00
		Bond Refund	
00121466	04/05/2021	Sara Tawfik	$350.00
		Bond Refund	
00121467	04/05/2021	Access Projects & Construction Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
00121468	04/05/2021	Lisa Jane Hartshorn	$272.60
		Refund - Infringement - Community Safety	
00121469	04/05/2021	Neil Williams	$1,000.00
		Refund - Street & Verge Bond	
00121470	04/05/2021	Tane Edwards	$1,000.00
		Refund - Street & Verge Bond	
00121471	04/05/2021	Aquamotion Office Petty Cash	$241.00
		Petty Cash	
00121472	04/05/2021	Infinite Energy	$441.00
		Refund - Development Application - Exempt	
00121473	04/05/2021	Perth Patio Magic Pty Ltd	$1,000.00
		Refund - Street & Verge Bond	
00121474	04/05/2021	Rates Refund	$100.00
00121475	04/05/2021	Rates Refund	$328.67
00121476	04/05/2021	Sandra Cortes	$350.00
		Bond Refund	
00121477	04/05/2021	Rates Refund	$670.26
00121478	04/05/2021	Rachel Dimech	$100.00
		Bond Refund	
00121479	04/05/2021	Ms Alicia Jeffreys	$100.00
		Bond Refund	
00121480	04/05/2021	Northern Suburbs Womens Friendship	$100.00
		Bond Refund	
00121481	04/05/2021	Mr Jainik Shah	$350.00
		Bond Refund	
00121482	04/05/2021	Rates Refund	$410.12
00121483	04/05/2021	Rates Refund	$34.55
00121484	04/05/2021	Rates Refund	$398.60
00121485	10/05/2021	Green Skills Incorporated	$6,293.76

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Casual Labour For The City	
00121486	11/05/2021	Hartree & Associates Architects	$147.00
		Refund - Jadu Application - Duplicate	
00121487	11/05/2021	Phoenix Retaining Walls	$61.65
		Refund - Building Services Levy - Rejected	
00121488	11/05/2021	Genesis Gardens Group Pty Ltd	$61.65
		Refund - Building Services Levy - Rejected	
00121489	11/05/2021	Adel Ismailzai	$1,000.00
		Refund - Street & Verge Bond	
00121490	11/05/2021	Can Do	$61.65
		Refund - Building Services Levy - Rejected	
00121491	11/05/2021	Jodie Bennett	$166.65
		Refund - Building Application - Cancelled	
00121492	11/05/2021	Abel Roofing & Patios	$166.65
		Refund - Building Application - Cancelled	
00121493	11/05/2021	Alfresco Life	$166.65
		Refund - Building Application - Duplicate	
00121494	11/05/2021	Nicole Lee	$1,000.00
		Refund - Street & Verge Bond	
00121495	11/05/2021	Frederick Robotham	$64.00
		Refund - Copies Of Plans - Not Available	
00121496	11/05/2021	Todd Zani	$1,000.00
		Refund - Street & Verge Bond	
00121497	11/05/2021	Amber Turner	$1,000.00
		Refund - Street & Verge Bond	
00121498	11/05/2021	Hali Telve	$80.86
		Hire Fee Refund	
00121499	11/05/2021	Bushra Alzuheeri	$350.00
		Bond Refund	
00121500	11/05/2021	Ms Samantha Clemente	$350.00
		Bond Refund	
00121501	11/05/2021	Congolese Soccer Club Association	$84.00
		Bond Refund	
00121502	11/05/2021	Alicia Datau	$100.00
		Bond Refund	
00121503	11/05/2021	Mrs Eileen Devereux	$100.00
		Bond Refund	
00121504	11/05/2021	Rates Refund	$644.38
00121505	11/05/2021	Jhenifer Fontoura	$100.00
		Bond Refund	
00121506	11/05/2021	Mary Galdo	$1,100.20
		Bond Refund	
00121507	11/05/2021	Ms Samara Hallewell	$100.00
		Bond Refund	
00121508	11/05/2021	Jasmin Hinton	$193.60

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Bond Refund	
00121509	11/05/2021	Ms Jacinta Lyon	$850.00
		Bond Refund	
00121510	11/05/2021	Mrs Carmen Martins	$1,072.40
		Bond Refund	
00121511	11/05/2021	Victoria Mayuen	$350.00
		Bond Refund	
00121512	11/05/2021	Bianca Oliver	$193.60
		Bond Refund	
00121513	11/05/2021	Gladys Roberts	$100.00
		Bond Refund	
00121514	11/05/2021	Iris Savellamo	$266.80
		Bond Refund	
00121515	11/05/2021	Lynelle Shezney	$322.40
		Bond Refund	
00121516	11/05/2021	Miss Sapphire Silby-Paaki	$225.10
		Bond Refund	
00121517	11/05/2021	Mrs Jasmine Taylor	$100.00
		Bond Refund	
00121518	11/05/2021	Gemma Wright	$170.20
		Bond Refund	
00121519	11/05/2021	Mrs Rebecca Wright	$1,211.40
		Bond Refund	
00121520	11/05/2021	Clarkson Library Petty Cash	$217.70
		Petty Cash	
00121521	11/05/2021	Quinns Mindarie Surf Life Saving Club	$200.00
		Combustibles - All Washed Up Day - Cultural Services	
00121522	11/05/2021	Shire of Cue	$5,141.70
		Reimbursement - Long Service Leave - S Wandek - Payroll	
00121523	11/05/2021	Telstra	$1,597.76
		Phone Charges For The City	
00121524	13/05/2021	Cr F Cvitan	$4,447.89
		Monthly Meeting Attendance	
00121525	13/05/2021	Cr X Nguyen	$2,603.67
		Monthly Meeting Attendance	
00121526	18/05/2021	Arup Australia Pty Ltd	$10,930.48
		Infrastructure Strategy Phase 1 - Kingsway Regional Sporting Complex - Assets	
00121527	18/05/2021	Calibre Professional Services One Pty Ltd	$16,764.00
		Consultancy Services - Santa Barbara Parade Acceleration Lane & Slip Lane - Projects	
00121528	18/05/2021	CSE Crosscom Pty Ltd	$9,495.20

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Consultancy Services - Yanchep Repeater Mast - ICT	
00121529	18/05/2021	Diamond Lock & Security	$4,200.02
		Locking Services For The City	
00121530	18/05/2021	Distinct Renovations	$2,000.00
		Refund - Street & Verge Bond	
00121531	18/05/2021	EBSCO International Incorporated	$15,475.27
		Annual Magazine Subscription Renewal - Library Services	
00121532	18/05/2021	Hi Tech Sports Pty Ltd	$78.65
		Basketball Nets - Kingsway	
00121533	18/05/2021	Investwest Pty Ltd	$1,760.00
		Economic Recovery Fund - Business Advisory & Support - Advocacy & Economic Development	
00121534	18/05/2021	Jamaica Blue Ocean Keys	$1,440.00
		Morning Tea Catering - Virtual Reality Sessions - Community Development	
00121535	18/05/2021	Logo Appointments	$4,254.94
		Casual Labour For The City	
00121536	18/05/2021	M J & S M Snow	$153.05
		Vehicle Spare Parts - Fleet	
00121537	18/05/2021	PML Installation	$101,408.73
		Progress Claim 1 - Upgrade Clarecastle Retreat - Assets	
00121538	18/05/2021	Suburban Design & Construct Pty Ltd	$577.50
		Progress Payment 3 - Kingsway Olympic Soccer Clubrooms - Building Maintenance	
00121539	18/05/2021	The Raptor Trust	$1,800.00
		4 School Holiday Displays - Birds Of Prey - Library Services	
00121540	18/05/2021	The Spiritual Assembly of the Baha's Of Wanneroo	$554.40
		Hire Fee Refund	
00121541	18/05/2021	Ronald Harris	$74.40
		Refund - Copies Of Plans - Property Owned By Housing Authority	
00121542	18/05/2021	Jennifer Stevenson	$166.65
		Refund - Building Application - Not Required	
00121543	18/05/2021	Ngoc Tan Huynh	$850.00
		Bond Refund	
00121544	18/05/2021	Damian Paganelli	$25.00
		Refund - Septic Tank Plan Request Fee - Property Not On Septics	
00121545	18/05/2021	Laurence Realty North	$21.20
		Refund - Copies Of Plans - Not Available	

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
00121546	18/05/2021	Hotchkin Hanly	$69.00
		Refund - Copies Of Plans - Not Available Crown Land	
00121547	18/05/2021	Sonax Pty Ltd	$61.65
		Refund - Building Services Levy - Cancelled	
00121548	18/05/2021	Martin Astle	$166.65
		Refund - Building Application Fee - Cancelled	
00121549	18/05/2021	Projex Management & Construction	$511.10
		Refund - Building Application Fee - Overdue	
00121550	18/05/2021	James Rankine	$2,000.00
		Refund - Street & Verge Bond	
00121551	18/05/2021	Hudards Construction	$166.65
		Refund - Building Application - Cancelled	
00121552	18/05/2021	Ashleigh Arrigoni	$100.00
		Bond Refund	
00121553	18/05/2021	Rates Refund	$380.11
00121554	18/05/2021	Rates Refund	$568.85
00121555	18/05/2021	Rates Refund	$570.22
00121556	18/05/2021	Mrs Mary Gerges	$100.00
		Bond Refund	
00121557	18/05/2021	Melissa Gestakovski	$350.00
		Bond Refund	
00121558	18/05/2021	Rates Refund	$494.00
00121559	18/05/2021	Mrs Bronwyn Granger	$100.00
		Bond Refund	
00121560	18/05/2021	Ms Tahlia Green	$100.00
		Bond Refund	
00121561	18/05/2021	Alpesh Halai	$850.00
		Bond Refund	
00121562	18/05/2021	Rates Refund	$95,385.80
00121563	18/05/2021	Kenyan Community of WA	$350.00
		Bond Refund	
00121564	18/05/2021	Rates Refund	$750.00
00121565	18/05/2021	Rates Refund	$100.00
00121566	18/05/2021	Fatima Omar	$350.00
		Bond Refund	
00121567	18/05/2021	Rates Refund	$659.03
00121568	18/05/2021	Rates Refund	$391.28
00121569	18/05/2021	Nimeshkumar Patel	$587.60
		Bond Refund	
00121570	18/05/2021	Mrs Julia Polkinghorne	$100.00
		Bond Refund	
00121571	18/05/2021	Quinns Rock Senior Cricket Club	$850.00
		Bond Refund	
00121572	18/05/2021	Hannah Rawstorne	$100.00

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Bond Refund	
00121573	18/05/2021	Rates Refund	$375.00
00121574	18/05/2021	Shree Kutch Leva Patel Cricket Club	$627.20
		Bond Refund	
00121575	18/05/2021	Vincent Sinagra	$850.00
		Bond Refund	
00121576	18/05/2021	Liesel Strydom	$100.00
		Bond Refund	
00121577	18/05/2021	Rates Refund	$23,654.91
00121578	18/05/2021	Rates Refund	$590.23
00121580	18/05/2021	Ricardo Valles	$1,285.60
		Bond Refund	
00121581	18/05/2021	Mrs Amanda Wesley	$100.00
		Bond Refund	
00121582	18/05/2021	Rates Refund	$100.00
00121583	18/05/2021	Ms Lauren Williams	$350.00
		Bond Refund	
00121584	18/05/2021	Rates Refund	$100.00
00121585	18/05/2021	Chantelle Zissis	$100.00
		Bond Refund	
00121586	18/05/2021	Australian Outdoor Living (WA) Pty Ltd	$147.00
		Reimbursement - Development Application Fees - Incomplete	
00121587	18/05/2021	Community Planning & Development Petty Cash	$166.40
		Petty Cash	
00121588	18/05/2021	Designfit Group Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
00121589	18/05/2021	Finance Services Petty Cash	$810.05
		Petty Cash	
00121590	18/05/2021	Girrawheen Senior High School	$2,000.00
		Scholarship Awards 2021 - Youth Services	
00121591	18/05/2021	Rural Building Company	$2,000.00
		Refund - Street & Verge Bond	
00121592	18/05/2021	Telstra	$29,547.19
		Navman Services - Fleet Assets	
		Internet / Phone Charges For The City	
00121593	18/05/2021	Youth Projects Petty Cash	$184.30
		Petty Cash	
00121594	25/05/2021	Factory Direct WA	$3,500.00
		Install Gable Garage - Patrick Court - Property Services	
00121595	25/05/2021	Logo Appointments	$2,270.02
		Casual Labour For The City	
00121596	25/05/2021	Rynat Industries Australia	$71.50

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Keys - Paper Towel Dispensers - Building Maintenance	
00121597	25/05/2021	Ahmed Babiker	$350.00
		Bond Refund	
00121598	25/05/2021	Mrs Shauna De Boni	$100.00
		Bond Refund	
00121599	25/05/2021	Rates Refund	$23,172.57
00121600	25/05/2021	Mrs Kristine Garcia	$100.00
		Bond Refund	
00121601	25/05/2021	Mr Mario Garcia	$350.00
		Bond Refund	
00121602	25/05/2021	Trang Huynh	$100.00
		Bond Refund	
00121603	25/05/2021	Asiat Al Kahtani	$350.00
		Bond Refund	
00121604	25/05/2021	Ms Yovanee Marday	$850.00
		Bond Refund	
00121605	25/05/2021	Shahd MM Milhem	$350.00
		Bond Refund	
00121606	25/05/2021	Rates Refund	$27,902.70
00121607	25/05/2021	Rates Refund	$5,388.27
00121608	25/05/2021	Vi Tran	$239.00
		Bond Refund	
00121609	25/05/2021	Ashdale Secondary College	$500.00
		Student Scholarship Program 2021 - Community Development	
00121610	25/05/2021	Assets Petty Cash	$186.20
		Petty Cash	
00121611	25/05/2021	Cr F Cvitan	$1,343.71
		Travel Allowance - 30.11.2021 - 20.04.2021	
00121612	25/05/2021	Facility Officer WLCC Petty Cash	$186.00
		Petty Cash	
00121613	25/05/2021	Fratelli Homes WA	$1,206.32
		Refund - Street & Verge Bond	
00121614	25/05/2021	Girrawheen Library Petty Cash	$55.20
		Petty Cash	
00121615	31/05/2021	Arup Australia Pty Ltd	$18,700.00
		Infrastructure Strategy Phase 1 - Kingsway Sporting Regional Complex - Assets	
00121616	31/05/2021	Bolinda Digital Pty Ltd	$5,500.00
		Ebooks & Audio Books - Library Services	
00121617	31/05/2021	Department of Communities	$350,546.35
		Bond Return - Jindowie Stage 19 (A & B) Yanchep WAPC 157404 & 158554	
00121618	31/05/2021	Diamond Lock & Security	$3,306.80
		Locking Services - Stores	

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
00121619	31/05/2021	Factory Direct WA	$12,008.00
		Gable Garage - Girrawheen Lions Club - Property Services	
00121620	31/05/2021	Logo Appointments	$1,932.15
		Casual Labour For The City	
00121621	31/05/2021	NBN CO Limited	$400.00
		NBN Street Connection - Dalvik Park - Assets	
00121622	31/05/2021	Oracle Corporation Australia Pty Ltd	$34,702.80
		Oracle Paas And Iaas Universal Credits 13.05.2021 - 12.05.2022 - ICT	
00121623	31/05/2021	Signage WA	$2,453.00
		Install Decals / Banners - Communication & Brand Services	
00121624	31/05/2021	Steens Gray & Kelly	$5,280.00
		General Advisory - Two Rocks - Assets	
00121625	31/05/2021	The Trustee For Wanneroo SC Trust	$227,010.30
		Road Extension - Rocca Way & Conlan Avenue - Assets	
		Total Director Corporate Services Advance - Cheques	**$1,118,849.37**
ELECTRONIC FUNDS TRANSFER			
00004119	04/05/2021		
1		Maree Rhook	$223.83
		Refund - Membership Fees - Aquamotion	
00004122	04/05/2021		
2		Rates Refund	$536.74
3		Rates Refund	$4,250.00
4		Rates Refund	$992.92
5		Rates Refund	$2,349.84
6		Rates Refund	$540.00
7		Rates Refund	$2,500.00
8		Rates Refund	$633.01
9		Rates Refund	$3,219.84
00004123	05/05/2021		
10		Ashmy Pty Ltd	$6,000.00
		Refund - 3 Street & Verge Bonds	
11		Australian Manufacturing Workers Union	$151.00
		Payroll Deductions	
12		Australian Services Union	$569.80
		Payroll Deductions	
13		Australian Taxation Office	$556,647.00

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Payroll Deductions	
14		Aveling Homes Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
15		BDD Australia Pty Ltd	$385.05
		Milk Deliveries For The City	
16		Blueprint Homes (WA) Pty Ltd	$4,000.00
		Refund - 2 Street & Verge Bonds	
17		Celebration Homes Pty Ltd	$16,000.00
		Refund - 8 Street & Verge Bonds	
18		CFMEU	$120.00
		Payroll Deductions	
19		Child Support Agency	$967.02
		Payroll Deductions	
20		City of Wanneroo - Payroll Rates	$6,260.00
		Payroll Deductions	
21		City of Wanneroo - Social Club	$672.00
		Payroll Deductions	
22		Dale Alcock Homes Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
23		Department of Fire & Emergency Services	$19,921.65
		50% Cost Sharing - Community Fire Manager - 01.01.2021 - 25.03.2021 - Fire Services	
24		Devlyn Australia Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
25		Fleet Network	$998.25
		Payroll Deductions	
26		Gemmill Homes Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
27		Halpd Pty Ltd Trading As Affordable Living Homes	$4,000.00
		Refund - 4 Street & Verge Bonds	
28		HBF Health Limited	$643.00
		Payroll Deductions	
29		Home Group WA Pty Ltd	$12,000.00
		Refund - 6 Street & Verge Bonds	
30		Homebuyers Centre	$8,000.00
		Refund - 4 Street & Verge Bonds	
31		Landgate	$1,458.90
		Gross Rental Valuation - Rates	
32		LGRCEU	$1,568.26
		Payroll Deductions	
33		Materon Investments WA Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
34		Maxxia Pty Ltd	$9,138.94
		Payroll Deductions	

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
35		Miss Krista Stefanetti	$360.00
		Vehicle Crossing Subsidy	
36		Mr Alexandre Oliveira Byrro	$2,000.00
		Refund - Street & Verge Bond	
37		Mr Allen Barr	$360.00
		Vehicle Crossing Subsidy	
38		Mr Anh Bui	$1,000.00
		Refund - Street & Verge Bond	
39		Mr David Collie	$2,000.00
		Refund - Street & Verge Bond	
40		Mr Nicholas Melanko	$1,000.00
		Refund - Street & Verge Bond	
41		Mr Pieter Lips	$2,000.00
		Refund - Street & Verge Bond	
42		Mr Raja Tarawneh	$1,000.00
		Refund - Street & Verge Bond	
43		Mrs Athina Parise	$1,000.00
		Refund - Street & Verge Bond	
44		Ms Helen Grundy	$360.00
		Vehicle Crossing Subsidy	
45		Ms Marie Dwyer	$1,000.00
		Refund - Street & Verge Bond	
46		Ms Mary Clifford	$1,000.00
		Refund - Street & Verge Bond	
47		Paywise Pty Ltd	$1,342.31
		Payroll Deductions	
48		Pingalben Patel	$360.00
		Vehicle Crossing Subsidy	
49		Redink Homes Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
50		Simsai Construction Group Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
51		Smartsalary	$8,133.04
		Payroll Deductions	
52		SSB Pty Ltd	$6,808.22
		Refund - 4 Street & Verge Bonds	
53		Synergy	$11,476.92
		Power Supplies For The City	
54		Water Corporation	$12,141.42
		Water Charges For The City	
55		Wow Group (WA) Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
00004124	05/05/2021		
56		Bollig Design Group Ltd	$3,300.00

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Consultancy - Changeroom Refurbishment Aquamotion - Assets	
57		Perth Energy Pty Ltd	$132,802.97
		Power Supplies For The City	
58		Viva Energy Australia Pty Ltd	$56,403.87
		Fuel Issues For The City	
00004126	05/05/2021		
59		AARCO Environmental Solutions	$3,767.50
		Remove Asbestos - Various Locations - Waste	
60		Advanced Traffic Management	$4,080.59
		Traffic Control Services For The City	
61		Air Communications	$825.00
		License Application - High Road To Civic Centre - ICT	
62		Alexander House of Flowers	$1,660.00
		Anzac Wreaths - Mayors Office	
63		Archival Survival Pty Ltd	$753.72
		Stationery - Library Services	
64		Australian Airconditioning Services Pty Ltd	$215.05
		Airconditioning Maintenance Services For The City	
65		AV Truck Service Pty Ltd	$1,051.21
		Vehicle Spare Parts - Fleet	
66		Better Pets and Gardens Wangara	$228.74
		Animal Care Centre Supplies	
67		Bridgestone Australia Limited	$17,532.32
		Tyre Fitting Services For The City	
68		Bucher Municipal Pty Ltd	$24,559.02
		Vehicle Spare Parts - Fleet	
69		Business Growth AU	$1,320.00
		Economic Recovery Fund - Business Support Services - Economic Development	
70		Car Care Motor Company Pty Ltd	$3,852.96
		Vehicle Services - Fleet	
71		Cherry's Catering	$3,598.92
		Catering Services For The City	
72		Commercial Aquatics Australia	$1,254.00
		Aquatics Maintenance Re-Active Works - Aquamotion	
73		Connectiv	$2,222.00
		4 Way Controllers - Fleet Assets	
74		Corsign (WA) Pty Ltd	$6,963.00
		U Bars - Engineering	
		Signs - Caution Glyphosate - Parks	

