COUNCIL AGENDA Ordinary Council Meeting

6:00pm, 15 March 2022 Council Chamber (Level 1), Civic Centre, 23 Dundebar Road, Wanneroo

wanneroo.wa.gov.au



PROCEDURE FOR ORDINARY COUNCIL MEETING

ATTENDANCE AT MEETINGS DURING STATE OF EMERGENCY

As the State is now in Level 2 COVID-19 Public Health Measure, public attendance numbers at City of Wanneroo meetings has been changed accordingly, where public attendance at Briefing Sessions and Council Meetings will be restricted, and Council Chamber will operate with the 2sqm distancing requirements applied. In addition, all attendees at this meeting are required to wear a mask at all times, even whilst speaking.

There is a requirement for the City to maintain a mandatory contact register. Residents are requested to scan the City of Wanneroo SafeWA QR Code on entry to the Council Chamber or complete the manual contact register before entering Chamber.

For your health and safety, members of the public are reminded to:

Follow the direction of the Presiding Members and City employees when attending meetings;

- Maintain physical distancing where possible;
- Use the hand sanitiser that is provided by the City at the venue; and
- Not attend a meeting should they feel unwell or if they have been in contact with a known COVID-19 case, or been overseas in the preceding two weeks.

Thank you for your understanding of these circumstances

PUBLIC QUESTION AND STATEMENT TIME

The City encourages any members of the public who wish to raise a question to Council to submit this information via the **City's online forms** and/or contact **Council Support on 9405 5027.**

Public Question online form

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 and will be recorded in the Minutes of the Council meeting.

1. Time Permitted

A minimum of 15 minutes is permitted for Public Question Time at Council Meetings. If there are not sufficient questions to fill the allocated time, the Presiding Member will move to the next item. If there are more questions to be considered within 15 minutes, the Presiding Member will determine whether to extend Public Question Time. Each person seeking to ask questions during Public Question Time may address the Council for a maximum of three minutes each.

2. Protocols

No member of the public may interrupt the Council Meeting proceedings or enter into conversation.

Members of the public wishing to participate in Public Question Time at the Council Meeting are to register on the night at the main reception desk located outside of Council Chambers. Members of the public wishing to submit written questions are encouraged to lodge them with the Chief Executive Officer at least 30 hours prior to the start of the meeting (that is, by 12noon on the day before the meeting).

The Presiding Member will control Public Question Time and ensure that each person wishing to ask a question is given a fair and equal opportunity to do so. Members of the public wishing to ask a question must state his or her name and address before asking a question. If the question relates to an item on the Agenda, the item number and title should be stated.

3. General Rules

The following general rules apply to Public Question and Statement Time:

- Public Questions and Statements should only relate to the business of the local government and should not be a personal statement or opinion;
- Only questions relating to matters affecting the local government will be considered at a Council Meeting, and only questions that relate to the purpose of the meeting will be considered at a Special Council Meeting;
- Questions may be taken on notice and responded to after the meeting;
- Questions may not be directed at specific Council Members or City Employee;
- Questions are not to be framed in such a way as to reflect adversely on a particular Council Member or City Employee;
- First priority will be given to persons who are asking questions relating to items on the current Council Meeting Agenda; and
- Second priority will be given to Public Statements. Only Public Statements regarding items on the Council Agenda under consideration will be heard.

Please ensure mobile phones are switched off before entering the Council Chamber. For further information, please contact Council Support on 9405 5000.

AUDIO OF COUNCIL PROCEEDINGS

The audio proceedings of this meeting will be live broadcast online with the exception of matters discussed behind closed doors. That broadcast will remain available following the conclusion of the meeting.

To access a live stream of Council Proceedings please click below. The live stream will commence at the scheduled time and date of the meeting.

Live stream audio of Council Proceedings

To access audio recording of previous meetings, please click below:

Audio recordings

RECORDING AND ACCESS TO RECORDINGS OF COUNCIL MEETINGS POLICY

Objective

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

Implementation

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

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

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

Evaluation and Review Provisions

Recording of Proceedings

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

Access to Recordings

- 4. Members of the public may purchase a copy of the recorded proceedings or alternatively, listen to the recorded proceedings at the Civic Centre online if the recording is published on the City of Wanneroo website. Costs of providing a copy of the recorded proceedings to members of the public will include staff time to make the copy of the proceedings; as well as the cost of the digital copy for the recording to be placed on. The cost of staff time will be set in the City's Schedule of Fees and Charges each financial year.
- 5. Council Members may request a copy of the recording of the Council proceedings at no charge.
- 6. All Council Members are to be notified when recordings are requested by members of the public, and of Council.
- 7. COVID-19 Pandemic Situation During the COVID-19 pandemic situation, Briefing Sessions and Council Meetings that are conducted electronically, will be recorded. The CEO is authorised to make a broadcast of the audio recording of such meetings accessible to the public, as soon as practicable after the meeting.
- 8. Briefing Sessions and Council Meetings that are recorded. The CEO is authorised to make a broadcast of the audio recording of such meetings accessible to the public, as soon as practicable after the meeting.

COMMONLY USED ACRONYMS AND THEIR MEANING

Acronym	Meaning	
ABN	Australian Business Number	
ACN	Australian Company Number	
Act	Local Government Act 1995	
СВР	City of Wanneroo Corporate Business Plan	
CHRMAP	Coastal Hazard Risk Management & Adaption Plan	
City	City of Wanneroo	
СРІ	Consumer Price Index	
DBCA	Department of Biodiversity Conservation and Attractions	
DFES	Department of Fire and Emergency Services	
DOE	Department of Education Western Australia	
DOH	Department of Health	
DPLH	Department of Planning Lands and Heritage	
DPS2	District Planning Scheme No. 2	
DLGSCI	Department of Local Government, Sport and Cultural Industries	
DWER	Department of Water and Environmental Regulation	
EPA	Environmental Protection Authority	
GST	Goods and Services Tax	
JDAP	Joint Development Assessment Panel	
LTFP	Long Term Financial Plan	
MRS	Metropolitan Region Scheme	
MRWA	Main Roads Western Australia	
POS	Public Open Space	
ΡΤΑ	Public Transport Authority of Western Australia	
SAT	State Administrative Tribunal	
SCP	City of Wanneroo Strategic Community Plan	
WALGA	Western Australian Local Government Association	
WAPC	Western Australian Planning Commission	



Notice is given that the next Ordinary Council Meeting will be held in the Council Chamber (Level 1), Civic Centre,

23 Dundebar Road, Wanneroo on Tuesday 15 March, 2022 commencing at 6:00pm.

D Simms Chief Executive Officer 10 March, 2022

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AGENDA

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

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

- Item 1 Attendances
- Item 2 Apologies and Leave of Absence
- Item 3 Public Question and StatementTime
- Item 4 Confirmation of Minutes

OC01-03/22 Minutes of Ordinary Council Meeting held on 15 February 2022

That the minutes of Ordinary Council Meeting held on 15 February 2022 be confirmed.

SOC02-03/22 Minutes of Special Council Meeting held on 9 March 2022

That the minutes of Special Council Meeting held on 9 March 2022 be confirmed.

Item 5 Announcements by the Mayor without Discussion

- Item 6 Questions from Council Members
- Item 7 Petitions

New Petitions Received

Update on Petitions

Item 8 Reports

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

Planning and Sustainability

Strategic Land Use Planning & Environment

PS01-03/22 Improvement Plan for the Koondoola Neighbourhood Centre

File Ref:	36592 – 22/29312
Responsible Officer:	Director Planning and Sustainability
Attachments:	4

Issue

To consider requesting the Minister for Planning and the Chairman of the Western Australian Planning Commission (WAPC) to prepare an Improvement Plan to facilitate the revitalisation and redevelopment of the Koondoola Neighbourhood Centre (Centre), which includes City-owned freehold land at Lot 250 Burbridge Avenue.

Background

The Koondoola Neighbourhood Centre is comprised of five separate land parcels, including the existing Koondoola Plaza, a service station, tavern and church. The City owns land (Lot 250) directly north of Koondoola Plaza (refer **Attachment 1**).

The condition of the Centre is a long-standing issue for the City, with community members expressing their dissatisfaction and concern regarding the appearance and safety of the Centre. Over the past twenty years, the City has sought to work with the Koondoola Plaza landowners on multiple occasions to improve the Centre's appearance through a number of revitalisation plans (refer **Attachment 2**). However, the landowners have been concerned that the City-owned land will be used for competing retail land uses, resulting in no support by the landowners for any plans to revitalise the Centre.

In August 2018, Administration met with the Minister for Planning and the Chairman of the WAPC to discuss an approach to the revitalisation of the Centre. One approach included the potential for the State Government to prepare an Improvement Plan over the centre to facilitate this. However, at the time a local development plan (LDP) and a scheme amendment were considered the most appropriate planning mechanisms to facilitate the redevelopment of the centre and the City was advised to complete these in the first instance before any consideration could be given by the State Government in relation to an Improvement Plan.

In July 2021, the Minister for Planning approved Amendment No. 173 to DPS2 which rezoned Lot 250 (20) Burbridge Avenue (City owned) from Civic and Cultural to Commercial; and recoded Lot 250 (20) Burbridge Avenue and Lots 155 (20), 251 (38), 252 (34) and 253 (28) Koondoola Avenue from R20 to R60.

Amendment 173 formed part of a strategic approach to the revitalisation of the Centre, and was followed by the LDP approved by the City in December 2020 (PS01-12/20) (**Attachment 3** refers).

Detail

Improvement Plan

The planning framework to facilitate the revitalisation and redevelopment of the Centre is now finalised. It is acknowledged the redevelopment of the Centre is likely to be staged over a number of years, however, to encourage development to occur in a timely and coordinated way, State Government involvement is required.

2

An Improvement Plan is a high-level strategic instrument used to advanced planning, development and use of land identified by the WAPC as requiring special planning. Prepared by the Department of Planning, Lands & Heritage on behalf of the WAPC, an Improvement Plan outlines the strategic intent on how the specific land should be developed and requires the approval of the Minister and Governor before being gazetted.

An Improvement Plan will outline objectives to facilitate the development of an area in accordance with the City's adopted LDP for the Centre. To achieve this, the WAPC would work closely with the local government to ensure any proposed plan is reflective of the City's vision for the area. It is likely that the Improvement Plan and Improvement Scheme would also cover the City's freehold land (lot 250) to the north of the Centre, as this land is also included in the LDP. The development of the City's land would need to be in accordance with the Improvement Plan and Improvement Scheme.

Under an Improvement Plan, the WAPC would become the decision-maker for any future development of the Centre. The WAPC may enter into an agreement with the landowners to develop, construct, purchase/sell, or pool together land owned by several owners to facilitate the coordinated development of the Centre. This may require the compulsory acquisition of land by the State Government if required, but not by the City.

Improvement Plans often apply to land that has State or Regional significance, such as the Ocean Reef Marina, Stirling City Centre, Shenton Park Rehabilitation Hospital, and Port Hedland West End.

An example of a successful Improvement Plan includes the portion of the Gosnells Town Centre focussed on Lissiman Street, Gosnells. The Improvement Plan was triggered by a failure of owners of key strategic sites to take advantage of development incentives associated with the town centre's local planning policy. Consequently, these sites deteriorated having a detrimental impact on the physical and social amenity of the larger Gosnells Town Centre.

The Improvement Plan was prepared to facilitate all necessary steps to advance the planning of the Lissiman Street Precinct, including enabling land exchanges as required to achieve the project objectives and the developing the land by joint venture between government agencies and private land developers. The WAPC and City of Gosnells adopted the Improvement Plan approach to provide a long term solution through coordinated redevelopment.

Improvement Scheme

An Improvement Plan can be supported by an Improvement Scheme where there is a need to put into place additional planning controls, by replacing the existing Local Planning Scheme provisions which relate to the Improvement Plan area. The WAPC will decide whether an Improvement Scheme is required when preparing an Improvement Plan. Improvement Schemes are used under limited circumstances as they can take substantial time to prepare. However, if prepared the scheme will act in the same way as a Local Planning Scheme, and should conform with the model and deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015.*

The Port Hedland West End Improvement Plan was supported by an Improvement Scheme, which was prepared to provide a strategic planning framework to guide land use consideration and the preparation of statutory plans and policy.

As the City's planning framework has been finalised for the Koondoola Centre, an Improvement Scheme may not be supported by the WAPC. However, this will be considered by the State as part of the recommendation for an Improvement Plan. Should an Improvement Scheme be required in addition to an Improvement Plan, an agreement would be required between the City and the WAPC that this was the most effective method to implement the Improvement Plan.

Consultation

Administration met with the Chairman of the WAPC on 24 January 2022, to discuss the State's willingness to prepare an Improvement Plan over the Centre. The Chairman requested the City to prepare a letter (refer to **Attachment 4**) to formally request an Improvement Plan be prepared.

Comment

While the Koondoola Neighbourhood Centre is not classified as having State or Regional significance, Administration considers that the longstanding social and safety concerns of the community, in addition to the reluctance of the Koondoola Plaza owners to redevelop the land requires a coordinated and structure response to ensure a successful outcome can be achieved. There is strong support from the local community for the redevelopment and revitalisation of the Centre.

Due to the centre's existing landowner fragmentation, it is likely that the Centre will remain undeveloped for many years to come without a strong coordinated approach to redevelopment. In this regard, an Improvement Plan is the most suitable option to facilitate the revitalisation of the Centre by giving authority to the WAPC as an impartial and neutral authority to be the key decision maker.

Therefore, it is Administrations recommendation that an Improvement Plan is the most suitable option to successfully achieve the objectives of the existing LDP and scheme amendment planning framework. Should an Improvement Plan for the Koondoola Neighbourhood Centre be supported, Administration could consider providing staff resourcing to the State Government to assist in the preparation and implementation of the Improvement Plan.

Statutory Compliance

Future development of the Centre will be undertaken in accordance with the approved planning framework.

Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2021 – 2031:

3 ~ A vibrant, innovative City with local opportunities for work, business and investment

3.5 - Opportunities for investment

Risk Management Considerations

Risk Title	Risk Rating
CO-O03 Strategic Land	Moderate
Accountability	Action Planning Option
Director of Planning & Sustainability	Manage
Risk Title	Risk Rating
ST-S12 Economic Growth	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 & Place	Manage

Risk Title	Risk Rating
ST-S26 Resilient and Productive Communities	Moderate
Accountability	Action Planning Option
Director Community & Place	Manage

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

Policy Implications

Nil.

Financial Implications

Subject to the approval of the City and State Government for an Improvement Plan/Improvement Scheme, Administration could offer providing staff resourcing to assist the State Government in preparing the plan. Budget for this will need to be included in the 2022/23 Operational Budget.

Voting Requirements

Simple Majority

Recommendation

That Council:-

- 1. SUPPORTS the preparation of an Improvement Plan/Improvement Scheme for the Koondoola Neighbourhood Centre; and
- 2. REQUESTS the CEO sends the letter in Attachment 4 to the Chairman of the WAPC requesting the Minister for Planning to authorise the preparation of an Improvement Plan/Improvement Scheme for the Koondoola Neighbourhood Centre.

Attachments:21/3924721...Attachment 1 - Koondoola Neighbourhood Centre Location Map21/3924722...Attachment 2 - Koondoola Revitalisation Project Timeline - Summary 202222/482603...Attachment 3 - Koondoola Neighbourhood Centre Local Development Plan21/394096

40. Attachment 4 - Draft Letter to WAPC Requesting Improvement Plan 22/81102





Attachment 2: Koondoola Neighbourhood Revitalisation Project Timeline

Date	Work
2001	Taylor Burrell contracted to prepare a Crime Prevention Through Environmental Design study to address high rates of crime in the area. The recommendations of this study were not considered reasonable to implement.
2004	Memorandum of Understanding (MOU) between the City of Wanneroo and landowners signed. The MOU intended to rationalise the interface between lots and identify viability for current and future uses.
2005	Hames Sharley completed a report under the requirements of the MOU. This included four concept plans for what the future development of the site could look like.
	\$1 million in State Government funding awarded to the City.
2006	Landowners consulted on the Hames Sharley report with a view to select one of the concept plans to implement. There needed to be unanimous support from the landowners for one option and this was not obtained.
2007	Grant money proposed to be used for City to purchase Plaza Square and Lot 8 with resulting funds required to be used to improve remaining strata lots.
	Smart Growth Working Group decided to close the project as no response from the strata.
2009	Community consultation on Koondoola to guide the spending of the grant money.
	Grant money spent on upgrading traffic lights, improving Butterworth Park and undergrounding power along Koondoola Avenue.
2012	Report prepared on the need for community facilities in Koondoola. Koondoola Plaza site was not recommended as a preferred site as the land is owned in freehold. New community facility to be constructed at Koondoola Park.
2016	Construction of community facility at Koondoola Park completed
	Approval of Amendment 119 to recode residential land in Koondoola increasing the density from R20 to R20/R40 and R20/R60.
	City meet with the landowners and local state Member of Parliament Janine Freeman to discuss potential options to assist with the revitalisation of the Centre.
2017	Council agrees to consult with the community before making any decisions on development options for the City's land.
	Community consultation was undertaken in November 2017, including an online survey, and two drop in sessions at the Girrawheen Hub.
	Retail Needs Assessment report for Koondoola Plaza completed by consultants commissioned by the City.
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Council determines that the Koondoola Community Kindergarten and Koondoola Community Hall buildings are surplus to the City's requirements and authorises administration to seek quotes for the demolition of these buildings for consideration as part of the 2017/2018 mid-year budget review.

City engaged consultant Creative Design and Planning to undertake visioning workshops and concept drawings for the Koondoola Neighbourhood Centre.

2018 Creative Design and Planning hosted a visioning workshop with the Koondoola Plaza landowners to try and establish an agreed upon vision for the Centre. No agreement reached.

Meeting held between the CEO, Director General of DPLH and Director Planning & Sustainability to discuss a suitable approach to progressing the revitalisation of the Centre. This included discussion of an Improvement Plan.

Council agreed to prepare Scheme Amendment No. 173 to the DPS 2 to rezone Lot 250 from Civic and Cultural to Commercial and rezone the centre from R20 to R60. Council also supported a Local Development Plan (LDP) being prepared simultaneously with the amendment.

2019 WAPC gave approval to prepare and advertise the Scheme Amendment and Local Development Plan. Consultant was engaged to prepare the draft LDP.

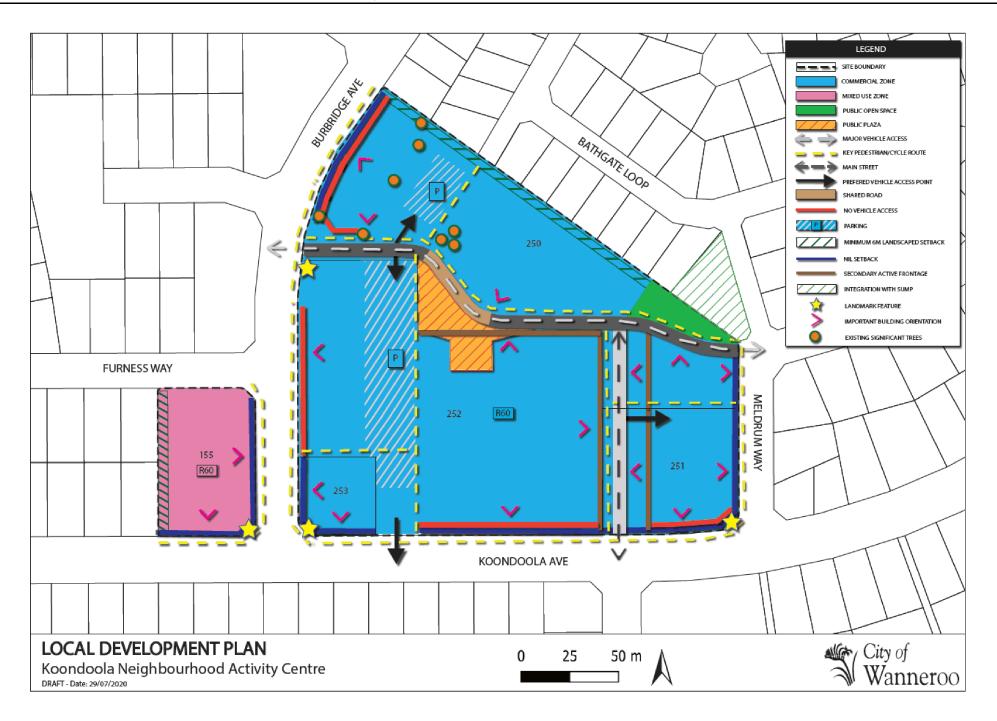
Design Review Panel meeting reviewed the draft LDP, and resulting in the need for major changes being made to the LDP.

2020 City held an information session with the landowners to request their input on the draft LDP. A submission was received on behalf of the Plaza Landowners during formal consultation of the LDP to object to all aspects of the project.

Council adopted the LDP and supported Scheme Amendment No. 173 to be approved by the WAPC.

2021 Minister for Planning approved Amendment No. 173 with modifications.

City met with the Koondoola landowners to update them on the project, advising them that the scheme amendment has now been gazetted.



1 PURPOSE

This LDP has been prepared to facilitate the transformation of the Koondoola Neighbourhood Activity Centre into an attractive, safe and contemporary centre where locals and visitors can meet, connect and celebrate the diversity of the local community and its culture. The vision for the centre is to become a lively local hub where people can eat, shop and live; offering a mixture of retail, food-andbeverage, commercial, community and apartment-style uses.

2 OBJECTIVES

- To guide the staged redevelopment of the Koondoola Neighbourhood Centre;
- To position the Koondoola Neighbourhood Centre as a local focus for a range of retail, commercial and community activities;
- To address existing social and amenity issues through the use of Crime Prevention Through Environmental Design (CPTED) principles which supports the application of good urban planning and design.

3 APPLICATION OF LOCAL DEVELOPMENT PLAN

The provisions of the City of Wanneroo District Planning Scheme No. 2 (DPS2) and the SPP 7.3 Residential Design Codes (R-Codes) Volume 2 are varied as detailed within this LDP. All other requirements should satisfy the provisions of the R-Codes and DPS2.

4 PLANNING AND DEVELOPMENT STANDARDS

New development is to be in accordance with the general standards for land use and development of the Scheme and any relevant State policies and applicable Australian Standards, except where varied below.

4.1. Maximum Permitted Building Heights

4.1.1 Maximum permitted building height for all development is 3 storeys.

- 4.1.2 Minimum finished floor to ceiling height of all development is to be:
- (a) 4m for residential and non-residential ground floor; and
- (b) 3.3m for non-residential upper floors; and

(c) Residential upper floors in accordance with the R-Codes.

4.2. Residential Development

4.2.1 All residential development shall be in accordance with the R60 provisions of the R-Codes Volume 2.

4.2.2 Residential dwellings, or permanent accommodation uses within a mixed use development, must not be located on the ground floor of any development adjoining Koondoola Avenue and/or public open space (POS).

4.3. Building Setbacks

4.3.1. Where 'Nil Setback' is indicated on the LDP, development may have a minimum nil setback to the primary street with the ability to vary to allow for alfresco dining areas.

4.3.2. Residential development is to be set back from side and rear property boundaries in accordance with the R-Codes Volume 2.

4.3.3. Where 'Secondary Active Frontage' is indicated on the LDP, buildings may have a 4m setback, to be used to facilitate alfresco dinning.

4.3.4. Where Landscape Setback is indicated on the LDP, buildings must have a

minimum setback from the lot boundary of 6 metres.

4.4. Façade Articulation

4.4.1. Ground floor building walls facing onto street shall have openings/glazed areas of a minimum of 50% of the building facade.

4.4.2. Non active portions of walls are to be articulated through colour, texture and form to provide visual interest.

4.5. Landmark Feature

4.5.1. Where indicated on the LDP, a landmark feature shall be provided to emphasise the corner location.

4.5.2. The landmark feature shall incorporate architectural design elements of an appropriate scale, height and built form that provides a high quality interface with surrounding development

4.5.3. Signage shall not be considered as a landmark feature.

4.6. Service Areas

4.6.1. Service area/s are to be screened from view when not in use, to the satisfaction of the City of Wanneroo.

4.7. Active Frontages

4.7.1. Buildings are to present attractive, well-articulated elevations to each adjoining street elevation and publicly accessible space.

4.7.2. Tenancies must present active frontages to the community plaza space to provide passive surveillance over the area.

4.7.3. Where active frontages are indicated on the LDP, well defined building entrances, windows, verandahs, balconies and/or other activating design elements are to be provided where appropriate.

4.8. Landscaping

4.8.1. Where indicated Landscaped Setback on the LDP, a landscape plan is to be provided to the satisfaction of the City.

4.8.2. Where indicated on the LDP, existing trees are to be retained on site, as per the Koondoola Neighbourhood Centre Tree Survey report.

4.8.3. Street trees shall be provided at a rate of not less than 1 tree per 14m on both sides of the 'major vehicle access' route and 'main street' roads, in addition to all other requirements of DPS2.

4.9. Public Plaza

4.9.1. A public plaza is to be provided generally in accordance with the location indicated on the LDP. The plaza is to be designed to provide shading, seating and greenery.

5.0. Safety and Security

5.0.1. Suitable lighting shall be provided throughout the site, especially in public open space and car parking areas to increase security at all times of the day.

5.1. Main Street

5.1.1. The main street shall be designed to incorporate traffic calming measures and pedestrian crossings to prioritise pedestrian movement over vehicles.

5.1.2. Where practical, the main street shall accommodate on street parking as well as loading zones on each side of the street.

5.1.3. The main street shall be designed to promote pedestrian amenity through incorporating features such as street trees, lighting, low planting, and street furniture where practical.

5.2. Vehicle Access

5.2.1. The area indicated on the LDP as 'major vehicle access' is to be created as a road reserve if subdivision is to occur on Lot 250.

5.2.2. Upon redevelopment of Lot 252, the preferred vehicle access point to car parking and service areas is to be generally in accordance with the location indicated on the LDP.

5.2.3. Where indicated 'shared road' on the LDP, the road is to be designed using shared road principles, to ensure low speeds and clearly defined pedestrian crossing points where necessary.

5.2.4. Where indicated 'shared road' on the LDP, traffic control measures are to be implemented to temporarily prevent vehicle access to the road, creating a flexible pedestrian oriented space which can be used for pop up community events.

5.2.5. Upon redevelopment of the affected lot, vehicle access shall be generally as indicated on the LDP, unless it can be demonstrated that traffic circulation and pedestrian access and safety will not be negatively affected by alternative vehicle access arrangements. A traffic impact statement prepared by a reputable traffic and transport consultant will be required if additional vehicular access points are proposed.

5.3. Pedestrian Access

5.3.1. Public pedestrian access is to be provided in the locations identified on the LDP as 'Key Pedestrian/Cycle Route'.

5.3.2. Pedestrian routes and car parking areas should be well lit at night, have clear sight lines for pedestrians and drivers, and be overlooked by windows to habitable rooms within adjacent buildings.

5.4. Parking

5.4.1. Car parking on Lot 252 is to be consolidated generally in the location indicated, incorporate safe pedestrian routes and shade tree planting in accordance with DPS2.

5.4.2. In mixed use and/or commercial developments all occupant/tenant car parking is to be located within the building envelope and screened from view from any public area or adjacent development.

5.4.3. Customer car parking for premises on lots other than Lot 252, if not located within the building envelope, must be designed and located so as not to visually dominate the streetscape.

5.4.4. All non-residential development is to provide bicycle parking and end-of-trip facilities for staff/tenants in accordance with the standards and rates set out in the latest edition of Austroads' *Bicycle Parking Facilities: Updating the Austroads Guide to Traffic Management*, or as otherwise agreed by the City of Wanneroo.

5.5. Size Limits for Certain Uses

5.5.1. For permitted ('P') or discretionary ('D' or 'A') use proposed within Lots 252 and 250, a maximum 3,000 NLA will apply as per the City's DPS2.

5.5.2. For proposed permitted ('P') or discretionary ('D' or 'A') use outside Lots 252 and 250, the City may impose a maximum NLA to ensure an appropriate balance and mixture of uses within the neighbourhood centre.

5.5.3. With the exceptions of Lot 250 and Lot 155, no lot may be used exclusively for residential purposes.

APPROVAL

This LDP has been approved by the City of Wanneroo pursuant to clause 50 of the Deemed Provisions of City of Wanneroo District Planning Scheme No. 2.



 File Ref:
 (3678V02) 22/48355

 Enquiries:
 Mark Dickson 9405 5433

1 March 2022

Mr David Caddy Chairman Western Australian Planning Commission Locked Bag 2506 Perth WA 6001

By email: chairman@wapc.wa.gov.au

Dear David,

IMPROVEMENT PLAN FOR KOONDOOLA NEIGHBOURHOOD CENTRE

I am writing to request that you write to the Minister for Planning, to seek approval to authorise the preparation of an Improvement Plan for the Koondoola Neighbourhood Centre (Centre).

As you are aware, this follows on from our discussions on 24 January 2022, when the City's Planning & Sustainability Director Mark Dickson and I met with you, to discuss the potential involvement of the State Government to assist in the revitalisation of the Koondoola Neighbourhood Centre. This meeting followed previous discussions held between the City and Director General of DPLH and the Minister for Planning which concluded that a local development plan (LDP) and scheme amendment were considered the most appropriate planning mechanisms, as they would enable the staged revitalisation of the Centre on a lot by lot basis.

The planning framework has now been finalised and the City is looking to progress the redevelopment process. This includes the City investigating options for the sale and/or development of the City-owned land (Lot 250), and the potential involvement of the State Government to prepare an Improvement Plan to facilitate a coordinated approach to redeveloping the Centre.

On this basis, and as you suggested at our meeting, we are now formally seeking your support to request the Minister for Planning approve the preparation of an Improvement Plan for the Centre.

History of the revitalisation of Koondoola Neighbourhood Centre

Over the past 20 years, the City has sought to work with the Koondoola Plaza landowners on multiple occasions to improve the Centre's appearance. The landowners unwillingness to support any redevelopment of the Centre due to their concern that the City-owned land could be used for competing retail land uses, has resulted in some challenges to progress the revitalisation of the Centre. It is considered that the State Government's involvement as a neutral partner and decision-maker could contribute to more willingness by the landowners to support change in the Centre, which is strongly supported by the local community.

The City has undertaken the following initiatives to progress the revitalisation of the Centre; including:

<u>2001 – 2009:</u>

• Consultant prepared a Crime Prevention Through Environmental Design study to address high rates of crime in the area.

City of Wanneroo 23 Dundebar Road Wanneroo WA 6065 **Postal Address** Locked Bag 1 Wanneroo WA 6946

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- A Memorandum of Understanding (MOU) signed between the City of Wanneroo and Landowners to rationalise the interface between lots and identify viability for current and future uses.
- Under the requirements of the MOU, a consultant prepared four concept plans to identify future development options for the site. Unanimous landowner support for one option was required but not obtained.
- Received \$1 million in State Government funding to assist with the revitalisation of the Centre. The City proposed to purchase Strata Lot 8 to create a plaza square, with the intention that the income be used to improve the remaining strata lots; however, no support from the landowners was received. Instead, following consultation with the community, the funding was spent on upgrading traffic lights, improving Butterworth Park and undergrounding power along Koondoola Avenue.

2010-2017:

- Demolished the Koondoola Community Kindergarten and Community Hall on the City-owned land as new community facilities were constructed at Koondoola Park.
- The City met with landowners and local state Member for Parliament Janine Freeman to discuss potential options to assist with the revitalisation of the Centre.
- Community consultation was undertaken to identify a future vision for the Koondoola Neighbourhood Centre.
- Consultant prepared a Retail Needs Assessment for Koondoola Plaza.

2018-2021:

- Engaged Consultant to prepared new vision and concept drawings based on previous community and landowner engagement which sought input on how they would like to see the Centre revitalise.
- Engaged with the Koondoola Landowners on the proposed vision and concept drawings, but no support was reached.
- Met with the Minister for Planning and the Chairman of the WAPC to discuss an approach to the revitalisation of the Centre, including potential involvement by the State Government to facilitate this.
- Prepared a LDP and Scheme Amendment No. 173 to District Planning Scheme No.2 (DPS 2).
- Undertook public consultation as well as an information session with the landowners on the draft LDP and Scheme Amendment. Submission of opposition was received on behalf of the landowners.
- Council adopted the LDP and supported Scheme Amendment No. 173 to be approved by the WAPC.
- Minister for Planning approved Amendment No. 173 with modifications.
- City met with the Landowners to update them on the project, advising them that the scheme amendment has now been gazetted.

Planning Framework for Koondoola Neighbourhood Centre

In 2016, the Wanneroo and Girrawheen-Koondoola housing precincts were recoded to 'R20/R40' and 'R40/R60' to increase the density of the area. This densification of Koondoola is and will result in additional demand for access to safe and local amenities, as well as need for higher density housing within the Centre.

Following advice sought from the State Government, the City prepared a LDP and scheme amendment to facilitate the staged revitalisation of the Centre. This approach ensures the Centre's overall design and development across each lot is consistent, without requiring all landowners to redevelop their lots

at the same time. Consequently, in July 2021, the Minister for Planning approved Scheme Amendment No. 173 to DPS 2 for the purpose of:

- rezoning Lot 250 (20) Burbridge Avenue, Koondoola from 'Civic and Cultural' to 'Commercial' to allow for the greatest potential of land uses within the Neighbourhood Centre;
- recode Lots 250, 251, 252, 253, and 155 from 'R20' to 'R60' to be consistent with the surrounding residential density; and
- include Lot 250 as part of the Koondoola Plaza centre description in Schedule 3 of the DPS 2 to clarify the intent that the land form part of the Neighbourhood Centre.

The planning framework has been finalised which provides the basis for the redevelopment of the Centre. However, the City has concerns that the successful revitalisation of the Centre will remain constrained due to the unwillingness of the Koondoola Plaza owners to redevelop or improve their land. In addition, known safety and security issues in and around the Centre are of great concern to local residents. A coordinated approach to planning, design and the ultimate redevelopment of the Centre is crucial to a successful revitalisation initiative. The City considers that an Improvement Plan could provide the appropriate mechanism to facilitate agreement with all landowners to enable this to occur.

Community Feedback on the Centre

The local community strongly support the revitalisation of the Centre. In this regard, consultation with the community during each attempt to prepare a plan or approach for the revitalisation of the Centre; as well as feedback received during the preparation of the City's Girrawheen Koondoola Local Area Plan, has resulted in the following reoccurring themes:

- People liked the multi-cultural variety of food available at the shopping centre;
- People who shop there mainly do so because of convenience;
- People felt the shopping centre is run-down and in need of significant improvements; and
- People feel that anti-social behaviour at the Centre adds to feelings of insecurity and deters them from visiting.

Koondoola Plaza landowner's views

Along with verbal objections, the Koondoola Plaza landowners have made two formal written objections against the City's proposed plans to revitalise the Centre. The key issues raised by the owners include:

- Concerns that developing Lot 250 under a 'Commercial' zone would result in large scale retail development within the centre which would lead to commercial competition against the existing businesses;
- Concern that the recently finalised planning framework will force them to develop or give up portions of their land without their consent; and
- Financial concerns that they must redevelop their lot despite not being in a financial position to do so.

In accordance with DPS 2, the Centre's existing Net Lettable Area (NLA) is capped at a maximum of 3,000m². Therefore, despite Lot 250 being rezoned to a 'Commercial' zone, the maximum NLA cap will remain the same, and any additional large scale retail development on the City owned land is unlikely to be supported.

Additionally, the City explained that the purpose of the LDP is to ensure an integrated development of the centre over time. The landowners are not required to develop within any timeframe, however, as each landowner develops, they will need to have regard to the LDP and design their development accordingly.

Despite explaining to the landowners that the planning framework will not redevelop their land without their consent, the landowners remain vehemently opposed to any proposed approach to revitalisation. The City is now investigating the potential options for the development of the centre, including the potential involvement of the State Government to facilitate this.

Improvement Plan

As you are aware, an Improvement Plan can advance the planning, development and use of land identified as requiring special planning. With the planning framework finalised for the Centre, the WAPC can act as the decision maker over the Centre, ensuring development is in accordance with the intent of the LDP and scheme amendment. An Improvement Plan would allow them to enter into an agreement with the landowners to develop, construct, purchase/sale, or pool together each lot to facilitate a coordinated development of the Centre.

Although it is acknowledged that Improvement Plans are often applied on land of State or regional significance, the City believes that State Government involvement through the preparation of an Improvement Plan is the most suitable option in addressing the longstanding social and safety concerns of the community and achieving a coordinated approach to the redevelopment of the Centre. As an LDP has already been finalised after a consultation process with landowners and the surrounding community, it could serve as an appropriate basis for the Improvement Plan.

Should the WAPC and the Minister for Planning support the preparation of an Improvement Plan over the Centre, the City would appreciate the opportunity to discuss how this could be achieved. In particular, the City would be happy to provide assistance where required, including offering the City land be part of the redevelopment opportunity, or providing staff resources to assist in the preparation and implementation of the Improvement Plan.

Please feel free to contact Mark Dickson on 9405 5433 or <u>mark.dickson@wanneroo.wa.gov.au</u>, if you require additional information or clarification.

Yours sincerely,

Daniel Simms CHIEF EXECUTIVE OFFICER

Attachment 1: Pictures of the current Koondoola Plaza Shopping Centre





Approval Services

PS02-03/22 Consideration Following Advertising of Adoption of Amendment No. 188 to DPS 2 to Introduce an Additional Use of Motor Vehicle Repairs at Lot 23 (250) Carabooda Road, Carabooda

File Ref:	41619 – 22/28814
Responsible Officer:	Director Planning and Sustainability
Attachments:	5

Issue

To consider the submissions received during the public advertising of Amendment No. 188 to District Planning Scheme No. 2 (DPS 2) and adoption of that amendment.

Applicant	Urbanista Town Planning	
Owner	Gaetanina Henderson and Peter Gregory Henderson	
Location	Lot 23 (250) Carabooda Road, Carabooda	
Site Area	8.079 Hectares	
MRS Zoning	Rural	
DPS 2 Zoning	Rural Resource	

Background

On 19 October 2020, Urbanista Town Planning on behalf of the landowners lodged Amendment No. 188 to DPS 2 to introduce an Additional Use of 'Motor Vehicle Repairs' on the subject site. Motor Vehicle Repairs is a 'Not Permitted' (X) use in the Rural Resource zone.

The amendment was progressed following an anonymous enquiry received in relation to the operation of the business, and subsequent investigation by the City's Compliance Services. The investigation determined that a Motor Vehicle Repairs business was operating from the site without a valid planning approval. As a 'Not Permitted' (X) use in the Rural Resource zone Amendment No. 188 has been progressed to allow the business to continue operating on the subject site.

A Location Plan of the subject site and amendment area is included as Attachment 1.

In accordance with the *Planning and Development (Local Planning Schemes) Regulations* 2015 (the Regulations) all standard and complex scheme amendments are typically presented to Council twice.

The first time an amendment is presented it is for Council to consider whether the amendment should be initiated (adopted) and proceed to public consultation. The initiation of the amendment does not necessarily indicate whether Council will support the amendment following the consultation period. If Council resolves to 'not adopt' an amendment and commence consultation then the amendment proposal does not progress further and the WAPC or Minister for Planning is not involved in the matter.

The second time an amendment is presented to Council is to consider any submissions and to determine whether to recommend 'support' or 'not support' to the WAPC. Council can choose whether or not to support an amendment at this stage however it will be the Minister for Planning that makes the final decision on the amendment.

When Amendment No. 188 was first presented to Council on 20 April 2021 (refer Item PS07-04/21) Administration recommended that the proposal not be adopted for the following reasons:

- The proposal is inconsistent with the objectives of the Rural Resource zone and could undermine the intent of the zone, which seeks to prioritise agricultural and horticultural land uses and basic raw material extraction;
- The proposal is inconsistent with *State Planning Policy 2.5: Rural Planning* as it does not preserve an agricultural site of economic significance from the encroachment of industrial land uses; and
- The proposal will set an undesirable precedent for the use of Rural Resource zoned land within the locality.

Notwithstanding this, Council elected to adopt Amendment No. 188 as follows:

That Council:-

 Pursuant to Section 75 of the Planning and Development Act 2005 ADOPTS Amendment No. 188 to District Planning Scheme No. 2 to allow the Additional Use of Motor Vehicle Repairs at Lot 23 (250) Carabooda Road, Carabooda by including the following within Schedule 2 – Section 1 (Clause 3.20) – Additional Uses:

٨	lo	Street/ Locality	Particulars of Land	Additional Use and Conditions (where applicable)
A42	1-42	250 Carabooda Road, Carabooda	Lot 23 on Deposited Plan P8913	 Motor Vehicle Repairs (D) <u>Conditions</u> The extent of the additional use A42 shall only apply to a portion of Lot 23 as delineated on the City of Wanneroo District Planning Scheme No. 2 – Map 11 of 24 Pinjar Locality North West. Development shall be in accordance with plans approved by the local government and will require the issue of a development approval. At least one (1) of the owners of the Motor Vehicle Repairs business must also reside on the subject property. The Motor Vehicle Repairs business shall be limited to servicing related to agricultural, horticultural and basic raw material extraction land uses.

- 2. NOTES that the scheme amendment as proposed by the applicant is proceeding to advertising with modifications pursuant to Clause 37(1)(b) of the Planning and Development (Local Planning Schemes) Regulations 2015;
- 3. Pursuant to Regulation 35(2) of the Planning and Development (Local Planning Schemes) Regulations 2015, RESOLVES that Amendment No. 188 to District Planning Scheme No. 2 is a Complex Amendment for the following reason: An amendment relating to development that is of a scale, or will have an impact, that is significant relative to development in the locality.
- 4. Pursuant to Regulation 37(2) of the Planning and Development (Local Planning Schemes) Regulations 2015, SUBMITS two (2) copies of the Amendment No. 188 to District Planning Scheme No. 2 documentation to the Western Australian Planning Commission for its consideration;

- 5. Pursuant to Section 81 of the Planning and Development Act 2005 REFERS Amendment No. 188 to District Planning Scheme No. 2 to the Environmental Protection Authority; and
- 6. Subject to approval from the Environmental Protection Authority and the Western Australian Planning Commission, ADVERTISES Amendment No. 188 to District Planning Scheme No. 2 for a period of not less than 60 days pursuant to Regulation 38 of the Planning and Development (Local Planning Schemes) Regulations 2015.

Attachment 2 illustrates the current and proposed zoning of the subject site on the scheme amendment maps. As illustrated, the proposed Additional Use would be limited to a 2750m² area (55 metres by 50 metres) in the north western portion of the property.

Detail

Site

The subject site and surrounding lots are all zoned Rural under the Metropolitan Region Scheme (MRS) and Rural Resource under DPS 2. The subject site is bound by Carabooda Road to the north, a rural residential dwelling to the east and agricultural uses to the south and west. The lots immediately north of Carabooda Road also comprise agricultural uses.

The surrounding locality accommodates primarily agricultural uses in addition to some extractive industrial uses consistent with the Rural Resource zone. The subject site is approximately three kilometres from Wanneroo Road.

Historical Approvals and Compliance Matters

The site has planning approval for two 'Grouped Dwellings' and associated residential additions, including a tennis court. Following the investigation undertaken by the City's Compliance Services it was determined that a number of structures and materials on the subject site did not have the required planning approvals, such as multiple outbuildings and patios. A number of these structures have since obtained the relevant approvals from the City. The applicant is also storing a large amount of commercial material on the subject site south of the unauthorised Motor Vehicle Repairs business. A Storage Yard is also a 'Not Permitted' (X) use in the Rural Resource zone and is not capable of approval under DPS 2. Administration is continuing to work with the applicant to address the unauthorised storage of materials on the site.

The applicant intends to retain the two Grouped Dwellings and associated additions on the subject site, in addition to operating the Motor Vehicle Repairs land use.

Proposal

The proposal seeks to amend DPS 2 by:

- Introducing Motor Vehicle Repairs as an Additional Use on Lot 23 (250) Carabooda Road, Carabooda and amending Schedule 2 – Section 1 (Clause 3.20) – Additional Uses. Motor Vehicle Repairs would be a 'Discretionary' (D) land use and would be subject to the following conditions:
 - i. The extent of the additional use shall only apply to a portion of Lot 23 as delineated on the City of Wanneroo District Planning Scheme No. 2 Map 11 of 24 Pinjar Locality North West.
 - ii. Development shall be in accordance with plans approved by the local government and will require the issue of a development approval.
 - iii. At least one of the owners of the Motor Vehicle Repairs business must also reside on the subject property.

CITY OF WANNEROO AGENDA OF ORDINARY COUNCIL MEETING 15 MARCH, 2022

- iv. The Motor Vehicle Repairs business shall be limited to servicing related to agricultural, horticultural and basic raw material extraction land uses
- 2. Amend the scheme map accordingly.

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

- The Motor Vehicle Repairs business provides an important service to support the Rural Resource zone, both in the City of Wanneroo and surrounding area. The business is well known by local agricultural businesses, which regularly utilise their services to repair and maintain their machinery. Supporting this additional use will allow the business to continue servicing the community, ensuring the needs of businesses within the Rural Resource zone are met;
- 2. Motor Vehicle Repairs is consistent with the objectives of the Rural Resource zone as it does not compromise the intent of the zone, or any existing or future prospective business development opportunities, and instead supports and assists these pursuits by providing a necessary direct service for these uses;
- 3. Having a locally available Motor Vehicle Repairs business is a crucial and beneficial land use within the Rural Resource zone that enables and encourages further intensive agricultural, horticultural and animal husbandry operations in the area;
- 4. The proposal is consistent with *State Planning Policy 2.5: Rural Planning* as it will ensure continued support for existing and future primary production within the locality and will not limit the ability for adjoining properties to operate any of the numerous land uses capable of consideration in the Rural Resource zone. Further, it does not result in any environmental risks or clearing of vegetation; and
- 5. An Acoustic Report has been provided that demonstrates the current business complies with the *Environmental Protection (Noise) Regulations 1997* and therefore does not affect the amenity of surrounding residents.

The applicant's report on the proposed scheme amendment is included as Attachment 3.

Consultation

In accordance with Council's decision, the amendment was referred to the Environmental Protection Authority (EPA) and Department of Planning, Lands and Heritage (DPLH). As a complex amendment and in accordance with the applicable legislation the EPA are required to advise the City whether an environmental assessment is required, and DPLH are required to examine the amendment and determine whether it is suitable for advertising, or if modifications are required.

On 28 June 2021, the EPA advised the City that the scheme amendment did not warrant an environmental assessment, and on 15 July 2021 DPLH advised that the proposed amendment was suitable for advertising, subject to minor administrative modifications.

A 67 day public advertising period was carried out commencing on 10 October 2021 and concluding on 7 January 2022 by way of the following:

- A sign being erected on site;
- Notice of the proposed amendment being published in the local newspaper and at the City's offices;
- Letters sent to surrounding landowners and occupiers within 400 metres of the amendment area; and
- The amendment documentation being made available on the City's website.

At the conclusion of the advertising period seven submissions were received, all in support of the proposed amendment. The main comments provided were:

- The business provides a specialised and necessary service for the surrounding agricultural growers in the area; and
- The business is conveniently located to provide an efficient service for growers in Carabooda and avoids the need to travel long distances for the servicing and maintenance of agricultural machinery.

A summary of the submissions received is included as **Attachment 4** and will be discussed in further detail below.

Comment

Public Submissions and Planning Considerations

Public Submissions

As noted above, all seven submissions received during the advertising period were provided in support of the proposal, and relate to the convenience the business provides to the surrounding agricultural industry.

This was considered during Administration's initial review of the amendment and subsequent report to Council, and it is accepted that the existing unauthorised use does offer a convenient local service to some of the surrounding agricultural growers in the locality. However, this represents an incidental benefit as a result of the proximity of the business to the nearby growers. Further, it is understood that servicing of agricultural machinery is often undertaken by the mobile mechanic service that is offered by the business, due to the size and scale of many agricultural vehicles and machines. To this end, if the on-site component of the servicing business was relocated to a suitable alternative location then the mobile repair component could continue to operate from the site. This in Administration's view would allow the business to maintain a similar level of convenience for its customers.

Although the submissions have demonstrated that there is some benefit provided to the nearby agricultural industry, this is considered to represent an incidental benefit offered by the location of the business. In this regard the presence of the business in the area does not provide a service that is not otherwise available elsewhere. Moreover, this does not address a number of Administration's other concerns with the proposal, which were outlined in the previous report to Council (PS07-04/21). To reiterate, these concerns can be summarised as follows:

Objectives of DPS 2

The subject site is zoned Rural Resource under DPS2. The objectives of the Rural Resource zone are to:

- a) Protect from incompatible uses or subdivision, intensive agriculture, horticulture and animal husbandry areas with the best prospects for continued or expanded use; and
- b) Protect from incompatible uses or subdivision, basic raw materials priority areas and basic raw materials key extraction areas.

The proposed amendment is considered inconsistent with the objectives of the Rural Resource zone for the following reasons:

- The land use is not agricultural or horticultural in nature, does not relate to the breeding and caring of animals and is not related to basic raw material extraction, and as an industrial activity is not considered complementary to any of these uses;
- The land use is not being proposed in conjunction with any other rural use of the property; and

• The use is industrial in nature and can appropriately be located in the Service Industrial or General Industrial zones, along with other similar land uses.

As such, adopting Amendment No. 188 is likely to encourage other non-rural uses to locate within Carabooda and undermine the objectives of the zone, which seek to protect the area for agricultural, horticultural and extractive industry purposes.

Location of the Business

The subject site is situated approximately three kilometres from Wanneroo Road and is indirectly accessed by Karoborup Road and Carabooda Road. Given the restricted access to the subject site there is no strategic rationale to support the proposed use, even if it could be demonstrated that there is a demand for Motor Vehicle Repairs in the surrounding locality.

For example, a number of additional uses in the Neerabup and Carabooda area have been supported where they are adjacent to Wanneroo Road. These sites have historically been considered suitable for additional uses given they are easily accessible to the surrounding rural uses, provide opportunities for passing trade to remain commercially viable and prevent the redistribution of customers onto the local rural road network.

Availability of Industrial Land

As identified under the *North West Sub Regional Planning Framework* the Neerabup Industrial Area (NIA) is an emerging industrial node with a significant amount of undeveloped land, and is located just over a 10 minute drive from the subject site. To support the sustainable emergence of the NIA it is important for industrial uses to be established within the precinct, where similar and compatible uses can be clustered in proximity to one another, and benefit strategically from co-location.

If Amendment No. 188 was adopted this could further encourage other industrial uses to locate in the Rural Resource zone, rather than the NIA or other identified industrial nodes within the City. Overall, this has the potential to undermine the economic viability and growth of these areas.

State Planning Policy 2.5: Rural Planning

State Planning Policy 2.5: Rural Planning (SPP 2.5) recognises intensive agriculture as an important contributor to the state's economy, and identifies Carabooda as one of the locations responsible for yielding much of the state's agricultural produce. The lots along Carabooda Road themselves support predominantly agricultural land uses, with a number of other agricultural uses found along Safari Place to the north and Karoborup Road to the south.

SPP 2.5 states that such intensive agricultural areas should be protected from the encroachment of incompatible uses given their economic significance. To this end it is noted that the landowners do not currently hold a water license for the site, however access to water can still be obtained via the Water trading Market. As such, a water license could be acquired to enable agricultural uses to be undertaken. Introducing a use that compounds the sites inability to support development that is encouraged within the zone would therefore set an undesirable precedent for the relocation of other industrial uses within the locality.

Therefore, for these reasons Administration maintains its position that Amendment No. 188 should not be supported.

Alternative Recommendation

When Amendment No. 188 was adopted by Council for advertising it was subject to three proposed 'conditions' being modified. A copy of Council's resolution outlining the modifications

and reasoning is included as **Attachment 5**. Two of the changes were administrative modifications only, whilst the third modification required was:

Modifying the wording of Condition 6 (now Condition 4) to read as follows:

The Motor Vehicle Repairs business <u>shall be limited to servicing related to agricultural</u>. <u>horticultural and basic raw material extraction land uses</u> must primarily service diesel machinery and vehicles.

The purpose of this modification was to better reflect the purpose and need for a Motor Vehicle Repairs land use in the Carabooda area, as a support service for the surrounding agricultural businesses. The modification does more closely align the proposed additional use with the objectives of the Rural Resource zone. However, Administration's view is that even with the additional restrictions on the types of machinery that can be serviced, as outlined above the proposal is not considered to satisfy a number of other provisions within the planning framework.

Therefore, Administration retains its view that the amendment (as advertised) should not be supported. However, if Council is of a view to support the amendment it is recommended that the proposal be supported as advertised, without further modification.

Conclusion

The proposed request to consider amending DPS 2 by introducing an Additional Use of Motor Vehicle Repairs at Lot 23 (250) Carabooda Road, Carabooda has been assessed against the relevant legislation and planning framework. The submissions received during the advertising indicate that the business provides convenience to the immediate locality due to its proximity. However, the proposed use will not provide a service or meet a need that is not already available to the surrounding agricultural producers. In this regard simple convenience does not in Administration's view outweigh the objectives of the Rural Resource zone.

Administration has assessed the application against the planning framework and considers that the proposal is inconsistent with the objectives of both the Rural Resource zone and SPP 2.5 and the amendment could set an undesirable precedent for the location of other industrial land uses within rural areas.

It is recommended that Council not support Amendment No. 188 for the reasons outlined in this report and Administration's previous report to Council on 20 April 2021 (PS07-04/21).

However, should Council resolve to support Amendment No. 188 it is recommended that the proposal be supported as advertised without further modification.

Statutory Compliance

Amendment No. 188 has been processed in accordance with the provisions of the *Planning and Development Act 2005* and the *Planning and Development (Local Planning Schemes) Regulations 2015.*

Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2021 – 2031:

5 ~ A well planned, safe and resilient City that is easy to travel around and provides a connection between people and places

5.2 - Plan for and manage land use

Risk Management Considerations

Risk Title	Risk Rating
ST-S12 Economic Growth	Moderate
Accountability	Action Planning Option
Chief Executive Officer	Manage

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

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

Policy Implications

This proposal has been assessed in accordance with the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015, State Planning Policy 2.4: Basic Raw Materials and State Planning Policy 2.5: Rural Planning.*

Financial Implications

Nil

Voting Requirements

Simple Majority

Recommendation

That Council:-

- Pursuant to Regulation 41(3)(c) of the Planning and Development (Local Planning Schemes) Regulations 2015 NOT SUPPORT the Complex Amendment No. 188 to District Planning Scheme No. 2 to amend Schedule 2 – Section 1 (Clause 3.20) Additional Use to allow the land use Motor Vehicle Repairs at Lot 23 (250) Carabooda Road, Carabooda for the following reasons:
 - a) The proposal is inconsistent with the objectives of the Rural Resource zone as the introduction of an industrial land use has the potential to undermine the intent of the zone, which seeks to prioritise agricultural and horticultural land uses and basic raw material extraction;
 - b) The proposal is inconsistent with *State Planning Policy 2.5: Rural Planning* as it does not preserve an agricultural site of economic significance from the encroachment of industrial land uses; and
 - c) The proposal will set an undesirable precedent for the use of Rural Resource zoned land within the locality.
- 2. Pursuant to Regulation 44 of the *Planning and Development (Local Planning Schemes) Regulations 2015* PROVIDES the advertised Amendment No. 188 to the

City of Wanneroo District Planning Scheme No. 2 to the Western Australian Planning Commission together with the schedule of submissions and the City's recommendation.

3. ADVISES submitters of its decision.

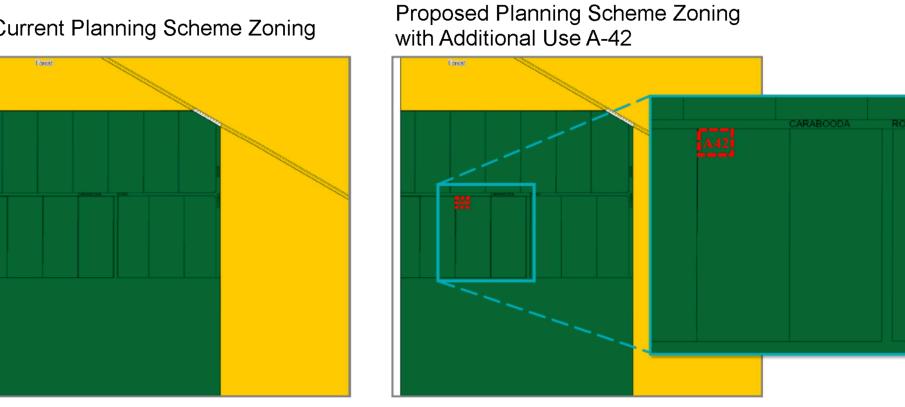
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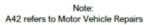
Attachment 1 - Location Plan	21/26736
Attachment 2 - Planning Scheme Zoning	22/32905
Attachment 3 - Applicants Report on Amendment No. 188	22/57764
Attachment 4 - Summary of Submissions	22/42904
Attachment 5 - Council Resolution on Amendment No. 188 20 April 2021	22/42882
	Attachment 2 - Planning Scheme Zoning Attachment 3 - Applicants Report on Amendment No. 188 Attachment 4 - Summary of Submissions





Attachment 2





Current Planning Scheme Zoning

Attachment 3





PROPOSED SCHEME AMENDMENT ADDITIONAL USE MOTOR VEHICLE REPAIRS

250 Carabooda Road, Carabooda



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250 Carabooda Road Carabooda LPS Amendment

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SCHEME AMENDMENT REPORT

1 INTRODUCTION

Urbanista Town Planning have been engaged by the owners of No. 250 Carabooda Road, Carabooda to prepare a Local Planning Scheme amendment for the purpose of adding an additional use of 'motor vehicle repairs'.

This amendment is considered to be a 'standard' amendment under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reasons:

- an amendment relating to a zone or reserve that is consistent with the objectives identified in the scheme for that zone or reserve;
- an amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment; and
- an amendment that does not result in any significant environmental, social, economic, or governance impacts on land in the scheme area.

The land use and associated development is not of a scale or impact that could be considered significant relative to development within the locality. The scale of development is relatively minor both spatially and by virtue of the number of staff as illustrated within this report. Furthermore, the retrospective nature of the land use which has operated for the past four (4) years has demonstrated there have been no significant issues.

An acoustic report has been undertaken to assess and ensure any noise emissions are within acceptable levels (attached to this report). Further, the land use has been operating without any noise complaints which is a clear indicator that any operational noise emissions are minor and within acceptable limits. The current operation does not include early morning starts or weekend trade.

1.1 BACKGROUND

Western Diesel & Turbo Service Pty Ltd ('WDATS') is an established small family owned and operated business specialising in diesel motor repairs and diesel fuel injection repairs. WDATS provides important services supporting the 'rural resource' zone, both in the City of Wanneroo and further afield. By allowing this additional use, the City will formalise and allow for this business to continue servicing the community, ensuring the needs of businesses within the 'rural resource' zone are met.

WDATS has been operating for about four (4) years at its current address. The area which is being used for motor vehicle repairs is limited to the north western corner of the site, and consists of one workshop, and associated facilities including a staff break room, office, and storage yard. WDATS conducts motor vehicle repairs on a range of vehicles from tractors to light vehicles, and agricultural equipment. WDATS also provides a mobile repairs service.

WDATS operates Monday to Friday 7am – 4pm (closes 3pm on Friday) and currently employs three (3) staff. At any one time there may be up to three (3) visitors on site, and typically between 10 to 20 vehicles. WDATS receives up to three (3) deliveries per day (largely in light vehicles) of equipment and parts for their motor vehicle repairs business.

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250 Carabooda Road Carabooda LPS Amendment

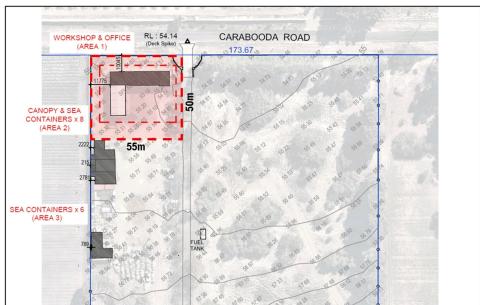
Ownership details of the lot are shown in the table below.

Lot	Street Address	Land Area	Volume / Folio	Proprietor
Lot 23 P8913	250 Carabooda Road, Carabooda	1,012sqm	549 / 130A	Gaetanina Henderson & Peter Gregory Henderson

The subject site is located at No. 250 (Lot 23 on Plan 8913) Carabooda Road, Carabooda, and has a total area of 80,788m². The site is located east of Wanneroo Road within a 'rural resource' zone. As identified in accordance with clause 34 of the Planning and Development (Local Planning Schemes) Regulations 2015 ('**Regulations**') this submission has been prepared as a 'standard' amendment for the purpose of adding an Additional Use of 'motor vehicle repairs' to the City's Local Planning Scheme for the subject property. 'Motor vehicle repairs' means:

...any land or buildings used for or in connection with electrical and mechanical repairs and overhauls to motor vehicles. The term includes repairs to tyres but does not include re-capping or re-treading of tyres, panel beating, spray painting or chassis reshaping.

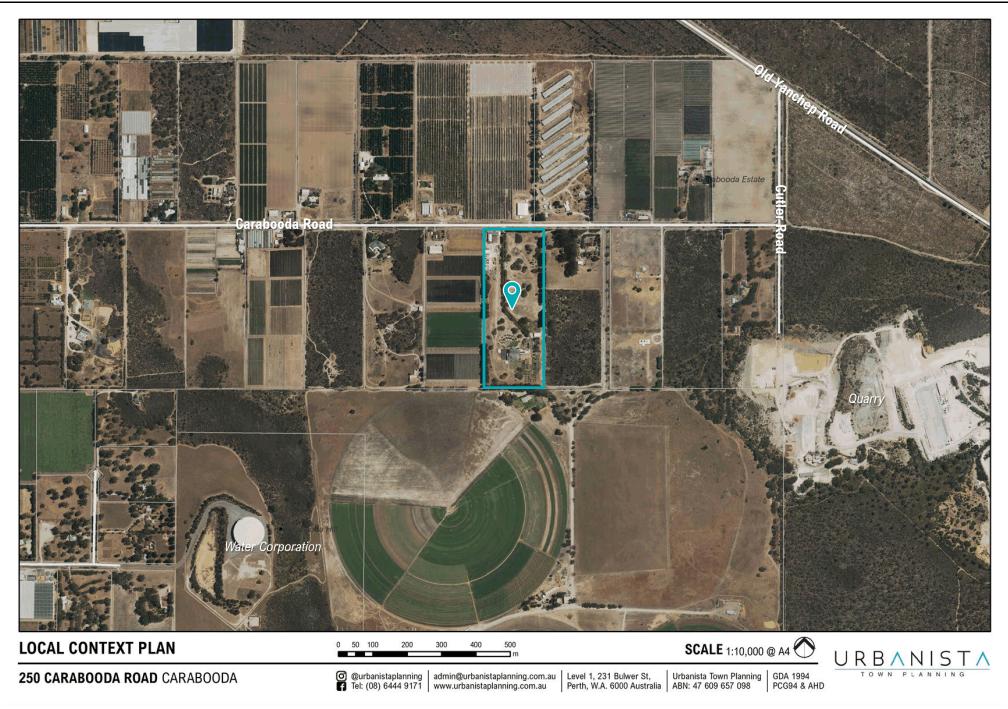
The site currently contains a family operated motor vehicle repairs business with ancillary storage yard, providing direct service to a range of local businesses in the area. The area of subject land is illustrated in the submitted overall site plan for context. The area subject to the additional use is restricted to part of the lot is shown in red below.



Extent of Motor Vehicle Workshop and incidental storage yard "Motor Vehicle Repairs"

The total area utilised for the additional use is approximately 2,750m² which represents 3.4% of the total site area, however most of this space is not actively used, including building setbacks, storage space, and vehicle parking and manoeuvring. The extent of space actively utilised for the motor vehicle repairs is limited to the workshop area, which occupies approximately 500m² (0.6% of the total site area) inclusive of office and lunchroom.

The space south of the motor vehicle repairs area is not associated with or used for the purposes of motor vehicle repairs; this area is utilised by the landowner for personal storage.



2 PLANNING FRAMEWORK

2.1 CITY OF WANNEROO LOCAL PLANNING SCHEME NO. 2

The City does not currently have an approved Local Planning Strategy to provide the strategic framework for the future vision of the area, accordingly the existing Local Planning Scheme provides the most relevant and up to date vision for the area.

The City's Local Planning Scheme 2 ('LPS2') has set-out the following objectives for the rural resource zone:

- 3.17.1 The objectives of the Rural Resource Zone are to:
 - a) protect from incompatible uses or subdivision, intensive agriculture, horticultural and animal husbandry areas with the best prospects for continued or expanded use;
 - b) protect from incompatible uses or subdivision basic raw materials priority areas and basic raw materials key extraction areas.

The proposal for motor vehicle repairs is consistent with these objectives insofar as practical for a use which requires an 'additional use' Local Planning Scheme amendment. Motor vehicle repairs does not compromise the intent of the rural resource zone, or any existing or future perspective business development opportunities, rather it supports and assists these pursuits by providing a necessary direct service to these businesses.

The subject site does not have access to a water licence so is unable to undertake a traditional agricultural use. Ultimately rendering the site sterile as such, the more vehicle repairs provides an alternative solution for the sterile site by providing a much needed service to the local growers and agricultural businesses.

Machinery is essential to operation of today's intensive agriculture, horticultural and animal husbandry industries. The business currently operating offers services far beyond that of a typical motor vehicle repairs business, including maintenance and servicing of a wide range of machinery and vehicles of a commercial and industrial nature. The business is well known by local agricultural businesses in the area which regularly utilise their services to repair and maintain their machinery.

Accordingly, having a locally available specialised motor vehicle repairs business is a crucial and beneficial land use within the rural resource zone, which enables and encourages further intensive agricultural, horticultural and animal husbandry operations in the area. The motor vehicle repairs does not limit the rural resource zone from achieving its objectives in any way and is by no means incompatible with or impacting on any of the range of permitted land uses in the zone.

2.2 STATE PLANNING POLICY 2.5 RURAL PLANNING

The site is subject to the requirements of State Planning Policy 2.5 ('**SPP2.5**'), as the land is zoned rural under the Metropolitan Region Scheme ('**MRS**'). The policy objectives are as follows:

- (a) support existing, expanded and future primary production through the protection of rural land, particularly priority agricultural land and land required for animal premises and/or the production of food;
- (b) provide investment security for existing, expanded and future primary production and promote economic growth and regional development on rural land for rural land uses;
- (c) outside of the Perth and Peel planning regions, secure significant basic raw material resources and provide for their extraction;
- (d) provide a planning framework that comprehensively considers rural land and land uses, and facilitates consistent and timely decision-making;
- (e) avoid and minimise land use conflicts;
- (f) promote sustainable settlement in, and adjacent to, existing urban areas; and
- (g) protect and sustainably manage environmental, landscape and water resource assets.

The proposed Scheme Amendment providing the additional land use of motor vehicle repair will ensure the continued support of existing and future primary production within the locality, which have not significant impacts on adjacent properties, nor will it limit the ability for adjacent properties operate as any of the numerous land uses permitted within the rural living zone. The associated development does not result in any environmental risks and as the development already exists will not require clearing of any existing vegetation on site.

These policy objectives are achieved through measures which are outlined in clause 5 of SPP2.5. Majority of the measures listed are not relevant to the proposed scheme amendment as they relate directly to other land uses. Preventing and managing impact in land use planning is the only section considered to have any direct relevance to the considerations of the proposed scheme amendment and has been addressed below.

SPP2.5 POLICY MEASURES – CLAUSE 5.12 PREVENTING AND MANAGING IMPACT IN LAND USE PLANNING

5.12.1 Avoiding land use conflict

(a) where an existing land use that may generate impacts is broadly compatible with surrounding zones and land uses, a separation distance should be indicated in a local planning strategy so there is broad awareness of the land use;

The use of motor vehicle repairs is compatible with surrounding zones and land uses. The properties adjacent to the proposed scheme amendment area (north-western corner of the site) are both utilised for agriculture, which will be unaffected by potential noise emissions, no other emissions result from the land use.