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Sign - Phil Renkin Centre - Assets	
		Signs - Dogs Must Be On Leash - Community Safety	
75		Critical Fire Protection & Training Pty Ltd	$1,438.80
		Fire Detection Equipment Maintenance For The City	
76		CS Legal	$57,237.48
		Court Fees - Rating Services	
77		Datavoice Communications Pty Ltd	$11,957.00
		Professional Services - IP Office Upgrade - ICT	
78		Digital Education Services	$4,704.70
		Subscription - Busycode & Who Else Writes Like - Library Services	
79		DLF Co Pty Ltd	$866.25
		Install AFL Goal Posts - Various Locations - Parks	
80		Dowsing Group Pty Ltd	$59,313.98
		Concrete Works - Various Locations - Assets	
81		DVA Fabrications	$1,342.00
		Flip Top Tables - Library	
82		Elliotts Irrigation Pty Ltd	$9,831.11
		Irrigation Parts Replacement - Parks	
83		Environmental Industries Pty Ltd	$197.97
		Landscape Maintenance - Memorial Park - Parks	
84		Focus Consulting WA Pty Ltd	$3,850.00
		Manual Lux Reading - Various Locations - Parks	
85		Fusion Applications Pty Ltd	$3,960.00
		Consulting Services - Oracle Integration - ICT	
86		Geoff's Tree Service Pty Ltd	$1,807.47
		Pruning Works For The City	
87		Globe Australia	$550.00
		Supply Aqua Dye Lake Colorant - Parks	
88		GPS Linemarking	$275.00
		Surveying - Paloma Park - Assets	
89		Grasstrees Australia	$412.50
		Maintain Grasstrees - Hardcastle Park - Assets	
90		Green Options Pty Ltd	$3,309.31
		Rotary Mowing - Various Locations - Parks	
91		Greens Hiab Service	$2,994.75
		Installation Of Goals - Various Locations - Parks	
92		Headset ERA	$2,271.50

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		5 Headsets - Facilities	
93		Heatley Sales Pty Ltd	$144.58
		Stock - Stores Issues	
94		Heavy Automatics	$129.17
		Vehicle Spare Parts - Fleet	
95		Hitachi Construction Machinery Pty Ltd	$954.56
		Vehicle Spare Parts - Fleet	
96		Hydroquip Pumps	$1,229.80
		Reticulation Equipment Repairs - Parks	
97		i3 Consultants WA	$5,060.00
		Consultancy Services - Road Safety Audit & Design Review - Planning	
98		Imagesource Digital Solutions	$739.20
		2 Teardrop Flags - YTRAC - Place Management	
99		Impact Training Corporation	$1,440.00
		Training - Sales - Aquamotion	
100		Integrity Industrial Pty Ltd	$13,088.04
		Casual Labour For The City	
101		Iron Tech Industries	$539.00
		Steel Fabrication Works - Engineering	
102		Ixom Operations Pty Ltd	$1,608.06
		Disinfection Of Pools Chlorine Gas Supply - Aquamotion	
103		J Blackwood & Son Ltd	$2,688.97
		PPE Issues - Various Employees	
104		James Bennett Pty Ltd	$23,069.20
		Book Purchases - Library Services	
105		Jansen Audio	$330.00
		Aqua Stereo Call Out Fee - Aquamotion	
106		Jaybro Group Pty Ltd	$11,234.36
		Water Filled Pedestrian Barriers - WRC - Waste	
107		JB Hi Fi Group Pty Ltd	$1,898.00
		2 Drone Combos - Community Safety	
108		JP Promotions Pty Ltd	$9,966.00
		Promotional Items - Waste	
109		Kerb Direct Kerbing	$27,995.95
		Install Kerbing - Mirrabooka Avenue - Assets	
110		Landcare Weed Control	$678.61
		Handweeding - Da Vinci - Parks	
111		Landmark Products Limited	$9,372.00
		Repair - Handrail - Quinns Beach Groyne - Coastal Projects	

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Replace Handrail - Queenscliff Park Beach Access Staircase - Coastal Projects	
112		Laundry Express	$411.00
		Cleaning Of Linen - Hospitality	
113		LD Total	$12,524.42
		Landscape Maintenance For The City	
114		Malco Flooring Pty Ltd	$28,072.00
		Floorcoverings - Hainsworth Centre - Assets	
115		Marindust Sales & Ace Flagpoles	$5,623.20
		Install New Set Soccer Sleeves - Splendid & Houghton Parks - Parks	
116		Marketforce Pty Ltd	$2,122.95
		Advertising Services For The City	
117		Mayday Earthmoving	$220.00
		Heavy Equipment Hire For The City	
118		McGees Property	$1,650.00
		Market Valuation - 13 Innes Place - Property	
119		Metrix Consulting Pty Ltd	$5,747.50
		Completion Of Field Work - Plan Survey - Community Development	
120		Mindarie Regional Council	$42,073.08
		Refuse Disposal For The City	
121		Miracle Recreation Equipment Pty Ltd	$7,037.80
		Play Equipment Repairs - Various Locations - Parks	
122		Modern Motor Trimmers	$969.62
		Vehicle Seat Repairs - Fleet	
123		Murdoch University	$7,629.60
		Phase 1 - Feral Fish Control - Studmaster Parks & Tuscan Lake - Parks	
124		NAPA - GPC Asia Pacific Pty Ltd	$78.10
		Vehicle Spare Parts - Fleet	
125		NoiseNet Operations Pty Ltd	$748.00
		Dashboard Noise Monitor Hire - Rangers	
126		On Tap Plumbing & Gas Pty Ltd	$6,411.69
		Plumbing Maintenance For The City	
127		Online Social Butterfly	$1,980.00
		Economic Recovery Fund - Business Support Services - Economic Development	
128		Optima Press	$5,966.40
		Printing - Recyclables Bin Stickers - Waste	
129		Paperbark Technologies Pty Ltd	$425.00
		Arboricultural Advice - Hainsworth - Parks	
130		Parker Black & Forrest	$1,383.80
		Locking Services For The City	
131		Perlex Holdings	$2,055.00

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Obstacle Course - Banksia Grove - Youth Services	
		Obstacle Course - Yanchep Skate Park - Youth Services	
132		Plan E	$4,048.00
		Landscape Design - Marmion Avenue - Assets	
133		Poolegrave Signs & Engraving	$275.00
		Signs - Public Toilet Entry Door - Building Maintenance	
134		Powerhouse Batteries Pty Ltd	$197.02
		Vehicle Battery - Fleet	
135		Prestige Alarms	$3,136.93
		Alarm / CCTV Services For The City	
136		Primewest (Yanchep Beach Road) Pty Ltd	$8,125.00
		Bond Return - Lot 1011 Yanchep Beach Road Vertex Stage 3 Yanchep WAPC 156201 & 156493	
137		Programmed Integrated Workforce	$2,037.86
		Casual Labour For The City	
138		RAC Motoring & Services Pty Ltd	$252.30
		Call Outs And Nomination Fees - Fleet Assets	
139		Reliable Fencing WA Pty Ltd	$6,745.31
		Fencing / Gate Repairs - Various Locations - Parks	
140		REM Consulting	$4,289.57
		Casual Labour For The City	
141		Roads 2000	$176,181.51
		Road Works - Various Locations - Assets / Engineering	
142		Ron Gill Pty Ltd Trading As Rick Giles Motorcycles	$221.85
		Annual Service - Suzuki Quad Bike - Fleet	
143		Safety And Rescue Equipment	$985.05
		Height Safety System - Old Wanneroo School House - Building Maintenance	
144		Schindler Lifts Australia Pty Ltd	$3,300.96
		Lift And/Or Escalator Service - 8 Locations - Building Maintenance	
145		Seabreeze Landscape Supplies	$21.00
		Landscape Soils And Sand - Parks	
146		Site Sentry Pty Ltd	$5,728.80
		Sentry Towers - Wangara Recycling Centre - Waste	
147		Smartbuilt Perth Pty Ltd	$874.74
		Pest Control Services For The City	
148		Sonic Healthplus Pty Ltd	$509.20

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Medical Fees For The City	
149		Sports Marketing Australia Pty Ltd	$605.00
		Events Placement Fee - Badminton - Kingsway	
150		Sports World of WA	$2,260.50
		Zoggs Goggles - Aquamotion	
151		Statewide Bearings	$230.23
		Vehicle Spare Parts - Stores	
152		Statewide Cleaning Supplies Pty Ltd	$1,027.86
		Cleaning Supplies - Stores Stock	
153		Statewide Pump Services	$286.00
		Test Sewerage Pump - Koondoola Community Centre - Building Maintenance	
154		Stewart & Heaton Clothing Company Pty Ltd	$6.00
		Name Badge - Community Safety	
155		Supreme Shades Pty Ltd	$445.50
		Repairs To Truck Tarps - Parks	
156		Teknacool Marketing	$1,728.00
		Reinstate Hydrant Markings - Berriman Drive - Assets	
157		Tenco Engineers Pty Ltd	$1,980.00
		Assessment - Cricket Pitch - Ridgewood - Parks	
158		Terravac Vacuum Excavations Pty Ltd	$25,110.26
		Location Of Services For The City	
159		The Trustee for Hayto Trust	$1,168.75
		Creation Of Branding Elements - Communications & Brand	
160		Think Promotional	$2,786.30
		Promotional Items - Talking My Language Project - Waste Services	
161		Think Water Perth	$643.50
		Mainline Break - Lake Joondalup Park - Parks	
162		This Is Creative Pty Ltd	$960.00
		Registration - NCC Seminar - 6 Attendees - 14.05.2021 - Approval Services	
163		Toll Transport Pty Ltd	$531.98
		Courier Services - Print Room & Rates	
164		Top Of The Ladder Gutter Cleaning	$19,162.00
		Scheduled Roof / Gutter Cleans - Building Maintenance	
165		Total Landscape Redevelopment Services Pty Ltd	$2,337.50
		Repair Seat - Scenic Park - Parks	
		Repair Crazy Paving - Fleming - Parks	
166		TQuip	$2,184.55

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Stock - Stores Issues	
167		Triton Electrical Contractors Pty Ltd	$5,952.10
		Reticulation Electrical Works - Various Locations - Parks	
168		Trophy Shop Australia	$41.10
		Name Badge - Various Employees	
169		Turf Care WA Pty Ltd	$163,853.38
		Turfing Works For The City	
170		WA Hino Sales & Service	$179,752.90
		New Vehicle Purchase - Hino Truck $179,752.90 - Fleet Assets	
171		WA Limestone Company	$5,041.44
		BSL Mix - Assets	
172		Wanneroo Business Association Incorporated	$990.00
		Workshop Delivery - Marketing In The Age Of Zoom - Economic Development	
173		Wanneroo Electric	$10,819.82
		Electrical Maintenance For The City	
174		Wanneroo RSL Sub Branch	$4,913.93
		Anzac Day Service - Wanneroo War Memorial - Memorial Park	
175		West Australian Newspapers Ltd	$4,667.34
		Corporate Digital Access - Library Services	
176		West Coast Turf	$7,585.60
		Turfing Works For The City	
177		Westbuild Products Pty Ltd	$1,038.75
		Cement - Stores Stock	
178		Western Australian Local Government Association	$20.16
		Recoup Parking Expenses - Corporate Support	
179		Western Resource Recovery Pty Ltd	$716.10
		Service Grease Trap - Shelvock Park & Grandis Park - Building Maintenance	
180		William Buck Consulting (WA) Pty Ltd	$2,420.00
		Probity Advisor Services - Tender 20195 - Contracts & Procurement	
181		William James Axten	$2,000.00
		Buckingham House Activation, 2 20min Scripted Shows - Cultural Services	
182		Wilson Security	$4,086.48
		Provide Security Services For The City	
183		Winc Australia Pty Limited	$5,456.22
		Stationery For The City	
184		Wonder City & Landscape Pty Ltd	$550.00
		Design Review Panel - Approvals	

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
185		Work Clobber	$262.80
		PPE Issues - Various Employees	
186		Workpower Incorporated	$20,101.73
		Landscape Maintenance For The City	
187		WSP Australia Pty Ltd	$5,324.00
		Smart City Workshop - Projects	
00004127	05/05/2021		
		National Australia Bank	
885 - 994		Flexipurchase January 2021 $27,592.64 - Breakdown On Page 52	
995 - 1129		Flexipurchase February 2021 $39,514.35 - Breakdown On Page 56	
00004128	06/05/2021		
188		Mastec Australia Pty Ltd	$308,341.00
		Phase 2 / Stage 1 - Supply And Deliver Bins - Waste Services	
00004129	06/05/2021		
189		The Lord Mayor's Distress Relief Fund	$5,000.00
		Donation In The Sum Of $5000 To Be Donated To The Lord Mayor's Distress Relief Fund Tropical Cyclone Seroja Appeal 2021	
00004130	11/05/2021		
219		A2B Removals	$420.00
		Removal Services For The City	
220		AARCO Environmental Solutions	$1,584.00
		Remove Asbestos - Anchorage Park - Parks	
221		ABM Landscaping	$13,799.23
		Paving Repairs - Dundebar Road - Engineering	
		Traffic Treatment - Alhambra Parkway - Assets	
222		Accenture Australia Pty Ltd	$6,600.00
		Additional Test Environment - Oracle - ICT	
223		Activ Foundation Incorporated	$1,721.50
		Mulch Tree Wells & Carpark - Memorial Park - Parks	
224		Adform Engraving & Signs	$100.65
		Magnetic Name Badges - Community Safety	
225		Advanced Spatial Technologies	$1,018.60
		Auto-Cad Subscription - ICT	
226		Advanced Traffic Management	$9,927.94

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Traffic Control Services For The City	
227		Air Liquide Australia	$221.76
		Gas Bottle Rental - Fleet	
228		Alexander House of Flowers	$1,210.00
		Anzac Day Wreaths - Mayors Office	
		Flowers - 90th & 100th Birthday - Mayors Office	
229		Allused Pty Ltd	$2,750.00
		Hire Rake Bucket - Engineering	
230		AMBIUS	$133.47
		Plant Services - Girrawheen Hub - Place Management	
231		Armaguard	$205.29
		Cash Collections	
232		ASST Pty Ltd	$6,176.50
		GPR Survey - Yanchep Industrial Area - Assets	
233		Atom Supply	$39.07
		Batteries AA - Stores Stock	
234		AUSQ Training	$678.00
		Training - Basic Worksite Traffic Management - 2 Attendees - Waste	
235		Aussie Natural Spring Water	$84.00
		Water Bottle Swap - Yanchep Hub - Place Management	
236		Australian Airconditioning Services Pty Ltd	$8,192.44
		Airconditioning Maintenance For The City	
237		Australian Training Management Pty Ltd	$6,160.00
		Training - Safe Chainsaw Operation & Maintenance - 8 Attendees - Parks	
		Training - Basic Worksite Traffic Management & Traffic Control Refresher - 8 Attendees - Parks	
238		AV Truck Service Pty Ltd	$895.70
		Vehicle Spare Parts - Fleet / Stores	
239		Ball & Doggett Pty Ltd	$215.22
		Paper Supplies - Print Room	
240		Because We Care Pty Ltd	$16,188.48
		500,000 Doggy Bags - Waste	
241		Benx World Trade	$627.00
		Bag Of Rags 8kg Cotton - Stores Stock	
242		Bistel Construction Pty Ltd	$8,406.72
		Construction - Leatherback Sports Pram Ramp And Footpath - Assets	
243		BOC Limited	$61.76
		Gas Bottles For The City	
244		Bollig Design Group Ltd	$59,521.00

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Professional Services - Hainsworth Park - Assets	
245		Boral Construction Materials Group	$1,102.99
		Concrete Mix - Various Locations - Engineering	
246		Bridgestone Australia Limited	$28,897.22
		Tyre Fitting Services For The City	
247		Bucher Municipal Pty Ltd	$1,440.47
		Vehicle Spare Parts - Fleet	
248		Budo Group Pty Ltd	$38,506.37
		Bin Stores Upgrade - Various Locations Facilities	
		Accessibility Works - Various Locations - Assets	
		Minor Accessibility Works - Various Locations - Assets	
249		Canford Hospitality Consultants	$975.50
		Consulting Services - Southern Suburbs Library - Assets	
250		Car Care Motor Company Pty Ltd	$2,164.20
		Vehicle Services - Fleet	
251		Carramar Resources Industries	$1,025.10
		Disposal Of Mixed Materials - Assets	
252		Centaman Systems Pty Ltd	$1,100.00
		Facility Booking And Program - ICT	
253		Chandler Macleod Group Limited	$5,122.82
		Casual Labour For The City	
254		Civil Survey Solutions Pty Ltd	$3,784.00
		2 Stringer Topo Standalone Perpetual Licenses - ICT	
255		Clark Equipment Sales Pty Ltd	$338.10
		Vehicle Spare Parts - Fleet	
256		Commercial Aquatics Australia	$1,727.00
		Aquatics Maintenance - Aquamotion	
257		Community Greenwaste Recycling Pty Ltd	$1,871.87
		Waste Recycling - Engineering	
258		Corner Desk Creative	$99.00
		Surf Lifesaving ID - Communications And Brand	
259		CR Kennedy & Co Pty Ltd	$211.20
		Total Station Repair - Surveyors	
260		CS Legal	$20,018.94
		Court Fees For The City	
261		Delos Delta Pty Ltd	$18,150.00
		Consultancy Services - Smart City Engagement & Summary Report - ICT	
262		Dowsing Group Pty Ltd	$2,557.25

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Vincent Road / Garden Park - Extra Scope - Assets	
263		Drainflow Services Pty Ltd	$9,401.70
		Road Sweeping / Drain Cleaning - Various Locations - Engineering	
264		Elliotts Irrigation Pty Ltd	$1,980.00
		Reticulation Items - Parks	
265		EPM Partners Pty Ltd	$21,780.00
		EPM System Walk Stage 2 - ICT	
266		Flick Anticimex Pty Ltd	$880.00
		Sanitary Waste Services For The City	
267		Focus Consulting WA Pty Ltd	$1,320.00
		Consultancy Services - Warradale Park - Eco Lighting - Assets	
268		Freestyle Now	$1,815.00
		5 Coaching Sessions - BMX, Scooter & Skateboard - Landsdale - Youth Services	
269		Frontline Fire & Rescue Equipment	$1,506.55
		Repairs - Quinns Rocks 3.4 - Community Safety	
270		Fusion Applications Pty Ltd	$9,240.00
		Integration Cloud Service Development - ICT	
271		Geoff's Tree Service Pty Ltd	$59,106.65
		Pruning Works For The City	
272		GPS Linemarking	$940.50
		AFL Linemarking - Splendid Park - Facilities	
273		Grasstrees Australia	$451.00
		Grass Tree Watering - Hardcastle Park - Parks	
274		Hanson Construction Materials Pty Ltd	$125.40
		Concrete Works - Buckingham Drive - Engineering	
275		Hays Personnel Services	$5,574.53
		Casual Labour For The City	
276		Heatley Sales Pty Ltd	$104.54
		Stock - Stores Issues	
277		Hodge Collard Preston Unit Trust	$495.00
		Preparation Of 3D Images For Marketing Purposes - Assets	
278		Hose Right	$753.52
		Vehicle Hoses - Fleet	
279		Hydroquip Pumps	$4,658.50
		New Octave Water Meter - Bardsley Park - Parks	
280		Hydrosteer Pty Ltd	$3,009.22
		Vehicle Spare Parts - Fleet	

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
281		Identity Perth	$8,574.50
		CoW Logo And Brand Development - Communications & Brand	
		Develop Corporate Council Crest - Communications & Brand	
		Graphic Design - Have A Try Day Promo - Facilities	
		Business Wanneroo Brand Development - Communications & Brand	
282		Imagesource Digital Solutions	$1,157.20
		Printing - 2 Banners - Banksia Grove - Cultural Services	
		Vinyl Cut Lettering - Wanneroo Regional Museum - Cultural Services	
		1 Aluminium Sign & 2 Corflute Signs - Buckingham House - Cultural Services	
283		Integrity Industrial Pty Ltd	$54,305.39
		Casual Labour For The City	
284		J Blackwood & Son Ltd	$4,054.33
		PPE Issues & Stores Stock	
285		Jadu Software Pty Ltd	$935.00
		Training - Jadu XFP Forms Top Up - ICT	
286		James Bennett Pty Ltd	$2,503.60
		Book Purchases - Library Services	
287		JBS & G Australia Pty Ltd	$4,721.20
		Stage A Of Contaminated Sites Audit - Property	
288		Joondalup Smash Repairs Pty Ltd	$1,000.00
		Motor Vehicle Excess - WN 34317 - Community Safety	
289		Jurovich Surveying Pty Ltd	$3,300.00
		Detail Survey - Koondoola Park - Assets	
290		Kelyn Training Services	$900.00
		Training - Work Safely & Follow WHS Policy & Procedures And Implement Traffic Management Plans - 2 Attendees - Land Development	
291		Kerb Direct Kerbing	$2,694.46
		Kerbing - Archer Street - Assets	
292		Kleenheat Gas Pty Ltd	$3,769.36
		Gas Supplies For The City	
293		Kleenit	$1,686.97
		Graffiti Removal For The City	
294		Landcare Weed Control	$6,285.80
		Weed Control - Burn Sites - Parks	
295		Landmark Products Limited	$8,250.00