- (b) where a development is proposed for a land use that may generate off-site impacts, there should be application of the separation distances used in environmental policy and health guidance, prescribed standards, accepted industry standards and/or Codes of Practice, followed by considering
 - (i) whether the site is capable of accommodating the land use; and/or
 - (ii) whether surrounding rural land is suitable, and can be used to meet the separation distances between the nearest sensitive land use and/or zone, and would not limit future rural land uses; and
 - (iii) whether if clauses (i) and/or (ii) are met, a statutory buffer is not required;

The site is capable of accommodating the land use and has been for the past four (4) years. The proposed land use being a motor vehicle repairs, is neither a 'sensitive use' subject to buffer requirements nor an industrial use which creates buffer considerations under State Planning Policy 4.1.

Furthermore, the subject site is not able to be utilised for traditional agricultural pursuits as it cannot obtain a water licence. Therefore, the Scheme Amendment for the additional use allows a land use that supports the agricultural pursuits in the area, this is further supported by the petitions and letters of support provided in response to this Scheme Amendment.

(c) where a development is proposed for a land use that may generate off-site impacts and does not meet the standard outlined in clause 5.12.1 (b) then more detailed consideration of off-site impacts will be required, in accordance with clause 5.12.3 of this policy; and

Not applicable.

(d) where a development is proposed that could be contemplated in the zone, and has been assessed under clause 5.12.3 as having unacceptable offsite impacts that cannot be further mitigated or managed, the proposal should be refused.

Not applicable.

5.12.2 Planning approach for sensitive land uses in rural zones potentially affected by a rural land use

(a) single dwellings on rural land are a sensitive land use;

Noted.

(b) single dwellings and other sensitive land uses on rural land should be afforded a reasonable standard of rural amenity;

250 Carabooda Road Carabooda LPS Amendment

SPP2.5 POLICY MEASURES – CLAUSE 5.12 PREVENTING AND MANAGING IMPACT IN LAND USE PLANNING

The location of the motor vehicle repair provides considerable separation distances from nearby dwellings as follows:

- 231 Carabooda 90m (not a sensitive land use, refer to 5.12.2(e) below)
- 232 Carabooda 120m (not a sensitive land use, refer to 5.12.2(e) below)
- 250 Carabooda 310m (subject site, same owner)
- 270 Carabooda 180m and 240m (not a sensitive land use, refer to 5.12.2(e) below)
- 275 Carabooda 180m (not a sensitive land use, refer to 5.12.2(e) below)
- 281 Carabooda 350m (not a sensitive land use, refer to 5.12.2(e) below)

The acoustic report provided confirms operation of the business to comply with the WA Environmental Protection (Noise) Regulations 1997 and AS2107.

(c) the introduction of single dwellings and other sensitive land uses should not occur where they would limit primary production;

Not applicable.

(d) the extent of a sensitive land use on rural land is a distance (as opposed to the property boundary) from the perimeter of the use that provides a reasonable standard of rural amenity;

As indicated above in 5.12.2(b) the separation distance provided form the motor vehicle repairs is sufficient from the nearby sensitive land uses to ensure a reasonable standard or rural amenity.

(e) where primary production sites require caretakers' dwellings for management or operational purposes, these dwellings should not be considered a sensitive land use, noting that occupational health and workplace safety requirements will apply;

Noted, the nearest dwellings located at Nos. 231, 232, and 275 Carabooda are associated with primary production, and would therefore not be considered sensitive land uses.

(f) rural land uses are compatible with the preservation of rural character and amenity in rural zones;

Motor vehicle repair is a necessary service within rural areas to ensure that the machinery and vehicles utilised, particularly with primary production can be serviced and repaired locally to ensure ongoing viability and convenience for local businesses. The extent of the additional use is insignificant in the context of the rural zone and impacts in terms of both emissions and visually are minimal and certainly not having an adverse impact on the character or amenity of the locality.

(g) where single dwellings or other sensitive land uses are proposed in an area potentially impacted by a primary production site of State significance, prospective purchasers may be advised of potential impacts by notifications on title at subdivision stage.

Not applicable.

5.12.3 Determining a buffer

(a) separation distances recommended in Government policy and guidance;

The proposed land use being a motor vehicle repairs, is neither a 'sensitive use' subject to buffer requirements nor an industrial use which creates buffer considerations under State Planning Policy 4.1. As noted in 5.12.2(e) above the nearby dwellings are also not considered sensitive uses, so no separation distances are recommended.

(b) whether the design and/or operation of the proposal is in accordance with prescribed standards, accepted industry standards or codes of practice;

An acoustic assessment has been undertaken to ensure that noise emissions from the motor vehicle repairs is within the limits of the prescribed requirements and accepted industry standards. The report confirmed that

SPP2.5 POLICY MEASURES – CLAUSE 5.12 PREVENTING AND MANAGING IMPACT IN LAND USE PLANNING

operational noise is fully compliant and includes recommendations to ensure noise levels remain at an acceptable level in the future.

(c) whether, prior to issuing an approval, any management plans associated with the proposal are capable of being implemented;

The land use is not considered to require any specific management plans to operate without impact, given it already needs to operate within the limits of existing legislation which minimised potential impact.

(d) the existing or potential requirement for environmental licensing and/or works approval;

No environmental licensing or works approvals are required for motor vehicle repairs.

(e) potential cumulative impacts;

The operation of a motor vehicle repair will not result in any cumulative impacts.

(f) whether modelling is required where impacts on sensitive land uses outside the property boundary are anticipated to exceed the parameters used in environmental policy, prescribed standards, accepted industry standards and/or codes of practice; and

Refer to 5.12.3(b) above.

(g) odour modelling, when required, is to be undertaken in accordance with a methodology outlined in Government policy or guideline, or an agreed equivalent, by the proponent of the primary production or the proponent of the sensitive zone or land use.

Not applicable.

5.12.4 Planning approach for buffers

(a) for a scheme review or amendment, generally a statutory buffer should be applied and take the form of a special control area with related scheme provisions;

As outlined in 5.12.3 a buffer is not necessary.

(b) for a structure plan, designate buffers, noting that their effect is one of 'due regard';

Not applicable.

(c) for a subdivision, include a condition that notifies prospective purchasers of either a statutory buffer, or a land use that may affect residential amenity; and

Not applicable.

(d) for a development application, the requirements of clause 5.12.1 (b) must be satisfied, as it is not possible to implement a statutory buffer through a development application. Where clause 5.12.1 (b) cannot be satisfied, a scheme amendment may be required.

Not applicable.

5.12.5 Planning approach for managing land use transition

(a) where an area is transitioning from a rural zoning to urban, buffers may be required during the transition, to manage the change and allow producers to continue operations until such time as production ceases or relocation occurs;

10

Not applicable.

SPP2.5 POLICY MEASURES – CLAUSE 5.12 PREVENTING AND MANAGING IMPACT IN LAND USE PLANNING

(b) where an area is transitioning from a rural zoning and the producers plan to relocate before rezoning, structure planning or subdivision occur, proponents are to provide evidence of the intended closure, such as a statutory declaration, written undertaking by the producer, unconditional offer and acceptance for the sale of the property, or removal of the agricultural infrastructure. In these circumstances a buffer need not be applied;

Not applicable.

(c) prospective purchasers of properties affected by a buffer may be advised of the existence of a rural land use through a condition of subdivision; and

Not applicable.

(d) in accordance with clause 5.2 (c) of this policy, rural land uses of State significance are to be given due regard in decision-making.

Not applicable.

Implementation of the policy is addressed through clause 6 of SPP2.5, the only clause considered to have relevance to the proposed scheme amendment is 6.4 which relates to zoning proposals affecting rural land.

SPP2.5 POLICY IMPLEMENTATION – CLAUSE 6.4 ZONING PROPOSALS AFFECTING RURAL LAND

(a) the suitability of the site to be developed for the proposed use;

The site has been demonstrated suitable to be developed for the proposed use, as it has been operating for four (4) years with minimal impact, providing a valuable service other rural land uses within the locality. No adverse impacts have been identified during its time in operation. Furthermore, the site is sterile with respect to pursuing traditional agricultural uses, therefore this use will assist in supporting the more traditional agricultural uses in the locality.

(b) the siting of the zone/land use in the context of surrounding zones/land uses (existing and proposed);

The use of motor vehicle repairs within the context a rural zone provides a valuable local service for numerous other land uses within the zone which are heavily reliant on machinery and vehicles for their day to day operations.

The large allotments associated with rural zones provide a suitable context for such a use to operate with considerable separation from any potential nearby sensitive land uses, whilst also not being prone to impact from any nearby land uses which may require a buffer in order to operate. The land use will (and has) operate harmoniously within its rural zone context.

- (c) the capacity of the site to accommodate the proposed zone/land use and associated impacts and:
 - (i) only support proposals which are consistent with endorsed planning strategies, or in exceptional circumstances, where the proposal meets the objectives and intent of WAPC policy;
 - (ii) only support the introduction of sensitive zones that may affect the existing and future operation of primary production where the management of impacts and/or mitigation approaches have been substantively resolved and are not wholly deferred to later stages of planning;
 - (iii) that the continuation of existing rural land uses are taken into account;
 - (iv) ensure that lifting of urban deferred land in a region scheme is in accordance with clause 6.4 (b);
 - (v) ensure that the sensitive zone does not overlap with any buffer determined to be necessary as a result of introducing the new zone, and the area within the buffer should retain its rural zoning until such time as the buffer is no longer required; and
 - (vi) ensure that adequate land is identified to contain impacts from existing primary production, before introducing sensitive or industrial zones on rural land.

SPP2.5 POLICY IMPLEMENTATION – CLAUSE 6.4 ZONING PROPOSALS AFFECTING RURAL LAND

The proposed additional land use is consistent with objectives and intent outlined in WAPC policy, having no undue impacts within the context of a rural zone. The Motor Vehicle Repairs is not a sensitive land use and will therefore not impact on the ability of other permitted land uses within the rural zone to operate, nor does it impact on the adjacent existing rural land uses.

The Rural Planning Guidelines associated with SPP2.5 also provide further guidance in respect of explanation and intent of SPP2.5. The guidelines do not include any specific guidance in respect of the land use proposed; guidance relating to managing impact of land use planning relates primarily to farming operations and is not relevant to the land use proposed.

2.3 STATE PLANNING POLICY 4.1 INDUSTRIAL INTERFACE

The proposed land use being a motor vehicle repairs, is neither a sensitive use subject to buffer requirements or an industrial use which creates buffer considerations which would require the application of the provisions of State Planning Policy 4.1 Industrial Interface.

3 PROPOSED LAND USE

There are no material (development) changes which arise as a result of the motor vehicles repair business. As restated, this application relates to an additional use Local Planning Scheme amendment, and not a development application approval. On the basis that this proposal relates to the general land use suitability, rather than specifics of development or land use, it is considered and substantiated that there are no material or pertinent obstructions which are considered to warrant a refusal of this additional use Local Planning Scheme amendment.

The additional land use is considered be congruent with and supportable by the City with respect to its location and operation, and the City's planning framework and planning intent for the local and wider areas.

In terms of road network, given the business relates to motor vehicle repairs, and not a manufacturing or other higher intensity industrial use, the forecasted vehicle traffic is relatively low. While there are occasionally several vehicles stored on site (typically awaiting repair), they have minimal to nil bearing on the traffic flows of WDATS and the site. The current and forecasted vehicle traffic is relatively low and of a small scale and nature. It is noted that there have not been any issues which have arisen during the operation of WDATS in relation to the traffic volumes and the capability of the site to accommodate this traffic.

3.1 CAR PARKING

Table 2 of LPS2 specifies a car parking requirement of 5 car parking spaces per service bay. WDATS is a small family business with up to three concurrent staff. Vehicles are serviced in an undercover canopy area and are not necessarily attended to in any sequential order — being moved, rotated, and left during the course of a day. Vehicles may be left on-site while awaiting servicing or other parts.



WDATS Car Parking Area

While there are no formal 'service bays' given there is no more than three (3) staff on site at any one time, the maximum possible vehicles being serviced at any one time would be three, which would provide as car parking requirement of 15 car bays. Car parking on site is informally along the eastern edge of the scheme amendment area, approximately 25m x 10.8m; sufficient for parking of 20 vehicle with additional inactive space around the workshop to accommodate additional parking if necessary.

3.2 TRAFFIC ASSESSMENT

The Western Australian Planning Commission's Transport Impact Assessment Guidelines (TIAG) outline the level of assessment required based on the number of vehicle trips during the peak hour. Low impact developments are classified as those which generate less than ten vehicle trips during peak hours.

Based on the current operation of the Motor Vehicle Repairs there is typically three to four vehicle trips to the site per day. Even in the event all of these trips occurred in the same hour, the development still falls comfortably within the definition of a low impact development under the TIAG. The TIAG stipulates that low impact development does not normally require transport information, and that a brief description of the land use and proposed development should be sufficient.

Based on the above, in terms of number of traffic movements, the motor vehicle repair will have a negligible on the local road network. The types of vehicles serviced include agriculture machinery such as tractors, light trucks, and private vehicles including 4x4's; representing the types of vehicles typically expected within the rural zone. The motor vehicle repair also offers mobile diagnostics and break down call outs, which results in a proportion of work being undertaken off site, reducing the amount of traffic to and from the site.

3.3 ACOUSTIC REPORT

An acoustic assessment was undertaken of the current business operation by Acoustics Consultants Australia, with results of the assessment compiled in a report dated 18 December 2020 (reference 10.00147R-01) which has been included with this submission.

The acoustic assessment confirms the current business operation complies with the *Environmental Protection* (*Noise*) *Regulations 1997* at the closest existing residential locations, and internal noise levels are within recommended levels recognised by AS2107 and the WHO Guidelines.

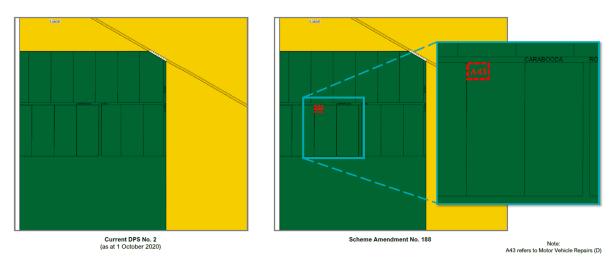
The report concludes that the requirement for specific noise mitigation measures is not necessary, however includes recommendations for a number of measures which could be implemented to ensure noise emissions from the site are maintained within acceptable levels.

3.4 LOCAL PLANNING SCHEME NO. 2 TEXT & MAP MODIFICATIONS

This application proposes an additional use in Schedule 2 - Section 1 (Clause 3.20) - Additional Uses of the City's LPS No. 2. The additional use proposes the following conditions:

- The extent of the additional use A43 shall only apply to a portion of Lot 23 as delineated on the City of Wanneroo Local Planning Scheme No. 2 Map 11 of 24 Pinjar Locality North West.
- Development approval is required for the additional use.
- Development shall be in accordance with plans approved by local government and will require the issue of development approval.
- Development may include a "Storage Yard" component only where it is incidental to the additional use of "Motor Vehicle Repairs".

The proposed additional use map amendments are illustrated within the Scheme Amendment Map attached to this report, and in the figure below. These images illustrate the extent of the proposed additional use A43. A copy of the current LPS No. 2 has also been included in this report.



4 CONCLUSION

The proposal to amend the City's Local Planning Scheme to include an additional use (A43) has been duly considered in the sections above in accordance with City of Wanneroo's planning framework, including LPS2. It has been demonstrated that the proposed scheme amendment for an additional 'motor vehicle repairs' land use for the subject site is consistent with the strategic direction and planning intent of the City, and satisfies the objectives, purpose, and intent of the City's planning framework.

Western Diesel & Turbo Service Pty Ltd, an established Carabooda business, provides important services to the 'rural resource' zone in the City of Wanneroo and further afield. By allowing this additional use, the City will

formalise and allow for this business to continue servicing the community, ensuring the needs of businesses within the rural resource zone can be met locally. The site does not have a water licence and cannot obtain one, which means it cannot undertake a more traditional agricultural pursuit. Therefore, the proposed Scheme Amendment seeks to provide an additional land use which ultimately provides support and a service to the local agricultural businesses. WDATS is well supported by the community and has been demonstrated throughout the Scheme Amendment process with petitions, letters of support and deputations. We look forward to working with the City in progressing this standard Local Planning Scheme amendment for an additional 'motor vehicle repairs' use.

Planning and Development Act 2005 (W.A.)

RESOLUTION DECIDING TO AMEND A LOCAL PLANNING SCHEME

Regulation 35(1)

Planning and Development (Local Planning Schemes) Regulations 2015 (W.A.)



CITY OF WANNEROO

Local Planning Scheme No. 2 — Scheme Amendment No. 188

COMPLEX AMENDMENT

It is RESOLVED that the Council, in pursuance of Section 75 of the *Planning and Development Act 2005* (W.A.), to amend the City of Wanneroo Local Planning Scheme No. 2 by:

• Inserting into "SCHEDULE 2 - SECTION 1 (CLAUSE 3.20) - ADDITIONAL USES" of the City of Wanneroo Local Planning Scheme No. 2, the following text:

No.	Street/ Locality	Particulars of Land	Additional Use and Conditions (where applicable)
A43 (1-43)	250 Carabooda Road, Carabooda	Lot 23 on P8913 (250) Carabooda Road, Carabooda.	 Motor Vehicle Repairs (D) <u>Conditions</u> 1. The extent of the additional use A43 shall only apply to a portion of Lot 23 as delineated on the City of Wanneroo Local Planning Scheme No. 2 — Map 11 of 24 Pinjar Locality North West. 2. Development shall be in accordance with plans approved by the local government and will require the issue of a development approval. 3. At least one (1) of the owners of the Motor Vehicle Repairs business must also reside on the subject property. 4. The Motor Vehicle Repairs business shall be limited to servicing related to agricultural, horticultural and basic raw material extraction land uses.

The Amendment is complex under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reason(s):

An amendment relating to development that is of a scale, or will have an impact, that is significant relative to development in the locality.

Dated this	DAY	day of	MONTH	in the year two thousand and
		Ch	Daniel Simms ief Executive Of	
			16	250 Carabooda Road Carabooda LPS Amendment

Planning and Development Act 2005 (W.A.)

RESOLUTION DECIDING TO AMEND A LOCAL PLANNING SCHEME



CITY OF WANNEROO

Local Planning Scheme No. 2 — Scheme Amendment No. 188

COUNCIL ADOPTION

ADOPTED by resolution of the Council of the City of Wanneroo at the meeting of the Council held on the

_____20th_____day of _____April_____ in the year two thousand and ____21____.

17

Cr. Tracey Roberts Mayor Daniel Simms Chief Executive Officer



250 Carabooda Road Carabooda LPS Amendment

FINAL APPROVAL

APPROVED by resolution of the Council of the City of Wanneroo at the meeting of the Council held on the . day of _____ ___ in the year two thousand and ___ The Common Seal of the Municipality was, pursuant to that resolution, hereunto affixed in the presence of: Cr. Tracey Roberts Mayor Common Seal Daniel Simms **Chief Executive Officer Recommended / Submitted for Approval** Delegated under s16 of the Planning and Development Act 2005 (W.A.) **Approval Granted** MM **Minister for Planning**

Attachment 4

CITY OF WANNEROO AMENDMENT NO. 188 TO DPS 2 – SCHEDULE OF SUBMISSIONS FOLLOWING ADVERTISING

(Advertising Closed 7 January 2022)

*Names and addresses of submitters included as per Regulation 44(2) of the Planning and Development Regulations 2015.

No.	Summary of Submission	Administration Comment
Subi	nitter 1	
1.1	This business is a massive convenience for me and my family. We rely on this business to remain in the area as our machinery is not cheap to move to a repairers, whilst some vehicles are unable to be moved. Having this service at our convenience has made a massive difference to our operating costs and our lives.	Noted.
1.2	The area the business is located is a massive help to all of those in the Carabooda area and provides a good quality, fast and more importantly essential service to the surrounding agricultural growers. I support this business staying in its current location and am happy to talk to anyone as to why we need them.	Noted.
1.3	The owners are two great people who support the community with great service and advice provided to people in the area.	Noted.
Subi	nitter 2	
2.1	Western Diesel and Turbo Service (WDATS) look after our fleet of tractors which is very convenient and avoids us having to travel long distances for the specialised services they offer. They also employ local people and offer apprenticeships to the young up and coming people in our community.	Noted.
Subi	nitter 3	
	It is useful to have a local agricultural engine repair shop in the locality. nitter 4	Noted.
4.1	I Think WDATS are great diesel mechanics and they are an asset to Carabooda as they look after everyone's tractors and machinery and there service is fantastic. I support WDATS 100%.	Noted.
Subi	nitter 5	
5.1	The proposed scheme amendment will enable WDATS to continue to provide a valuable service to myself and other vegetable growers in the Carabooda area by maintaining our tractors and vehicles.	Noted.
Subi	nitter 6	
6.1	It is terrific that this amendment can facilitate such a fantastic enterprise that supports the local community.	Noted.
Sub	nitter 7	
7.1	I support this proposal as a market gardener in the Carabooda area as it is convenient and avoids having to travel long distances to service my machinery.	Noted.

Attachment 5

COUNCIL RESOLUTION

Subject:Consideration of Amendment No. 188 to DPS2 to Introduce an Additional
Use of Motor Vehicle Repairs at Log 23 (25) Carabooda Road, Carabooda

Planning and Sustainability

Approval Services

PS07-04/21 Consideration of Amendment No. 188 to DPS 2 to Introduce an Additional Use of Motor Vehicle Repairs at Lot 23 (250) Carabooda Road, Carabooda

File Ref: Responsible Officer: Disclosure of Interest: Attachments: 7 41619 – 21/11577 Director Planning and Sustainability Nil

Recommendation

That Council: -

- 1. Pursuant to Section 75 of the *Planning and Development Act 2005*, REFUSES TO ADOPT Amendment No. 188 to District Planning Scheme No. 2 to amend Schedule 2 – Section 1 (Clause 3.20) Additional Uses to include the land use Motor Vehicle Repairs at Lot 23 (250) Carabooda Road, Carabooda for the following reasons:
 - The proposal is inconsistent with the objectives of the Rural Resource zone as the introduction of an industrial land use has the potential to undermine the intent of the zone, which seeks to prioritise agricultural and horticultural land uses and basic raw material extraction;
 - b) The proposal is inconsistent with *State Planning Policy 2.5: Rural Planning* as it does not preserve agricultural sites of economic significance from the encroachment of industrial land uses; and
 - c) The proposal will set an undesirable precedent for the use of Rural Resource zoned land within the locality.

LAPSED FOR WANT OF A MOVER

ALTERNATIVE MOTION

Moved Cr Miles, Seconded Cr Cvitan

That Council:-

1. Pursuant to Section 75 of the *Planning and Development Act 2005* ADOPTS Amendment No. 188 to District Planning Scheme No. 2 to allow the Additional Use of

Wanneroo Council

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	10	Street/	Particulars	Additional Use and Conditions
		Locality	of Land	(where applicable)
A42	1-42	250 Carabooda	Lot 23 on Deposited	Motor Vehicle Repairs (D)
		Road, Carabooda	Plan P8913	Conditions
				 The extent of the additional use A42 shall only apply to a portion of Lot 23 as delineated on the City of Wanneroo District Planning Scheme No. 2 – Map 11 of 24 Pinjar Locality North West.
				2. Development shall be in accordance with plans approved by the local government and will require the issue of a development approval.
				3. At least one (1) of the owners of the Motor Vehicle Repairs business must also reside on the subject property.
				4. The Motor Vehicle Repairs business shall be limited to servicing related to agricultural, horticultural and basic raw material

Motor Vehicle Repairs at Lot 23 (250) Carabooda Road, Carabooda by including the following within Schedule 2 – Section 1 (Clause 3.20) – Additional Uses:

- 2. NOTES that the scheme amendment as proposed by the applicant is proceeding to advertising with modifications pursuant to Clause 37(1)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015;*
- 3. Pursuant to Regulation 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, RESOLVES that Amendment No. 188 to District Planning Scheme No. 2 is a Complex Amendment for the following reason:

An amendment relating to development that is of a scale, or will have an impact, that is significant relative to development in the locality.

- 4. Pursuant to Regulation 37(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, SUBMITS two (2) copies of the Amendment No. 188 to District Planning Scheme No. 2 documentation to the Western Australian Planning Commission for its consideration;
- 5. Pursuant to Section 81 of the *Planning and Development Act 2005* REFERS Amendment No. 188 to District Planning Scheme No. 2 to the Environmental Protection Authority; and

Wanneroo Council

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- 48
- 6. Subject to approval from the Environmental Protection Authority and the Western Australian Planning Commission, ADVERTISES Amendment No. 188 to District Planning Scheme No. 2 for a period of not less than 60 days pursuant to Regulation 38 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

CARRIED UNANIMOUSLY

Reason for Alternative Motion

The proposed additional use will provide a necessary service for the surrounding agricultural, horticultural and extractive industrial uses and support local employment opportunities, while having no impact on the amenity of the surrounding land owners and businesses. Regarding the amendments to the proposed conditions, Condition 2, which relates to the requirement for planning approval, is not considered necessary as the 'Motor Vehicle Repairs' is proposed in the amendment as a 'Discretionary' (D) land use, and therefore planning approval will be required. Condition 4, which relates to an incidental Storage Yard, is also not required as the incidental storage of materials on the site associated with the Motor Vehicle Repairs is allowed under the planning framework. The storage of materials not related to the Motor Vehicle Repairs is a separate land use that is 'Not Permitted' in the Rural Resource zone and is not under consideration as part of the proposed amendment. The amendments to the wording of Condition 6, relating to the type of machinery that can be serviced on site, will more closely align with the operations of the business and better reflect the purpose and need for a Motor Vehicle Repairs in the proposed location, being a necessary support service for the surrounding rural land uses.

PS03-03/22 Removal of Vehicle Access Restriction to Warradale Terrace (Pedestrian Access Way Closure) - Lot 55 on Plan 22545

File Ref:	44497 – 21/556415
Responsible Officer:	Director Planning and Sustainability
Attachments:	3

Issue

To consider the permanent removal of the vehicle access restriction to Warradale Terrace, which is indicated as a Pedestrian Access Way (PAW) at Lot 55 on Plan 22545 (subject site).

Background

Original Subdivision and creation of the Pedestrian Access Way (Access Restriction)

On 4 August 1997 the Western Australian Planning Commission (WAPC) approved a subdivision application (WAPC Ref: 103593) to create 7 Special Residential Lots ranging in size to 5000m² to 5041m² and 4 residential lots ranging in size from 650m² to 749m² which included the subject site. As a condition of approval, multiple Pedestrian Access Ways (PAW) were created along Warradale Terrace in order to restrict access from Lot 927 (2) Kevo Place, Lot 17 (3) Grayswood Court and Lot 923 (5) Grayswood Court, Landsdale to Warradale Terrace.

On 22 September 2020, Council resolved to support the closure of the portion of the PAW on Lot 55 Plan 22545 and amalgamate the area with Lot 923 (2) Kevo Place, Landsdale which being a corner lot also fronts Warradale Terrace. The removal of the PAW facilitated subdivision and housing development on the site in accordance with the Agreed Structure Plan No. 7 East Wanneroo Cell 5 (ASP 7). This is discussed in further detail below.

The portion of the PAW subject of this report is known as Lot 55 and is a Crown Reserve. The PAW forms a small 10cm (0.1m) wide strip of land with a total area of 6 square metres, located between the road reserve and Lot 923 (5) Grayswood Court, Landsdale. The total area of Lot 55 is only 6m² and acts as a legal mechanism to restrict vehicular access onto Warradale Terrace, however, does not function, or form part of, a pedestrian access route. Access restrictions are now typically enforced through Section 150 of the *Planning and Development Act 2005*, which does not rely on the creation of a PAW to control access.

The PAW is zoned Urban Development under the City's District Planning Scheme No. 2 (DPS 2) and Residential under the ASP 7, with a Residential density of R20.

The last remaining portion of the PAW located between Warradale Terrace and Lot 17 (3) Grayswood Court, Landsdale will remain until the landowner of Lot 17 (3) Grayswood Court submits an application for its removal.

Please refer to **Attachment 1** for a Plan of the PAW subject of this application and **Attachment 2** for plan showing previous and existing PAWs along Warradale Terrace.

Existing Development Approval

On 14 December 2021, Development Approval for a change of use from Single Dwelling to Child Care Centre was approved by Administration under delegated authority. The approved child care centre, however, requires access from Warradale Terrace as a condition of development approval.

The approved development will convert the existing large two storey dwelling into a child care centre with parking, ramps and outdoor play facilities and landscaping to be installed around the existing building.

As part of the application for the Change of Use to Child Care Centre the Applicant provided a traffic report which was reviewed by Administration and demonstrated that the existing road network is capable of accommodating the increase in traffic generated by the child care centre, and access to Warradale Terrace is safe and appropriate.

Administration approved the Change of Use development application under delegated authority for the following reasons:

- The approved Childcare Centre proposed a compliant amount of parking provided on site;
- The existing residential character will be retained, as the existing Single House is being converted into the Childcare Centre facility.
- The application was supported by the appropriate technical reports addressing all traffic and noise considerations;
- The childcare centre will allow for children in the area to be cared for in an environment with a large outdoor area that encourages outdoor play, rather than in other areas which commonly have constrained outdoor play area;
- The childcare centre is located near the existing Landsdale Primary School which is considered to assist parents with dual drop-offs; and
- The childcare centre will generate employment in the locality compatible with residential areas.

The approved Child Care Centre requires vehicle access onto Warradale Terrace and the PAW is required to be removed in order to provide vehicular access to and from the site.

A copy of the conditional approval for Change of Use to Child Care Centre is included as **Attachment 3**.

In accordance with Administration's conditions of Development Approval, Burgess Design Group on behalf of the landowners of the adjoining property at Lot 923 requested the City consider a proposal to permanently close the 0.1m wide PAW and amalgamate Lot 55 (PAW lot) into Lot 923. While Lot 923 fronts Warradale Terrace its current legal access is from Grayswood Court located at the rear of the site.

Scheme Amendment and Structure Plan Amendment

Subdivision and development in the area is subject to Agreed Structure Plan No. 7.

On 16 August 2019, Amendment No. 15 to Agreed Structure Plan No. 7 was approved as follows:

"Recode Lot 16, 17 and 923 Grayswood Court, Landsdale, Lots 924, 925 and 926 Warradale Terrace, Landsdale and Lot 927 Kevo Place, Landsdale from 'Special Residential' to 'Residential R25' and 'Residential R40' and to show as 'area subject to R-MD development standards' as shown on Plan 1: Modified Structure Plan"

The approval of the amendment to ASP 7 indicates a number of road connections to Warradale Terrace. The removal of the PAW is considered to be the next logical step to facilitate future subdivision and development. Whilst, no applications have yet been received for development in accordance with the ASP 7 amendment, when this occurs the PAW would need to be removed in order to implement the approved structure plan. Undertaking the PAW closure now will allow future development of the lot in accordance with the structure plan as well as allow access to the conditionally approved Child Care Centre.

Detail

The proposal is to permanently close 0.1m wide PAW, which has a total area of 6m², and amalgamate it with Lot 923. The removal of the PAW will facilitate the Child Care Centre approved by Administration as well as any other future application to subdivide or develop Lot 923 in accordance with the existing approved ASP 7, by allowing vehicular access to Warradale Terrace.f

Consultation

In accordance with the Land Administration Act 1997, the PAW closure was advertised for a period of 35 days commencing on 13 January 2022 and concluding on 16 February 2022. Advertising was undertaken by way of publication of a notice in the Wanneroo Times, letters to nearby landowners within approximately 100 metres of the subject site, and letters to the relevant government agencies and infrastructure providers that typically have an interest in a PAW, as listed below:

- Department of Planning Lands and Heritage (DPLH);
- Water Corporation;
- Western Power;
- ATCO Gas;
- Main Roads WA; and
- Telstra.

During the consultation period, Administration did not receive any submissions from the nearby landowners. However, comments were received from Main Roads and Water Corporation who raised no objections to the proposed PAW closure.

Comment

The purpose of the proposed closure is to enable an access to and from Warradale Terrace via Lot 923. In light of the above amendment to ASP 7, any future subdivision of the land would require the PAW to be removed. It is also appropriate for the PAW to be removed given the approval of the child care centre.

Using 0.1m wide PAW's to prevent access is historical and are no longer applied. Presently to prevent vehicle access, a covenant under Section 150 of the *Planning and Development Act 2005* and Division 3 of the *Planning and Development Regulations 2009* is lodged on a Certificate of Title.

The closure of the 0.1m PAW can be supported as the removal will allow access which has previously been approved by Administration for the Childcare Centre. The increased traffic that would result from the removal of the PAW on Warradale Terrace was assessed as part of the development application for the Childcare Centre and deemed to be safe and appropriate.

The crossovers that were approved as part of the Childcare Centre DA were assessed to comply with the City's crossover standards.

The amendment ASP 7 to rezone and recode the area to R25 and R40 assessed the potential traffic volume increase that future developments could have on Warradale Terrace. It was found that the indicative traffic volume range does not exceed the maximum volume under the WAPC's Liveable Neighbourhoods (LN) Policy. It is therefore considered that Warradale Terrace would not be impacted by the removal of the PAW.

Considering the above matters, closure of the PAW and its amalgamation with Lot 923 is considered to be acceptable and will enable a more flexible range of options for development on the site.

Statutory Compliance

The City must comply with Section 58 of the Land Administration Act 1997 and Regulation 9 of the Land Administration Regulations 1998, dealing with public advertising, objections and service agency responses to the proposed PAW closure.

Should Council resolve to approve the closure of the PAW, the City is required to seek the endorsement of the WAPC prior to referring the proposal to the Minister for Lands for final approval.

Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2021 – 2031:

- 5 ~ A well planned, safe and resilient City that is easy to travel around and provides a connection between people and places
 - 5.4 People can move around easily

Risk Management Considerations

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

Risk Title	Risk Rating
CO-C01 Relationship Management	Low
Accountability	Action Planning Option
Director Corporate Strategy & Performance and Director	Manage
Community & Place	-

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

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

Alignment with the following risk appetite statement, under the strategic theme of Environment should also be considered:

3.5 Connected and Accessible City

Connectedness is key to building strong communities and the City acknowledges that development and improvement of local transport infrastructure and improved accessibility initiatives required appropriate planning, due diligence, consultation, funding and focusing on communication and consultation to achieved desired outcomes. Therefore, the City will accept moderate reputational risk when undertaking improvements to enhance accessibility for the community.

Policy Implications

The proposed PAW closure has been assessed against DPLH's '*Procedure for the Closure of Pedestrian Access Ways – Planning Guidance*'

Financial Implications

Nil.

Voting Requirements

Simple Majority

Recommendation

That Council:-

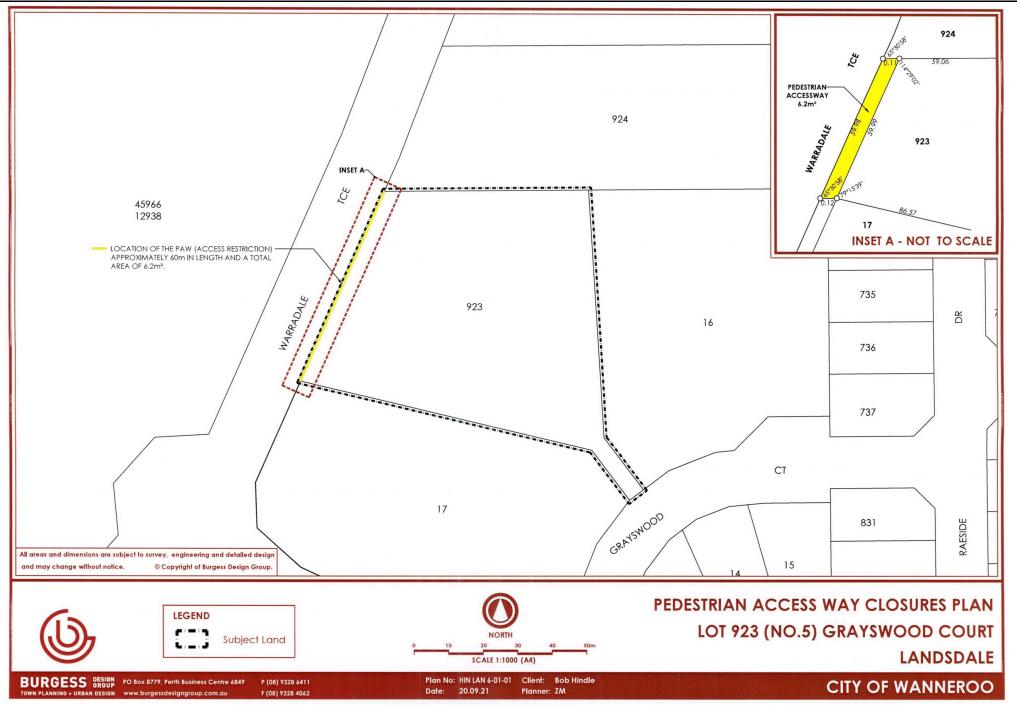
- 1. SUPPORTS the closure of the Pedestrian Access Way described as Lot 55 on Plan 22545 being identified in Attachment 1;
- 2. REQUESTS Administration to FORWARD the proposal to the Western Australian Planning Commission for its endorsement;
- 3. Subject to the closure of the Pedestrian Access Way described as Lot 55 on Plan 22545 being endorsed by the Western Australian Planning Commission, AUTHORISES Administration to request the Minister for Lands to amalgamate the Pedestrian Access Way, identified in Attachment 1 with Lot 923; and
- 4. ADVISES the proponent and submitters of its decision.

Attachments:

1 <mark></mark> .	Attachment 1 - PAW Plan	22/52051
2 <mark>↓</mark> .	Attachment 2 - Location Plan of PAWs	22/52135
3 <mark>.</mark>	Attachment 3 - Approved Childcare Centre DA	22/52018











Remaining PAW to be removed as part of a future application at the landowners discretion



LOCKED BAG 1 WANNEROO WA 6946 TELEPHONE: (08) 9405 5000 FACSIMILE: (08) 9405 5499 Application Number : Enquiries Officer : DA2021/1681 Rachel Moftah

14 December 2021

Burgess Design Group PO Box 8779 PERTH BUSINESS CENTRE WA 6849

CITY OF WANNEROO DEVELOPMENT APPROVAL METROPOLITAN REGION SCHEME FORM 2

Land Parcel Details:	Lot: 923 P: 22545
Property Details:	5 Grayswood Court LANDSDALE
Registered Owner(s):	Mr Yemmy Effendi
Application Date:	7 October 2021
Application Received:	7 October 2021
Development Description:	Child Care Centre Development

The City advises that Development Approval has now been **granted** under the provisions of the City of Wanneroo District Planning Scheme No. 2 and the Metropolitan Region Scheme. This Approval is subject to compliance with the following conditions:

- 1. This approval only relates to the proposed **Child Care Centre** as indicated on the approved plans. It does not relate to any other development on the lot.
- 2. The use of the premises is to be **Child Care Centre** as defined in the City of Wanneroo's District Planning Scheme No. 2 as follows:

"Child Care Centre: means premises used for the daily or occasional care of children in accordance with the Community Services (Child Care) Regulations 1988."

A change of use from that outlined above will require the approval of the City.

- 3. A maximum of **128 children** and **23 staff** are permitted within the Child Care Centre premises at any one time.
- 4. The hours of operation of the Child Care Centre are to be between the hours of **6:30am** and **6:30pm Monday to Friday (excluding Public Holidays)**.
- 5. Planting and Landscaping shall be carried out in accordance with the plans as submitted prior to the occupation of the building and thereafter maintained to the satisfaction of the Manager Land Development.
- 6. The PAW abutting the lot on Warradale Terrace shall be removed prior to the commencement of the Childcare Centre on the site.

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- 7. The Child Care Centre is to comply with the recommendations of the Environmental Acoustic Assessment prepared by Herring Storer Acoustics dated 30 September 2021 at all times to the satisfaction of the City, including the following:
 - a. The outdoor play area shall not be used until after 7am.
 - b. The number of children within the northern outdoor play area be limited to 40 children within the play area and 10 children within the veggie garden area.
 - c. Fencing to the development to be as shown Figure 5.1 in Section 5 Modelling.
 - d. Door to be closed to an activity space during periods of singing and / or when music is being played.
- 8. Parking areas, driveways and points of ingress and egress shall be designed and constructed in accordance with the Australian Standard for Offstreet Carparking (AS 2890) and shall be drained, sealed, marked and maintained to the satisfaction of the Council.
- 9. The parking areas and associated access indicated on the approved plans shall not be used for the purpose of storage or obstructed in any way at any time, without the prior approval of the City.
- 10. Stormwater and any other water run-off from buildings and/or paved areas shall be collected and retained on site.
- 11. Storage areas, plant, equipment and bin areas shall be screened from view from adjoining streets, public places and adjacent properties.
- 12. All waste shall be stored within the designated bin enclosure and shall be collected from the site by a private contractor at the cost of the owner/occupier.
- 13. The applicant shall undertake adequate measures during construction to minimise any adverse impacts caused by sand drift and dust from the site.

FOOTNOTES

- 1. This is a Development Approval only and is issued under District Planning Scheme No. 2 and the Metropolitan Region Scheme. It is the applicant's responsibility to comply with all other applicable legislation and obtain all the required approvals, licenses and permits prior to commencement of the development.
- 2. The applicant is to take measures to minimise any adverse impacts caused by sand drift and dust from the site during construction and shall be based on the requirements contained in the Department of Environmental Regulation's 'A guideline for managing the impacts of dust and associated contaminants from land development sites, contaminated sites remediation and other related activities'.
- 3. This Development Approval does not take into account any restrictive covenants that may apply to the land. It is the proponent's responsibility to ensure that the development will not result in a conflict with any other contractual obligations relating to the land.
- 4. This Development Approval is valid for the standard period of two (2) years, plus an additional two (2) years as per Clause 78H Notice of Exemption from Planning Requirements During State of Emergency. If the development has not substantially commenced within four (4) years of the date of approval, the approval will lapse and

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have no further effect. Where the approval has lapsed, no development can be carried out without the further approval of the Council.

5. If an applicant is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with Part 14 of the Planning and Development Act 2005. An application to the Tribunal must be made within twenty eight (28) days of the date of the determination.

Unless otherwise specified, all conditions shall be complied with, by and at the cost of the owner, to the specification and satisfaction of the City, before the development is occupied. Thereafter, maintenance and compliance with conditions of approval shall continue to the City's satisfaction.

Unless otherwise specified through the conditions above, this approval requires development to be undertaken in accordance with the enclosed approved plans. Should any minor variation to the approved plans be proposed on the submission of a building permit, such variation may only be permitted under this Development Approval at the City's discretion and to the satisfaction of the Manager Approval Services.

Should you have any further queries relating to this advice, please contact Rachel Moftah from the City of Wanneroo Planning and Sustainability Directorate on 9405 5872.

N. devecchis

Nick de Vecchis SENIOR PLANNER, APPROVAL SERVICES City of Wanneroo

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LANDSCAPE PLAN

PROPOSED CHILDCARE CONVERSION LOCATION:5 GRAYSWOOD COURT, LANDSDALE FOR:ATLANTIS INDOOR PLAY CENTRE PTY. LTD.



<u>Assets</u>

Asset Operations & Services

AS01-03/22 Staging of Gnangara Road Realignment and Upgrades from Wanneroo Road to Mirrabooka Avenue

File Ref:	23730 - 21/506482
Responsible Officer:	Director Assets
Disclosure of Interest:	Nil
Attachments:	4

lssue

To consider options to upgrade Gnangara Road to a 4-lane dual carriageway from Wanneroo Road to Mirrabooka Avenue.

Background

Gnangara Road is currently a 2-lane single carriageway 'District Distributor A' road that extends from Wanneroo Road to Mirrabooka Avenue; and is as an 'Other Regional Road' under the Metropolitan Regional Scheme (MRS), intended to carry above 8000 vehicles per day (vpd).

Whilst the road's function is consistent along its length, Administration considers it appropriate to refer to Gnangara Road in two distinct portions, namely west and east of Hartman Drive (refer **Attachment 1**), due to differing property access arrangements and traffic volume distribution on each.

Wanneroo Road to Hartman Drive

Gnangara Road west of Hartman Drive currently carries 13,878 vpd and comprises of a 2-lane single carriageway from Wanneroo Road to Hartman Drive including various T-intersection treatments at Rigali Way, Klaraborg Drive, Marathon Loop, Susan Road and Dana Way. There is no direct property access other than a 7-11 service station situated at 79 Gnangara Road opposite Klaraborg Drive.

In its current configuration, Gnangara Road serves as access via Buffalo Avenue and Marathon Loop to the North Madeley Residential Precinct (NMRP) residential area bounded by Wanneroo Road, Gnangara Road, Windsor Road and the proposed Gnangara Road realignment.

Following issues raised by the residents of the NMRP, the City carried out several community consultations during 2015 and 2016 based on proposals to improve accessibility to the NMRP and as a result, Council approved access improvements and recommendations that included:

- Left-in only access to Marathon Loop at its western intersection with Gnangara Road;
- Construction of a temporary north-south access road connection from Buffalo Avenue to Gavranich Way;
- Recommendation to Main Roads Western Australia (MRWA) requesting a lowering of the speed limit from 70km/h to 60km/h; and
- Recommendation that MRWA remove the Restricted Access Vehicle Network 4 (RAV4) trucks from this section of Gnangara Road.

These improvements and recommendations were implemented in October 2016, alleviating some local concerns regarding Gnangara Road between Wanneroo Road and Klaraborg

Drive. However, the NMRP Community sees these to be temporary measures until the ultimate realignment of Gnangara Road that will address their concerns permanently and continues to advocate that the realignment project should be undertaken by MRWA as soon as possible.

The upgrade and realignment of Gnangara Road from Hartman Drive to the intersection of Wanneroo Road and Whitfords Avenue is a shared responsibility that the City has with state government. The western portion of the realignment, which extends from Whitfords Avenue east of Wanneroo Road to the realigned portion of Gnangara Road at Windsor Road, is reserved as a Primary Regional Road (PRR) in the Metropolitan Region Planning Scheme (MRS). It is the responsibility of the Western Australian Planning Commission (WAPC) and MRWA to acquire the land for the road and construct it.

Gnangara Road east of the PRR from Windsor Road to Hartman Drive is the responsibility of the City to deliver, with part funding provided through a Developer Contributions Plan (DCP). Situated between East Wanneroo Cell 7 (north side) and Cell 6 (southern side), funding is shared between the two cells on a 50/50 basis with the scope of works defined in District Planning Scheme No. 2 (DPS2). In this regard, Council has previously (as part of an Internal Transactional Review) applied an interpretation of Cell Works under DPS2 that includes (amongst other things) second carriageway structures, where a second carriageway construction necessary due to increasing traffic volumes; and could therefore be reasonably included as a Cell Cost based on the DCP principle of need and nexus.

Where additional land within the development cells is required for the road reserve, all affected landowners have been approached and as applicable, the outcomes of negotiations with individual landowners separately advised to Council. There will be future reports to Council for any additional areas of land required.

Land acquisition remains a significant risk to the progression of the overall Gnangara Road project due to the land required within the PRR adjacent to Wanneroo Road. Until construction funds are committed by the State Government for the project, the land required for construction of the road cannot be acquired. MRWA is currently undertaking the preliminary design for the project to ensure that the land requirement can be finalised.

Hartman Drive to Mirrabooka Avenue

Gnangara Road east of Hartman Drive currently carries 11.404 vpd and comprises of a 2-lane single carriageway from Hartman Drive to Mirrabooka Avenue including a roundabout at Prestige Parade and various T-intersection treatments at Cowle Street, Mosey Street, Callaway Street and Destiny Way. Situated in the Wangara Industrial Area, there is direct access to all properties with full movement permitted.

Upgrade of this section of Gnangara Road is the responsibility of the City to deliver, with partial funding provided through a DCP. Situated along the southern boundary of the East Wanneroo Cell 8, funding will be provided through the Cell, with the scope of works defined in District Planning Scheme No. 2.

Where additional land within the development cell is required for the road reserve, affected landowners have been approached and as applicable, the outcomes of negotiations with individual landowners separately advised to Council. There will be future reports to Council for the final areas of land required.

Detail

The City's 2021/22 capital works program includes the detailed design of the upgrade of Gnangara Road from Wanneroo Road to Hartman Drive (PR-2368) and from Hartman Drive to Mirrabooka Avenue (PR-2602).

However, prior to completing the detailed design of road upgrades along the corridor and progressing these projects; a rigorous feasibility and needs analysis was commissioned by Administration to determine the scope of upgrade for each section of the road, that provides the most benefit and value for money to the City and the community.

Consulting Engineers SMEC Australia Pty Limited (SMEC) were engaged to undertake a traffic and economic analysis of options to upgrade Gnangara Road between Wanneroo Road and Mirrabooka Avenue (refer **Attachment 2**). SMEC's economic feasibility of the various upgrade options for Gnangara Road was undertaken using a rapid economic appraisal as "a cost-effective way of gauging whether an initiative is likely to pass a detailed appraisal" (Australian Transport Assessment and Planning Guidelines, 2018). Indicative costs of each option were estimated by sub-consultant RLB, forming the basis for economic assessment from preliminary designs provided by Administration (refer **Attachment 3**).

Analysis of MRWA strategic ROM24 modelling was also included in the study and found that, looking solely at road capacity, a 4-lane dual carriageway configuration is not forecast to be required until 2031 west of Hartman Drive and until 2041 east of Hartman Drive. The ROM24 modelling assumes that the grade separation of the intersection of Gnangara Road and Whitfords Avenue at Wanneroo Road will occur by 2031. ROM24 is a high level Metropolitan area wide strategic road network model that includes changes to traffic patterns from changing land use and major road network changes and is the City's primary source of information for the planning of future road improvement projects.

A number of road improvement scenarios were costed and considered by SMEC, based on traffic analysis and in consultation with Administration (refer **Attachment 4**). All of the options are required to reach an ultimate configuration of 4-lanes west of Hartman Drive by 2031 and east of Hartman Drive by 2041. Gnangara Road on its current alignment will become a lower order access road from Wanneroo Road to Klaraborg Drive. Access to the NMRP will be provided from the realigned Gnangara Road at Buffalo Avenue. This is not considered as part of the feasibility study.

The staging options assessed were;

- **1.** Staged rehabilitation of the existing pavement until realignment / duplication:
 - 1.1 Klaraborg Drive to Hartman Drive by 2023/24 (based on visual inspection);
 - 1.2 Hartman Drive to Mirrabooka Avenue by 2027/28 (based on detailed analysis).
- 2. Interim Upgrading to a 2-lane dual carriageway ('boulevard treatment'):
 - **2.1** on ultimate 4-lane alignment with a 13m raised median from Windsor Road to Hartman Drive before 2031. Intersection with existing Gnangara Road (Wanneroo Rd to Klaraborg Dr) to remain until MRWA grade separation. (Assumed no rehabilitation prior).
 - **2.2** on ultimate 4-lane alignment with a 3.5m flush median from Hartman Drive to Mirrabooka Ave by 2027/28 (assumed rehabilitation where possible).
- **3.** Upgrade to a 4-lane dual carriageway from Windsor Road to Mirrabooka Avenue in 2030/31 with interim maintenance and patching (assumed no rehabilitation prior).
- **4A.** Staged upgrade to:
 - **4A.1** 4-lane dual carriageway from Wanneroo Road to Hartman Drive in 2030/31 with interim maintenance and patching (assumed no rehabilitation prior).
 - **4A.2** Interim 2-lane dual carriageway ('boulevard treatment') on ultimate 4-lane alignment with a 3.5m flush median from Hartman Drive to Mirrabooka Ave by 2027/28 (assumed rehabilitation where possible).
- **4B.** Staged upgrade to:
 - **4B.1** 4-lane dual carriageway from Wanneroo Road to Hartman Drive in 2030/31 with interim maintenance and patching (assumed no rehabilitation prior).
 - **4B.2** 4-lane dual carriageway from Hartman Drive to Mirrabooka Ave by 2035/36 (assumed rehabilitation where possible).

The key findings of the economic options analysis were;

- Option 2 only provides safety benefits, as the option does not provide any additional roadway capacity. These safety benefits were assessed as having a value of approximately \$1.5 million (present value).
- Option 3 returned a BCR of 1.1, attributed to the benefits associated with improved network travel time and vehicle operating costs, as well as savings from reduced road crashes along the full corridor.
- Option 4a, returned a BCR of 0.7. Although the cost of this option was \$3.6 million (present value) less than Option 3, it returned \$7.3 million (present value) less benefits than providing the full dual carriageway (Option 3).
- Option 4b, returned a BCR of 1.0. This option has a marginally lower cost (present value) than Option 3, but again does not provide the same economic benefits that the duplication of the entire Gnangara Road corridor by 2031 does. This demonstrates that despite not being required when considering the road capacity, the longer the duplication of Gnangara Road is deferred, the lower the BCR that it returns.

The economic analysis confirmed that of the boulevard and duplication options available to the City, the full duplication options (3 & 4b) provide the greatest return on investment. As such, SMEC recommended the following staging approach along the Gnangara Road corridor:

- 2023: Rehabilitation of the existing pavement (i.e. Option 1) from Wanneroo Road to Hartman Drive (based on the worst-case pavement analysis), to maintain the performance of the current infrastructure;
- 2027: Rehabilitation of the existing pavement (i.e. Option 1) from Hartman Drive to Mirrabooka Avenue;
- 2031: Full and/or staged duplication of the Gnangara Road corridor, with priority for completion to Hartman Drive (to align with MRWA's proposed grade separation of the Whitfords Avenue intersection), with the section east of Hartman Drive duplicated by 2041 (based on ROM modelling);
- Continue planning for the duplication of the entire corridor, including identifying (and communicating) road reserve requirements.

The SMEC economic analysis however, did not factor in funding sources other than direct City funding, such as the Metropolitan Regional Road Group (MRRG) road upgrade and rehabilitation programmes, separate state or federal funding, or funding from the DCP. Therefore based on the findings and recommendations from SMEC, Administration added the following 'Option 5' for consideration, which maximises the potential for funding from these external sources (refer Attachment 4):

- **5.** Staged Upgrade to:
 - **5.1** 4-lane dual carriageway from Wanneroo Road to Hartman Drive in 2030/31 with interim maintenance and patching (assumed no rehabilitation prior).
 - **5.2** 4-lane dual carriageway from Hartman Drive to Mirrabooka Ave in 2040/41 with interim MRRG funded rehabilitation.

Administration subsequently conducted a secondary multi-criteria assessment of all the options considered (1 to 5) with representatives from the Traffic Services, Infrastructure Capital Works, Property Services, Strategic Land Use Planning and Environment, Strategic Asset Management, Economic Development and Approval Services Teams assessing each of the options, with the results shown below:

Criterion	Woight	Scoring Critoria	Weighted Score of Option						
Criterion	Weight	Scoring Criteria	1	2	3	4A	4B	5	
Arterial road network optimisation benefit	20%	Ability to carry projected ROM24 forecast volumes	0	0	10	12	16	20	
Road Safety benefit	20%	Crash Cost reduction	0	20	20	20	18	16	
Land acquisition requirement incl. likely timing & cost	10%	Minimised land acquisition costs, Economical use of Cell funds as per DPS2, Minimise financial and reputation risk.	5	4	4	6	7	8	
DCP funding eligibility	5%	Availability of funding, Compliance with DPS2 scope of Cell Works, Economical use of Cell funds as per DPS2, Timely completion of Cell Works, Minimise financial and reputation risk, Ability to obtain alternative funding source, Minimise municipal expenditure.	0	2	4	3.75	3	2.5	
State/Federal funding eligibility	10%	Road Improvement, Federal Programs, Blackspot, Election Commitments	2	0	6	8	6	10	
Inconvenience of construction staging to local businesses and the community	5%	Length of Disruption	1	2	5	3	4	4	
Whole of life cost	10%	Cost of individual option plus maintenance cost	10	9	5	8	7	6	
Commercial Economic Benefit	10%	Additional employment generated - around 40 employees per hectare	2.5	6	8	7	8	7	
Value for money	10%	Overall Cost of option, less 2/3 MRRG Grant funding where eligible	8	0	4	6	2	10	
	•	TOTAL	28.5	43	66	73.75	71	83.5	
		RANK	6	5	4	2	3	1	

It should be noted that the nominated construction year(s) are subject to change and will be based on actual traffic counts, successful road funding grant applications and the MRWA timing for the grade separation of the Wanneroo Road / Gnangara Road intersection.

Consultation

In January 2017, MRWA advised that it had commissioned consultants to prepare gradeseparation design options in conjunction with current traffic modelling, appropriate for all of the major intersections along Wanneroo Road, which included the realigned Gnangara Road and Whitfords Avenue intersection. Administration continues to liaise with MRWA, who have indicated that a grade separated intersection solution is the preferred treatment.

As part of the traffic and economic analysis, SMEC confirmed with MRWA their indicative upgrading program for the grade separation of the intersection. The upgrade has been included in strategic modelling (ROM24) outputs prepared by MRWA and assumed to occur by 2031 and is the basis from which all options analysis has been undertaken.

In October 2021, MRWA further advised that they had commenced project development and, subject to having continued funding available in the 2022/23 calendar year, anticipated having the design to a 15% concept stage completed by June 2023. This will give them certainty that the proposed design can be contained within MRS boundaries and confirm the extent of land acquisition required by MRWA. The design will be shared with the City as it is developed, which will allow the City to tie in to the design east of Windsor Road.

Administration continues to liaise with relevant agencies, including the landowner representative and Main Roads (MRWA) to determine an acceptable timeline to progress the Gnangara Road realignment project as soon as practicable. This, however requires an integrated approach with MRWA, the State Government (funding), City of Joondalup and affected landowners to deliver the project. Currently, progression of upgrades west of Hartman Drive are dependent on:

- The City completing the detailed design to allow construction to occur concurrent with MRWA, once funding for the grade separation project's construction is announced.
- The City continuing to acquire the remaining portions of land on the realignment that are the City's responsibility through the Cell Scheme process; and
- Significant State Government funding to allow MRWA to acquire the remaining land (estimated at \$8M) and further funding commitments to allow construction of the project.

Following preparation of suitable concept plans, community engagement will be carried out with the residents and businesses along the road. This will occur separately to the annual review of Schemes. A community engagement plan will be developed and it is likely that that the engagement process will be completed by the end of December 2022.

Comment

Administration recommends **Option 5** to Council as the staging approach for upgrading Gnangara Road to a 4-lane dual carriageway from Wanneroo Road to Mirrabooka Avenue. Following rigorous independent analysis by the City's consultant and in-depth secondary multi-criteria assessment by Administration, this option:

- is the lowest cost solution which minimises expenditure of Cell and Municipal funds;
- appropriately considers optimised timing for when duplication is actually required based on traffic volumes and strategic network transport modelling;
- maximises external funding opportunities through state and federal grant programs;
- provides certainty on timing to the City, the community and private developers;
- reduces the impact on the surrounding arterial road network due to staged construction;
- maintains an appropriate level of service through rehabilitation in the short term;
- reduces sacrificial or redundant treatments; and
- aligns with the Consultant recommended staging approach.

Following Council approval of the proposed staging offered by Option 5, Administration will prioritise completion of detailed designs and cost estimates with funding already allocated in the 2021/22 financial year to do so.

Additionally, Administration will commission detailed pavement analysis by a consultant in 2022, to allow an application for MRRG Road Rehabilitation funding to be made to renew the Gnangara Road pavement in a prioritised and staged manner. Works will be scheduled in the

Long Term Capital Works Program based on recommendations of the analysis, once completed.

It is noted that the 2030/2031 and 2040/2041 years referenced in the options detailed in the report identify the latest time that each stage is proposed to be implemented. Should MRWA funding for the grade separation at Wanneroo Road/Whitfords Avenue/realigned Gnangara Road be allocated earlier than anticipated, or traffic volumes grow faster than predicted, then the timing of grant applications and City funding will be reviewed accordingly.

Statutory Compliance

Nil.

Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2021 – 2031:

5 ~ A well planned, safe and resilient City that is easy to travel around and provides a connection between people and places

5.4 - People can move around easily

Risk Management Considerations

Risk Title	Risk Rating
ST-S04 Integrated Infrastructure & Utility Planning	Low
Accountability	Action Planning Option
Director Assets	Manage

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

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

Policy Implications

In accordance with the City's Pathways Policy, proposed upgrades to Gnangara Road must include pathways in order to comply with the Policy.

Financial Implications

The budgeted detail design and preliminary construction costs of preferred Option 5 under PR-2368 (Wanneroo Rd – Hartman Dr) and PR-2602 (Hartman Dr – Mirrabooka Avenue) are summarised below:

PR-2368	2021/22	2030/31	2040/41	Total
Total*	\$300,000	\$8,300,000	\$0	\$8,600,000
MRRG Road Improvement	\$0	\$5,535,000	\$0	\$5,535,000
Municipal/DCP	\$300,000	\$2,767,000	\$0	\$3,067,000

PR-2602	2021/22	2030/31	2040/41	Total
Total*	\$100,000	\$0	\$13,240,500	\$13,340,500
MRRG Road Improvement	\$0	\$0	\$8,827,000	\$8,827,000
Municipal/DCP	\$100,000	\$0	\$4,413,500	\$4,513,500

* based on sub-consultant estimate, subject to detailed design

The preliminary total cost to the complete MRRG Road Rehabilitation works in the interim for the length of Gnangara Road on its existing alignment is an estimated \$2.6M. This will be staged over multiple financial years to attract 2/3 State Government funding of approximately \$1.75M, (subject to detailed pavement analysis) and is funded separately under PR-1087.

DCP Funding based on Option 5

The estimated timeframes for construction of the western section of Gnangara Road between Wanneroo and Hartman Drive generally aligns with the anticipated timing for full development and closure of Cells 6 and 7 (2031). Therefore, it is recommended that these cells continue the collection of DCP funds based on an estimated scope of works that previously applied by Council to include second carriageway structures and other Cell Works defined under the proper interpretation (current scope).

However, the recommended timeframe for the eastern section (2041) would not necessitate the construction of a dual carriageway pavement until many years after Cell 8 has been fully developed. Therefore, the inclusion of second carriageway structures into the scope of Cell Works for this section of Gnangara Road (east) is not justified based on the DCP principle of need and nexus. In the absence of a detailed traffic demand/generation to define an apportionment of cost between Cell 8 and other traffic generators (outside of the Cell), it is recommended that the cost estimates for this section of Gnangara Road be based on a single carriageway construction cost (including the ultimate land acquisition, service relocation and other costs defined in DPS2 (i.e. excluding any second carriageway construction works due to the need not being justified for a further 20 years).

Subject to Council approval, the revised cost estimates, scope and timing for construction can be included into the Annual Review for consultation with affected landowners and approval by Council.

Voting Requirements

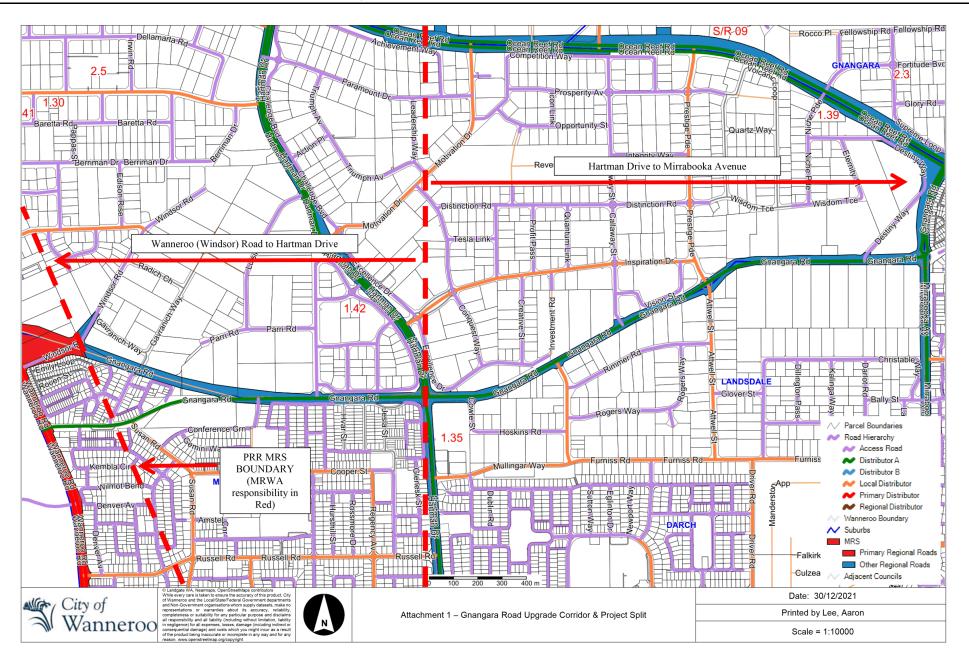
Simple Majority

Recommendation

That Council:-

- 1. NOTES that realignment and upgrade of Gnangara Road WEST of Hartman Drive is subject to the timing of MRWA upgrades to the Whitfords Avenue and Wanneroo Road intersection;
- 2. REQUESTS Administration to write to the Minister for Transport, the City of Joondalup and MRWA to advocate for the required funding and resource commitment to deliver the Wanneroo Road / Gnangara Road intersection upgrade as soon as possible;
- 3. ENDORSES Option 5 for the upgrade of Gnangara Road as described in the comments section of this report to for the purpose to undertake community engagement by the end of 2022;
- 4. APPROVES the proposed construction of the Gnangara Road upgrade WEST of Hartman Drive to be listed in the City's Long Term Financial Plan for completion by 2030/2031;
- 5. APPROVES the proposed construction of the Gnangara Road upgrade EAST of Hartman Drive to be listed in the City's Long Term Financial Plan for completion by 2040/2041; and
- 6. REQUESTS Administration to prioritise the outstanding detailed design works for Gnangara Road as listed in the 2021/22 Capital Works Program and remaining land acquisition.

Attachments: 1.1. Attachment 1 – Gnangara Road Upgrade Corridor and Project Split 21/574544 2.1. Attachment 1 – Gnangara Road Economic Assessment Report (V3.1 Final) 20/366105 3.1. Attachment 3 - Appendix C_200624 - Gnangara Road Feasibility Study - Order of Cost Estimate - Option 2 & 3 - Final 20/276824 4.1. Attachment 4 - Gnangara Road Multi-Criteria Analysis - Options Presentation 21/497429





local people global experience



The Provision of Gnangara Road Needs and Feasibility Study

Economic Assessment Report

Reference No. VP176269 Prepared for the City of Wanneroo 25 August 2020

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City of Wanneroo

SMEC Internal Ref. 3006389 25 August 2020

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This report is provided pursuant to a Consultancy Agreement between SMEC Australia Pty Limited ("SMEC") and the City of Wanneroo, under which SMEC undertook to perform a specific and limited task for the City of Wanneroo. This report is strictly limited to the matters stated in it and subject to the various assumptions, qualifications and limitations in it and does not apply by implication to other matters. SMEC makes no representation that the scope, assumptions, qualifications and exclusions set out in this report will be suitable or sufficient for other purposes nor that the content of the report covers all matters which you may regard as material for your purposes.

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1 Introduction

1.1 Project Overview

The City of Wanneroo (the City) commissioned SMEC Australia Pty Limited (SMEC) to undertake a traffic and economic analysis of options to upgrade Gnangara Road between Wanneroo Road and Mirrabooka Avenue, as part of a feasibility study for the corridor. The study area starts at Gnangara Road Straight Line Kilometres (SLK) 0.055 and ends at SLK 3.786, a total distance of approximately 3.5 km.

For this study, the corridor was divided into two sections, to acknowledge the different needs of the corridor based on variations in land use and traffic demands. They are:

- Wanneroo Road to Hartman Drive (SLK 0.055 to 1.545); and
- Hartman Drive to Mirrabooka Avenue (SLK 1.641 to 3.786).

The study does not include potential improvements at the Gnangara Road and Hartman Drive roundabout (SLK 1.545 to 1.641). Figure 1-1 provides a visual presentation of the two parts of the Gnangara Road corridor, including the proposed Gnangara Road realignment with Whitfords Avenue (as proposed by MRWA).

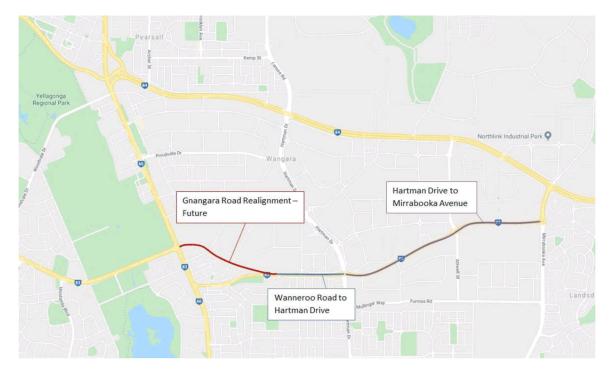


Figure 1-1: Study Area

(Sourced from the City of Wanneroo – The Provision of Gnangara Road Needs and Feasibility Study RFQ 19/506440)

1.2 Project Objectives

Congestion, accessibility, safety, and pavement asset condition are key issues which have been identified by the City when considering options for upgrading the Gnangara Road corridor.

The City is primarily seeking an economic evaluation of several upgrade options, which best address the concerns on the corridor. The options developed with the City include:

- Option 1: Maintaining and rehabilitating the current two-lane single carriageway;
- Option 2: Widening of Option 1 with "boulevard" treatment;
- Option 3: Upgrading to a four-lane dual carriageway;

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- Option 4a: Dual carriageway from Wanneroo Drive to Hartman Drive, and 'boulevard treatment' from Hartman Drive to Mirrabooka Avenue; and
- Option 4b: Staged dual carriageway from Wanneroo Drive to Hartman Drive, and then Hartman Drive to Mirrabooka Avenue (at a later date).

Section 4 of this report details the extent of work for each of the Options as advised by the City.

2 Stakeholder Liaison

Main Roads Western Australia (MRWA) and Department of Planning, Lands and Heritage (DPLH) were consulted as part of this project.

Objectives of stakeholder consultation included:

- Confirm MRWA's timing concerning the Gnangara Road and Whitfords Avenue connection; and
- DPLH long term intention regarding access control along the Gnangara Road corridor.

A summary of stakeholder meetings and departments consulted on the project is provided in Table 2-1.

Table 2-1: Summary of the Stakeholders Liaising

State Government Department	Issue Consulted	Feedback
MRWA - Planning and Technical Services	Land-use and road network assumptions in ROM24	ROM 24 model inputs appear to assume grade separation of the intersection of Wanneroo Road with Whitfords Avenue and the MRS alignment of Gnangara Road would occur over the period 2026-2031. As such, future year models assumed the connection would be provided by 2031, for which duplication along Gnangara Road could be assessed.
MRWA - Network Planning and Development	Short and Long Term Network Planning	 Grade separation of Gnangara Road and Whitfords Avenue from Wanneroo Road would eliminate two sets of traffic signals from Wanneroo Road (Whitfords Avenue and Gnangara Road), providing traffic and safety benefits. Main Roads have assumed that Gnangara Road would be realigned once the grade separation of Whitfords Avenue occurs, eliminating the need for a four-way at grade intersection of Wanneroo Road, Whitfords Avenue and Gnangara Road. Network Planning and Development held the view that grade separation of Gnangara Road and Whitfords Avenue from Wanneroo Road is most likely in the 2026 to 2031 interval, with timing subject to funding and prioritisation.
DPLH	Metropolitan Region Scheme Relating to Study Area	 Notice of delegation plan SP 694/4 classifies Gnangara Road from Wanneroo Road to Mirrabooka Avenue as "Category 2: Frontage access may be allowed subject to approval." DPLH officers perceive the primary function of this section of Gnangara Road is for through traffic, with the property access function less critical. The preference of DPLH / WAPC for property access to this section of Gnangara Road is: Property access should be provided via side road access (where possible) instead of directly from Gnangara Road. Consolidation of access points is preferable over single access points for each property. As Gnangara Road is upgraded, it would be desirable to develop an access strategy encompassing all properties that front Gnangara Road and are not provided with secondary access. An access strategy may include U-turn opportunities, frontage roads, consolidated access points or a range of other measures.

3 Data Analysis

3.1 Crash Analysis

A five-year crash data report from 1 January 2015 to 31 December 2019 was extracted from the MRWA Crash Analysis Reporting System (CARS).

During this period, a total of 123 crashes occurred along the length of the study area. The table below provides a summary of the severity of the recorded crashes in the last five years.

Table 3-1: Five Year Crash Severity

Severity	Count	Percentage
Fatal	0	0.0 %
Hospital	1	0.8 %
Medical	18	14.6 %
PDO Major	75	61.0 %
PDO Minor	29	23.6 %
Total	123	100 %

The following were noted to be dominant crash types (by movement):

- rear-end crashes contribute to 56.9% of all crashes;
- right-angle crashes 16.3%; and
- Side-swipe same direction 12.2%.

80.5 % of all crashes (99 crashes) occurred during daylight hours, and 74.8% (92 crashes) occurred in dry weather. Appendix A provides a 2015-2019 crash history summary for the whole length of the study corridor.

3.1.1 Intersection and Midblock Crashes

The following intersection crash clusters were identified along the corridor:

– Wanneroo Road - Gnangara Road

35% (43 crashes) of all crashes recorded within the study area in the last five years occurred at this intersection. Rear-end crashes are the dominant crash type at this intersection, contributing to 33 crashes over the previous five years.

Hartman Drive - Gnangara Road

21% (26 crashes) of all crashes in the study area occurred at this intersection. Out of the recorded 26 crashes, 12 crashes (46%) were right-angle, and 9 (35%) were rear-end crashes.

Mirrabooka Avenue - Gnangara Road

10% (12 crashes) of all crashes in the study area occurred at this intersection. Rear-end and sideswipe same direction crashes contributed to 4 crashes each, with right-angle crashes contributing to 2 crashes.

Appendix B lists intersection crashes by movement type.

A review of crash data has indicated a significantly high number of right-angle crashes at the Hartman Drive intersection, which is not typical for a roundabout. The high number of right-angle crashes raises road safety and safe system concerns for this intersection and should be further investigated.

The City has advised SMEC that safety investigation and improvements to the Hartman Drive roundabout are to be undertaken as a separate project.

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3.2 Average Daily Traffic

2019 traffic data showed the average annual daily traffic (AADT) along the corridor varies between 9,428 and 14,425 vehicles per day, with 9% of the AADT occurred during AM and PM peak hours. The table below provides AADT by road section.

Table 3-2: 2019 Average Annual Daily Traffic

Section of Gnangara Road	Average Annual Daily Traffic	Percentage of Heavy Vehicles
Wanneroo Road – Hartman Drive	14,425	11 %
Hartman Drive – Prestige Parade/Atwell Street	11,273	22 %
Prestige Parade/Atwell Street – Mirrabooka Avenue	9,428	20 %

The higher proportion of heavy vehicles in the eastern parts of the corridor reflect the increasingly industrial nature of land use, as compared to the western part of the corridor, which is mostly residential.

3.3 Pavement Life Assessment

3.3.1 Background Data

The City provided SMEC with test results and data from the 4 July 2017 Gnangara Road Rehabilitation report. SMEC has assumed the test results are still valid, and no rehabilitation works have been undertaken along the study area since the publishing of the report. This report only covers Gnangara Road between Hartman Drive to Mirrabooka Avenue section.

For the section of Gnangara Road between Wanneroo Road and Hartman Drive, the City advised SMEC to undertake a high-level assessment of pavement remaining life. Section 3.3.3 of this report provides detailed information on this assessment.

3.3.2 Hartman Drive to Mirrabooka Avenue Residual Pavement Life

The pavement report provided by the City for the Hartman Drive to Mirrabooka Avenue section of Gnangara Road indicates that 80% of this road section is at least 30 years old.

Roads are typically designed for 40-years design life, indicating that less than 10 years of remaining life is expected for this section of Gnangara Road. The report also suggests various road sections are at different stages of structural distress, and it is likely that some parts of the road are nearing their service life.

Road rehabilitation works will be required for the existing pavement (under the base case) to ensure a serviceable pavement asset. Information obtained from the report indicates that rehabilitation works will be needed in 2027. Pavement treatment options indicated by the City for Gnangara Road include:

- Reconstruction of the existing road carriageway;
- New carriageway construction; and
- Rehabilitation Options for rehabilitation are simple overlay or deep lift asphalt.

Pavement treatment options will vary dependant on the preferred upgrade option and may require geometric design inputs (e.g. should they be integrated with intersection improvements).

3.3.3 Wanneroo Road to Hartman Drive Residual Pavement Life

The existing 4 July 2017 Gnangara Road Rehabilitation report only documented pavement conditions for Gnangara Road between Hartman Drive to Mirrabooka Avenue. Therefore, no information was provided to determine the residual pavement life for Gnangara Road between Wanneroo Road and Hartman Drive.

To facilitate this study, the City requested SMEC to undertake a high-level assessment of pavement remaining life. This assessment was limited to visual inspection using Google street view and Nearmaps of the study area, historical traffic data and RAMM data provided by the City.

Figure 3-1 below provides the extent of the assessment, which is approximately 1.5km in length.

Figure 3-1: Extent of high-level assessment of pavement remaining life

3.3.3.1 Assumption and Exclusion for Remaining Useful Life (RUL)

This assessment outlines the current condition and expected performance of the pavement on Gnangara Road from Wanneroo Road to Hartman Drive based purely on the information provided by the City, and the digital online imagery available (Google Street View and Nearmaps). Due to the high number of unknowns and assumed variables, the results and the associated discussions are for planning purposes only. They should not be used as a definitive and/or final means for the selection of appropriate rehabilitative treatment, nor the timing of such treatments.

This assessment by no means guarantees the performance of any of the pavements assessed and is provided purely as an indicative comparison of existing pavement performance based on provided data for planning purposes only. There are many unavoidable limitations with the adopted remaining useful life (RUL) procedure, and the estimation of remaining useable life should be considered an indicative comparison of existing pavement performance based on the limited information available.

3.3.3.2 Design Traffic Loading

Design traffic loading was calculated for two locations within the scope of works from data provided by the Client:

- 1. Between Rigali Way and Hartman Drive; and
- Between Wanneroo Road and Susan Road.

Table 3-3: Wanneroo Road to Hartman Drive Pavement Design Traffic Loading

Traffic Variable	Between Rigali Way and Hartman Drive	Between Wanneroo Road and Susan Road
AADT	5873 vpd	6901 vpd
HV%	11.03%	10.02%
Annual HV Growth Rate	2.7%	2.7%
Lane Distribution Factor	100	100
Axle Equivalency Factor	1.99	1.99
Pavement Design Life	40 years	40 years
Compound cumulative growth factor	70.47	70.47
Total Design Traffic Loading	3.32E+07 ESAs	3.54E+07 ESAs

It is to be noted, the traffic data for Gnangara Road between Susan Road and Rigali Way was not available at the time of this report. In absence of this information, the most conservative design traffic loading of 3.54×10^7 ESAs, based on the traffic counts between Wanneroo Road and Susan Road, was adopted for the pavement assessment at Gnangara Road between Susan Road and Rigali Way. This assumption was deemed suitable for the pavement assessment as there are minimal changes between the two design traffic loads which suggests that only a small number of heavy vehicles enter and exit Gnangara Road between Susan Road and Rigali Way daily.

Therefore, the following design traffic loading will be adopted for the pavement assessment as follows:

- Between Wanneroo Road and Rigali Way = 3.54 x 10⁷ ESAs; and
- Between Rigali Way and Hartman Drive = 3.32×10^7 ESAs.

3.3.3.3 Visual Condition Assessment

SMEC scope of work is to undertake a high-level desktop visual condition assessment based on Google Street View imagery to evaluate current pavement condition and identify distressed pavement areas and possible mechanisms of distress.

Dates of the Google Street View imagery ranged between October 2019 and March 2020.

- Wanneroo Road Intersection to Dana Way (Approx SLK 0.0 to SLK 0.14)

For approximately 100 m, the west-bound approach/turning lanes onto Wanneroo Road have been micro-surfaced / slurry sealed in for what appears to be increased skid resistance. This surfacing is beginning to delaminate and is showing extensive crescent-shaped cracking. It is unsure how deep the cracks penetrate the asphalt below.



Figure 3-2: Westbound approach lanes onto Wanneroo Road showing delamination and crescent-shaped cracking (Image captured March 2020)

The eastbound lane is surfaced in a fine asphalt mix and appears to be in relatively good condition with minimal defects evident.

- Dana Way to SLK 0.985 (Approx. SLK 0.14 to SLK 0.985)

From the western side of the Dana Way intersection resurfacing, or rehabilitation is evident, beginning in the eastbound lane before extending to both directions at Susan Road (approx. SLK 0.350). This patch starts to taper off the eastbound carriageway slightly before the entrance to the 7 Eleven service station (approx. SLK 0.790), before tapering back onto the lane again after the 7 Eleven exit. This resurfaced section appears to be in good condition up until approximately SLK 0.985, with very minimal flushing within the wheel paths, and isolated sections of small fatty spots of bitumen protruding through to the surface.

Data Analysis



Figure 3-3: The pavement in between Dana Way to SLK 0.985 appears to be in relatively good condition (Image captured October 2019)

SLK 0.985 to Rigali Way (Approx. SLK 0.985 to SLK 1.10)

At approximately SLK 0.985 there is another change in pavement surfacing to a coarser macro surface that is showing moderate signs of fatigue-related distress including widespread cracking and roughness.



Figure 3-4: Cracking and roughness between SLK 0.985 to Rigali Way (Image captured October 2019)

Rigali Way to SLK 1.35 (Approx. SLK 1.10 to Ch. SLK 1.35)

The pavement surface throughout this section is quite distressed with various sections of heavy fatigue cracking, rutting and roughness. The pavement adjacent Rigali Way has already failed, with severe cracking and depressions. Multiple patch sections and associated roughness are present throughout this section.

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Data Analysis



Figure 3-5: Pavement failure at Rigali Way slip road exit (Image captured October 2019)

– SLK 1.35 to Hartman Drive (Approx. SLK 1.35 to SLK 1.55)

Although there appears to be a distinct change in surfacing at SLK 1.35, the condition of this section is also relatively poor, with distinct longitudinal cracking along each lane likely due to a previous widening. It is recommended that as a minimum, these longitudinal cracks are filled with an appropriate hot-applied rubberised joint and crack sealant such as SAMIfilla HM or equivalent.



Figure 3-6 - Longitudinal cracking evident between SLK 1.35 to Hartman Drive (Image captured March 2020) The table below summarises the pavement condition from Wanneroo Road to Hartman Drive. Table 3-4: Wanneroo Road to Hartman Drive Visual Condition Assessment Summary

SECTION	FRO	M	тс)	CONDITION
SECTION	Description	SLK	Description	SLK	
1	Wanneroo Road Intersection	0.0	Dana Way	0.14	Overall good condition. Skid resistance surfacing cracking and delaminating.
2	Dana Way	0.14	SLK 0.985	0.985	Good condition with very minimal defects.
3	SLK 0.985	0.985	Rigali Way	1.10	Fair to poor condition. Cracking developing likely attributed to asphalt fatigue.
4	Rigali Way	1.10	SLK 1.35	1.35	Poor Condition. Extensive fatigue cracking, rutting,

SECTION	FRO	М	то		CONDITION
SECTION	Description	SLK	Description	SLK	
					roughness with many failed patches.
5	SLK 1.35	1.35	Hartman Drive	1.55	Fair to poor. Large longitudinal crack on both lanes attributed to a previous widening.

3.3.3.4 Existing Pavement Materials

The provided RAMM data suggests a fairly homogeneous pavement configuration throughout with the following configuration:

Table 3-5: Existing Pavement Configuration (RAMM data)

Layer	Thickness (mm)	Age (Years)
Asphalt Resurfacing	Unknown	14 – 15
Asphalt Surfacing	Unknown	26 – 27
Emulsion Stabilised Limestone	75	26 – 27
Limestone (assumed unbound)	225	26 – 27
Subgrade (Sand)	Unknown (assumed semi-infinite)	-

The RAMM data suggests the subgrade throughout the alignment consists of sand. During the visual inspection, it was noted that this appears to be feasible as sandy subgrades can be identified in works beside the road. Non-cohesive sand is typically quite resistant to the reduction in strength due to moisture and in the right conditions can often facilitate strong support conditions on which the pavement is placed.



Figure 3-7: Typical Sand subgrade (SLK 0.900)

3.3.3.5 Existing Pavement Modelling

In order to determine the potential performance of the pavement configuration suggested in the RAMM data provided, characteristics were assigned to the materials for the purpose of mechanistic modelling.

Since the asphalt layers are thought to be over 25 years old, and the thickness is unknown, the pavement has been conservatively modelled based on the denoted thickness of limestone (300 mm) only. Although the RAMM data suggests that the upper 75 mm of the limestone layer is emulsion stabilised, it is likely that after 25 years, the binder in this layer has oxidised and performing as an unbound granular layer.

Assigned Material Characteristics

From the assumptions above, the pavement was mechanistically modelled as a 300 mm unbound granular configuration with the following characteristics:

Layer	Material	Design Elastic Modulus (MPa)	Poisson's Ratio
Base	Emulsion stabilised limestone	350	0.35
Subbase	Unbound Limestone (Granular)	250	0.35
Subgrade	Natural Material	10 x Soaked CBR Value	0.45

 Table 3-6: Assigned pavement configuration for Mechanistic Modelling:

The characteristics above were selected based on Austroads guidelines for base and subbase quality pavement materials.

Mechanistic Modelling

In order to assess the feasibility of the current pavement configuration and attempt to 'fit' it to a mechanistic model, the assigned configuration outlined in Table 3-6 above was modelled using both calculated design traffic loading values against multiple subgrade CBR scenarios.

Table 3-7: Circly Model – Rigali Way to Hartman Drive

Design Traffic (ESAs)	Design Subgrade CBR	Subgrade CDF	Theoretical Life (Years)
3.32 x 10 ⁷	3	2.59 x 10 ⁴	0.002
	5	7.62 x 10 ²	0.05
	7	7.06 x 10 ¹	0.57
	10	9.15 x 10°	4.4
	15	8.69 x 10 ⁻¹	46

Table 3-8: Circly Model – Wanneroo Road to Rigali Way

Design Traffic (ESAs)	Design Subgrade CBR	Subgrade CDF	Theoretical Life (Years)
	3	2.76 x 10 ⁴	0.0014
3.54 x 10 ⁷	5	7.74 x 10 ²	0.05
	7	7.52 x 10 ¹	0.54

Data Analysis

Design Traffic (ESAs)	Design Subgrade CBR	Subgrade CDF	Theoretical Life (Years)
	10	9.76×10^{0}	4.1
	15	9.26 x 10 ⁻¹	43

To determine a theoretical pavement life for each scenario, the actual design life (40 years) can be divided by the cumulative damage factor (CDF) calculated within each model.

3.3.3.6 Remaining Useable Life

With the minimal information provided, estimation of a finite remaining usable life figure for any one section of road is difficult. However, an estimate regarding the theoretical life of pavement with assumed characteristics for a range of CBR values has been undertaken.

From the theoretical life calculated for each traffic and subgrade CBR scenario, and the pavement performance outlined in the visual condition assessment, it would appear that the actual subgrade soaked CBR value is likely somewhere between 10 to 15%. This assumption should be checked by adequate geotechnical investigation and subsequent laboratory testing before the design and construction of any rehabilitative treatments.

Based on the information presented thus far, it is suggested that the estimated remaining useable life (RUL) for each section is likely to be within the following ranges provided in Table 3-9.

Table 3-9: Wanneroo Road to Hartman Drive Estimated Remaining Usable Life (RUL) Summary

SECTION	FRO	М	TC)	ESTIMATED RUL (YEARS)
SECTION	Description	SLK	Description	SLK	
1	Wanneroo Road Intersection	0.0	Dana Way	0.14	0 – 5 years, however, immediate maintenance is required on the skid-resistant surfacing approaching Wanneroo Road intersection.
2	Dana Way	0.14	Chainage 985	0.985	5 – 10 years. This pavement appears to be in relatively good condition; however, this is largely dependent on the age and any associated oxidisation of the current asphalt surfacing.
3	Chainage 985	0.985	Rigali Way	1.10	O years. This section is already showing significant signs of distress (cracking) and requires a rehabilitative treatment as soon as possible.
4	Rigali Way	1.10	Chainage 1350	1.35	0 years. This section is considered the worst with extensive distress including cracking, rutting, patches and associated roughness. This section will as a minimum require rehabilitative treatment as soon as possible, or more likely, a full reconstruction.

Data Analysis

SECTION	FROM		тс)	ESTIMATED RUL (YEARS)
SECTION	Description	SLK	Description	SLK	
5	Chainage 1350	1350	Hartman Drive	1.55	0 – 5 years. This section may remain serviceable for the next few years; however, immediate treatment of the extensive longitudinal cracking on each lane is required.

It should be noted that there are many unavoidable limitations with a high-level estimation of the remaining useable life, which are based on the City provided data and online imagery. Therefore, the output of this assessment should be considered an indicative comparison of existing pavement performance based on the information available at this time.

3.3.3.7 Recommendations

This assessment does not guarantee the performance of any of the pavements assessed and is provided purely as an indicative comparison of existing pavement performance based on provided data for economic planning purposes only.

Before recommending any rehabilitative treatment, the following further investigations should be considered;

- Site Investigation to assess current pavement conditions and identify recently distressed pavement areas. The site investigation should also evaluate the impact of geometrics on pavement performance and pavement widening, identified possible mechanisms of pavement distress, and assess the adequacy of surface and subsurface drainage. Site investigation will also familiarise with prevailing traffic patterns and other aspects that may impact on pavement performance.
- Falling Weight Deflectometer testing intended to assess:
 - Homogeneity;
 - Curvature (Upper pavement stiffness);
 - Deflection Ratio (Identify stiff / weak sections);
 - Maximum Vertical Deflection; and
 - o Subgrade Response.
- Geotechnical / Pavement Investigation and Associated Laboratory Testing. This should be conducted following FWD testing, using the initial analysis and identification of homogeneous sections and maximum vertical deflection to assist in the location of test pits.
- Back calculation (following Pavement Investigation) to attempt matching surface deflections with calculated deflections from identified pavement profiles to determine individual layer stiffnesses.

Following the testing and analysis above, suitable rehabilitative treatments designed to provide a cost-effective, yet fit for purpose solution/s can be specified.

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3.4 Traffic Modelling

3.4.1 Modelling Scenarios

Traffic modelling inputs to this project are based on the MRWA ROM24 projections. The Rom24 outputs are based on 24 hours typical day traffic conditions. The following scenarios were requested based on MRWA feedback of the indicative timing for the grade separation of Gnangara Road and Whitfords Avenue from Wanneroo Road. All ROM24 modelling scenarios were approved and endorsed by the City before requesting the modelling scenarios to MRWA.

Table 3-10: ROM24 Modelling Assumptions

Scenario	Time-step	Whitfords Avenue and Gnangara Road (MRWA Project)	Gnangara Road
1	2021	None	Two lanes
2	2026	None	Two lanes
3	2031	None	Two lanes
4	2031	Grade separation	Two lanes
5	2031	Grade separation	Four lanes
6	2041	Grade separation	Two lanes
7	2041	Grade separation	Four lanes

3.4.2 Warrant Assessment of Two vs Four Lanes

Assessment of volume to capacity ratio has been undertaken to determine when duplication of the corridor would be required based on the Austroads projected typical mid-block capacity, for an undivided road under interrupted flow conditions.

Table 3-11 below summaries expected typical mid-block capacity for urban roads based on the Austroads Guide to Traffic Management Part 3. Vehicle units presented in Table 3-11 are passenger car units (or PCUs).

Table 3-11: Typical Mid-Block Capacity for Urban Road with Interrupted Flow (Austroads Guide to Traffic Management Part 3)

Type of Lane	One-Way Mid-Block Capacity (Passenger Car unit/hour)
Median or inner Lane	
Divided road	1000
Undivided road	900
Middle Lane (of a three-lane carriageway)	
Divided road	900
Undivided road	1000
Kerb Lane	
Adjacent to parking lane	900
Occasional parked vehicles	600
Clearway conditions	900

Projected ROM24 averaged daily traffic (ADT) in PCU is provided in Table 3-12. The table has assumed, the majority of trucks projected by ROM24 will be Austroad's vehicles class 2-5, and therefore a 2 PCU conversion factor has been applied as per Austroads's vehicle classification and MRWA operational Modelling guideline issued July 2018.

Table 3-12 [.] Projected	2021-2041 Averaa	e Daily Traffic – PCU

Projection Year	Modelling Scenario	Wanneroo Rd to Break Point ^{#1}	Break Point ^{#1} to Hartman Drive	Hartman Drive to Mosey Street	Mosey Street to Attwell Street	Attwell Street to Mirrabooka Avenue
2021	Two lanes	18,119	17,472	15,803	18,328	13,151
2026	Two lanes	20,548	19,842	17,220	14,365	14,824
	Two lanes	22,533	21,738	19,404	16,464	14,448
2031	Two lanes G.S	10,195	22,291	20,284	17,127	14,896
	Four lanes G.S	11,705	26,188	27,060	18,867	17,462
2041	Two lanes G.S	12,386	26,876	24,423	20,760	18,144
2041	Four lanes G.S	14,791	32,960	28,008	23,436	21,655

#1 Differing road alignments cause changes to the break point in this table:

- In scenarios where Gnangara Road intersects with Wanneroo Road at grade, the break point is the intersection of Gnangara Rd with Susan Rd.
- In scenarios where grade separation of Gnangara Road & Whitfords Avenue from Wanneroo Road is assumed, the break point is where the new alignment intersects Windsor Road.

ROM24 forecast peak hour traffic in PCU on both directions by road section and year are summarised in

Table 3-13.

The following assumptions were assumed for the future years which aligns with the currently observed traffic data;

- Traffic volume for each AM and PM peak is equivalent to 9 % of the daily volume, and
- Daily volume direction split is about 50/50

It is important to note that MRWA ROM24 modelling assumes the grade separation (G.S) of Gnangara Road and Whitfords Avenue from Wanneroo Road from 2031, which would be expected to make the Gnangara Road corridor more attractive for east-west movements. This is clearly shown in Table 3-12 options with grade separation and without grade separation.

Data Analysis

Projection Year	Modelling Scenario	Wanneroo Rd to Break Point ^{#1}	Break Point ^{#1} to Hartman Drive	Hartman Drive to Mosey Street	Mosey Street to Attwell Street	Attwell Street to Mirrabooka Avenue
2021	Two lanes	1,631	1,572	1,422	1,650	1,184
2026	Two lanes	1,849	1,786	1,550	1,293	1,334
	Two lanes	2,028	1,956	1,746	1,482	1,300
2031	Two lanes G.S	918	2,006	1,826	1,541	1,341
	Four lanes G.S	1,053	2,357	2,435	1,698	1,572
2041	Two lanes G.S	1,115	2,419	2,198	1,868	1,633
2041	Four lanes G.S	1,331	2,966	2,521	2,109	1,949

Table 3-13: Projected 2021-2041 Peak Hour Traffic (Design Hour Traffic) – PCU per Hour both directions

#1 The break point definition in this table is the same as #1 in Table 3-12

In comparison to two-way mid-block capacity of 1,800 PCU per hour for a two-lane corridor, the ROM24 peak hour forecasted traffic volumes indicates;

- with or without grade separation at Gnangara Road and Whitfords Avenue, four lanes would be required along Gnangara Road by 2031 between Wanneroo Road and Mosey Street;
- If the corridor were to be upgraded into four lanes, then by 2041, four lanes would be needed along the full length of the study area, due to the attractiveness of the widened corridor; and
- If the corridor was to remain two lanes, then by 2041, capacity between Wanneroo Road and Attwell Street will be constrained.

It should be noted that this assessment is purely based on ROM24 modelling volume outputs assuming the provision of either 2 or 4 lane scenarios for Gnangara Road, as summarised in Table 3-10.

Options Assessed

This feasibility study is based on the following options developed with the City:

- Option 1 Maintaining and rehabilitating the current two lanes;
- Option 2 Widening of Option 1 with boulevard treatment (including a 3.5 m flush central median east of Hartman Drive, and a 13 m raised median west of Hartman Drive); and
- Option 3 Upgrading to a four-lane dual carriageway.
- Option 4a: Dual carriageway from Wanneroo Drive to Hartman Drive, and 'boulevard treatment' from Hartman Drive to Mirrabooka Avenue.
- Option 4b: Staged dual carriageway from Wanneroo Drive to Hartman Drive (by 2031), and from Hartman Drive to Mirrabooka Avenue (by 2036).

For economic evaluation and costing purpose, the City advised SMEC the extent of work for each Option should be as follows:

Option 1

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Pavement maintenance and rehabilitation include the entire study lengths starting at SLK 0.055 to SLK 3.786, approximately 3.5 km long.

Option 2 and 3

- the City will be financially responsible for the realigned Gnangara Rd east of Windsor Road (blue road section), as highlighted in Figure 4-1,
- Option 2 and 3 would follow the realigned section of Gnangara Road from Klaraborg Drive to the east of Windsor Road, and include provision for T- intersection treatments at Parri Road, Buffalo Avenue and Windsor Road,
- Option 2 and 3 would exclude the existing portion of Gnangara Road which intersects Marathon Loop, Susan Road, Dana Way. This section would be maintained as a lower order local road.

Option 4a / Option 4b

- As per Option 2 / 3 above.

Options Assessed

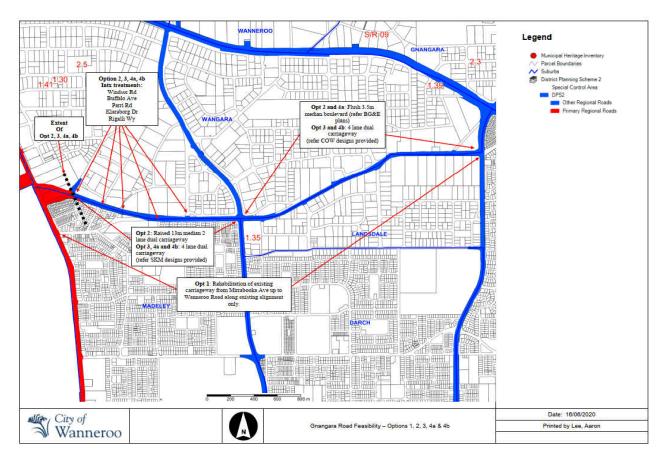


Figure 4-1: Options Extent of Work

The design speed for all options was assumed to be 80km/h with a posted speed of 70km/h.

Option 1 assumes the retention of the existing lane and intersection configurations, with costs limited to pavement renewal, and recurring pavement maintenance costs (with treatment types and costs provided by council).

Option 2 and 3 will require both lane reconfiguration and upgrades to various intersections along the corridor. The cross-section of Option 4b is the same as Option 3 (being a staging construction of Option 3), whilst Option 4a consists of a dual carriageway west of Hartman Drive (as per Option 3), and a boulevard treatment east of Hartman Drive (as per Option 2). Table 4-1 below provides details of the expected extent of work, geometry and intersection configurations for each option.

Table 4-1: Geometric and intersection configuration of each Option for Gnangara Road

	Wanneroo Road - Hartman Drive			Hartman Dr - Mirrabooka Avenue		
Assumptions	Option 1	Option 2	Option 3, 4a and 4b	Option 1	Option 2 and 4a	Option 3 and 4b
Lane width (m)	3.5	3.5	3.5	3.5	3.5	3.5
Seal Shoulders (m)	0	1.5	1.5		1.5	1.5
Unseal Shoulders (m)	0	0.6	0.6		0.6	0.6
Raised Central Median (m)	0	13	6	0	-	6
Flush median (m)	0		-	0	3.5	-

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	Wan	ineroo Road - Hartmai	n Drive	Hartman Dr - Mirrabooka Avenue		
Assumptions	Option 1	Option 2	Option 3, 4a and 4b	Option 1	Option 2 and 4a	Option 3 and 4b
Intersection Treatments	s – existing Gnangar	a Road Alignment				
Dana Way	as is	as is	as is	-	-	-
Buffalo Ave	as is	as is	as is	-	-	-
Susan Rd	as is	as is	as is	-	-	-
Marathon Loop	as is	as is	as is	-	-	-
Klaraborg Dr	as is	as is	as is	-	-	-
Rigali Way	as is	CH Right turn in	CH Right turn in	-	-	-
Hartman Dr			А	s is ¹		
Cowle St	-	-	-	as is	Dedicated RT and LT Bays	Dedicated RT and LT Bays
Mosey St	-	-	-	as is	Dedicated RT and LT Bays	Dedicated RT and LT Bays
Callaway St	-	-	-	as is	Dedicated RT and LT Bays	Dedicated RT and LT Bays
Atwell St	-	-	-	as is	as is	as is
Destiny Way	-	-	-	as is	Dedicated RT and LT Bays	Dedicated RT and LT Bays
Mirrabooka Ave	-	-	-	as is	as is	as is
Intersection Treatments	s – New Gnangara R	oad Alignment				
Klaraborg Drive	N/A	CH Right turn in	CH Right turn in	-	-	-
Parri Road	N/A	T- intersection	T- intersection	-	-	-
Buffalo Ave	N/A	T- intersection	T- intersection	-	-	-
Windsor Road	N/A	T- intersection	T- intersection	-	-	-

Options Assessed

Note: ¹ Although the existing roundabout is assumed to remain in-situ, it is noted that the upgrade of Gnangara Road may improve the existing approach deflection on the east/west approach.

Cost Estimate

5 Cost Estimate

Cost estimates for Options 2 and 3 were undertaken by Rider Levett Bucknall (RLB) Quantity Surveyors, who were provided with the following design report and drawings provided by the City (and SMEC):

- SKM Drawings and Report Hartman Dr to Wanneroo Rd; and
- Dual Carriageway- Hartman Dr to Mirrabooka Avenue.
- Options extent of work map, Figure 4-1 of the report
- BOQ's related to option 3
- Gnangara Hartman to Mirrabooka Duplication BOQ COW Designs

The City recommended the following project contingencies based on the respective development of upgrade plans for Gnangara Road:

- 10% cost contingency for Option 3 (all length) and Option 2 east of Hartman Drive (Hartman Dr -Mirrabooka Avenue). This low contingency was recommended to reflect the detailed designs which have been developed for these sections.
- 40% cost contingency was applied to Option 2 west of Hartman Drive due to the lack of a detailed design.

Estimates for options 4a was developed from the segmented options from Option 2 and Option 3, whilst the estimate for Option 4b was the same as Option 3 (but staged over time). Table 5-1 summarises the capital costs of option 2 to 4b.

Table 5-1: Option capital costs (\$2020)

Option Name	Cost Type	Option 2	Option 3 and 4b	Option 4a
	Capital Cost	\$4,519,480.54	\$6,389,957.56	\$6,389,957.56
Wanneroo	Contractor Preliminaries	\$524,009.08	\$740,880.68	\$740,880.68
Road - Hartman Drive	Design and Professional Fees	\$302,609.39	\$427,850.29	\$427,850.29
	Project Contingency	\$2,138,439.62	\$755,868.85	\$755,868.85
Sub- Total		\$7,484,538.63	\$8,314,557.38	\$8,314,557.38
	Capital Cost	\$6,456,211.22	\$10,191,320.65	\$6,456,211.22
Hartman Dr -	Contractor Preliminaries	\$748,562.43	\$1,181,627.97	\$748,562.43
Mirrabooka Avenue	Design and Professional Fees	\$432,286.43	\$682,376.90	\$432,286.43
	Project Contingency	\$763,706.02	\$1,205,532.55	\$763,706.02
Sub- Total		\$8,400,766.10	\$13,260,858.07	\$8,400,766.10
Option Total Co	sts	\$15,885,304.73	\$21,575,415.45	\$16,715,323.48

Costs for Option 1 assume the maintenance and rehabilitation of the existing two-lane cross-section and is treated as an ongoing maintenance cost. This is covered in more detail in section 6.6.5 (Capital and Maintenance costs). Further information (including the breakdown of capital costs and inclusions/exclusions) for Options 2 and 3 are provided in Appendix C.

6 Economic Assessment

6.1 Proposed Approach

The economic feasibility of various upgrade options for Gnangara Road have been undertaken using a rapid economic appraisal.

The benefits and application of rapid economic appraisal are outlined in the Australian Transport Assessment and Planning Guidelines (ATAP, 2018), T2 Cost Benefit Analysis, whereby a rapid appraisal is "a cost-effective way of gauging whether an initiative is likely to pass a detailed appraisal" (ATAP, p 4). Rapid appraisals are appropriate where the cost estimates for proposals are less precise, particularly at earlier stages of project development.

The methodology for rapid economic appraisals and detailed appraisals is largely the same, whereby rapid appraisals are typically prepared where the costs and benefits of a proposal are based on limited planning and available data (with assumptions often made). Similar to the variation of cost estimates at early project stages, the margin for error for rapid economic appraisals may be in the order of -20% to 40%.

Rapid economic appraisals can be used to assess options at early stages of project development, such as a feasibility study, where options can be assessed on a like for like basis.

In the case of the Gnangara Road feasibility study, the City of Wanneroo has provided the following three options for Gnangara Road, which will require a rapid economic appraisal:

- Option 1: Maintain and rehabilitating the current two lanes single carriageway (with no further upgrades);
- Option 2: Upgrading to a 2-lane dual carriageway ('boulevard treatment'); and
- Option 3: Upgrading to a 4-lane dual carriageway.
- Option 4a: Dual carriageway from Wanneroo Drive to Hartman Drive, and 'boulevard treatment' from Hartman Drive to Mirrabooka Avenue.
- Option 4b: Staged dual carriageway from Wanneroo Drive to Hartman Drive (2031), and Hartman Drive to Mirrabooka Avenue (2036).

For the purpose of the rapid appraisal, Option 1 will be deemed the base case (or Do Minimum scenario), with the costs and benefits of Option 2, Option 3, Option 4a and Option 4b benchmarked against Option 1.

6.2 Benefit valuation methodology

SMEC has applied the ATAP guidelines and application of respective parameters for the rapid economic appraisal of upgrade options for Gnangara Road.

A summary of likely main benefits streams for each Option, including indicative quantification methodology is outlined below in Table 6-1.

Benefits methodology overview Data sources and approach Quantitative benefits: **Quantitative benefits:** Road safety benefits (intersection and mid-block upgrades): Road safety Source crash data from the MRWA Open Data GIS. 0 Review/assess most recent 5-Crash reduction treatments adopted from RMS and DTMR Blackspot year crash history against calculator spreadsheets, as the MRWA crash reduction spreadsheets indicative crash reductions for do not appear to include appropriate treatments considered for proposed treatments. Gnangara Road. Travel time (network): Travel time benefits (network): Network travel time savings. Derived from differences in vehicle hours travelled when comparing \cap base to project case. The MRWA strategic model (ROM) will be used to estimate travel 0 time benefits for the duplication of Gnangara Road in Option 3 over

 Table 6-1: Benefit quantification methodology (rapid and detailed economic appraisal)

Economic Assessment

Benefits methodology overview	Data sources and approach			
	the planning horizon (2031-2041), as against maintaining a single carriageway (Option 1 and Option 2).			
	 Although minor travel time benefits may occur in Option 2, no modelling has been undertaken to quantify this benefit stream. 			
	• VOC benefits (network):			
• Vehicle operating costs (VOC):	 Derived from differences in vehicle kilometres travelled, and average travel speeds, when comparing base to project case. 			
 Network VOC savings associated with improved network performance (typically due to increases in network average travel speeds). 	 The MRWA strategic model (ROM) will be used to estimate VOC savings for the duplication of Gnangara Road in Option 3 over the planning horizon (2031-2041), as against maintaining a single carriageway (Option 1 and Option 2). 			
traverspeeds).	 Although minor VOC savings may occur in Option 2, no modelling has been undertaken to quantify this benefit stream. 			
	 VOC savings will be estimated by using the stop-start model, when comparing base (2 lane Gnangara Road), to the upgraded case (4 lane Gnangara Road), over the planning horizon (2031-2041). 			
Qualitative benefits:	Qualitative benefits			
 Road safety: Reduced crash risk, and enhanced safety features for other modes (e.g. pedestrians and cyclists). 	 Contextual review of Option 2 and 3 (as compared to Option 1), with respect to adjacent land uses, and literature review (e.g. industrial access needs, cycling routes). 			
• Travel time benefits:				
 Improved travel reliability (e.g. due to minor intersection upgrades and/or improved access to abutting properties). 				
• Other modal benefits:				
 Improved accessibility for other modes (e.g. pedestrians and cyclists), such as where works occur on a pedestrian or cycling route. 				

6.3 Economic Evaluation

- Evaluation year: 2020 (with all costs and benefits indexed to current year \$2020 values);
- Evaluation period: 30 years;
 - Assumed opening year: 2023 (assume construction 2021 2022)
 - Evaluation period: 2023 2052
- Discount rate: 5% (standard rate for Western Australia)

Traffic Data and Assumptions

- Vehicle classification was adopted from a 2018 turning count survey at the intersection of Wanneroo Road and Gnangara Road.
- The growth in road safety benefits has been set at 4% (linear), which reflects ROM traffic growth projections for Gnangara Road.

6.4 Economic Parameters

6.4.1 Travel time

Vehicle travel time costs have been estimated for each of light vehicles, rigid, semi-trailers and B-Doubles. The general unit values for travel time rates (and vehicle occupancy rates) have been adopted from the *Road Parameter Values* (PV2) of the *Australian Transport Assessment Planning Guidelines* (Table 12, 2016) for Urban areas, and indexed from Jun 2013 values to Mar 2020 using the Australian Bureau of Statistics, *All Groups CPI (ABS Series ID A2325846C)*. The only exception to this has been the adoption of the private trip rate of 95% (5% business) during peak hours.

Travel times have also been simplified and assumed for four major vehicle types, being light vehicles; and heavy vehicles: rigids (heavy rigids), semi-trailers (as a 6-axle articulated) and B-Doubles.

The proposed travel time rates are provided below in Table 6-2.

Table 6-2: Travel time rates (Mar \$2020)

Mode	June \$2013 travel time parameter values (ATAP)			Travel time costs (Mar \$2020)	Heavy Vehicle Proportions
	Occupancy rate (persons/veh)	Value per occupant (\$/person- hour)	Freight (urban) travel time (\$/veh/hr)		% H.V.
Cars (all types)					
Private	1.6	14.99	na	\$29.70 *	
Business	1.4	48.63	na		
Rigid trucks					
08. Heavy Rigid	1	26.19	14.2	\$45.81	89%
Articulated trucks					
12. Artic 6 Axle	1	26.81	42.06	\$78.12	9%
B-Doubles					
14. B-Double	1	27.2	64.91	\$104.47	1%
Weighted H.V.				\$49.49	100%

Note: * Light vehicle travel time rate is inclusive of business trips (assumed to be 5% of light vehicle trips in the peak hour).

The average weighted cost of travel time for heavy vehicles was estimated at \$49.49 (assuming adoption of the heavy vehicle classification from the 2018 turning count at the intersection of Wanneroo Road and Gnangara Road).

6.4.2 Vehicle operating costs

Vehicle operating costs (VOC) are proposed to be estimated using the urban stop-start model. This model is appropriate where average speeds are less than 60 km/hr.

The structure of the urban stop start model is C = A + B/V, where:

- C = cost in cents/km
- A and B are coefficients
- V = speed in km/hr

Similar to travel time, VOCs will be simplified to the following four vehicle types being light vehicles; and heavy vehicles: rigids (heavy rigids) and semi-trailers (as a 6-axle articulated). The VOC coefficients for each vehicle type is shown in Table 6-3, as adopted from Table 35 of *Road Parameter Values* (PV2) of the *Australian Transport Assessment Planning Guidelines* (2016).

Table 6-3: Vehicle operating cost coefficients

Mode	Coefficients	
	А	В
Vehicle operating costs (stop/start model)		
Light vehicle (medium car)	12.65	1315.52
Rigid (Heavy Rigid)	57.16	2555.08
Semi-trailers (6 axle articulated)	98.69	3991.28
B-Doubles	122.99	4592.18

The coefficients are not indexed, but the resulting operating costs are. As such, the calculated VOC values will need to be indexed from June 2013 to March 2020. The respective indexations for light and heavy vehicles VOCs are:

- 1.06 for light vehicles; and
- 1.08 for heavy vehicles.

6.4.3 Crash costs

Crash costs by crash type (Willingness to Pay – metro only) was adopted from MRWA (\$2017) and indexed to March \$2020 values. These values are summarised below in Table 6-4.

Table 6-4: Crash costs (Mar \$2020)

Crash Type	\$2017	\$2020
Rear-end	27,454	31,139
Head-on	201,514	228,565
sideswipe	22,889	25,962
right angle	41,586	47,169
right turn against	55,572	63,032
hit pedestrian	302,964	343,634
hit animal	24,851	28,187
hit object	98,706	111,956
non-collision	176,546	200,246

6.4.4 Expansion Factor

It is understood the MRWA ROM strategic model is a 24 hr (or daily) traffic volumes, with outputs reported as a daily average.

As such, a day to year cost expansion factor will be applied to expand travel time and vehicle operating costs from a 24 hr (or daily) basis to an annual basis. A weekday to year cost expansion factor of 336 was adopted from the TfNSW *Principles and Guidelines for Economic Appraisal of Transport Investment and Initiatives* (2018).

6.5 Capital, Operating and Maintenance Costs

Strategic (capital) cost estimates have been provided through a sub-consultant for both Option 2 (Boulevard) and Option 3 (Dual Carriageway).

Major maintenance activities and rates were provided by the City of Wanneroo. These will be used as the basis for estimating the existing (Option 1) and future maintenance requirements for options 2 to 4b.

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Indicative maintenance activity, including frequency and maintenance rates are provided Table 6-5.

Table 6-5: Maintenance intervals and rates for a Local Distributor

Year *	Treatment	Treatment Cost (\$/m²)	Additional comment
Annual	Routine maintenance	\$0.10	-
Annual	Heavy Patching	\$20	Assumed at 1% of pavement area/year
0	New Pavement	\$0	-
20	Re-sheet	\$40	
40	Rehabilitation	\$55	-
60	Rehabilitation	\$55	-

* Year indicates years after pavement reconstruction/renewal.

6.6 Rapid Economic Appraisal

6.6.1 Crash costs

As discussed, a review of MRWA blackspot treatment spreadsheets did not identify appropriate crash reduction treatments which would reflect both 'Boulevard Treatment' (Option 2 and Option 4a (east of Hartman Drive)), and duplication (Option 3 and Option 4b) for Gnangara Road. As such, crash reduction treatments (and rates) were adopted from the NSW Roads and Maritime Blackspot and Queensland Department of Transport and Main Roads (DTMR) blackspot safety calculator spreadsheets. A summary of adopted treatments, crash reduction rates and their application to the appraisal (including site context) is provided below in Table 6-6 and Table 6-7.

Option 2 & 4a (east of H	artman Drive) – Boulevard Treatment	Option 3 & 4b - Dual Carriageway		
Crash code	Comment	Crash code	Comment	
44: Install protected right- turn (RMS)	Localised median widenings would be provided for right-turn bays (as consistent with the previous Jacobs report)	1.04: Duplicate Road	Consistent with duplication treatment	
47: Left-turn deceleration (RMS)	Localised shoulder widening would be provided at side road intersections and near major industrial areas/access points			
49: Install painted median (RMS)	Consistent with median treatment (east of Hartman)			
1.04: Duplicate Road	Applies for section west of Hartman Drive only (and only applies to Head-on Crashes)			
69: install shoulder from 0 to >1m (RMS)	Upgrade would provide widened (currently no sealed shoulder)			

Table 6-6: Adopted crash reduction treatments (incl. contextual comment)

Option	Crash code	Side-Swipe Same Direction (involving parking)	Side-Swipe Same Direction (entering/leaving driveway)	Side-Swipe Same Direction (involving overtaking)	Read-End	Rear-end (leaving/entering)	Read-end (overtaking)	Head-On
	44: Install protected right-turn (RMS)					30%		
	47: Left-turn deceleration (RMS)	30%						
Option 2 & 4a (east of Hartman Drive) -	49: Install painted median (RMS)			40%			55%	40%
Boulevard treatment	1.04: Duplicate Road (west of Hartman Drive only)							100%
	69: install shoulder from 0 to >1m (RMS)							35%
Option 3 & 4b - Dual Carriageway	1.04: Duplicate Road	80%	50%	80%	30%	50%	80%	100%

Table 6-7: Crash reduction rates by crash type

The latest 5-year crash history for Gnangara Road (by section) was sourced from the MRWA Open Data GIS, and is provided below in Table 6-8, including severity and crash type (Event Nature).

Table 6-8: Gnangara Road 5-yr crash history

Segment	ACC ID	Accident Type	Severity	Event_Nature	Event_Type
	994022	Midblock	PDO Major	Sideswipe Same Dir	Entering/Leaving Driveway
Mirrabooka	9193111	Midblock	PDO Major	Rear End	
Avenue to	9811564	Midblock	PDO Major		Entering/Leaving Driveway
Attwell Street	9341906	Midblock	PDO Major	Rear End	
	10012110	Midblock	PDO Major	Rear End	
	10032071	Intersection	PDO Major	Rear-End	
	9095567	Midblock	Medical	?	?
Attwell Street	9962045	Midblock	PDO Major	Right Angle	Entering/Leaving Driveway
to Hartman Drive	9539072	Midblock	PDO Major	Rear-End	Entering/Leaving Driveway
	9411477	Midblock	PDO Minor	Rear-End	Entering/Leaving Driveway
	9184223	Midblock	Medical	Rear-End	Involving overtaking
	10149550	Midblock	PDO Major	Rear-end	
	9202892	Midblock	PDO Major	Sideswipe same dir	involving parking
	10159191	Midblock	PDO Major	Sideswipe same dir	?
Hartman Drive	9262470	Midblock	PDO Major	Head-On	
to Wanneroo Road	9890059	Midblock	PDO Minor	Sideswipe same dir	Involving overtaking
	9247789	Intersection	PDO Major	Sideswipe same dir	
	9262118	Midblock	PDO Major	Sideswipe same dir	Involving overtaking
	9668425	Midblock	PDO Minor	Rear-end	

Segment	ACC ID	Accident Type	Severity	Event_Nature	Event_Type
	9220449	Midblock	PDO Minor	Sideswipe same dir	
	9694328	Midblock	Medical	Rear-end	
	10109034	Midblock	Medical	Rear-end	
	9759996	Midblock	Medical	Rear-end	
	9848441	Midblock	PDO Major	Sideswipe same dir	
	9354363	Midblock	PDO Minor	Rear-end	

The resulting annual crash savings for each Option (by road section) as against Option 1 (or the base case) is shown below in Table 6-9.

Table 6-9: Summarised annual crash costs and savings

Road segment	Option 2 & 4a (ea Hartman Drive) – Bo Treatment		Option 3 & 4b - Dual Carriageway		
	Option 1 (crash cost)	Savings	Option 1 (crash cost)	Savings	
Mirrabooka Avenue to Attwell Street	\$29,068	\$3,115	\$29,068	\$10,797	
Attwell Street to Hartman Drive	\$47,926	\$9,184	\$47,926	\$21,097	
Hartman Drive to Wanneroo Road	\$123,103	\$57,955	\$123,103	\$90,849	
Total	\$200,098	\$69,955	\$200,098	\$122,744	

6.6.2 Modelling Results

MRWA provided strategic modelling (ROM) results for 2031 and 2041 for a single carriageway (Option 1 and 2), dual carriageway (Option 3) options, as well as options to stage the dual carriageway (Option 4a and 4b) for Gnangara Road. ROM scenarios were predicated on the assumption MRWA would realign and grade separate Gnangara Road and Wanneroo Road, with MRWA assumed to fund the realignment limited to Windsor Road, with the City of Wanneroo assumed to fund the balance of the realignment to Klaraborg Drive.

To assess the economic merit of a staged duplication to Hartman Drive, MRWA has provided additional ROM scenarios, to assess the incremental benefit of duplicating Gnangara Road from Klaraborg Drive to Hartman Drive.

These ROM scenarios (not to be confused with options) have been used to undertake an economic analysis for each of the upgrade options (Option 3 to 4b). The MRWA ROM scenarios are summarised below in Table 6-10.

Table 6-10: Strategic model	(ROM) scenario	os for Gnangara Road
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Scenario Number	Time-step	Description	Whitfords Avenue and Gnangara Road Connectivity	Gnangara Road
Scenario 1	2031	MRWA Grade separation and council Do Min	Grade separation	2-lane
Scenario 2	2031	MRWA project case, council four- lane scenario	Grade separation	4-lane
Scenario 3	2041	MRWA project case/council Do Min	Grade separation	2-lane
Scenario 4	2041	MRWA project case, council four- lane scenario	Grade separation	4-lane

Scenario Number	Time-step	Description	Whitfords Avenue and Gnangara Road Connectivity	Gnangara Road
Scenario 5	2031	MRWA Grade separation, 4 lane to Klaraborg Drive	Grade separation	4 lanes: Wanneroo – Klaraborg, 2 lanes: Klaraborg to Mirrabooka
Scenario 6	2031	MRWA Grade separation, 4 lane to Hartman Drive	Grade separation	4 lane: Wanneroo - Hartman, 2 lanes: Hartman - Mirrabooka
Scenario 7	2041	MRWA Grade separation, 4 lane to Klaraborg Drive	Grade separation	4 lanes: Wanneroo – Klaraborg, 2 lanes: Klaraborg to Mirrabooka
Scenario 8	2041	MRWA Grade separation, 4 lane to Hartman Drive	Grade separation	4 lane: Wanneroo - Hartman, 2 lanes: Hartman - Mirrabooka

Importantly for the City of Wanneroo, the model outputs were derived for a sub-area, to enable the network benefits of duplicating Gnangara Road to be estimated more broadly (e.g. reduced congestion on Ocean Reef Road). The extent of the modelled sub-area for modelling the benefits of Gnangara Road is provided below in Figure 6-1.

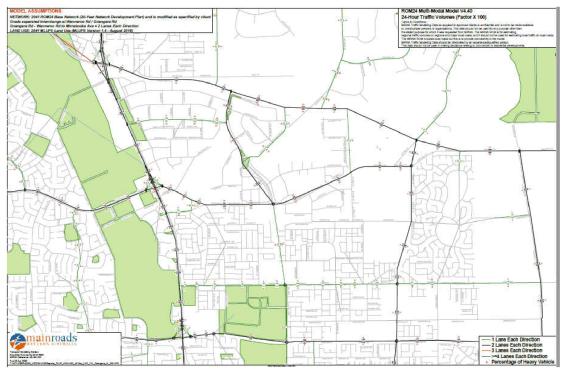


Figure 6-1: Gnangara Road strategic modelling sub-area

The resulting ROM model results, which reflect 24 hr (daily) average conditions are shown below in Table 6-11.

Year	Metrics	Gnangara Road (2 Iane)	Gnangara Road (4 Iane)	Gnangara Road (4 Iane Wanneroo to Klaraborg only)	Gnangara Road (4 lane Wanneroo to Hartman only)
	VKT	1,074,057	1,079,621	1,073,584	1,076,072
2031	VHT	22,584	22,520	22,523	22,516
	Ave Speed	47.6	47.9	47.7	47.8
	VKT	1,280,455	1,291,346	1,280853	1,284,961
2041	VHT	29,020	28,908	28,972	28,918
	Ave Speed	44.1	44.7	44.2	44.4

Table 6-11: ROM modelling result for the single and dual carriageway option for Gnangara Road

6.6.3 Travel Time

Travel time savings were subsequently estimated from the ROM model outputs to a daily and annual basis. These results are shown below in Table 6-12.

Table 6-12: Estimated daily and annual travel time savings for duplicating Gnangara Road

Option		Daily Saving	Annual Saving
Ontion 2: Changens Read Dual Consideration	2031	\$2,013	\$676,456
Option 3: Gnangara Road Dual Carriageway	2041	\$3,500	\$1,176,110
Option 4a: Staged duplication (Wanneroo to	2031	\$218	\$73,278
Hartman only)	2041	\$1,682	\$565,284

These estimates of travel time were also used to derive the travel time benefits for Option 4b, whereby travel time benefits only arose from 2036 (interpolating the travel time benefits for Option 3 between 2031 and 2041).

6.6.4 Vehicle Operating Costs

Vehicle operating cost savings were subsequently also estimated from the ROM model outputs on a daily and annual basis. These results are shown below in Table 6-13.

Option		Daily Saving	Annual Saving
Outline 2: Conserve Read Dual Consideration	2031	\$828	\$278,350
Option 3: Gnangara Road Dual Carriageway	2041	\$1,424	\$478,610
Option 4a: Staged duplication (Wanneroo to	2031	\$115	\$38,647
Hartman only)	2041	\$691	\$232,070

Table 6-13: Estimated daily and annual vehicle operating cost savings for duplicating Gnangara Road

These estimates of vehicle operating cost savings were also used to derive the benefits for Option 4b, whereby benefits only arose from 2036 (interpolating the vehicle operating cost savings for Option 3 between 2031 and 2041).

6.6.5 Capital and Maintenance Costs

Capital costs were provided through a specialist cost estimator for each of the options and are summarised below in Table 6-14. Indicative cash flow, with the assumed year of the opening, was also required for the rapid economic appraisal and is provided below.

Table 6-14: Capital cost estimate and assumed cash flow

Option	Capital Cost Estimate (\$2020)	Assumed opening year	Assumed cashflow
Option 2 (Boulevard) – full	\$15,885,305	2023	2021: \$7,942,652
length			2022: \$7,942,652
Option 3 (Dual Carriageway) –	\$21,575,415	2031	2029: \$10,787,708
full length	\$21,373,413	2031	2030: \$10,787,708
Option 4a:	\$16,762,663	2027 (Boulevard treatment from Hartman to Mirrabooka) 2031 (Dual carriageway from Wanneroo to Hartman)	2025: \$4,211,483
Dual carriageway from			2026: \$4,211,483
Wanneroo Road to Hartman Drive			2029: \$4,157,279
 Boulevard Treatment from Hartman Drive to Mirrabooka Avenue 			2030: \$4,157,279
			2029: \$4,157,279
Option 4b Staged dual carriageway	\$21,575,415	2031 (Dual carriageway from Wanneroo to Hartman)	2030: \$4,157,279
		2036 (Hartman to Mirrabooka)	2034: \$6,630,429
		,,	2035: \$6,630,429

The opening year of 2023 was assumed for Option 2 (Boulevard Treatment), to align with the earlier time from which pavement rehabilitation as being required along the corridor. Open year 2031 was assumed for the duplication of Gnangara Road (Option 3), to align with the potential opening of the realigned Gnangara Road / Wanneroo Road interchange (as proposed by MRWA). This opening year timing aligns with strategic modelling (ROM) results which indicate that the warrant for duplication based Austroads peak hour lane capacity is not reached until 2031 for the section of Gnangara Road west of Hartman Drive, and by 2041 for the section of Gnangara Road east of Hartman Drive (based on ROM modelling outputs).

An indicative opening year of 2036 was adopted for the dual carriageway east of Hartman Drive, to ascertain the economic benefits of delaying the opening of this section. This would provide a direct comparison against the economic merit of upgrading the full length of Gnangara Road in 2031 (as per Option 3).

Indicative maintenance treatments and costs were also derived for each Option (see Table 6-15), and provided below in Table 6-16 to Table 6-18 (including incremental costs from the base case).

For the purpose of estimating base case maintenance costs, and to align with findings of pavement remaining life investigations, the section of Gnangara Road west of Hartman Drive was deemed as requiring rehabilitation in the near term (2023, based on the worst performing segment along this link), with the section of Gnangara Road east of Hartman Drive assumed as requiring rehabilitation in the medium term (2027).

Table	6-15:	Maintenance	area	assumptions
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Option	Length (m)	Avg road width (m)	Area (m2)
Option 1 (Base Case)	3,700	10	37,000
Option 2 (Boulevard)	3,700	14.5	53,650
Option 3 (Dual carriageway)	3,700	18	66,600

Table 6-16: Maintenance costs for Option 1 (base case)

Years	Annual cost (\$2020)	Treatment
2023	\$827,200	Rehabilitation (west of Hartman), routine + patching (east of Hartman)
2024 - 2026	\$11,100	Routine + patching
2027	\$1,211,500	Rehabilitation (east of Hartman), routine + patching (west of Hartman)
2028 – 2042	\$11,100	Routine + patching
2043	\$827,200	Rehabilitation (west of Hartman), routine + patching (east of Hartman)
2044 – 2046	\$11,100	Routine + patching
2047	\$1,211,500	Rehabilitation (east of Hartman), routine + patching (west of Hartman)
2048 - 2052	\$11,100	Routine + patching
Total (as against Option 2: 2023-2052)	\$4,366,000	

Table 6-17: Maintenance costs for Option 2 (Boulevard)

Years	Cost (\$2020)	Treatment
2023 – 2042	\$16,095	Routine + patching
2043	\$2,151,365	Re-sheet
2044-2052	\$16,095	Routine + patching
Total	\$2,618,120	
Incremental cost (as against Option 1)	-\$951,760 ¹	

Note: ¹ indicates a saving over the 30-year analysis period

Table 6-18: Maintenance costs for Option 3 (Dual carriageway)

Years	Cost (\$2020)	Treatment
2023 – 2031	\$2,116,400	As per Option 1
2031 – 2051	\$19,980	Routine + patching
2052	\$2,670,660	Re-sheet
Total	\$5,186,660	
Incremental cost (as against Option 1)	\$820,660	

The maintenance costs for Option 4a and Option 4b varied slightly, reflecting subtle changes in upgrading staging along Gnangara Road, and are summarised in Table 6-19 and Table 6-20.

Table 6-19: Maintenance costs for Option 4a (Dual carriageway / Boulevard Treatment)

Additional Options	Cost (\$2020)	Treatment
Total	\$3,655,520	Various
Incremental cost (as against Option 1)	-\$710,480 ¹	

Note: ¹ indicates a saving over the 30-year analysis period

Table 6-20: Maintenance costs for Option 4b (Staged dual carriageway)

Years	Cost (\$2020)	Treatment
Total	\$4,150,250	Various
Incremental cost (as against Option 1)	-\$215,750 ¹	

Note: ¹ indicates a saving over the 30-year analysis period

6.7 Economic Analysis Results

The rapid economic analysis results for the options are provided below in Table 6-21 for a 5% discount rate.

	Option 2 (Boulevard)	Option 3 (Dual C'way)	Option 4a: Dual Carriageway (Wanneroo to Hartman), Boulevard (Hartman to Mirrabooka)	Option 4b: Staged Dual Carriageway (2031 to Hartman, 2036 to Mirrabooka)
Assumed opening year and/or staging	2023	2031	2027 Boulevard to Mirrabooka 2031 Dual-Cway to Hartman	2031 (to Hartman Drive), 2036 (to Mirrabooka)
Strategic estimate (\$2020)	\$15,885,305	\$21,575,415	\$16,715,323	\$21,575,145
Discounted capital costs	\$14,768,651	\$13,576,569	\$11,657,528	\$11,770,194
Discounted O&M costs	-\$1,380,474	\$40,823	-\$814,914	\$101,793
Discounted total costs	\$13,388,176	\$13,617,392	\$10,842,614	\$11,871,987
Benefits (Present Value)				
Travel Time (road)	\$0	\$8,106,388	\$3,191,728	\$6,449,188
VOC (VKT)	\$0	\$3,307,427	\$1,334,278	\$2,666,858
Road crash savings	\$1,474,416	\$1,687,731	\$1,454,286	\$1,608,769
Residual value	\$1,295,258	\$1,826,915	\$1,632,735	\$1,664,774
Total Benefits (Present Value)	\$2,769,674	\$14,928,461	\$7,613,027	\$12,389,589
Economic Analysis Results				
BCR	0.2	1.1	0.7	1.0
NPV	-\$10,618,502	\$1,311,069	-\$3,229,587	\$517,602
NPVI	-0.8	0.1	-0.3	0
FYRR	0%	5%	0%	1%

Table 6-21: Economic analysis results for the upgrade options of Gnangara Road

It is noted that Option 3 to 4b assume a level of maintenance (i.e. Option 1 treatment/costs) until such times as the upgrade works for each option are completed, as such Table 6-21 only reflects the additional capital costs (and maintenance) for each option over Option 1.

6.8 Economic Analysis Key Findings

Key findings from the rapid economic analysis include:

- Option 2 (Boulevard Treatment) only provides safety benefits, as the option does not provide any additional roadway capacity. These safety benefits amount to approximately \$1.5 million (present value).
- Option 3 (full length dual carriageway) assumed for opening by 2031, returned a positive BCR of 1, attributable to the benefits associated with improved network travel time and vehicle operating costs, as well as improved road crash savings along the full corridor.
- Option 4a, comprising dual carriageway to Hartman Drive (by 2031), and boulevard treatment to Mirrabooka Avenue (by 2027), returned a positive BCR of 0.7. Although this option was \$3.6 million (present value) less than Option 3, it returned \$7.3 million (present value) in reduced benefits than providing the full dual carriageway option (Option 3).
- Option 4b (staged dual carriageway to Hartman Drive by 2031, and Mirrabooka Avenue by 2036), returned a positive BCR of 1. This option was marginally less expensive (present value) than Option 3, but it did not offset the deferred benefits of duplication of Gnangara Road corridor by 2031. As such, the longer the duplication is deferred, the reduced BCR it would return. It is also noted that ROM modelling indicates this section would require duplication by 2041.

As such, the economic analysis confirms that of the boulevard and duplication options available to the City of Wanneroo, the duplication option provides the greatest return on investment, for which planning by the City of Wanneroo should be progressed.

ROM24 modelling indicates that duplication of Gnangara Road from Hartman Drive to Mirrabooka Avenue would likely not be required until 2041. However, economic analysis confirmed that full duplication of the corridor would provide a greater return on investment than a staged opening.

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7 Potential Project Funding Sources

In Western Australia, the Metropolitan Regional Road Group (MRRG) manages and administers funding for Road Projects and Black Spot Programs on the local road network of the Metropolitan Region. MRRG Policies and Practices can be found on their MRWA website. Funding programs managed and administered by the MRRG include:

- MRRG Road Improvement;
- MRRG Rehabilitation ; and
- State and Australia Government Black Spot,

7.1 MRRG Road Improvement Funding Criteria

The following summarises the funding model for the MRRG Road Improvement program:

- State government contribute 2/3 of project cost and local government 1/3 of the project cost;
- MRRG allocations to individual Projects is capped at \$3m State Contribution per year to a maximum contribution of \$9m (i.e. total project cost \$13.5m); and
 - The State government contribution to individual Local Governments is capped at \$4m per year.

Table 7-1 summarises funding criteria from which projects would be considered eligible for funding under the MRRG Road Improvement program.

Project Requirement	Description
Strategic Alignment	The project must demonstrate strategic fit to state, regional or local planning or transport strategies.
Roads Eligible for funding	Roads of Regional Significance with potential to maximise benefits to the community and preserve, improve and extend the road system. Priorities are given to District Distributors, A and B roads.
Road Safety Audits	Projects awarded funding must include a formal, independent road safety audit as per the Austroads Guide to Road Safety.
Stakeholders Agreement in Principle	When the proposed road improvement impact other key stakeholders, an agreement in principle to upgrade the road must be obtained, and evidence of the agreement must be supplied as part of the submission process.

Based on the financial agreement contribution to projects between state and local governments, the City may seek to adopt the 4 years project timeframe for Option 2, and 6 years for Option 3.

Based on the MRRG Road Improvement funding guidelines, the full project funding of either Option 2 and 3 would be problematic, as these would exceed the total and annual funding caps of the MRRG, meaning the City would be required to fund the majority of works.

7.2 MRRG Rehabilitation Funding Criteria

MRRG funding is available for pavement rehabilitation, and an annual state contribution cap of \$750,000 is applied per Local Government. Grant funding for the application of trial treatments is not permissible.

The following are the minimum criteria applicable for MRRG rehabilitation projects, as provided in the Guidelines for the Submission of Road Rehabilitation Projects dated February 2020.