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Install Handrails / Ballustrade - Quinns Beach Access - Coastal Projects	
296		Laundry Express	$1,480.00
		Cleaning Uniforms - Fleet	
297		LD Total	$2,084.50
		Landscape Maintenance For The City	
298		Ligna Construction	$2,805.55
		Install Limestone Wall - Kingsway Athletics Football Club - Parks	
299		LKS Constructions (WA) Pty Ltd	$49,940.00
		Civil Component - Kingsbridge Park - Assets	
300		Major Motors	$253.68
		Vehicle Spare Parts - Fleet	
301		Mammoth Equipment & Exhausts Pty Ltd	$1,650.55
		Ad Blue 1 Ltr - Stores Stock	
302		Marindust Sales & Ace Flagpoles	$17,820.00
		Supply & Install 3 Sets Of Soccer Goals - Gumblossom Oval - Parks	
303		Mastec Australia Pty Ltd	$5,834.40
		Phase 2 Stage 1 - Bins - Waste	
304		McLeods	$1,100.00
		Legal Fees For The City	
305		Michael Page International (Australia) Pty Ltd	$5,636.96
		Casual Labour For The City	
306		Mindarie Regional Council	$304,617.72
		Refuse Disposal For The City	
307		Miracle Recreation Equipment Pty Ltd	$258.06
		Repair Play Equipment - Cabrini Park - Parks	
308		Myzone (APAC) Pty Ltd	$4,829.55
		Myzone Belts - Aquamotion	
309		Nature Play WA	$1,969.00
		New Functionality Added To APP - Cockman House Trail - ICT	
310		Navman Wireless Australia Pty Ltd	$176.00
		Install GPS - 95366 - Fleet Assets	
311		Neverfail Springwater Limited	$23.76
		Water Supplies - Print Room	
312		Northern Lawnmower & Chainsaw Specialists	$1,526.40
		Stock - Stores Issues	
313		Novus Autoglass	$132.00
		Vehicle Repairs - Fleet	
314		Nu-Trac Rural Contracting	$14,493.87
		Beach Cleaning - 4 Beaches - Engineering	
315		On Tap Plumbing & Gas Pty Ltd	$11,244.34

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Plumbing Maintenance For The City	
316		Online Social Butterfly	$1,980.00
		Economic Recovery Fund - Business Support Services - Economic Development	
317		Paperbark Technologies Pty Ltd	$2,350.00
		Arborist Report - Jindinga & John Moloney Parks - Parks	
318		Parker Black & Forrest	$1,138.50
		Locking Services For The City	
319		Pavement Analysis Pty Ltd	$10,450.00
		Consulting Services - Road Rehabilitation Submissions - Assets	
320		Perth Testing & Tagging Pty Ltd	$404.25
		Test / Tag Equipment - Building Maintenance	
321		Porter Consulting Engineers	$3,108.05
		Detailed Design And Documentation - Lenore Road Duplication - Assets	
322		Prestige Alarms	$3,498.20
		CCTV / Alarms Services For The City	
323		Print And Sign Co	$20,130.00
		Printing - Waste Truck Wraps - Waste	
324		Programmed Integrated Workforce	$1,630.29
		Casual Labour For The City	
325		Reliable Fencing WA Pty Ltd	$11,128.70
		Fencing Works For The City	
326		Ricoh Australia Pty Ltd	$1,432.43
		Lease Charges - Print Room	
327		Safety And Rescue Equipment	$1,119.72
		Height Safety Equipment - Assets	
328		Satalyst Pty Ltd	$3,080.00
		Discovery On Replacement For Current Access 2000 - ICT	
329		Seabreeze Landscape Supplies	$350.00
		Cracker Dust - Parks	
330		SJ McKee Maintenance Pty Ltd	$3,045.50
		Repair Works - Various Locations - Waste	
331		Sketch & Etch Laser Designs Pty Ltd	$1,099.45
		Neon "Wanneroo" Sign - Place Management	
332		Softfallguys National	$1,548.80
		Repair Softfall - Various Locations - Parks	
333		Sonic Healthplus Pty Ltd	$2,705.04
		Medical Fees For The City	
334		Southern Metropolitan Regional Council	$649.00
		Design Of 2 Truck Decals - Waste	

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
335		SPORTENG	$1,760.00
		Consultancy Services - Jimbub Oval Drainage Upgrade - Assets	
336		St John Ambulance Western Australia	$146.25
		Training - Mental Health - OSH	
337		Tepuy Design	$870.00
		Drafting Services - Building Insulation Works - Ashby - Assets	
		Design Services - Phil Renkin Centre - Assets	
338		Terravac Vacuum Excavations Pty Ltd	$11,248.93
		Location Of Services For The City	
339		The Distributors Perth	$224.70
		Snacks And Confectionery - Kingsway	
340		Toll Transport Pty Ltd	$291.61
		Courier Services For The City	
341		Turf Care WA Pty Ltd	$2,640.00
		Install Cricket Wicket Mats - Abbeville & Ridgewood Parks - Parks	
342		WA Hino Sales & Service	$519.55
		Vehicle Service - Fleet	
343		WA Library Supplies	$339.58
		Label And Barcode Protectors - Library Services	
344		Wanneroo Central Bushfire Brigade	$307.61
		Reimbursement - Repair Antenna	
		Reimbursement - Catering Services For Training Courses	
345		Wanneroo Electric	$1,755.90
		Electrical Maintenance For The City	
346		Wave International Pty Ltd	$38,269.00
		Professional Services - Neerabup Industrial Area - Economic Development	
347		Wesbar Vanquipatlas Parts and Panel	$520.00
		Supply & Install Fold Down Mobility Step - WN 159 - Fleet	
348		Western Australian Treasury Corporation	$922,309.00
		Loan Interest Payment - Finance	
349		Western Tree Recyclers	$727.65
		Disposal Of Green Waste - Parks	
350		WEX Australia Pty Ltd	$1,296.81
		Fuel - April 2021 - Fleet Assets	
351		William Buck Consulting (WA) Pty Ltd	$2,970.00
		Probity Advisor Services - Contracts & Procurement	
352		Winning Edge HR Consulting	$4,675.00

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Team Planning Day - Communications And Brand	
353		Workpower Incorporated	$14,645.02
		Landscape Maintenance For The City	
354		WSP Australia Pty Ltd	$1,875.50
		Quinns Education Precinct Study - Traffic Services	
355		Xref (AU) Pty Ltd	$10,725.00
		150 Reference Credits - People & Culture	
356		Yanchep Surf Lifesaving Club	$220.00
		BBQ Supplies - All Washed Up - Cultural Services	
00004131	11/05/2021		
357		Publik Group	$1,289.75
		Brolga Large Interpretive Sign & Base Plate - Place Management	
00004132	11/05/2021		
358		Sine Group Pty Ltd	$130.90
		Replacement Lock & Key Set & Master Key Deposit - Secure Stand Table - ICT	
00004133	11/05/2021		
359		Rates Refund	$403.12
360		Rates Refund	$429.03
361		Rates Refund	$602.62
362		Rates Refund	$3,506.29
363		Rates Refund	$1,800.00
364		Rates Refund	$750.00
00004134	11/05/2021		
365		Alinta Gas	$256.80
		Gas Supplies For The City	
366		Aquatic Leisure Technologies	$166.65
		Refund - Building Application - Rejected	
367		BDD Australia Pty Ltd	$530.80
		Milk Deliveries For The City	
368		Celebration Homes Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
369		City of Wanneroo - Payroll Rates	$90.00
		Payroll Deductions	
370		Cr Lewis Flood	$443.21
		Travel Allowance April 2021	
371		Department of Mines, Industry Regulation & Safety	$103,662.37

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Collection Agency Fees February 2021 - Finance	
372		Fleet Network	$59.88
		Input Tax Credits For Salary Packaging For 27.04.2021 - Finance	
373		Home Group WA Pty Ltd	$6,000.00
		Refund - 3 Street & Verge Bonds	
374		Homebuyers Centre	$4,000.00
		Refund - 2 Street & Verge Bonds	
375		Koori Kids Pty Ltd	$450.00
		Donation - Printing & Distribution Of 2021 Naidoc Week School Initiatives To All Schools Within The City Of Wanneroo	
376		Landgate	$2,830.30
		Land Enquiries For The City	
		Gross Rental Valuations - Rates	
377		Lee Page	$2,000.00
		Refund - Street & Verge Bond	
378		Main Roads WA	$66,796.48
		Signs & Linemarking - Hartman Drive Duplication - Assets	
379		Miss Emma Panting	$50.00
		Dog Registration Refund - Sterilised	
380		Mr Daniel Simms	$64.00
		Reimbursement - Broadband Usage March 2021	
381		Mr Mark Ambrose	$1,900.00
		Refund - Street & Verge Bond	
382		Mr Paul Hornsby	$360.00
		Vehicle Crossing Subsidy	
383		Mr Ryan Stephens	$2,000.00
		Refund - Street & Verge Bond	
384		Mr Scott Cairns	$517.50
		Reimbursement - 50% Mobile Phone Usage As Per Agreement	
385		Mrs Katie Russell	$1,350.00
		Study Assistance - Leading, Managing And Developing People	
386		Ms Alison Ngaronga	$2,000.00
		Refund - Street & Verge Bond	
387		Ms Susan Potter	$2,025.00
		Study Assistance - Managing A Project Based Organisation	
388		Optus	$1,169.74
		Phone Charges For The City	
389		Randa Ali	$358.33

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Refund - Pro Rata Trading Licence - Business Sold	
390		SSB Pty Ltd	$2,740.94
		Refund - Street & Verge Bond	
		Refund - Building Application - Rejected	
391		Stephen Blyth	$900.00
		Refund - Street & Verge Bond	
392		Synergy	$5,802.07
		Power Supplies For The City	
393		Tangent Nominees Pty Ltd (Atf The Summit Homes Group Trust)	$455.09
		Refund - Building Application - Not Approved	
394		Trailer Parts Pty Ltd	$192.28
		Vehicle Spare Parts - Stores	
395		Water Corporation	$1,561.34
		Water Charges For The City	
396		Zurich Australia Insurance Ltd	$2,000.00
		Insurance Excess - WN 31963 & WN 34137 - Waste Services	
00004135	13/05/2021		
397		City of Wanneroo - Rates	$1,249.00
		Rates Payments For Travel Deductions	
398		Cr Brett Treby	$2,603.67
		Monthly Meeting Attendance	
399		Cr Christopher Baker	$2,603.67
		Monthly Meeting Attendance	
400		Cr Domenic Zappa	$2,368.67
		Monthly Meeting Attendance	
401		Cr Dot Newton	$2,503.67
		Monthly Meeting Attendance	
402		Cr Glynis Parker	$2,603.67
		Monthly Allowance	
403		Cr Hu Van Nguyen	$2,603.67
		Monthly Meeting Attendance	
404		Cr Jacqueline Huntley	$2,603.67
		Monthly Meeting Attendance	
405		Cr Lewis Flood	$2,488.67
		Monthly Allowance	
406		Cr Linda Aitken	$2,603.67
		Monthly Meeting Attendance	
407		Cr Natalie Sangalli	$2,603.67
		Monthly Meeting Attendance	
408		Cr Paul Miles	$2,318.67
		Monthly Meeting Attendance	

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
409		Cr Sonet Coetzee	$2,603.67
		Monthly Meeting Attendance	
410		Mayor Tracey Roberts	$10,768.38
		Monthly Meeting Attendance	
00004136	14/05/2021		
411		Australia Post	$21,428.82
		Postage Charges For The City	
00004137	18/05/2021		
412		A2Z Sports Pty Ltd	$240.00
		Badminton Net - Kingsway	
413		Action Glass & Aluminium	$794.48
		Glazing Services For The City	
414		Acurix Networks Pty Ltd	$5,778.30
		Acurix Monthly Charges - ICT	
415		Advanced Traffic Management	$13,945.70
		Traffic Control Services For The City	
416		Air & Power Pty Ltd	$1,108.67
		Vehicle Spare Parts - Fleet	
417		Allused Pty Ltd	$3,025.00
		Hire Of Rake Bucket - Wanneroo - Engineering Maintenance	
418		Altronic Distributors	$65.11
		Vehicle Spare Parts - Fleet	
419		Animal Pest Management Services	$12,870.00
		Fox Control - 13 Locations - Conservation	
420		Atom Supply	$38.02
		Battery - Ashby - Fleet	
421		AUSQ Training	$339.00
		Training - Traffic Management - Waste	
422		Australian Airconditioning Services Ltd	$3,343.16
		Airconditioning Maintenance For The City	
423		Autopro Wanneroo	$231.04
		Vehicle Spare Parts - Fleet	
424		AV Truck Service Pty Ltd	$6,562.59
		Vehicle Spare Parts - Fleet / Stores	
425		Ball & Doggett Pty Ltd	$220.23
		Paper Supplies - Print Room	
426		Better Pets and Gardens Wangara	$735.73
		Animal Care Centre Supplies	
427		Bidfood Perth	$841.12
		Tea/Coffee Supplies - Stores	
428		Bladon WA Pty Ltd	$1,284.25
		150 Tote Bags - Cultural Services	

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Corporate Uniform - Customer & Information Services	
429		Boral Construction Materials Group	$2,081.02
		Concrete Mix - Various Locations - Engineering	
430		Boya Equipment	$114.99
		Hand Pump - Parks	
431		Bridgestone Australia Limited	$6,254.75
		Tyre Fitting Services For The City	
432		Bring Couriers	$766.16
		Courier Services - Health	
433		Bucher Municipal Pty Ltd	$12,590.90
		Vehicle Spare Parts - Fleet	
434		Burgtec	$528.00
		Office Chair - Corporate Services	
435		Cannings Purple	$5,225.00
		Media Training For The Executives - Communications & Brand	
436		Car Care Motor Company Pty Ltd	$1,153.88
		Vehicle Services / Repairs - Fleet	
437		Carramar Resources Industries	$441.01
		Disposal Of Rubble - Engineering	
438		Castledine Gregory	$2,519.00
		Legal Fees For The City	
439		Chandler Macleod Group Limited	$9,474.94
		Casual Labour For The City	
440		Cherry's Catering	$2,816.09
		Catering Services For The City	
441		Chillo Refrigeration & Air-Conditioning	$583.00
		Replace Faulty Switch - Civic Centre - Building Maintenance	
442		Chris Kershaw Photography	$2,435.00
		Photography Services For The City	
443		Christophe Canato	$1,200.00
		Photography - All Washed Up 2021 - Cultural Services	
444		Cineads Australia	$1,837.00
		Scheduled Media Screenings - Communications & Brand	
445		Clark Equipment Sales Pty Ltd	$3,585.37
		Vehicle Spare Parts - Fleet	
446		Claw Environmental	$370.70
		Polystyrene Collection - Waste	
447		Cleanaway Equipment Services Pty Ltd	$414.77
		Monthly Rental - Parts Washer - Fleet	
448		Clinipath Pathology	$957.72

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Medical Fees For The City	
449		Coastal Navigation Solutions	$321.20
		Install Plaques - Ridgewood Park And Le Buse Turtle - Cultural Services	
450		Coates Hire Operations Pty Ltd	$4,632.69
		Equipment Hire - Various Projects Sites - Assets	
451		Commissioner of Police	$16.70
		Volunteer Checks - Conservation	
452		Community Greenwaste Recycling Pty Ltd	$169.40
		Waste Recycling - Engineering	
453		Community Vision Australia Limited	$2,526.30
		Provision Of Virtual Reality - Equipment And Facilitator - Community Services	
454		Coolican Civil Engineering Pty Ltd	$1,166.00
		Replace Damaged Coms Pit - Engineering	
455		Corner Desk Creative	$1,584.00
		Design Waste Guide - Waste	
456		Corsign (WA) Pty Ltd	$12,068.86
		Sign - Government Funded - Vincent / Edgar Griffiths - Assets	
		Sign - Government Funded - Retreat Green / Viridian - Assets	
		Street Name Plates - Engineering	
		Temp Sign - Phil Renkin Centre - Engineering	
		Sign - Symbol Truck & Cones - Engineering	
457		Cossill & Webley Consulting Engineers	$11,794.20
		Consultancy - Linemarking - Carabooda, Baily Roads & Ashby Street - Assets	
		Re-Design - Yanchep Industrial Area - Assets	
458		Crown Lift Trucks	$1,301.76
		Annual Service - Fleet	
459		CS Legal	$36,729.33
		Court Fees - Rating Services	
460		Cutting Edges Pty Ltd	$596.70
		Vehicle Spare Parts - Fleet	
461		Daimler Trucks Perth	$46.21
		Vehicle Spare Parts - Stores	
462		DC Golf	$91,880.00
		Golf Course Commission Fees - Carramar & Marangaroo - Property	
463		Deans Auto Glass	$121.00
		Stone Chip Repair - Fleet	
464		Direct Communications	$551.32

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Onsite Call Out - Fleet	
465		Dowsing Group Pty Ltd	$44,776.29
		Foot Path - Archer Street - Assets	
		Foot Path - Marangaroo Golf Course - Assets	
		Replace Foot Path - Burleigh Park - Engineering	
		Replace Foot Path & Crossover - Camborne Parkway - Engineering	
466		Drainflow Services Pty Ltd	$14,077.25
		Road Sweeping / Drain Cleaning Services For The City	
467		Driving Wheels	$220.00
		Vehicle Repairs - Fleet	
468		Dual Autos Pty Ltd	$394.65
		Vehicle Repairs - Fleet	
469		E & MJ Rosher	$893.18
		Vehicle Spare Parts - Fleet	
470		Ecoscape Australia Pty Ltd	$9,064.00
		Spring Biological Survey - Environmental Impact Assessment Report - Assets	
471		Elevator Direction	$1,210.00
		Review Lift Tender - Civic Centre - Assets	
472		Ellenby Tree Farms	$4,141.50
		Supply Shade Trees - Yanchep - Place Management	
473		Elliotts Irrigation Pty Ltd	$9,429.83
		Irrigation Equipment - Parks	
		Install New Sprinklers - Edgar Griffiths Park - Construction	
		Irrigation Design - Gumblossom Reserve - Design	
474		Emerge Associates	$11,000.00
		Cycling Facility - Splendid Park - Construction	
475		ENSO Construction Pty Ltd	$85,314.13
		Progress Claim 2 - Kingsway Recreation Centre - Assets	
476		Entire IT	$222.00
		Annual Licence - Le Cloud Business Office 265 - ICT	
477		Environmental Industries Pty Ltd	$259,136.87
		Landscape Maintenance For The City	
478		EnvisionWare Pty Ltd	$11,110.22
		Annual Subscription Renewal - Library Services	
479		EPM Partners Pty Ltd	$13,552.00

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Microsoft Project Online Implementation - ICT	
480		Equifax Australasia Credit Rating Pty Ltd	$5,034.70
		Financial & Performance Assessment - Various Companies - Contracts	
481		Equifax Australasia Workforce Solutions Pty Limited	$970.20
		Australian Criminal History Check - Community Safety	
482		Ergolink	$596.13
		Office Chair - People And Culture	
483		Evoke Interior Design Pty Ltd	$10,015.50
		Accessibility Improvements / New Storage Rooms - Anthony Waring Park Clubrooms - Assets	
484		Focus Consulting WA Pty Ltd	$3,069.00
		Electrical Consultancy Services - Wanneroo - Construction	
		Lighting Design - Jindinga Park - Design	
485		Gen Connect Pty Ltd	$356.40
		6 Monthly Inspection - Generator - Building Maintenance	
486		Geoff's Tree Service Pty Ltd	$79,847.31
		Pruning Works For The City	
487		GHD Pty Ltd	$36,567.27
		Structural Assessment - Coastal / Park Assets - Parks	
488		Global Drone Solutions	$500.00
		Registration - Drone Industry Summit 2021 - Community Safety	
489		Global Marine Enclosures Pty Ltd	$64,807.93
		Shark Net Maintenance For The City	
490		Grand Toyota	$39.88
		Vehicle Spare Parts - Fleet	
491		Grasstrees Australia	$496.10
		Grasstree Watering - Hardcastle Park - Assets	
492		Groeneveld Lubrication Solutions Pty Ltd	$342.76
		Vehicle Spare Parts - Fleet	
493		GTA Consultants (WA) Pty Ltd	$10,252.00
		Yanchep Lagoon Transport Plan - Place Management	
494		Heavy Automatics	$770.00
		Vehicle Repair - Fleet	
495		Hemsley Paterson	$2,750.00
		Rental Valuation - 86 Motivation Drive - Property	
496		Hickey Constructions Pty Ltd	$33,038.50