- All District Distributor, A and B roads, are applicable for funding with no required minimum number of vehicles per day (vpd);
- All Local Distributor roads carrying greater than 2,000 vpd are applicable for funding. Local Distributors that carry less than 2,000 vpd but have a calculated Equivalent Standard Axles (ESA) design traffic volume for a

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Potential Project Funding Sources

20 year life of greater than 1×10^6 are also applicable for funding. All Sections on Local Distributor roads should be supported with a copy of a full week classified traffic count contained within the grant submission. Where a Section on a Local Distributor has less than 2,000 vpd, evidence should also be given as to how the future ESA volume has been calculated, including reasons for the growth factor and percentage of commercial vehicles chosen;

- Access Roads are not applicable for funding;
- All Sections must have a minimum score of 700 points for the condition assessment. Projects below this threshold will not be considered for funding; and
- A pavement investigation and design is required for all submissions.

Based on the MRRG Rehabilitation funding criteria, the rehabilitation of road pavement under Option 1 (and potentially Option 1.5) could be sought under a multi-year program, to enable the progressive renewal of the pavement asset along Gnangara Road.

7.3 State and Federal Government Black Spot

Blackspot funding contribution from the Federal government is capped at a maximum of \$2,000,000, with state government blackspot funding capped at \$3,000,000. These programs require demonstration of value for money (e.g. BCR>2), and also require minimum crash rates (over five years):

- typically three casualty crashes over five years (for intersection crashes); or
- 0.2 casualty crashes per km per year (for mid-block crashes).

A review of mid-block crashes along the corridor has not identified a mid-block crash cluster. Together with funding restrictions, upgrades of the Gnangara Road corridor under Option 2 and 3 would appear ineligible for blackspot funding under either the state or federal blackspot programs.

Blackspot funding may, however, be available for intersection safety improvements, particularly for the Hartman Drive roundabout which exhibits a significant crash cluster (discussed further in section 3.1.1).

7.4 City Internal Funding

The City may also wish to pursue internal revenue to fund the upgrade of the Gnangara Road. This will be subjective to prioritisation and funding available within the City (e.g. considering demands for other road upgrades).

8 Conclusion

SMEC has undertaken a rapid economic appraisal to ascertain the viability of several upgrade options for Gnangara Road, between Wanneroo Road and Mirrabooka Avenue. The options requested by the City of Wanneroo to be tested included:

- Option 1: Maintain and rehabilitating the current two lanes single carriageway (with no further upgrades);
- Option 2: Upgrading to a 2-lane dual carriageway ('boulevard treatment');
- Option 3: Upgrading to a 4-lane dual carriageway (assumed as opening in 2031 subject to MRWA timing for the grade separation of Wanneroo Road);
- Option 4a: Staged 4-lane dual carriageway from Wanneroo Road to Hartman Drive (assumed by SMEC as
 opening in year 2031), with boulevard treatment from Hartman Drive to Mirrabooka Avenue (assumed by
 SMEC as opening in year 2027); and
- Option 4b: Staged 4-lane dual carriageway from Wanneroo Road to Hartman Drive (assumed by SMEC as opening in year 2031), and from Hartman Drive to Mirrabooka Avenue by (assumed by SMEC as opening in year 2036).

The rapid economic appraisal of Option 2, 3, 4a and 4b have been assessed against the incremental costs of maintaining (including rehabilitation) of the existing pavement asset along Gnangara Road (Option 1). This appraisal has been prepared in accordance with ATAP guidelines and using MRWA crash costs and a 5% discount rate in accordance with WA government requirements.

In assessing options for upgrading, SMEC has liaised with MRWA to confirm the indicative upgrading program for the grade separation of the Wanneroo Road intersection with Whitfords Avenue, which would also entail a realignment of the western extent of Gnangara Road. The assumed upgrade has been included in strategic modelling (ROM24) outputs prepared by MRWA and assumed to occur by 2031.

ROM24 outputs provided by MRWA have been adopted as the basis from which to assess the benefits of duplicating the Gnangara Road corridor, with 2 and 4 lane options for Gnangara Road tested to ascertain the incremental benefit of widening Gnangara Road to four lanes. To align with MRWA options for grade separation of the Whitfords Avenue, duplication of the Gnangara Road corridor has been assumed to occur in 2031, as the basis from which economic analysis has been undertaken.

With respect to Option 2 (boulevard treatment), this has been assumed to open in 2023, which focusses on the widening of the existing cross-section, including a 3.5m wide flush central median for the section east of Hartman Drive, and a concrete median for the section west of Hartman Drive. An opening year 2023 was assumed to align with the earliest time from which pavement rehabilitation is required along the corridor.

The rapid economic appraisal identified that Option 3 provided the best value for money proposition to the City of Wanneroo, returning a BCR of 1.1 (assuming full duplication by 2031).

Following identification of the preferred ultimate configuration for Gnangara Road, SMEC recommends the following staging strategy for the corridor:

- 2023: Rehabilitation of the existing pavement (i.e. Option 1) from Wanneroo Road to Hartman Drive (based on the worst-case pavement analysis);
- 2027: Rehabilitation of the existing pavement (i.e. Option 1) from Hartman Drive to Mirrabooka Avenue;
- 2031: Full and/or staged duplication of the Gnangara Road corridor, with priority completion to Hartman Drive (to align with MRWA's proposed grade separation of the Whitfords Avenue intersection), with the section east of Hartman Drive requiring duplication by 2041 (based on ROM modelling);
- To support the City's intention for duplication the corridor, continue planning for the corridor's duplication, including identifying (and communicating) road reserve requirements.

SMEC notes that these timings are subject to both limitations provided in the strategic model (ROM), as well as the limited pavement analysis undertaken for this study. To further confirm pavement rehabilitation timings and treatments, more detailed analysis of the existing pavement conditions along Gnangara Road is recommended (refer further to section 3.3.3.7).

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Conclusion

SMEC also notes that pavement rehabilitation (subject to further investigations) could also be undertaken in a manner to improve the safety of the existing cross-section along Gnangara Road, noting that parts of the corridor are generous in width (see Figure 8-1), with some sections approximately 13m in width (including 5m lane widths).



Figure 8-1: Gnangara Road (east of Rigali Way)

Potential future pavement rehabilitation of Gnangara Road could include minor upgrades of the existing cross-section, with re-allocation of the existing cross-section width to provide standard 3.5 m lane widths (or equivalent), and widened sealed shoulders. Although this Option would probably only exhibit a narrower flush central median (e.g. 0.5 - 1m), such a treatment would provide similar road safety benefits as compared to Option 2. Pavement rehabilitation would also include minor widenings at intersections and bus stops, providing additional benefits until such times as the corridor is duplicated.

Appendix A Study Area Crash Summary

		Sumr	mary Cra	ash History		
Selection Criteria				Value		
Road	GNANGARA RD (1100	004)				
Date	01/01/2015 to 31/12/20	19				
Road SLK	0.00 to 3.82					
Se	verity	Count	Percentage	MR Type	Count	Percentage
Fatal	(0	0.0%	Involving Overtaking	5	4.1
Hospital		(1	0.8%	Involving Parking	1	0.8
Medical,		-18	14.6%	Involving Animal	11	8.0
PDO Major	j.	75	61.0%	Involving Pedestrian	0	0.0
PDO Minor		29	23.6%	Entering / Leaving Driveway	5	4.1
Other / Unknown		0	0.0%	Other / Unknown	111	90.2
	Total;	123	100.0%	To	tal: 123	100.0
Light C	Conditions	Count	Percentage	Object Hit	Count	Percentage
Daylight	1	99	80.5%	SEC Pole	1	6.7
Dawn Or Dusk		8	6.5%	Traffic Light Post	2	13.3
Dark - Street Lights	On	15	12.2%	Traffic Sign	0	0.0
Dark - Street Lights	Off	i0	0.0%	Commercial Sign Post	0	0.0
Dark - Street Lights	Not Provided	0	0.0%	Tree	18	6.7
Other / Unknown		1	0.8%	Other	11	73.3
	Total:	123	100.0%	To	tai: 15	100.0
Roa	d Grade	Count	Percentage	Road Alignment	Count	Percentage
Level		75	61.0%	Curve	32	26.01
Crest Of Hill		2	1.6%	Straight	84	68.3
Slope		36	29.3%	Other / Unknown	7	5.7
Other / Unknown	5	10	8.1%	To	tal: 123	100.0
	Total:	123	100.0%	1		
Speed	a Factor	Count	Percentage	Road Condition	Count	Percentage
Yes	NI	0	0.0%	Wet	21	17.1
No		0	0.0%	Dry	92	74.8
Other / Unknown		123	100.0%	Other / Unknown	10	8.1
	Total:	123	100.0%	To		100.0
MR	Nature	Count	Percentage			
Rear End		70	56.9%			
Head On		t	0.8%			
Sideswipe Opposite	Dim	0	0.0%			
Sideswipe Same Dir	1. Sec.	15	12.2%			
Right Angle		20	16.3%			
Right Turn Thru		2	1.6%			
Hit Pedestrian	1	0	0.0%			
Hit Animal		(1	0.8%			
	1	7	5.7%			
THE GUIEGE		1				
		11	0.8%			
Hit Object Non Collision Other / Unknown	0	1	0.8%			

THE PROVISION OF GNANGARA ROAD NEEDS AND FEASIBILITY STUDY Economic Assessment Report

Prepared for the City of Wanneroo

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Intersection Crashes

Appendix B Intersection Crashes

Movement Type	Wanneroo Road - Gnangara Road	Atwell Street - Prestige Parade - Gnangara Road	Hartman Drive - Gnangara Road	Mirrabooka Avenue - Gnangara Road	Dana Way - Gnangara Road	Callaway Street - Gnangara Road	Klaraborg Drive - Gnangara Road	Buffalo Avenue - Gnangara Road
Rear End	33	4	9	4	6	1	0	0
Head-on	0	0	0	0	0	0	0	0
Sideswipe Opposite Direction	0	0	0	0	0	0	0	0
Sideswipe Same Direction	0	0	3	4	0	0	1	0
Right Angle	4	0	12	2	0	0	0	1
Right Turn Through	0	0	1	1	0	0	0	0
Hit Pedestrian	0	1	0	0	0	0	0	0
Hit Animal	0	0	0	0	0	0	0	0
Hit Object	4	0	0	1	0	0	0	0
Non Collision	0	0	1	0	0	0	0	0
Other/Unknown	2	1	0	0	0	0	0	0
Total	43	6	26	12	6	1	1	1

SMEC Internal Ref. 3006389 25 August 2020 Appendix C Order of Cost Estimate Report

THE PROVISION OF GNANGARA ROAD NEEDS AND FEASIBILITY STUDY Economic Assessment Report Prepared for the City of Wanneroo

SMEC Internal Ref. 3006389 25 August 2020 local people global experience

SMEC is recognised for providing technical excellence and consultancy expertise in urban, infrastructure and management advisory. From concept to completion, our core service offering covers the life-cycle of a project and maximises value to our clients and communities. We align global expertise with local knowledge and state-of-the-art processes and systems to deliver innovative solutions to a range of industry sectors.



ORDER OF COST ESTIMATE (OPTION 2&3)

GNANGARA ROAD FEASIBILITY STUDY





Gnangara Road Feasibility Study Order of Cost Estimate (Option 2 & 3)

Basis of Estimate

Description

Basis of Estimate

This Order of Cost Estimate assumes that the works will be procured as a construct only contract assuming standard terms and conditions.

This Order of Cost Estimate broadly includes for the following scope of works:

Option 2

At grade road widening with boulevard treatment Based on typical section from drawing 3466-12-0 A1 (amended for Option 2) Raised 13m Median (Wanneroo to Hartman) Flush 3.5 Median boulevard (Hartman to Mirrabooka) Earthwork volumes assumed +/-500mm with additional depth at batter Intersection allowances as directed by SMEC Proposed carriageway constructed as new Road lane width 3.7m each (2x)

Option 3

At grade road widening to a four-lane dual carriageway with boulevard treatment Based on typical section from drawing 3466-12-0 A1 Central median 6m wide Earthwork volumes assumed +/-500mm with additional depth at batter Intersection allowances as directed by SMEC Proposed carriageway constructed as new Road lane width 3.5m each (4x)

Items Specifically Included

This Order of Cost Estimate assumes the following:

Free and uninterrupted access to undertake the works Works to be delivered as one Construct Only Contract Works to be competitively tendered

This estimate has been prepared on the basis of normal economic and industry circumstances. The full impact of COVID-19 is unknown at this stage and changing daily. This estimate makes no provision for the impacts of COVID-19 virus and we advise that an impact on the estimate may be probable and could vary considerably depending on the extent of a variety of issues. These may include but are not limited to the following issues, which are intended as a guide and is not intended to be a comprehensive list:

Economy, industry and society shut down.

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Gnangara Road Feasibility Study

Order of Cost Estimate (Option 2 & 3)

Basis of Estimate

Description

Exchange rate fluctuations (our estimate reflects pricing as at the US\$0.70 market exchange rate at Q2 Off shore manufacturing capacity and delivery timing. On shore site deliveries of plant, materials and equipment. On site staff to manage productivity of the works. On site labour to undertake the works. Items Specifically Excluded The following works have been excluded from this Order of Cost Estimate: Aboriginal heritage, cultural and native title matters. Client project delivery costs. Disposal of material off site. Diversion and / or relocation of existing public utilities and services (unless otherwise noted). Enhancement of existing infrastructure services generally, including in-ground stormwater and street Environmental obligations and clearances. Environmental offsets. Escalation. Fees and charges levied by authorities, councils and service bodies. Finance, holding and interest fees and charges. Future concrete footpath. Geotechnical investigations. Goods and services tax (GST). Headwork fees and charges. Intelligent transport systems. Land acquisition costs and associated fees and charges. Landscaping (unless otherwise specified). Latent ground conditions (unless otherwise noted). Maintenance of existing roads. Pre-construction property inspections. Proposed Cul De Sac on Windsor Rd Public artwork. Realignment and / or removal of Overhead power works (option 2). Relocation and / or construction of new PTA bus stops. Removal of contaminated material. Road alignment to West of Windsor Road. Signalised intersections. Site investigation and project studies. Supply and installation of new street light poles (assumed re-use of existing). Underboring of existing and / or proposed inground services. Works for grade separation works, including bridges, retaining walls and stairs Works not shown nor documented.

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Gnangara Road Feasibility Study Order of Cost Estimate (Option 2 & 3)

Basis of Estimate

Description

Works relating to Traffic Signals (unless otherwise noted). Works to existing intersections (unless otherwise noted).

Documents

The following documents have been used in preparing this Order of Cost Estimate:

Drawings:

2959-001 0.pdf 2959-010 0.pdf 2959-011 0.pdf 2959-012 0.pdf 2959-013 0.pdf 2959-014 0.pdf 2959-015 0.pdf 2959-016 0.pdf 2959-017 0.pdf 2959-018 0.pdf 2959-020 0.pdf 2959-021 0.pdf 2959-022 0.pdf 2959-023 0.pdf 2959-024 0.pdf 2959-030 0.pdf 2959-031 0.pdf 2959-040 0.pdf 2959-041 0.pdf 2959-042 0.pdf 2959-043 0.pdf 2959-044 0.pdf 2959-045 0.pdf 2959-046 0.pdf 2959-047 0.pdf 2959-048 0.pdf 2959-049 0.pdf 2959-050 0.pdf 2959-051 0.pdf 2959-052 0.pdf 2959-053 0.pdf 2959-060 0.pdf 2959-061 0.pdf

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2959-082 0.pdf 2959-083 0.pdf 2959-084 0.pdf 2959-085 0.pdf 2959-086 0.pdf 2959-087 0.pdf 2959-088 0.pdf 2959-089 0.pdf 2959-090 0.pdf 2959-091 0.pdf 2959-092 0.pdf 2959-093 0.pdf 2959-094 0.pdf 2959-095 0.pdf 2959-096 0.pdf 2959-097 0.pdf 2959-098 0.pdf 2959-099 0.pdf 2959-100 0.pdf 2959-101 0.pdf 2959-102 0.pdf 2959-103 0.pdf 2959-104 0.pdf 2959-105 0.pdf 2959-106 0.pdf

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Description 2959-062 0.pdf 2959-063 0.pdf

2959-064 0.pdf 2959-065 0.pdf 2959-070 0.pdf 2959-070 0.pdf 2959-072 0.pdf 2959-073 0.pdf 2959-073 0.pdf 2959-075 0.pdf 2959-076 0.pdf 2959-077 0.pdf 2959-078 0.pdf 2959-078 0.pdf 2959-080 0.pdf

Gnangara Road Feasibility Study Order of Cost Estimate (Option 2 & 3)

Basis of Estimate

CITY OF WANNEROO	AGENDA OF	ORDINARY	COUNCIL	MEETING	15 MARCH,	2022



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Gnangara Road Feasibility Study Order of Cost Estimate (Option 2 & 3)

Basis of Estimate

Description

2959-107 0.pdf 2959-108 0.pdf 2959-110 0.pdf 2959-111 0.pdf 2959-112 0.pdf 2959-113 0.pdf 2959-114 0.pdf 2959-115 0.pdf 2959-116 0.pdf 2959-120 0.pdf 2959-130 0.pdf 2959-131 0.pdf 2959-132 0.pdf 2959-133 0.pdf 2959-134 0.pdf 2959-135 0.pdf 2959-136 0.pdf 2959-137 0.pdf 2959-138 0.pdf 2959-139 0.pdf 2959-140 0.pdf 2959-141 0.pdf 3466-01.pdf 3466-02.pdf 3466-03.pdf 3466-04.pdf 3466-05.pdf 3466-06.pdf 3466-07.pdf 3466-08.pdf 3466-09.pdf 3466-10.pdf 3466-11.pdf 3466-12.pdf 3466-13.pdf 3466-14.pdf 3466-15.pdf 3466-16.pdf 3466-17.pdf 3466-18.pdf 3466-19.pdf

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Gnangara Road Feasibility Study Order of Cost Estimate (Option 2 & 3)

Basis of Estimate

Description

3466-20.pdf

Reports:

PB50633_CC_RP_0001_RevA_Prelim Des Gnangara Rd.pdf

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Gnangara Road Feasibility Study

Order of Cost Estimate (Option 2 & 3)

Estimate Summary

Rates Current At May 2020

Location		Total Cost
		Total Cost
2 OPTION 2 (WIDENING WITH BOULEVARD TREATMENT)		
2A STAGE 1 (WANNEROO ROAD TO HARTMAN DRIVE)		
2A1 Road		2,162,605.73
2A2 Intersections		
2A2A Windsor Road (New Road Alignment)		258,744.40
2A2B Klaraborg Drive (New Road Alignment)		258,744.40
2A2C Rigali Way		258,744.40
2A2D Parri Road (New Road Alignment)		258,744.40
2A2E Buffalo Avenue (New Road Alignment)		258,744.40
	2A2 - Intersections	\$1,293,722.00
2A3 Boulevard Treatment		80,728.26
2A4 Site Wide Infrastructure		982,424.55
2A - STAGE 1 (WANNEROO ROAD	TO HARTMAN DRIVE)	\$4,519,480.54
2B STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA AVENUE	E)	
2B1 Road		3,528,283.39
2B2 Intersections		
2B2A Cowle Street		258,744.40
2B2B Mosey Street		258,744.40
2B2C Callaway Street		362,242.16
2B2D Destiny Way		362,242.16
	2B2 - Intersections	\$1,241,973.12
2B3 Boulevard Treatment		126,267.27
2B4 Site Wide Infrastructure		1,559,687.44
2B - STAGE 2 (HARTMAN DRIVE TO MI	RRABOOKA AVENUE)	\$6,456,211.22
2 - OPTION 2 (WIDENING WITH BOUL	EVARD TREATMENT)	\$10,975,691.76
E		\$10,975,691.76
MARGINS & ADJUSTMENTS		
Contractor Preliminaries	12.0%	\$1,272,571.51
ESTIMATED CONSTRUCTION COST		\$12,248,263.27
Design and Professional Fees	6.0%	\$734,895.82
Escalation		Excl.
Goods and services tax		Excl.
Wanneroo Road to Hartman Drive Project Contingency	40.0%	\$2,138,439.62
Hartman Drive to Mirrabooka Avenue Project Contingency	10.0%	\$763,706.02
ESTIMATED	D TOTAL COST	\$15,885,304.73

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Rates Current At May 2020

Gnangara Road Feasibility Study

Order of Cost Estimate (Option 2 & 3) Estimate Breakdown

2 OPTION 2 (WIDENING WITH BOULEVARD TREATMENT) 2A STAGE 1 (WANNEROO ROAD TO HARTMAN DRIVE) 2A1 Road

Description	Unit	Qty	Rate	Total
2 OPTION 2 (WIDENING WITH BOULEVARD				
TREATMENT)				
2A STAGE 1 (WANNEROO ROAD TO HARTMAN				
DRIVE) 2A1 Road				
301 VEGETATION CLEARING AND DEMOLITION				
27 Site clearing	ha	4.00	8,797.32	35,189.24
VEGETATION CLEARING AND DEMOLITION				\$35,189.24
302 EARTHWORKS				
28 Removal of existing topsoil, 100 deep, dispose off site	ha	1.63	6,727.36	10,965.59
29 Removal of redundant pavement including seal as	m²	19,484.33	4.14	80,663.39
32 Embankment foundation compaction	m²	37,576.92	3.11	116,673.81
33 Cut to fill including compaction to requirement	m³	21,154.49	12.42	262,733.07
35 Subgrade	m²	37,576.92	1.56	58,336.91
56 3m wide shared path including earthworks, sub-grade	m²	4,175.22	56.93	237,669.25
compaction, 100mm sub-base and 30mm asphalt EARTHWORKS				\$767.042.02
407 KERBING				\$707,042.02
31 Removal of redundant kerbs	m	1,391.80	12.42	17,285.79
63 Supply and lay new kerbs	m	1,391.80	22.77	31,690.61
KERBING		1,001.00		\$48,976.40
501 PAVEMENTS				<i> </i>
37 200mm compacted crushed limestone sub base	m²	17,814.28	14.49	258,123.33
38 100mm emulsion stabilised limestone base course	m²	17,814.28	12.42	221,248.56
39 30mm thick dense graded main road mix including tack	m²	10,298.98	16.56	170,547.41
40 Supply and lay brick pavers to median	m²	8,350.43	62.10	518,550.46
PAVEMENTS				\$1,168,469.76
601 SIGNS				
46 Allowance for signage generally	Item			12,937.23
SIGNS				\$12,937.23
603 SAFETY AND TRAFFIC BARRIER SYSTEMS				
45 Allowance for localised traffic barriers, vehicle safety	Item			103,497.76
barriers and / or end treatments SAFETY AND TRAFFIC BARRIER SYSTEMS				\$103,497.76
604 PAVEMENT MARKING				<i> </i>
41 Allowance for removal of pavement marking	Item			5,174.89
43 Allowance for line marking generally		10,298.98	2.07	21,318.43
PAVEMENT MARKING				\$26,493.32

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Gnangara Road Feasibility Study

Order of Cost Estimate (Option 2 & 3) Estimate Breakdown

2 OPTION 2 (WIDENING WITH BOULEVARD TREATMENT)

2A STAGE 1 (WANNEROO ROAD TO HARTMAN DRIVE) 2A2 Intersections 2A2A Windsor Road (New Road Alignment)

Rates Current At May 2020 Description Unit Qty Rate Total 2 **OPTION 2 (WIDENING WITH BOULEVARD** TREATMENT) STAGE 1 (WANNEROO ROAD TO HARTMAN 2A DRIVE) 2A2 Intersections 2A2A Windsor Road (New Road Alignment) **501 PAVEMENTS** 54 Extra over allowance for enhancements to existing 258,744.40 Item intersections, including but not limited to localised improvements, widenings, treatments and the like \$258,744.40 PAVEMENTS WINDSOR ROAD (NEW ROAD ALIGNMENT) \$258,744.40

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Estimate Breakdown

2A2 Intersections



2A2B Klaraborg Drive (New Road Alignment)				Rates Curre	ent At May 2020
Desc	ription	Unit	Qty	Rate	Total
2 2A 2A2	OPTION 2 (WIDENING WITH BOULEVARD TREATMENT) STAGE 1 (WANNEROO ROAD TO HARTMAN DRIVE) Intersections				
	Klaraborg Drive (New Road Alignment) PAVEMENTS				
ir	Extra over allowance for enhancements to existing ntersections, including but not limited to localised mprovements, widenings, treatments and the like PAVEMENTS	Item			258,744.40 \$258,744.40
	KLARABORG DRIVE (NEW ROAD ALIGNMENT)				\$258,744.40

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Gnangara Road Feasibility Study Order of Cost Estimate (Option 2 & 3)

Estimate Breakdown

2 OPTION 2 (WIDENING WITH BOULEVARD TREATMENT)

2A STAGE 1 (WANNEROO ROAD TO HARTMAN DRIVE) 2A2 Intersections 2A2C Rigali Way

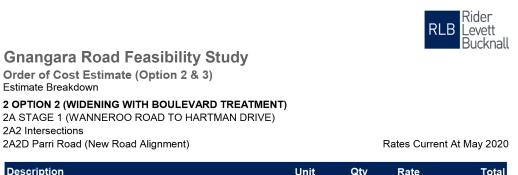
2A2C Rigali Way				Rates Current At May 2020		
Desc	ription	Unit	Qty	Rate	Total	
	OPTION 2 (WIDENING WITH BOULEVARD TREATMENT) STAGE 1 (WANNEROO ROAD TO HARTMAN DRIVE) Intersections Rigali Way PAVEMENTS					
54 E ir	ixtra over allowance for enhancements to existing ntersections, including but not limited to localised nprovements, widenings, treatments and the like	ltem			258,744.40	
	PAVEMENT: RIGALI WA'				\$258,744.40 \$258,744.40	

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Estimate Breakdown

2A2 Intersections

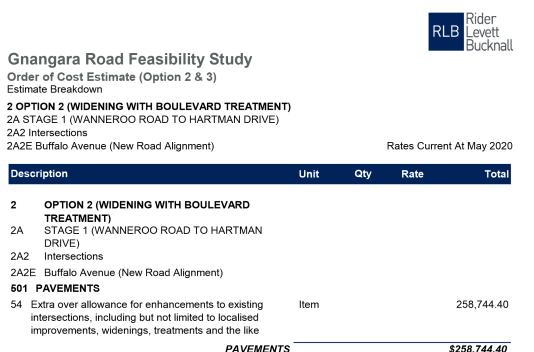
2A2D Parri Road (New Road Alignment)



Desc	ription	Unit	Qty	Rate	Total
2	OPTION 2 (WIDENING WITH BOULEVARD TREATMENT)				
2A	STAGE 1 (WÁNNEROO ROAD TO HARTMAN DRIVE)				
2A2	Intersections				
2A2D	Parri Road (New Road Alignment)				
501	PAVEMENTS				
ir	Extra over allowance for enhancements to existing ntersections, including but not limited to localised nprovements, widenings, treatments and the like	Item			258,744.40
	PAVEMENTS				\$258,744.40
	PARRI ROAD (NEW ROAD ALIGNMENT)				\$258,744.40

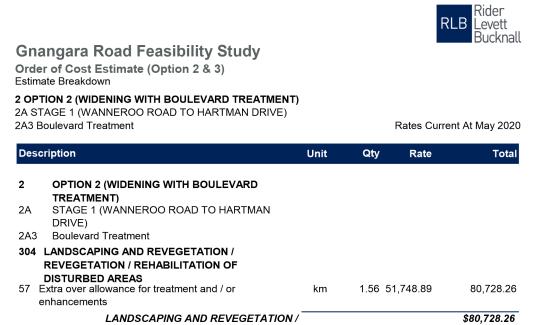
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PAVEMENTS	\$258,744.40
BUFFALO AVENUE (NEW ROAD ALIGNMENT)	\$258,744.40

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REVEGETATION / REHABILITATION OF DISTURBED BOULEVARD TREATMENT \$80,728.26

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Gnangara Road Feasibility Study

Order of Cost Estimate (Option 2 & 3) Estimate Breakdown

2 OPTION 2 (WIDENING WITH BOULEVARD TREATMENT)

2A STAGE 1 (WANNEROO ROAD TO HARTMAN DRIVE) 2A4 Site Wide Infrastructure

Rates Current At May 2020

Description	Unit	Qty	Rate	Total
2 OPTION 2 (WIDENING WITH BOULEVARD				
TREATMENT) 2A STAGE 1 (WANNEROO ROAD TO HARTMAN DRIVE)				
2A4 Site Wide Infrastructure				
402 SURFACE DRAINS AND LEVEES				
47 Allowance for supply and installation of stormwater surface drainage, including modification to existing	m² 37	7,576.92	25.88	972,281.76
SURFACE DRAINS AND LEVE	ES			\$972,281.76
701 ROADWAY LIGHTING				
61 Take down and relocate existing street light poles	No	4.00	2,535.70	10,142.79
ROADWAY LIGHTII	VG			\$10,142.79
SITE WIDE INFRASTRUCTU	RE			\$982,424.55

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Rates Current At May 2020

Order of Cost Estimate (Option 2 & 3) Estimate Breakdown

2 OPTION 2 (WIDENING WITH BOULEVARD TREATMENT) 2B STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA AVENUE) 2B1 Road