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Repair Shelter - Tobemory Park - Parks	
		Remove Gazebo - Kingsbridge - Parks	
		Repoint Capping Stones - Hocking - Parks	
		Install Non Slip Surface To Skybridge Decking - Yanchep - Engineering	
497		Horizon West Landscape Construction	$222,118.93
		Construction Works - Hinckley Park Upgrade - Assets	
498		Hose Right	$3,682.78
		Vehicle Spare Parts - Fleet	
499		Iconic Property Services Pty Ltd	$55,539.72
		Cleaning Services For The City	
500		Identity Perth	$1,358.50
		City Logo And Brand Development - Communications & Brand	
		Council Crest Development - Communications & Brand	
		Bookmark - Neighbour Day - Community Development	
501		Independent Valuers of Western Australia	$5,500.00
		Valuation Services - 2570 Marmion Avenue - Property Services	
502		Indian Ocean Craft Triennial	$165.00
		Registration - Arts Organisation/Gallery - Library Services	
503		Integrity Industrial Pty Ltd	$25,641.05
		Casual Labour For The City	
504		Intelife Group	$20,162.36
		Car Wash & Vacuum - Various Vehicles - Fleet Assets	
		Barbecue Cleaning For The City - February 2021 - Parks	
505		Interfire Agencies Pty Ltd	$41.16
		Fire Goggles - Fire Services	
506		Iron Mountain Australia Group Pty Ltd	$4,935.10
		Document Management Services For The City	
507		J Blackwood & Son Ltd	$1,962.74
		PPE Issues - Various Employees	
508		James Bennett Pty Ltd	$1,180.48
		Book Purchases - Library Services	
509		Jason Sign Makers	$19,933.30
		Signage - Bus Shelter - Marangaroo	
510		JDSI Consulting Engineers	$11,579.08
		Consultancy Services - Halesworth Park Survey - Assets	

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Consultancy Services - Butler North District Open Space - Assets	
511		Jeffery Electronics	$3,300.00
		Cloudmaster Centre Server - Facilities	
512		Kerb Direct Kerbing	$38,633.72
		Kerbing Works For The City	
513		Kinetic IT Pty Ltd	$10,541.27
		Enhanced Security Services - ICT	
514		Kleenheat Gas Pty Ltd	$943.90
		Gas Supplies For The City	
515		Kleenit	$4,631.44
		Graffiti Removal For The City	
516		Kyocera Document Solutions	$3,490.89
		Photocopier Meter Reading - ICT	
517		Landcare Weed Control	$24,880.48
		Landscape Maintenance Services For The City	
518		Landmark Products Limited	$2,543.75
		Balustrade Replacement - Quinns Beach - Coastal Projects	
		Beach Access Handrail - Quinns Mindarie Surf Club - Parks	
519		Landscape Elements	$529.88
		Progress Claim 2 - Salita Stage 1 - Parks	
520		LD Total	$88,769.51
		Landscape Maintenance For The City	
521		Let's All Party	$800.00
		Amusement Hire - Wanneroo Street Food Event - Place Management	
522		LinkedIn Singapore Pte Ltd	$20,350.00
		Linkedin Learning Subscription Renewal - 01.05.2021 - 30.04.2022 - Library Services	
523		Major Motors	$3,708.26
		Vehicle Spare Parts - Fleet / Stores	
524		Manheim Pty Ltd	$417.45
		Towage Fees - Community Safety	
525		Marketforce Pty Ltd	$8,844.01
		Advertising Services For The City	
526		Mastec Australia Pty Ltd	$30,893.15
		884 240 Litre Bins - Waste	
527		Matrix Traffic and Transport Data Pty Ltd	$528.00
		Traffic Count - Lenore Road - Traffic Services	
528		Mayday Earthmoving	$47,973.75
		Heavy Equipment Hire For The City	
529		McLeods	$8,352.97

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Legal Fees For The City	
530		Michael Page International (Australia) Pty Ltd	$3,998.91
		Casual Labour For The City	
531		Midalia Steel Pty Ltd	$4,470.67
		Steel Supplies - Fleet	
532		Millennium Cleaning (WA) Pty Ltd	$585.70
		Cleaning Services For Yanchep	
533		Mindarie Regional Council	$539,888.89
		Refuse Disposal For The City	
534		Mini-Tankers Australia Pty Ltd	$2,791.74
		Fuel - April - Fleet Assets	
535		Miracle Recreation Equipment Pty Ltd	$181.50
		Replace Roman Ring - Addison Park - Parks	
536		NAPA - GPC Asia Pacific Pty Ltd	$789.92
		Vehicle Spare Parts - Fleet / Stores	
537		Natural Area Holdings Pty Ltd	$4,395.63
		Beach Access Maintenance - April 2021 - Conservation	
		Slash Encroaching Vegetation - Montrose Park - Assets	
538		Navman Wireless Australia Pty Ltd	$1,305.15
		Deinstall & Reinstall GPS Unit - Ashby - Fleet	
		Install Navman - Fleet Assets	
		Solar Tracker Fees - 05.05.2021 - Fleet Assets	
539		Northern Lawnmower & Chainsaw Specialists	$183.54
		Vehicle Spare Parts - Fleet	
540		Nu-Trac Rural Contracting	$9,165.27
		Beach Cleaning - Various Locations - Engineering	
541		Nutrien Ag Solutions Limited	$275.00
		Black Chain Mesh - Parks	
542		Office Line	$1,865.60
		8 Beta Chairs - WLCC - Cultural Services	
543		Officeworks Superstores Pty Ltd	$65.00
		Sandisk Memory Card - Health	
544		On Tap Plumbing & Gas Pty Ltd	$8,773.20
		Plumbing Maintenance For The City	
545		Online Social Butterfly	$550.00
		Economic Recovery Fund - Business Advisory & Support - Advocacy & Economic Development	
546		Paperbark Technologies Pty Ltd	$4,168.00
		Tree Survey - Madeley - Trees And Conservation	

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Arboricultural Report - Opportunity Play Space - Trees & Conservation	
		Tree Survey Report - Clarkson - Trees & Conservation	
547		Pascoe Partners Accountants	$3,058.00
		Economic Recovery Fund - Business Advisory & Support - Advocacy & Economic Development	
548		Pedersens Event Hire	$5,058.91
		Event Equipment Hire - Greenfields Park - Road And Traffic Services	
549		Penske Power Systems Pty Ltd	$113.65
		Vehicle Spare Parts - Fleet	
550		Perdaman Global Services	$750.00
		Proof Reading Translating Services - Talking My Language - Waste	
551		Perth Heavy Towing	$577.50
		Towing Services - Fleet	
552		Plastic Free Foundation Limited	$2,200.00
		Council Membership - Plastic Free July - Waste	
553		Playmaster Pty Ltd	$33,155.10
		Install Animal Statues - Hinckley Park - Assets	
555		Powdersafe Pty Ltd	$2,134.00
		Training - Refresher Course - Information Management	
		Annual Maintenance - Powdersafe Containment System - Information Management	
556		Prestige Alarms	$17,330.50
		Alarm / CCTV Services For The City	
557		Programmed Integrated Workforce	$1,630.29
		Casual Labour For The City	
558		Qualcon Laboratories	$748.00
		PSD Testing - Carramar Sand Quarry - Coastal Projects	
		Sand Testing - Fred Stubbs Car Park - Coastal Projects	
		Particle Testing - Camira Way - Coastal Projects	
559		RAC Motoring & Services Pty Ltd	$1,901.10
		Vehicle Nomination Fees - Fleet	
560		Reliable Fencing WA Pty Ltd	$12,453.10
		Fencing Works For The City	
561		REM Consulting	$5,599.09
		Casual Labour For The City	
562		Ricoh Australia Pty Ltd	$3,507.06

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Image Charge For Production Machine - Corporate Support	
563		Roads 2000	$8,292.09
		Granit Asphalt - Engineering	
		Civil Works - Berriman Drive - Construction	
564		Rowe Scientific Pty Ltd	$52.54
		Alcohol Swabs - Health Services	
565		Roy Gripske & Sons Pty Ltd	$1,821.05
		Vehicle Spare Parts - Fleet	
566		Safety Tactile Pave	$1,886.72
		Install Concrete - Alkimos - Construction	
567		Scott Print	$4,497.90
		Printing - 20000 Bin Tags - Waste	
		Printing - Flash Cards - Talking My Language - Waste	
568		Seabreeze Landscape Supplies	$16.00
		Supply Soils & Sand - Parks	
569		Shred-X	$238.04
		Shredding Services For The City	
570		Silverplace Pty Ltd	$147.00
		Refund - Food Registration Fee - Application Withdrawn	
571		Sine Group Pty Ltd	$887.70
		Annual Renewal Fee - Core Small & iPad Device Management - ICT	
572		SJ McKee Maintenance Pty Ltd	$1,195.25
		Repair Works - Various Locations - Waste	
573		Skipper Transport Parts	$1,400.71
		Vehicle Spare Parts - Fleet / Stores	
574		Skyline Landscape Services (WA)	$17,617.15
		Landscape Maintenance For The City	
575		Slater-Gartrell Sports	$462.00
		Tennis Nets - Parks	
576		Smart Urban Pty Ltd	$440.00
		Pole Removal Tool - Engineering	
577		Smartbuilt Perth Pty Ltd	$155.78
		Pest Control Services For The City	
578		Softfallguys National	$572.00
		Repair Softfall - Jimbub Swamp - Parks	
579		Sonic Healthplus Pty Ltd	$3,170.49
		Medical Fees For The City	
580		Sprayline Spraying Equipment	$689.43
		Vehicle Spare Parts - Fleet	
581		St John Ambulance Western Australia	$483.78
		First Aid Supplies - OSH	
582		Statewide Bearings	$86.66

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Vehicle Spare Parts - Fleet	
583		Stewart & Heaton Clothing Company Pty Ltd	$2,204.14
		Uniforms - Community Safety	
584		Stiles Electrical	$508.20
		Hinckley Park - Car Park - Assets	
585		Suez Recycling & Recovery (Perth) Pty Ltd	$159,700.87
		Recycling Tip Fees - Waste	
586		Suez Recycling & Recovery Pty Ltd	$5,243.54
		Waste Collection Services - Waste	
588		Sunny Industrial Brushware	$1,758.68
		Brooms - Stores Stock	
589		Supreme Shades Pty Ltd	$775.50
		Repair Shade Sail - Anthony Waring Park - Parks	
590		Taylor Burrell Barnett	$4,053.94
		Development Of Subdivision Application For Lot 910 - Economic Development	
591		Technology One Limited	$2,156.00
		Spatial Consulting Services - ICT	
592		Tenco Engineers Pty Ltd	$15,735.50
		Structural Engineering Services - Studmaster Park - Assets	
		Structural Engineering Services - Jetty - Warradale Park - Assets	
		Structural Assessment - Rotary Park - Assets	
593		Terravac Vacuum Excavations Pty Ltd	$1,031.25
		Service Location Works - Assets	
594		The Hire Guys Wangara	$3,932.50
		Equipment Hire - VMS Boards - Waste	
595		The Perth Mint	$3,003.00
		1,000 2021 Citizenship Coins - Place Management	
596		The Rigging Shed	$2,800.60
		Onsite Inspecting - Ashby - Assets	
597		The Trustee for New Dealership Trust	$122.84
		Vehicle Spare Parts - Fleet	
598		The Trustee for Talis Unit Trust	$1,118.88
		Install & Monitor Gas Wells - Wangara Landfill Investigation - Property	
599		Thirty4 Pty Ltd	$211.20
		Qnav Monthly Data Subscription - Rangers	
600		TJ Depiazzi & Sons	$9,775.92
		Pinebark Mulch - Splendid Park - Parks	
601		Toll Transport Pty Ltd	$237.16
		Courier Services For The City	

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
602		Toro Australia Group Sales Pty Ltd	$200.82
		Vehicle Spare Parts - Fleet	
603		Total Landscape Redevelopment Services Pty Ltd	$53,119.00
		Landscape Maintenance For The City	
604		Traffic Calming Australia Pty Ltd	$6,050.00
		Kerb Bollards - Salerno - Engineering	
605		Trisley's Hydraulic Services Pty Ltd	$550.00
		Monthly Service - Kingsway Splashpad - Parks	
606		Triton Electrical Contractors Pty Ltd	$1,040.05
		Irrigation Electrical Works For The City	
607		Trophy Choice	$66.00
		Plaques - Ridgewood Park - Cultural Services	
608		Trophy Shop Australia	$126.40
		Name Badge - Various Employees	
		Stainless Steel Plate With Engraving - Parks Watering Control Covers - Parks	
609		Tru-Cut Concrete Cutting & Drilling	$264.00
		Cut Existing Concrete - Huntington Parkway - Engineering	
610		Turf Care WA Pty Ltd	$4,884.00
		Reinstall Cricket Mats - Various Locations - Parks	
		Weekly Mowing Services - Cockman House - Parks	
611		Ungerboeck Systems International Pty Ltd	$2,838.00
		Web Styling - Gold And Youth Programs - Community Development	
612		University of Western Australia	$5,857.50
		Digital Literacy Project - Community Development	
613		WA Hino Sales & Service	$159.62
		Vehicle Spare Parts - Fleet	
614		WA Library Supplies	$192.10
		Stationery Items - Library Services	
615		WA Limestone Company	$3,799.53
		Limestone Products - Engineering / Assets	
616		Wanneroo Electric	$18,746.33
		Electrical Maintenance For The City	
617		Water Technology Pty Ltd	$11,760.65
		Options Assessment & Detailed Design - Mindarie Breakwater Maintenance - Coastal Projects	
618		West Australian Newspapers Ltd	$1,820.00

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Corporate Digital Access - 10.06.2021 - 09.02.2022 - Place Management	
619		Western Tree Recyclers	$16,779.85
		Disposal Of Greenwaste Materials - Parks	
		Transport / Processing - Green Waste - Waste	
620		William Buck Consulting (WA) Pty Ltd	$2,750.00
		Probity Oversight - Tender 21016 - Contracts	
621		Wilson Security	$411.07
		Security Guard - 22 - 23.03.2021 - Community Safety	
622		Work Clobber	$152.10
		Staff Uniforms - Parks	
623		Workpower Incorporated	$17,744.34
		Weed Control - Hardcastle - Conservation	
		Install Coir Mesh - Various Locations - Conservation	
624		Workwise Australia	$7,524.00
		Transport Impact Assessment Report - Economic Development	
625		Wrenoil	$16.50
		Monthly Collection Of Waste Disposal - Waste	
626		WSP Australia Pty Ltd	$20,373.32
		Consultancy Services - City Of Wanneroo CCTV Migration - Assets	
627		Wurth Australia Pty Ltd	$203.50
		Vehicle Spare Parts - Fleet	
628		Zipform Pty Ltd	$1,708.57
		Printing And Issue Of Final Notices - Rating Services	
00004138	18/05/2021		
629		BP Australia Ltd	$73,977.59
		Fuel Issues For The City	
630		Patti the Pig	$1,600.00
		4 Sustainability Series Workshops - It's Not All Rubbish Kids - Library Services	
631		RW Quantity Surveyors	$1,760.00
		Concept Design - Changeroom Refurbishment - Aquamotion - Assets	
00004139	18/05/2021		
632		Rates Refund	$836.00
633		Bond Refund	$850.00
634		Rates Refund	$1,239.78

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
635		Rates Refund	$320.62
00004140	18/05/2021		
636		AGL Energy Services Pty Limited	$2,000.00
		Refund - Street & Verge	
637		Alinta Gas	$41.75
		Gas Supplies For The City	
638		Ashmy Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
639		BDD Australia Pty Ltd	$186.95
		Milk Deliveries For The City	
640		Blueprint Homes (WA) Pty Ltd	$6,000.00
		Refund - 3 Street & Verge Bonds	
641		Dale Alcock Homes Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
642		Department of Mines, Industry Regulation & Safety	$125,511.51
		Collection Agency Fees 01.03.2021 - 31.03.2021 - Finance	
643		Department of Planning, Lands and Heritage	$250.00
		Registration - South West Conference - 1 Attendee - Community Development	
644		First Homebuilders Pty Ltd	$4,000.00
		Refund - 2 Street & Verge Bonds	
645		Gemmill Homes Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
646		Halpd Pty Ltd Trading As Affordable Living Homes	$2,000.00
		Refund - Street & Verge Bond	
647		Home Group WA Pty Ltd	$2,543.83
		Refund - Street & Verge Bond	
		Refund - Building Application - Application Overdue	
648		Homebuyers Centre	$22,000.00
		Refund - 11 Street & Verge Bonds	
649		Landgate	$2,967.60
		Service Fee - Extraction Of Rectified Aerial Imagery - ICT	
		UV Interim Values - Rates	
650		Miss Stephanie Fernandez	$30.00
		Dog Registration Refund – Sterilisation	
651		Mr Jefferson Davies	$1,000.00
		Refund - Street & Verge Bond	
652		Mr Joel Fleet	$1,000.00
		Refund - Street & Verge Bond	
653		Mr Luke Jenkins	$69.00

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Reimbursement - Microphone - Kingsway Indoor Stadium - Credit Card Has Expired	
654		Mr Matthys Labuschagne	$2,000.00
		Refund - Street & Verge Bond	
655		Mr Paul Gibbs	$1,911.25
		Reimbursement - Study Assistance Irrigation Australia	
656		Mr Pieter Lips	$360.00
		Vehicle Crossing Subsidy	
657		Mrs Carol Deller	$2,000.00
		Refund - Street & Verge Bond	
658		Mrs Olga Schutz	$2,000.00
		Refund - Street & Verge Bond	
659		Neville Dobson	$1,000.00
		Refund - Street & Verge Bond	
660		Pure Homes Pty Ltd Trading As B1 Homes	$2,000.00
		Refund - Street & Verge Bond	
661		Redink Homes Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
662		Synergy	$618,391.15
		Power Supplies For The City	
663		Trailer Parts Pty Ltd	$689.72
		Vehicle Spare Parts - Fleet / Stores	
664		Ventura Home Group Pty Ltd	$916.55
		Refund - Street & Verge Bond	
665		Water Corporation	$8,326.94
		Water Supplies For The City	
666		Zurich Australia Insurance Ltd	$3,000.00
		Excess Payments - 3 Claims	
00004141	24/05/2021		
667		RW Quantity Surveyors	$1,375.00
		Quality Surveying Services - Concept Design - Wanneroo BMX Pearsall Upgrade To Existing Facilities - Assets	
00004142	25/05/2021		
668		AAC ID Solutions	$1,407.44
		Silicone And Tyvek Wristbands - Spa / Sauna - Aquamotion	
669		AARCO Environmental Solutions	$352.00
		Remove Asbestos - Galleon Park - Parks	
670		Advanced Traffic Management	$14,722.55
		Traffic Control Services For The City	
671		Allused Pty Ltd	$2,612.50
		Hire Of Rake Bucket - Engineering	

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
672		Amgrow Australia Pty Ltd	$2,211.00
		Seed Striker Regenerator - Kingsway Soccer - Parks	
673		Armaguard	$191.65
		Cash Collection Services	
674		Artref Pty Ltd	$325.36
		Printer Supplies - Land Development	
675		Aslab Pty Ltd	$748.00
		Subbase Testing - Hinckley Park Car Park - Assets	
676		Astro Synthetic Surfaces Pty Ltd	$12,980.00
		St Andrews Cricket Mats	
677		AUSQ Training	$678.00
		Training - Basic Worksafe Traffic Management - Waste	
678		Aussie Natural Spring Water	$42.00
		15L Return Swap Over Bottles -	
679		Austage Events WA	$9,860.91
		Aquamotion Portable System	
680		Australian Airconditioning Services Pty Ltd	$29,014.22
		Airconditioning Maintenance For The City	
681		Australian Communications & Media Authority	$4,619.00
		Licence Renewal - Doss Sites - ICT	
682		Australian Institute of Traffic Planning and Management Incorporated	$1,045.00
		Membership Fees - Financial Year 2022 - Traffic Services	
683		Autosmart North Metro Perth	$435.60
		Floor Smart Cleanse - Workshop	
684		AV Truck Service Pty Ltd	$2,175.68
		Vehicle Spare Parts - Fleet	
685		Benara Nurseries	$2,880.35
		Plants - Parks	
686		Binley Fencing	$62.92
		Temporary Fencing - Alexandria View - Engineering	
687		Bladon WA Pty Ltd	$1,390.98
		Corporate Uniform - Aquamotion	
688		Boral Construction Materials Group	$1,873.52
		Concrete Mix - Various Locations - Engineering	
689		Borrell Rafferty Associates Pty Ltd	$3,806.00
		Quantity Surveying - Butler North District Open Space - Assets	
690		Boya Equipment	$489.39
		Backpack Sprayer - Parks	

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
691		BrainBox Advisory	$3,300.00
		Economic Recovery Fund - Business Advisory & Support Services - Advocacy & Economic Development	
692		Bridgestone Australia Limited	$3,202.30
		Tyre Fitting Services For The City	
693		Bucher Municipal Pty Ltd	$2,510.51
		Vehicle Spare Parts - Fleet	
694		Budo Group Pty Ltd	$21,870.52
		Accessibility Works - Various Locations - Assets	
		Bin Stores Upgrade - Facility Projects	
695		Car Care Motor Company Pty Ltd	$543.40
		Vehicle Services - Fleet	
695		Carramar Resources Industries	$265,910.96
		Disposal Of Rubble - Various Locations - Assets / Engineering	
696		Cathara Consulting Pty Ltd	$9,652.50
		Senior Business Systems Analyst Services - FMIS - ICT	
697		Chandler Macleod Group Limited	$5,270.16
		Casual Labour For The City	
698		Churchill Imaging	$190.00
		10 Hours Of Photo Restore - Cultural Services	
699		Clark Equipment Sales Pty Ltd	$584.93
		Vehicle Spare Parts - Fleet	
700		Clinipath Pathology	$2,689.78
		Medical Fees For The City	
701		Coates Hire Operations Pty Ltd	$340.67
		Portable Toilet - Hinckley Park - Assets	
702		Coca Cola Amatil Pty Ltd	$157.88
		Beverages For Kingsway	
703		Commercial Aquatics Australia	$9,166.66
		Pool & Equipment Maintenance - Aquamotion	
704		Core Hospitality Group Pty Ltd	$2,193.40
		Replace Cafe Chairs - Aquamotion	
705		Corpvote Pty Ltd	$3,471.34
		Ballot Services 399 - Salaries Officers Enterprise Agreement 2019 - People & Culture	
706		Corsign (WA) Pty Ltd	$356.40
		Sign - Litter And You Will Be Fined - Engineering	
707		Critical Fire Protection & Training Pty Ltd	$9,037.66

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Service Fire Detection / Protection Equipment - Building Maintenance	
708		CS Legal	$56,430.65
		Court Fees - Rating Services	
709		Data #3 Limited	$5,617.20
		47 Office Standard Licences - ICT	
710		Department Of Biodiversity, Conservation And Attractions	$1,245.00
		Local Park Passes To Yanchep National Park - Economic Development	
711		Dowsing Group Pty Ltd	$13,219.10
		Remove / Reinstate Brick Paving - Seabreeze Drive - Engineering	
		Install Pedestrian Crossing - Benenden - Engineering	
712		Drainflow Services Pty Ltd	$20,570.69
		Road Sweeping / Drain Cleaning Services For The City	
713		Edge People Management	$1,461.36
		Return To Work Monitoring - OSH	
714		Elliotts Irrigation Pty Ltd	$25,830.05
		Reticulation Items / Repairs - Parks	
715		Environmental Industries Pty Ltd	$168,318.43
		Landscape Maintenance For The City	
716		Esri Australia	$8,833.00
		Desktop Licences 01.07.2021 - 30.06.2022 - ICT	
717		Forrest And Forrest Games	$682.00
		Turf Test - Splendid Park - Parks	
718		Fusion Applications Pty Ltd	$16,500.00
		Consulting Fees - OICS Architecture Integration - ICT	
719		Gen Connect Pty Ltd	$477.40
		Generator Service - Civic Centre & Depot - Building Maintenance	
720		Geoff's Tree Service Pty Ltd	$68,238.35
		Pruning Works For The City	
721		Global Events Concepts	$12,320.00
		Event Coordinator - Have A Try Day - Community Planning	
722		Globe Australia	$19,305.00
		Fertiliser - Parks	
723		Grasstrees Australia	$1,413.50
		Grass Tree Watering - Parks	
724		Green Options Pty Ltd	$8,356.67
		Rotary Mowing - Active Parks - Parks	
		Rotary Mowing - Memorial Park - Parks	

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
725		Green Skills Incorporated	$3,781.23
		Casual Labour For The City	
726		Greens Hiab Service	$363.00
		Move Goalposts - Ridgewood Park - Parks	
727		Greenway Turf Solutions Pty Ltd	$2,769.36
		Aquasphere Bio Balls - Parks	
728		GTA Consultants (WA) Pty Ltd	$3,018.29
		Consulting Services - Ocean Reef Road/ Hartman Drive - Traffic Services	
729		Hays Personnel Services	$4,955.14
		Casual Labour For The City	
730		Heavy Automatics	$213.07
		Vehicle Spare Parts - Fleet	
731		Hendry Group Pty Ltd	$19,635.00
		Consultancy Services - Buildings And Parks - Asset Planning	
732		Hickey Constructions Pty Ltd	$759.00
		Repairs & Painting - Yanchep Kiosk - Parks	
733		Hodge Collard Preston Unit Trust	$1,100.00
		Architectural Consultancy - Aquamotion - Assets	
734		Hydroquip Pumps	$1,911.80
		Clean Screens & Remove Debris - Kingsway Lakes - Parks	
		Investigate Irrigation Leak - Warradale Park - Parks	
735		i3 Consultants WA	$6,050.00
		Consultancy Services - Road Safety & Audit & Design Review - Service Station - Strategic Land Development	
736		Iconic Property Services Pty Ltd	$13,133.07
		Cleaning Services For The City	
737		Instant Toilets & Showers Pty Ltd	$1,450.90
		Toilets - Koondoola Pictures - Place Management	
738		Integrity Industrial Pty Ltd	$32,405.62
		Casual Labour For The City	
739		Intelife Group	$36,514.32
		BBQ Cleaning - Various Locations - Parks	
740		Interfire Agencies Pty Ltd	$8,023.22
		Items - Operational Requirements - Fire Services	
741		Iron Tech Industries	$1,732.50
		Steel Fabrication Works - Engineering	
742		Ixom Operations Pty Ltd	$1,808.57
		Chlorine Gas Supply - Aquamotion	
743		J Blackwood & Son Ltd	$3,095.88

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Supply Of PPE - Various Service Units	
744		Jadu Software Pty Ltd	$6,600.00
		Annual Hosting - 27.05.2021 - 26.05.2022 - ICT	
745		Jason Sign Makers	$3,960.00
		Sign - Installation Of Bus Shelter - Engineering	
746		Joondalup Security Doors & Screens	$2,162.00
		Security Screens - Depot - Building Maintenance	
747		Jurcevic Consulting Pty Ltd	$5,445.00
		Consulting Services - Neerabup Industrial Area - Advocacy & Economic Development	
748		Kelyn Training Services	$3,300.00
		Risk Management Course - G Anderson 21 - 25 June 2021	
		Training - Risk Management And Advanced Worksite Traffic Management - R Smith - Engineering	
749		Kerb Direct Kerbing	$5,618.54
		Install Kerbing - Hinckley Park Car Park - Assets	
750		Kleenheat Gas Pty Ltd	$4,973.40
		Gas Charges For The City	
751		Kleenit	$9,259.20
		Graffiti Removal For The City	
752		Komatsu Australia Pty Ltd	$612.51
		Vehicle Spare Parts - Fleet	
753		Konecranes Pty Ltd	$825.00
		Crane Inspections - Fleet	
754		Kyocera Document Solutions	$280.50
		Kodak Scanner Cleaning Consumables	
755		Landscape Elements	$530.74
		Irrigation - Kennerton Park - Parks	
756		Laundry Express	$882.82
		Laundry Services - Fleet	
757		LD Total	$127,101.32
		Landscape Maintenance For The City	
758		Les Mills Asia Pacific	$647.40
		License Fees - Aquamotion	
759		Ligna Construction	$2,207.70
		Repair Paver Steps - Spinifex & Beachwood Parks - Parks	
760		Living Turf	$9,262.00
		Fertiliser - Various Locations - Parks	
761		Macri Landscaping	$8,970.00
		Install Artificial Turf - Aquamotion - Parks	

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
762		Mandalay Technologies Pty Ltd	$11,797.50
		Weighbridge Software Upgrade - Waste Services	
763		Marindust Sales & Ace Flagpoles	$17,039.00
		Install Goal Posts - Various Locations - Parks	
764		Mayday Earthmoving	$4,461.84
		Heavy Equipment Hire For The City	
765		McGees Property	$3,575.00
		Market Valuation Advice - Booderee Road - Property	
766		Michael Page International (Australia) Pty Ltd	$5,298.67
		Casual Labour For The City	
767		Millennium Cleaning (WA) Pty Ltd	$585.70
		Office Cleaning Services - YTRAC - Place Management	
767		Mindarie Regional Council	$252,670.35
		Refuse Disposal For The City	
768		Miracle Recreation Equipment Pty Ltd	$10,043.00
		Playground Equipment Repairs - Parks	
769		Modus Compliance Pty Ltd	$1,980.00
		Evacuation Plan - Aquamotion	
770		Mysite Design Pty Ltd	$8,855.00
		Subscription - Consultation Manager Enterprise - ICT	
771		NAPA - GPC Asia Pacific Pty Ltd	$860.63
		Vehicle Spare Parts - Fleet	
772		Natural Area Holdings Pty Ltd	$2,409.00
		Remove Debris - Brampton Lake - Parks	
		Debris Removal - Discovery Park - Parks	
773		Northern Lawnmower & Chainsaw Specialists	$294.00
		12 Rake Heads - Parks	
774		Off The Wall Promotions	$4,800.00
		10 Weeks DJ Course At Girrawheen - Economic Development	
775		On Tap Plumbing & Gas Pty Ltd	$18,618.68
		Plumbing Maintenance For The City	
776		Online Social Butterfly	$2,310.00
		Economic Recovery Fund - Business Advisory & Support - Economic Development	
777		Orbit Health & Fitness Solutions	$7,597.18
		Gym Equipment Repairs - Aquamotion	
778		Paperbark Technologies Pty Ltd	$10,926.30
		Street Tree Data Collection - Parks	
779		Parker Black & Forrest	$1,841.02
		Locking Services For The City	
780		Perdaman Global Services	$2,300.00

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Talking My Language - Translating Into 10 Languages - Waste Services	
781		Perth Detailing Centre	$291.00
		Community Transport Cleaning - Community Development	
782		Perth Energy Pty Ltd	$127,990.78
		Power Supplies For The City	
783		Porter Consulting Engineers	$55,137.28
		Detailed Design And Documentation - Lenore Road Duplication - Assets	
784		Prestige Alarms	$33,239.63
		Alarm / CCTV Services For The City	
785		Pritchard Francis Consulting Pty Ltd	$14,245.50
		Consultancy Services - Yanchep Lagoon Infrastructure Strategy - Assets	
786		Programmed Integrated Workforce	$2,853.01
		Casual Labour For The City	
787		Reliable Fencing WA Pty Ltd	$20,098.56
		Fencing / Gate Repairs - Various Locations - Parks / Engineering	
788		Roads 2000	$64,036.96
		Asset Renewal Program - Archer Street - Assets	
789		Rubek Automatic Doors	$858.00
		Investigate Automatic Door Fault - WLCC - Building Maintenance	
		Investigate Door Fault - Phil Renkin Centre - Building Maintenance	
		Investigate Automatic Door Fault - Clarkson Library - Building Maintenance	
790		RW Quantity Surveyors	$1,870.00
		Quantity Surveying - Aquamotion Family Change Room - Assets	
791		Scott Print	$38,252.50
		Print - Poster - 3 Bin Program - Waste	
		Print - Waste Guide 2021 Mailout Preparation & Envelopes - Waste	
		Printing - Waste Booklets - Waste	
		Printing - Pricelist - Aquamotion	
792		Seabreeze Landscape Supplies	$986.00
		Landscape Supplies For The City	
793		Sifting Sands	$7,612.02
		Sand Cleaning - Various Locations - Parks	
794		Sigma Chemicals	$402.60
		Pool Chemicals - Aquamotion	
795		Site Sentry Pty Ltd	$5,544.00

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Sentry Towers - Wangara Recycling Facility - Waste Services	
796		SJ McKee Maintenance Pty Ltd	$178.00
		Replace Downpipe - Heath Avenue - Waste	
797		Skyline Landscape Services (WA)	$8,194.62
		Landscape Maintenance For The City	
798		Slater-Gartrell Sports	$953.70
		Install Tennis Net - Parks	
		Volleyball Mikasa - Kingsway	
799		Smartbuilt Perth Pty Ltd	$438.36
		Pest Control Services For The City	
800		Sphere Architects	$8,250.00
		Concept Design - Kingsway Soccer Changeroom Upgrade - Assets	
801		Sports Turf Association (WA) Incorporated	$600.00
		Registration - WA Turf Expo 2021 - Parks	
802		Sports World of WA	$528.00
		Goggles - Aquamotion	
803		St John Ambulance Western Australia	$636.75
		First Aid Supplies / Training Services For The City	
804		Standards Australia	$329.22
		Standards Licence Fee Renewal - ICT	
805		Stephen James Heron	$663.00
		Harmony Week - Library Presentation	
806		Stewart & Heaton Clothing Company Pty Ltd	$3,861.70
		Staff Uniforms - Rangers	
807		Strike Training And Consulting	$2,530.00
		Armed Holdup And Bomb Threat Training - 13.05.2021, 19.05.2021 - Customer Relations	
808		SW Panel & Paint	$3,300.00
		Sandblasting Services - Fleet	
809		Terravac Vacuum Excavations Pty Ltd	$834.90
		Location Of Services - Paloma Loop - Parks	
810		The Royal Life Saving Society Australia	$11,769.32
		Chemicals - Kingsway - Parks	
		Home Pool Barrier Inspections - Compliance	
811		The Trustee for New Dealership Trust	$226.09
		Vehicle Spare Parts - Fleet	
812		Think Promotional	$835.12
		Promotional USB Drive - Strategic & Business Planning	
813		Think Water Perth	$1,705.60
		Irrigation Works - Various Locations - Parks / Assets	

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
814		TJ Depiazzi & Sons	$86,135.06
		Mulch Supplies - Various Locations - Parks	
815		Toll Transport Pty Ltd	$268.74
		Courier Services For The City	
816		Toolmart	$55.00
		Parts For Rivnut Gun - Fleet Services	
817		Total Green Recycling Pty Ltd	$3,886.78
		E-Waste Disposal - Waste	
818		Total Landscape Redevelopment Services Pty Ltd	$46,944.70
		Mulching - Jindalee Boulevard - Parks	
		Repair Table - Cinnabar Park - Parks	
819		Tree Planting & Watering	$111,408.14
		Tree Watering - Various Locations - Parks	
820		Trisley's Hydraulic Services Pty Ltd	$6,325.00
		Service Kingsway Splashpad - Parks	
821		Triton Electrical Contractors Pty Ltd	$13,778.60
		Reticulation Electrical Works - Various Locations - Parks	
822		Trophy Shop Australia	$41.10
		Employee Names Badges	
823		Turf Care WA Pty Ltd	$111,578.34
		Turfing Works For The City	
824		Udrew Pty Ltd	$11,000.00
		Udrew Platform - Pilot Program For Streamlining Planning & Building Applications	
825		United Fasteners WA Pty Ltd	$43.03
		Vehicle Spare Parts - Fleet	
826		Vocus Communications	$247.50
		NBN Connection - YTRAC - Place Management	
827		WA Hino Sales & Service	$144.21
		Vehicle Spare Parts - Fleet	
828		WA Limestone Company	$404.58
		Limestone - St Andrews Driveway - Parks	
829		Wanneroo Electric	$34,234.98
		Electrical Maintenance For The City	
830		Wanneroo RSL Sub Branch	$168.00
		Hire Fee Refund	
831		West Coast Shade Pty Ltd	$5,203.00
		Repair Shade Sails - Old Nursery Park - Parks	
832		West Coast Turf	$14,058.00
		Turfing Works For The City	
833		Western Resource Recovery Pty Ltd	$1,936.00

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Empty Washdown Bay - Fleet Workshop - Building Maintenance	
834		Western Tree Recyclers	$18,727.34
		Green Waste Tipped For Bulk Greens Collection - Waste	
835		William Buck Consulting (WA) Pty Ltd	$7,837.50
		Internal Audit Services - March / April 2021 - Enterprise Risk	
836		Winc Australia Pty Limited	$4,648.86
		Stationery For The City April 2021	
837		Youth Work WA	$1,153.80
		Training - Youth Work Code Of Ethics - Youth Services	
838		Zetta Group	$13,164.40
		Network Managed Services / Server Fee - ICT	
00004143	25/05/2021		
839		Ashdale Primary School P&C Association	$100.00
		Bond Refund	
840		Rates Refund	$680.90
841		Rates Refund	$1,062.24
842		Mr Simon Fracassini	$350.00
		Bond Refund	
843		Rates Refund	$1,824.92
844		Mrs Kelly Scott	$100.00
		Bond Refund	
845		Rates Refund	$2,073.92
00004144	25/05/2021		
846		Alinta Gas	$454.90
		Gas Supplies For The City	
847		Australian Manufacturing Workers Union	$151.00
		Payroll Deductions	
848		Australian Services Union	$569.80
		Payroll Deductions	
849		Australian Taxation Office	$657,172.00
		Payroll Deductions	
850		BDD Australia Pty Ltd	$520.90
		Milk Deliveries For The City	
851		Building & Construction Industry Training Board	$31,971.00
		Collection Approved Levy Payment January 2021 - Finance	
852		CFMEU	$120.00
		Payroll Deductions	

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
853		Child Support Agency	$1,612.19
		Payroll Deductions	
854		City of Wanneroo - Payroll Rates	$6,160.00
		Payroll Deductions	
855		City of Wanneroo - Social Club	$672.00
		Payroll Deductions	
856		Cr Glynis Parker	$128.63
		Travel Allowance - April 2021	
857		Department of Primary Industries an Regional Development	$3,277.75
		Skeleton Weed Inspection - Parks	
858		Fleet Network	$998.25
		Payroll Deductions	
859		HBF Health Limited	$643.00
		Payroll Deductions	
860		Kurtis Dunnachie	$147.60
		Refund - Food Business Fee - Second Premises	
861		Landgate	$4,268.20
		Gross Rental Valuations - Rating Services	
862		Laura Hodgen	$22.30
		Refund - Balance Of Cashless Account - Membership Cancelled - Aquamotion	
863		LGRCEU	$1,547.76
		Payroll Deductions	
864		Lifes Gr8 Homes Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
865		Maxxia Pty Ltd	$10,052.78
		Payroll Deductions	
866		Miss Kiri Huxford	$360.00
		Vehicle Crossing Subsidy	
867		Mr Graham Woodard	$243.55
		Keyholder / Tennis Booking Officer	
868		Mr Steven Da Silva	$1,000.00
		Refund - Street & Verge Bond	
869		Ms Ashleigh Campbell	$360.00
		Vehicle Crossing Subsidy	
870		Ms Peggy Brown	$145.00
		Keyholder	
871		Ms Snezana Davidovic-Serafin	$649.00
		Reimbursement - Building Surveyor Registration Fees - Approval Services	
872		Paywise Pty Ltd	$1,342.31
		Payroll Deductions	
873		Quyen Cao	$147.60

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Refund - Skin Penetration Premise Application - Withdrawn	
874		Smartsalary	$7,339.40
		Payroll Deductions	
875		Synergy	$36,048.92
		Power Supplies For The City	
876		Wanneroo Secondary College	$1,500.00
		Student Scholarships Awards 2021 - Youth Services	
877		Water Corporation	$18,887.14
		Water Supplies For The City	
878		Zurich Australia Insurance Ltd	$1,000.00
		Excess Payment - WN 33847 - Waste	
00004145	26/05/2021		
879		Budo Group Pty Ltd	$15,951.21
		Bin Store Upgrade Works - 3 Locations - Assets	
00004146	27/05/2021		
880		RJ Vincent & Co	$768,485.51
		Payment Certificate 11 - New Sports Facilities - Halesworth Park - Assets	
00004147	28/05/2021		
881		Rates Refund	$581.37
00004148	28/05/2021		
882		Bollig Design Group Ltd	$27,929.00
		Architectural Consultancy - Aquamotion - Assets	
		Variation 1 & 2 - Halesworth Park - Assets	
883		Corrs Chambers Westgarth	$291,413.74
		Land Tax - L8001 (1) Splendid Park Yanchep In Accordance With The Executed Settlement And Release Deed	
884		Gillmore Electrical Services	$93,142.50
		Progress Claim 3 - Install Path Lighting - San Teodoro Park - Assets	
		Progress Claim 4 - Lighting Upgrade - Paloma Park - Assets	
		Total Director Corporate Services Advance - EFTs	**$12,887,700.38**
NATIONAL AUSTRALIA BANK			