Des	scription	Unit	Qty	Rate	Total
2	OPTION 2 (WIDENING WITH BOULEVARD				
	TREATMENT)				
2B					
2B ²	AVENUE) 1 Road				
	VEGETATION CLEARING AND DEMOLITION				
27	Site clearing	ha	6.30	8,797.32	55,423.06
30	Allowance to removal existing concrete medians	Item		,	103,497.76
	VEGETATION CLEARING AND DEMOLITION				\$158,920.82
302	2 EARTHWORKS				,
28	Removal of existing topsoil, 100 deep, dispose off site	ha	2.57	6,727.36	17,289.31
29	Removal of redundant pavement including seal as	m²	30,747.67	4.14	127,292.60
32	Embankment foundation compaction	m²	59,299.08	3.11	184,119.66
33	Cut to fill including compaction to requirement	m³	33,383.31	12.42	414,611.73
35	Subgrade		59,299.08	1.56	92,059.83
56	3m wide shared path including earthworks, sub-grade	m²	6,588.78	56.93	375,058.18
	compaction, 100mm sub-base and 30mm asphalt				
	EARTHWORKS				\$1,210,431.31
	KERBING		4 000 70	10.10	5 4 5 5 0 4 0
31	Removal of redundant kerbs	m	4,392.70	12.42	54,556.16
63	Supply and lay new kerbs	m	4,392.70	22.77	100,019.62
	KERBING				\$154,575.78
		2	00 440 00	44.40	107 007 05
37	200mm compacted crushed limestone sub base		28,112.22	14.49	407,337.25
38	100mm emulsion stabilised limestone base course		28,112.22	12.42	349,146.21
39	30mm thick dense graded main road mix including tack		16,252.52	16.56	269,135.90
40	Supply and lay brick pavers to median		13,177.57	62.10	818,309.37
~~~	PAVEMENTS				\$1,843,928.73
		14			40.007.00
40	Allowance for signage generally SIGNS	Item			12,937.22
603	SIGNS SAFETY AND TRAFFIC BARRIER SYSTEMS				\$12,937.22
	Allowance for localised traffic barriers, vehicle safety	Item			103,497.76
45	barriers and / or end treatments	nem			103,497.70
	SAFETY AND TRAFFIC BARRIER SYSTEMS				\$103,497.76
604	PAVEMENT MARKING				
41	Allowance for removal of pavement marking	Item			10,349.78

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Rates Current At May 2020

## **Gnangara Road Feasibility Study**

Order of Cost Estimate (Option 2 & 3) Estimate Breakdown

### 2 OPTION 2 (WIDENING WITH BOULEVARD TREATMENT)

2B STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA AVENUE) 2B1 Road (continued)

Description	Unit	Qty	Rate	Total
43 Allowance for line marking generally	m² 1	6,252.52	2.07	33,641.99
PAVEMENT MARKING				\$43,991.77
ROAD				\$3,528,283.39

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## Gnangara Road Feasibility Study Order of Cost Estimate (Option 2 & 3)

Estimate Breakdown

# 2 OPTION 2 (WIDENING WITH BOULEVARD TREATMENT)

2B STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA AVENUE) 2B2 Intersections 2B2A Cowle Street

2B2A Cowle Street	Rates Current At May 2020			
Description	Unit	Qty	Rate	Total
<ul> <li>2 OPTION 2 (WIDENING WITH BOULEVARD TREATMENT)</li> <li>2B STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA AVENUE)</li> <li>2B2 Intersections</li> <li>2B2A Cowle Street</li> </ul>				
501 PAVEMENTS				
54 Extra over allowance for enhancements to existing intersections, including but not limited to localised improvements, widenings, treatments and the like	Item			258,744.40
PAVEMENT	s			\$258,744.40
COWLE STREE	τ			\$258,744.40

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# Gnangara Road Feasibility Study

Order of Cost Estimate (Option 2 & 3) Estimate Breakdown

## 2 OPTION 2 (WIDENING WITH BOULEVARD TREATMENT)

2B STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA AVENUE) 2B2 Intersections 2B2B Mosey Street

2B2B Mosey Street	Rates Current At May 2020			
Description	Unit	Qty	Rate	Total
<ul> <li>2 OPTION 2 (WIDENING WITH BOULEVARD TREATMENT)</li> <li>2B STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA AVENUE)</li> <li>2B2 Intersections</li> <li>2B2B Mosey Street</li> </ul>				
501 PAVEMENTS				
54 Extra over allowance for enhancements to existing intersections, including but not limited to localised improvements, widenings, treatments and the like	Item			258,744.40
PAVEMENTS				\$258,744.40
MOSEY STREET				\$258,744.40

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#### Gnangara Road Feasibility Study Order of Cost Estimate (Option 2 & 3)

Estimate Breakdown

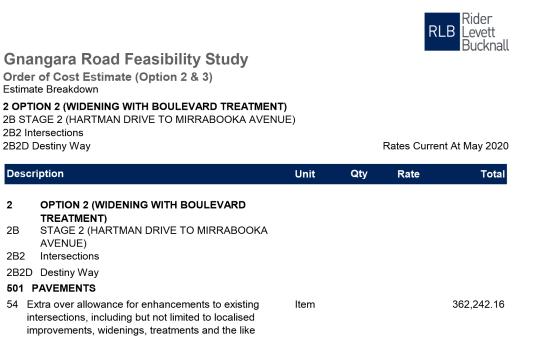
## 2 OPTION 2 (WIDENING WITH BOULEVARD TREATMENT)

2B STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA AVENUE) 2B2 Intersections

Desc	ription	Unit	Qty	Rate	Total
<b>2</b> 2B	<b>OPTION 2 (WIDENING WITH BOULEVARD TREATMENT)</b> STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA				
	AVENUE)				
2B2	Intersections				
2B2C	Callaway Street				
501	PAVEMENTS				
ir	xtra over allowance for enhancements to existing ntersections, including but not limited to localised nprovements, widenings, treatments and the like	Item			362,242.16
	PAVEMENTS				\$362,242.16
	CALLAWAY STREET				\$362,242.16

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PAVEMENTS DESTINY WAY

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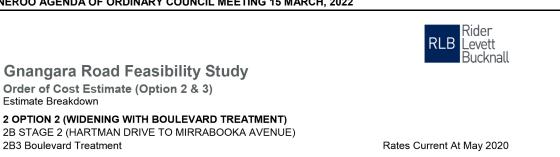
\$362,242.16

\$362,242.16

**Gnangara Road Feasibility Study** Order of Cost Estimate (Option 2 & 3)

Estimate Breakdown

2B3 Boulevard Treatment



Dese	cription	Unit	Qty	Rate	Total
2	OPTION 2 (WIDENING WITH BOULEVARD				
2B	<b>TREATMENT)</b> STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA AVENUE)				
2B3	Boulevard Treatment				
304	LANDSCAPING AND REVEGETATION / REVEGETATION / REHABILITATION OF DISTURBED AREAS				
•.	Extra over allowance for treatment and / or enhancements	km	2.44 51	,748.89	126,267.27
	LANDSCAPING AND REVEGETATION /				\$126,267.27
	REVEGETATION / REHABILITATION OF DISTURBED				
	BOULEVARD TREATMENT				\$126,267.27

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# Gnangara Road Feasibility Study

Order of Cost Estimate (Option 2 & 3) Estimate Breakdown

2 OPTION 2 (WIDENING WITH BOULEVARD TREATMENT) 2B STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA AVENUE) 2B4 Site Wide Infrastructure

Rates Current At May 2020 Description Unit Qty Rate Total 2 **OPTION 2 (WIDENING WITH BOULEVARD** TREATMENT) STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA 2B AVENUE) 2B4 Site Wide Infrastructure 402 SURFACE DRAINS AND LEVEES 47 Allowance for supply and installation of stormwater m² 59,299.08 25.88 1,534,330.48 surface drainage, including modification to existing SURFACE DRAINS AND LEVEES \$1,534,330.48 701 ROADWAY LIGHTING 61 Take down and relocate existing street light poles 10.00 2,535.70 25,356.96 No **ROADWAY LIGHTING** \$25,356.96 SITE WIDE INFRASTRUCTURE \$1,559,687.44

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**Gnangara Road Feasibility Study** Order of Cost Estimate (Option 2 & 3)

Estimate Summarv

Estimate Summary	Rates Current At May 2020
Location	Total Cost
3 OPTION 3 (FOUR-LANE DUAL CARRIAGEWAY)	
<ul> <li>3A STAGE 1 (WANNEROO ROAD TO HARTMAN DRIVE)</li> <li>3A1 Road</li> <li>3A2 Intersections</li> </ul>	2,710,021.74
3A2A Windsor Road (New Road Alignment)	258,744.40
3A2B Klaraborg Drive (New Road Alignment)	258,744.40
3A2C Rigali Way	258,744.40
3A2D Parri Road (New Road Alignment)	258,744.40
3A2E Buffalo Avenue (New Road Alignment)	258,744.40
3A2 - Inter	sections \$1,293,722.00
3A3 Boulevard treatment	80,728.26
3A4 Site wide infrastructure	2,305,485.56
3A - STAGE 1 (WANNEROO ROAD TO HARTMAN	DRIVE) \$6,389,957.56
3B STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA AVENUE)	
3B1 Road	4,392,103.63
3B2 Intersections	
3B2A Cowle Street	258,744.40
3B2B Mosey Street	258,744.40
3B2C Callaway Street	362,242.16
3B2D Destiny Way	362,242.16
3B2 - Inter	
3B3 Boulevard treatment	126,267.27
3B4 Site wide infrastructure	4,430,976.63
3B - STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA A	
3 - OPTION 3 (FOUR-LANE DUAL CARRIAC	GEWAY) \$16,581,278.21
ESTIMATED NE	T COST \$16,581,278.21

Contractor Preliminaries	12.0%	\$1,922,508.65
ESTIMATED CONSTRUCTION COST		\$18,503,786.86
Design and Professional Fees	6.0%	\$1,110,227.19
Escalation		Excl.
Goods and services tax		Excl.
Project Contingency	10.0%	\$1,961,401.40
	ESTIMATED TOTAL COST	\$21,575,415.45

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**MARGINS & ADJUSTMENTS** 

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# **Gnangara Road Feasibility Study**

Order of Cost Estimate (Option 2 & 3) Estimate Breakdown

**3 OPTION 3 (FOUR-LANE DUAL CARRIAGEWAY)** 3A STAGE 1 (WANNEROO ROAD TO HARTMAN DRIVE) 3A1 Road

Description	Unit	Qty	Rate	Total
3 OPTION 3 (FOUR-LANE DUAL CARRIAGEWAY)				
3A STAGE 1 (WANNEROO ROAD TO HARTMAN				
DRIVE)				
3A1 Road				
301 VEGETATION CLEARING AND DEMOLITION				
27 Site clearing	ha	4.93	8,797.32	43,370.74
VEGETATION CLEARING AND DEMOLITION				\$43,370.74
302 EARTHWORKS				
28 Removal of existing topsoil, 100 deep, dispose off site	ha	3.03	6,727.36	20,383.89
29 Removal of redundant pavement including seal as	m²	19,484.33	4.14	80,663.39
32 Embankment foundation compaction	m²	48,710.82	3.11	151,243.82
33 Cut to fill including compaction to requirement	m³	25,747.23	12.42	319,773.67
35 Subgrade	m²	48,710.82	1.56	75,621.92
56 3m wide shared path including earthworks, sub-grade	m²	4,175.22	56.93	237,669.25
compaction, 100mm sub-base and 30mm asphalt EARTHWORKS				¢995 355 04
				\$885,355.94
407 KERBING		4 204 00	10.40	47 005 70
31 Removal of redundant kerbs	m	1,391.80	12.42	17,285.79
63 Supply and lay new kerbs	m	1,391.80	22.77	31,690.61
KERBING				\$48,976.40
501 PAVEMENTS		07 007 10		
37 200mm compacted crushed limestone sub base		27,097.19	14.49	392,629.77
38 100mm emulsion stabilised limestone base course		27,097.19	12.42	336,539.80
39 30mm thick dense graded main road mix including tack		19,484.52	16.56	322,656.66
40 Supply and lay brick pavers to median	m²	8,350.43	62.10	518,550.46
PAVEMENTS				\$1,570,376.69
601 SIGNS				
46 Allowance for signage generally	Item			12,937.23
SIGNS				\$12,937.23
603 SAFETY AND TRAFFIC BARRIER SYSTEMS				
45 Allowance for localised traffic barriers, vehicle safety	Item			103,497.76
barriers and / or end treatments SAFETY AND TRAFFIC BARRIER SYSTEMS				\$103,497.76
604 PAVEMENT MARKING				\$105,451.10
	Item			E 174 90
······································		19,484.52	2.07	5,174.89 40,332.09
43 Allowance for line marking generally <b>PAVEMENT MARKING</b>		19,404.02	2.07	,
PAVEMENT MARKING ROAD				\$45,506.98 \$2,710,021.74

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Estimate Breakdown

**3 OPTION 3 (FOUR-LANE DUAL CARRIAGEWAY)** 3A STAGE 1 (WANNEROO ROAD TO HARTMAN DRIVE)

3A STAGE T (WANNEROO ROAD TO HARTMAN DRIVE 3A2 Intersections

3A2A Windsor Road (New Road Alignment)

Desci	ription	Unit	Qty	Rate	Total
3	OPTION 3 (FOUR-LANE DUAL CARRIAGEWAY)				
ЗA	STAGE 1 (WANNEROO ROAD TO HARTMAN DRIVE)				
3A2	Intersections				
	Windsor Road (New Road Alignment)				
501 I	PAVEMENTS				
in	xtra over allowance for enhancements to existing tersections, including but not limited to localised nprovements, widenings, treatments and the like	Item			258,744.40
	PAVEMENTS				\$258,744.40
	WINDSOR ROAD (NEW ROAD ALIGNMENT)				\$258,744.40

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Descr	iption	Unit	Qty	Rate	Total
3	OPTION 3 (FOUR-LANE DUAL CARRIAGEWAY)				
3A	STAGE 1 (WANNEROO ROAD TO HARTMAN DRIVE)				
3A2	Intersections				
3A2B	Klaraborg Drive (New Road Alignment)				
501 F	PAVEMENTS				
in	xtra over allowance for enhancements to existing tersections, including but not limited to localised aprovements, widenings, treatments and the like	Item			258,744.40
	PAVEMENTS				\$258,744.40
	KLARABORG DRIVE (NEW ROAD ALIGNMENT)				\$258,744.40

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#### Gnangara Road Feasibility Study Order of Cost Estimate (Option 2 & 3)

Estimate Breakdown

# 3 OPTION 3 (FOUR-LANE DUAL CARRIAGEWAY)

3A STAGE 1 (WANNEROO ROAD TO HARTMAN DRIVE) 3A2 Intersections 3A2C Rigali Way

3A2C Rigali Way Rates Current At May			nt At May 2020		
Desc	ription	Unit	Qty	Rate	Total
3	OPTION 3 (FOUR-LANE DUAL CARRIAGEWAY)				
ЗA	STAGE 1 (WANNEROO ROAD TO HARTMAN DRIVE)				
3A2	Intersections				
3A2C	Rigali Way				
501	PAVEMENTS				
ir	ixtra over allowance for enhancements to existing ntersections, including but not limited to localised nprovements, widenings, treatments and the like	Item			258,744.40
	PAVEMENTS				\$258,744.40
	RIGALI WAY				\$258,744.40

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## 3A STAGE 1 (WANNEROO ROAD TO HARTMAN DRIVE)

3A2 Intersections 3A2D Parri Road (New Road Alignment)

3A2D Parri Road (New Road Alignment) Rates Current At May				ent At May 2020	
Desci	ription	Unit	Qty	Rate	Total
3	OPTION 3 (FOUR-LANE DUAL CARRIAGEWAY)				
3A	STAGE 1 (WANNEROO ROAD TO HARTMAN DRIVE)				
3A2	Intersections				
3A2D	Parri Road (New Road Alignment)				
501 I	PAVEMENTS				
in	xtra over allowance for enhancements to existing tersections, including but not limited to localised nprovements, widenings, treatments and the like	ltem			258,744.40
	PAVEMENTS				\$258,744.40
	PARRI ROAD (NEW ROAD ALIGNMENT)				\$258,744.40

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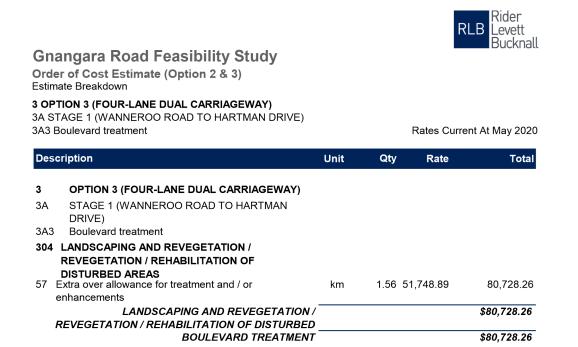
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#### **Bucknall Gnangara Road Feasibility Study** Order of Cost Estimate (Option 2 & 3) Estimate Breakdown **3 OPTION 3 (FOUR-LANE DUAL CARRIAGEWAY)** 3A STAGE 1 (WANNEROO ROAD TO HARTMAN DRIVE) 3A2 Intersections 3A2E Buffalo Avenue (New Road Alignment) Rates Current At May 2020 Description Unit Qty Rate Total 3 **OPTION 3 (FOUR-LANE DUAL CARRIAGEWAY)** 3A STAGE 1 (WANNEROO ROAD TO HARTMAN DRIVE) 3A2 Intersections 3A2E Buffalo Avenue (New Road Alignment) 501 PAVEMENTS 54 Extra over allowance for enhancements to existing Item 258,744.40 intersections, including but not limited to localised improvements, widenings, treatments and the like

\$258,744.40 PAVEMENTS BUFFALO AVENUE (NEW ROAD ALIGNMENT) \$258,744.40

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# Gnangara Road Feasibility Study

Order of Cost Estimate (Option 2 & 3) Estimate Breakdown

**3 OPTION 3 (FOUR-LANE DUAL CARRIAGEWAY)** 3A STAGE 1 (WANNEROO ROAD TO HARTMAN DRIVE) 3A4 Site wide infrastructure

3A4 Site wide infrastructure			Rates Cu	rrent At May 2020
Description	Unit	Qty	Rate	Total
3 OPTION 3 (FOUR-LANE DUAL CARRIAGEWAY)				
3A STAGE 1 (WANNEROO ROAD TO HARTMAN DRIVE)				
3A4 Site wide infrastructure				
106 UTILITIES AND SERVICES				
48 Allowance for relocation of existing above ground Western Power infrastructure and associated works	Item			1,034,977.59
UTILITIES AND SERVICES				\$1,034,977.59
402 SURFACE DRAINS AND LEVEES				
47 Allowance for supply and installation of stormwater surface drainage, including modification to existing	m²	48,710.82	25.88	1,260,365.18
SURFACE DRAINS AND LEVEES				\$1,260,365.18
701 ROADWAY LIGHTING				
61 Take down and relocate existing street light poles	No	4.00	2,535.70	10,142.79
ROADWAY LIGHTING				\$10,142.79
SITE WIDE INFRASTRUCTURE				\$2,305,485.56

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# **Gnangara Road Feasibility Study**

Order of Cost Estimate (Option 2 & 3) Estimate Breakdown

3B1 Road

**3 OPTION 3 (FOUR-LANE DUAL CARRIAGEWAY)** 3B STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA AVENUE)

SBTRoad			Nales Cu	neni Al May 2020
Description	Unit	Qty	Rate	Total
3 OPTION 3 (FOUR-LANE DUAL CARRIAGEWAY)				
3B STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA AVENUE)				
3B1 Road				
301 VEGETATION CLEARING AND DEMOLITION				
27 Site clearing	ha	7.77	8,797.32	68,355.10
30 Allowance to removal existing concrete medians	Item			103,497.77
VEGETATION CLEARING AND DEMOLITION				\$171,852.87
302 EARTHWORKS				
28 Removal of existing topsoil, 100 deep, dispose off site	ha	4.77	6,727.36	32,089.49
29 Removal of redundant pavement including seal as	m²	30,747.67	4.14	127,292.60
32 Embankment foundation compaction	m²	76,869.18	3.11	238,673.63
33 Cut to fill including compaction to requirement	m³	40,630.97	12.42	504,625.72
35 Subgrade	m²	76,869.18	1.56	119,336.82
56 3m wide shared path including earthworks, sub-grade compaction, 100mm sub-base and 30mm asphalt	m²	6,588.78	56.93	375,058.18
EARTHWORKS				\$1,397,076.44
407 KERBING				, ,
31 Removal of redundant kerbs	m	4,392.70	12.42	54,556.16
63 Supply and lay new kerbs	m	4,392.70	22.77	100,019.62
KERBING				\$154,575.78
501 PAVEMENTS				
37 200mm compacted crushed limestone sub base	m²	42,761.31	14.49	619,597.96
38 100mm emulsion stabilised limestone base course	m²	42,761.31	12.42	531,083.96
39 30mm thick dense graded main road mix including tack	m²	30,747.98	16.56	509,175.52
40 Supply and lay brick pavers to median	m²	13,177.57	62.10	818,309.37
PAVEMENTS				\$2,478,166.81
601 SIGNS				
46 Allowance for signage generally	Item			12,937.23
SIGNS				\$12,937.23
603 SAFETY AND TRAFFIC BARRIER SYSTEMS				
45 Allowance for localised traffic barriers, vehicle safety barriers and / or end treatments	Item			103,497.77
SAFETY AND TRAFFIC BARRIER SYSTEMS				\$103,497.77
604 PAVEMENT MARKING				, , ,
41 Allowance for removal of pavement marking	Item			10,349.78
43 Allowance for line marking generally	m²	30,747.98	2.07	63,646.95
PAVEMENT MARKING				\$73,996.73
ROAD				\$4,392,103.63
				.,,,

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#### Gnangara Road Feasibility Study Order of Cost Estimate (Option 2 & 3)

Estimate Breakdown

## 3 OPTION 3 (FOUR-LANE DUAL CARRIAGEWAY)

3B STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA AVENUE) 3B2 Intersections 3B2A Cowle Street

Description	Unit	Qty	Rate	Total
3 OPTION 3 (FOUR-LANE DUAL CARRIAGEWAY)				
3B STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA AVENUE)				
3B2 Intersections 3B2A Cowle Street				
501 PAVEMENTS				
54 Extra over allowance for enhancements to existing intersections, including but not limited to localised improvements, widenings, treatments and the like	Item			258,744.40
PAVEMENTS	-			\$258,744.40
COWLE STREET				\$258,744.40

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#### Gnangara Road Feasibility Study Order of Cost Estimate (Option 2 & 3)

Estimate Breakdown

#### 3 OPTION 3 (FOUR-LANE DUAL CARRIAGEWAY)

3B STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA AVENUE) 3B2 Intersections 3B2B Mosey Street

3B2B	B2B Mosey Street Rates Current At			ent At May 2020	
Desc	ription	Unit	Qty	Rate	Total
3	OPTION 3 (FOUR-LANE DUAL CARRIAGEWAY)				
3B	STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA AVENUE)				
3B2	Intersections				
3B2B 501	Mosey Street PAVEMENTS				
54 E ir	Extra over allowance for enhancements to existing ntersections, including but not limited to localised nprovements, widenings, treatments and the like	ltem			258,744.40
	PAVEMENTS				\$258,744.40
	MOSEY STREET				\$258,744.40

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#### Gnangara Road Feasibility Study Order of Cost Estimate (Option 2 & 3)

Estimate Breakdown

#### 3 OPTION 3 (FOUR-LANE DUAL CARRIAGEWAY)

3B STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA AVENUE) 3B2 Intersections 3B2C Callaway Street

3B2C	32C Callaway Street			Rates Curre	ent At May 2020
Desc	ription	Unit	Qty	Rate	Total
3	OPTION 3 (FOUR-LANE DUAL CARRIAGEWAY)				
3B	STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA AVENUE)				
3B2					
	Callaway Street				
501	PAVEMENTS				
ir	xtra over allowance for enhancements to existing ntersections, including but not limited to localised nprovements, widenings, treatments and the like	Item			362,242.16
	PAVEMENTS				\$362,242.16
	CALLAWAY STREET				\$362,242.16

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Order of Cost Estimate (Option 2 & 3) Estimate Breakdown

#### 3 OPTION 3 (FOUR-LANE DUAL CARRIAGEWAY)

3B STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA AVENUE) 3B2 Intersections 3B2D Destiny Way

Description	Unit	Qty	Rate	Total
<ul> <li>OPTION 3 (FOUR-LANE DUAL CARRIAGEWAY)</li> <li>STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA AVENUE)</li> <li>Intersections</li> </ul>				
3B2D Destiny Way 501 PAVEMENTS				
54 Extra over allowance for enhancements to existing intersections, including but not limited to localised improvements, widenings, treatments and the like	ltem			362,242.16
PAVEMENTS				\$362,242.16
DESTINY WAY				\$362,242.16

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# Gnangara Road Feasibility Study

Order of Cost Estimate (Option 2 & 3) Estimate Breakdown

#### **3 OPTION 3 (FOUR-LANE DUAL CARRIAGEWAY)** 3B STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA AVENUE)

3B3 Boulevard treatment

Description	Unit	Qty	Rate	Total
3 OPTION 3 (FOUR-LANE DUAL CARRIAGEWAY)	)			
3B STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA AVENUE)				
3B3 Boulevard treatment				
304 LANDSCAPING AND REVEGETATION / REVEGETATION / REHABILITATION OF DISTURBED AREAS				
57 Extra over allowance for treatment and / or enhancements	km	2.44 51,7	48.89	126,267.27
LANDSCAPING AND REVEGETATIO REVEGETATION / REHABILITATION OF DISTURE				\$126,267.27
BOULEVARD TREATME	NT			\$126,267.27

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Order of Cost Estimate (Option 2 & 3) Estimate Breakdown

**3 OPTION 3 (FOUR-LANE DUAL CARRIAGEWAY)** 3B STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA AVENUE) 3B4 Site wide infrastructure

Description	Unit	Qty	Rate	Total
3 OPTION 3 (FOUR-LANE DUAL CARRIAGEWAY)				
3B STAGE 2 (HARTMAN DRIVE TO MIRRABOOKA AVENUE)				
3B4 Site wide infrastructure				
106 UTILITIES AND SERVICES				
48 Allowance for relocation of existing above ground Western Power infrastructure and associated works	ltem			2,416,672.69
UTILITIES AND SERVICES				\$2,416,672.69
402 SURFACE DRAINS AND LEVEES				
47 Allowance for supply and installation of stormwater surface drainage, including modification to existing	m²	76,869.18	25.88	1,988,946.98
SURFACE DRAINS AND LEVEES				\$1,988,946.98
701 ROADWAY LIGHTING				
61 Take down and relocate existing street light poles	No	10.00	2,535.70	25,356.96
ROADWAY LIGHTING				\$25,356.96
SITE WIDE INFRASTRUCTURE				\$4,430,976.63

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# Option 1: \$1,585,295 (total) – \$1,756,591 (MRRG) = \$878,296 (full municipal)



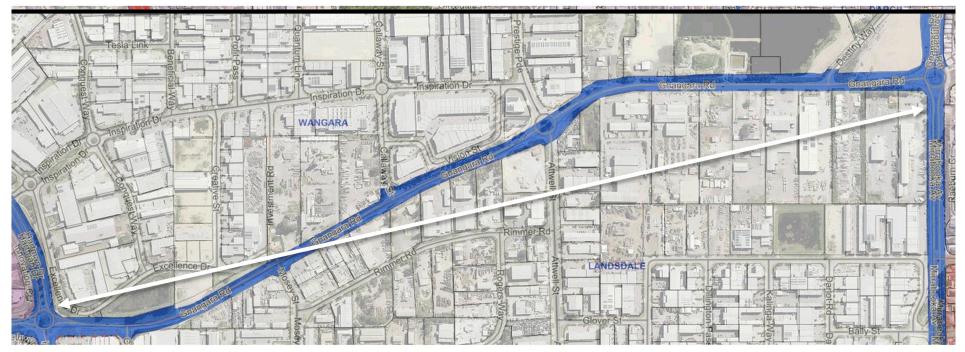
1.1 Staged MRRG Rehab of the existing pavement: Klaraborg Drive to Hartman Drive by 2023/24 (based on visual inspection)



# Option 2: \$15,778,164 (total) – \$1,331,119 (MRRG) = \$14,447,045

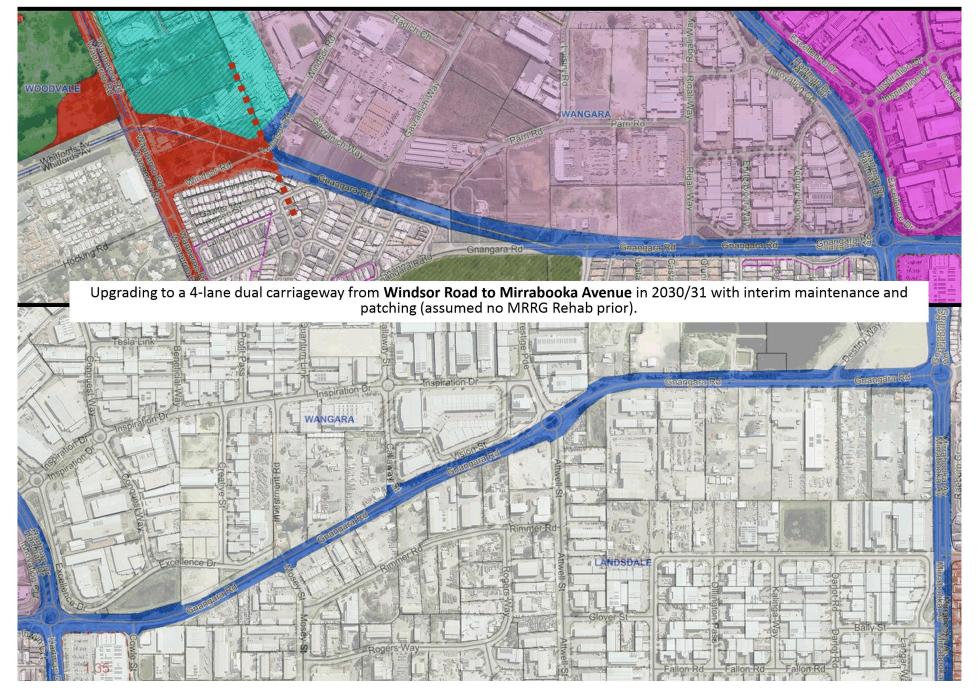


2.1 Upgrading to a 2-lane dual carriageway ('boulevard treatment'): on ultimate 4-lane alignment with a 13m raised median from **Windsor Road to Hartman Drive** before 2031. Intersection with existing Gnangara Road (Wanneroo Rd to Klaraborg Dr) to remain until MRWA grade separation. (assumed no MRRG Rehab prior).

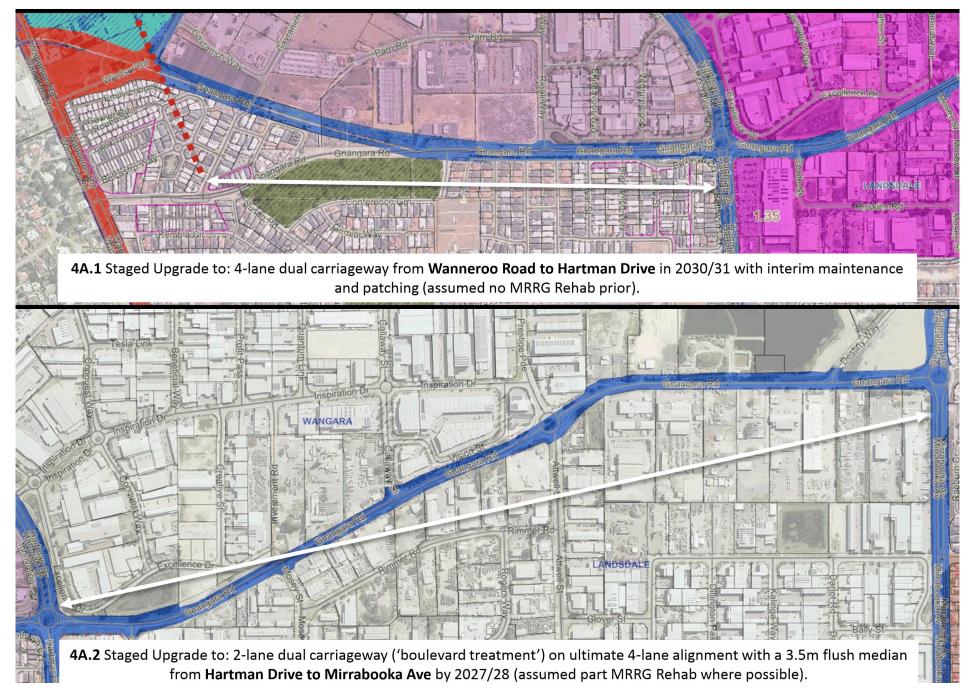


**2.2** Upgrading to a 2-lane dual carriageway ('boulevard treatment'): on ultimate 4-lane alignment with a 3.5m flush median from **Hartman** 

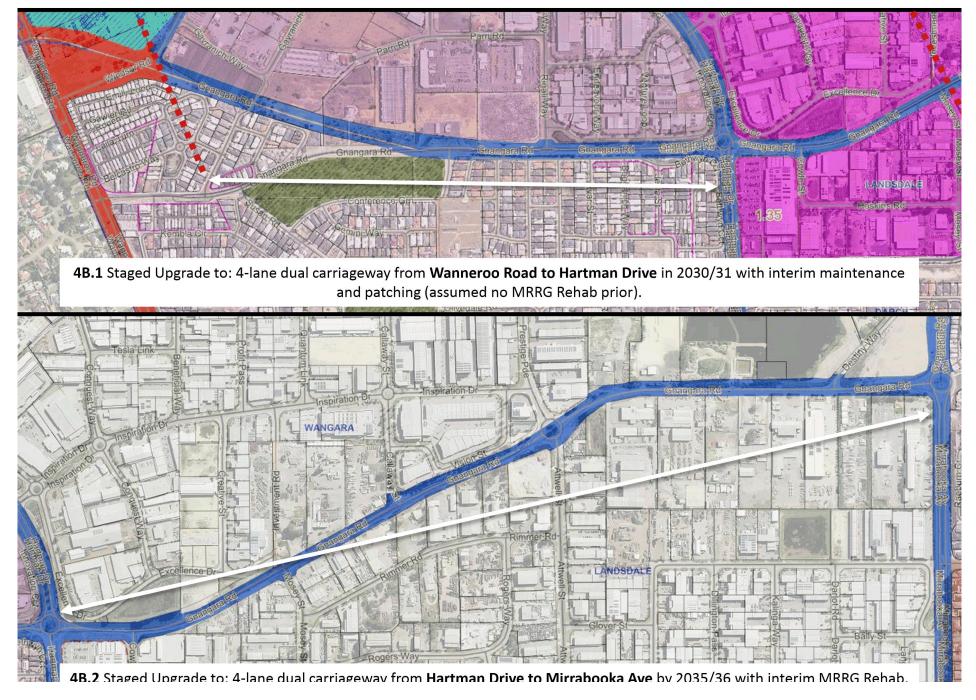
# Option 3: \$21,542,397 (total) – \$5,534,555 (MRRG) = \$16,007,841



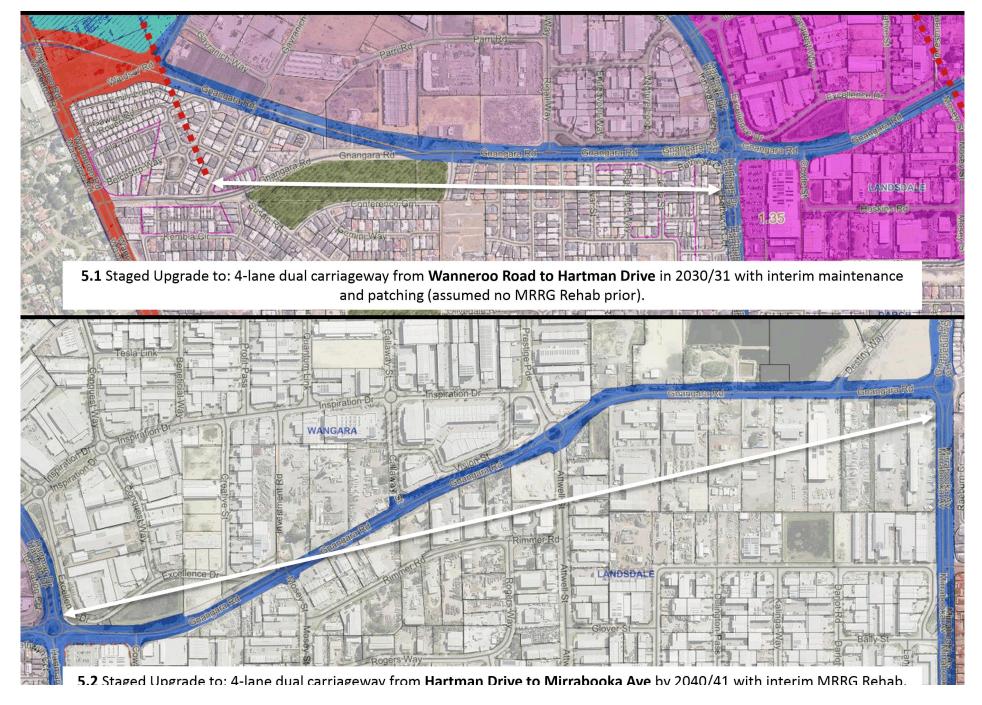
# Option 4A: \$16,689,742 (total) – \$6,865,675 (MRRG) = \$9,824,068



# Option 4B: \$21,542,397 (total) - \$5,534,555 (MRRG) = \$16,673,401



# Option 5: \$21,542,397 (total) – \$14,361,598 (MRRG) = \$7,180,799



#### **Infrastructure Capital Works**

AS02-03/22	Tender No 21091 - Construction of Splendid Park Cycling Path	ì
	Upgrade	

File Ref: Responsible Officer: Attachments: 40570 – 22/68749 Director Assets 1

#### Issue

To consider the award of Tender No. 21091 for the Provision of Works for the Construction of Splendid Park Cycling Path Upgrade.

#### Background

The project is listed in the 2021/22 Capital Works Program to construct a Criterium Cycle Track at Splendid Park, a large active reserve located north of Marmion Avenue / Yanchep Beach Round roundabout.

The upgrade works will include; earthworks, CCTV, lighting, electronic track timing system, digital notice board, landscaping and associated site works.

#### Detail

Tender No. 21091 for the Provision of Works for the Construction of Splendid Park Cycling Path Upgrade was advertised on the 18 December 2021 and closed on the 1 February 2022.

A number of addenda were issued as follows:

- Addendum 1 Supply of drawings and Clearing Permit documentation;
- Addendum 2 Response to tenderers queries Design Questions;
- Addendum 3 Response to tenderers queries Design Questions;
- Addendum 4 Response to tenderers queries Design Questions and extension of time; and
- Addendum 5 Response to tenderers queries Additional in Price Schedule

The essential details of the proposed contract are as follows:

ltem	Detail
Contract Form	Minor Works
Contract Type	Lump Sum
Contract Duration	Not more than 12 months
Commencement Date	April 2022
Defects Liability Period	12 months
Extension Permitted	No
Rise and Fall	No

The City received tender submissions from the following:

- D.B. Cunningham Pty Ltd trading as Advanteering Civil Engineers
- Forrest Civil Pty Ltd trading as Hawthorn Civil and Mining Services
- Tracc Civil Pty Ltd
- Environmental Industries Pty Ltd

The initial review of the tender submissions by the Tender Evaluation Panel (TEP), confirmed that all offers were conforming and suitable for further evaluation. Following a clarification, Environmental Industries Pty Ltd has subsequently withdrawn its bid.

The TEP comprised:

- Project Manager Infrastructure Capital Works
- Senior Project Manager Infrastructure Capital Works
- Coordinator Community Facilities Planning
- Coordinator Safety Systems
- Coordinator Construction Infrastructure Capital Works (Chair, non-voting)

#### **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:

NO.	WEIGHTED CRITERIA	WEIGHT
1	<ul> <li>Sustainable (Corporate Social Responsibility) Procurement</li> <li>a) Environmental Consideration (5%)</li> <li>b) Buy Local (10%)</li> <li>c) Reconciliation Action Plan (5%)</li> <li>d) Disability Access &amp; Inclusion (5%)</li> </ul>	25%
2	Demonstrated experience in undertaking work of similar nature and scope	25%
3	Demonstrated understanding of the methodology and specified timeframe to deliver the works	10%
4	Capacity and Resources – demonstrated sufficient allocation of resources to undertake the works	10%
5	Demonstrated experience in implementing quality management	10%
6	Established Occupational Health and Safety Management systems, policies, practices and procedures and demonstrated compliance with those systems, policies, practices and procedures	20%

Pricing is not included in the qualitative criteria and is considered as part of the overall value for money assessment.

The initial review of the submissions confirmed all submissions were conforming and progressed for further evaluation.

### Evaluation Criteria 1 - Sustainable (Corporate Social Responsibility) Procurement (25%)

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.

#### Evaluation Criteria 1(a): Sub Criteria – Environment Consideration (5%)

An assessment was made to determine the ranking based on tenderer's environmental policy and practices.

The assessment of this criterion determined the following ranking:

Tenderer	Ranking
Advanteering Civil Engineers	1
TRACC Civil	2
Hawthorn	2

#### Evaluation Criteria 1(b): Sub Criteria – Buy Local (10%)

An assessment was made to determine the ranking based on the responses provided, detailing the following information:

- Purchasing arrangements through local businesses;
- Location of tenderer's offices and workshops;
- Residential municipality of staff and subcontractors; and
- Requirement for new employees arising from award of the contract.

The assessment of this criterion determined the following ranking:

Tenderer	Ranking
Advanteering Civil Engineers	1
TRACC Civil	2
Hawthorn	2

#### Evaluation Criteria 1(c): Sub Criteria – Reconciliation Action Plan (5%)

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

- Relationships building positive relationships between indigenous and non-indigenous people;
- Respect recognizing 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 organizational talent to build opportunities for aboriginal employment, training and development and mentoring.

The assessment of this criterion determined the following ranking:

Tenderer	Ranking
Advanteering Civil Engineers	1
TRACC Civil	2
Hawthorn	3

#### Evaluation Criteria 1(d): Sub Criteria – Disability Access & Inclusion (5%)

An assessment was made to determine the ranking based 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 of this criterion determined the following ranking:

Tenderer	Ranking
Advanteering Civil Engineers	1
TRACC Civil	2
Hawthorn	3

An overall assessment of this criterion has resulted in the following ranking:

Tenderer	Ranking
Advanteering Civil Engineers	1
TRACC Civil	2
Hawthorn	3

# Evaluation Criteria 2 - Demonstrated experience in undertaking work of similar nature and scope (25%)

The respondents' relevant experiences in demonstrating the achievement of meeting client expectations as presented in their submission were assessed in order to evaluate their capability to meet the requirements of the contract. Assessment of this criterion considered the respondents key project-specific personnel and examples of completed works of similar nature and scope, including client and/or community commendations. It also includes relevant experience demonstrating superior quality control which resulted in superior product/project. The assessment of this criterion has resulted in the following ranking:

Tenderer	Ranking
Advanteering Civil Engineers	1
Hawthorn	2
TRACC Civil	3

# Evaluation Criteria 3 - Demonstrated understanding of the methodology and specified timeframe to deliver the works (10%)

The respondents written methodology and timeframe (Gantt chart) as presented in their submission were assessed in order to evaluate their understanding of the scope of works in consideration with the project's risks, constraints, latent conditions and environmental protection requirements. The assessment of this criterion has resulted in the following ranking:

Tenderer	Ranking
Advanteering Civil Engineers	1
Hawthorn	1
TRACC Civil	3

#### **Evaluation Criteria 4 - Demonstrated capacity and resources (10%)**

The respondents' resources including key personnel, plant and equipment schedules as presented in their submission were assessed in order to evaluate their capacity to meet the requirements of the contract. The assessment of this criterion has resulted in the following ranking:

Tenderer	Ranking
Advanteering Civil Engineers	1
TRACC Civil	2
Hawthorn	3

#### **Evaluation Criteria 5 - Quality Management (10%)**

The respondents' quality systems as presented in their submission were assessed in order to evaluate their ability to meet the quality control and quality assurance requirements of the contract. The assessment of this criterion has resulted in the following ranking:

Tenderer	Ranking
Advanteering Civil Engineers	1
Hawthorn	2
TRACC Civil	3

#### Evaluation Criteria 6 - Safety Management System (20%)

Evidence of safety management policies and practices were assessed from the submissions. The assessment for safety management was based on the respondents' responses to an Occupational Health and Safety Management System Questionnaire included within the tender documentation. All respondents provided details of their safety management systems with the following ranking:

Tenderer	Ranking
Advanteering Civil Engineers	1
TRACC Civil	2
Hawthorn	3

#### **Overall Qualitative Weighted Assessment and Ranking**

The respondents' submissions were evaluated in accordance with the selection criteria and were assessed against sustainable procurement, experience, methodology, capacity and resources, quality systems and safety management systems to undertake the works.

The overall qualitative weighted assessment resulted in the following:

Tenderer	Ranking
Advanteering Civil Engineers	1
Hawthorn	2
TRACC Civil	3

#### Price (non-weighted)

Tenderer	Ranking
Advanteering Civil Engineers	1
Hawthorn	2
TRACC Civil	3

Refer to **Confidential Attachment 1** for tenderers details and lump sum prices.

#### Performance Risk

The TEP considered that the contractors had suitable experience to deliver the projects successfully for the City.

All tenderers indicated in their submission that they have a clear record with regard to any performance issues on past projects.

#### **Overall Value for Money Assessment & Summary**

The TEP considers the submission from Advanteering Civil Engineers offers best value for the City.

An assessment and evaluation of Advanteering Civil Engineers submission noted the following:

- Ranked 1 in both the overall qualitative weighted assessment and price (non-weighted);
- Reputable and large organization with sound financial capacity and successfully completed the Splendid Park Skate Park Project. They are currently constructing the Studmaster Boardwalk and Viewing Tower demonstrating sound performance;
- Advanteering Civil Engineers presented a realistic and credible construction methodology aligning with the City's works program requirements, indicating construction start in April 2022 a project duration of 24 weeks, and October 2022 practical completion;
- Advanteering Civil Engineers submission demonstrated better understanding of the required quality assurance for the project;
- Advanteering Civil Engineers propose to assign an experienced engineering team to manage and supervise all aspects of the project;
- A Traffic Management Plan will be developed to manage the interface between park users and the construction activities; and
- Demonstrated project delivery across the industry for clients including; Department of Transport, Main Roads WA, and local governments.

## Consultation

The public comment process was undertaken as per the City's Community Engagement Policy and was conducted for a 28-day period from 8 June to 3 July 2020. Following, 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.

In addition to the above, engagement with the Northern Beaches Cycling Club has continued on an as needed basis throughout the detailed design process.

The North Coast Cyclist Facility Master Plan Implementation Working Group (NCCFMPI Working Group) has met on a regular basis, and has provided input into the project.

Furthermore, consultation with NCCFMPI Working Group and internal key stakeholder were also conducted progressively (15%, 50%, 85% and 100%) during the course of the detailed design phase.

Prior to and during site works, progress will be communicated via City's website and other channels. All stakeholders including facility users will be informed accordingly. Project update will be shared during periodic NCCFMPI Working Group meetings.

#### **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*.

The clearing permit from the Department of Water and Environmental Regulation has been granted.

It is noted that a development approval is not required for this project.

## **Strategic Implications**

The proposal aligns with the following objective within the Strategic Community Plan 2021 - 2031:

1 ~ An inclusive and accessible City with places and spaces that embrace all

1.3 - Facilities and activities for all

# **Enterprise Risk Management Considerations**

Risk Title	Risk Rating	Accountability	Action Planning Option
ST-S23 Stakeholder relationships	Moderate	Chief Executive Officer	Manage
CO-O17 Financial Management	Moderate	Director Corporate Strategy and Performance	Manage
ST-G09 Long Term Financial Planning	Moderate	Director Corporate Strategy and Performance	Manage
CO-O22 Environmental Management	Moderate	Director Planning and Sustainability	Manage

## **Financial Risk**

A financial risk assessment was undertaken as part of the tender evaluation process and the outcome of this independent assessment advised that Advanteering Civil Engineers has been assessed with a sound financial capacity to meet the requirements of the contract.

## **Operational Risk**

Operational risk and mitigation will be addressed through the risk assessment process of the project management framework.

Prior to the commencement of works, the appointed contractor will be inducted to the project site. Ongoing auditing of the contractor's work practices during the course of the works will be undertaken to ensure compliance with the OHS requirements.

## **Policy Implications**

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

Accounting Policy and use of Strategic Initiatives Projects Reserve.

## **Financial (Budget) Implications**

The table below summarises the available funding for the project, current expenditures, the recommended tender price by Advanteering Civil Engineers for the construction of Splendid Park Cycling Path Upgrade and associated expenses:

DESCRIPTION	Expenditure	Budget
Budget:		
Capital Works Program 2020/21		122,410
Capital Works Program 2021/22		2,274,690
LRCIP-3 (2022/2023)		610,000
Building Better Regions Fund (2022/2023)		500,000
Total		\$3,507,100
Expenditure:		
Expenditure to 30/6/21	122,410	
Actual expenditure 2021/22	67,383	
Commitments to date	27,939	
Tender Lump Sum – Advanteering Civil Engineers	3,859,868	
Others		
-Project Management	63,000	
- Seed collection for future 21/22	12,000	
- Rehab/Reveg - 22/23	100,000	
- Rehab/Reveg - 23/24	100,000	
- Rehab/Reveg - 24/25	40,000	
- Contingency	275,000	
- Provision for rock breaking	70,000	
Total Expenditure	\$4,737,600	
Total Funding		\$3,507,100
Required Additional Funding		-\$1,230,500

It is noted that the awarding of this tender to the recommended tenderer will result in a total funding shortfall of \$1,230,500.

Based on the proposed construction program additional funding will need to be included in the Capital works Programs for the coming financial years as noted below:

- 2022/2023 \$1,090,500
- 2023/2024 \$100,000; and
- 2024/2025 \$40,000.

It is proposed to fund the project budget shortfall from Strategic Initiative Projects Reserve. The proposed draw down from Strategic Initiative Projects Reserve is likely to have an impact on the current ratio, particularly if there are any unforeseen expenses. It will also require a review of the draft long term (20YR) capital works program potentially resulting in a reduction and/or deferral of other projects listed in 2022/2023, 2023/2024 and 2024/25 financial years. The City would also need to review the use of the reserve across the 20-year plan.

### **Voting Requirements**

Simple Majority

#### Recommendation

- 1. That Council ACCEPTS the Tender No. 21091 submitted by DB Cunningham Pty Ltd t/as Advanteering Civil Engineers for Tender No 21091 for the Construction of Splendid Park Cycling Path Upgrade for a fixed lump sum price of \$3,859,868.00 in accordance with the terms and conditions specified in the tender document.
- 2. NOTES that further funding allocation will be necessary in the capital works budget as noted below:
  - a) 2022/2023 \$1,090,500;
  - b) 2023/2024 \$100,000; and
  - c) 2024/2025 \$40,000,

which will require a review of the draft long term capital works program potentially resulting in a reduction and/or deferral of other projects listed in 2022/2023, 2023/2024 and 2024/25 financial years.

 Attachments:

 1.
 Attachment 1 - 21091 Construction of Splendid Park Cycling Path Upgrade Works - Confidential
 Confidential

 Attachment 1

Attachment 1 – 21091 Construction of Splendid Park Cycling Path Upgrade Works - Confidential Attachment 1

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

Administration Use Only Attachment 1 – HPE # 22/82806

#### Assets Maintenance

AS03-03/22	Tender No. 22007 - The Supply, Installation, Maintenance and
	Advertising on Seats

File Ref:	44193 – 22/12192
Responsible Officer:	Director Assets
Attachments:	2

#### Issue

To consider Restricted Tender No. 22007 for the Supply, Installation, Maintenance and Advertising on Seats.

### Background

The City is currently under a licence agreement with Streetside Advertising to supply, install, maintain and advertise on bench seats which has been in place for 38 years. The licence agreement will conclude on 31 March 2022. Post the expiry of this licence period, it was proposed to initially seek an expression of interest on 2 October 2021 to test the market and to see what options were available. There were four Respondents whose submissions were all deemed to be conforming. All Respondents were determined as being capable of satisfactorily providing the goods and services and as acceptable tenderers to proceed to the restricted tender stage of the process.

There are approximately 873 bus stops located within the City as of August 2021, which service the local community and visitors across the City. There are 592 bench seats in situ, which are owned and managed by Streetside Advertising under the existing agreement.

The tender scope allowed for the existing bench seats to be removed by the incumbent contractor once the restricted tender has been awarded, ensuring that there is a transition plan in place to coordinate the incumbent and successful contractor to remove and replace all 592 seats, mitigating any disruptions to the community during the changeover period.

### Detail

Restricted Tender No. 22007 for the Supply, Installation, Maintenance and Advertising on Seats was issued to four respondents on 10 January 2022 and closed on Tuesday 1 February 2022, with submissions received from the four invited tenderers.

Essential details of the proposed contract are as follows:

ltem	Detail
Contract Form	Goods and Services
Contract Type	Schedule of Rates
Contract Duration	10 Years
Commencement Date	1 April 2022
Expiry Date	31 March 2032
Extension Permitted	Yes, 1 period of 5 Years
Rise and Fall	Fixed annual revenue increased by CPI annually

The Tender Evaluation panel comprised:

- Manager Asset Maintenance (Chair Non-Voting)
- Coordinator Building Maintenance
- Technical Officer Contracts Administration
- Principal Specialist Traffic Services

#### **Probity Oversight**

Oversight to the tender assessment process was undertaken by an external Probity Advisor William Buck Consulting (WA) Pty Ltd and the City's Contracts Officer.

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

Item No	Description	Weighting
1	<ul> <li>Sustainable Procurement</li> <li>a) Environmental Considerations 5%</li> <li>b) Buy Local 10%</li> <li>c) Reconcilliation Action Plan 2.5%</li> <li>d) Disability Access and Inclusion 2.5%</li> </ul>	20%
2	*OSH	15%
3	*Demonstrated Experience and Capacity	25%
4	*Provision of Seats and Maintenance Methodology	25%
5	*Annual Revenue and Principal Advertising Allocation	15%

The Annual Revenue was included as a weighted criterion as this will be an income generating Contract and as part of the evaluation assessment, it provided an equitable comparative income which removed the need to undertake a value for money assessment. Minimum scores are required for each qualitative criterion identified with (*).

There were four Tender submissions received that were conforming and included in the Tender evaluation process. An alternate tender was submitted by yStop to include City owned bus shelters in the scope of works, however due to exclusivity obligations under another Contract, this will not be an option for the City and therefore on this basis the alternate tender was not evaluated.

#### **Evaluation Criteria 1 - Sustainable Procurement (20%)**

#### Sub Criteria a) Environmental Considerations (5%)

An assessment was made to determine the ranking based on tenderer's environmental policy and practices.

The assessment of this criterion determined the following ranking:

Tenderer	Ranking
Streetside Advertising	1
Natsales Advertising Pty Ltd	2
yStop	3
Claude Outdoor Pty Ltd	4

### Sub Criteria b) Buy Local (10%)

An assessment was made to determine the ranking based on the responses provided, detailing the following information:

- Purchasing arrangements through local businesses;
- Location of tenderer's offices and workshops;
- Residential municipality of staff and subcontractors; and
- Requirement for new employees arising from award of the contract.

The assessment of this criterion determined the following ranking:

Tenderer	Ranking
Streetside Advertising	1
Natsales Advertising Pty Ltd	2
yStop	3
Claude Outdoor Pty Ltd	4

### Sub Criteria c) Reconciliation Action Plan (RAP) (2.5%)

An assessment was made to determine the ranking based 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 organizational talent to build opportunities for aboriginal employment, training and development and mentoring.

The assessment of this criterion determined the following ranking:

Tenderer	Ranking
Streetside Advertising	1
Natsales Advertising Pty Ltd	2
yStop	3
Claude Outdoor Pty Ltd	3

### Sub Criteria d) Access & Inclusion (AIP) (2.5%)

An assessment was made to determine the ranking based 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 of this criterion determined the following ranking:

Tenderer	Ranking
Streetside Advertising	1
Natsales Advertising Pty Ltd	2
yStop	2
Claude Outdoor Pty Ltd	2

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

Tenderer	Ranking
Streetside Advertising	1
Natsales Advertising Pty Ltd	2
yStop	3
Claude Outdoor Pty Ltd	4

#### Evaluation Criteria 2 – Occupational Health and Safety (15%)

Evidence of safety management policies and practices were assessed from the tenderer's submissions. The assessment for safety management was based on the tenderer's responses to an occupational health and safety management system questionnaire included within the tender documentation.

All tenderer's provided details of their safety management systems with the following ranking:

Tenderer	Ranking
Streetside Advertising	1
Claude Outdoor Pty Ltd	2
Natsales Advertising Pty Ltd	3
ystop	3

### Evaluation Criteria 3 – Demonstrated Experience and Capacity (25%)

The tenderer's relevant experience in demonstrating the achievement of meeting client expectations as presented in their tender submission were assessed in order to evaluate their capability to meet the requirements of the contract. The tenderer's current workload and resources to fulfil the requirements of the contract were also assessed as part of this criterion.

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

Tenderer	Ranking
Streetside Advertising	1
Claude Outdoor Pty Ltd	2
Natsales Advertising Pty Ltd	2
Ystop	4

### Evaluation Criteria 4 – Provision of Seats and Maintenance Methodology (25%)

Assessment of this criterion considered the proposed bench designs, tenderer's installation programme and transition plan to replace all 592 seats throughout the City that are currently in situ under another agreement. The tenderers maintenance and hazard response methodology were also assessed as part of this criterion.

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

Tenderer	Ranking
Natsales Advertising Pty Ltd	1
Streetside Advertising	2
Claude Outdoor Pty Ltd	2
yStop	4

For this criterion, tenderers' were assessed based on their proposed annual revenue structure to provide an equitable comparative projected income to the Principal over the contract period. The tenderers' proposed an allocation of Principal advertising on bench seats which was also assessed as part of this criterion.

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

Tenderer	Ranking
Natsales Advertising Pty Ltd	1
Streetside Advertising	2
yStop	3
Claude Outdoor Pty Ltd	4

#### **Overall Weighted Assessment and Ranking**

Tenderer's submissions were reviewed in accordance with the Procurement and Evaluation Plan with the following key observations:

- The tenderer's submissions were evaluated in accordance with the selection criteria and were assessed as having the necessary resources, previous experience, capability and safety management systems to undertake the tender.
- The tenderers' concept designs, warranties, installation and maintenance programs for the bench seats complied with the tender specifications.
- The tenderer's annual revenue was evaluated to provide an equitable comparison for projected income to the Principal over the life on the contract.

The overall weighted assessment resulted in the following tenderer ranking:

Tenderer	Ranking
Streetside Advertising	1
Natsales Advertising Pty Ltd	2
Claude Outdoor Pty Ltd	3
yStop	4

# Consultation

Consultation with a number on internal stakeholders including considerable contribution from the City's Legal Services team as well as input from external stakeholders was undertaken as part of this tender procurement process.

### Comment

The tender submission from Streetside Advertising achieved the highest ranking in accordance with the assessment criteria and weightings as detailed in the Procurement Evaluation Plan and is therefore recommended as the successful tenderer.

### **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 2021 – 2031:

- 5 ~ A well planned, safe and resilient City that is easy to travel around and provides a connection between people and places
  - 5.3 Responsibly managed and maintained assets
- 3 ~ A vibrant, innovative City with local opportunities for work, business and investment
  - 3.2 Attract and support new existing business

#### **Enterprise Risk Management Considerations**

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

<b>Risk Title</b>				Risk Rating
CO-008 C	ontract Manage	ement		Moderate
Accounta	bility			Action Planning Option
Director Performan	Corporate ce	Strategy	and	Manage

### **Financial and Performance Risk**

#### **Financial Risk**

A financial risk assessment was undertaken as part of the tender evaluation process and the outcome of this independent assessment by Corporate Scorecard Pty Ltd advised that Streetside Advertising has been assessed with a sound financial capacity to meet the requirements of the contract.

#### Performance Risk

Streetside Advertising have extensive experience with advertising bench seats and have a strong track record working with numerous local governments across Western Australia, including being the incumbent Contractor with the City for the past 38 years. In addition, Streetside Advertising has had no disputes or claim history as stated in their submission.

#### Social and Environmental (Sustainable Procurement) Considerations

Wherever possible the bench seats shall be designed, installed and maintained in accordance with sustainable design principles. The Contractor will also monitor developments in new materials that are eco-friendly and sustainable during the Contract and use their best endeavours to implement such materials as they become available and more cost effective.

The bench seats will also be designed wherever possible to enable the fitting of community engagement technologies as these become more available over the life of the Contract.

#### Broader Economic Impact Implications for the City of Wanneroo

Streetside Advertising is based within the City of Wanneroo and has 80% of their employees that live within the City.

The Contract also provides local businesses with an opportunity to advertise their business on the bench seats as a first priority, therefore supporting local and positively benefiting the local economy.

Additionally, the City will receive an allocation of advertising space on the bench seats for the promotion of City events, community messaging, services and community groups. This will reduce advertising costs to the City and the need for additional signage.

### **Policy Implications**

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

### **Financial (Budget) Implications**

This Contract is an income generating contract providing revenue to the City.

### **Voting Requirements**

Simple Majority

#### Recommendation

That Council ACCEPTS the tender submitted by Streetside Advertising for Tender No. 22007, for the Supply, Installation, Maintenance and Advertising on Seats, for an initial period of 10 years with one five-year extension option at the City's discretion.

Attachments:

- Attachment 1 22007 Confidential Memo Attachment to Tender Report Attachment 2 22007 Draft Probity Letter 1. 2. Confidential

Confidential

Attachment 1 – 22007 - Confidential Memo - Attachment to Tender Report

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

Administration Use Only Attachment 1 – HPE # 22/17132 Attachment 2 – 22007 - Draft Probity Letter

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

Administration Use Only Attachment 2 – HPE # 22/17132

### AS04-03/22 Terms of Reference Amendment for the Quinns Beach Long Term Coastal Protection Advisory Group

File Ref:
Responsible Officer:
Attachments:

14888V02 – 22/88198 Director Assets 1

### Issue

To consider an amendment of the Terms of Reference for the Quinns Beach Long Term Coastal Protection Advisory Group.

### Background

The Quinns Rocks coastline has been subject to ongoing erosion over many years. The City has actively managed these erosion issues since 1996 via coastal engineering investigations, data collection, construction of coastal protective structures and ongoing coastal inspections and maintenance. Implementation of additional coastal management measures was recently required to address these issues in the longer term and reduce the risk of damage to public and private assets.

The Quinns Beach Long Term Coastal Management Study commenced in September 2014 with the appointment of coastal engineering consultant, Cardno, and was completed and received by Council at its meeting on 4 April 2017.

The Quinns Beach Long Term Coastal Management Study has greatly increased the understanding of local sand transport along the Quinns Rocks coastline through the collection and analysis of local met-ocean data and the development of coastal numerical models. This technical investigation, along with a comprehensive community engagement programme, has enabled the determination of the most appropriate option to address the ongoing coastal erosion issues. The recommended option included the extension of the existing Groyne 2 (middle groyne) and Groyne 3 (northern groyne) as well as construction of a new groyne, (Groyne 4) located further north of Groyne 3. The extended and additional groynes allow for additional sand to be trapped within the coastal compartments created by the groynes as the sand moves along the coast, resulting in a wider beach and buffer against erosion events during winter storms.

Coastal management construction works commenced in November 2017 following the City's public tender process and acceptance of the tender submitted by WA Limestone and Italia Stone Group Joint Venture at the 10 October 2017 Ordinary Council Meeting. These works were staged over three years as follows:

- Construction Stage 1 (2017/18) Construction of Groyne 4, Beach Re-nourishment (8,400 m³), Groyne 4 Beach Access Ramp and all associated works;
- Construction Stage 2 (2018/19) Extension of Groyne 2 by 45m, Beach Re-nourishment (14,400 m³) and all associated works; and
- Construction Stage 3 (2019/20) Extension of Groyne 3 by 15m, Beach Re-nourishment (10,800 m³) and all associated works.

The remaining groyne structure that was not modified as part of the long term coastal management works was Groyne 1 (southern groyne adjacent to Fred Stubbs Park). Maintenance and upgrade of this groyne was completed in March 2021 resulting in significant improvements to the safety and stability of the structure and ongoing coastal protection functionality into the future.

The Quinns Beach Long Term Coastal Protection Community Reference Group was established by Council at its Ordinary Meeting in March 2014 (Item No. IN08-03/14) with the following Council Resolution:

That Council by an ABSOLUTE MAJORITY RESOLVES to ESTABLISH the "Quinns Beach Long Term Coastal Protection – Community Reference Group" based on the Terms of Reference as detailed in Attachment 1 subject to the deletion of the words "within 2Km radius" and insertion of the words "within proximity" in Clause 2.2 of the Membership.

The Group has met for quarterly meetings or at key project milestones throughout the Quinns Beach Long Term Coastal Management Study to receive and discuss project updates and community views.

The City continues to manage the Quinns Rocks coastline through its detailed coastal monitoring programme, annual beach renourishment works and both reactive and scheduled maintenance works to coastal protective structures and other infrastructure adjacent to the coastline.

This report considers the amendment of the Terms of Reference for the Quinns Beach Long Term Coastal Protection Advisory Group which will enable the Group to continue to review and discuss ongoing coastal management activities and projects into the future.

### Detail

The current Terms of Reference for the Quinns Beach Long Term Coastal Protection Advisory Group are based on the development and implementation of coastal management options for the Quinns Beach Long Term Coastal Management project which was completed in 2020/21.

The Quinns Beach Long Term Coastal Protection Advisory Group met on 8 February 2022 to discuss the required amendments to the Terms of Reference to ensure that they remain relevant to enable ongoing consultation on coastal management activities (including coastal maintenance and coastal monitoring) and coastal infrastructure projects. The following recommendation was made by the Advisory Group at this meeting:

That the Quinns Beach Long Term Coastal Protection Advisory Group:

- 1. RECEIVES the update on coastal management at Quinns Beach; and
- 2. AGREES to the proposed amendment to the Terms of Reference to reduce the frequency of meetings to 3 times per year and include coastal infrastructure projects, coastal monitoring and coastal maintenance within the role/purpose and aims/functions of the Group.

The following amendments to the Terms of Reference were discussed and agreed with the Advisory Group:

	Existing Terms of Reference	Amended Terms of Reference	
Name:	Quinns Beach Long Term Coastal Protection – Advisory Group	Quinns Beach Coastal Management – Advisory Group	
Role/Purpose:	To have input into the development and implementation of long term coastal protection measures for the Quinns Rocks coastline.	To have input into the development and implementation of coastal management measures for the Quinns Rocks coastline.	
Aims & Functions:	1.1 To receive information at the key stages of the Quinns	1.1 To receive information and provide feedback on coastal	

	Existing Terms of Reference	Amended Terms of Reference
	<ul> <li>Beach Long Term Coastal Management Project.</li> <li>1.2 To provide input in to the development and implementation of long term coastal protection measures for the Quinns Rocks coastline.</li> <li>1.3 To present community views to the Group.</li> </ul>	<ul> <li>monitoring results, coastal maintenance activities and coastal infrastructure/management projects.</li> <li>1.2 To provide input in to the development and implementation of coastal management measures for the Quinns Rocks coastline.</li> <li>1.3 To present community views to the Group.</li> </ul>
Membership:	<ul> <li>2.1 The Advisory Group shall consist of the following representation: <ul> <li>The Mayor;</li> <li>North Coast Ward Elected Members or their delegates;</li> <li>Director Assets;</li> <li>Manager Assets Maintenance;</li> <li>Specialist Coastal Engineer;</li> <li>Representative from the Department of Transport;</li> <li>A maximum of six representatives from the community/communi ty groups.</li> </ul> </li> <li>2.2 Community representatives are to be approved by the appropriate Director and shall be: <ul> <li>the residents or property owners within proximity from the Quinns Beach car park off Ocean Drive;</li> <li>able to demonstrate an understanding of this significant project and willing to contribute;</li> <li>able to demonstrate their community network through local community organisations.</li> </ul> </li> </ul>	<ul> <li>2.1 The Advisory Group shall consist of the following representation: <ul> <li>The Mayor;</li> <li>Nominated Council Members;</li> <li>A maximum of six representatives from the community/community groups.*</li> </ul> </li> <li>2.2 Community representatives are to be approved by the appropriate Director and shall be: <ul> <li>the residents or property owners within close proximity to Ocean Drive;</li> <li>able to demonstrate an understanding of coastal management activities;</li> <li>able to demonstrate their community network through local community organisations.</li> </ul> </li> </ul>

	Existing Terms of Reference	Amended Terms of Reference
Operating procedures:	<ul> <li>3.2 Meetings:</li> <li>a) The Advisory Group shall meet on a quarterly basis.</li> </ul>	<ul> <li>3.2 Meetings:</li> <li>a) The Advisory Group shall meet three time per year.</li> </ul>

* Following the Group meeting and discussion at its meeting held 8 February 2022, further consideration has been given to the Group's membership. As part of the ongoing review of Advisory and Working Group memberships, it is recommended that City of Wanneroo Officers not form part of the membership, but attend the meetings in the capacity to provide technical support and advice. In addition, at its meeting held 12 October 2022, the Council resolved to align its Committees and Groups Terms of Reference with the new district ward structure (CS07-10/21). As part of that resolution, this Groups Membership was amended to reflect a maximum of 5 Councillors (in addition to the Mayor and Community Representatives). Therefore, following the Group's last meeting, the proposed amendments to the membership in the Terms of Reference have been updated to reflect these matters, and are presented to the Council for consideration.

Other changes that have been made and incorporated into the proposed amended Terms of Reference reflect the contemporary wording and formatting, but have not changed the substance or intent of the clauses. Refer to **Attachment 1** for the amended Terms of Reference.

# Consultation

The City is committed to ongoing consultation with the Quinns Rocks Community on all coastal matters, specifically all future coastal projects and coastal management activities. This is evidenced by recent extensive community engagement associated with the development and implementation of coastal management measures at Quinns Beach since the formation of the Quinns Beach Long Term Coastal Protection Advisory Group in 2014.

The continuation of the Quinns Beach Long Term Coastal Protection Advisory Group will assist with community consultation on all Quinns Beach coastal matters by providing a conduit to disseminate information and feedback to and from the wider community.

# Comment

The continuation of the Quinns Beach Long Term Coastal Protection Advisory Group will enable ongoing collaboration with the local Quinns Rocks community and will ensure that community views and concerns continue to be well understood and addressed. This Group will also continue to act a conduit to the wider community to allow the City to easily disseminate information on upcoming works and the City's intentions to continue to actively manage the coastal erosion issues along the Quinns Rocks coastline.

# **Statutory Compliance**

Nil

# **Strategic Implications**

The proposal aligns with the following objective within the Strategic Community Plan 2021 – 2031:

- 5 ~ A well planned, safe and resilient City that is easy to travel around and provides a connection between people and places
  - 5.3 Responsibly managed and maintained assets

#### **Risk Management Considerations**

Risk Title	Risk Rating	
ST-S06 Climate Change	High	
Accountability	Action Planning Option	
Director Planning and Sustainability	Manage	
Risk Title	Risk Rating	
ST-23 Stakeholder Relationships	Moderate	
Accountability	Action Planning Option	
CEO	Manage	
Risk Title	Risk Rating	
CO-022 Environmental Management	High	
Accountability	Action Planning Option	
Director Planning and Sustainability	Manage	

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

### **Policy Implications**

Nil

### **Financial Implications**

The costs associated with meetings and administration of the Quinns Beach Long Term Coastal Protection Advisory Group will be accommodated from within the City's Operating Budget.

#### **Voting Requirements**

Simple Majority

### Recommendation

That Council:-

- 1. SUPPORTS the continuation of the Quinns Beach Long Term Coastal Protection Advisory Group to enable ongoing community consultation on coastal management and coastal projects at Quinns Beach; and
- 2. ACCEPTS the amended Terms of Reference for the Quinns Beach Long Term Coastal Protection Advisory Group as detailed in Attachment 1, accepting all marked up changes.

Attachments:

Attachment 1 - Amendments to Quinns Beach Long Term Coastal Protection Advisory Group Terms of 22/67980 11. Reference - February 2022



# **TERMS OF REFERENCE**

#### Title:

# *Quinns Beach Long Term* Coastal <u>ProtectionManagement</u> – Advisory Group

#### Purpose and Role

The purpose of this Group is:

To have input into the development and implementation of long term coastal protection measuresmanagement measures for the Quinns Rocks coastline.

Advisory Group: The role of an Advisory Group is to act in an Advisory capacity, providing the City's Administration and the Council with its views and/or proposals relevant to the objectives for which the group was established. It is put together to get opinions and make Recommendations and/ or provide key information and materials to the Council, usually of a strategic nature. It may be ongoing (standing) or ad hoc (one-time) in nature. In operation, the Advisory Group cannot direct City Employees, expend monies, direct Volunteers or do anything, which is the responsibility of the City.

#### 1. Aims & Functions

The Advisory Group needs to understand the scope and limitations of the task and responsibilities delegated to it. It needs to know definitely what is expected of it and appreciate its aims and function in relation to the body's whole operation.

Responsibilities need to be defined as to both scope and limitations and needs to state what the specific requirement of the Advisory Group is, e.g. to make a Recommendation; or to come to a decision and then initiate an action; or some other specific objective.

- 1.1 To receive information at the key stages of the Quinns Beach Long Term Coastal Management Projectand provide feedback on coastal monitoring results, coastal maintenance activities and coastal infrastructure/management projects.
- 1.2 To provide input in to the development and implementation of long term coastal protection management measures for the Quinns Rocks coastline.
- 1.3 To present community views to the Group.

#### 2. Membership:

- 2.1 The Advisory Group <u>Membership</u> shall consist of the following representation:
  - a) The Mayor;
  - b) North Coast Ward <u>A maximum of five (5) Councillors</u> Elected Members or their delegates;
    - Director Assets;
  - Manager Assets Maintenance;
  - Specialist Coastal Engineer;
  - ⊖ Coastal Engineer;
  - o Representative from the Department of Transport;
  - c) A maximum of six representatives from the community/community groups.

2.2 Community representatives are to be approved by the appropriate Director and shall be:

- the residents or property owners within <u>close</u> proximity from the Quinns Beach car park off to Ocean Drive;
  - able to demonstrate an understanding of this significant project and willing to contribute; coastal processes and the need for ongoing coastal management activities;
  - able to demonstrate their community network through local community organisations.
- 2.3 Membership shall be for a period of up to two years terminating on the day of the Ordinary Council Elections, with retiring members eligible to apply.
- 2.4 Members must comply with the City's Code of Conduct.
- 2.5 The Advisory Group have authority to <u>second_request attendance of individuals</u> from outside of the Advisory Group, on a voluntary basis, for their expert advice.
- 2.6 Consideration will not be given to any nomination received from a person who is currently serving as <u>an a Elected Council</u> Member of a neighbouring Council.

#### 3. Chair and Deputy Chair:

- 3.1. Selection of Chair and Deputy Chair:
- a) The Group Members are to select a Chair and Deputy Chair from amongst themselves at the first meeting of the Group.

(For transparency and accountability it is recommended that City Officer's not be appointed to the position of Chair or Deputy Chair.)

- b) The Chair will preside at all meetings and is responsible for the proper conduct of the meeting.
- c) In the absence of the Chair, the Deputy Chair will assume the chair.
- d) In the absence of both the Chair and Deputy Chair, the group members present at the meeting are to choose one of themselves to preside at the meeting.

#### 4. Meeting Procedures:

#### 4.1 Meetings:

- a) The Advisory Group shall meet on a quarterly basisthree time per year.
- b) All meeting dates are to be provided in the <u>Elected Members Diary in the 'Wanneroo</u> Wrap' and in the City's Corporate Calendar.
- c) A Notice of Meetings including an Agenda <u>is to be circulated distrbuted</u> to the Group members (including Deputy Delegates) at least 72 hours prior to each meeting where possible.
- a) d) The City will ensure that Minutes of all meetings are kept in accordance with appropriate record keeping requirements and that copies are made available to all Group members as soon as is practicable after the meeting. The Minutes are to be available for public inspection.
  - The Chairperson shall ensure that detailed Minutes of all meetings are kept and that copies are made available to all Group members (including Deputy Delegates) as soon as practicable after the meeting. The Minutes are to be available for public inspection.
  - e) Copies of all Minutes are to be forwarded electronically, through HPE Content Manager (the City's electronic record keeping system), to Council Support for filing in the Elected Members' Reading Room, and a copy placed on the Elected Members Hub Portal.

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	<i>(</i> )	
	<del>f)</del> —	<ul> <li>All Agenda and Minute documentation to be generated through Council's InfoCouncil software reporting system.</li> </ul>
	<del>g)</del>	<u>4.2 Voting</u>
	a) b)	<ul> <li>A Group Recommendation does not have effect, unless it has been made by simple majority. A simple majority is the agreement of not less than half of the votes present at the meeting. For clarity, simple majority group consensus is required for suggestions to be progressed on behalf of the group.</li> <li>h) All endorsed members (or the proxy or Deputy Delegate attending in lieu of the Elected Member)Members of the Group present_will have one vote. The Chairperson will have the casting vote, if required, and simple majority will prevail.</li> </ul>
4 00	0	
4.23	Quo a)	orum: A meeting can be conducted without a quorum if necessary. However, every endeavour should be made to achieve a quorum (50% of voting <u>DelegatesMembers</u> ) or at least to ensure a reasonable spread of representation in the Group. Particularly in circumstances where Recommendations will be made for Councils consideration.
4. <mark>3</mark> 4		ninistration:
	a)	Advisory Group Administrator Support An Advisory Group Administrator for the Group will be provided by the City of Wanneroo. That support person will be the Director Assets' Personal Assistant or their delegatenominee.
	b)	<u>Technical support and Advice</u> <u>The following City Officers will provide technical support and advice to the Group:</u> • Director Assets;
		Manager Assets Maintenance;
		<ul> <li>Specialist Coastal Engineer;</li> <li>Coastal Engineer;</li> </ul>
		<ul> <li>Other technical or advisory officers as nominated by the Director.</li> </ul>
4. <mark>4</mark> 5	Mot a)	tions on Notice A Group member may raise at a meeting any business that the member considers appropriate and which is relevant to the purpose of the Committee, in the form of a Motion, of which seven days notice has been given in writing to the Group Administrator prior to the compilation of the Agenda for that meeting.
	b)	An Administration Comment is to be added at the end of Motions on Notice and signed off by the appropriate Director
5	. A	uthority of Establishment
5.1.		Advisory Group is established as a Group of the City of Wanneroo by resolution of the uncil in accordance with these Terms of Reference.
6	. D	elegated Authority:
6	.1.	The Group has no delegated power and has no authority to implement its recommendations without approval of Council.
6	.2.	The Group has no delegated authority to commit Council to the expenditure or monies.
6	.3.	Matters requiring Council consideration will be subject to separate specific reports to Council.

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Administration Use Only				
Date of Council Establishment of Group:				
Council Minute – Ref:				
Terms of Reference - HPE Ref:				
HPE Container – Ref:				
Operational Procedures - HPE Ref:				
Last Review Date:	Next Review Date:			

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### Community & Place

### **Community Facilities**

### CP01-03/22 State Government Funding Commitment: Facilities at Yellagonga Regional Park

File Ref:	36524 – 21/512443
Responsible Officer:	Director Community and Place
Disclosure of Interest:	Nil
Attachments:	3

#### Issue

To consider a State Government funding commitment for boardwalks and a bird viewing structure at Yellagonga Regional Park.

#### Background

Yellagonga Regional Park (YRP) is a 1400-hectare Conservation Category Wetland chain (Lake Joondalup, Beenyup Swamp, Walluburnup Swamp and Lake Goolleal). YRP is a renowned area for local, national and international birdwatchers and photographers. The City has received requests from the community over a number of years to provide bird viewing facilities within the reserve, in particular on the eastern (City of Wanneroo) side of Lake Joondalup.

In 2020, the City commissioned a feasibility study investigate various locations within the reserve to determine the most appropriate location(s) for the installation of bird viewing structure(s).

The purpose of the study was to ascertain the need for bird viewing structures at YRP and the feasibility of such installations at five sites selected by the City in conjunction with the Department of Biodiversity, Conservation and Attractions (DBCA) and Birdlife Australia.

Five potential sites on the eastern side of Lake Joondalup were identified by the City and assessed using a 100m study area radius at each location (**Attachment 1**). The following locations were investigated:

- Site 1: Ariti Avenue;
- Site 2: Lake Joondalup Park;
- Site 3: South West Pine Seed Orchard;
- Site 4: Ashley Road; and
- Site 5: Rotary Park.

A multi criteria analysis (MCA) was undertaken using the information gathered together with input from key stakeholders. Twenty different criteria were included in the MCA. Stakeholders involved at this early stage included DBCA, Birdlife WA, Friends of Yellagonga Regional Park and two local bird photographers.

Site 2 was identified as the most feasible site for the development of a bird viewing structure due to the ease of accessibility, lower environmental impacts, desirable views and popularity with enthusiasts.

The structure is proposed to be located at 349 Scenic Drive, Wanneroo, which comprises of Lot 501 and is Crown Land under the management of the City (**Attachment 2**).

Concept designs were also undertaken as part of this feasibility study. Two concepts were produced – a floating pontoon and a viewing tower (**Attachment 3**). The floating pontoon presented issues in terms of security and antisocial behaviour, required a larger clearing area and would be on the lake and was not the preferred option.

Upon receiving the concept designs, the City listed the project on the City's Long Term Financial Plan for years 2029/30 to 2031/32.

The State Government recently announced a commitment of \$8.5M over the period 2021/22 to 2024/25 to construct a range of recreational infrastructure and restoration projects in the Yellagonga Regional Park. This commitment includes \$1.235M funding for the construction of boardwalks and a viewing platform at Lake Joondalup. This funding has subsequently been confirmed by the Department of Biodiversity, Conservation and Attractions (DBCA) as a grant to the City of Wanneroo.

It should be noted that, unlike the majority of external funding, this grant specifically includes internal costs (design, survey, project management etc.).

# Detail

In order to complete the project in accordance with the grant funding timeline and noting that it is anticipated that the grant will not be sufficient to cover the full cost of the project, it is recommended that acceptance of the funding from the State Government should be on the basis of:

- The project being completed in two stages within the funding allocation provided by the State Government, with the first priority being the installation of the boardwalk and the second priority being the installation of the bird tower/platform;
- Prior to the funding agreement being signed, the City discusses with the State Government the option of additional funding to provide the full project scope within one stage or accepting that the scope of the project will be aligned to the available funding.

# Consultation

Discussions with key stakeholders was undertaken as part of the feasibility study and any future consultation will be undertaken in accordance with the City's Community Engagement Framework.

# Comment

The installation of the bird viewing structure within YRP would provide the local and wider community with safe facilities to view bird species, while protecting local vegetation from unauthorised access and reducing disturbance to the birds being viewed/photographed. The structure may also provide environmental education, eco-tourism and community awareness opportunities.

Delivery of the project will be subject to Administration completing the appropriate project planning and resourcing schedule.

Administration is currently working with DBCA to finalise the grant agreement with the expectation that this will be finalised in the coming weeks, noting this is subject to discussions with the State Government regarding either a staged approach to delivery or securing additional funding to complete the project in one stage.

### **Statutory Compliance**

Nil

### **Strategic Implications**

The proposal aligns with the following objective within the Strategic Community Plan 2021 – 2031:

1 ~ An inclusive and accessible City with places and spaces that embrace all

1.3 - Facilities and activities for all

### **Risk Management Considerations**

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

Risk Rating
Low
Action Planning Option
Manage

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

### **Policy Implications**

Nil

### **Financial Implications**

The City's current Long Term Financial Plan (LTFP) includes funds for design and construction of the bird viewing structure at Lake Joondalup as follows:

Financial	Funding Source						
Year	Municipal Funds	Grants	Cont.	Reserves	Loan	TPS	Total
2029/30	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
2030/31	\$45,000	\$0	\$0	\$0	\$0	\$0	\$45,000
2031/32	\$889,000	\$0	\$0	\$0	\$0	\$0	\$889,000
Total	\$944,000	\$	\$	\$	\$	\$	\$944,000

The project has not been provided for in the City's 2021/22 budget and there is no capacity to bring forward the funds allocated in the LTFP to allow the full project to be delivered within the timeframes outlined in the grant agreement. Given this, the project would need to be delivered within the \$1.235M funding allocated from the State Government.

Should the project be staged, as per the priorities outlined earlier in the report and in current market conditions, the estimated cost of the boardwalk (and associated infrastructure) is estimated to be \$1.2M to \$1.4M. The estimated cost of installing the tower/platform is \$600,000 to \$700,000. The staging is based on the need to deliver the boardwalks prior to the installation of the bird viewing tower/platform.

### **Voting Requirements**

Absolute Majority

### Recommendation

That Council:

- 1. ACCEPTS the \$1.235M grant from the State Government for the construction of boardwalks and a bird viewing structure at Lake Joondalup on the basis that:
  - a) The project is completed in two stages within the funding allocation provided by the State Government, with the first priority being the installation of the boardwalks and the second priority being the installation of the bird tower/platform; and
  - b) Prior to the funding agreement being signed, the City discusses with the State Government the option of additional funding to provide the full project scope within one stage or accepting that the scope of the project will be aligned to the available funding with the priorities noted above.
- 2. ACCEPTS BY ABSOLUTE MAJORITY the external funding as outlined in the table below:

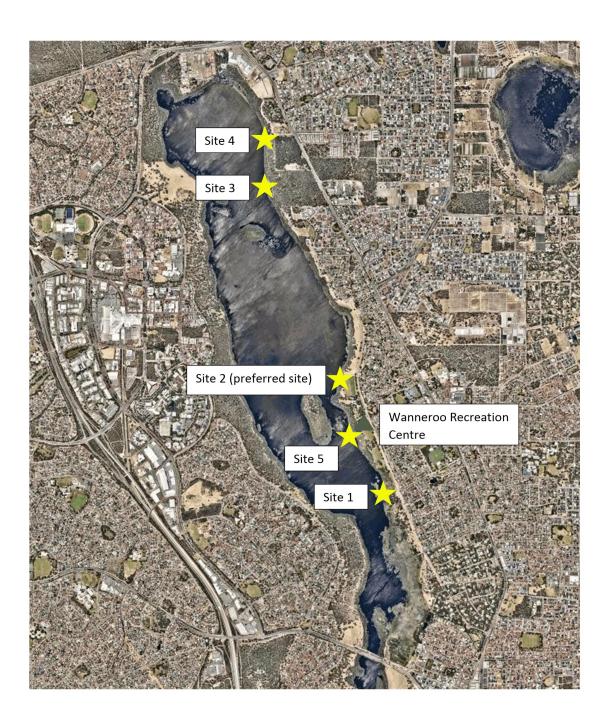
Financial	Funding Source						Total	
Year	Municipal Funding	Grants	Cont.	Reserves	Loan	TPS		
2021/22	\$0	\$65,000	\$0	\$0	\$0	\$0	\$65,000	
2022/23	\$0	\$20,000	\$0	\$0	\$0	\$0	\$20,000	
2023/24	\$0	\$1,125,000	\$0	\$0	\$0	\$0	\$1,125,000	
2024/25	\$0	\$25,000	\$0	\$0	\$0	\$0	\$25,000	
Total	\$0	\$1,235,000	\$0	\$0	\$0	\$0	\$1,235,000	

3. NOTES the project will not commence until the external funding has been received by the City.

Attachments:

1,1,1,.	Attachment 1 - Yellagonga Bird Tower - Location of Sites Investigated	22/65304
2.	Attachment 2 - Site Map - Proposed Yellagonga Bird Viewing Tower (Preferred Option)	22/64848
3₽.	Attachment 3 - Concept Designs Yellagonga Bird Viewing Structures	22/65301







#### YELLAGONGA BIRD VIEWING STRUCTURES CONCEPT DESIGN

The Yellagonga Bird Viewing Structures concept has been developed for the site at Lake Joondalup Park. The concept has been developed following a Multi Criteria Analysis (MCA) of five potential sites on the eastern side of Yellagonga Regional Park managed by the City of Wanneroo. Through the MCA process, including conversations with key stakeholders, the location was identified as the preferred site primarily due to the level of access and lower potential impact on the wetland's environment.

The concept includes two options for the Lake Joondalup Park site . These include:

#### (A) Boardwalk and Bird Hide

#### (B) Lake Lookout

These options identify ways in which bird viewing structures could be integrated with the site to provide the public with positive wetland experiences. Both options allow viewing of wetland bird species in their natural habitat and reinforce the environmental values of the area in accordance with the Yellagonga Regional Park Management Plan.

Through consultation with key stakeholders it has been identified that birders want to get close to habitat and the water for viewing and photography. There is also a desire from the general public to have an elevated lookout with views across the lake that could also be use for bird sightings. The two options address these requirements and have been designed so that they could be staged or constructed independently of each other depending on the City of Wanneroo's determination.

The decision to site each option has been made in consultation with key stakeholders and City of Wanneroo staff. The hide is located to capitalise on the northern area which has access to open water, natural habitat and views eastward towards the shore. The lookout is located on the prominent corner of the existing oval with good access and views toward the west and Lake Island. It is expected that a shared path will ultimately provide access to the entry point and there is potential for built form associated with the Wanneroo Recreation Precinct to be developed a short distance from the proposed lookout that will increase the site's future visitation.



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YELLAGONGA BIRD VIEWING STRUCTURES CITY OF WANNEROO SITE CONTEXT

SK01

AUTHOR: FK/LD

0 2.5 5 7.5 10 12.5

REVISION: B

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PROJECT NO: 4530-20

DATE: JULY 2020

SCALE 1:500 @A3

SITE PLAN

**SK02** 

YELLAGONGA BIRD VIEWING STRUCTURES CITY OF WANNEROO





#### **BIRD HIDE & BOARDWALK**

MATERIALS & INSPIRATION

The bird hide and boardwalk will provide the opportunity to view wetland bird species in their natural habitat. It is expected to be used by birders and the general public so the layout has been designed to accommodate both. The location and design is expected to achieve opportunities for sighting and photography during the day including early morning and evening when the light is best.

The hide is sited in an area that has views westward across the lake and north-east towards the shore to access the desired viewing points. The layout responds to this in placement of openings (windows) seating and wall (hide) elements. The entry is a broad opening so that the interior is visible on approach and inviting. The external perimeter deck with steps to the water's edge and bench seating will allow more functionality for the general public during busier times. The interior will include signage boards that show wetland bird species which can be sighted and identified from the hide.

The boardwalk traverses the shoreline from the upper embankment level through Typha orientalis to the bird hide. The boardwalk will use durable UV stabilised Fibre Reinforced Plastic (FRP) for the decking surface and be modular in construction to ensure ease of installation. The boardwalk and hide will be constructed on pontoons so they can rise and fall with the seasonal inundation of the wetland. Gangway ramps with handrails will also be incorporated to ensure accessibility to the waters edge during seasonal water level changes.

The installation of the hide will include rehabilitation planting and habitat creation along the impacted boardwalk corridor and hide site. The corridor will be rehabilitated to create habitat for bird species to increase sighting opportunities. Bush log posts installed in the water near the hide may also be incorporated to provide perches for Cormorants, Egrets and Herons.

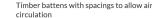






Bird hide with covered deck surrounds on pontoons allowing hide to move with the changing water level

Signage panels illustrating local bird life located inside the bird hide





Horizontal timber clad structure that visually recedes

UV stabilised Fibre Reinforced Plastic

(FRP) grating and kick-rails to be used

for the bird hide boardwalk



Thermally modified timber boards and structural sections to be used for the bird hide and lake tower cladding



Coloured concrete paving to be used for the Arrival node and access path to bird hide boardwalk



along boardwalk

into the wetland environment





Seating benches on external deck platform



binoculars

CITY OF WANNEROO

**BIRD HIDE AND BOARDWALK** MATERIALS & INSPIRATION



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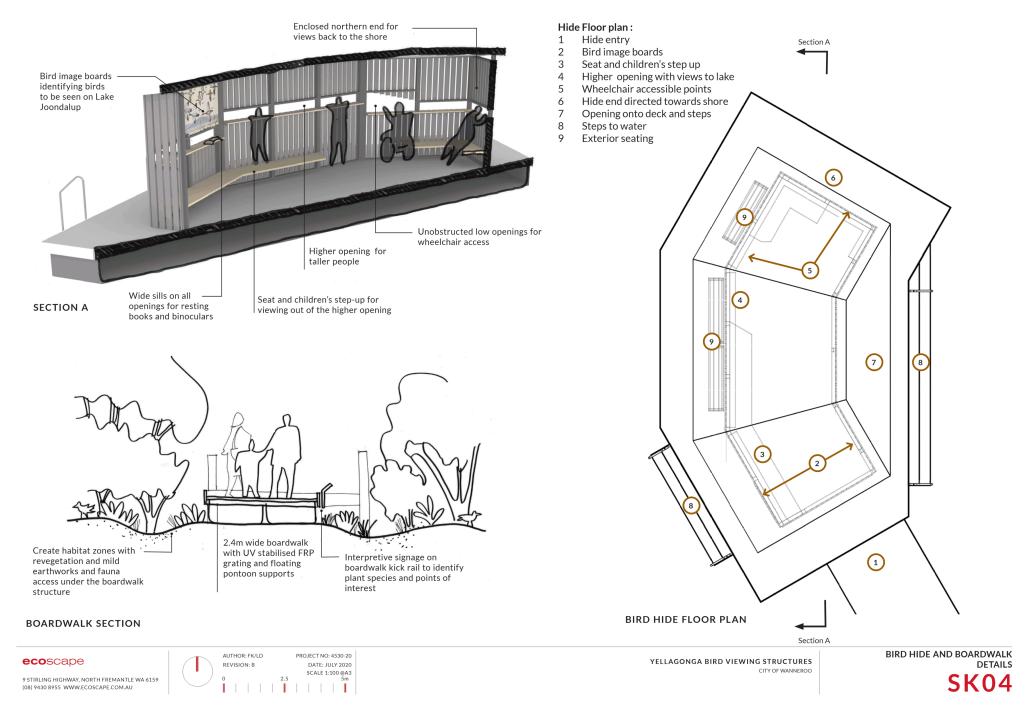
9 STIRLING HIGHWAY, NORTH FREMANTLE WA 6159

AUTHOR: FK/LD PROJECT NO: 4530-20 REVISION: B DATE: JULY 2020

Concrete-less pile footings stabilisation at key locations to minimise ground disturbance

YELLAGONGA BIRD VIEWING STRUCTURES

**SK03** 



Salvaged timber posts to create landings for cormorants and similar species located near the bird hide



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PROJECT NO: 4530-20 AUTHOR: FK/LD REVISION: B DATE: JULY 2020

**SK05** 

YELLAGONGA BIRD VIEWING STRUCTURES

CITY OF WANNEROO

VIEWS

#### LAKE LOOKOUT MATERIALS & INSPIRATION

The Lake Lookout is a location from which to view Lake Joondalup and surrounds. The lookout will be a popular destination for visitors and be a point from which to gain panoramic views and sightings of wetland bird species. It is expected that the design will be architecturally interesting and visually sympathetic to the wetland environment through form and material selections.

The design has a circular form similar to the nests of wetland bird species and is envisaged to be constructed from materials with a warm appearance that merge with the surrounds.

The lookout has two levels joined by a spiral staircase that is accessed by a boardwalk bridge. The lower level is elevated enough to provide a universally accessible wetland experience. The upper level provides panoramic views westward and to Lake Island. The structure is located on the shore where structural considerations and construction impacts can be minimised whilst still providing the desired experience.

Several interpretive opportunities are proposed for the lookout that would be themed around Lake Joondalup and the other regional wetlands. These include signage at the entry and on the lower level explaining the importance of the wetlands to Wanneroo and an orientation map showing the region and distances to important locations such as Lake Island, other wetlands the coastline and historical routes taken by Aboriginal and Eurpoean people

The proposed materials include thermally modified timber battens and composite decking that provide a timber look and feel whilst beign low maintenance and durable.

It is expected that the lookout will be used by birders and the general public for sightseeing and photo opportunities.



Nest inspiration for lookout structure



Vertical timbers and curved building to create a nest form, Kastrup Sea Bath



Interpretive and way finding signage located at entry node



Upper viewing deck precedent, Koombana Bay in Bunbury

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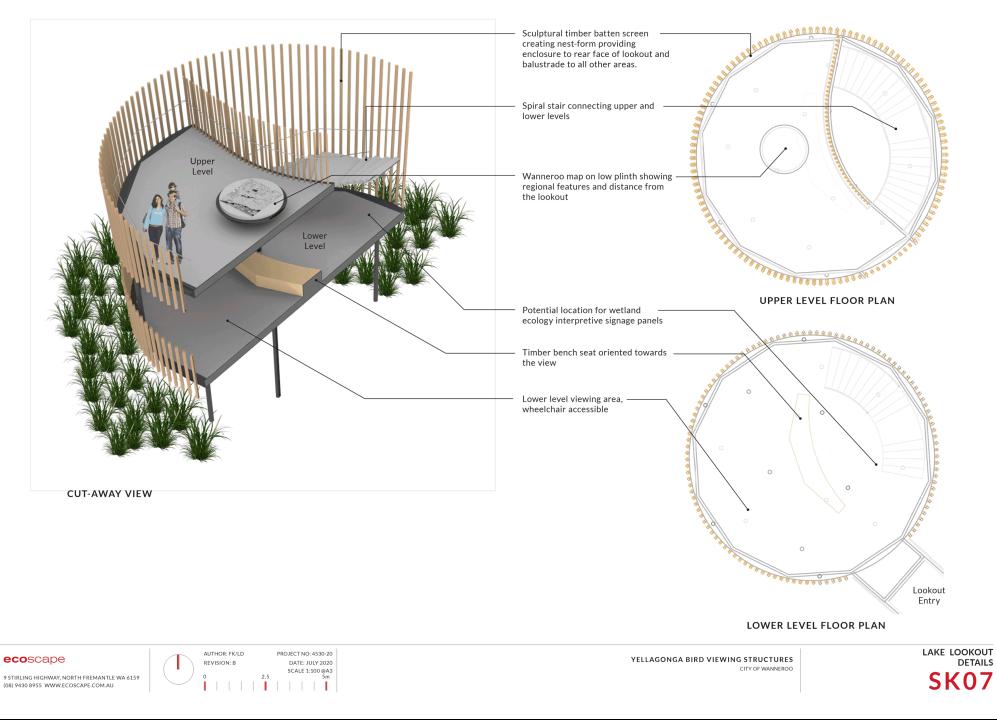
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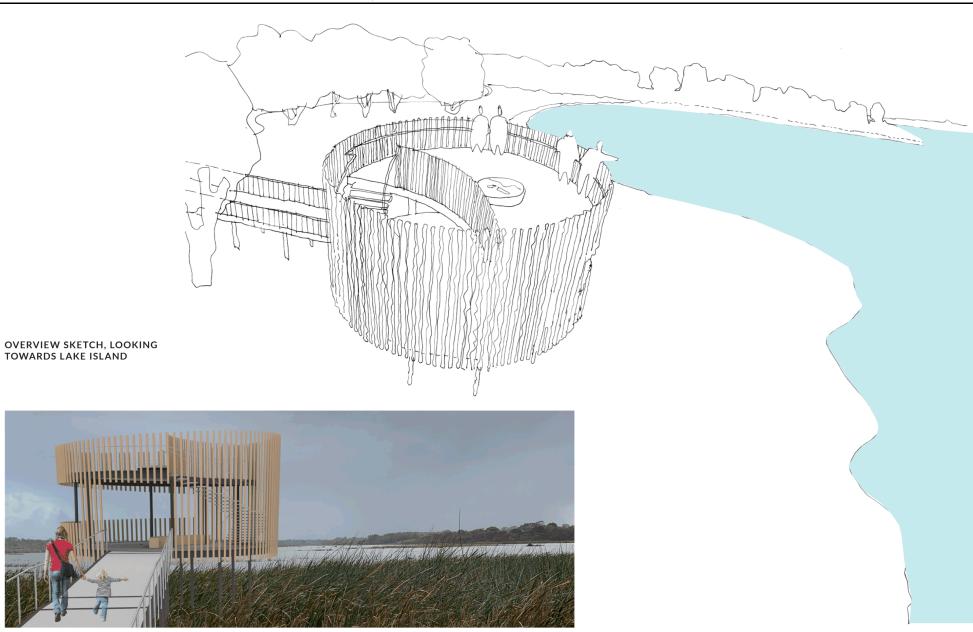
 AUTHOR: FK/LD
 PROJECT NO: 4530-20

 REVISION: B
 DATE: JULY 2020

YELLAGONGA BIRD VIEWING STRUCTURES CITY OF WANNEROO LAKE LOOKOUT MATERIALS & INSPIRATION SK06



CP01-03/22 - Attachment 3



#### APPROACH VIEW

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REVISION: B

PROJECT NO: 4530-20

DATE: JULY 2020

YELLAGONGA BIRD VIEWING STRUCTURES CITY OF WANNEROO 207

LAKE LOOKOUT VIEWS

**SK08** 

### CP02-03/22 Alkimos Aquatic & Recreation Centre - Community Engagement Outcomes

#### Issue

To consider the outcomes of the community engagement on Concept 5 for the Alkimos Aquatic and Recreation Centre.

### Background

At its meeting held on 16 November 2021, Council considered report CP02-11/21 in relation to the Alkimos Aquatic & Recreation Centre - Concept Design and Community Engagement Strategy and resolved the following:

1. ENDORSES the release of Concept 5 for the Alkimos Aquatic and Recreation Centre (refer Attachment 2) to be utilised for the purposes of community engagement and funding advocacy; and

2. NOTES that Concept 5 is to be released with a depiction of the elements that can be funded by the existing commitments and elements that require additional funding (refer Attachment 2).

Initially, three concept designs were developed for consideration by the Project Working Group at its inaugural meeting on 19 July 2021. From that meeting, two additional concepts, 4 and 5, were developed based on further refinement of the functionality requirements.

The concepts were based around the demand modelling from the approved business case recommended the following mix of facilities to be delivered at the Alkimos Central location by 2028:

- 1,900sqm of programmable water space (Leisure/children's pool, learn to swim pool, lap pool, hot water pool);
- Indoor Sports Courts x 4

Supported by complementary facilities including:

- Health & Fitness Suite;
- Crèche; and
- Café & Community Spaces.

# Detail

The community engagement for the Alkimos Aquatic and Recreation Centre opened on 6 December 2021 and closed on 28 January 2022. The engagement campaign used the interactive 'Social Pinpoint' platform to gather input from participants. This platform allowed participants to comment on the aspects of the concept design, add suggestions or ideas to the concept and interact with other participants through comments, likes and dislikes.

The platform also allowed participants to view the three-dimensional "fly-through" video of Concept 5 to be able to visualise the relationship between the various components of the design prior to making comment.

Throughout the consultation period, contributions were moderated to ensure that comments were respectful and appropriate with no intervention was required.

The consultation page also linked participants to the City's Advocacy Plan, providing a toolbox to support a targeted, community driven campaign to secure up to \$30M additional external funding for the project.

Further detail on the outcomes of the Advocacy Plan for the Alkimos Aquatic and Recreation Centre will be provided in a future report to Council.

# Consultation

The community engagement period was open for a total of 8 weeks from 6 December 2021 to 28 January 2022, at a similar time of year that previous successful engagement on the project was undertaken in 2020/21.

The Alkimos Aquatic and Recreation Centre "Your-Say" page received 24,278 views in the engagement period from a total of 10,158 individuals, with the video being viewed over 2,500 times.

The Social Pinpoint platform and online concept plan received 8,903 page views from 3,351 individuals who provided over 1,429 direct comments, responses and interactions.

The City's social media posts for the project received 18,543 engagements including 2,234 likes, 1,065 comments and 278 shares.

An infographic of the interaction levels can be found at Attachment 1.

The level of interactions and responses for the Alkimos Aquatic and Recreation Centre community engagement is the highest ever seen by the City. Throughout the process Administration had the ability to moderate interactions in the event of inappropriate comments being made, however no intervention was required and the community should be commended for their proactive, positive and respectful participation in the engagement process.

The vast majority of the comments received throughout the engagement were supportive of the elements in the concept design and offered positive input and suggestions that will assist in the ongoing development of the final detailed design of the facility.

The following three tables provide a summary of the top five comments/interactions in each of the key types of interaction and the recommended actions to be taken with each item.

	Most popular ideas	Agree	Disagree	Action
1	Pool should be fully disability accessible.	20	0	Ramp access currently provided to all pools, hoist options to pools to be developed as part of the detailed design stage.
2	Build multi-story car park if not enough space.	16	0	Parking strategy including on-site parking, street parking and access via public transport being considered as a wider development area view.
3	Change angle of slides so parents can see children exiting.	15	0	Investigate lines of sight to slide from other water bodies through detailed design stage.
4	Include more bench space around pools.	13	0	To be developed as part of the detailed design stage.
5	Create activities for older children.	11	0	Creation of activities to be included as part of program planning.

Things People Like		Agree	Disagree	Action
1	Great that it's a 50m pool	19	1	Noted – maintain in design.
2	Aqua aerobics needed.	13	0	Both indoor and outdoor water spaces are suitable for aqua-aerobics.
3	Great to see indoor soccer	12	1	Noted – maintain in design.
4	Like the addition of outdoor pool, gym, sauna and spa	11	0	Noted – maintain in design.
5	Spa and sauna appreciated	10	0	Noted – maintain in design.

Things People dislike		Agree	Disagree	Action
1	Put Leisure pool next to the water slides	17	0	Investigate pool layout options as part of the detailed design.
2	No need for warm water pool	0	13	Noted – maintain in design.

	Things People dislike		Disagree	Action
3	Not enough water park	8	4	Investigate pool layout options as
	facilities for children			part of the detailed design.
4	Car park looks pretty small	8	0	Parking strategy including on-site parking, street parking and access via public transport being considered as a wider development area view.
5	Entrance should be closer to the car park	6	4	Facility has two entrances servicing customers from the street frontage and from the rear car park.

While the above summarises the major themes from the engagement, this methodology will be applied to all the comments received to ensure that the community input can be integrated within the future stages of the project, where practicable.

# Comment

In parallel with the community engagement strategy and outcomes outlined in this report, Administration is continuing to work with Development WA and the Department of Planning, Lands and Heritage to acquire and vest the 3.5-hectare site for the Alkimos Aquatic and Recreation Centre.

Following an 'in principle' agreement being reached with Development WA, a report will be provided to Council to approve the land acquisition. This will address the site valuation and comparison considerations identified in the Council resolution for item CP03-09/20.

The project will now proceed to the development of documentation for the detailed design. This stage will consider and encompass the following:

- The Council approved Concept 5;
- The outcomes of the 2021/22 community engagement process;
- The outcomes of the Advocacy Plan; and
- All previous business planning and engagement activities.

The key stages of the project moving forward are as follows:

Stage	Start	End
Detailed Design Documentation and Facility Planning	March 2022	Sept 2022
Design	Sept 2022	Aug 2024
Construction	Sept 2024	March 2026

The key future stages of the project will be reported to Project Working Group and subsequently to Council including but not limited to:

- Advocacy Plan outcomes;
- Land acquisition outcomes;
- Schematic design outcomes; and
- Construction tender evaluation.

# **Statutory Compliance**

Nil

# Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2021 - 2031:

- 1 ~ An inclusive and accessible City with places and spaces that embrace all
  - 1.3 Facilities and activities for all

# **Risk Management Considerations**

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

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

Risk Title	Risk Rating
ST-S26 Resilient & Productive	Moderate
Communities	
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 risk register. Action plans have been developed to manage this risk to support existing management systems.

# **Policy Implications**

Nil

# **Financial Implications**

The sum of \$40M has been included for the Alkimos Aquatic and Recreation in the City's Long Term Financial Plan as follows:

	Municipal	Grants	DCP (Res)	<b>Total Cost</b>
2020/21	\$80,000	\$0	\$0	\$80,000
2021/22	\$1,497,600	\$300,000	\$1,572,400	\$3,370,000
2022/23	\$1,230,000	\$700,000	\$0	\$1,930,000
2023/24	\$3,446,624	\$9,000,000	\$3,053,376	\$15,500,000
2024/25	\$8,103,400	\$5,000,000	\$6,016,600	\$19,120,000
Total	\$14,357,624	\$15,000,000	\$10,642,376	\$40,000,000

The Federal Government has provided a grant of \$5M and the formal agreement between the City and the Department of Health was executed on 15 January 2021, with the funds being released to the City in July 2023.

The State Government has committed a grant of \$10M towards the project through the WA Recovery Plan funding program, with \$1M to be released for planning and design development in 2021 and the remaining \$9M being released for construction in 2023.

Through the City's Advocacy Plan it is recognised that additional funding is required for the project and the plan identifies the need to source up to a further \$30M from the Federal Government.

# **Voting Requirements**

Simple Majority

# Recommendation

That Council NOTES the outcomes of the Alkimos Aquatic and Recreation Centre community engagement strategy and the continued progression of the project to detailed design documentation, and thanks the community for their input.

Attachments:

1. Attachment 1 - Alkimos Aquatic & Recreation Centre - Community Engagement 2022 - Infographic 22/55748

# Alkimos Aquatic Recreation Centre

COMMUNITY ENGAGEMENT ON CONCEPT PLAN DECEMBER 2021 TO JANUARY 2022

# **Community Participation**





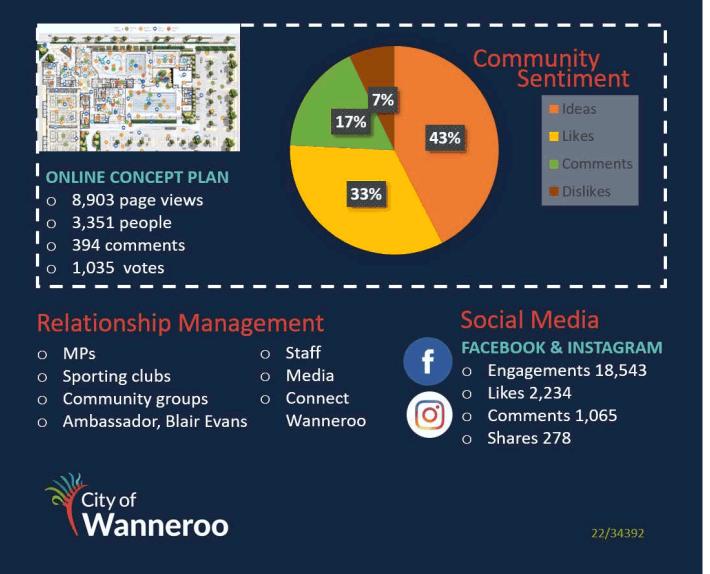
- o 24,278 page views
- o 10,158 people
- o 87 shared comments



SIGNED SUPPORTERS o 1,749 advocates o 1.011 subscribers



• 2,495 views



# CP03-03/22 Kingsway Splash Pad Toilets Upgrade - Community Consultation Outcomes

File Ref:	40785 – 22/37725
Responsible Officer:	Director Community and Place
Attachments:	5

### Issue

To inform of the community consultation outcomes for the upgrades at the Kingsway Splash Pad toilets and provide a project update.

# Background

The Kingsway Splash Pad, opened in 2019 is located at Kingsway Regional Sporting Complex. It is situated adjacent to Building 1270 – Kingsway Olympic Soccer (former) change rooms and toilets. The splash pad is seasonal and operates between October and April each year. Building 1270 provides male and female toilets for the splash pad, and stores the plant equipment for the splash pad.

# Detail

Building 1270 (Attachment 1), initially built in 1973 provides male and female toilets to the splash pad and surrounding area, and contains the plant room for the splash pad. Prior to the commissioning of the Kingsway Olympic grandstand and change room building, it also provided storage, two male change rooms and a match officials change room for the adjacent soccer field. Upgrades to the building were not part of the splash pad project scope and it has not been improved to date. The facilities do not comply with current accessibility requirements, however a pre-fabricated Universal Accessible Toilet was included as part of the splash pad construction, and is located directly west of the toilet building.

# Consultation

Consultation was undertaken in accordance with the City's Community Engagement Policy. The survey was open between 13 December 2021 and 31 January 2022, and was targeted at the primary users of the adjacent facilities (inclusive of the splash pad, street calisthenics fitness equipment, farmer's markets/food trucks, and the dinosaur playground). Signage was installed at strategic locations within the facility, with a QR code to the survey. A link to the survey page was included on the City's Your Say Page. The survey was also sent to the members of the Disability Access and Inclusion Reference Group and their networks.

The City received 69 responses to the online survey. The respondents identified as using the following facilities, noting that one respondent may utilise multiple facilities:

Facility	Total Number of Responses	Overall Percentage of Responses
None of the above	3	1.35%
Dinosaur Splash pad	48	21.52%
Street Calisthenics		
Equipment	13	5.83%
Dinosaur Playground	56	25.11%
Food Trucks	31	13.90%
West Playground	32	14.35%
Kingsway Market	40	17.94%

The respondents indicated the following level of use of the facilities, which suggests that the majority utilise the facilities between once a week and once a month:

Level of Use	Percentage
Everyday	4.35%
Multiple times a week	40.58%
Once a month	46.38%
Once a year	13.04%
Never	0.00%

The following questions were specific to the use of the toilet building to help assess if the building is still fit for purpose, and what (if any) upgrades would be desirable. Of the respondents 87% suggested that they felt that the toilets did not meet the needs of the surrounding park users. Further to this, the respondents have indicated that they would use the use the facility for:

Feature	Total Number of Responses	Overall Percentage of Responses
To shower and change after		
exercise at the Street		
Calisthenics equipment	6	4.55%
To use the toilet facilities only	40	30.30%
To dry and change children		
after use of the Splash Pad	35	26.52%
To shower and change children after use of the		
Splash Pad	29	21.97%
Use of a Changing Place for		
outings/clients	18	13.64%
Other	4	3.03%

The four responses listed under other include:

- Particularly those with a disability;
- Would like an electronic vehicle charging station in the carpark;
- Due to the health warnings of not getting water in eyes or in mouth and nose;
- Toilets for toddlers so child size like in primary school.

The results indicate that the respondents consider the provision of change room facilities that can be utilised after use of the splash pad important. Following this, the survey requested respondents to identify the features that they would find most important. The responses were:

Feature	Total Number of Responses	Overall Percentage of Responses
Refreshed Male and Female		
Toilets Only	41	25.47%
Unisex Accessible Toilet	22	13.66%
Unisex Accessible Toilet with		
Shower	20	12.42%
Changing Place	31	19.25%
Male Change room with		
shower facilities	23	14.29%
Female Change Room with		
shower facilities	24	14.91%

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Whilst the survey question provided the definition of a Changing Place, there may have been some confusion as to the response to this question. A Changing Place provides a suitable facility for people who cannot use standard accessible toilets, and does this through the provision of an adult sized change table, a ceiling hoist, peninsular toilet and privacy screen. Access to a Changing Place requires a specific MLAK Key (Master Lock Access Key to access Changing Place facilities) and therefore a Changing Place will only be available to those that are eligible for the MLAK key. The most likely inference from this response is that the respondents consider the need for a change room type facility as important, in addition to providing a refreshed toilet facility.

The responses to the final question indicated how they found out about the survey:

	Total Number of Responses	Overall Percentage of Responses
YourSay Page	6	9.38%
Facebook	31	48.44%
Signage at the Splash Pad	23	35.94%
Other (please specify):		
LinkedIn		
Local Councillor		
Former Councillor		
Community Development Officer	4	6.25%

The following comments were received as part of the survey. Administration has provided a response against each of the comments below:

Comment	Administration Response
Considering the current and future need and adults with disability and their families or carers can assist using these City facilities - with extra features such as unisex toilets and changing places. It means that more families can enjoy the facilities and not have to worry about a basic need such as using a toilet or being able to get changed - sometimes a parent or carer and a child/adult with disability needs assistance to use the toilet and it wouldn't be appropriate for a female parent/carer to take an adult male into female or male only toilet. Also a changing place with be great to have more space and privacy. Thanks for your considerations and removing access and inclusion barriers for people with disability and their families/carers.	This has been noted, and captured as part of the design process. Three of the options have considered the provision of a Changing Place, however this will require consideration for either funding provision, scheduling or both as this current project budget is insufficient to provide a changing place.
Unisex cubicles preferable, but not all require wheelchair access	This has been noted, and with the exception of Option 4 – Stage 1, each of the other options includes the provision of Universal Access Toilet cubicles, which are unisex.

I was very disappointed with the dinosaur water park. This project cost taxpayers \$700,000 and the end result is terrible. My children get more enjoyment under sprinklers at home. This comment was reiterated by two other respondents.	Upgrades to the splash pad do not form part of the project scope for the toilet building upgrades. Changes to the footprint of the splash pad may be considered as part of the asset renewal process, however may encounter difficulties due to the underground services and trees in close proximity to the current splash pad.
External security surveillance should be highly considered in the planning.	Kingsway Regional Sporting Complex has a network of pre-existing CCTV cameras. The provision of additional CCTV to the perimeter of the building may be considered as part of the project subject to available budget.
Please upgrade the facilities, they are poorly maintained and not convenient for the use after the splash pad.	This has been noted.
Not sure how often the toilets are being cleaned, but when we visited then today they were foul. New facilities are great, but they also need to be cleaned and maintained. This comment was reiterated by two other respondents.	Under the current cleaning schedule, the toilet facilities are cleaned 3 x daily by the City's contractors.
Wonderful space for the community but toilets could do with an upgrade as they are used by hundreds of people each day	This has been noted.
There are many other toilets within the sporting complex that have a far higher usage and desperately require an upgrade.	This is noted, however many of the facilities within the complex are leased to the resident clubs, and fall under the responsibility of the leasee with regards to facility maintenance.

# Comment

The survey results indicate that the toilet building that services the splash pad area does not meet the needs of the users of this space. Whilst it was originally built to service a soccer field, its purpose has changed. Due to new infrastructure surrounding the building, the area has experienced a high level of activation, which is putting pressure on the level of provision within the existing building. This new infrastructure includes the Dinosaur Playground, Street Calisthenics equipment, Splash Pad, and events such as the food trucks and Kingsway Farmers Markets.

As the plant room to the splash pad is contained within the existing building footprint, demolition of the existing and full replacement is not considered feasible due to the important function of the equipment. Administration has investigated a number of options for the upgrade of the building, and will finalise the design based on the feedback gathered as part of the engagement process.

	Scope of Works	Cost Estimate	Budget Position
Option 1 (Attachment 2)	Replace current M/F toilets with Universal Accessible Toilets, provide Male and Female Change Room and toilets	\$598,000	-\$178,000
Option 2 (Attachment 3)	Replace current M/F toilets with Universal Accessible Toilets, provide Male and Female Change Room and	\$700,150	-\$280,150

The four options are summarised below:

	toilets, provide MLAK Compliant Changing Place (internal)		
Option 3 (Attachment 4)	Replace current M/F toilets with Universal Accessible Toilets, provide Male and Female Change Room and toilets, provide MLAK Compliant Changing Place (external)	\$861,610	-\$441,610
Option 4 (Attachment 5)	Stage 1 refurbishment of existing toilets (staged approach) Stage 2 MLAK Compliant Changing Place and dedicated M/F Change rooms and provision of Universal Access Toilet.	\$678,000	-\$258,000

Each option includes the provision of an ACROD bay to be located along Goal Way to assist with providing a compliant bay to the precinct. With regards to Option 4, the staging costs are as follows: Stage 1 \$267,200 and Stage 2 \$410,800.

Administration notes that the responses to the survey and site visits conducted by City staff indicate that the splash pad is used by disability service providers as a location for client outings. The City has received information from a Disability Service Provider that *this park is one that our customers attend regularly so there would be a benefit to us if we had access to a changing place*. Options 2, 3 and Option 4 Stage 2 provides a Changing Place that would assist these service providers, and any attendee who has the MLAK key. Option 1 provides a Universal Accessible Toilet only. Administration has previously identified this location as a strategic location for the provision of a Changing Place due to the high level of activation and close proximity to a number of facilities.

The community engagement results indicate that the current level of provision does not meet the requirements of the park users. Whilst Option 1 provides an upgrade with the lowest capital expenditure (\$598,000), it should be considered that Option 4 (\$678,000) represents the best overall value for money for the City, as it provides a facility that can be used by all park users in a manner that is fit for purpose for an additional amount of \$80,000 compared to Option 1. Option 4 provides for the project to be phased, noting that at this point in time only allowing for a staged approached that can help Stage 1 is able to be completed within the existing budget allocation.

Administration is investigating potential funding opportunities to deliver components of Stage 2 including the Changing Place for which external funding is understood to be available. Should funding eventuate, Administration will report the outcomes to Council.

# **Statutory Compliance**

Nil

# **Strategic Implications**

The proposal aligns with the following objective within the Strategic Community Plan 2021 – 2031:

1 ~ An inclusive and accessible City with places and spaces that embrace all

1.3 - Facilities and activities for all

#### **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-O17 Financial Management Moderate	
Accountability	Action Planning Option
Director Corporate Strategy & Performance	Manage

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

# **Policy Implications**

Nil

# **Financial Implications**

This project (PR-4284) is listed for consideration in the 2022/23 financial year with a total project budget of \$420,000. With the exception of Option 4, Stage 1 (\$267,200), there is insufficient budget available for the project to progress unless additional funding is sourced.

It is recommended that the project proceeds initially with Option 4, Stage 1. Administration is investigating possible external funding opportunities that may help to offset the \$258,000 budget deficit for Stage 2 works.

# **Voting Requirements**

Simple Majority

# Recommendation

# That Council:

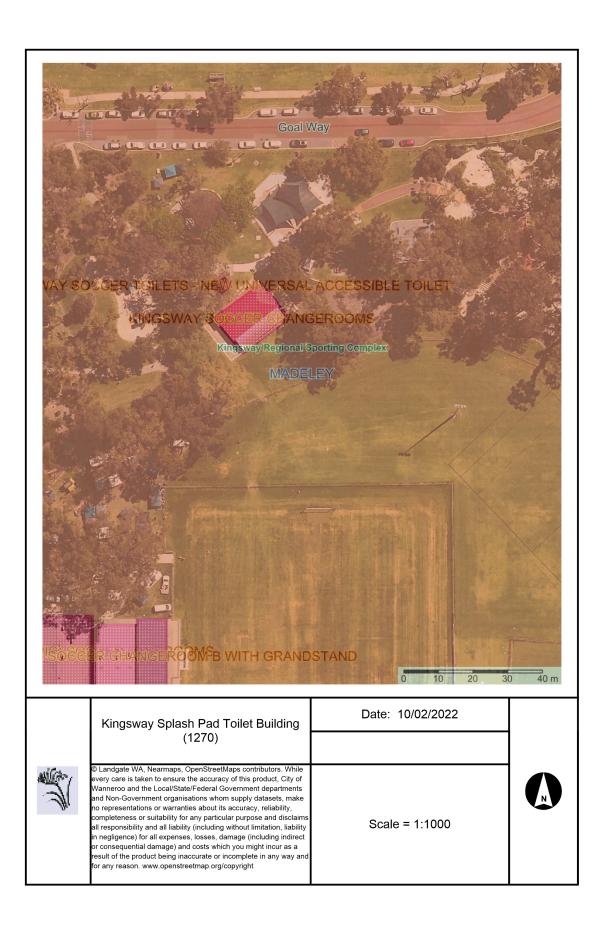
- 1. RECOGNISES and THANKS the community for its involvement in the community consultation component of the project;
- 2. APPROVES that the project will proceed with Option 4, Stage 1 in 2022/23 subject to budget availability; and

# 3. NOTES that Administration will investigate external funding options to enable delivery of Option 4, Stage 2 (Changing Place) at a later stage.

Attachments:

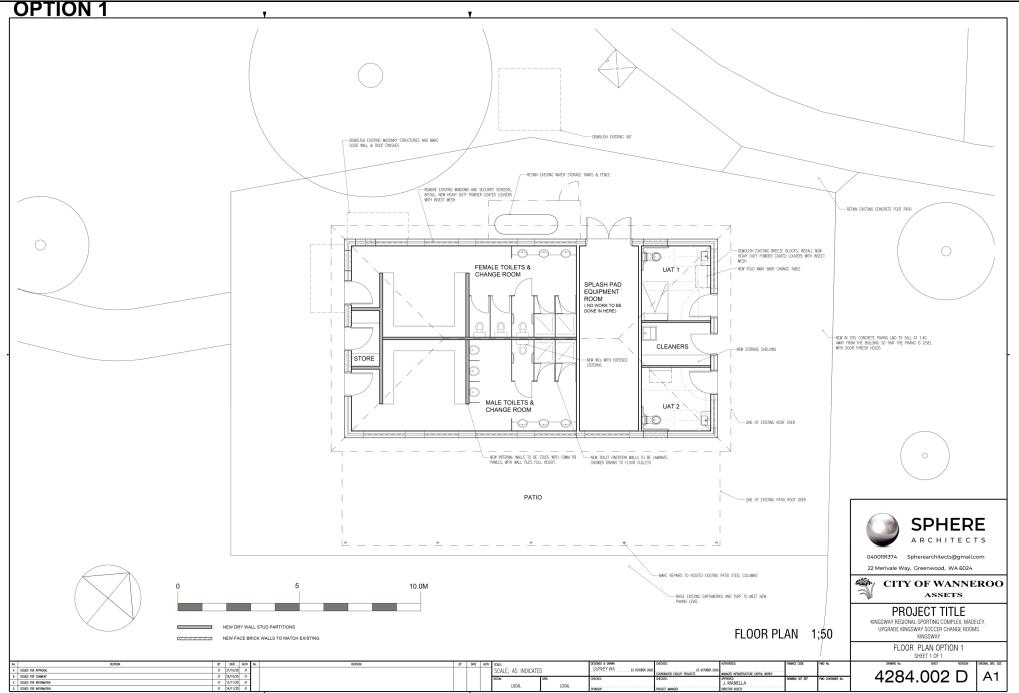
11.	Attachment 1 - Kingsway Splash Pad Toilet Building (1270)	22/52872
2	Attachment 2 - Kingsway Splash Pad Toilet Upgrade Option 1	22/53009
3 <mark>↓</mark> .	Attachment 3 - Kingsway Splash Pad Toilet Upgrade Option 2	22/53010
4 <mark>1</mark> .	Attachment 4 - Kingsway Splash Pad Toilet Upgrade Option 3	22/53011
5 <mark>.</mark> .	Attachment 5 - Kingsway Splash Pad Toilet Upgrade Option 4 Stage 1 and 2	22/53007



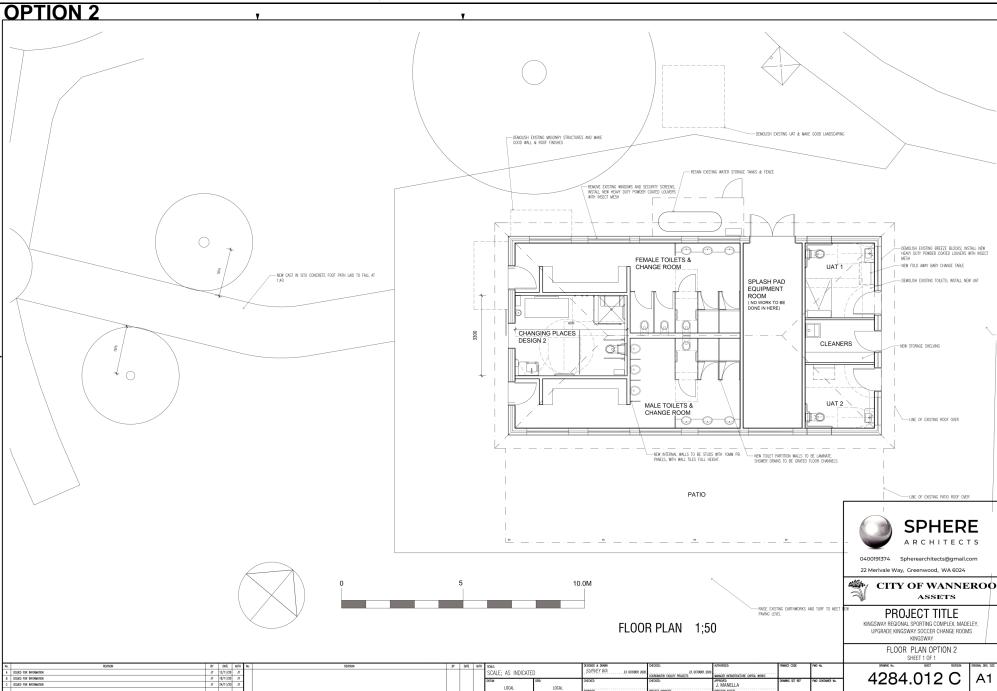


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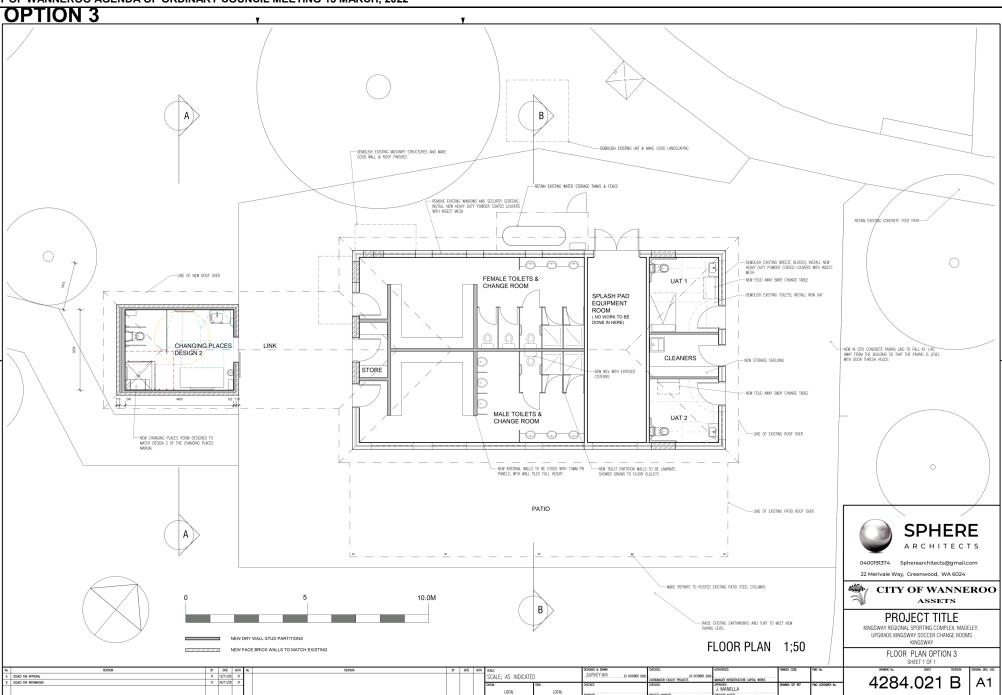




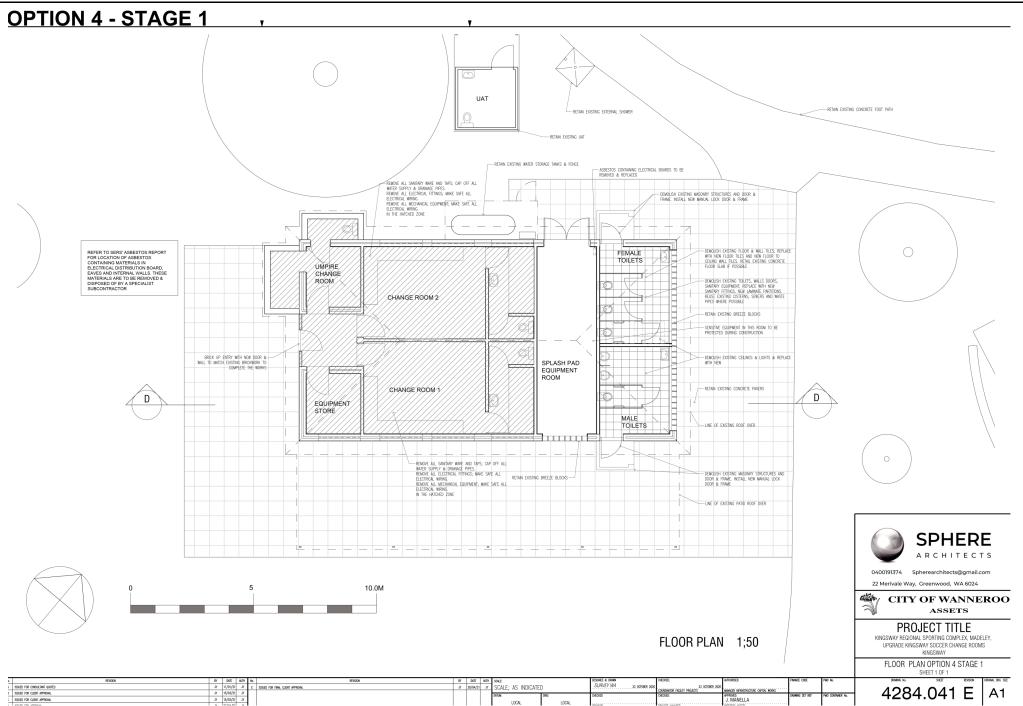
CITY OF WANNEROO AGENDA OF ORDINARY COUNCIL MEETING 15 MARCH, 2022

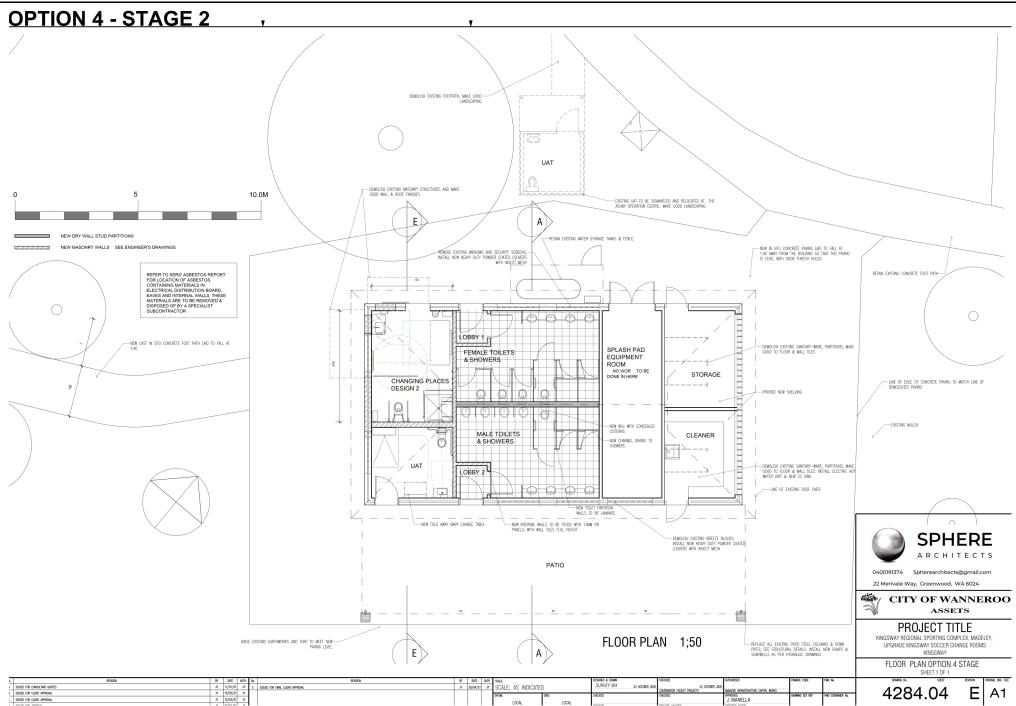


CITY OF WANNEROO AGENDA OF ORDINARY COUNCIL MEETING 15 MARCH, 2022



R ASSETS





# CP04-03/22 Community Sport & Recreation Facilities Fund (CSRFF) 2022/23 Round Outcomes

File Ref:	41146 – 22/63798
Responsible Officer:	Director Community and Place
Attachments:	Nil

# Issue

To consider the outcomes of the Department of Local Government, Sports and Cultural Industries (**DLGSC**) Community Sporting and Recreation Facilities Fund (**CSRFF**) 2022/23 grant round and Club Night Lights Program (**CNLP**) for 2022/23.

# Background

The CSRFF and CNLP are administered by DLGSC on behalf of the State Government. Each year funding is available to community/sporting groups and Local Governments to assist in the development of sport and recreation infrastructure. The aim of the funding program is to increase participation in sport and recreation through an emphasis on well-planned and well-utilised facilities. The newly created CNLP was announced in June 2021 and allocates \$10M over four years towards sports floodlighting infrastructure. The programs run concurrently in terms of applications, assessments and timeframes.

The maximum grant offered for standard applications is one third of the total estimated construction costs, up to a maximum of \$2M. Grants cannot be used for internal City costs such as design or project management. The 2022/23 round opened on 1 June 2021 with \$12.5M for CSRFF and \$2.5M for CNLP available for allocation.

At its meeting held on 7 September 2021, Council considered report CP03-09/21 and resolved the following:

That Council:-

1. NOTES the following Community Sport and Recreation Facilities Fund and Club Night Lights Program applications being submitted to the Department of Local Government, Sport and Cultural Industries for the 2022/23 funding round with the following assessment, project rating and prioritisation, noting a total grant amount sought of \$1,391,276:

Project	Assessment	Project Rating	Priority
CSRFF			
PR-4283 Heath Park –	Satisfactory	Well planned and	1
Sports Amenities Building		needed by the municipality	
PR-4342 Construction of a	Satisfactory	Well planned and	2
kiosk at the Kingsway		needed by the	
Little Athletics Centre		municipality	
CNLP			
Splendid Park	Satisfactory	Well planned and	1
Floodlighting Upgrade		needed by the	
		municipality	
Wanneroo BMX	Unsatisfactory	Idea has merit,	-
Floodlighting Upgrade		more planning	
(external application)		work needed	

2. NOTES that a further report to be presented to Council in March 2022 advising of the outcomes of the submitted applications.

# Detail

Administration has received advice from DLGSC in regards to the outcomes of the 2022/23 CSRFF/CNLP grant round, with the results being as follows:

Project	Project Cost	CSRFF/CNLP Requested	CSRFF/CNLP Approved (2022/23)
PR-4283 Heath Park – Sports Amenities Building	\$3,399,000	\$1,019,667	\$710,000
PR-4342 Construction of a kiosk at the Kingsway Little Athletics Centre	\$344,500	\$103,200	\$0
Splendid Park Floodlighting Upgrade	\$586,472	\$168,409	\$168,409
Wanneroo BMX Club Track Floodlighting Upgrades (external application)	\$245,934	\$81,978	\$0
Total	\$4,575,906	\$1,373,254	\$878,409

A summary of each project in respect to project status, impact of the funding outcome and recommended action is as follows:

# PR-4283 Heath Park – Sports Amenities Building

This application was successful in obtaining a CSRFF grant of \$710,000 (grant application was for \$1,019,667). As a result of the shortfall, a budget adjustment for an additional \$309,667 in municipal funds will be required for the project to continue. Concept plan and initial costings have been completed in the 2021/22 year with the project currently in detailed design and construction proposed in the 2022/23 and 2023/24 financial years.

At its meeting on 7 December 2021, Council considered report AS03-12/21 and resolved the following:

- 1. NOTES the details in this report of the market impact on the 2021/22 and 2022/23 infrastructure capital works delivery; and
- 2. NOTES the delays in the construction phase of the following projects, with budget adjustments to be reflected as part of the 2021/22 Mid-Year Review and 2022/23 Annual Budget processes, as required:
  - a) PR-2955 Halesworth Park, Butler, New Sports Facilities;
  - b) PR-2664 Landsdale Library and Youth Innovation Hub, New Building;
  - c) PR-2455 Clarkson Youth Centre, Clarkson, Upgrade Building and Open Space;
  - d) PR-4297 Wangara Industrial Area, Wangara, New CCTV Network;
  - e) PR-4202 Montrose Park, Girrawheen, Upgrade Change- room; and
  - f) PR-4271 Splendid Park, Yanchep, Upgrade Splendid Park Cycling Path.

It should be noted that Heath Park was referenced as part of the report as per the below:

Project Name		dget bact	Grant Funding Impact	User Group Impact	Comments
	2021 /22	2022 /23			
PR-4283 Heath Park, Eglinton, New Sports	Ν	Y	Y	Y	<ul> <li>Construction scheduled to commence in 3rd quarter 2022/23, over two years;</li> </ul>

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Amenities Building	Order Magnitude Costing (OMC)     forecast exceeds budget due to     market cost impacts;
(Multi-year project)	<ul> <li>Value engineering and staging review underway;</li> <li>Awaiting CSRRF funding application outcome in February 2022;</li> <li>Detailed design scheduled to be progressed from March 2022;</li> <li>Repeat QS estimate when detailed design completed;</li> <li>Confirm construction timing then based on market indicators;</li> <li>Temporary facilities to continue.</li> </ul>

The project is currently in the concept design phase, with construction due to commence in early 2023, and conclude early in the 2023/24 financial year. Given the City's recent experience with project costs, it appears likely the project will require funding beyond the original \$3.4M budget figure.

Following the detailed design process, Administration will review the associated cost estimate. Should the estimate indicate the costs are higher than currently funded, Administration will review the construction requirements and apply separable portions to the tender documentation where practicable to align with the available funding. A change of scope may also need to be considered. This was communicated with DLGSC as part of the application process.

The project will progress through to the next phase, with the updated cost to be provided to Council following the detailed design process. This is anticipated to occur later in 2022.

# PR-4342 Construction of a kiosk at the Kingsway Little Athletics Centre

This application was unsuccessful in obtaining a CSRFF grant of \$103,200. The project is currently allocated municipal funds totalling \$344,500 however the grant application was intended to offset some the City's contribution. Given the project is fully funded it is intended it will proceed.

# Splendid Park Floodlighting Upgrade

This application was successful with a CNLP grant of \$168,409. Concept plan, costings and design documentation were completed in 2021/22 year with construction proposed for to occur in 2022/23 financial year.

# Wanneroo BMX Club Track Floodlighting Upgrades (external application)

This application was submitted by the Wanneroo BMX Club and was unsuccessful with the CSRFF grant of \$81,978. As this is an external application there is no further action required. Administration will liaise with Wanneroo BMX Club about their intentions with this project.

# Consultation

Consultation has been ongoing with the relevant stakeholders/sporting clubs to ensure they are kept updated with the progress of the projects. Future project specific consultation will be undertaken in accordance with the City's Community Engagement Policy.

# Comment

The City has been successful in obtaining \$878,409 in funding requested from the 2022/23 CSRFF/CNLP grant round. The construction of a kiosk at Kingsway Little Athletics Centre project while unsuccessful for CSRFF is still recognised as needed by the community and is intended to progress utilising municipal funding.

It is acknowledged that a review of funding capacity through the City's Long Term Financial Plan (LTFP) will be required for the Heath Park project, which may impact the respective project schedules. To some extent this may be mitigated by undertaking the project in separable portions or reducing the scope.

# **Statutory Compliance**

Nil

# **Strategic Implications**

The proposal aligns with the following objective within the Strategic Community Plan 2021 - 2031:

1 ~ An inclusive and accessible City with places and spaces that embrace all

1.3 - Facilities and activities for all

# **Risk Management Considerations**

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

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

The above 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 manage this risk to support existing management systems.

# **Policy Implications**

Nil

# **Financial Implications**

The projects are currently listed within the City's Long Term Financial Plan as follows:

Description	Municipal (4)	Other funding (3)	CSRFF Funds (2)	Reserve	Total Cost (1)
PR-4283 Heath Park – Sports Amenities Building	\$2,379,333	\$0	\$1,019,667	\$0	\$3,399,000
PR-4342 Construction of a kiosk at the Kingsway Little Athletics Centre	\$344,500	\$0	\$0	\$0	\$344,500
Splendid Park Floodlighting Upgrade	\$0	\$420,000	\$168,409	\$0	\$588,409

Notes:

(1) Total project cost estimate.

(2) CSRFF grant amount sought based on eligible project costs.

(3) \$420,000 from LRCIP Phase 3 funding

(4) Municipal contribution being two thirds of the total cost.

As noted there exists a funding shortfall for the 2022/23 financial year as follows, based on the outcomes of the CSRFF/CNLP round and current scope of the projects:

Project	Grant Requested	Grant Award	2021/22 Shortfall
PR-4283 Heath Park – Sports Amenities Building	\$1,019,667	\$710,000	\$309,667
PR-4342 Construction of a kiosk at the Kingsway Little Athletics Centre	\$103,200	\$0	\$0
Splendid Park Floodlighting Upgrade	\$168,409	\$168,409	\$0
		TOTAL	\$309,667

# Voting Requirements

Simple Majority

#### Recommendation

That Council:-

- 1. NOTES the Wanneroo BMX Club's application for \$81,978 funding from the Community Night Lights Program was not successful;
- 2. NOTES the outcome of the City of Wanneroo's Community Sport and Recreation Facilities Fund and Community Night Lights Program applications for the 2022/23 funding round:

Project	Grant Requested	Grant Award	2022/23 Shortfall
PR-4283 Heath Park – Sports Amenities Building	\$1,019,667	\$710,000	\$309,667
PR-4342 Construction of a kiosk at the Kingsway Little Athletics Centre	\$103,200	\$0	\$0
Splendid Park Floodlighting Upgrade	\$168,409	\$168,409	\$0
		TOTAL	\$309,667

#### Corporate Strategy & Performance

# **Business & Finance**

# CS01-03/22 Strategic Budget Policy

File Ref:	42309V03 – 22/78466
Responsible Officer:	Director, Corporate Strategy & Performance
Disclosure of Interest:	Nil
Attachments:	3

# Issue

To consider the draft Strategic Budget Policy (the Policy) (Attachment 1, 2 & 3).

# Background

The Strategic Budget Policy was first introduced in 2015/16 financial year and was last updated on 5 March 2019. It provides guidance for the development of the City's Annual Budget and the Long Term Financial Plan (LTFP).

The current Strategic Budget Policy revisions were discussed as part of the 2022/23 Budget Workshop 1 on 1 February 2022.

# Detail

The Strategic Budget Policy provides the City with financial guidance and a framework for a robust and transparent financial planning process. The Policy has been designed to ensure intergenerational equity, accountability, stewardship from a sustainable and prudent approach to Rate setting and Fees and Charges setting, and managing expenditure.

The Policy supports the City's Strategic Community Plan and Corporate Business Plan and is the reference point when developing the Annual Budget, Long Term Financial Plan (LTFP) and considering financial performance as part of the Mid-Year Budget Review process.

The main components of the Policy are:

- Robust and transparent LTFP processes;
- Intergenerational equity;
- Accountability;
- Stewardship;
- Sustainable, fully costed level of Fees and Charges for services both now and into the future (maintenance, renewal, replacement and new); and
- Prudent Rates setting that reflects community's needs and aspirations; sustainable in non-Rates income streams;

The Strategic Budget Policy has been reviewed mainly to enhance two key policy objectives which are accountability and stewardship. In addition, other administrative changes have also been made during the review. The proposed final Policy is presented in **Attachment 1** and a copy of the proposed Policy with track changes is presented in **Attachment 2**. A copy of the current adopted Strategic Budget Policy is presented in **Attachment 3**.

# Consultation

Council members and the City Executives were consulted.

# Comment

The Policy will provide guidance for future Budget preparations and LTFP preparations.

# **Statutory Compliance**

Nil

# **Strategic Implications**

The proposal aligns with the following objective within the Strategic Community Plan 2021 – 2031:

- 7 ~ A well governed and managed City that makes informed decisions, provides strong community leadership and valued customer focused services
  - 7.1 Clear direction and decision making

# **Risk Management Considerations**

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

Risk Title	Risk Rating
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 Corporate Risk Register. Action plans have been developed to manage this risk to support existing management systems.

# <u>"Local Jobs</u>

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**

This Policy will guide the development of the City's Budget and LTFP.

# **Financial Implications**

This Policy will be a key internal reference point for guidance in the development of budgets, LTFPs ensuring consistency and transparency in approach. This Policy provides sound, compliant and solid guidelines to the community, Council Members and Administration in respect of the financial management of the City.

# Voting Requirements

Simple Majority

# Recommendation

# That Council ADOPTS the proposed revised Strategic Budget Policy as shown in Attachment 1.

Attachments:

1. Attachment 1 - Revised Strategic Budget Policy without Track Changes 22/78750

 21/436575

 21/436575

3. Attachment 3 - Strategic Budget Policy

21/436575 15/156551[v6]



Policy Owner: Contact Person: Distribution: Date of Approval: Director Corporate Strategy & Performance Operations Manager Business & Finance All Staff xx

#### 1. Policy Statement

The City of Wanneroo (the City) acknowledges that it must plan for the current and future needs of its community in a socially, culturally, environmentally and financially sustainable manner. This will be achieved through Council's Strategic Community Plan (SCP), Corporate Business Plan (CBP). The City also acknowledges that the Budget must be embraced by all stakeholders and with this in mind must be developed in a collaborative manner.

The City takes into account statutory requirements, user capacity to pay, cost recovery and community expectations when setting Fees and Charges. The Fees and Charges are reviewed annually as part of the Budget process.

#### 2. Objectives

To establish clear principles and guidelines that will deliver.

- Council Members strategic financial management directives;
- robust transparent Long Term Financial Planning processes;
- intergenerational equity;
- responsible budgeting and accountability;
- responsible stewardship of the City's assets, ensuring the resources of the City are well protected and used efficiently to accomplish the objectives of the City;
- sustainable, fully costed level of Fees and Charges for services both now and into the future (maintenance, renewal, replacement and new);
- prudent Rates setting that reflects community's needs and aspirations; and sustainable in non-Rates income streams;
- determine the legal mechanism and outline rationale for setting Fees and Charges; and,
- ensure that Fees and Charges recover actual and reasonable costs unless there are valid policy reasons not to do so.

#### 3. Scope

This Policy applies in the development of the City's Annual Budgets and the setting of Fees and Charges.



#### 4. Background

#### 4.1 Stewardship and Accountability

The City must ensure that it fulfils all regulatory, legal and budgetary reporting requirements imposed by Federal and State governments as well as meeting accounting guidelines and standards. The City will have a financial management system consisting of:

- accurate and dependable accounting;
- effective internal controls procedures;
- transparent reporting;
- informed analysis;
- responsible budgeting and Long Term Financial Planning; and
- appropriate responses to its financial data.

In order to be financially accountable, the City must adopt and follow good financial and risk management policies. The City must use these reports and other sources to make good management decisions and plan for the future of the City including the long term financial planning taking into account a balanced approach to revenue and future expenditure.

#### 4.2 Financial Integrity

The City acknowledges the importance of financial integrity. Where appropriate, the Policy is supported by relevant Management Procedures.

#### 4.3 Long Term Financial Planning (LTFP)

The LTFP will be formulated to address the strategies and deployment objectives outlined in the City's SCP, CBP, Asset Management Plan, Workforce Management Plan and relevant informing strategies and resourcing plans.

#### 4.4 Annual Budgeting Strategy

In order to achieve long term financial sustainability, the City will use all reasonable endeavours to deliver a balanced or surplus budget for each year. The budget will be produced using principles such as Zero-Based Budgeting and the Management of City's Reserves.

#### 4.5 Reserves

Cash-backed specific purposes Reserves accounts will be established for the new and renewal or replacement of aging assets and to mitigate financial risk associated with unforeseen project carry-forwards.

The City will ensure that the purpose for any reserves is clear and that the use of the funds is transparently managed.

#### 4.6 Capacity to Pay

Council will ensure consideration of Ratepayers capacity to pay is evaluated in their budget deliberations, with factors influencing the prevailing economic climate, such as inflation and interest rates, recognised and assessed.



#### 4.7 Authority to Waive Fees and Charges

Council may offer concessional fees to deliver community outcomes. The concessional fees will be determined by examining the following factors:

- Type of service being provided;
- Users' ability to pay; and
- Market pricing the pricing of comparable services offered by other operators.

Authority to waive Fees and Charges remains with Council. The Chief Executive Officer (CEO) is delegated to waive of Fees and Charges up to and including \$10,000. This authority does not extend to statutory charges, the municipal Rates or service charges incorporated within the Rate Notice (Refer to S6.16, 6.17, 6.18 & 6.19 of Local Government Act 1995). Waiving of Fees and Charges greater than \$10,000 must be approved by Council.

#### 4.8 Intergenerational Equity

- a) The City will continually engage with the community, State and Federal governments in aiming to ensure that the full cost of infrastructure and service delivery are more equitably met by all generations of Ratepayers where possible.
- b) Intergenerational equity will be achieved through the City's LTFP and Annual Budgeting processes.

#### 4.9 New Initiatives

- a) All new Operational or Capital Work Projects will be evaluated against Council's SCP and Asset Management Plan (AMP) supported by the Asset Management Policy.
- b) Project proposals must be supported by a business case, including a cost-benefit analysis, risk analysis and whole of life costing, to clearly demonstrate the fulfilment of financial policy objectives.
- c) The City will advocate for Grants and partnership opportunities and collaborate with neighbouring councils.