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
00004127	05/05/2021		
		National Australia Bank	
		Flexipurchase January 2021	
		Assets	
885		Bunnings - Hardware Purchases	$136.68
886		2021 WA Wetland - Registration - Wetland Conference 02.02.2021 - 1 Attendee	$82.59
887		Geodetic Supply & Repair - Jarrah Set Out Pegs & Stakes	$107.25
888		J Blackwood & Son P/L - Safety Boots	$156.39
889		Lindan Pty Ltd - Electrolytes Sachets	$161.70
890		Microsoft - Cloud Storage - Monthly Subscription	$3.00
891		Mirco - Fertiliser Requirements	$706.95
892		Northern Lawnmowers - Safety Chaps	$149.00
893		Officeworks - 2021 Diaries	$53.27
894		Richgro Garden - Landscape Mix	$80.00
895		Tickease Australia - Tick Removing Tweezers	$162.65
896		Toolmart Australia Pty Ltd - Makita Reciprocating Saw	$518.00
		Assets Maintenance	
897		ABC Blinds/Curtains - Blind Parts	$10.00
		Alspec - Tool Purchase	$37.79
898		Bunnings - Hardware Purchases	$3,478.89
899		Direct Fasteners - Hardware Purchases	$105.49
900		Fielders - Longline Gutter Cottage Green	$50.68
901		Galvins Plumbing Supplies - Domed Grate	$94.05
902		Lindan Pty Ltd - Toilet Sign & Light Pack	$781.00
903		Murolo Total Tools Pty Ltd - Rotary Hammer Extension Bit	$157.00
904		Pattos Paint Shop - Paint Supplies	$285.34
905		Productive Plastics - Light Diffuser	$86.52
906		Retravision - 175ltr Vertical Freezer Pigeon Pair & Fan	$2,434.00
907		Toolmart Australia Pty Ltd - Thread Tap	$33.95
908		Valspar - Paint Supplies	$952.87
		Business Manager Aquamotion & Kingsway	
909		Boc Limited - Medical Oxygen C Size	$18.69
910		Bunnings - Hardware Purchases	$132.44
911		Campaignmonitor - Campaign Monitor Emails January	$196.90
		Coles - Crèche Supplies & Nappies	$180.55
912		Facebook - Advertising	$314.41

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
913		Kmart - Aquatics Supplies & Balloons For Open Day	$146.00
914		Rebel Sports - Gift Voucher For Open Day	$100.00
915		Rebel Sports - Whistles & Basketball Net	$49.89
916		RLSSWA - Aquatic Trainer & Resuscitation Requalification	$33.55
917		Snap Joondalup - Vacation Swim Passes	$125.00
918		Strandbags - Bum Bags - Aquatics Lifeguards	$180.00
919		Super Cheap Auto - Snap Hooks	$19.80
920		Techbuy - Card Printer Ribbon	$109.30
		Community & Place	
921		7-Eleven - Battery For Australia Day	$11.00
922		Aldi Stores - Batteries For Community Event	$8.32
923		BCF Butler - Tables For All Events	$279.96
924		Big W - Food For Carnivals & Basketball Pump	$103.50
925		Butler Food Market - Battery And Ice	$23.22
926		City Of Wanneroo Aquamotion - Summer Splash Pool Entry And Inflatables	$86.60
927		Coles - Drinks For Summer Carnival	$27.00
928		Kmart - Food For Carnivals, Prizes, Woven Basket & Mirror	$161.00
929		Quinns Rocks Fresh - Catering - Quinns Rock Carnival	$79.63
930		Beach Blonde Brown - Staff Meals - Summer Sideshow Event	$35.00
931		Epic Catering Services - Staff Meals - Summer Sideshow Event	$30.00
932		Sues Cones - Staff Meals - Summer Sideshow Event	$24.50
933		The Reject Shop - Food For Carnival	$78.20
934		Trophy Shop Australia - Engraving Medal - Student Citizenship Medals	$3.30
935		Woolworths - Catering Items - Program Activities	$203.51
		Community Development	
936		Aldi Stores - Strawberries For Fruity Summer Dessert	$12.49
937		Botanic Gardens - Entry Fees - School Holiday Program	$99.00
938		Coles - Catering Items - Program Activities	$823.24
939		Kmart - Materials - Program Activities	$104.00
940		Officeworks - Materials - Nature Art Workshop	$67.14

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
941		Pearsall IGA - Catering Items - Program Activities	$1.89
942		Priceless Wanneroo - Materials - Treat Yourself	$12.00
		Community Facilities	
943		Paypal - Leisure Institute of WA - Membership Fee	$137.16
944		Officeworks - Family Fun Day Stamps	$54.80
945		St John Ambulance Australia - Training - Advanced First Aid	$299.00
		Community Safety & Emergency Management	
946		Anaconda - Replacement Covert CCTV Cameras & Accessories	$990.00
947		Apollo Health Pty Ltd - Medical Fees	$215.45
948		Bunnings - Hardware Purchases	$328.78
949		Officeworks - Batteries & SD Cards For Covert Camera	$558.10
950		Pizza Hut Clarkson - Catering - EMC Meeting	$159.75
		Council & Corporate Support	
951		Coles - Catering - In House Requests	$56.95
952		Wanneroo Deli - Catering - In House Requests	$20.55
953		Wanneroo Fresh - Catering - In House Requests	$66.32
		Cultural Development	
954		Amazon Marketplace - Local Stock Purchase	$9.91
955		Apple Online - Apple Developer Subscription	$149.00
956		Big W - Textas For Library Programs	$15.00
957		Booktopia Pty Ltd - Local Stock Purchase	$21.45
958		Dept Of Local Government - Image For Heritage Education Team	$10.00
959		Dick Smith - Trolley For Museum In A Box	$39.99
960		Dshop - 6 Folding Mahjong Tables	$571.50
961		Dymocks Online - Book Club Kits & Community History Books	$608.73
962		Farmer Jacks - Snap Lock Bags	$3.55
963		Fishpond Limited - Hobby Horses - Cockman House	$226.88
964		Kmart - Materials - Program Activities	$477.75

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
965		News Limited - Australian Newspaper Subscription	$72.00
966		Officeworks - USB Hub Girrawheen Library	$8.98
967		Red Dot Stores - Craft Materials - Library Programs	$44.00
968		Smart Colour Signs - Stickers - Summer Reading Club	$206.80
969		Spotlight - Materials - Program Activities	$86.25
970		Wanewsdti - West Australian - Clarkson Library	$144.00
971		wwc-Communities - Working With Children Check	$87.00
		Customer & Information Services	
972		Gethomesafe - Get Home Safe - Monthly Software Subscription - 3 Payments	$1,207.56
973		Google Cloud - Search Monthly Fee And Map API January 2021	$62.36
973		Zoom - Charge Name: Zoom Standard Pro Monthly	$230.89
977		Officeworks - Labels For Windows 10 Rollout	$33.09
978		Surveymonkey - Customer Relations Survey Monkey Account	$348.00
		Marketing, Communications and Events	
979		Campaignmonitor - EDM Distribution Platform	$1,099.27
980		Facebook - Monthly Charge For City's Facebook Business Account & Advertising	$1,588.35
981		Freshworks Incorporated - Content Management System Monthly Subscription Fee	$349.77
982		JBHiFi.com.au - External Hard Drive And Memory Card	$350.99
983		Puma Wanneroo - Ice For Visitors Drinks	$4.00
984		Spotify - City Advertisements Via Streaming Platform & Advertising	$511.38
985		Yanchep Lavender Farm - Gift As Part Of Tourism Famil With WA Governor	$30.00
986		The Beach House - Visitors Lunch For Governor's Visit	$162.00
987		Yumpupublishing - Website Content Management Software	$32.61
		People & Culture	
988		Akolade Pty Ltd - Mental Health Summit	$770.00

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
		Property Services	
989		Dept Of Justice - Sat Application	$135.00
990		Asic - Company Search	$27.00
991		Making High Density Development - Training	$174.34
992		Secure Parking - Parking Fees	$4.10
993		Landgate - Lodgement Fee	$89.10
994		Wilson Parking - Parking Fees	$7.09
		Total	**$27,592.64**
		Flexipurchase February 2021 $39,514.35	
		Assets	
995		Bunnings - Hardware Purchases	$6,923.15
996		Commercial Stationery - Notebook	$7.84
997		Domus Nursery - Additional Plants	$654.45
998		Landsdale Rose Gardens - Additional 'Community Spirit' Rose	$18.26
999		Lindan Pty Ltd - Hydrolytes - Outdoor Workers	$107.80
1000		Merriwa Supa IGA - Incorrect Purchase - Refunded	$6.39
1001		Microsoft - Monthly Subscription - One Drive 1TB	$3.00
1002		Mirco - Hardware Purchases	$618.85
1003		Northern Lawnmowers - Safety Chaps	$223.50
1004		Productive Plastics - 4.5mm Clear Acrylic	$356.40
1005		Richgro Garden - Topsoil For Rose Plantings	$200.00
1006		Toolmart Australia Pty Ltd - Pipe Wrench	$55.95
1007		Valspar Mindarie - Paint Supplies	$267.82
1008		Work Clobber - Wide Brim Hats	$125.10
		Assets Maintenance	
1009		Austim Pty Ltd - Timber Claytons Memorial	$488.40
1010		Barnetts Architectural Hardware - Hardware Purchases	$316.20
1011		Big W - Runner	$19.00
1012		Blackwoods - Safety Boots	$152.58
1013		BP Express Currambine - Diesel For Inspector Ute	$75.01
1014		Bunnings - Hardware Purchases	$4,843.59
1015		Concrete Boys Poly & Hardware Supplies - Hardware Purchases	$630.30
1016		Direct Fasteners - Tool Purchases	$114.33
1017		DMIRS - High Risk Work Licence	$42.50

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
1018		Fielders - Custom Flashing & Fence Infill	$565.42
1019		Itork Controls P/L - Vehicle Spare Parts	$242.00
1020		Nappy Express Hire - Uniform Laundry - Fleet	$1,490.53
1021		Northern Lawnmowers - Stihl Helmet Kits	$260.00
1022		Officeworks - Degree Subway 26Cm Clock	$31.94
1023		Pattos Paint Shop - Paint Supplies	$478.56
1024		Post Alexander Heights - Australia Post	$2.00
1025		Productive Plastics - Clear Prismatic	$336.60
1026		Sign Synergy - Arlon Vinyl Cut Decal	$282.50
1027		Spotlight - Dual Rev Floor Rug Blue	$60.00
1028		Action Lock Service - Keys Cut	$35.00
1029		Sydney Tools Pty Ltd - Tool Purchases	$918.00
1030		The Good Guys - USB-C To USB-A S.1 Armored Cable	$34.95
1031		The Hire Guys Wangara - Concrete Blade	$375.00
1032		Valspar - Paint Supplies	$438.06
1033		Work Clobber - Safety Boots	$128.25
		Business Manager Aquamotion & Kingsway	
1034		7 Eleven - Bags Of Ice - Ice Packs	$10.00
1035		Aust Wide First Aid - 1st Aid Requalification	$129.00
1036		Big W - Ariel, Forks And Disinfectant Spray	$23.95
1037		Campaignmonitor - Campaign Monitor February	$196.90
1038		Cleverpatch Pty Ltd - Creche Easter Craft Supplies	$170.94
1039		Facebook - Advertising	$414.81
1040		Hart Sport Pty Ltd - Swim School Equipment	$197.00
1041		Officeworks - Swim School Clipboards & Diary	$118.79
1042		Woolworths - Catering Items - Gold Program	$77.40
		Community & Place	
1043		Bunnings - Equipment For Events	$98.35
1044		Caltex Yanchep - Refreshments - Yanchep Twilights Market	$13.00
1045		Coles - Prizes - Wanneroo Sideshow Carnival	$120.20
1046		Kmart - Prizes - Wanneroo Sideshow Carnival	$75.00
1047		Mr Chips Fish& Chips - Meals - Staff - Yanchep Twilight Markets	$52.00
1048		Cream Kombi - Meals - Staff - Kingsway & Yanchep Twilight Markets	$295.00

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
1049		Puma Madeley - Refreshments - Staff - Kingsway Twilight Markets	$27.40
1050		Beach Blonde Brown - Meals - Staff - Kingsway & Yanchep Twilight Markets	$48.00
1051		Mojito Kantina - Meals - Staff - Kingsway Twilight Markets	$23.00
1052		The Sweet Box Cart - Meals - Staff - Kingsway Twilight Markets	$32.00
1053		Tikka Tango - Meals - Staff - Kingsway & Yanchep Twilight Markets	$45.00
1054		St John Ambulance Australia - First Aid Kit - Events	$204.95
1055		Woolworths - Prizes - Yanchep Twilight Markets & Wanneroo Sideshow Carnival, Refreshments - Kingsway Twilight Markets	$133.00
		Community Development	
1056		Coles - Catering - Catering Items - Program Activities & Meeting	$634.55
1057		Darch Supa IGA - Catering Items - Program Activities	$5.50
1058		Kmart - Materials - Program Activities	$68.00
1059		Microsoft - Microsoft Office Subscription	$129.00
1060		Officeworks - Card - National Day Of Action Against Bullying And Violence	$76.75
1061		Scooter Hut - Prizes & Equipment - Program Activities	$91.08
1062		Woolworths - Catering Items - Program Activities	$18.20
		Community Facilities	
1063		7-Eleven - News Papers - Group Interview	$5.10
1064		Bunnings - Marquees - Birthday Parties & Weather Station	$775.00
1065		RLSSWA - CPR Sign & First Aid Course	$139.40
		Community Safety & Emergency Management	
1067		Paypal - Data Signs Live subscription	$169.95
		Council & Corporate Support	
1068		Coles - Catering Items - In House Catering Requests	$817.76
1069		D&A Food Pty Ltd - Catering Items - In House Catering Requests	$29.70
1070		Liquorland - Purchases - Elected Members Area	$55.00

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
1071		Wanneroo Fresh - Catering Items - In House Catering Requests	$245.40
		Cultural Development	
1072		Amazon Marketplace - Local Stock Purchase	$38.00
1073		Anaconda - Duffle Bags - Cockman House	$99.98
1074		Coles - Catering Items - Program Activities	$111.36
1075		State Library - Parking Fees	$8.08
1076		CWH Joondalup - PPE - Face Masks	$35.98
1077		Dymocks Online - Book Club Kit	$344.85
1078		Ed Resources Pty Ltd - Game - IAAP Play Kit Library Services	$33.90
1079		Educational Art Supplies - Consumables - Girrawheen Library	$223.74
1080		Ikea Pty Ltd - Wooden Stool - Buckingham House	$39.00
1081		Kitchen Warehouse - Kitchen Supplies - Buckingham House	$112.65
1082		Kmart - Materials - Program Activities	$117.00
1083		Learning Discovery Pty Ltd - Local Stock Purchase	$110.00
1084		Lehman - Direct Sales - Washboards - Buckingham House	$227.12
1085		MyDeal.com.au - Lockable Document Storage - Heritage Houses	$98.64
1086		National Library Australia - Purchase Of Image National Library	$52.00
1087		News Limited - The Australian Newspaper Subscription - Wanneroo Library	$72.00
1088		Officeworks - Brochure Holders - Wanneroo Museum	$74.64
1089		Paypal - Local Stock Purchase	$35.00
1090		Spotlight - Hessian And Aprons - Buckingham House	$102.00
1091		Spud Shed - PPE - Masks And Sanitizer	$49.94
1092		Michelle Mitchell - Local Stock Purchase	$60.25
1093		Steve Heron (Child - Local Stock - Harmony Week	$103.96
1094		Terry White Chemists - Face Masks - Library Services Staff	$27.98
1095		Two Rocks IGA - Water Refills - Yanchep Library.	$59.75
1096		West Australian Newspaper - Library Services	$432.00
1097		Westbooks - Program Materials - Australia Reads	$6.63

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
1098		Woodvale Boulevard Chemist - PPE - Hand Sanitizer	$16.00
1099		Woolworths - Library Lover's Day Catering	$89.75
1100		wwc-communities - Renewal Of Working With Children Card	$87.00
		Customer & Information Services	
1101		Google Cloud - Google Cloud Search Monthly Fee And Map API Fee	$21.36
1102		Fix N Shop Pty Ltd - Replacement Protective Screen For Iphone 11	$25.00
1103		Paypal - 2 Tough Cases - For New Samsung Lite Tablets - Emergency Safety Team Tick 74704	$41.98
1104		Paypal - 2 Standard Pro Licences	$46.18
1105		Paypal - Otterbox Symmetry Series Case For Iphone 11	$74.94
1106		Paypal - Additional Licenses Purchased Over Lockdown Standard Biz Monthly	$153.97
1107		Paypal - Charge Name: Zoom Standard Pro Monthly	$184.71
1108		Paypal - 1 Easeus Data Recovery Wizard Professional	$274.95
1109		Gethomesafe - Monthly Software Subscription	$391.30
1110		Paypal - 2 Samsung Galaxy Tab S6 Lite Tablets	$1,598.00
		Marketing, Communications and Events	
1111		Campaignmonitor - E-Notice Distribution Platform	$1,094.38
1112		Facebook Amp Insta - Training Course - Instagram And Facebook Advertising	$214.50
1113		Facebook - Advertising	$1,296.84
1114		Freshworks Incorporated - Content Management System Platform Subscription Fee.	$341.90
1115		Kingsway Bar And Bistro - Voucher For Winner Of The Race In Your Rates Promotion	$100.00
1116		Linkedin - Advertising	$62.43
1117		Spotify - Subscription & Advertising	$404.47
1118		Wanewsadv - Death Notices	$213.10
1119		Yumpupublishing - Web Content Management System	$32.95
		People & Culture	
1120		Coles - Rewards & Recognition - Years Of Service as per the Policy	$125.45

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
1121		Kmart - Envelopes - Years Of Service Certificates	$39.50
1122		Myer Joondalup - Rewards & Recognition - Years Of Service as per the Policy	$336.06
1123		Pricesavers Joondalup - Gift Bags	$24.00
1124		Prouds - Rewards & Recognition - Years Of Service as per the Policy	$1,064.00
1125		TV Education Network - Recorded Webinar - Personal Leave Arrangements - Managing Absence Proactively	$264.00
		Property Services	
1126		ASIC - Company Search	$17.00
1127		Wilson Parking Fees	$10.12
		Traffic & Transport Services	
1128		Totally Workwear - PPE Requirements	$399.60
		Waste Management	
1129		Bunnings - Mounting Tape - Waste Education	$97.15
		Total	**$39,514.35**
		Total - National Australia Bank	**$67,106.99**
		Total - National Australia Bank & EFT's	**$12,954,807.37**
CANCELLED CHEQUES FROM PREVIOUS PERIOD			
120145	30.09.2020	Suburban Design & Contruct Pty Ltd	-$577.50
121426	27.04.2021	Patti The Pig	-$1,600.00
121382	20.04.2021	Rowe Scientific Pty Ltd	-$52.54
121281	30.03.2021	Mr Gary Wesson & Mrs Julie Wesson	-$100.00
120368	03.11.2020	Kuza Soccer Club	-$850.00
121275	25.03.2021	Satjinder Kour	-$850.00
120993	26.01.2021	Wilson Security	-$662.73
121360	13/04/2021	Winning Edge HR Consulting	-$4,675.00
		Total	**-$9,367.77**
MANUAL JOURNAL			
12469-2021	30.04.2021	Lodgement 19.04.2021 22 Unpaid Infringements	$1,694.00
		Total	**$1,694.00**
TOWN PLANNING SCHEME			

WARRANT OF PAYMENTS MAY 2021			
PAYMENT	**DATE**	**DESCRIPTION**	**AMOUNT**
1130		Cell 4	
		Castledine Gregory - 185 Mary Street	$15,805.80
1131		Cell 5	
		McLeods - Legal Fees	$2,467.92
1132		Cell 8	
		McLeods - Legal Fees	$5,125.69
1133		Cell 9	
		JPJ Landzone - Buffer Land	$127,047.11
		Total	**$150,446.52**
GENERAL FUND BANK ACCOUNT			
1134		**Payroll Payments - May 2021**	
		04.05.2021	$1,741,073.15
		04.05.2021	$57,346.96
		18.05.2021	$1,738,921.75
		18.05.2021	$59,968.41
		18.05.2021	$3,711.82
		18.05.2021	$988.47
		21.05.2021	$218,046.34
		Total	**$3,820,056.90**
		Recoup to Director Corporate Services Advance A/C	**$13,915,536.45**
		Direct Payments Total (Includes Payroll, Advance Recoup, Credit Cards And Bank Fees)	**$17,735,593.35**

At the close of May 2021, outstanding creditors amounted to $257,020.78.

Consultation

Nil

Comment

The list of payment (cheques and electronic transfers) and the end of month total of outstanding creditors for the month of May 2021 is presented to the Council for information and recording in the minutes of the meeting, as required by the Local Government (Financial Management) Regulations 1996.

Statutory Compliance

Regulation 13(1) of the Local Government (Financial Management) Regulations 1996 requires a local government to list the accounts paid each month and total all outstanding creditors at the month end and present such information to the Council at its next Ordinary Meeting after each preparation. A further requirement of this Section is that the prepared list must be recorded in the minutes of the Council meeting.

Strategic Implications

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

"4 Civic Leadership

4.3 Progressive Organisation

4.3.2 Ensure excellence in our customer service"

Risk Management Considerations

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

Policy Implications

Nil

Financial Implications

Nil

Voting Requirements

Simple Majority

Recommendation

That, in accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, Council RECEIVES the list of payments drawn for the month of May 2021, as detailed in this report.