#### 4.10 Funding Strategy

#### a) Borrowings

- i. Borrowings will be considered as a valid funding source for projects that contribute towards or achieve strategic goals identified in the City's SCP and have an identified source of revenue or utility.
- i. The criteria for borrowing will be driven by the economic climate and Balance Sheet capacity.
- ii. Cost/benefit analysis of borrowings will be required to be undertaken alongside assessment and alignment to the City's strategic asset management plans and strategies.

#### Sale of Assets

Proceeds from the sale of assets (Capital Revenue) will be applied to:

- (i) reduce any debt associated with the asset acquisition or upgrade since the original purchase or construction;
- (ii) offset the cost of replacement assets required for the City's operations arising from identified asset sale; and/or
- (iii) Municipal Funds, specific Cash Backed Reserves, the Strategic Projects/Initiative Reserve.



- Levels of Service Services levels provided by the City will be regularly assessed and reviewed to ensure the best value for money and appropriate quality.
- c) Fees & Charges
  - (i) The City acknowledges the requirements of the National Competition Policy and ensures compliance by regularly reviewing its Fees, Charges and services to identify whether these should be adjusted to ensure that they do not create or have the potential to create unfair competition with the private sector.
  - (ii) The City adopts a "user-contributes" approach considering community expectation of the level of services and the users' capacity to pay.
    - Additional factors that are considered when reviewing Fees and Charges include, but are not limited to:
      - 1. Purpose of the service;
      - 2. Full cost of the provision of the goods and services;
      - 3. Market rates; and

Revenue recovery of the cost of provision of the service.

- (iii) Methods of setting Fees and Charges
   Fees and charges are set as part of the Annual Budget Process. Fees and
   Charges are established based on Statutory Law or Regulations in addition
   to Council Resolutions/policy.
- (iv) Circumstances for reviewing a fee or charge
  - A change to level of service;
  - There is increased public demand for goods or services, placing pressure on current Budgets/Assets and a Fee or Charge will allow for managing the demand;
  - There is a change of legislative compliance, which requires change of resources or expertise;
  - A new service is established (this should only occur during the Annual Budget Process).
  - Legislation requires Council to prescribe a new Fee or Charge.
  - The current charge needs adjustment for inflation purposes.
  - Where any other new information is provided regarding a council good or service.
  - To lower the contribution Ratepayers pay for goods or services that principally benefit distinct groups or individuals.
- (v) Annual review

Fees and Charges should be reviewed annually and changes to those Council Fees and Charges that require a special consultative procedure and Council resolution should be carried out alongside the Annual Budget Process as one annual fees and charges consultation process unless it is



impractical to do so.

- d) Rate Setting
  - (i) The City's Rating strategy will be based on a general Rate (Rate in the dollar) increase of Perth CPI plus minimum of 2% reviewed annually (supported by the PricewaterhouseCoopers (PWC) reports originally issued in 2009 and subsequently updated in 2017. ("Review of City of Wanneroo key Financial Performance Indicators")
  - (ii) Where applicable, differential Rate setting and user-pay options will be exercised by Council to ensure fairness, consistency, transparency, efficiency and equity for the community.
  - (iii) Specified area Rates may be adopted where special or increased services are delivered.
  - (iv) Rates on vacant land shall be set at levels that encourage development to enhance amenity and economic prosperity of the City.

#### 4.11 Funding Priority

- (a) The City recognises the competing demands for limited financial resources and endeavours to allocate resources in compliance with the objectives of this Policy.
- (b) Prioritisation of funding allocation will be based on the following:
  - (i) Activities requiring compliance with new statutory obligations or standards;
  - (ii) Risk mitigation activities or projects that are required to reduce extreme or highlevel risks (as determined by using the City's Risk Assessment Matrix or other agreed risk assessment method) to, as far as practicable, an acceptable level;
  - (iii) Renewal, upgrade or maintenance of existing infrastructure assets as supported by the Strategic Asset Management Plans and related projects prioritisation processes;
  - (iv) Current operational funding for programs, unless the operational need for any of those programmes has been superseded;
  - (v) New programmes or assets as supported by the Strategic Asset Management Plans and related projects prioritisation processes; and
  - (vi) Council decisions for programmes and projects based on the current service levels required by the community or advised by City staff.

#### 4.12 Writing off Debts

All reasonable measures must be undertaken by the City officers to collect the debt before it is written off.

All write offs up to and including \$10,000 must be authorised by the CEO or as delegated. All write offs above \$10,000 must be authorised by Council.

#### Financial Compliance and Review

#### Legislative compliance

The CBP and Annual Budget will comply with the relevant requirements of the Local Government Act 1995 and the associated Financial Management Regulations 1996.

#### 1-Implications (Statutory, Financial, Human Resources)

The financial management of a local government is an important duty of the CEO in accordance with the *Local Government Act 1995* and the related regulations. This Policy will provide guidelines to the community, Elected Members and City staff.



#### 2-Implementation

This Policy will be implemented during the Annual Integrated Planning & Reporting (IPR) development process

#### **3-Roles and Responsibilities**

This Policy is to be used to guide the Council and City staff in the development of the City's Annual Operating and Capital Budgets.

#### 4-Dispute Resolution (If Applicable)

All disputes in respect to this policy will be referred to the Operations Manager Business and Finance in the first instance, and if unresolved, to the Director Corporate Strategy & Performance and escalated to the CEO for arbitration if necessary.

#### 5-Who needs to know about this Policy

The Elected Members, Administration and other stakeholders, including the community contractors and consultants.

#### 6-Evaluation and Review Provisions

This Policy will be reviewed periodically at the early stage of the Annual Integrated Planning and Budgeting process to ensure that it is appropriate and relevant to the current economic climate and compliant with all relevant legislative requirements.

#### 7-Definitions

DEFINITIONS: Any definitions listed in the following table apply to this document only.		
General Rate Increase %	General Rate is also knows as Rate in the dollar, it means a Rate imposed in accordance with section 6.32(1)(a) of the <i>Local Government Act</i> 1995,	
Debt	A duty or obligation to pay money, deliver goods, or render service under an express or implied agreement. One who owes, is a debtor; one to whom it is owed, is a creditor or lender.	
Debt Write offs	Debts that are deemed non collectable which results in forgiving the debtor from having to pay the debt to the creditor.	
Financial Sustainability	The financial capacity to deliver the current and forecasted level of services demanded by the community.	
Goods	'Goods' includes the provision of anything which may be tangible, such as information reports or documentation. The following shall apply to the provision of goods:- • Fees and charges for the provision of goods should initially aim to recover at the full economic cost of producing the goods; • Fees and charges are to be reviewed annually as part of the annual budget development process, and imposed in accordance with Section 6.16 of the Local Government Act 1995.	
Intergenerational Equity	The equitable allocation of responsibility for funding the	



	provision and maintenance of assets and facilities throughout their useful life (more evenly spreading the financial burden against current and future ratepayers who will enjoy the benefits).
Services	<ul> <li>'Services' includes items such as licensing &amp; inspection fees.</li> <li>Fees and charges for the provision of services should initially aim to recover the full economic cost of providing the service.</li> <li>Fees and charges are to be reviewed annually as part of the annual budget development process, and duly advertised before being adopted by Council.</li> </ul>
Whole Of Life Cost	Refers to the total net cost incurred when acquiring goods or services and is made up of all initial procurement costs, operating and maintenance costs, disposal costs and termination costs, less residual value, in any.

#### 5. Relevant Policies/Management Procedures/Documents or Delegations

This Policy is supported by the following policies, procedures, documents and delegations:

- 1. Accounting Policy
- 2. Financial (Cash Backed) Reserves Policy
- 3. Strategic Asset Management Strategy and Policy
- 4. Risk Management Policy and Methodology
- 5. Workforce Management Plan
- 6. Strategic Community Plan
- 7. Corporate Business Plan
- 8. Long Term Financial Plan
- 9. Strategic Land Policy

#### 6. References

- The Local Government Act 1995:
- The Local Government (Financial Management) Regulations 1996;
- Australian Accounting Standards Board (AASB) Standards; and
- National Competition Policy.

#### 7. Responsibility for Implementation

Director Corporate Strategy and Performance

#### **REVISION HISTORY**

Version	Next Review	Record No:
V1.0	Dec2016	15/156551
V3 6 March 2018	December 2018	15/156551V3
V4 13 February 2019	January 2023	15/156551V6
V7 5 March 2022	October 2025	15/156551V8



Policy Owner: Contact Person: Distribution: Date of Approval: Director Corporate Strategy & Performance Operations Manager Business & Finance All Staff x 5-March 2019 (CS04-0318)

#### 1. Policy Statement

The City of Wanneroo (the City) acknowledges that it must plan for the current and future needs of its community in a socially, culturally, environmentally and financially sustainable manner. This will be achieved through Council's Strategic Community Plan (SCP), Corporate Business Plan (CBP) and operationally via Service Plans (SPs). The City also acknowledges that the Budget must be embraced by all stakeholders and with this in mind must be developed in a collaborative manner.

The City takes into account statutory requirements, user capacity to pay, cost recovery and community expectations when setting Fees and Charges. The Fees and Charges are reviewed annually as part of the Budget process.

Council may offer concessional fees to deliver community outcomes. The concessional fees will be determined by examining the following factors:

- Type of service being provided;
- Users' ability to pay; and
- Market pricing the pricing of comparable services offered by other operators.

#### 2. Objectives

To establish clear principles and guidelines that will deliver.

- Elected Council Members strategic financial management directives;
- robust transparent Long Term Financial Planning processes;
- ____intergenerational equity;
- responsible budgeting and accountability;
- good_responsible_stewardship of the City's assets, ensuring the resources of the City are well protected and used efficiently to accomplish the objectives of the City;
- sustainable, fully costed level of Fees and Charges for services both now and into the future (maintenance, renewal, replacement and new);
- prudent Rates setting that reflects community's needs and aspirations; and sustainable in non-Rates income streams;
- determine the legal mechanism and outline rationale for setting Fees and Charges; and
- outline the rationale behind Fee and Charge setting.; and
- ensure that Fees and Charges recover actual and reasonable costs unless there are valid policy reasons not to do so.

#### 3. Scope

This Policy applies in the development of the City's Annual Budgets and the setting of Fees and Charges.



#### 4. Background

#### 4.1 Stewardship and Accountability

The City must ensure that it fulfils all regulatory, legal and budgetary reporting requirements imposed by Federal and State governments as well as meeting accounting guidelines and standards. The City will have a financial management system consisting of:

- accurate and dependable accounting;
- effective internal controls procedures;
- transparent reporting;
- informed analysis;
- responsible budgeting and Long Term Financial Planning; and
- appropriate responses to its financial data.

In order to be financially accountable, the City must adopt and follow good financial and risk management policies. The City must use these reports and other sources to make good management decisions and plan for the future of the City including the long term financial planning taking into account a balanced approach to revenue and future expenditure.

#### 4.14.2 Financial Integrity

The City acknowledges the importance of financial integrity. Where appropriate, the Policy is supported by relevant Management Procedures.

#### 4.24.3 Long Term Financial Planning (LTFP)

The LTFP will be formulated to address the strategies and deployment objectives outlined in the City's SCP, CBP, Asset Management Plan, Workforce Management Plan and relevant informing strategies and resourcing plans.

#### 4.34.4 Annual Budgeting Strategy

In order to achieve long term financial sustainability, the City will use all reasonable endeavours to deliver a balanced or surplus budget for each year. The budget will be produced using principles such as Zero-Based Budgeting and the Management of City's Reserves.

#### 4.4<u>4.5</u> Reserves

Cash-backed specific purposes Reserves accounts will be established for the new and renewal or replacement of aging assets and to mitigate financial risk associated with unforeseen project carry-forwards.

The City will ensure that the purpose for any reserves is clear and that the use of the funds is transparently managed.

#### 4.54.6 Capacity to Pay

Council will ensure consideration of Ratepayers capacity to pay is evaluated in their budget deliberations, with factors influencing the prevailing economic climate, such as inflation and interest rates, recognised and assessed.



#### 4.64.7 Authority to Waive Fees and Charges

Council may offer concessional fees to deliver community outcomes. The concessional fees will be determined by examining the following factors:

- Type of service being provided;
- Users' ability to pay; and
- Market pricing the pricing of comparable services offered by other operators.

Authority to waive Fees and Charges remains with Council. The Chief Executive Officer (CEO) is delegated to waive of Fees and Charges up to and including \$10,000. This authority does not extend to statutory charges, the municipal Rates or service charges incorporated within the Rate Notice (Refer to S6.16, 6.17, 6.18 & 6.19 of Local Government Act 1995). Waiving of Fees and Charges greater than \$10,000 must be approved by Council.

#### 4.7<u>4.8</u> Intergenerational Equity

- a) The City will continually engage with the community, State and Federal governments in aiming to ensure that the full cost of infrastructure and service delivery are more equitably met by all generations of Ratepayers where possible.
- b) Intergenerational equity will be achieved through the City's LTFP and Annual Budgeting processes.

#### 4.84.9 New Initiatives

- a) All new Operational or Capital Work Projects will be evaluated against Council's SCP and Asset Management Plan (AMP) supported by the Asset Management Policy.
- b) Project proposals must be supported by a business case, including a cost-benefit analysis, risk analysis and whole of life costing, to clearly demonstrate the fulfilment of financial policy objectives.
- c) The City will advocate for Grants and partnership opportunities and collaborate with neighbouring councils.

#### 4.94.10 Funding Strategy

#### a) Borrowings

- i. Borrowings will be considered as a valid funding source for projects that contribute towards or achieve strategic goals identified in the City's SCP and have an identified source of revenue or utility.
- i. The criteria for borrowing will be driven by the economic climate and Balance Sheet capacity.
- ii. Cost/benefit analysis of borrowings will be required to be undertaken alongside assessment and alignment to the City's strategic asset management plans and strategies.

#### Sale of Assets

Proceeds from the sale of assets (Capital Revenue) will be applied to:

- (i) reduce any debt associated with the asset acquisition or upgrade since the original purchase or construction;
- (ii) offset the cost of replacement assets required for the City's operations arising from identified asset sale; and/or
- (iii) Municipal Funds, specific Cash Backed Reserves, the Strategic Projects/Initiative Reserve.



- Levels of Service Services levels provided by the City will be regularly assessed and reviewed to ensure the best value for money and appropriate quality.
- c) Fees & Charges
  - (i) The City acknowledges the requirements of the National Competition Policy and ensures compliance by regularly reviewing its Fees, Charges and services to identify whether these should be adjusted to ensure that they do not create or have the potential to create unfair competition with the private sector.
  - (ii) The City adopts a "user-contributes" approach considering community expectation of the level of services and the users' capacity to pay.
    - Additional factors that are considered when reviewing Fees and Charges include, but are not limited to:
      - 1. Purpose of the service;
      - 2. Full cost of the provision of the goods and services;
      - 3. Market rates; and

Revenue recovery of the cost of provision of the service.

- Methods of setting Fees and Charges
   Fees and charges are set as part of the Annual Budget Process. Fees and
   Charges are established based on Statutory Law or Regulations in addition
   to Council Resolutions/policy.
- (iv) Circumstances for reviewing a fee or charge
  - A change to level of service;
  - There is increased public demand for goods or services, placing pressure on current Budgets/Assets and a Fee or Charge will allow for managing the demand;
  - There is a change of legislative compliance, which requires change of resources or expertise;
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  - Legislation requires Council to prescribe a new Fee or Charge.
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  - Where any other new information is provided regarding a council good or service.
  - To lower the contribution Ratepayers pay for goods or services that principally benefit distinct groups or individuals.
- (v) Annual review

Fees and Charges should be reviewed annually and changes to those Council Fees and Charges that require a special consultative procedure and Council resolution should be carried out alongside the Annual Budget Process as one annual fees and charges consultation process unless it is



impractical to do so.

- d) Rate Setting
  - (i) The City's Rating strategy will be based on a general Rate (Rate in the dollar) increase of Perth CPI plus minimum of 2% reviewed annually (supported by the PricewaterhouseCoopers (PWC) reports originally issued in 2009 and subsequently updated in 2017. ("Review of City of Wanneroo key Financial Performance Indicators")
  - (ii) Where applicable, differential Rate setting and user-pay options will be exercised by Council to ensure fairness, consistency, transparency, efficiency and equity for the community.
  - (iii) Specified area Rates may be adopted where special or increased services are delivered.
  - (iv) Rates on vacant land shall be set at levels that encourage development to enhance amenity and economic prosperity of the City.

### 4.104.11 Funding Priority

- (a) The City recognises the competing demands for limited financial resources and endeavours to allocate resources in compliance with the objectives of this Policy.
- (b) Prioritisation of funding allocation will be based on the following:
  - (i) Activities requiring compliance with new statutory obligations or standards;
  - Risk mitigation activities or projects that are required to reduce extreme or highlevel risks (as determined by using the City's Risk Assessment Matrix or other agreed risk assessment method) to, as far as practicable, an acceptable level;
  - (iii) Renewal, upgrade or maintenance of existing infrastructure assets as supported by the Strategic Asset Management Plans and related projects prioritisation processes;
  - (iv) Current operational funding for programs, unless the operational need for any of those programmes has been superseded;
  - (v) New programmes or assets as supported by the Strategic Asset Management Plans and related projects prioritisation processes; and
  - (vi) Council decisions for programmes and projects based on the current service levels required by the community or advised by City staff.

### 4.114.12 Writing off Debts

All reasonable measures must be undertaken by the City officers to collect the debt before it is written off.

All write offs up to and including \$10,000 must be authorised by the CEO or as delegated. All write offs above \$10,000 must be authorised by Council.

### **Financial Compliance and Review**

### Legislative compliance

The CBP and Annual Budget will comply with the relevant requirements of the *Local Government Act 1995* and the associated *Financial Management Regulations 1996*.

### 1-Implications (Statutory, Financial, Human Resources)

The financial management of a local government is an important duty of the CEO in accordance with the *Local Government Act 1995* and the related regulations. This Policy will provide guidelines to the community, Elected Members and City staff.



### 2-Implementation

This Policy will be implemented during the Annual Integrated Planning & Reporting (IPR) development process

### 3-Roles and Responsibilities

This Policy is to be used to guide the Council and City staff in the development of the City's Annual Operating and Capital Budgets.

### 4-Dispute Resolution (If Applicable)

All disputes in respect to this policy will be referred to the Operations Manager Business and Finance in the first instance, and if unresolved, to the Director Corporate Strategy & Performance and escalated to the CEO for arbitration if necessary.

### 5-Who needs to know about this Policy

The Elected Members, Administration and other stakeholders, including the community contractors and consultants.

### 6-Evaluation and Review Provisions

This Policy will be reviewed periodically at the early stage of the Annual Integrated Planning and Budgeting process to ensure that it is appropriate and relevant to the current economic climate and compliant with all relevant legislative requirements.

### 7-Definitions

DEFINITIONS: Any definition	s listed in the following table apply to this document only.
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Debt Write offs	Debts that are deemed non collectable which results in forgiving the debtor from having to pay the debt to the creditor.
Financial Sustainability	The financial capacity to deliver the current and forecasted level of services demanded by the community.
Goods	'Goods' includes the provision of anything which may be tangible, such as information reports or documentation. The following shall apply to the provision of goods:- • Fees and charges for the provision of goods should initially aim to recover at the full economic cost of producing the goods; • Fees and charges are to be reviewed annually as part of the annual budget development process, and imposed in accordance with Section 6.16 of the Local Government Act 1995.
Intergenerational Equity	The equitable allocation of responsibility for funding the



	provision and maintenance of assets and facilities throughout their useful life (more evenly spreading the financial burden against current and future ratepayers who will enjoy the benefits).
Services	<ul> <li>'Services' includes items such as licensing &amp; inspection fees.</li> <li>Fees and charges for the provision of services should initially aim to recover the full economic cost of providing the service.</li> <li>Fees and charges are to be reviewed annually as part of the annual budget development process, and duly advertised before being adopted by Council.</li> </ul>
Whole Of Life Cost	Refers to the total net cost incurred when acquiring goods or services and is made up of all initial procurement costs, operating and maintenance costs, disposal costs and termination costs, less residual value, in any.

### 5. Relevant Policies/Management Procedures/Documents or Delegations

This Policy is supported by the following policies, procedures, documents and delegations:

- 1. Accounting Policy
- 2. Financial (Cash Backed) Reserves Policy
- 3. Strategic Asset Management Strategy and Policy
- 4. Risk Management Policy and Methodology
- 5. Workforce Management Plan
- 6. Strategic Community Plan
- 7. Corporate Business Plan
- 8. Long Term Financial Plan
- 9. Strategic Land Policy

### 6. References

- The Local Government Act 1995:
- The Local Government (Financial Management) Regulations 1996;
- Australian Accounting Standards Board (AASB) Standards; and
- National Competition Policy.

### 7. Responsibility for Implementation

Director Corporate Strategy and Performance

### **REVISION HISTORY**

Version	Next Review	Record No:
V1.0	Dec2016	15/156551
V3 6 March 2018	December 2018	15/156551V3
V4 13 February 2019	January 2023	15/156551V6
V7 5 March 2022	October 2025	<u>15/156551V7</u>



*Policy Owner: Contact Person: Distribution: Date of Approval:*  Director Corporate Strategy & Performance Operations Manager Business & Finance All Staff 5 March 2019 (CS04-0318)

### 1. Policy Statement

The City of Wanneroo (the City) acknowledges that it must plan for the current and future needs of its community in a socially, culturally, environmentally and financially sustainable manner. This will be achieved through Council's Strategic Community Plan (SCP), Corporate Business Plan (CBP) and operationally via Service Plans (SPs). The City also acknowledges that the Budget must be embraced by all stakeholders and with this in mind must be developed in a collaborative manner.

The City takes into account statutory requirements, user capacity to pay, cost recovery and community expectations when setting Fees and Charges. The Fees and Charges are reviewed annually as part of the Budget process.

Council may offer concessional fees to deliver community outcomes. The concessional fees will be determined by examining the following factors:

- Type of service being provided;
- Users' ability to pay; and
- Market pricing the pricing of comparable services offered by other operators.

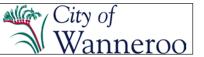
### 2. Objectives

To establish clear principles and guidelines that will deliver.

- Elected Members strategic financial management directives;
- robust transparent Long Term Financial Planning processes;
- intergenerational equity;
- good stewardship of the City's assets;
- sustainable, fully costed level of Fees and Charges for services both now and into the future (maintenance, renewal, replacement and new);
- prudent Rates setting that reflects community's needs and aspirations; and sustainable in non-Rates income streams;
- determine the legal mechanism for setting Fees and Charges;
- outline the rationale behind Fee and Charge setting.; and
- ensure that Fees and Charges recover actual and reasonable costs unless there are valid policy reasons not to do so.

### 3. Scope

This Policy applies in the development of the City's Annual Budgets and the setting of Fees and Charges.



### 4. Background

### 4.1 Financial Integrity

The City acknowledges the importance of financial integrity. Where appropriate, the Policy is supported by relevant Management Procedures.

### 4.2 Long Term Financial Planning (LTFP)

The LTFP will be formulated to address the strategies and deployment objectives outlined in the City's SCP, CBP, Asset Management Plan, Workforce Management Plan and relevant informing strategies and resourcing plans.

### 4.3 Annual Budgeting Strategy

In order to achieve long term financial sustainability, the City will use all reasonable endeavours to deliver a balanced or surplus budget for each year. The budget will be produced using principles such as Zero-Based Budgeting and the Management of City's Reserves.

### 4.4 Reserves

Cash-backed specific purposes Reserves accounts will be established for the new and renewal or replacement of aging assets and to mitigate financial risk associated with unforeseen project carry-forwards.

The City will ensure that the purpose for any reserves is clear and that the use of the funds is transparently managed.

### 4.5 Capacity to Pay

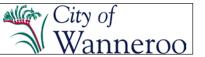
Council will ensure consideration of Ratepayers capacity to pay is evaluated in their budget deliberations, with factors influencing the prevailing economic climate, such as inflation and interest rates, recognised and assessed.

### 4.6 Authority to Waive Fees and Charges

Authority to waive Fees and Charges remains with Council. The Chief Executive Officer (CEO) is delegated to waive of Fees and Charges up to and including \$10,000. This authority does not extend to statutory charges, the municipal Rates or service charges incorporated within the Rate Notice (Refer to S6.16, 6.17, 6.18 & 6.19 of Local Government Act 1995). Waiving of Fees and Charges greater than \$10,000 must be approved by Council.

### 4.7 Intergenerational Equity

- a) The City will continually engage with the community, State and Federal governments in aiming to ensure that the full cost of infrastructure and service delivery are more equitably met by all generations of Ratepayers where possible.
- b) Intergenerational equity will be achieved through the City's LTFP and Annual Budgeting processes



### 4.8 New Initiatives

- a) All new Operational or Capital Work Projects will be evaluated against Council's SCP and Asset Management Plan (AMP) supported by the Asset Management Policy.
- b) Project proposals must be supported by a business case, including a cost-benefit analysis, risk analysis and whole of life costing, to clearly demonstrate the fulfilment of financial policy objectives.
- c) The City will advocate for Grants and partnership opportunities and collaborate with neighbouring councils.

### 4.9 Funding Strategy

- a) Borrowings
  - i. Borrowings will be considered as a valid funding source for projects that contribute towards or achieve strategic goals identified in the City's SCP and have an identified source of revenue or utility.
  - i. The criteria for borrowing will be driven by the economic climate and Balance Sheet capacity.
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### Sale of Assets

Proceeds from the sale of assets (Capital Revenue) will be applied to:

- (i) reduce any debt associated with the asset acquisition or upgrade since the original purchase or construction;
- (ii) offset the cost of replacement assets required for the City's operations arising from identified asset sale; and/or
- (iii) Municipal Funds, specific Cash Backed Reserves, the Strategic Projects/Initiative Reserve.
- b) Levels of Service

Services levels provided by the City will be regularly assessed and reviewed to ensure the best value for money and appropriate quality.

- c) Fees & Charges
  - (i) The City acknowledges the requirements of the National Competition Policy and ensures compliance by regularly reviewing its Fees, Charges and services to identify whether these should be adjusted to ensure that they do not create or have the potential to create unfair competition with the private sector.
  - (ii) The City adopts a "user-contributes" approach considering community expectation of the level of services and the users' capacity to pay.
    - Additional factors that are considered when reviewing Fees and Charges include, but are not limited to:
      - 1. Purpose of the service;
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Revenue recovery of the cost of provision of the service.

- (iii) Methods of setting Fees and Charges Fees and charges are set as part of the Annual Budget Process. Fees and Charges are established based on Statutory Law or Regulations in addition to Council Resolutions/policy.
- (iv) Circumstances for reviewing a fee or charge



- A change to level of service;
- There is increased public demand for goods or services, placing pressure on current Budgets/Assets and a Fee or Charge will allow for managing the demand;
- There is a change of legislative compliance, which requires change of resources or expertise;
- A new service is established (this should only occur during the Annual Budget Process).
- Legislation requires Council to prescribe a new Fee or Charge.
- The current charge needs adjustment for inflation purposes.
- Where any other new information is provided regarding a council good or service.
- To lower the contribution Ratepayers pay for goods or services that principally benefit distinct groups or individuals.
- (v) Annual review

Fees and Charges should be reviewed annually and changes to those Council Fees and Charges that require a special consultative procedure and Council resolution should be carried out alongside the Annual Budget Process as one annual fees and charges consultation process unless it is impractical to do so.

- d) Rate Setting
  - (i) The City's Rating strategy will be based on a general Rate (Rate in the dollar) increase of Perth CPI plus minimum of 2% reviewed annually (supported by the PricewaterhouseCoopers (PWC) reports originally issued in 2009 and subsequently updated in 2017. ("Review of City of Wanneroo key Financial Performance Indicators")
  - (ii) Where applicable, differential Rate setting and user-pay options will be exercised by Council to ensure fairness, consistency, transparency, efficiency and equity for the community.
  - (iii) Specified area Rates may be adopted where special or increased services are delivered.
  - (iv) Rates on vacant land shall be set at levels that encourage development to enhance amenity and economic prosperity of the City.

### 4.10 Funding Priority

- (a) The City recognises the competing demands for limited financial resources and endeavours to allocate resources in compliance with the objectives of this Policy.
- (b) Prioritisation of funding allocation will be based on the following:
  - (i) Activities requiring compliance with new statutory obligations or standards;
  - (ii) Risk mitigation activities or projects that are required to reduce extreme or highlevel risks (as determined by using the City's Risk Assessment Matrix or other



agreed risk assessment method) to, as far as practicable, an acceptable level;

- (iii) Renewal, upgrade or maintenance of existing infrastructure assets as supported by the Strategic Asset Management Plans and related projects prioritisation processes;
- (iv) Current operational funding for programs, unless the operational need for any of those programmes has been superseded;
- (v) New programmes or assets as supported by the Strategic Asset Management Plans and related projects prioritisation processes; and
- (vi) Council decisions for programmes and projects based on the current service levels required by the community or advised by City staff.

### 4.11 Writing off Debts

All reasonable measures must be undertaken by the City officers to collect the debt before it is written off.

All write offs up to and including \$10,000 must be authorised by the CEO or as delegated. All write offs above \$10,000 must be authorised by Council.

### Financial Compliance and Review

### Legislative compliance

The CBP and Annual Budget will comply with the relevant requirements of the Local Government Act 1995 and the associated Financial Management Regulations 1996.

### 1-Implications (Statutory, Financial, Human Resources)

The financial management of a local government is an important duty of the CEO in accordance with the *Local Government Act 1995* and the related regulations. This Policy will provide guidelines to the community, Elected Members and City staff.

### 2-Implementation

This Policy will be implemented during the Annual Integrated Planning & Reporting (IPR) development process

### 3-Roles and Responsibilities

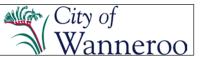
This Policy is to be used to guide the Council and City staff in the development of the City's Annual Operating and Capital Budgets.

### 4-Dispute Resolution (If Applicable)

All disputes in respect to this policy will be referred to the Operations Manager Business and Finance in the first instance, and if unresolved, to the Director Corporate Strategy & Performance and escalated to the CEO for arbitration if necessary.

### 5-Who needs to know about this Policy

The Elected Members, Administration and other stakeholders, including the community contractors and consultants.



### 6-Evaluation and Review Provisions

This Policy will be reviewed periodically at the early stage of the Annual Integrated Planning and Budgeting process to ensure that it is appropriate and relevant to the current economic climate and compliant with all relevant legislative requirements.

### **7-Definitions**

DEFINITIONS: Any definition	s listed in the following table apply to this document only.
General Rate Increase %	General Rate is also knows as Rate in the dollar, it means a Rate imposed in accordance with section 6.32(1)(a) of the <i>Local Government Act</i> 1995,
Debt	A duty or obligation to pay money, deliver goods, or render service under an express or implied agreement. One who owes, is a debtor; one to whom it is owed, is a creditor or lender.
Debt Write offs	Debts that are deemed non collectable which results in forgiving the debtor from having to pay the debt to the creditor.
Financial Sustainability	The financial capacity to deliver the current and forecasted level of services demanded by the community.
Goods	'Goods' includes the provision of anything which may be tangible, such as information reports or documentation. The following shall apply to the provision of goods:- • Fees and charges for the provision of goods should initially aim to recover at the full economic cost of producing the goods; • Fees and charges are to be reviewed annually as part of the annual budget development process, and imposed in accordance with Section 6.16 of the Local Government Act 1995.
Intergenerational Equity	The equitable allocation of responsibility for funding the provision and maintenance of assets and facilities throughout their useful life (more evenly spreading the financial burden against current and future ratepayers who will enjoy the benefits).
Services	<ul> <li>'Services' includes items such as licensing &amp; inspection fees.</li> <li>Fees and charges for the provision of services should initially aim to recover the full economic cost of providing the service.</li> <li>Fees and charges are to be reviewed annually as part of the annual budget development process, and duly advertised before being adopted by Council.</li> </ul>
Whole Of Life Cost	Refers to the total net cost incurred when acquiring goods or services and is made up of all initial procurement costs, operating and maintenance costs, disposal costs and termination costs, less residual value, in any.

### 5. Relevant Policies/Management Procedures/Documents or Delegations

This Policy is supported by the following policies, procedures, documents and delegations:

- 1. Accounting Policy
- 2. Financial (Cash Backed) Reserves Policy
- 3. Strategic Asset Management Strategy and Policy
- 4. Risk Management Policy and Methodology
- 5. Workforce Management Plan
- 6. Strategic Community Plan
- 7. Corporate Business Plan
- 8. Long Term Financial Plan
- 9. Strategic Land Policy

### 6. References

- The Local Government Act 1995:
- The Local Government (Financial Management) Regulations 1996;
- Australian Accounting Standards Board (AASB) Standards; and
- National Competition Policy.

### 7. Responsibility for Implementation

Director Corporate Strategy and Performance

### **REVISION HISTORY**

Version	Next Review	Record No:
V1.0	Dec2016	15/156551
V3 6 March 2018	December 2018	15/156551V3
V4 13 February 2019	January 2023	15/156551V6

### **Transactional Finance**

## CS02-03/22 Financial Activity Statement for the Period Ended 31 January 2022

File Ref:	42309V02 – 22/65200
Responsible Officer:	Director, Corporate Strategy & Performance
Attachments:	5

### Issue

To consider the Financial Activity Statement for the period ended 31 January 2022.

### Background

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

"Regulation 34(1) of the Local Government (Financial Management) Regulations 1996, which requires a local government to prepare a statement of financial activity each month, presented according to nature and type, by program, or by business unit. For the 2021/22 financial year the statement of financial activity will be presented by nature and type.

Regulation 34(5) of the Local Government (Financial Management) Regulations 1996, which requires a local government to adopt a percentage or value, calculated in accordance with Australian Accounting Standards, to be used in statements of financial activity for reporting material variances. For the 2021/22 financial year, 10% and a value greater than \$100,000 will be used for the reporting of variances."

### Detail

Council adopted the Annual Budget for the 2021/22 financial year on 29 June 2021 (SCS01-06/21). The figures in this report are compared to the adopted budget.

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

### Results from Operations

The Financial Activity Statement report for the month of January 2022 shows an overall unfavourable variance from Operations (before Non-Operating Revenue and Expenses) of \$1.0m.

The unfavourable variance is mainly due to higher Employee Costs of \$2.1m, lower income from Operating Grants of \$211k, Fees & Charges of \$181k and Rates of \$60k, partially offset by lower Material & Contracts Expense of \$782k, Depreciation of \$456k, Utility Charges of \$219k and higher income from Interest Earnings of \$46k.

				(	Currer	nt Month - January 2022
Description	Actual	Original Budget	Variance	Variance		Comments
	\$m	\$m	\$m	%		Comments
Operating Revenue	2.1	2.4	(0.3)	(12.5)	R	Overall unfavourable variance is mainly due to lower revenue from Rates, Operating Grants, Subsidies & Contributions and Fees & Charges, partially offset by higher revenue from Interest Earnings and Other Revenue. Please refer to Notes 1, 2, 3, and 4.
Operating Expense	(16.7)	(16.0)	(0.7)	(4.4)	A	The unfavourable variance is mainly due to higher Employee costs partially offset by lower Material & Contract Expenses, Utility Charges and Depreciation. Please refer to notes 5, 6, 7 and 8 for further details.
Result from Operations	(14.6)	(13.6)	(1.0)	(7.4)		

### Capital Program

During January 2022, \$3.0m was spent on various capital projects of which \$1.8m was spent on Parks Furniture, IT Equipment & Software, and Roads.

Description	Month	Month	% Complete
	Actual	<b>Revised Budget</b>	of Month
	\$m	\$m	<b>Revised Budget</b>
Expenditure	3.0	4.9	61.2%

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

### Results from Operations

The Financial Activity Statement report for the year to date 31 January 2022 shows an overall favourable variance from Operations (before Non-Operating Revenue and Expenses) of \$12.7m.

The YTD favourable variance is mainly due to lower Materials & Contracts of \$10m, Utility Charges of \$710k, and Depreciation Expenses of \$2.9m, partially offset by lower revenue from Rates of \$291k, Operating Grants, Subsidies & Contributions of \$151k and Fees & Charges of \$464k.

					Year	-To-Date January 2022
Description	Actual	Original Budget	Variance	Variance		Comments
	\$m	\$m	\$m	%		
Operating Revenue	187.5	188.1	(0.6)	(0.3)		Overall Unfavourable variance is mainly due to lower revenue from Rates, Operating Grants, Subsidies & Contributions and Fees & Charges, partially offset by higher Interest Earnings and Other Revenue. Please refer to Notes 1, 2, 3 and 4.
Operating Expense	(107.1)	(120.4)	13.3	11.0	G	The favourable variance is mainly due to underspends in Material & Contracts, Utility Charges and Depriciation partially, offset by higher Employee Costs Please refer to notes 5, 6, 7 and 8 for further details.
Result from Operations	80.4	67.7	12.7	18.8		

### Capital Program

At the end of January 2022, \$22.6m was expended on various capital projects of which \$4.0m was spent on Fleet Management, \$4.1m on Roads, \$3.6m on Sports Facilities, \$2.3m on IT Equipment & Software, 3.0m on Park Furniture and a further \$1.2m on Waste Management (Refer **Attachment 3** for Top Capital Projects 2021/22).

Description	YTD	YTD	% Complete	Annual	% Complete
	Actual	<b>Revised Budget</b>	of YTD	<b>Revised Budget</b>	of Annual
	\$m	\$m	<b>Revised Budget</b>	\$m	<b>Revised Budget</b>
Expenditure	22.6	44.8	50.4%	85.1	26.6%

### Investment Portfolio Performance

Portfolio Value \$m	Monthly Weighted Return	Comments
474.5	0.44%	Portfolio balance has increased by \$191K from December 2021. The monthly weighted return is 0.44% which is above the set benchmark (12 months UBS Australia Bank Bill Index) by 0.41%. (Refer to <b>Attachment 4</b> for more details)

Detailed Analysis of Statement of Comprehensive Income (Attachment 1)

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

- a) Current month comparison of Actuals to Budgets; and
- b) Year to date Actuals to Budgets;

where the variance is higher than the reporting threshold or the item is of interest to Council.

# STATEMENT OF COMPREHENSIVE INCOME BY NATURE OR TYPE

## FOR THE PERIOD ENDED 31 JANUARY 2022

Description		Curr	Current Month				Year to Date	te				Annual			
Description		Original									Original	Revised			
Povonuos	Actual	Budget	Variance	ø	Notes	s Actual	<b>Original Budget</b>	Variance	je je		Budget	Budget	Variance		Notes
Devenues	\$	\$	\$	%		\$	\$	\$	%		\$	\$	\$	%	
INEVERIDES															
Rates	239,537	300,000	(60,463)	(20.2) R	-	139,076,368	139,367,680	(291,312)	(0.2)	4	141,191,680	141,191,680	0	0	-
Operating Grants, Subsidies & Contributions	272,880	483,645	(210,765)	(43.6) R		4,162,656	4,313,276	(150,620)	(3.5)	۷	8,015,370	8,067,170	51,800	-	2
Fees & Charges	1,238,684	1,419,816	(181,132)	(12.8) R	e	42,008,915	42,473,397	(464,482)	(1.1)	۲	50,296,054	50,296,054	0	0	e
Interest Earnings	207,622	162,118	45,504	28.1 G	4	1,789,683	1,534,440	255,243	16.6	G	2,283,458	2,283,458	0	0	4
Other Revenue	133,555	60,652	72,903	120.2 G		487,534	405,524	82,010	20.2	G	725,295	725,295	0	0	
Total Operating Revenue	2,092,277	2,426,231	(333,954)	(13.8)		187,525,156	188,094,317	(569,161)	(0.3)		202,511,857	202,563,657	51,800	0	
Expenses															
Employee Costs	(6,156,237)	(4,048,403)	(2,107,834)	(52.1) R	2	(44,126,451)	(43,886,850)	(239,601)	(0.5)	۷	(77,092,475)	(77,142,475)	(50,000)	(0)	5
Materials & Contracts	(6,179,701)	(6, 961, 610)	781,909	11.2 G		(31,878,032)	(41,865,763)	9,987,731	23.9	G	(73,738,173)	(73,739,973)	(1,800)	(0)	9
Utility Charges	(625,959)	(844,464)	218,505	25.9 G	-	(4,902,434)	(5,612,681)	710,247	12.7	თ	(9,755,555)	(9,755,555)	0	0	7
	(3,244,961)	(3, 700, 952)	455,991	12.3 G	∞	(23,009,794)	(25,906,664)	2,896,870	11.2	G	(44,411,424)	(44,411,424)	0	0	œ
Interest Expenses	(358, 980)	(342,762)	(16,218)	(4.7) A	_	(2,407,674)	(2,400,779)	(6,895)	(0.3)	۷	(4,115,430)	(4,115,430)	0	0	
Insurance	(109,537)	(99,129)	(10,408)	(10.5) R		(782,160)	(692,903)	(89,257)	(12.9)	~	(1,285,633)	(1,285,633)	0	0	
Total Operating Expenditure (1	(16,675,374)	(15,997,320)	(678,054)	(4.2)		(107,106,545)	(120,365,640)	13,259,095	11.0	-	(210,398,690)	(210,450,490)	(51,800)	(0)	
RESULT FROM OPERATIONS	(14,583,097)	(13,571,089)	(1,012,008)	(7.5)		80,418,611	67,728,677	12,689,934	18.7	F	(7,886,833)	(7,886,833)	0	0	
Non Operating Revenue & Expenses		<u> </u>											<u> </u>		
Non Operating Grants, Subsidies & Contributions	129,407	1,589,672	(1,460,265)	(91.9) R	6	6,797,137	11,127,704	(4, 330, 567)	(38.9)	2	19,076,024	18,994,033	(81,991)	(0)	6
Contributed Physical Assets	0	0	0	0.0		4,108,442	3,735,000	373,442	10.0	U	12,180,000	12,180,000	0	0	9
Non Operating Contract Expenses	0	0	0	0.0	7	(14,168,717)	0	(14, 168, 717)	0.0	2	(15,000,000)	(15,000,000)	0	0	£
Profit on Asset Disposals	99,997	139,167	(39,170)	(28.1) R		1,225,444	4,249,204	(3, 023, 760)	(71.2)	2	4,945,035	4,945,035	0	0	12
Loss on Assets Disposals	0	0	0	0.0		0	(1,013,273)	1,013,273	100.0	G	(1,013,273)	(1,013,273)	0	0	12
TPS* & DCP** Revenues	38,460	78,799	(40,339)	(51.2) R	13	4,653,382	4,138,593	514,789	12.4	G	25,630,638	25,630,638	0	0	13
TPS* & DCP** Expenses	(19,259)	(38,083)	18,824	49.4 G	14	(1,212,641)	(14,237,596)	13,024,955	91.5	с	(19,907,771)	(19,907,771)	0	0	14
Total Non Operating Revenue and Expenses	248,605	1,769,555	(1,520,950)	(86.0)		1,403,047	7,999,632	(6,596,585)	(82.5)		25,910,653	25,828,662	(81,991)	(0)	
NET RESULT (OPERATING & NON OPERATING) (1	(14,334,492)	(11,801,534)	(2,532,958)	(21.5)		81,821,658	75,728,309	6,093,349	(8.0)		18,023,820	17,941,829	(81,991)	(0)	
Other Comprehensive Income	0	0	0	0.0		-	0	0	0.0	-	0	0	0	0	
TOTAL COMPREHENSIVE INCOME (1)	(14,334,492)	(11,801,534)	(2,532,958)	(21.5)		81,821,658	\$ 75,728,309	6,093,349	8.0		18,023,820	17,941,829	(81,991)	(0)	

*TPS=Town Planning Schemes **DCP=Developers Contribution Plans



### **Revenues**

### Note 1 <u>Rates</u>

### Month to Date - (Actual \$240k, Adopted Budget \$300k)

The variance is unfavourable by \$60k mainly due to timing differences of Interim Rates.

### Year to Date - (Actual \$139.1m, Adopted Budget \$139.4m)

The unfavourable variance of \$291k mainly due to timing differences of Interim Rates.

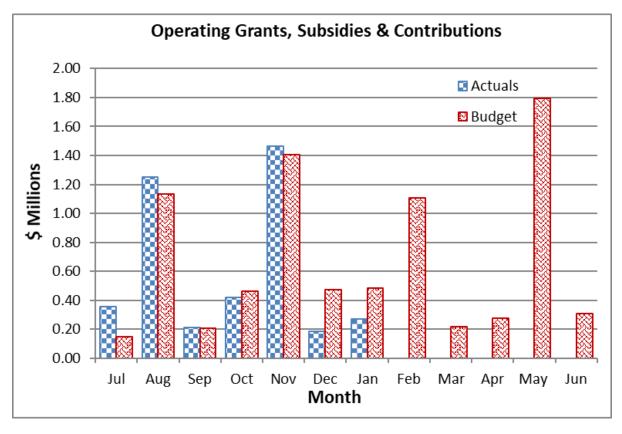
### Note 2 Operating Grants, Subsidies & Contributions

### Month to Date - (Actual \$273k, Adopted Budget \$484k)

The unfavourable variance of \$211k relates to lower Reimbursement Income and Cash Contributions from various activities.

### Year to Date - (Actual \$4.2m, Adopted Budget \$4.3m)

The variance is unfavourable by of \$151k is mainly due to lower Cash Contribution Income of \$274k, partially offset by lower Reimbursement Income of \$110k.



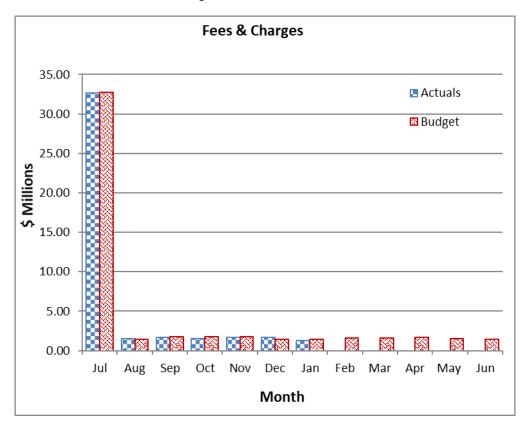
### Note 3 Fees and Charges

### Month to Date - (Actual \$1.2m, Adopted Budget \$1.4m)

The unfavourable variance of \$181k for the month of January is mainly due to lower Facility Booking Fee Income of \$200k.

### Year to Date - (Actual \$42.0m, Adopted Budget \$42.5m)

The variance is unfavourable by \$464k and is mainly due to the lower Facility Booking Fees of \$821k, partially offset by higher Search Fees Income of \$113k, higher Application License Permit Fees Income of \$216k and higher Service Fee Income of \$30k.



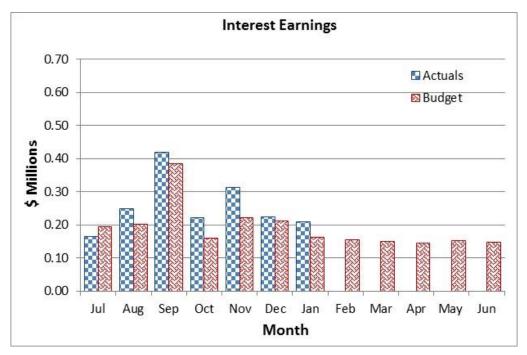
### Note 4 Interest Earnings

### Month to Date - (Actual \$208k, Adopted Budget \$162k)

The favourable variance of \$46k for the month is mainly due to the higher Interest Income from reserve funds.

### Year to Date - (Actual \$1.8m, Adopted Budget \$1.5m)

The variance is favourable by \$255k due to higher Interest Income from reserve funds and various municipal activities.



### **Expenses**

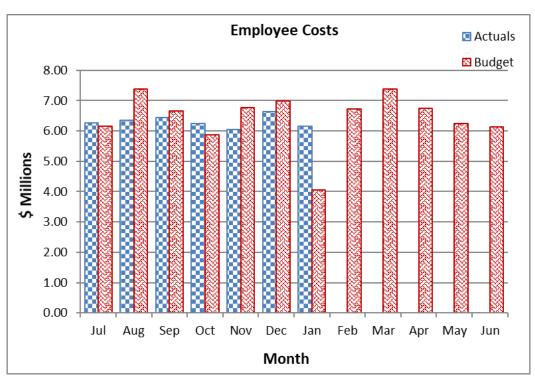
### Note 5 <u>Employee Costs</u>

### Month to Date - (Actual \$6.1m, Adopted Budget \$4.0m)

The unfavourable variance of \$2.1m is mainly due to lower than expected utilisation of annual leave in January 2022.

### Year to Date - (Actual \$44.1m, Adopted Budget \$43.9m)

The variance is unfavourable by \$240k mainly due to lower than expected utilisation of annual leave during January 2022.



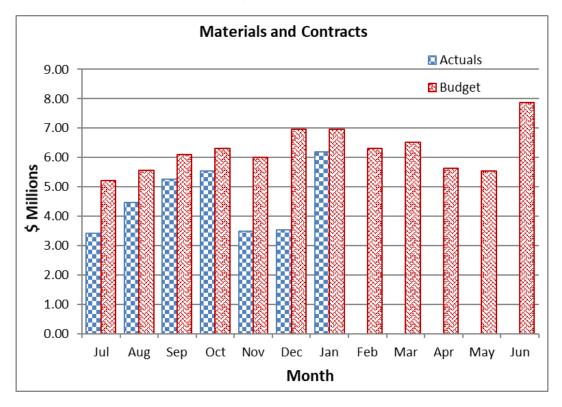
### Note 6 <u>Materials & Contracts</u>

### Month to Date - (Actual \$6.2m, Adopted Budget \$7.0m)

The variance is favourable by \$782k mainly due to lower Refuse Removal Expenses.

### Year to Date - (Actual \$31.9m, Adopted Budget \$41.9m)

The variance is favourable by \$10.0m mainly due to lower than expected Refuse Removal Expenses of which \$5.7m related to domestic recycled material and remaining \$4.3m related to deferment of various other contract expenses.



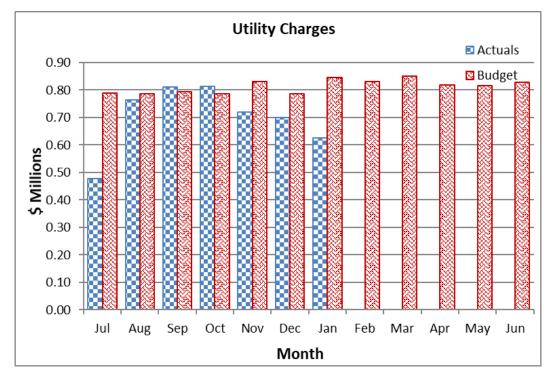
### Note 7 <u>Utility Charges</u>

### Month to Date - (Actual \$626k, Adopted Budget \$844k)

The favourable variance of \$219k is mainly due to lower electricity expenses of \$144k, lower water consumption expenses of \$56k, and lower telephone expenses of \$18k.

### Year to Date - (Actual \$4.9m, Adopted Budget \$5.6m)

The favourable variance of \$710k is mainly due to lower electricity expenses of \$491k, lower water consumption expenses of \$194k and lower gas expenses of \$27k.



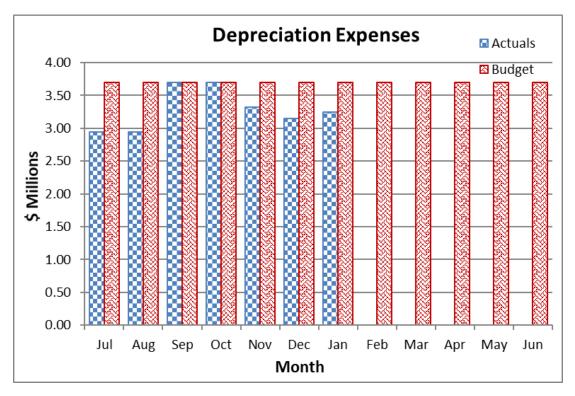
### Note 8 Depreciation

### Month to Date - (Actual \$3.2m, Adopted Budget \$3.7m)

The favourable variance of \$456k is due to lower Depreciation related to various buildings, pavements and IT software.

### Year to Date - (Actual \$23.0m, Adopted Budget \$25.9m)

The favourable variance of \$2.9m is due to lower Depreciation related to various buildings, pavements and IT software.



### Non Operating Revenue & Expenses

### Note 9 Non Operating Grants, Subsidies & Contributions

### Month to Date – (Actual \$129k, Adopted Budget \$1.6m)

The unfavourable variance of \$1.5m is attributed to Capital Grants of \$1.5m received from State and Commonwealth Governments but performance obligations have not been met.

Under the Australian Accounting Standard AASB 1058, grants with performance obligations can only be recognised upon meeting the performance obligations as per the grant agreement.

### Year to Date – (Actual \$6.8m, Adopted Budget \$11.1m)

The unfavourable variance of \$4.3m is mainly due to Capital Grants received from Commonwealth Government of \$2.4m and State Government of \$1.9m, however relevant performance obligations have not been met as per the AASB 1058 explained above.

### Note 10 Contributed Physical Assets

### Month to Date – (Actual \$0.0, Adopted Budget \$0.0)

Not Applicable.

### Year to Date – (Actual \$4.1m, Adopted Budget \$3.7m)

The favourable variance of \$373k is due a prior year adjustment related to various maintenance contracts.

### Note 11 Non Operating Contract Expenses

### Month to Date – (Combined Actual \$0, Combined Adopted Budget \$0)

Not Applicable

### Year to Date – (Combined Actual \$14.2m, Combined Adopted Budget \$0.0m)

The unfavourable variance of \$14.2m is due to timing difference of the payment related to Mindarie Regional Council.

### Note 12 Profit / Loss on Asset Disposals

### Month to Date – (Combined Actual \$100k, Combined Adopted Budget \$139k)

The unfavourable variance of \$39k is due to delay in disposal of residential land.

### Year to Date – (Combined Actual \$1.2m, Combined Adopted Budget \$3.2m)

The variance is unfavourable by \$2.0m mainly attributed to delay in disposal of the land.

Note 13 TPS & DCP Revenues

### Month to Date – (Actual \$38k, Adopted Budget \$79k)

The unfavourable variance of \$40k is due to lower Cash Capital Contributions from cells.

### Year to Date – (Actual \$4.6m, Adopted Budget \$4.1m)

The favourable variance of \$515k is due to higher Cash Capital Contribution Income.

### Note 14 TPS & DCP Expenses

### Month to Date – (Actual \$19.3k, Adopted Budget \$38.1k)

The favourable variance is due to deferred Contract Expenses.

### Year to Date – (Actual \$1.2m, Adopted Budget \$14.2m)

The favourable variance of \$13.1m is due to lower Contract Expenses.

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

### **CITY OF WANNEROO**

### STATEMENT OF FINANCIAL POSITION

	30 June 2021	31 January 2022	Movement	:	Notes
Description	Actual \$	Actual \$	\$	%	
Current Assets	430,809,781	516,756,924	85,947,143	20.0	
Current Liabilities	(89,865,838)	(93,151,038)	(3,285,200)	(3.7)	
NET CURRENT ASSETS	340,943,943	423,605,886	82,661,943	24.2	1
Non Current Assets	2,338,323,308	2,337,479,599	(843,709)	(0.0)	2
Non Current Liabilities	(161,585,978)	(161,582,553)	3,425	0.0	3
NET ASSETS	2,517,681,273	2,599,502,931	81,821,658	3.2	
TOTAL EQUITY	(2,517,681,273)	(2,599,502,931)	81,821,658	3.2	

### AS AT 31 JANUARY 2022

### Note 1 - Net Current Assets

Compared to the opening position as at 30 June 2021, Net Current Assets have increased by \$83m, which is predominately due to levying of 2021/22 Rates and Waste Service Fees in July 2021.

Current Assets movements mainly consist of an increase in Current Receivables of \$22m and a net increase of Investments and Cash of \$64m, partially offset by increase of Payables by \$3.3m.

### Note 2 - Non-Current Assets

Non-Current Assets as at 31 January 2022 have decreased by \$844k, from 30 June 2021, due to decrease in receivables and disposal of various fixed assets.

### Note 3 - Non-Current Liabilities

Non-Current Liabilities as at 31 January 2022 have decreased by \$3k which is due to movement in payables.

The existing loan with the Western Australia Treasury Corporation remains unchanged making up 40% of total Non-Current Liabilities. The balance 60% consists of various other loans, provisions and payables.

### Financial Performance Indicators

The table below presents data on relevant financial ratios, comparing the minimum standard expected as per the **DLGSCI** status at the year to date figures, and at the same period of the last year.

A green highlight is used where the minimum standard is met or exceeded. Highlighted in red is below the standard (where relevant).

Details	DLGSCI Minimum Standard	As at 31/01/2021	As at 31/01/2022	For the month - Minimum Standard Met
Current Ratio				
The ability to meet short term financial obligations from unrestricted current assets.				
Current Assets - Restricted Current Assets (RCA)	=>1.00:1	2.59:1	1.74:1	YES
Current Liabilities (CL) - CL Associated with RCA				
Debt Service Cover Ratio				
The ability to produce enough cash to cover debt payments.				
Operating Surplus before Interest & Depreciation	=>2.00:1	45.38:1	41.72:1	YES
Principle & Interest Repayments				
Own Source Revenue Coverage Ratio				
The ability to cover costs through own revenue efforts.				
Own Source Operating Revenue	=>0.40:1	1.63:1	1.72:1	YES
Operating Expense				
Operating Surplus Ratio				
The ability to cover operational costs and have revenues available for capital funding or other purposes.				
Operating Revenue - Operating Expense	=>0.01:1	0.45:1	0.44:1	YES
Own Source Operating Revenue				-

### **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	29	122,137	471,020	4,629,774	10%
Community Safety	8	-	464,821	2,373,186	20%
Conservation Reserves	4	3,057	113,016	482,000	23%
Corporate Buildings	5	38,947	583,509	1,017,467	57%
Environmental Offset	4	18,044	128,376	454,575	28%
Fleet Management - Corporate	9	278,840	4,003,011	12,918,254	31%
Foreshore Management	8	29,785	137,357	3,524,108	4%
Golf Courses	3	-	29,040	649,404	4%
Investment Projects	13	90,873	494,770	2,819,833	18%
IT Equipment and Software	18	386,953	2,344,643	10,553,788	22%
Parks Furniture	14	828,516	2,968,511	4,650,545	64%
Parks Rehabilitation	1	106,060	595,435	1,486,800	40%
Passive Park Development	16	114,513	366,679	1,074,219	34%
Pathways and Trails	10	240,308	677,535	3,510,249	19%
Roads	24	644,942	4,079,832	8,114,237	50%
Sports Facilities	62	-	3,642,313	21,078,228	17%
Stormwater Drainage	6	29,934	103,538	570,000	18%
Street Landscaping	6	-	57,784	324,675	18%
Traffic Treatments	24	58,388	174,210	2,697,521	6%
Waste Management	5	8,940	1,188,949	2,204,661	54%
Grand Total	269	3,000,237	22,624,347	85,133,524	26.6%

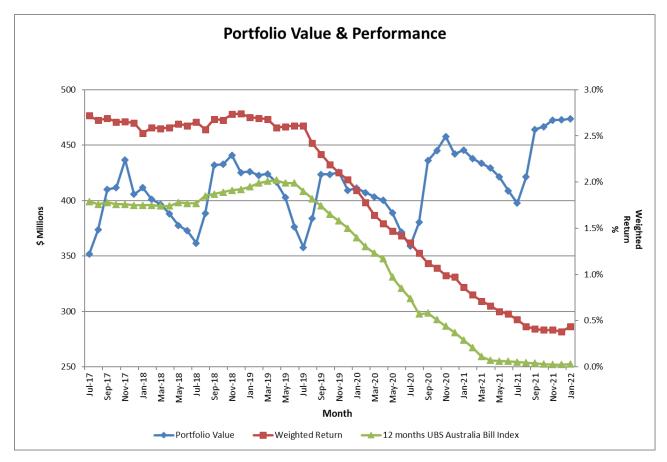
During January 2022, \$3.0m was spent. Up to 31 January 2022, the City has spent \$22.6m, which represents 26.6% of the \$85.1m Capital Works Revised Budget.

The City's Capital Expenditure Forecast Graph will be provided after Mid-Year Review of Capital Budget.

To further expand on the Capital Works Program information above, updates in key capital projects are selected to be specifically reported on, is provided in the Top Capital Projects attachment to this report (**Attachment 3**).

### Investment Portfolio (Attachment 4)

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



At the end of January 2022, the City held an investment portfolio (cash & cash equivalents) of \$473.6m (Face Value), equating to \$474.5m inclusive of accrued interest. The City's year to date investment portfolio return has exceeded the UBS Australia Bank Bill rate index benchmark by 0.41% pa (0.44% pa vs. 0.03% pa), however it is noted that Interest Earnings were budgeted at a 0.43% yield.

The Reserve bank of Australia has lowered its cash rate to a historical low of 0.10% in November 2020, which is expected to continue in to the future. This has affected the City's ability to attract higher interest rates from ADI's.

### **Rate Setting Statement (Attachment 5)**

The Rate Setting Statement represents a composite view of the finances of the City, identifying the movement in the Surplus (Deficit) based on the Revenues (excluding Rates), Expenses, Capital Works and Funding Movements, resulting in the Rating Income required. It is noted that the closing Surplus (Deficit) will balance to the reconciliation of Net Current Assets Surplus (Deficit) Carried Forward (detailed below).

NET C	URRENT ASSETS SURPLUS/(DEFICIT) (	CARRIED FORWARD	
	AS AT 31 JANUARY 2022		
Description	30 June 2021 Actual \$	31 January 2022 Actual \$	30 June 2022 Adopted Budget \$
Current Assets			
Cash & Cash Equivalents - Unrestricted	66,256,185	135,384,000	5,098,612
Cash & Cash Equivalents - Restricted	348,356,914	343,170,670	344,199,497
Receivables	15,892,600	37,851,318	16,539,300
Inventory	304,083	350,935	326,400
TOTAL CURRENT ASSETS	430,809,781	516,756,924	366,163,809
Current Liabilities			
Payables*	(68,221,797)	(71,579,992)	(29,724,590)
Provisions	(21,644,041)	(21,571,046)	(21,687,259)
TOTAL CURRENT LIABILITIES	(89,865,838)	(93,151,038)	(51,411,849)
Net Current Assets	340,943,943	423,605,886	314,751,960
Adjustments for Restrictions			
Cash & Cash Equivalents - Restricted	(348,356,914)	(343,170,670)	(344,199,497)
Provision for leave liability (Cash Backed)	13,280,492	13,613,464	12,631,569
Contract Liabilities*	(28,103,766)	(28,270,766)	14,435,412
TPS Receivables	(110,437)	(648,800)	-
TPS Payables	1,228,244	3,919,133	-
TOTAL RESTRICTED ASSETS	(362,062,382)	(354,557,638)	(317,132,516)
Surplus/(Deficit) Carried Forward	(21,118,439)	69,048,248	(2,380,556)

*The change in the AASB Standard 15 has resulted in the City now recognising Grants and Contributions received as a liability when performance obligations have not yet been met.

### Consultation

This document has been prepared in consultation with Responsible Officers for review and analysis.

### Comment

In reference to Statement of Comprehensive Income in the report, the following colours have been used to categorise three levels of variance:

### Revenues:

- Green > 0%;
- Amber -0% to -10%; and
- Red < -10%.

### Expenses:

- Green > 0%;
- Amber -0% to -10%; and
- Red < -10%.

### **Statutory Compliance**

This monthly financial report complies with Section 6.4 of the Act and Regulations 33A and 34 of the Local Government

### **Strategic Implications**

The proposal aligns with the following objective within the Strategic Community Plan 2021 – 2031:

- 7 ~ A well governed and managed City that makes informed decisions, provides strong community leadership and valued customer focused services
  - 7.1 Clear direction and decision making

### **Risk Management Considerations**

Risk Title	Risk Rating
Financial / Commercial	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 Corporate Risk Register. Action plans have been developed to manage this risk to support existing management systems.

### <u>"Local Jobs</u>

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**

The following policies are relevant for this report:

- Accounting Policy;
- Investment Policy;
- Reserves Policy; and
- Strategic Budget Policy

### **Financial Implications**

As outlined in the report and detailed in Attachments 1 to 5

### **Voting Requirements**

Absolute Majority

### Recommendation

That Council RECEIVES the Financial Activity Statement and commentaries on variances year to date Budget for the period ended 31 January 2022 consisting of:

- 1. January 2022 year to date Financial Activity Statement;
- 2. January 2022 year to date Net Current Assets Position; and
- 3. January 2022 year to date Material Financial Variance Notes.

### Attachments:

1 <u>.</u> .	Attachment 1 - Statement of Comprehensive Income January 2022	22/69864
2 <mark>↓</mark> .	Attachment 2 - Statement of Financial Position January 2022	22/69865
3 <mark>.</mark>	Attachment 3 - Top Projects 2021- 22 January 2022	22/69866
4 <mark>.</mark> .	Attachment 4 - Investment Report January 2022	22/69867
5 <mark>.</mark>	Attachment 5 - Rate Setting Statement January 2022	22/69868
- <u>-</u>		

### **CITY OF WANNEROO**

### STATEMENT OF COMPREHENSIVE INCOME BY NATURE OR TYPE

### FOR THE PERIOD ENDED 31 JANUARY 2022

			rrant Manth					Veer te De	to			Annual	Attachme		
		Original	rrent Month					Year to Da	te		Original	Annual Revised			-
Description	Actual		Budget Variance			Notes	Actual	Original Budget	Varianc	A	Budget	Budget	Variance		No
Beschpilon	\$	\$	\$	%		notes	\$	\$	\$	%	\$	\$	\$	%	
Revenues															Г
Rates	239,537	300,000	(60,463)	(20.2)	R	1	139,076,368	139,367,680	(291,312)	(0.2) A	141,191,680	141,191,680	0	0	) 1
Operating Grants, Subsidies & Contributions	272,880	483,645	(210,765)	(43.6)	R	2	4,162,656	4,313,276	(150,620)	(3.5) A	8,015,370	8,067,170	51,800	1	1 2
Fees & Charges	1,238,684	1,419,816	(181,132)	(12.8)	R	3	42,008,915	42,473,397	(464,482)	(1.1) A	50,296,054	50,296,054	0	0	) 3
Interest Earnings	207,622	162,118	45,504	28.1	G	4	1,789,683	1,534,440	255,243	16.6 G	2,283,458	2,283,458	0	0	) 4
Other Revenue	133,555	60,652	72,903	120.2	G		487,534	405,524	82,010	20.2 G	725,295	725,295	0	0	)
Total Operating Revenue	2,092,277	2,426,231	(333,954)	(13.8)			187,525,156	188,094,317	(569,161)	(0.3)	202,511,857	202,563,657	51,800	0	j –
Expenses															
Employee Costs	(6,156,237)	(4,048,403)	(2,107,834)	(52.1)	R	5	(44,126,451)	(43,886,850)	(239,601)	(0.5) A	(77,092,475)	(77,142,475)	(50,000)	(0)	) 5
Materials & Contracts	(6,179,701)	(6,961,610)	781,909	11.2	G	6	(31,878,032)	(41,865,763)	9,987,731	23.9 G	(73,738,173)	(73,739,973)	(1,800)	(0)	) 6
Utility Charges	(625,959)	(844,464)	218,505	25.9	G	7	(4,902,434)	(5,612,681)	710,247	12.7 G	(9,755,555)	(9,755,555)	0	0	) 7
Depreciation	(3,244,961)	(3,700,952)	455,991	12.3	G	8	(23,009,794)	(25,906,664)	2,896,870	11.2 G	(44,411,424)	(44,411,424)	0	0	) 8
Interest Expenses	(358,980)	(342,762)	(16,218)	(4.7)	A		(2,407,674)	(2,400,779)	(6,895)	(0.3) A	(4,115,430)	(4,115,430)	0	0	)
Insurance	(109,537)	(99,129)	(10,408)	(10.5)	R		(782,160)	(692,903)	(89,257)	(12.9) R	(1,285,633)	(1,285,633)	0	0	)
Total Operating Expenditure	(16,675,374)	(15,997,320)	(678,054)	(4.2)			(107,106,545)	(120,365,640)	13,259,095	11.0	(210,398,690)	(210,450,490)	(51,800)	(0)	)
RESULT FROM OPERATIONS	(14,583,097)	(13,571,089)	(1,012,008)	(7.5)			80,418,611	67,728,677	12,689,934	18.7	(7,886,833)	(7,886,833)	0	0	1
Non Operating Revenue & Expenses															