Attachments: Nil

Property Services

4.14 Proposed Road Closure of Unnamed and Unconstructed Road Reserve

File Ref: 22542V011 – 21/266994
Responsible Officer: Director, Corporate Strategy & Performance
Disclosure of Interest: Nil
Attachments: 2

Issue

To consider the permanent closure of an unnamed and unconstructed road reserve through Lot 211 Quinns Road, Mindarie, known as the Quinns Rocks Park Caravan site.

Background

The former Quinns Rocks Caravan Park is located on a portion of the City's freehold land at Lot 211 Quinns Road, Mindarie (**Lot 211**). Lot 211 has a total area of 11.042ha. The former caravan park was constructed in the late 1940s and owned by the City since the early 1960s, comprising approximately 2.1ha (of which approximately 1.9ha comprised Lot 211 and smaller portions were located within the adjacent foreshore reserve and unconstructed road reserve). The site is zoned 'Regional Reserve – Parks & Recreation' in both the MRS and DPS2.

The northern, eastern and southern portions of Lot 211 are vegetated with natural coastal heath, which contains both quality and degraded bushland. Lot 211 is designated as a portion of Bush Forever Site 397 (noting also that the Bush Forever status applies over the whole of Lot 211, including the leased sites, community buildings, the former caravan park and the carparks). Unsealed tracks pass through existing vegetated areas.

Lot 211 is bisected by an unmade gazetted public road reserve comprising 0.67 ha, passing through cleared and vegetated areas. The road reserve is Crown land, under the City's care, control and management. There is no intention to construct the road, with the road reserve being historical in nature.

The former caravan park closed in 2014, with buildings and other improvements being demolished and removed at that time. The site is now vacant, with a portion used on a temporary basis for overflow parking (usually during peak summer periods). Administration is in the process of working through a business case with an external consultant with a view to redevelop a portion of the lot.

Detail

In 2018 Administration approached the DPLH to explore the closure of the unnamed and unconstructed road reserve which runs horizontally east to west through Lot 211 (**Attachment 1** refers). The DPLH are supportive of the road reserve closure.

The road reserve is zoned 'Regional Reserve – Parks & Recreation" in both the MRS and DPS2, with the City having no intention to construct a formal road. Closing the road reserve will formalise the ownership of the freehold land to the City, enable potential redevelopment of a portion of the land to the west and provide protection to the natural conservation area to the east. By amalgamating both portions Lot 211 it would enable the lot to become one large portion of land as opposed to two halves of one land parcel currently.

In accordance with the road closure process Administration sought the acquisition amount for the road reserve from the DPLH. The DPLH obtained a valuation in July 2020 from the Valuer General which adopted an amount of $267,000 (excluding GST) for the road reserve.

Administration sought its own valuation from the Australian Property Consultants (**APC**) in September 2020, which adopted an amount of $130,000 (excluding GST), noting that the likely selling price for the land would be between $115,000 to $150,000 (excluding GST). Administration and the DPLH worked through the significant difference in valuation price point over the past 12 months (approximate), with the DPLH recently reaffirming its decision, advising it would accept $150,000 (excluding GST) as the adopted amount.

Administration sought an update from the appointed valuer APC in June 2021, who advised that whilst the Western Australian property market has increased during this time period, there are limited comparable sales which have occurred. The valuer concluded that a minimal increase to the previous adopted value would be consistent with the other market conditions and therefore adopted a range of $130,000 to $150,000 (excluding GST).

Consultation

In accordance with Section 58 of the LAA a local government must not resolve to make a request under subsection (1) until a period of 35 days has elapsed from the publication of the proposed closure in a newspaper circulating in its district and the local government has considered any objections made within that period.

Initial consultation was carried out in June 2021 by way of letters to relevant government agencies. The City received five (5) responses from servicing authorities and government agencies (including Western Power, ATCO Gas, Water Corporation, Telstra and the DPLH). No objections or concerns were raised. **Attachment 2** provides a summary of the responses received.

Initial consultation was also carried out with relevant internal service units within the City, with no objection to the closure of the road reserve.

Subject to Council's support, the formal Public Consultation period prescribed in Section 58 of the LAA will commence via newspaper advertisements and on the City's website for a period of 35 days.

Comment

The road closure has not actively been pursued before now given that Administration was working through the infancy stages of the Quinns Rocks Caravan Business Case process. However as Stage 3 of the Business Case and the Expression of Interest process has progressed significantly in recent months, Administration considers the finalisation of the road closure process to be an important milestone as part of this project.

The unconstructed portion of road reserve does not currently provide any benefit to property access or traffic flow, and will not provide any such benefit in the future due to the zonings. Should a potential future operator require vehicle access through the previous road reserve or an alternate area within the site, this could be accommodated through a licence arrangement (subject to the Expression of Interest process and Council approval). The road reserve is therefore considered by Administration to be redundant.

Administration supports the permanent closure of the unnamed and unconstructed road reserve as per **Attachment 1**, which will create certainty for any future operators applying for the Expression of Interest to redevelop the Tourist Park, as well as protection over a portion of the vegetated area to the east.

Statutory Compliance

The City must comply with section 58 of the LAA and regulation 9 of the *Land Administration Regulations 1998*, dealing with public advertising, objections and service agency responses to

the proposed road closure and must formally resolve to 'close the road', prior to advising the DPLH and requesting the Minister of Lands to consider the closure.

The City must further comply with disposal obligations under s3.58 of the LGA, requiring public advertising for a period of not less than two weeks. The advertising obligations under the LAA and LGA will be combined for a period of 35 days.

Strategic Implications

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

"3 Environment (Natural)

3.2 Enhanced Environment

3.2.3 Optimize retention of significant vegetation and habitat"

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

Land disposal will be managed in accordance with the City's Strategic Land Use Policy.

Financial Implications

Administration anticipates the following unbudgeted expenditure for the road closure:

Acquisition	$150,000
Survey Cost	$ 10,000
Advertising Costs	$ 5,000
Legal Fee's including lodgements	$ 5,000
TOTAL	**$170,000** (excluding GST)

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. **SUPPORTS the closure of the unnamed and unconstructed road reserve that bisects Lot 211 Quinns Road, Mindarie Attachment 1 refers, approximately 0.67ha (subject to survey);**

2. **APPROVES the unbudgeted expenditure of $170,000 (excluding GST) from the Quinns Rocks Caravan Park Redevelopment Project;**

3. **AUTHORISES:**

   a) **the commencement of the public consultation to close the road reserve as prescribed by Section 58 of the *Land Administration Act 1997*, in conjunction with a local public notice of the intention to acquire and purchase the road reserve in order to amalgamate the land within Lot 211 Quinns Road, Mindarie, in accordance with section 3.58 of the *Local Government Act 1995*;**

b) a request be made to the Minister for Lands for the permanent closure of the unnamed and unconstructed road reserve portion within Lot 211 Quinns Road, Mindarie, if no submissions are received from the public consultation, pursuant to Section 58 of the *Land Administration Act 1997*;

c) the Chief Executive Officer (or a nominee of the Chief Executive Officer) to consider (and reject, if applicable) any public submissions with regard to Item 4.a);

4. AUTHORISES:

a) the Chief Executive Officer (or a nominee of the Chief Executive Officer) to:

i) negotiate commercial terms of a sale contract (at the sale price outlined in the Administration report, and incorporating special conditions including a due diligence condition relating to the City's environmental investigations);

ii) execute all documentation;

iii) vary the settlement date and the date of satisfaction of any special conditions; and

iv) comply with all applicable legislation,

b) the Mayor and the Chief Executive Officer to affix the Common Seal of the City of Wanneroo to the Transfer of Land documentation for the sale for the road reserve in Lot 211 Quinns Road, Mindarie in accordance with the City of Wanneroo's Execution of Documents Policy; and

5. NOTES any other associated documentation relating to the acquisition and amalgamation of the road reserve within Lot 211 Quinns Road, Mindarie are to be executed in accordance with the City of Wanneroo's Execution of Documents Policy.

Attachments:

1⇩.	*Attachment 1 - Lot 211 Site Plan*	*21/255356*
2⇩.	*Attachment 2 - Response from Consultation*	*21/269001*



NOTE: While the City of Wanneroo has made every effort to ensure the accuracy and completeness of data it accepts no responsibility or liability for any errors or omissions within the information presented. Based on information provided by and with the permission of the Western Australian Land Authority trading as LANDGATE (2012).

Response from Consultation Proposed Closed Road Reserve:

Lot 211 (2) Mindarie Court, Mindarie.

Respondent	TRIM – Request for comment	TRIM – Response from Respondent	Response	Administration Comments
DBYD	21/268964	N/A		
Telstra		21/268966	No direct response at this time. Standard response through DBYD.	Plans do not show any assets in road reserve.
ATCO Gas	21/268964	21/268959	No direct response at this time. Response through DBYD - ATCO Gas has assets in the vicinity.	Plans show assets within Lot 211, which may cross through the road reserve.
Western Power	21/268964	21/268957	No direct response at this time. Standard response through DBYD and has assets in the vicinity.	Plans show assets within Lot 211, which may cross through the road reserve
Water Corporation	21/268964	21/268956	No direct response at this time. Response through DBYD – A critical pipe is located in the vicinity - may need to contact WC prior to digging.	Plans show assets within Lot 211, which may cross through the road reserve.
NBN	21/268964	21/268960	Response through DBYD - NBN has assets in the vicinity.	Plans show assets within Lot 211, which may cross through the road reserve.
Department of Planning Lands and Heritage	20/383508	20/383508	The DPLH are fully supportive of the road reserve closure	

Contracts & Procurement

4.15 Light Vehicle Fleet Policy

File Ref:	3131V03 – 21/266882
Responsible Officer:	Director, Corporate Strategy & Performance
Disclosure of Interest:	Nil
Attachments:	3

Issue

To consider the revised Light Vehicle Fleet Policy.

Background

The current Light Vehicle Fleet Policy (**Policy**), **(Attachment 1)** was previously updated at the Ordinary Council meeting of 4 June 2019 (CS07-06/19) with minor administrative changes at that time to ensure the document remained strategic in nature and aligned to standard template updates.

The Policy provides guidance on light vehicle fleet ownership and management.

Detail

The Policy has been revised as per marked-up changes **(Attachment 2)** to ensure it remains contemporary and relevant.

The Policy supports Council's commitment to the WALGA Climate Change Declaration and to the City's Climate Change Adaptation and Mitigation Strategy to reduce fuel emissions by 25% by 2024/25 through a reduction in overall fleet size and purchase of low emission use, hybrid and or electric vehicles. The revised Policy (clean version) provides greater clarity around the implementation of this strategy **(Attachment 3)** and is also aligned to the City's 2021-2031 Strategic Community Plan

Consultation

Input to the revised Policy was sought from the those involvement in Fleet Management activities, including the broader management group and was also presented and discussed at the Executive Leadership meeting on 3 June 2021 and to Council Forum on 22 June 2021.

Comment

The intent of the Policy has not changed and provides direction to the effective utilisation and overall total cost of ownership of the Light Vehicle Fleet consistent with industry best practice.

Statutory Compliance

Nil

Strategic Implications

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

"4 Civic Leadership

4.2 Good Governance

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

Risk Management Considerations

Risk Title	**Risk Rating**
Purchasing	Low
Accountability	**Action Planning Option**
Contract Management	Low

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

Policy Implications

This Policy is recommended for amendment as the result of review process undertaken in accordance with the City's Policy Development Review Policy.

Financial Implications

Costs associated with the City's Light Vehicle Fleet are met from existing capital (reserve and municipal funds) and operational budgets.

Voting Requirements

Simple Majority

Recommendation

That Council APPROVES the revised Light Vehicle Fleet Policy (Attachment 3).

Attachments:

1⇩.	*Light Vehicle Fleet Policy 29 May 2012 - IN03-05/12*	*11/48542[v3]*
2⇩.	*Light Vehicle Fleet Policy revised version with tracked changes 30 June 2021*	*21/256312*
3⇩.	*Light Vehicle Fleet Policy clean version 30 June 2021*	*21/256201*

City of Wanneroo

Policy Manual

Light Vehicle Fleet Policy

Policy Owner: Contracts & Procurement
***Contact Person*:** Manager Contracts and Procurement
Date of Approval: 4 June 2019

POLICY STATEMENT

The purpose of this Policy is to ensure the City's fleet of light vehicles are managed in line with community expectations and business needs.

POLICY OBJECTIVE

To minimise vehicle ownership costs consistent with industry best practice.

SCOPE

This Policy provides guidance in the purchase of light vehicles for City use.

The requirements of this Policy do not cover the provision of a vehicle to the CEO or Mayor due to relevant Employment Contract and Policy provisions set by Council.

IMPLICATIONS (Strategic, Financial, Human Resources)

Vehicle Specifications / Class

The selection of vehicle class and specification should consider safety, environmental impact and whole of life cost to the City.

Safety

Only passenger vehicles with a 5-star ANCAP rating will be purchased. For light commercial vehicles including vans and utilities, the City will preferentially select vehicles with a minimum 4-star ANCAP rating and if unavailable given required use, vehicles fit for purpose with safety features similar to 4-star ANCAP.

Environmental

The City will choose the most appropriate vehicle for its intended operational use. The standard engine for Full Private Use vehicles is internal combustion (petrol or diesel) and for all other vehicles, non-fossil fuels (e.g. hybrid, electric or hydrogen).

Consistent with the policies adopted by the Government of Western Australia (WA Government Fleet Policy and Guidelines, 8 September 2017), the maximum CO2 emissions threshold is 185g/km for passenger vehicles and 195g/km for SUVs unless there is a clear operational need for a vehicle that exceeds these limits and approval is granted by the CEO.

IMPLEMENTATION

The Fleet and Plant Management Steering Committee will apply this Policy with reference to the Use of Light Vehicles Management Procedure.

WHO NEEDS TO KNOW ABOUT THIS POLICY

- Elected Members
- Fleet and Plant Management Steering Committee
- Fleet Assets staff
- Contracts and Procurement staff

ROLES AND RESPONSIBILITIES

Administration, enforcement, interpretation and application of this Policy are the responsibility of the Manager Contracts and Procurement.

DISPUTE RESOLUTION

All disputes in regard to this policy will be referred to the Director Corporate Strategy and Performance in the first instance. In the event that an agreement cannot be reached the matter will be submitted to the CEO for ruling.

EVALUATION AND REVIEW PROVISIONS

Vehicle costs and utilisation will be tracked by Fleet and Plant Management Steering Committee. Effectiveness of Policy will be seen in a relative reduction in City-wide light vehicle ownership costs and conversion of the fleet to non-fossil fuels.

This Policy will be reviewed every two years by the Fleet and Plant Management Steering Committee.

DEFINITIONS

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

Light Vehicle	A motor vehicle with a gross vehicle mass (GVM) not greater than 4.5 tonnes and constructed or equipped to seat no more than 12 adults (including the driver) requiring a “C” class Western Australian drivers licence to drive.
ANCAP	Australasian New Car assessment program – used to determine the performance of a vehicle is a number of crash situations
Whole of Life Costs	The cost of owning a vehicle from purchase to disposal including (but not limited to) depreciation, fuel and oils, servicing, repairs, tyres and registration.

RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

Use of Light Vehicles Management Procedure
City of Wanneroo Purchasing Policy

11/48542

RESPONSIBILITY FOR IMPLEMENTATION

Manager Contracts and Procurement

Version	Next Review	Record No:
1 September 2004	July 2007	
1 September 2007 – (IN07- 07/07	May 2011	
3 May 2001 – (IN02 - 05/11)	May 2013	11/48542
May 2012 – (IN03 – 05/12)	May 2014	
May 2019 – (CS07 – 06/19)	May 2021	11/48542[v3]

11/48542

City of Wanneroo

Policy Manual

Light Vehicle Fleet Policy

Policy Owner: Contracts & Procurement
***Contact Person*:** Manager Contracts and Procurement
Date of Approval: ~~4 June 2019~~TBA

POLICY STATEMENT

The purpose of this Policy is to ensure the effective management of the City's fleet of ~~light vehicles are managed~~Light Vehicles in line with community expectations and operational business needs. The Policy is supported by the Use of Light Vehicles Management Procedure.

POLICY OBJECTIVE

To ensure optimal Light Vehicle fleet utilisation, minimise overall vehicle ~~ownership costs~~Total Cost of Ownership and reduce vehicle emissions consistent with industry best practice.

SCOPE

This Policy provides ~~guidance in~~direction to the purchase and utilisation of ~~light vehicles~~Light Vehicles for City use~~.~~ and therefore applies to all employees (and contract staff) who may have the need to operate a City owned vehicle.

The requirements of this Policy do not cover the provision of a vehicle to the CEO or Mayor due to their relevant ~~Employment Contract and Policy~~employment contract provisions ~~set~~as determined by Council.

IMPLICATIONS (Strategic, Financial, Human Resources)

The Policy aligns to the City's 2021-2031 Strategic Community Plan under:

Goal 7, *'A well governed and managed City that makes informed decisions and provides valued customer focused services', Priority 7.2 Responsibly and Ethically managed'*

The FPMSC shall provide corporate oversight and governance to management of the Light Vehicle fleet and in accordance with the City's Asset Management Policy.

Vehicle Specifications / Class

The selection of vehicle class and specification ~~should~~shall consider operational utilisation and safety, ergonomic environmental ~~impact~~factors and ~~whole of life cost~~overall value for money to the City.

Purchase and Disposal

11/48542

The procurement and disposal of Light Vehicles is undertaken in accordance with the City's Purchasing Policy, Long Term Financial Plan and Accounting Policy.

Light Vehicles will be disposed at appropriate intervals to minimise whole of life costs. Disposal of Light Vehicles will take into account the class of vehicle, operational needs and the second hand vehicle market. Light Vehicles will be disposed of in accordance with the Disposal of Property Other than Land and Buildings Management Procedure; typically this is by public auction, trade-in or public tender.

Operational Safety

~~Only~~The City shall seek to purchase passenger ~~vehicles~~Light Vehicles with a 5-star ANCAP rating ~~will be purchased.~~. For ~~light commercial vehicles~~Light Commercial Vehicles including vans and utilities, the City will preferentially select vehicles with a minimum 4-star ANCAP rating ~~and if~~. Where the rating is unavailable and given the required operational use, procure vehicles fit for purpose with safety features similar to 4-star ANCAP rating.

Environmental

The City will ~~choose~~determine the most appropriate ~~vehicle~~Light Vehicle for its intended operational use. The standard engine type for Full Private Use ~~vehicles~~Vehicles is internal combustion (~~petrol~~unleaded fuel or ~~diesel~~Hybrid) and for ~~all other~~light pool use vehicles, low CO2 and non-fossil fuels ~~(~~; e.g. hybrid, full electric or hydrogen~~)~~. . The selection of Light Commercial Vehicles shall consider appropriate fit for propose application and use of alternate non fossil fuels where available.).

The City will meet its reduction targets in GHG emissions associated with use of the Light Vehicle fleet as prescribed in the City's Climate Change Adaptation and Mitigation Strategy 2020/21-2025/26.

Consistent with the policies adopted by the Government of Western Australia (WA Government Fleet Policy and Guidelines, ~~8 September 2017~~effective December 2019), the ~~maximum~~National Greenhouse and Energy Reporting Systems' measurement of CO2 emissions ~~threshold is~~calculates g/km emissions. A CO2 benchmark of 185g/km for passenger vehicles and 195g/km for SUVs is set, unless there is a clear operational need for a vehicle that exceeds these limits ~~and~~with CEO approval ~~is granted by~~. Light Commercial vehicles have no specific benchmark due to the ~~CEO~~many different categories of vehicles.

IMPLEMENTATION

The ~~Fleet and Plant Management Steering Committee will~~Manager Contracts and Procurement, under direction from the FPMSC will implement and apply this Policy with reference to the Use of Light Vehicles Management Procedure and other relevant documents.

~~**WHO NEEDS TO KNOW ABOUT THIS POLICY**~~

- ~~Elected Members~~
- ~~Fleet and Plant Management Steering Committee~~
- ~~Fleet Assets staff~~
- ~~Contracts and Procurement staff~~

The City shall seek to implement its commitment to a reduction in fleet emissions through a considered approach to the optimisation of current fleet needs and through the adoption of electric and/or other non-fossil fuel sources to Light Vehicles guided by the following principles:

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- A clear operational requirement for the vehicle (based on formal business case justification);
- Availability of suitable EV infrastructure relevant to the City's operations and service delivery; and
- Competitive pricing against hybrid and/or fossil fuel vehicles based on Total Cost of Ownership (TCO).

ROLES AND RESPONSIBILITIES

~~Administration, enforcement~~The implementation, interpretation ~~and~~, application ~~of~~and compliance to this Policy ~~are~~is the responsibility of the Manager Contracts and Procurement under direction from the FPMSC.

DISPUTE RESOLUTION

All disputes ~~in~~with regard to this ~~policy~~Policy will be referred to the Director Corporate Strategy and Performance in the first instance. In the event that an agreement to the dispute cannot be reached, then the matter will be submitted to the CEO for ruling.

EVALUATION AND REVIEW PROVISIONS

~~Vehicle costs and utilisation will be tracked by Fleet and Plant Management Steering Committee. Effectiveness of Policy will be seen in a relative reduction in City-wide light vehicle ownership costs and conversion of the fleet to non-fossil fuels.~~

~~This Policy will be reviewed every two years by the~~ The FPMSC shall review this Policy every two years as to its effectiveness in achieving stated outcomes. The FPMSC shall review Light Vehicle costs (including purchase, disposal and operational costs), vehicle utilisation and overall emissions on at least a six-monthly basis.

~~Fleet and Plant Management Steering Committee.~~

DEFINITIONS

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

ANCAP	Australasian New Car Assessment Program – used to determine the performance of a vehicle in a number of independent crash tests and safety assessments.
FPMSC	Fleet and Plant Management Steering Committee
Full Private Use Vehicles	Directors and Managers' City owned vehicles as provided under an employment contract or as otherwise approved by the CEO and which provide for full private use.
GHG	Greenhouse Gas
Light Commercial Vehicle	Any low axle rigid vehicle with cab chassis or van construction and a gross vehicle mass greater than 1.5 tonnes but less than 4.5 tonnes GVM (Gross Vehicle Mass); typically these are supervisory vehicles.

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Light Vehicle	A motor vehicle with a gross vehicle mass (GVM) not greater than 4.5 tonnes and constructed or equipped to seat no more than 12 adults (including the driver) requiring a "C" class Western Australian drivers licence to drive.
~~ANCAP~~	~~Australasian New Car assessment program – used to determine the performance of a vehicle is a number of crash situations~~
~~Whole of Life Costs~~ **TCO**	~~The cost of owning a vehicle from purchase to disposal including (but not limited to) depreciation, fuel and oils, servicing, repairs, tyres and registration.~~ Total Cost of Ownership which takes into account the purchase price of an asset plus the cost of operation over time.

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RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

- Use of Light Vehicles Management Procedure
- ~~City of Wanneroo~~ Purchasing Policy

- Asset Management Policy
- Accounting Policy
- Environment Policy

REFERENCES

- Climate Change Adaptation and Mitigation Strategy 2020/21-2025/26
- WA State Fleet Policy and Guidelines December 2019

RESPONSIBILITY FOR IMPLEMENTATION

Manager Contracts and Procurement

Version	Next Review	Record No:
1 September 2004	July 2007	
1 September 2007 – (IN07- 07/07	May 2011	
3 May 2001 – (IN02 - 05/11)	May 2013	11/48542
May 2012 – (IN03 – 05/12)	May 2014	11/48542[v2]
May 2019 – (CS07 – 06/19)	May 2021	11/48542[v3]
July 2021 -	July 2023	

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Policy Manual

Light Vehicle Fleet Policy

Policy Owner: Contracts & Procurement
***Contact Person*:** Manager Contracts and Procurement
Date of Approval: TBA

POLICY STATEMENT

The purpose of this Policy is to ensure the effective management of the City's fleet of Light Vehicles in line with community expectations and operational business needs. The Policy is supported by the Use of Light Vehicles Management Procedure.

POLICY OBJECTIVE

To ensure optimal Light Vehicle fleet utilisation, minimise overall vehicle Total Cost of Ownership and reduce vehicle emissions consistent with industry best practice.

SCOPE

This Policy provides direction to the purchase and utilisation of Light Vehicles for City use and therefore applies to all employees (and contract staff) who may have the need to operate a City owned vehicle.

The requirements of this Policy do not cover the provision of a vehicle to the CEO or Mayor due to their relevant employment contract provisions as determined by Council.

IMPLICATIONS (Strategic, Financial, Human Resources)

The Policy aligns to the City's 2021-2031 Strategic Community Plan under:

Goal 7, *'A well governed and managed City that makes informed decisions and provides valued customer focused services'*, *Priority 7.2 Responsibly and Ethically managed'*

The FPMSC shall provide corporate oversight and governance to management of the Light Vehicle fleet and in accordance with the City's Asset Management Policy.

Vehicle Specifications / Class

The selection of vehicle class and specification shall consider operational utilisation and safety, ergonomic environmental factors and overall value for money to the City.

Purchase and Disposal

The procurement and disposal of Light Vehicles is undertaken in accordance with the City's Purchasing Policy, Long Term Financial Plan and Accounting Policy.

11/48542

Light Vehicles will be disposed at appropriate intervals to minimise whole of life costs. Disposal of Light Vehicles will take into account the class of vehicle, operational needs and the second hand vehicle market. Light Vehicles will be disposed of in accordance with the Disposal of Property Other than Land and Buildings Management Procedure; typically this is by public auction, trade-in or public tender.

Operational Safety

The City shall seek to purchase passenger Light Vehicles with a 5-star ANCAP rating. For Light Commercial Vehicles including vans and utilities, the City will preferentially select vehicles with a minimum 4-star ANCAP rating. Where the rating is unavailable and given the required operational use, procure vehicles fit for purpose with safety features similar to 4-star ANCAP rating.

Environmental

The City will determine the most appropriate Light Vehicle for its intended operational use. The standard engine type for Full Private Use Vehicles is internal combustion (unleaded fuel or Hybrid) and for light pool use vehicles, low CO2 and non-fossil fuels; e.g. hybrid, full electric or hydrogen. The selection of Light Commercial Vehicles shall consider appropriate fit for propose application and use of alternate non fossil fuels where available.).

The City will meet its reduction targets in GHG emissions associated with use of the Light Vehicle fleet as prescribed in the City's Climate Change Adaptation and Mitigation Strategy 2020/21-2025/26.

Consistent with the policies adopted by the Government of Western Australia (WA Government Fleet Policy and Guidelines, effective December 2019), the National Greenhouse and Energy Reporting Systems' measurement of CO2 emissions calculates g/km emissions. A CO2 benchmark of 185g/km for passenger vehicles and 195g/km for SUVs is set, unless there is a clear operational need for a vehicle that exceeds these limits with CEO approval. Light Commercial vehicles have no specific benchmark due to the many different categories of vehicles.

IMPLEMENTATION

The Manager Contracts and Procurement, under direction from the FPMSC will implement and apply this Policy with reference to the Use of Light Vehicles Management Procedure and other relevant documents.

The City shall seek to implement its commitment to a reduction in fleet emissions through a considered approach to the optimisation of current fleet needs and through the adoption of electric and/or other non-fossil fuel sources to Light Vehicles guided by the following principles:

- A clear operational requirement for the vehicle (based on formal business case justification);
- Availability of suitable EV infrastructure relevant to the City's operations and service delivery; and
- Competitive pricing against hybrid and/or fossil fuel vehicles based on Total Cost of Ownership (TCO).

ROLES AND RESPONSIBILITIES

The implementation, interpretation, application and compliance to this Policy is the responsibility of the Manager Contracts and Procurement under direction from the FPMSC.

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DISPUTE RESOLUTION

All disputes with regard to this Policy will be referred to the Director Corporate Strategy and Performance in the first instance. In the event that an agreement to the dispute cannot be reached, then the matter will be submitted to the CEO for ruling.

EVALUATION AND REVIEW PROVISIONS

The FPMSC shall review this Policy every two years as to its effectiveness in achieving stated outcomes. The FPMSC shall review Light Vehicle costs (including purchase, disposal and operational costs), vehicle utilisation and overall emissions on at least a six-monthly basis.

DEFINITIONS

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

ANCAP	Australasian New Car Assessment Program – used to determine the performance of a vehicle in a number of independent crash tests and safety assessments.
FPMSC	Fleet and Plant Management Steering Committee
Full Private Use Vehicles	Directors and Managers' City owned vehicles as provided under an employment contract or as otherwise approved by the CEO and which provide for full private use.
GHG	Greenhouse Gas
Light Commercial Vehicle	Any low axle rigid vehicle with cab chassis or van construction and a gross vehicle mass greater than 1.5 tonnes but less than 4.5 tonnes GVM (Gross Vehicle Mass); typically these are supervisory vehicles.
Light Vehicle	A motor vehicle with a gross vehicle mass (GVM) not greater than 4.5 tonnes and constructed or equipped to seat no more than 12 adults (including the driver) requiring a "C" class Western Australian drivers licence to drive.
TCO	Total Cost of Ownership which takes into account the purchase price of an asset plus the cost of operation over time.

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RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

- Use of Light Vehicles Management Procedure
- Purchasing Policy
- Asset Management Policy
- Accounting Policy
- Environment Policy

REFERENCES

- Climate Change Adaptation and Mitigation Strategy 2020/21-2025/26
- WA State Fleet Policy and Guidelines December 2019

RESPONSIBILITY FOR IMPLEMENTATION

Manager Contracts and Procurement

Version	Next Review	Record No:
1 September 2004	July 2007	
1 September 2007 – (IN07- 07/07	May 2011	
3 May 2001 – (IN02 - 05/11)	May 2013	11/48542
May 2012 – (IN03 – 05/12)	May 2014	11/48542[v2]
May 2019 – (CS07 – 06/19)	May 2021	11/48542[v3]
July 2021 -	July 2023	

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Chief Executive Office

Office of the CEO Reports

4.16 Report outlining project funding committed to the City as a result of the March 2021 State election campaign.

File Ref: 38561V03 – 21/264397
Responsible Officer: Chief Executive Officer
Disclosure of Interest: Nil
Attachments: Nil

Issue

To consider the list of projects that have been identified to receive funding from the WA State Government following the March 2021 election process and to consider the City's budget implications.

Background

As part of the March 2021 State Election a number of commitments were made for projects within the City of Wanneroo that have since been confirmed by the relevant WA State Departments who are now seeking the completion of grant agreements:

Department of Local Government, Sport and Cultural Industries (**DLGSCI**):

- Shade Sail at Rendell Park, Koondoola $37,500
- Shade Sail at Chesterfield Park, Hocking $30,000
- Fitness Equipment at Liddell Park, Girrawheen $37,000
- Lighting at Kingsway Dog Park, Madeley $80,000
- Fencing at Grandis Park, Banksia Grove $28,000
- CCTV Mobile Units $100,000
- Upgrades at Ridgewood Park, Ridgewood $120,000
- Nature Play at Gumblossom Park, Quinns Rocks $50,000
- Cycling Track at Splendid Park, Two Rocks $400,000

Department of Communities (**DoC**):

- Upgrades at Alexander Heights Community Centre $18,000

As per the grant conditions, funds cannot be used on internal costs (e.g. design, survey, project management etc.), which are typically costed at 10-15% of the project budget. Therefore, projects that are fully grant funded will require additional municipal funds to cover any shortfall.

Approval is sought from Council to accept grants offered on the following project categories:

- Category 1: Existing LTFP projects that require adjustment;
- Category 2: New projects not on the City's LTFP; and
- Category 3: Projects already approved by Council but require authority to accept.

Detail

Category 1: Existing LTFP projects that require adjustment

Shade Sail at Rendell Park, Koondoola: $37,500
Current situation: Listed in 2024/25 as part of PR-2484: Shade Sail Installation Program.
Recommendation: Incorporate into the PR-2484 schedule of works for 2021/22 as per the grant conditions.
Funding shortfall: $6,900 as a result of internal project fees.

Shade Sail at Chesterfield Park, Hocking: $30,000
Current situation: This project is already underway and funded by Phase 2 of the Local Roads and Community Infrastructure Program.
Recommendation: A request to reallocate the grant to Monaghan Park in Darch has been submitted to the DLGSCI. Monaghan Park is currently listed in 2031/32, however can be completed within the same budget and is located in the same Landsdale Electorate. Once confirmed recommendation is to incorporate into the PR-2484 schedule of works for 2021/22 as per the grant conditions.
Funding shortfall: $5,800 as a result of internal project fees

Fitness Equipment at Liddell Park, Girrawheen: $37,000
Current situation: Listed in 2026/27 (design) and 2027/28 (construct) as part of PR-SP281: Various ARMP Park Upgrades.
Recommendation: bring forward to 2021/22 (design) and 2022/23 (construct) as per the grant conditions.
Funding shortfall: $43,000 as a result of internal project fees and increased scope to meet City Standards (i.e. four pieces of equipment).

Lighting at Kingsway Dog Park, Madeley: $80,000
Current situation: listed in 2022/23 (construct). A picnic shelter and path extension is also listed in 2023/24.
Recommendation: amalgamate the lighting, picnic shelter and path extension and list as 2021/22 (design) and 2022/23 (construction) as per the grant conditions.

Current LTFP:

Year	Works	Municipal	Grant	Total
2021/22	Nil	$0	$0	$0
2022/23	Lighting (PR-4228)	$80,000	$0	$80,000
2023/24	Picnic shelter and path extension (PR-4200)	$74,500	$0	$74,500
	Total	**$154,500**	**$0**	**$154,500**

Proposed LTFP:

Year	Works	Municipal	Grant	Total
2021/22	Lighting, picnic shelter and path extension - Design	$7,500	$80,000	$87,500
2022/23	Lighting, picnic shelter and path extension - Construction	$64,500	$0	$64,500
	Total	**$72,000**	**$80,000**	**$152,000**

Overall project savings are likely to be achieved by combining multiple projects on the same site with potential economies of scale for elements such as reduced survey costs, mobilisation and contract management.

Category 2: New projects not on the LTFP

Fencing at Grandis Park, Banksia Grove: $28,000
Current situation: An election commitment was made to the Carramar Shamrock Rovers Football Club for boundary fencing to stop balls being kicked onto Pinjar Road. After consultation with the Club is was determined that the scope of works include installation and supply of approximately 140m fencing with two access gates. These works have been preliminary costed at $43,300
Recommendation: list the project in 2021/22 as per the grant conditions.
Funding Shortfall: $15,300 as a result of internal project fees and confirmed scope with the Club to ensure a sufficient coverage along Pinjar Road.

CCTV Mobile Units: $100,000
Current situation: An election commitment was made to the City of Wanneroo to purchase mobile CCTV units. A preliminary quote has been received for $110,000 for the purchase of three units.
Recommendation: list the project in 2021/22 as per the grant conditions.
Funding shortfall: $10,000 as per the preliminary quote.

Upgrades at Ridgewood Park, Ridgewood: $120,000
Current Situation: An election commitment was made to the Quinns Districts Amateur Football Club for an electronic scoreboard and kitchen upgrades; and the Quinns Rocks Cricket Club for upgrades to the cricket wicket. These works have been preliminary costed at $159,700.
Recommendation: list the project in 2021/22 (design) and 2022/23 (construct) as per the grant conditions.
Funding Shortfall: $39,700 as a result of internal project fees.

Nature Play at Gumblossom Park, Quinns Rocks: $50,000
Current Situation: An election commitment was made to the City of Wanneroo for a nature play style playground at Gumblossom Park.
Recommendation: list the project in 2021/22 (design) and 2022/23 (construct) as per the grant conditions.
Funding Shortfall: $13,500 as a result of internal project fees.

Upgrades at Alexander Heights Community Centre: $18,000
Current Situation: An election commitment was made to the Alexander Heights Senior Citizen's Centre to purchase a dishwasher and new chairs.
Recommendation: add the project to 2021/22 of PR-2203 Recurring Program Renew Community Facilities Furniture.
Funding shortfall: Nil.

Category 3: Projects already approved by Council but require authority to accept new funding.

Cycling track at Splendid Park, Yanchep: $400,000
Approval is sought to accept the funding provided of $400,000 for the Splendid Park Cycle Track. This project and grant is already listed in the City's 2021/22 Capital Works Program adopted on 29 June 2021.

Consultation

Potential projects lists were provided to candidates in the lead up to the State election. Extensive internal discussions were held to ensure that the projects lists were comprehensive and linked to work already on the City's work programme or planned to be undertaken in future years.

It should be noted that Administration is continuing to follow up on other election funding promises made such as for the Flynn Drive upgrade and updates on funding of these projects will be provided to Council as new information becomes available.

The City has also received an email communication from the office of Deputy Prime Minister on 19 May 2021 advising that the Australian Government's Local Roads and Community Infrastructure (**LRCI**) Program will be extended as Phase 3 into 2021/22 and 2022/23 financial years. Under Phase 3 of LRCIP, the City will receive an additional funding allocation of $3.9m which will be available from 1 January 2022 and would need to be expended by 30 June 2023. The Phase 3 allows for a longer delivery window, allowing the local authorities to pursue larger, more complex projects that may be a higher priority and have a bigger impact on the community.

In order to suitably identify projects, undertake projects' planning and deliver projects in line with the program timelines, it is likely that the City will propose that only design and project planning components for the identified projects be considered in 2021/22 and construction component in 2022/23. A list of projects which can be delivered under LRCI Program Phase 3 can be prepared after the funding conditions and program guidelines are made available by the Australian Government. This will be subject of a separate report to Council in August or September 2021.

Comment

Administration isn't typically notified/advised of election commitments prior to their announcements and as such are unable to directly influence project scope or cost estimates. Once the City is advised, consultation is then undertaken with the Departments and relevant clubs to determine a suitable scope of works, resourcing and scheduling. Delivery of the projects will be subject to the Administration completing the appropriate project planning and resourcing schedule. Timing of the delivery and completion of the respective projects will be agreed with the relevant grant funding body.

Statutory Compliance

Nil

Strategic Implications

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

"4 Civic Leadership

4.1 Working with Others

4.1.3 Advocate and collaborate for the benefit of the City"

Risk Management Considerations

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

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

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

Policy Implications

Nil

Financial Implications

The below tables outline the financial implications as a result of accepting these grants.

Categories 1 and 2 (unbudgeted municipal funds required/adjusted):

Project	Muni Required	Grant	Total
Shade Sail at Rendell Park, Koondoola	$6,900	$37,500	$44,400
Shade Sail at Monaghan Park, Darch	$5,800	$30,000	$35,800
Fitness Equipment at Liddell Park, Girrawheen	$43,000	$37,000	$80,000
Lighting, shelter and path extension at Kingsway Dog Park, Madeley	$72,000	$80,000	$152,000
Fencing at Grandis Park, Banksia Grove	$15,300	$28,000	$43,300
CCTV Mobile Units	$10,000	$100,000	$110,000
Upgrades at Ridgewood Park, Ridgewood	$39,700	$120,000	$159,700
Nature Play at Gumblossom Park, Quinns Rocks	$13,500	$50,000	$63,500
Upgrades at Alexander Heights Community Centre	$0	$18,000	$18,000
TOTAL	**$206,200**	**$500,500**	**$706,700**

Category 3 (no additional municipal funds required):

Project	Muni	Grant	Total
Cycling Track at Splendid Park, Yanchep*	$1,887,100	$400,000	$2,287,100
TOTAL	**$1,887,100**	**$400,000**	**$2,287,100**

**Note that the above Cycling Track project costs were accurate as at 25 August 2020 but are now subject to change as outlined in the Update – Splendid Park Cycling Upgrade Council Report Item included on this Briefing Session agenda.*

Overall, the unbudgeted amount to complete the above projects is $206,200.

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. **ACCEPTS the external funding as outlined above subject to the Chief Executive Officer negotiating the required funding agreements with the State Department of Local Government, Sport and Cultural Industries for the following projects:**

   a) Shade Sail at Rendell Park, Koondoola $37,500

   b) Fitness Equipment at Liddell Park, Girrawheen $37,000

   c) Lighting at Kingsway Dog Park, Madeley $80,000

d)	**Fencing at Grandis Park, Banksia Grove**	**$28,000**
e)	**CCTV Mobile Units**	**$100,000**
f)	**Upgrades at Ridgewood Park, Ridgewood**	**$102,000**
g)	**Nature Play at Gumblossom Park, Quinns Rocks**	**$50,000**
h)	**Cycling Track at Splendid Park, Two Rocks**	**$400,000**

2. ACCEPTS the external funding as outlined above subject to the Chief Executive Officer negotiating the required funding agreements with the State Department of Communities for the following project:

a)	**Upgrades at Alexander Heights Community Centre**	**$18,000**

3. AUTHORISES the CEO to find the Municipal funding requirement of $206,200 between now and end of quarter 1 of 2021/22 and present to Council as a part of quarter 1 review of the 2021/22 Annual Budget, noting the 2021/22 Capital Works Program will be amended upon confirming all funding sources to find the full project costs of $706,700; and

4. AUTHORISES the CEO to negotiate the reallocation of grant funding from Chesterfield Park to Monaghan Park with the Department of Local Government, Sport and Cultural Industries.

Attachments: Nil

Item 5 Motions on Notice

Item 6 Late Reports (to be circulated under separate cover)

Nil

Item 7 Public Question Time

Item 8 Confidential

8.1 Application for Indemnification of Legal Costs

File Ref: 11575 – 21/230490
Responsible Officer: Executive Manager Governance and Legal

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:
(b) the personal affairs of any person

Item 9 Date of Next Meeting

The next Ordinary Council Meeting has been scheduled for 6:00pm on Tuesday, 13 July 2021, to be held at Council Chambers, Civic Centre, 23 Dundebar Road, Wanneroo.

Item 10 Closure

COUNCIL CHAMBERS SEATING DIAGRAM