Non Operating Grants, Subsidies & Contributions	129,407	1,589,672	(1,460,265)	(91.9)	R	9	6,797,137	11,127,704	(4,330,567)	(38.9) R	19,076,024	18,994,033	(81,991)	(0)	) 9
Contributed Physical Assets	0	0	0	0.0	G	10	4,108,442	3,735,000	373,442	10.0 <b>G</b>	12,180,000	12,180,000	0	0	1
Non Operating Contract Expenses	0	0	0	0.0	G	11	(14,168,717)	0	(14,168,717)	0.0 R	(15,000,000)	(15,000,000)	0	0	1
Profit on Asset Disposals	99,997	139,167	(39,170)	(28.1)	R	12	1,225,444	4,249,204	(3,023,760)	(71.2) R	4,945,035	4,945,035	0	0	12
Loss on Assets Disposals	0	0	0	0.0	G	12	0	(1,013,273)		100.0 G	(1,013,273)	(1,013,273)	0	0	1
TPS* & DCP** Revenues	38,460	78,799	(40,339)	(51.2)	R	13	4,653,382	4,138,593		12.4 G	25,630,638	25,630,638	0	0	1
TPS* & DCP** Expenses	(19,259)	(38,083)	18,824	49.4	G	14	(1,212,641)	(14,237,596)	13,024,955	91.5 G	(19,907,771)	(19,907,771)	0	0	1
Total Non Operating Revenue and Expenses	248,605	1,769,555	(1,520,950)	(86.0)			1,403,047	7,999,632	(6,596,585)	(82.5)	25,910,653	25,828,662	(81,991)	(0)	_
	(44.004.400)	44 004 50 4	(0.500.050)	(04.5)			04 004 050	75 700 000		(0.0)	40.000.000	47.044.000	(04.004)	(0)	
NET RESULT (OPERATING & NON OPERATING)	(14,334,492)	(11,801,534)	(2,532,958)	(21.5)			81,821,658	75,728,309	6,093,349	(8.0)	18,023,820	17,941,829	(81,991)	(0)	
Other Comprehensive Income TOTAL COMPREHENSIVE INCOME	(14 334 402)	(11 201 524)	(2 532 059)	(21.5)		_	U	U	6 003 340	0.0 8.0	10 023 020	17 0/1 920	(91.004)	0	-
	(14,334,492)	(11,801,534) Key	(2,532,958)	(21.5)			81,821,658	75,728,309	6,093,349	8.0	18,023,820	17,941,829	(81,991)	(0)	

**DCP=Developers Contribution Plans

 > 0%
 G - Green

 -0% to -10%
 A - Amber

 <-10%</td>
 R - Red

### Attachment 2

### CITY OF WANNEROO STATEMENT OF FINANCIAL POSITION AS AT 31 JANUARY 2022

Description	30/06/2021 Actual	31/01/2021 Actual
	\$	\$
Current Assets		
Cash at Bank	3,222,672	4,055,039
Investments	411,390,427	474,499,631
Receivables	15,892,600	37,851,318
Inventories	304,083	350,935
	430,809,781	516,756,924
Current Liabilities		
Payables	(68,221,797)	(71,579,992)
Provisions	(21,644,041)	(21,571,046)
	(89,865,838)	(93,151,038)
NET CURRENT ASSETS	340,943,943	423,605,886
Non Current Assets		
Receivables	4,098,119	3,865,891
Investments	13,175,888	14,244,450
Inventories	21,764,680	21,764,680
Land	121,763,000	121,784,855
Buildings	206,236,901	203,972,275
Plant	15,828,617	22,160,133
Equipment	5,836,164	19,734,771
Furniture & Fittings	8,889,467	7,226,132
Infrastructure	1,886,953,505	1,916,649,159
Work in Progress	53,776,967	6,077,252
	2,338,323,308	2,337,479,599
Non Current Liabilities		
Interest Bearing Liabilities	(74,334,488)	(74,334,488)
Provisions & Payables	(87,251,490)	(87,248,065)
	(161,585,978)	(161,582,553)
NET ASSETS	2,517,681,273	2,599,502,931
Equity		
Retained Surplus	(1,208,806,571)	(1,295,745,035)
Reserves - Cash/Investment Backed	(244,930,312)	(239,813,544)
Reserves - Asset Revaluation	(1,063,944,390)	(1,063,944,352)
TOTAL EQUITY	(2,517,681,273)	(2,599,502,931)

### CITY OF WANNEROO AGENDA OF ORDINARY COUNCIL MEETING 15 MARCH, 2022

							Тор Сар	ital Projec	ts 2021/22:	- January 202	22						
	PMO I	Project Re	gistration			l Summary 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	002616	23740	Neerabup Industrial Area (Existing Estate), Neerabup, Upgrade Roads and Services Infrastructure	1,531,973	67,568	1,464,405	(0)	3,985,000	5,429,943	(1,444,943)					84	S4. Design	Detailed design 100% complete; sign-off anticipated February 2022. Line marking drawing approved by MRWA. Site works for drainage and road works scheduled for April 2022 and June 2022 respectively. Remainder of works anticipated first quarter 2022/23 subject to approval of additional of \$1.37m required to complete works.
PMO16061	002955	23756	Halesworth Park, Butler, New Sports Facilities	6,236,464	795,237	291,227	5,150,000	20,824,937	20,824,937	(0)					70	S5. Delivery	Department of Local Government, Sport and Cultural Industries agreed to extending the validity period of the \$2m CSRFF grant on condition a contractor be appointed before 31 December 2022. Re-tendering for construction of pavilions is scheduled for August 2022 resulting in the project extending into 2023/24. Rebudget \$5.15m to 2022/23 at MYR. High risk that construction industry price escalations in labour and materials may prevail and the revised schedule for delivery may be further delayed.
PMO16175	002664	25883	Landsdale Library and Youth Innovation Hub, New Building	1,793,991	92,846	201,145	1,500,000	10,451,250	10,451,250	0					48	S4. Design	Two design concept options presented to Council January 2022. Option A: Proposed single stage development, estimate cost \$12m. Option B: Proposed multi-stage development/separable portion capability, estimate cost \$9.9m. Recommended Option B based on operational and functional layout, and affordability. Both options were not endorsed by Council suggesting further changes. Business case modelling on hospitality offering for each concept, and/or revised designs to be presented. Rebudget \$1.5m to 2022/23 at MYR due to revised schedule. Aboriginal naming options done in consultation with Moodjar Consultancy and presented to Council Forum. Feedback to be incorporated into final naming of facility for Council endorsement.
PMO18063	004088	30136	Neerabup Industrial Area, Neerabup, New Development	1,766,982	386,739	1,021,792	358,451	15,855,004	15,855,006	(2)					29	S5. Delivery	The Lot 9100 Industrial subdivision engineering design ongoing, completion anticipated April 2022. Stage 1 Resource Extraction works continues (5 years of work). Renewable Energy supply model being developed for tender. Water infrastructure planning contract works continues with Development Funding Process started with the Water Corporation. Rebudget \$358k to 2022/23 at MYR for multi-year project.

### CITY OF WANNEROO AGENDA OF ORDINARY COUNCIL MEETING 15 MARCH, 2022

							Тор Сар	ital Projec	ts 2021/22	- January 202	22								
	PMO	Project Re	gistration			l Summary Funding)		т	otal Project B	udget		Project I	ndicators			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		
PMO19001	002792	32947	Dalvik Park, Merriwa, New Sports Amenities Building and Carpark	1,592,780	646,003	848,127	98,650	2,263,306	2,263,306	0					93	S5. Delivery	Building construction certification underway. Car parking being levelled and set. Landscaping and irrigation works in progress. Saving \$98k, return MYR.		
PMO19071	004180	37143	Alexander Drive, Landsdale, New Shared Pathway from Gnangara Rd to Hepburn Ave	1,544,234	9,993	1,284,241	250,000	3,200,000	3,200,000	(0)					29	S5. Delivery	Western Power quote continues to cause a project delay as works must be completed prior to lowering of minor services and civil works. Western Power advise quote in the authorisation stage. Rebudget \$250k to 2022/23 for asphalt paving works anticipated for July 2022.		
PMO19098	004219	37618	Quinns Road, Quinns Rocks, Upgrade Traffic Treatments Tapping Way Roundabout to Marmion Ave	1,105,424	31,286	1,074,000	139	1,207,638	1,205,986	1,652					76	S5. Delivery	Stage 1 Roundabout Tapping Way/Quinns Rd. Construction commenced on 04 January 2022, anticipated completion 18 February 2022. Stage 2 Marmion Ave/Quinns Rd. Scoping meeting with Western Power on hold for construction specific dates from Western Power to allow coordination with MRWA.		
PMO20004	004238	38839	Three Bin Kerbside Collection New System	1,737,769	1,135,547	293,000	309,222	6,794,858	6,485,636	309,222					96	S5. Delivery	Roll out of the new bin system is now complete. There were about 20% (~7500) of activities that the contractor was unable to complete. Waste Operations are actioning these activities of which ~200 are still pending. Project to return savings at MYR.		
PMO20049	004271	40569	Splendid Park, Yanchep, Upgrade Splendid Park Cycling Path	2,274,690	56,383	825,000	1,393,307	2,397,100	2,999,557	(602,457)					67	S4. Design	Construction tender advertised and clearing permit approved by DWER in December 2021. Administration extended the closing of the tender by a week and have also received the formal approval of LRCIP 3 funding. Rebudget \$1,680k to 2022/23 at MYR for multi-year project.		
PMO20057	004277	40645	Alkimos, New Alkimos Aquatic and Recreation Centre	3,449,452	75,610	3,376,842	(3,000)	40,000,000	40,003,000	(3,000)					20	S4. Design	Project on track. Community engagement closed, report to Council anticipated March 2022. Project schedule adjusted to better reflect the weighting of the construction stage, resulting in a reduction in the measure of the overall percentage completed.		

### CITY OF WANNEROO AGENDA OF ORDINARY COUNCIL MEETING 15 MARCH, 2022

	Top Capital Projects 2021/22 - January 2022																		
	PMO	Project Re	gistration			l Summary I Funding)		т	otal Project B	udget		Project li	ndicators			Project Progress			
PMO Code	Finance Code	Container	Project Name	Project Budget Current Year	Actual Expenditure		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		
PMO21060	004347	42656	Flynn Drive, Neerabup, Upgrade from Wanneroo Road to Old Yanchep Road	464,397	121,761	492,636	(150,000)	22,750,000	22,750,000	0					32	S3. Delivery Planning	Cossill & Webley design consultant to cover duplication of Flynn Drive from Wanneroo to Old Yanchep Road. Draft detailed design issued for review and approval. Actual construction works to extend as far as possible to Old Yanchep Road with the funds provided MRWA. Funding \$20M issued based on a standard 40%/40%/20% arrangement. Federal Government funding \$2.5M Project Proposal Report submission issued. Require to bring forward funds of \$150k at MYR to cover underground services. Amber risk due to high probability and impact of overall project cost considerations due to market conditions.		
	<u>.</u>			23,498,156	3,418,973	11,172,415	8,906,768	129,729,093	131,468,621	(1,739,528)					-				

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

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Face Value \$	Interest Rate %	Borrower	Rating	Maturity Date	Purchase price	Deposit Date	Current Value \$	YTD Accrued Interest \$	Accrued Interest
Irrent Account Investment Group	1								
33,723,000.00	0.01	Commonwealth Bank of Australia Perth	A1	N/A		N/A	33,723,000.00		
33,723,000.00	0.01%						33,723,000.00		
rm Investment Group									
5,000,000.00	0.35	National Australia Bank	A1	14-July-2022	5,000,000.00	13-July-2021	5,009,684,93	9,684,93	9,684.93
5,000,000.00	0.33	Westpac Banking Corporation	A1	18-August-2022	5,000,000.00	18-August-2021	5,007,504.11	7,504.11	7,504.11
15,000,000.00	0.33	Westpac Banking Corporation	A1	24-August-2022	15,000,000.00	24-August-2021	15,021,041.10	21,041.10	21,041.10
10,000,000.00	0.32	Commonwealth Bank of Australia Perth	A1	03-February-2022	10,000,000.00	04-February-2021	10,045,495.89	27,095.89	45,495.8
10,000,000.00	0.46	Commonwealth Bank of Australia Perth	A1 A1	10-February-2022	10,000,000.00	11-February-2021	10,044,613.70	27,095.89	44,613.7
5,000,000.00	0.46	Commonwealth Bank of Australia Perth			5,000,000.00	15-February-2021	5,001,890.41	13,547.95	1,890.41
5,000,000.00	0.46	Commonwealth Bank of Australia Perth	A1 A1	15-February-2022 23-February-2022	15,000,000.00	23-February-2021	15,070,273.97	44,178.08	70,273.9
15,000,000.00	0.50	Commonwealth Bank of Australia Perth	A1 A1	09-March-2022	15,000,000.00	09-March-2021	15,067,397.26	44,178.08	67,397.2
30,000,000.00	0.50	Commonwealth Bank of Australia Perth	A1 A1	29-March-2022	30,000,000.00	08-April-2021	30,112,668.49	81,287.67	112,668.4
20,000,000.00	0.46	Westpac Banking Corporation	A1 A1	10-May-2022	20.000.000.00	10-May-2021	20,016,624.66	43,589.04	112,668.
10,000,000.00		Westpac Banking Corporation	A1 A1	19-May-2022	10,000,000.00	19-May-2021	10,008,000.00	23,561.64	
				,		,	, ,		8,000.0
15,000,000.00	0.43	Bankwest	A1	10-June-2022	15,000,000.00	10-June-2021	15,041,527.40	37,993.15	41,527.4
5,000,000.00	0.35	Westpac Banking Corporation	A1	20-June-2022	5,000,000.00	18-June-2021	5,002,013.70	10,308.22	2,013.7
15,000,000.00	0.35	Australia & New Zealand Bank	A1	19-April-2022	15,000,000.00	23-June-2021	15,031,931.51	30,924.66	31,931.5
5,000,000.00	0.35	Westpac Banking Corporation	A1	28-July-2022	5,000,000.00	28-July-2021	5,008,965.75	8,965.75	8,965.7
15,000,000.00	0.35	National Australia Bank	A1	29-July-2022	15,000,000.00	29-July-2021	15,026,753.42	26,753.42	26,753.4
10,000,000.00	0.34	National Australia Bank	A1	05-August-2022	10,000,000.00	06-August-2021	10,016,580.82	16,580.82	16,580.8
10,000,000.00	0.35	National Australia Bank	A1	12-August-2022	10,000,000.00	11-August-2021	10,016,589.04	16,589.04	16,589.0
15,000,000.00	0.33	Westpac Banking Corporation	A1	12-August-2022	15,000,000.00	12-August-2021	15,023,326.03	23,326.03	23,326.0
10,000,000.00	0.25	Australia & New Zealand Bank	A1	11-April-2022	10,000,000.00	24-August-2021	10,010,958.90	10,958.90	10,958.9
20,000,000.00	0.34	Westpac Banking Corporation	A1	16-September-2022	20,000,000.00	16-September-2021	20,025,523.29	25,523.29	25,523.2
20,000,000.00	0.33	Westpac Banking Corporation	A1	16-September-2022	20,000,000.00	16-September-2021	20,024,772.60	24,772.60	24,772.6
15,000,000.00	0.35	Suncorp	A1	08-September-2022	15,000,000.00	22-September-2021	15,018,842.47	18,842.47	18,842.4
10,000,000.00	0.35	Suncorp	A1	22-September-2022	10,000,000.00	22-September-2021	10,012,561.64	12,561.64	12,561.
15,000,000.00	0.35	Suncorp	A1	28-September-2022	15,000,000.00	28-September-2021	15,017,979.45	17,979.45	17,979
10,000,000.00	0.35	Westpac Banking Corporation	A1	10-October-2022	10,000,000.00	08-October-2021	10,011,027.40	11,027.40	11,027.4
5,000,000.00	0.62	Commonwealth Bank of Australia Perth	A1	24-October-2022	5,000,000.00	22-October-2021	5,002,547.94	8,578.08	2,547.9
15,000,000.00	0.60	Australia & New Zealand Bank	A1	28-October-2022	15,000,000.00	29-October-2021	15,023,178.08	23,178.08	23,178.0
10,000,000.00	0.70	Members Equity Bank Melbourne	A2	09-November-2022	10,000,000.00	09-November-2021	10,015,917.81	15,917.81	15,917.8
10,000,000.00	0.70	Members Equity Bank Melbourne	A2	29-November-2022	10,000,000.00	29-November-2021	10,012,082.19	12,082.19	12,082.
10,000,000.00	0.70	Members Equity Bank Melbourne	A2	14-December-2022	10,000,000.00	14-December-2021	10,009,205.48	9,205.48	9,205.4
25,000,000.00	0.75	Westpac Banking Corporation	A1	18-January-2023	25,000,000.00	18-January-2022	25,006,678.08	6,678.08	6,678.0
25,000,000.00	0.80	Westpac Banking Corporation	A1	20-January-2023	25,000,000.00	20-January-2022	25,006,027.40	6,027.40	6,027.4
10,000,000.00	0.89	Australia & New Zealand Bank	A1	30-January-2023	10,000,000.00	28-January-2022	10,000,731.51	731.51	731.51
440,000,000.00	0.47%						440,770,916.45	718,269.86	770,9
	Weighted Return								
473,723,000.00		Totals					474,493,916.45	718,269.86	770,9

- 0.03% 12 month UBS Australia Bank Bill Index for 31 January 2022
- 0.41% Differential between Council's Weighted Return and UBS Australia Bank Bill Index

Notes: Face Value - refers to the principal amount invested.

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- 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.

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### RATE SETTING STATEMENT (FINANCIAL ACTIVITY STATEMENT) FOR THE PERIOD ENDED 31 JANUARY 2022

	FOR THE I	PERIOD ENDED	31 JANUARY	2022	Attachment 5			
		Year To	Date			Annu	al	
		Adopted			Adopted	Revised		
Description	Actual	Budget	Varian	ce	Budget	Budget	Varian	ce
·	\$	\$	\$	%	\$	\$	\$	%
Opening Surplus/(Deficit)	(21,118,439)	1,373,000	(22,491,439)	0	1,373,000	1,373,000	0	
OPERATING ACTIVITIES								
Revenues								
Operating Grants, Subsidies & Contributions	4,162,656	4,313,276	(150,620)	(3)	8,015,370	8,067,170	51,800	
Fees & Charges	42,008,915	42,473,397	(464,482)	(1)	50,296,054	50,296,054	0	
Interest Earnings	1,789,683	1,534,440	255,243	17	2,283,458	2,283,458	0	
Other Revenue	487,534	405,524	82,010	20	725,295	725,295	0	
	48,448,788	48,726,637	(277,849)	(1)	61,320,177	61,371,977	51,800	
Expenses								
Employee Costs	(44,126,451)	(43,886,850)	(239,601)	(1)	(77,092,475)	(77,142,475)	(50,000)	(C
Materials & Contracts	(31,878,032)	(41,865,763)	9,987,731	24	(73,738,173)	(73,739,973)	(1,800)	(C
Utility Charges	(4,902,434)	(5,612,681)	710,247	13	(9,755,555)	(9,755,555)	0	
Depreciation	(23,009,794)	(25,906,664)	2,896,870	11	(44,411,424)	(44,411,424)	0	
Interest Expenses	(2,407,674)	(2,400,779)	(6,895)	(0)	(4,115,430)	(4,115,430)	0	
Insurance	(782,160)	(692,903)	(89,257)	(13)			0	
		(120,365,640)	13,259,095	. ,	(210,398,690)		(51,800)	(0
Non-Cash Amounts Excluded	(,,,	(,,,	.0,200,000		(=::;:::;;:::;;	(,,,		<b>,</b> -
Depreciation	23,009,794	25,906,664	(2,896,870)	(11)	44,411,424	44,411,424	o	(
	(35,647,963)	(45,732,339)	10,084,376		(104,667,089)		0	
INVESTING ACTIVITIES	(00,047,000)	(40,702,000)	10,004,010		(104,007,000)			
Non Operating Grants, Subsidies & Contributions	6,797,137	11,127,704	(4,330,567)	(39)	19,076,024	18,994,033	(81,991)	(0
Contributed Physical Assets	4,108,442	3,735,000	373,442	(00)	12,180,000			(0
Non Operating Contract Expenses	(14,168,717)	0,700,000	(14,168,717)	Ū	(15,000,000)		Ĭ	
Profit on Asset Disposals	1,225,444	4,249,204	(3,023,760)	(71)	4,945,035		0	
Loss on Assets Disposals	1,225,444		1,013,273	100			0	, (
TPS & DCP Revenues	4,653,382	(1,013,273) 4,138,593	514,789	12	(.,,		0	(
TPS & DCP Expenses			13,024,955	91	25,630,638		0	(
	(1,212,641)	(14,237,596)	, ,	91 62	(19,907,771)		(2.010.016)	(3
Capital Expenditure	(17,126,283)	(44,800,000)	27,673,717		(82,213,708)		(2,919,816)	
Proceeds From Disposal Of Assets	(741,783)	5,040,000	(5,781,783)	(115)	8,640,000	, ,		(
	(16,465,018)	(31,760,368)	15,295,350	48	(47,663,055)	(50,664,862)	(3,001,807)	(6
Non-Cash Amounts Excluded		(0.705.000)	(070 440)					
Contributed Physical Assets	(4,108,442)	(3,735,000)	(373,442)	0	(.=,.=,.=,.		0	
Profit on Asset Disposals	(1,225,444)	(4,249,204)	3,023,760	0	(4,945,035)	(4,945,035)	0	
Loss on Assets Disposals	0	1,013,273	(1,013,273)	(100)	1,013,273	1,013,273	0	
Movement in Non Current Lease Liability	0	0	0	0	0			
Movement in Non- Current Deferred Pensioner Rates	232,228	0	232,228	0	0			
Movement in Non- Current Leave Liability Provision	(3,425)	0	(3,425)	0	0			
	(6,173,645)	(6,970,931)	797,286	(11)	(16,111,762)	(16,111,762)	0	
	(00.000.000)	(00 704 000)	16,092,636	42	(00 774 017)	(00 770 004)	(3,001,807)	(4
	(22,638,663)	(38,731,299)	10,092,030	42	(63,774,817)	(66,776,624)	(3,001,807)	(4
FINANCING ACTIVITIES								
Contributions from New Loans	0	0	^	0	15,000,000	15,000,000	o	
Transfers from Restricted Grants, Contributions & Loans	-	, v	(928,470)	(93)			0	
	68,700	997,170	(320,470)	(33)	1,709,434	1,709,434	0	
Transfers to Restricted Grants, Contributions & Loans Transfers from Reserves	0	0 25.326.857	(19,346,761)	(76)	42 417 400	42 417 400	1 1	
	5,980,096	· · ·		100	,,			
Transfers to Reserves	000 070	(22,807,932)	22,807,932		(00,000,012)		-	
Cash Backed Employee Provisions Transfers	332,972	0	332,972	0	-		0	
Transfers from Trust Fund- Cash Paid in Lieu of POS	0	1,440,296	(1,440,296)	0	_,,			
Transfers from Schemes	842,649	12,781,663	(11,939,015)	(93)	,,		0	
Transfers to Schemes	2,152,527	(12,781,663)	14,934,191	117	(= : ) = : : ; : = = ;		0	
	9,376,944	4,956,391	4,420,553	89	23,496,670			
(DEFICIT)/SURPLUS	(70,028,121)	(78,134,247)	8,106,126	(10)		(146,574,043)		(2
Amount To Be Raised From Rates	139,076,368	139,367,680	(291,312)	(0)				
Closing Surplus/(Deficit)	69,048,247	61,233,433	7,814,814	13	(2,380,556)	(5,382,363)	(3,001,807)	(

### CS03-03/22 Warrant of Payments for the Period to 31 January 2022

File Ref:	1859V02 – 22/69175
Responsible Officer:	Director, Corporate Strategy & Performance
Attachments:	Nil

### Issue

Presentation to the Council of a list of accounts paid for the month of January 2022, 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.

January 2022 is the first full month Warrants of Payment reporting out of the new Finance System which was implemented in December 2021. The reported numbers partially include migrated data and coding corrections where required.

### Detail

The following is the Summary of Accounts paid in January 2022

Funds	Vouchers	Amount
Director Corporate Services Advance A/C		
Accounts Paid – January 2022		
Cheque Numbers	122535 -	\$431,705.84
EFT Document Numbers	122671	<u>\$19,033,213.45</u>
TOTAL ACCOUNTS PAID	280 - 1193	\$19,464,919.29
Less Cancelled Cheques		(\$1,000.00)
Manual Journals		\$9,791,510.88
Town Planning Scheme		(\$0.00)
RECOUP FROM MUNICIPAL FUND		<u>\$29,255,430.17</u>
Municipal Fund – Bank A/C		
Accounts Paid – January 2022		
Recoup to Director Corporate Services Advance A/C		\$29,255,430.17
Direct Payments		\$0.00
Payroll – Direct Debits		<u>\$3,753,732.77</u>
TOTAL ACCOUNTS PAID		\$ <u>33,009,162.94</u>
Town Planning Scheme		
Accounts Paid – January 2022		
		<b>*</b> ****
TOTAL ACCOUNTS PAID		<u>\$0.00</u>

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Warrant of Payments January 2022						
Date Supplier / Description A						
Number	Duic	ouppier / Description	Amount			
122535	5/01/2022	Rates Refund	\$700.01			
122536	5/01/2022	Rates Refund	\$585.12			
122537	5/01/2022	Rates Refund	\$605.93			
122538	5/01/2022	Rates Refund	\$678.65			
122539	5/01/2022	Rates Refund	\$439.91			
122540	5/01/2022	Rebecca Grant	\$33.00			
		Refund - Holiday Program				
122541	5/01/2022	Gemma Coakley	\$33.00			
		Refund - Holiday Program				
122542	5/01/2022	Rates Refund	\$860.43			
122543	5/01/2022	Rates Refund	\$903.11			
122544	5/01/2022	Rates Refund	\$911.17			
122545	5/01/2022	Rates Refund	\$534.32			
122546	5/01/2022	Rates Refund	\$150.00			
122547	5/01/2022	Rates Refund	\$1,469.50			
122548	5/01/2022	Nathan Rodoreda	\$220.00			
		Refund - Building Envelope Modification -				
		Incomplete				
122549	5/01/2022	Rosaria Greenhill	\$222.00			
		Refund - Home Business Application - Withdrawn				
122550	5/01/2022	McMullen Nolan Group	\$318.00			
		Refund - Subdivision Clearance Application Fee				
122551	5/01/2022	McMullen Nolan Group	\$210.00			
		Refund - Subdivision Clearance application Fee				
122552	5/01/2022	Lendlease Building Contractors	\$2,000.00			
		Refund - Street & Verge Bond				
122553	5/01/2022	YHB Group Pty Ltd T/As Your Home Australia	\$2,000.00			
		Refund - Street & Verge Bond				
122554	5/01/2022	Perth Better Homes	\$28,222.70			
		Install Shade Sails - Wanneroo				
122555	5/01/2022	Blue Diamond Machinery	\$10,384.00			
		Equipment - Generator - Waste				
122556	5/01/2022	The Social Room WA	\$2,904.00			
		Manage Social Media Platforms				
122557	5/01/2022	Telstra	\$7,621.92			
		Navman Services				
122558	6/01/2022	Rates Refund	\$654.41			
122559	6/01/2022	Rates Refund	\$975.32			
122560	6/01/2022	Rates Refund	\$84.75			
122561	6/01/2022	Rates Refund	\$715.00			
122562	6/01/2022	Rates Refund	\$611.12			
122563	6/01/2022	Rates Refund	\$509.98			
122564	6/01/2022	Rates Refund	\$1,260.38			
122565	6/01/2022	Rates Refund	\$45,962.41			
122566	6/01/2022	Pauline Tilbrook	\$25.00			

		Refund - Copy of Septic Tank Plans - Not Available	
122567	6/01/2022	Rates Refund	\$191.67
122568	6/01/2022	Sports Circuit Linemarking	\$187.00
122000	0/01/2022	Re-Marking Athletic Track Lines - Kingsway AFL	φ107.00
122569	7/01/2022	Stephen Beattie	\$2,000.00
122000	110 112022	Refund - Street & Verge Bond	φ2,000.00
122570	10/01/2022	ST Spatial	\$146.00
122010	10/01/2022	Refund - Subdivision Application - Duplicate	φ1+0.00
122571	10/01/2022	McMullen Nolan Group Pty Ltd	\$175.00
122011	10/01/2022	Refund - Subdivision Clearance Application Fee	¢170.00
122572	10/01/2022	Rates Refund	\$585.63
122573	10/01/2022	Rates Refund	\$690.77
122573	10/01/2022	Rates Refund	\$642.29
122575	10/01/2022	Rates Refund	\$702.88
122576	10/01/2022	Rates Refund	\$14,731.77
122570	10/01/2022	Danie Mostert	\$1,000.00
122311	10/01/2022	Refund - Street & Verge Bond	ψ1,000.00
122578	10/01/2022	Cherie Arnold	\$2,000.00
122370	10/01/2022	Refund - Street & Verge Bond	φ2,000.00
122579	10/01/2022	Jobfit Health Group Pty Ltd	\$917.40
122319	10/01/2022	Medical Fees	\$917.40
122580	10/01/2022	Surekleen Products	\$189.20
122300	10/01/2022	3 in One Cleaner	φ109.20
122581	10/01/2022	Artem Design Studio Pty Ltd	\$6,600.00
122001	10/01/2022	Consultancy - Animal Care Centre	φ0,000.00
122582	14/01/2022	JPJ Landzone Pty Ltd	\$4,855.66
122302	14/01/2022	Bond Release - Vermont Garden Landsdale WAPC150991	φ4,000.00
122583	14/01/2022	JPJ Landzone Pty Ltd	\$21,470.00
		Bond Release - Vermont Gardens Stages 5 & 6 WAPC 157870	
122584	14/01/2022	Rates Refund	\$775.60
122585	14/01/2022	Rates Refund	\$309.02
122586	14/01/2022	Manishaben Joshi	\$33.00
		Refund - Holiday Program	
122587	14/01/2022	Rates Refund	\$744.46
122588	14/01/2022	Rates Refund	\$3,500.85
122589	14/01/2022	Rates Refund	\$8,428.32
122590	14/01/2022	Yiwei Gong	\$1,271.65
		Refund - Fence Application - Not Required	
122591	14/01/2022	Christopher Bicker	\$171.65
		Refund - Application - Rejected	
122592	14/01/2022	Shelford Constructions Pty Ltd	\$1,167.55
		Refund - Updated Titles Not Yet Released	-
122593	14/01/2022	Matthew Watts	\$65.60
		Refund - Copy Of Plans - Not Available	,
122594	14/01/2022	Jamie Bryson	\$22.00
		Refund - Copy Of Plans - Not Available	,
122595	14/01/2022	Nicky Pillion	\$25.00
		•	1

		Refund - Art Award Entry - Rejected	
122596	14/01/2022	Jai Singh	\$25.00
		Refund - Art Award Entry - Rejected	
122597	14/01/2022	GA Zuchner Mogall	\$25.00
		Refund - Art Award Entry - Rejected	
122598	14/01/2022	Leanne Harrison	\$25.00
		Refund - Art Award Entry - Rejected	
122599	14/01/2022	Peter Allpress	\$25.00
		Refund - Art Award Entry - Rejected	
122600	14/01/2022	Erika Algeri	\$25.00
		Refund - Art Award Entry - Rejected	
122601	14/01/2022	Dragan Pecanac	\$59.64
		Refund - Copy Of Plans - Not Available	
122602	14/01/2022	Allstyle Build	\$2,000.00
		Refund - Street & Verge Bond	
122603	14/01/2022	101 Residential Pty Ltd	\$4,000.00
		Refund - Street & Verge Bonds	
122604	14/01/2022	Cr Xuan Vinh Nguyen	\$2,690.46
		Monthly Allowance	
122605	14/01/2022	Infused Crossfit Occupational Therapy	\$2,200.00
		Three Vs Three Showdown Funding	
122606	14/01/2022	Mrs Anne Luobikis	\$150.00
		Celebrate Girrawheen - Provide Assistance For	
		Craft Activity	
122607	14/01/2022	Glass Slipper Entertainment	\$880.00
		2 Characters For Entertainment	
122608	17/01/2022	Banksia Grove Development Nominees Pty Ltd	\$76,822.00
		Bond Release - Banksia Grove Stage 51B WAPC	
		158983	
122609	17/01/2022	Coffeelicous	\$68.00
		Catering Services	
122610	17/01/2022	Jobfit Health Group Pty Ltd	\$966.90
		Medical Fees	
122611	17/01/2022	Cr Frank Cvitan	\$2,690.46
		Monthly Allowance	
122612	24/01/2022	Rates Refund	\$543.00
122613	24/01/2022	Rates Refund	\$597.72
122614	24/01/2022	Rates Refund	\$715.00
122615	24/01/2022	Rates Refund	\$543.00
122616	24/01/2022	Rates Refund	\$154.40
122617	24/01/2022	Rates Refund	\$597.72
122618	24/01/2022	Rates Refund	\$678.65
122619	24/01/2022	Rates Refund	\$666.53
122620	24/01/2022	Rates Refund	\$591.67
122621	24/01/2022	Rates Refund	\$461.76
122622	24/01/2022	Rates Refund	\$597.72
122623	24/01/2022	Rates Refund	\$593.69
122624	24/01/2022	Rates Refund	\$907.14
122625	24/01/2022	Rates Refund	\$836.19

CITY OF WANNEROO AGENDA OF ORDINARY COUNCIL MEETING 15 MARCH, 2022

IT OF WANN	EROO AGENDA	OF ORDINARY COUNCIL MEETING 15 MARCH, 2022	284
122626	24/01/2022	Rates Refund	\$393.86
122627	24/01/2022	Rates Refund	\$655.57
122628	24/01/2022	Rates Refund	\$700.01
122629	24/01/2022	Rates Refund	\$909.16
122630	24/01/2022	Rates Refund	\$165.48
122631	24/01/2022	Rates Refund	\$787.71
122632	24/01/2022	Rates Refund	\$129.71
122633	24/01/2022	Rates Refund	\$160.67
122634	24/01/2022	Rates Refund	\$775.60
122635	24/01/2022	Rates Refund	\$848.31
122636	24/01/2022	Rates Refund	\$593.69
122637	24/01/2022	Rates Refund	\$577.79
122638	24/01/2022	Rates Refund	\$824.07
122639	24/01/2022	Rates Refund	\$751.36
122640	24/01/2022	Rates Refund	\$509.01
122641	24/01/2022	Roslyn Leitch	\$147.00
	_ ;; • ;; _ • = • = =	Refund - Development Application - Withdrawn	<b></b>
122642	24/01/2022	Stuart Cox	\$147.00
		Refund - Development Application - Submitted	<b></b>
		Twice	
122643	24/01/2022	Cobu Designs	\$320.00
		Refund - Development Application - Withdrawn	
122644	24/01/2022	All About Building Construction Services	\$2,000.00
		Refund - Street & Verge Bond	
122645	24/01/2022	Logiudice Property Group	\$879.70
		Quarterly Admin/Reserve Fund Levy	
122646	24/01/2022	Gartner Australasia Pty Ltd	\$27,720.00
		HR Leadership Council For Midsize Companies	
122647	24/01/2022	Fly by Fun Pty Ltd	\$715.00
		City of Wanneroo Twilight Market Santa Claus Hire	
122648	24/01/2022	John David Ralph	\$250.00
		Musical Performance Hocking Twilight Markets	
122649	24/01/2022	V Lambda Lighting Design	\$1,072.50
		Progress Claim - Dalvik Park	
122650	24/01/2022	Perth Better Homes	\$1,932.65
		50% Bond Release Contract 21012PER Park Assets Renewal Program 2021/2022	
122651	24/01/2022	Cancelled	
122652	24/01/2022	Fyto-Green Australia Pty Ltd	\$5,648.50
		Wanneroo Floating Wetlands - Place Management	
122653	24/01/2022	Mrs Anne Luobikis	\$120.00
		Craft Assistance - Hocking Twilight Market	· · ·
122654	24/01/2022	Jobfit Health Group Pty Ltd	\$1,834.80
		Medical Fees	
122655	24/01/2022	Truckline	\$271.13
		Vehicle Spare Parts	· · · · · ·
122656	24/01/2022	Wendy Margaret Lugg	\$480.00
000	, 0 ., 2022	Workshop - Repurposing Old Fabric	÷.00.00

		OF ORDINART COUNCIL MEETING 15 MARCH, 2022	203
122657	27/01/2022	Janak Shah	\$33.00
		Refund - Holiday Program	
122658	27/01/2022	Rates Refund	\$973.00
122659	27/01/2022	Rates Refund	\$715.00
122660	27/01/2022	Kerry Duran	\$147.00
		Refund - Development Application - Not Required	
122661	27/01/2022	Nikki Tanner	\$147.00
		Refund - Development Application - Withdrawn	
122662	27/01/2022	Firma Homes Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
122663	27/01/2022	Jason Hopper	\$2,000.00
		Refund - Street & Verge Bond	
122664	27/01/2022	Rachel Short	\$1,000.00
		Refund - Street & Verge Bond	
122665	27/01/2022	Maria Flores	\$2,000.00
		Refund - Street & Verge Bond	. ,
122666	27/01/2022	Beacon Equipment	\$1,645.80
		Vehicle Spare Parts	+ /
122667	27/01/2022	Indianic Group Pty Ltd	\$73,378.25
		Mindarie Jetty Maintenance	¢: 0,0: 0: <u>-</u> 0
122668	27/01/2022	Fleetspec Hire	\$159.75
		Vehicle Hire	<i> </i>
122669	27/01/2022	Blank Walls International Pty Ltd	\$7,645.00
122000	2170172022	Kids Mentoring	<i><i><i></i></i></i>
122670	27/01/2022	Cancelled	
122670	27/01/2022	Cancelled	
122071	21/01/2022		
		Total Chague Doumanta	\$431,705.84
		Total Cheque Payments	φ+01,700.04
		Electropic Eurode Transfer	
280	5/01/2022	Electronic Funds Transfer Action Glass & Aluminium	\$2,583.90
200	5/01/2022	Leatherback Park Sports Amenities	φ2,000.90
281	5/01/2022	Cancelled	
281	5/01/2022	Allused Pty Ltd	\$2,612.50
202	5/01/2022	Hire Rake Bucket	φ2,012.50
283	5/01/2022	Australian Services Union	\$518.00
203	5/01/2022		φ010.0U
204	5/01/2022	Payroll Deductions Australian Taxation Office	¢562,000,00
284	5/01/2022		\$563,099.00
205	E /04 /0000	Payroll Deductions	<u><u><u></u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u></u>
285	5/01/2022	Australian Taxation Office	\$1,146,816.00
000	5/04/0000	Payroll Deductions	
286	5/01/2022	Boral Construction Materials Group Ltd	\$555.72
0.07	<b>E</b> /04/2020	Concrete Mix - Leach Road Wanneroo	<b>A</b> 4 <b>A-A A</b>
287	5/01/2022	Bring Couriers	\$1,278.86
	<b>F</b> /04/2022	Courier Services	<b>* ·</b>
288	5/01/2022	Carramar Resources Industries	\$156.09
		Disposal Of Rubble - Reinforced Concrete	
289	5/01/2022	CCS Strategic	\$7,694.22
		Submission Of Tender Evaluation Report	

			<b>^</b>
290	5/01/2022	CFMEU	\$204.0
		Payroll Deductions	
291	5/01/2022	Child Support Agency	\$1,684.4
		Payroll Deductions	
292	5/01/2022	City of Wanneroo	\$604.0
		Payroll Deductions	
293	5/01/2022	Department of Fire & Emergency Services	\$7,327,951.1
		2021 / 2022 ESL Quarter 2	
294	5/01/2022	Double G (WA) Pty Ltd	\$632.0
		Irrigation Modifications - Little Green Park	
295	5/01/2022	Dowsing Group Pty Ltd	\$86,170.9
		Concrete Works - Welwyn Avenue / Stevenage	
		Street	
296	5/01/2022	Fleet Network	\$998.2
		Payroll Deductions	
297	5/01/2022	Fusion Applications Pty Ltd	\$84,012.5
		Consulting Fees - MyFinance	
298	5/01/2022	HBF Health Limited	\$687.5
		Payroll Deductions	
299	5/01/2022	Hickey Constructions Pty Ltd	\$105,955.3
		Progress Claim 6 - Aquamotion Changerooms	
300	5/01/2022	Homebuyers Centre	\$4,000.0
		Refund - Street & Verge Bond	
301	5/01/2022	Hydroquip Pumps	\$880.0
		Camera Inspection Of Bore Casing & Screen - Homestead Park	
302	5/01/2022	Identity Perth	\$10,994.5
		Corporate Brand Style Guide	
303	5/01/2022	Integrity Industrial Pty Ltd	\$2,006.1
		Casual Labour	. ,
304	5/01/2022	Integrity Staffing	\$7,292.7
		Casual Labour	Ŧ ) -
305	5/01/2022	LD Total	\$16,613.8
		Hardstand Spraying – Clarkson / Mindarie	<i> </i>
306	5/01/2022	LGRCEU	\$1,568.2
000	0/01/2022	Payroll Deductions	φ1,000.2
307	5/01/2022	Materon Investments WA Pty Ltd	\$2,000.0
307	5/01/2022	Refund - Street & Verge Bond	ψ2,000.0
308	5/01/2022	Maxxia Pty Ltd	\$7,507.2
300	5/01/2022	Payroll Deductions	φ1,501.2
200	5/01/2022		¢7 450 7
309	5/01/2022	Mindarie Regional Council	\$7,152.7
240	E/04/0000	Refuse Disposal	<b><b><b>••••••••••••</b></b></b>
310	5/01/2022	Miracle Recreation Equipment Pty Ltd	\$3,575.0
		Playground Equipment Repairs - Halesworth Park	
311	5/01/2022	Oracle Customer Management Solutions Pty Ltd	\$5,614.4
		Phone Call Services - September 2021	•
312	5/01/2022	Paywise Pty Ltd	\$1,106.6
		Payroll Deductions	
	FIGURE		A

\$1,980.00

313 5/01/2022

Play Check

		Surface Impact Testing - St Andrews Park	
314	5/01/2022	Skyline Landscape Services (WA)	\$3,520.00
		Mulching - Carramar Golf Course	
315	5/01/2022	Softfallguys National	\$983.13
		Playground Softfall Works	
316	5/01/2022	Sphere Architects	\$3,113.00
		Contract Documentation - Eiffel Park Renovations	
317	5/01/2022	Surf Life Saving WA Incorporated	\$77,232.84
		Wanneroo Lifeguards December 2021	
318	5/01/2022	Synergy	\$422.09
		Power Supplies	
319	5/01/2022	Tree Planting & Watering	\$16,642.56
		Tree Watering - October 2021 - Parks	
320	5/01/2022	Ventura Home Group Pty Ltd	\$10,000.00
		Refund - Street & Verge Bond	
321	5/01/2022	Wanneroo Electric	\$1,160.62
		Lake Joondalup Pre-School	. ,
322	5/01/2022	Wow Group (WA) Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	+ )
323	5/01/2022	Breeze Printing	\$500.00
020	0,01,2022	Book Binding Services	<i>\</i>
347	6/01/2022	Addstyle Constructions Pty Ltd	\$2,000.00
011	0/01/2022	Refund - Street & Verge Bond	<i>\\\\\\\\\\\\\</i>
348	6/01/2022	Australian Manufacturing Workers Union	\$113.60
010	0/01/2022	Payroll Deductions	<b></b>
349	6/01/2022	Australian Taxation Office	\$53,630.00
010	0/01/2022	Payroll Deductions	<b>400,000.00</b>
350	6/01/2022	Blueprint Homes (WA) Pty Ltd	\$2,675.71
000	0/01/2022	Refund - Street & Verge Bond	φ2,070.71
351	6/01/2022	Boral Construction Materials Group Ltd	\$333.30
001	0/01/2022	Concrete Mix - Osaka Loop	φ000.00
352	6/01/2022	Carramar Resources Industries	\$112.20
002	0/01/2022	Disposal Of Rubble	ψ112.20
353	6/01/2022	CDM Australia Pty Ltd	\$103,675.00
000	0/01/2022	Professional Services - ICT	φ100,070.00
354	6/01/2022	Celebration Homes Pty Ltd	\$3,576.18
-004	0/01/2022	Refund - Street & Verge Bond	ψ0,070.10
355	6/01/2022	City of Wanneroo	\$34.40
000	0/01/2022	Payroll Deductions	ψ0+.+0
356	6/01/2022	Dahan BBQ	\$150.00
550	0/01/2022	Refund - Food Business Registration - Withdrawn	ψ100.00
357	6/01/2022	Edge People Management	\$2,268.44
557	0/01/2022	Case Management	ψ2,200.44
358	6/01/2022	Ellenby Tree Farms	\$352.00
550	0/01/2022	Planting - Splendid Avenue	ψ332.00
359	6/01/2022	<b>v</b> :	\$4,840.00
309	0/01/2022	Fusion Applications Pty Ltd	<b>Φ</b> 4,040.00
200	6/01/2022	Oracle Integration Service	<u> </u>
360	6/01/2022	Geoff's Tree Service Pty Ltd	\$3,714.23
		Pruning Works	

	•	DF ORDINARY COUNCIL MEETING 15 MARCH, 2022	288 <u> </u>
361	6/01/2022	HBF Health Limited	\$1,375.1
		Payroll Deductions	<u> </u>
362	6/01/2022	Homebuyers Centre	\$6,594.7
		Refund - Street & Verge Bond	
363	6/01/2022	Imagesource Digital Solutions	\$935.0
		PVC Banners & Roster Signs	
364	6/01/2022	James Bennett Pty Ltd	\$840.6
		Book Purchases	
365	6/01/2022	Kleenheat Gas Pty Ltd	\$7,236.8
		Gas Supplies For The City	
366	6/01/2022	LGRCEU	\$20.5
		Payroll Deductions	
367	6/01/2022	Marketforce Pty Ltd	\$10,038.8
		Advertising Services	
368	6/01/2022	Miracle Recreation Equipment Pty Ltd	\$1,804.0
		Repair Playground Equipment - Hardcastle Park	
369	6/01/2022	Paperbark Technologies Pty Ltd	\$660.0
		Arboriculture Report - Enterprise House	+
370	6/01/2022	Plantrite	\$231.3
0.0	0/01/2022	171 Plants	<i>\\\</i>
371	6/01/2022	Play Check	\$330.0
011	0/01/2022	Rubber Surface Impact Testing - Verwood Park	φ000.0
372	6/01/2022	Playmaster Pty Ltd	\$293,912.9
512	0/01/2022	Playground - Donnelly & Litchfield Parks	φ295,912.9
373	6/01/2022	Redink Homes Pty Ltd	0.000 09
313	0/01/2022	-	\$2,000.0
074	C/04/0000	Refund - Street & Verge Bond	¢4.404.0
374	6/01/2022	RJ Vincent & Co	\$4,124.8
075	0/04/0000	Payment Certificate 18 - Halesworth Park	<b>.</b>
375	6/01/2022	Skyline Landscape Services (WA)	\$1,619.2
		Landscape Maintenance	
376	6/01/2022	Smartbuilt Perth Pty Ltd	\$374.0
		Pest Control Services	
377	6/01/2022	Smartsalary	\$807.6
		Payroll Deductions	
378	6/01/2022	SSB Pty Ltd	\$12,000.0
		Refund - Street & Verge Bond	
379	6/01/2022	Synergy	\$1,443.6
		Power Supplies	
380	6/01/2022	Ventura Home Group Pty Ltd	\$6,000.0
		Refund - Street & Verge Bond	
381	6/01/2022	Western Australian Local Government Association	\$1,980.0
		Training Services	
394	10/01/2022	ABM Landscaping	\$532.9
		Brick Paving - Abbey Green	
395	10/01/2022	Rates Refund	\$1,595.5
396	10/01/2022	Aussie Natural Spring Water	\$31.5
		Water Supplies	
397	10/01/2022	Aveling Homes Pty Ltd	\$2,000.0
001	10/01/2022	Refund - Street & Verge Bond	ψΖ,000.0

398	10/01/2022	Blueprint Homes (WA) Pty Ltd	\$4,000.00
550	10/01/2022	Refund - Street & Verge Bond	φ4,000.00
399	10/01/2022	Boral Construction Materials Group Ltd	\$296.34
333	10/01/2022	Concrete Mix - Mangano Place	ψ290.0-
400	10/01/2022	Brownes Foods Operations Pty Limited	\$62.16
400	10/01/2022	Milk Supplies	ψ02.10
401	10/01/2022	CDM Australia Pty Ltd	\$23,078.00
401	10/01/2022	Professional Services - ICT	φ23,070.00
402	10/01/2022	Celebration Homes Pty Ltd	\$4,000.00
402	10/01/2022	Refund - Street & Verge Bond	φ4,000.00
403	10/01/2022	Chemistry Centre WA	\$310.20
403	10/01/2022	Water Samples - Herbicide Analysis	φ310.20
404	10/01/2022	CK Maloney Surveying	\$1,419.00
404	10/01/2022	Feature & Contour Survey - Civic Drive	φ1,419.00
405	10/01/2022	Corsign (WA) Pty Ltd	\$290.40
405	10/01/2022	Sign - Public Notice	φ290.40
406	10/01/2022	Dale Alcock Homes Pty Ltd	\$3,312.50
400	10/01/2022	Refund - Street & Verge Bond	φ3,312.30
407	10/01/2022	Edith Cowan University	\$200.00
407	10/01/2022	Contribution - City Of Wanneroo Award -	φ200.00
		Indigenous Health Studies	
408	10/01/2022	Feral Invasive Species Eradication	\$4,560.00
400	10/01/2022	Fox Control - Yellagonga - November 2021	φ4,300.00
409	10/01/2022	Fusion Applications Pty Ltd	\$32,615.00
409	10/01/2022	Oracle Specialist Services	ψ32,013.00
410	10/01/2022	Geoff's Tree Service Pty Ltd	\$933.83
410	10/01/2022	Pruning Works	\$900.00
411	10/01/2022	Homebuyers Centre	\$22,000.00
411	10/01/2022	Refund - Street & Verge Bond	φ22,000.00
412	10/01/2022	Identity Perth	\$286.00
412	10/01/2022	Summer Reading Club Campaign	φ200.00
413	10/01/2022	Integrity Industrial Pty Ltd	\$7,802.61
413	10/01/2022	Casual Labour	φ1,002.0
414	10/01/2022	J Blackwood & Son Ltd	\$1,728.54
414	10/01/2022		φ1,720.04
415	10/01/2022	PPE Supplies Materon Investments WA Pty Ltd	\$1,173.90
410	10/01/2022	Refund - Street & Verge Bond	φ1,173.90
416	10/01/2022	Mr Daniel Webb	000.02
416	10/01/2022		\$2,000.00
447	40/04/2022	Refund - Street & Verge Bond	
417	10/01/2022	Cancelled Rates Refund	¢1 006 70
418	10/01/2022		\$1,926.70
419	10/01/2022	Mr Reginald Hounslow	\$2,000.00
400	40/04/2022	Refund - Street & Verge Bond	<b><i><u>ФЕ 44E 0</u></i></b>
420	10/01/2022	Natural Area Holdings Pty Ltd	\$5,445.00
404	40/04/0000	Weed Control - Yanchep Lagoon	<u> </u>
421	10/01/2022	Nutrien Ag Solutions Limited	\$1,449.6
	10/01/2022	Fertiliser Supplies On Tap Plumbing & Gas Pty Ltd	\$699.60
422			w.coo.co

· · ·		OF ORDINARY COUNCIL MEETING 15 MARCH, 2022	290
423	10/01/2022		\$330.00
		Playground Audit - Breakwater Park	
424	10/01/2022	, ,	\$14,000.0
		Refund - Street & Verge Bond	
425	10/01/2022	Qualcon Laboratories	\$374.0
		Testing - Yanchep Lagoon & Quinns Beach Carpark	
426	10/01/2022	Reliable Fencing WA Pty Ltd	\$1,131.9
		Weld Key To Chain - Wanneroo Showgrounds	
427	10/01/2022	Sara Warner	\$27.0
		Refund - Rates Notice - Not City Of Wanneroo	
428	10/01/2022	Sifting Sands	\$8,052.5
		Sand Clean - Lowlands Park	
429	10/01/2022	SJ McKee Maintenance Pty Ltd	\$462.0
		Repair Services - Clubhouse Lane	
430	10/01/2022	Smartsalary	\$6,135.1
		Payroll Deductions	
431	10/01/2022	Softfallguys National	\$7,672.5
		Softfall Works - Fishermans Hollow Park	
432	10/01/2022	Sonic Healthplus Pty Ltd	\$486.2
		Medical Fees	
433	10/01/2022	SSB Pty Ltd	\$30,135.4
		Refund - Street & Verge Bond	
434	10/01/2022	Synergy	\$10,629.6
		Power Supplies	
435	10/01/2022	Tangent Nominees Pty Ltd (Atf The Summit Homes	\$777.6
		Group Trust)	
100	40/04/0000	Refund - Street & Verge Bond	<b>*</b> 05 045 0
436	10/01/2022	Tree Planting & Watering	\$35,315.2
407	40/04/0000	Tree Watering - November 2021	<b>\$7</b> 0070
437	10/01/2022	Triton Electrical Contractors Pty Ltd	\$7,007.0
	10/01/0000	Reticulation Repairs - Halesworth Park	<b>*</b> • <b>--</b> •
438	10/01/2022	Truck Centre WA Pty Ltd	\$270.4
100	10/01/0000	Licence Fees - Volvo	<u> </u>
439	10/01/2022	Turf Care WA Pty Ltd	\$3,535.0
		Turfing Works	<u> </u>
440	10/01/2022	Ventura Home Group Pty Ltd	\$4,000.0
		Refund - Street & Verge Bond	<b>*</b> + • <b>=</b> •
441	10/01/2022	Wanneroo Electric	\$105.0
		Electrical Maintenance	<u> </u>
442	10/01/2022	Water Corporation	\$1,040.7
		Water Supplies	
443	10/01/2022	West Coast Turf	\$1,254.0
		Turfing Works	
456	12/01/2022	A1 Pools	\$2,000.0
		Refund - Street & Verge Bond	
457	12/01/2022	Astro Synthetic Surfaces Pty Ltd	\$19,123.0
		Astro Playsafe - Alexander Heights -	
458	12/01/2022	Audhu Pty Ltd T/A NuChange Building	\$4,000.0

1		Refund - Street & Verge Bond	
459	12/01/2022	Blueprint Homes (WA) Pty Ltd	\$10,000.00
		Refund - Street & Verge Bond	
460	12/01/2022	Castledex	\$1,138.50
		Filing Cabinet	
461	12/01/2022	Celebration Homes Pty Ltd	\$10,000.00
		Refund - Street & Verge Bond	
462	12/01/2022	Chrysalis Quantity Surveying Pty Ltd	\$1,100.00
		Cost Report - Alkimos Arc Concept 5	
463	12/01/2022	Corner Desk Creative	\$2,475.00
		Artwork - Aquamotion Day 2022	
464	12/01/2022	Customised Projects Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
465	12/01/2022	David Jackson	\$2,000.00
		Refund - Street & Verge Bond	
466	12/01/2022	David Preston	\$2,000.00
		Refund - Street & Verge Bond	
467	12/01/2022	Department of Mines, Industry Regulation& Safety	\$101,959.70
		Collection Agency Fee Payments - September	
		2021	
468	12/01/2022	Double G (WA) Pty Ltd	\$38,500.00
		Progress Claim 5 - Anchorage Drive Stage 3	
469	12/01/2022	Ecoscape Australia Pty Ltd	\$5,673.25
		Flora & Vegetation Survey - Wallangarra Reserve	
470	12/01/2022	ELM Estate Landscape Maintenance	\$26,554.00
		Landscape Maintenance	
471	12/01/2022	Environmental Industries Pty Ltd	\$194,872.84
		Landscape Maintenance	
472	12/01/2022	Fila Constructions Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
473	12/01/2022	First Homebuilders Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
474	12/01/2022	Geoff's Tree Service Pty Ltd	\$9,347.73
		Tree Pruning Services For The City	
475	12/01/2022	Geoff's Tree Service Pty Ltd	\$3,733.95
		Tree Pruning Services For The City	
476	12/01/2022	Getty Images Pty Ltd	\$3,880.80
		Stock Subscription 15.10.2021 - 14.10.2022	
477	12/01/2022	Gillmore Electrical Services	\$5,589.10
		Progress Claim 2 - Pathway Lights - Jindinga Park	
478	12/01/2022	Grasstrees Australia	\$231.00
		Grasstree Inspection - Wanneroo Road	
479	12/01/2022	Halpd Pty Ltd Trading As Affordable Living Homes	\$6,000.00
		Refund - Street & Verge Bond	
480	12/01/2022	Hays Personnel Services	\$3,335.48
		Casual Labour	
481	12/01/2022	HiDrive Group	\$662.23
		Vehicle Works	
482	12/01/2022	Home Group WA Pty Ltd	\$2,000.00

	EROU AGENDA	OF ORDINARY COUNCIL MEETING 15 MARCH, 2022	292
		Refund - Street & Verge Bond	
483	12/01/2022	Home Group WA Pty Ltd	\$498.50
		Refund - Street & Verge Bond	
484	12/01/2022	Homebuyers Centre	\$4,000.00
		Refund - Street & Verge Bond	
485	12/01/2022	Hudson Global Resources (Aust) Pty Ltd	\$3,966.53
		Casual Labour	<i> </i>
486	12/01/2022	Imagesource Digital Solutions	\$528.00
	12/01/2022	Signs - Gallery Open	<b></b>
487	12/01/2022	Integrity Industrial Pty Ltd	\$14,049.56
107	12/01/2022	Casual Labour	φ11,010.00
488	12/01/2022	Integrity Industrial Pty Ltd	\$2,794.31
+00	12/01/2022	Casual Labour	ψ2,7 54.51
489	12/01/2022	J Blackwood & Son Ltd	\$331.16
409	12/01/2022	Staff Uniforms	φ <b>3</b> 31.10
400	40/04/0000		¢0,000,00
490	12/01/2022	Jason Blight	\$2,000.00
10.1	4.0.10.4.10.0.00	Refund - Street & Verge Bond	<b>*</b> ••••••
491	12/01/2022	Karen Spencer	\$2,000.00
		Refund - Street & Verge Bond	<b>•</b> • • • • •
492	12/01/2022	Katherine Chapman	\$61.75
		Refund - Aquamotion Membership - Cancelled	
493	12/01/2022	Kompan Playscape Pty Ltd	\$2,453.57
		Bond Refund	
494	12/01/2022	Landgate	\$1,256.41
		Rates Unimproved Values Schedule	
495	12/01/2022	Landscape Elements	\$2,000.00
		Refund - Street & Verge Bond	
496	12/01/2022	LD Total	\$14,581.92
		Landscape Maintenance	
497	12/01/2022	Materon Investments WA Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
498	12/01/2022	Mindarie Regional Council	\$1,960.97
		Refuse Disposal	. ,
499	12/01/2022	Mini-Tankers Australia Pty Ltd	\$3,064.85
		Fuel Issues For The City	<i>+ • , • • • • • • • • • • • • • • • • • </i>
500	12/01/2022	Miracle Recreation Equipment Pty Ltd	\$99.00
000	12/01/2022	Playground Equipment Repairs	<b>\$00.00</b>
501	12/01/2022	Cancelled	
502	12/01/2022		\$1,000.00
502	12/01/2022	Mr Benjamin Nugent Refund - Street & Verge Bond	\$1,000.00
502	40/04/2022	<u> </u>	¢2,000,00
503	12/01/2022	Mr Iskhandar Yahya	\$2,000.00
50.4	40/04/0000	Refund - Street & Verge Bond	<b>*•</b> • • • • •
504	12/01/2022	Mr John Ward	\$2,000.00
	10/01/07	Refund - Street & Verge Bond	<b>A a a a a</b>
505	12/01/2022	Mr Mohd Husain	\$2,000.00
		Refund - Street & Verge Bond	
506	12/01/2022	Mrs Dianne Gilbert	\$2,000.00
		Refund - Street & Verge Bond	
507	12/01/2022	Mrs Donna Nichols	\$2,000.00

IT OF WANNE	EROU AGENDA	OF ORDINARY COUNCIL MEETING 15 MARCH, 2022	293
		Refund - Street & Verge Bond	
508	12/01/2022	Neevas Construction Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
509	12/01/2022	On Tap Plumbing & Gas Pty Ltd	\$573.10
		Plumbing Maintenance	
510	12/01/2022	P3 Events Pty Ltd	\$829.40
		Marquee Hire - Peet Treasures - Shorehaven	
		Community Event	
511	12/01/2022	Paperbark Technologies Pty Ltd	\$605.00
		Arboriculture Report - Dalvik Park	
512	12/01/2022	Perth Energy Pty Ltd	\$145,708.68
		Power Supplies	
513	12/01/2022	Perth Extensions Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
514	12/01/2022	Perth Patio Magic Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	. ,
515	12/01/2022	Perth Playground And Rubber	\$1,626.87
		Bond Refund	+ - ,
516	12/01/2022	Perth Solar Force	\$2,000.00
010	12/01/2022	Refund - Street & Verge Bond	φ2,000.00
517	12/01/2022	PR Mattaboni & Co	\$770.00
017	12/01/2022	Surveying / Pegging - Capricorn Esplanade	φ//0.00
518	12/01/2022	Quinns Rock Bush Fire Brigade	\$1,100.00
510	12/01/2022	Reimbursement - Driver Training	ψ1,100.00
519	12/01/2022	Quinns Rock Bush Fire Brigade	\$244.60
519	12/01/2022	Catering - Butler Fire Station Training 18.11.2021	φ244.00
520	12/01/2022	Redink Homes Pty Ltd	\$4,000.00
520	12/01/2022	Refund - Street & Verge Bond	φ4,000.00
521	12/01/2022	Sharmini Fraser Designs	\$2,750.00
521	12/01/2022	Business Wanneroo Website	φ2,750.00
500	40/04/0000		¢4 470 00
522	12/01/2022	SJ McKee Maintenance Pty Ltd	\$1,176.00
		Pressure Cleaning - Clubhouse Land And Surrounds Gnangara	
523	12/01/2022	Smartbuilt Perth Pty Ltd	\$68.94
020	12/01/2022	Pest Control Services	<b>400.0</b>
524	12/01/2022	Smoke & Mirrors Audio Visual	\$7,478.50
021	12/01/2022	Sound And Light Equipment - Butler Concert	φη, πο.ος
		11.12.2021	
525	12/01/2022	Solargain Pv Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	. ,
526	12/01/2022	<u> </u>	\$6,281.00
		Design Development	+-)
527	12/01/2022	SSB Pty Ltd	\$5,250.00
		Refund - Street & Verge Bond	<i>40,200.00</i>
528	12/01/2022	Supreme Shades Pty Ltd	\$7,647.87
020	, 0 1/ 2022	Cash Security Release - Remaining Amount	ψι,υτι.υι
		Contract 20040Sup Park Assets Renewal Program	
529	12/01/2022	Tangent Nominees Pty Ltd (Atf The Summit Homes	\$2,000.00
523	12/01/2022	Group Trust)	ψ2,000.00
		Refund - Street & Verge Bond	

530	12/01/2022	The Trustee for Hoeden Family Trust	\$2,000.00
		Refund - Street & Verge Bond	. ,
531	12/01/2022	Travis Mitchell Construction Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
532	12/01/2022	Triton Electrical Contractors Pty Ltd	\$132.00
		Reticulation Works - Highview Park	
533	12/01/2022	Turf Care WA Pty Ltd	\$5,145.36
		Turfing Works	
534	12/01/2022	Two Rocks IGA	\$240.00
		Catering - Youth Mental Health First Aid Course 06.11.2021	
535	12/01/2022	Ventura Home Group Pty Ltd	\$6,000.00
		Refund - Street & Verge Bond	+-,
536	12/01/2022	Vertical Asset Pty Ltd	\$10,000.00
		Bond Refund - 24 Darling Rise	<i> </i>
537	12/01/2022	Viktor Toth	\$2,000.00
		Refund - Street & Verge Bond	<i> </i>
538	12/01/2022	Wanneroo Electric	\$515.22
		Electrical Maintenance	<b>+0</b> • <b>0</b> • <b>2</b> •
539	12/01/2022	Water Corporation	\$3,819.61
		Water Supplies	<i><i><i>ϕ</i>ϕϕϕϕϕϕϕϕϕϕϕ</i></i>
540	12/01/2022	West Coast Shade Pty Ltd	\$4,251.37
		Bond Refund	+ -,
541	12/01/2022	Western Australian Treasury Corporation	\$230,550.19
• • •		Guarantee Fee Ending 31.12.2021	+
542	12/01/2022	Workpower Incorporated	\$29,254.50
		Mesh Installation - Burns Beach	+;
543	12/01/2022	Wow Group (WA) Pty Ltd	\$8,000.00
		Refund - Street & Verge Bond	+-,
544	14/01/2022	Active Pathways Pty Ltd	\$7,150.00
		Blair Evans - Influential & Motivation Ambassador - Support To Build New Swimming & Recreation Facility	
545	14/01/2022	Australia Post	\$65,748.72
		Lodged Mail - November 2021	
546	14/01/2022	Banksia Grove Development Nominees PL	\$365,787.56
		Bond Refund - Banksia Grove Stage 51B WAPC 158983	
547	14/01/2022	Bridgestone Australia Limited	\$1,924.63
		Tyre Fitting Services	
548	14/01/2022	Building & Construction Industry Training Board	\$29,833.04
		Collection Agency Fee Payments 01.10.2021 - 31.10.2021	
549	14/01/2022	CDM Australia Pty Ltd	\$28,424.00
		Professional Services - ICT	
550	14/01/2022	Centaman Systems Pty Ltd	\$8,228.00
		Business & Process Analysis	
551	14/01/2022	Chubb Fire & Security Pty Ltd	\$1,108.80
		Fire Extinguisher Works	
552	14/01/2022	Rates Refund	\$330.05

553	14/01/2022	DC Golf	\$197,224.80
		Commission Fees - Carramar Golf Course November 2021	
554	14/01/2022	Department of Water and Environmental Regulation	\$6,496.00
		Annual License Fee	
555	14/01/2022	ECO Environmental Holdings Pty Ltd	\$220.00
		Water Sampling	
556	14/01/2022	Eco Landworks Pty Ltd	\$13,556.40
		Prescribed Burn - Doogarch Park	
557	14/01/2022	Environmental Industries Pty Ltd	\$37,518.89
		Landscape Maintenance	
558	14/01/2022	Environmental Industries Pty Ltd	\$9,137.71
		Landscape Maintenance	
559	14/01/2022	Focus Consulting WA Pty Ltd	\$14,300.00
		Consultancy Services - Elliot & Bellport Park Tennis	
560	14/01/2022	Forpark Australia Pty Ltd	\$41,828.60
		Shade Sails Renewal Program	
561	14/01/2022	Fusion Applications Pty Ltd	\$5,830.00
		Oracle Integration Cloud Developer	
562	14/01/2022	G&S Industries	\$10,977.83
		Remote Monitoring Camera Pole Supply	
563	14/01/2022	Geoff's Tree Service Pty Ltd	\$1,142.98
		Pruning Services	
564	14/01/2022	GPC Asia Pacific Pty Ltd	\$145.81
		Vehicle Spare Parts	
565	14/01/2022	Hitachi Construction Machinery Pty Ltd	\$75.53
		Vehicle Spare Parts	· · ·
566	14/01/2022	Horizon West Landscape Constructions	\$265,078.44
		Construction Claim - Wonambia Park Upgrade	
567	14/01/2022	Hose Right	\$669.16
		Vehicle Hoses	•
568	14/01/2022	Integrity Industrial Pty Ltd	\$1,068.53
		Casual Labour	+ ,
569	14/01/2022	Integrity Industrial Pty Ltd	\$7,504.31
	1 1/0 1/2022	Casual Labour	\$1,00 1101
570	14/01/2022	J Blackwood & Son Ltd	\$99.88
010	1 1/0 1/2022	PPE Issues	<b>\$00.00</b>
571	14/01/2022	Landcare Weed Control	\$423.50
0/1		Landscape Maintenance	ų i20.00
572	14/01/2022	Landsdale Rose Gardens	\$1,452.00
012	1	75 Roses - Place Management	ψ1,102.00
573	14/01/2022	LD Total	\$81,022.48
515	1-1/01/2022	Landscape Maintenance	ψ01,022.40
574	14/01/2022	Let's All Party	\$8,995.00
574	17/01/2022	Catering & Equipment Hire - Butler Concert	ψ0,030.00
575	14/01/2022	Main Roads WA	\$14,402.30
515	17/01/2022	Grant Payment - Kingsbridge Boulevard	ψιτ,τυ2.30
576	14/01/2022	Millennium Cleaning (WA) Pty Ltd	¢603.36
010	14/01/2022	winich hum Cleaning (WA) Fly LU	\$603.26

	1	OF ORDINARY COUNCIL MEETING 15 MARCH, 2022	297 ©744.00
627	17/01/2022	· · · · · · · · · · · · · · · · · · ·	\$711.82
	1 - 10 1 10 0 0 0	Vehicle Spare Parts	<u> </u>
628	17/01/2022	0	\$15,749.25
		Consultancy Services - Carramar Golf Course	
629	17/01/2022	Cathara Consulting Pty Ltd	\$6,667.10
		Casual Labour	
630	17/01/2022	City of Wanneroo	\$225.00
		Offset Of Rates In Lieu Of Monthly Allowance Due	
631	17/01/2022	Cleanaway Equipment Services Pty Ltd	\$532.54
		Disposal Of Oil Filters	
632	17/01/2022	CS Legal	\$7,854.05
		Court Fees	
633	17/01/2022	ELM Estate Landscape Maintenance	\$31,966.00
		Landscape Maintenance	
634	17/01/2022	Environmental Industries Pty Ltd	\$97,899.77
		Landscape Maintenance	
635	17/01/2022	•	\$558.00
		Landscape Maintenance	
636	17/01/2022	Focus Consulting WA Pty Ltd	\$3,850.00
		Electrical Consulting - Brampton Park Pedestrian	+-,
		Lighting	
637	17/01/2022	Forrest And Forrest Games	\$334.40
		Marangaroo Golf Course Design	
638	17/01/2022	Grasstrees Australia	\$506.00
		Grasstree Watering - Golfview Park	-
639	17/01/2022	<u> </u>	\$11,158.18
		Rotary Mowing - Active Parks - 27.09.2021	. ,
640	17/01/2022	Hays Personnel Services	\$10,457.17
		Casual Labour	<b>,</b> ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
641	17/01/2022	Hemsley Paterson	\$4,400.00
0	, 0 2022	Property Valuation	<i>\(\)</i>
642	17/01/2022	Hose Right	\$144.49
0.12	11/01/2022	Vehicle Spare Parts	<b></b>
643	17/01/2022	Kerb Direct Kerbing	\$9,959.93
040	17/01/2022	Kerbing Works - Stevenage / Welwyn	ψ0,000.00
644	17/01/2022	LD Total	\$32,733.54
044	17/01/2022	Landscape Maintenance	ψ02,700.0-
645	17/01/2022	Let's All Party	\$6,600.00
045	17/01/2022	Amusement Hire	φ0,000.00
646	47/04/2022		¢400.00
646	17/01/2022	Miracle Recreation Equipment Pty Ltd	\$132.00
0.17	17/01/0000	Reinstall Rope - Mariala Park	<b>.</b>
647	17/01/2022	Navman Wireless Australia Pty Ltd	\$500.50
		Removal & Re-Fit Of Halo / Qube In Ranger	
648	17/01/2022	Vehicles	¢1 075 00
040	17/01/2022	Paperbark Technologies Pty Ltd	\$1,275.00
		Arboriculture Services For The City - Kingsway Playground	
	47/04/0000	Powerhouse Batteries Pty Ltd	\$148.52
640			
649	17/01/2022	Vehicle Battery	φ110.02

		Printing - Cast Vehicle Wrap Latex Print	
651	17/01/2022	Reliable Fencing WA Pty Ltd	\$5,299.80
		Install Bollards - Shelvock Park	. ,
652	17/01/2022	Roads 2001	\$121,071.41
		Install Kerbing Shelvock Park Carpark Extension	. ,
653	17/01/2022	Site Sentry Pty Ltd	\$770.00
		Mobile CCTV - 14.12.2021	
654	17/01/2022	Slater-Gartrell Sports	\$462.00
		Tennis Winders	
655	17/01/2022	Smartbuilt Perth Pty Ltd	\$99.00
		Bee Treatment - Kingsway Cricket Club	
656	17/01/2022	Suez Recycling & Recovery Pty Ltd	\$97,607.33
		Waste Collection Services	
657	17/01/2022	Synergy	\$1,989.83
		Power Supplies	. ,
658	17/01/2022	The Trustee for Hayto Trust	\$275.00
		Photography - Facility Opening 18.11.2021	
659	17/01/2022	Trailer Parts Pty Ltd	\$27.13
		Vehicle Spare Parts	· · ·
660	17/01/2022	Turf Care WA Pty Ltd	\$12,126.65
		Golf Course Maintenance - Carramar Golf Course	+·-,·
661	17/01/2022	Wanneroo Electric	\$310.32
		Electrical Maintenance	<i> </i>
662	17/01/2022	Wanneroo Electric	\$1,365.90
		Electrical Maintenance	<i> </i>
663	17/01/2022	Workpower Incorporated	\$852.50
		Weed Control - Ashbrook Park	<i> </i>
664	17/01/2022	Yolk Syndicate 118 Pty Ltd	\$3,267.00
		Roydon Park Construction	+-,
665	17/01/2022	Cancelled	
666	17/01/2022	Cancelled	
667	17/01/2022	Cancelled	
668	17/01/2022	Cancelled	
669	17/01/2022	Cancelled	
674	18/01/2022	Anthony Verteramo	\$1,077.60
		Reimbursement - Builders Registration	+ )
675	18/01/2022	Bimsara Hewa Pathirannahelage Jayendra	\$1,017.75
		Pathirathna	÷ )
		Reimbursement - Expenses	
676	18/01/2022	Jennifer Maladevi Rajendran	\$745.00
		Reimbursement - 2022 CPA Annual Membership	
		Renewal	
677	18/01/2022	Mark Dickson	\$26.30
		Reimbursement - Business Hospitality Site Meeting - Hatch Roberts Day	
678	18/01/2022	S Paulsen	\$745.00
		Reimbursement - Professional Membership	
	40/04/0000	Andrew Kelly	\$360.00
679	18/01/2022		φ000.00

680	18/01/2022	DF ORDINARY COUNCIL MEETING 15 MARCH, 2022 Australian Services Union	\$518.00
000	10/01/2022	Payroll Deductions	φ516.00
681	18/01/2022	Australian Taxation Office	\$605,373.00
001	10/01/2022		φ005,373.0C
600	40/04/2022	Payroll Deductions	ФС4 <u>2</u> БС
682	18/01/2022	Boral Construction Materials Group Ltd	\$643.50
000	40/04/0000	Concrete Mix - Karoborup Road Carabooda	¢0.070.50
683	18/01/2022	Boss Bollards	\$3,679.50
004	40/04/0000	Concrete Wheel Stops - Yanchep Industrial Area	<u> </u>
684	18/01/2022	Bridgestone Australia Limited	\$1,146.20
005	40/04/0000	Tyre Fitting Services	<b>\$4</b> 405 00
685	18/01/2022	CDM Australia Pty Ltd	\$1,485.00
	10/01/0000	Professional Services - ICT	<b>*</b> ~~ <b>*</b> ~~ <b>*</b> ~~
686	18/01/2022	CFMEU	\$204.00
	10/01/0000	Payroll Deductions	<u> </u>
687	18/01/2022	Child Support Agency	\$1,684.47
		Payroll Deductions	
688	18/01/2022	City of Wanneroo	\$225.00
		Offset Of Rates In Lieu Of Monthly Allowance	
689	18/01/2022	City of Wanneroo	\$592.00
		Payroll Deductions	
690	18/01/2022	Claire Davenhall	\$150.00
		Consultancy Meeting - Grandis Primary School	
691	18/01/2022	Cool Breeze Rentals Pty Ltd	\$10,244.30
		2 Evaporative Coolers - Fleet	
692	18/01/2022	Cr Brett Treby	\$4,596.15
		Monthly Allowance	
693	18/01/2022	Cr Christopher Baker	\$2,690.46
		Monthly Allowance	
694	18/01/2022	Cr Glynis Parker	\$2,690.46
		Monthly Allowance	
695	18/01/2022	Cr Helen Berry	\$2,690.46
		Monthly Allowance	
696	18/01/2022	Cr Jacqueline Huntley	\$2,465.46
		Monthly Allowance	
697	18/01/2022	Cr James Rowe	\$2,690.46
		Monthly Allowance	
698	18/01/2022	Cr Jordan Wright	\$2,690.46
		Monthly Allowance	
699	18/01/2022	Cr Linda Aitken	\$2,690.46
		Monthly Allowance	
700	18/01/2022	Cr Natalie Herridge	\$2,690.46
		Monthly Allowance	
701	18/01/2022	Cr Natalie Sangalli	\$2,690.46
		Monthly Allowance	
702	18/01/2022	Cr Paul Miles	\$2,490.46
		Monthly Allowance	· .
703	18/01/2022	Cr Sonet Coetzee	\$2,690.40
		Monthly Allowance	. ,
704	18/01/2022	David Paul Petale	\$700.00

	_		
		Workshop - On The Write Track	
705	18/01/2022	Double G (WA) Pty Ltd	\$1,835.86
		Irrigation Main Line Relocation Works - Warradale	
700	4.0 /0.4 /0.000	Park	<u> </u>
706	18/01/2022	ELM Estate Landscape Maintenance	\$24,299.00
		Irrigation Maintenance - Active Playing Surfaces - 3 Locations	
707	18/01/2022	Focus Consulting WA Pty Ltd	\$1,430.00
		Electrical Consulting Services - Gumblossom Park Netball Lighting	<i>•••••••••••••••••••••••••••••••••••••</i>
708	18/01/2022	Focus Settlements	\$822.72
700	10/01/2022	Sale Of 6 Wade Court Girrawheen	ψ022.72
709	18/01/2022	Geoff's Tree Service Pty Ltd	\$947.37
109	10/01/2022	Pruning Works	ψ <del>3</del> 47.37
710	18/01/2022	Grasstrees Australia	\$1,012.00
710	10/01/2022	Grasstree Watering	ψ1,012.00
711	18/01/2022	Green Options Pty Ltd	\$17,197.05
/ 1 1	10/01/2022	Rotary Mowing - Active Parks - 29.11.2021	φ17,197.05
712	18/01/2022		\$1,201.20
/12	10/01/2022	Greenway Turf Solutions Pty Ltd	φ1,201.20
713	18/01/2022	Turfing Works Hose Right	¢1 022 44
713	10/01/2022	Vehicle Hoses	\$1,032.44
74.4	4.0/04/2022		¢0 004 70
714	18/01/2022	Hydroquip Pumps	\$9,984.70
745	40/04/0000	Pump Works - Hardcastle Park	<b>*</b> 0.040.40
715	18/01/2022	Integrity Industrial Pty Ltd	\$2,218.43
74.0	40/04/0000	Casual Labour	<b>#004 70</b>
716	18/01/2022	J Blackwood & Son Ltd	\$204.79
	4.0 /0.4 /0.000	PPE Issues	<b>*</b> 4 <b>=</b> 0 00
717	18/01/2022	Jason & Rachel Nash	\$150.00
		Animal Registration Refund	<b>*</b>
718	18/01/2022	John Desmond West	\$375.00
		Steam Club Session - Clarkson Library	<b>.</b>
719	18/01/2022	Landcare Weed Control	\$1,663.75
		Landscape Maintenance For The City	
720	18/01/2022	LGRCEU	\$1,568.26
		Payroll Deductions	
721	18/01/2022	Mastec Australia Pty Ltd	\$1,629.71
		Waste Bin Wheels	
722	18/01/2022	Maxxia Pty Ltd	\$7,507.21
		Payroll Deductions	
723	18/01/2022	Mindarie Regional Council	\$44,823.56
		Refuse Disposal	
724	18/01/2022	Miracle Recreation Equipment Pty Ltd	\$566.50
		Playground Equipment Repairs	
725	18/01/2022	Paywise Pty Ltd	\$1,106.60
		Payroll Deductions	
726	18/01/2022	Perth Heavy Tow	\$577.50
		Towing Services	
727	18/01/2022	Powerhouse Batteries Pty Ltd	\$390.79

	1	· · · · · · · · · · · · · · · · · · ·	
		Vehicle Batteries	
728	18/01/2022	Reliable Fencing WA Pty Ltd	\$671.90
		Fencing Repairs	
729	18/01/2022	Reliable Fencing WA Pty Ltd	\$288.46
		Fencing Repairs	
730	18/01/2022	Roads 2002	\$393,941.34
		Final Claim - Civic Drive	
731	18/01/2022	Sifting Sands	\$1,430.00
		Sand Cleaning - Dragonfly Park	
732	18/01/2022	Smoke & Mirrors Audio Visual	\$2,830.00
		Equipment Hire - Oldham Park	
733	18/01/2022	St John Ambulance Western Australia Ltd	\$1,124.87
		Event Health Services - Yanchep Community	. ,
		Concert	
734	18/01/2022	StrataGreen	\$959.21
		Landscape Supplies	
735	18/01/2022	Synergy	\$582.41
		Power Supplies	
736	18/01/2022	Synergy	\$658.80
		Power Supplies	
737	18/01/2022	Training Services Australia	\$660.00
		Training - Safety And Health Representative	
738	18/01/2022	22.11.2021 Triton Electrical Contractors Pty Ltd	\$198.00
100	10/01/2022	Install Temporary Signal Loan Panel - Banksia	φ100.00
		Grove Community Centre	
739	18/01/2022	Turf Care WA Pty Ltd	\$120,779.44
	10/01/2022	Turfing Works	<i><i><i>ϕ</i>:20,110111</i></i>
740	18/01/2022	Wanneroo Electric	\$263.76
1.10	10/01/2022	Electrical Maintenance	φ200.70
741	18/01/2022	West Coast Turf	\$940.50
1 - 1	10/01/2022	Turfing Works	φ0-10.00
742	18/01/2022	Zeplin Pty Ltd	\$23,320.00
142	10/01/2022	Pronester Licenses	ψ23,320.00
743	19/01/2022	Advanced Traffic Management	\$826.23
743	19/01/2022		φ020.23
744	10/01/2022	Connolly Drive - Engineering	¢679.65
744	19/01/2022	Rates Refund	\$678.65
745	19/01/2022	Rates Refund	\$1,486.71
746	19/01/2022	Rates Refund	\$595.70
747	19/01/2022	Applied Security Force	\$636.00
- 10	10/01/0000	Crowd Controller - Staff Christmas Party	<u> </u>
748	19/01/2022	Benara Nurseries	\$13,727.74
		Swansea Promenade - Supply Plants For Gardens And Landscape Areas	
749	19/01/2022	Boral Construction Materials Group Ltd	\$1,961.52
		Concrete Mix	· ·
750	19/01/2022	Cherry's Catering	\$11,566.50
		Catering Services	
751	19/01/2022	Clark Equipment Sales Pty Ltd	\$162.47

		Vehicle Spare Parts	302
752	19/01/2022	Corsign (WA) Pty Ltd	\$864.74
		Signs Installation - Inspiration Drive And	<b>T</b>
		Advantage Way	
753	19/01/2022	David Paul Petale	\$700.00
		Workshop - Write Track	
754	19/01/2022	Draeger Australia Pty Ltd	\$1,094.50
		Tube Pump Drager	
755	19/01/2022	Drainflow Services Pty Ltd	\$539.00
		Sweeping / Drain Cleaning Services	
756	19/01/2022	Drainflow Services Pty Ltd	\$2,101.00
		Sweeping / Drain Cleaning Services	
757	19/01/2022	ELM Estate Landscape Maintenance	\$440.00
		Entry Statement Servicing - Alkimos	
758	19/01/2022	Environmental Industries Pty Ltd	\$5,280.00
		Pruning - Alkimos	
759	19/01/2022	Environmental Industries Pty Ltd	\$20,772.60
		Landscape Maintenance	. ,
760	19/01/2022	Freedom Fairies Pty Itd	\$858.00
		Face Painting - Kingsbridge Park Butler	•
761	19/01/2022	Geoff's Tree Service Pty Ltd	\$1,059.33
		Tree Pruning Services	<i> </i>
762	19/01/2022	Goldsurf Holdings Pty Ltd	\$2,640.00
. 02		Lawn Conditioner	<i>\\\\\\\\\\\\\</i>
763	19/01/2022	Green Options Pty Ltd	\$6,015.68
100	10/01/2022	Landscape Maintenance	\$0,010.00
764	19/01/2022	Hydra Storm	\$6,270.00
701	10/01/2022	Wave Grate	φ0,270.00
765	19/01/2022	Imagesource Digital Solutions	\$139.70
100	10/01/2022	Coreflute A-Frame Inserts	φ100.70
766	19/01/2022	Integrity Industrial Pty Ltd	\$2,079.79
700	13/01/2022	Casual Labour	φ2,075.75
767	19/01/2022	Integrity Industrial Pty Ltd	\$1,761.69
101	19/01/2022	Casual Labour	φ1,701.03
768	19/01/2022	Integrity Staffing	\$428.93
700	19/01/2022	Casual Labour	ψ+20.90
769	19/01/2022	Rates Refund	\$480.32
709	19/01/2022	J Blackwood & Son Ltd	\$480.32
110	19/01/2022	PPE Issues	ψ320.32
771	19/01/2022	Rates Refund	\$6,500.00
771	19/01/2022	Rates Refund	\$514.84
	19/01/2022		\$1,714.82
773		Rates Refund	
774	19/01/2022	Kleenheat Gas Pty Ltd	\$5,678.41
	40/04/0000	Gas Supplies	<u>фи соо оо</u>
775	19/01/2022	Rates Refund	\$1,500.00
776	19/01/2022	Rates Refund	\$1,961.18
777	19/01/2022	Marketforce Pty Ltd	\$3,822.36
	40/04/00000	Advertising Services	<u> </u>
778	19/01/2022	Mayor Tracey Roberts	\$11,248.47

		Monthly Allowance	
779	19/01/2022	Mindarie Regional Council	\$367,654.60
115	10/01/2022	Refuse Disposal	φ007,00 <del>1</del> .00
780	19/01/2022	Miracle Recreation Equipment Pty Ltd	\$11,144.10
700	10/01/2022	Playground Equipment Repairs	φ11,144.10
781	19/01/2022	Rates Refund	\$1,452.69
782	19/01/2022	Rates Refund	\$642.29
783	19/01/2022	Natural Area Holdings Pty Ltd	\$3,685.00
705	19/01/2022	Track Maintenance - Yanchep Lagoon	ψ3,003.00
784	19/01/2022	Rates Refund	\$986.91
785	19/01/2022	Nicholas Arnott	\$360.00
705	19/01/2022	Vehicle Crossing Subsidy	φ300.00
786	19/01/2022	Rates Refund	\$1,214.30
787	19/01/2022	Paperbark Technologies Pty Ltd	\$3,777.00
101	19/01/2022	Arboriculture Services - Tree Survey Of 102 Trees	\$3,777.00
		Along Girrawheen Avenue	
788	19/01/2022	Redink Homes Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
789	19/01/2022	Reliable Fencing WA Pty Ltd	\$737.00
		Repairs - Shoreham Turn Bollard	
790	19/01/2022	Reliable Fencing WA Pty Ltd	\$891.81
		Fencing Repairs	
791	19/01/2022	Rates Refund	\$2,774.96
792	19/01/2022	Roads 2000	\$9,506.85
		Traffic Management & Asphalt Works	
793	19/01/2022	Scott Nelson	\$600.00
		Music - Hocking Christmas Markets	
794	19/01/2022	Scott Print	\$531.30
		Printing - Christmas Cards	
795	19/01/2022	Sifting Sands	\$14,102.00
		Supply And Level Of White Washed Sand	
796	19/01/2022	Simon Brazier	\$120.00
		Animal Registration Refund	
797	19/01/2022	Skyline Landscape Services (WA)	\$1,741.66
		Streetscape Maintenance	
798	19/01/2022	Smartbuilt Perth Pty Ltd	\$134.99
		Pest Control Services	
799	19/01/2022	Smoke & Mirrors Audio Visual	\$1,320.00
		Supply Sound Equipment - Staff Event 28.11.2021	
800	19/01/2022	Sonia Fowler	\$30.00
		Animal Registration Refund	
801	19/01/2022	St John Ambulance Western Australia Ltd	\$821.78
		Event Health Services 28.11.2021 - Freedom Of	
802	19/01/2022	Entry Statewide Pump Services	\$9,009.00
002	13/01/2022	-	φ <del>3</del> ,009.00
000	10/01/2022	Stormwater Pump Controller - Cox Street	¢0 507 05
803	19/01/2022	Rates Refund	\$2,537.65
804	19/01/2022	Supreme Shades Pty Ltd	\$1,655.50

	IEROU AGENDA	OF ORDINARY COUNCIL MEETING 15 MARCH, 2022	304
		Install New Sail - Belvoir Park Darch	
805	19/01/2022	Synergy	\$1,735.75
		Power Supplies	
806	19/01/2022	Tanks For Hire	\$1,479.50
		Hire Of Hydration Trailer - Hocking Markets	
807	19/01/2022	Teresa Newton	\$1,400.00
		MC Services Butler Sunset Concert & Big Mouth	¢.,
		Productions Christmas Party	
808	19/01/2022	The Trustee for Hayto Trust	\$440.00
		Art Exhibition Photography	
809	19/01/2022	TJ Depiazzi & Sons	\$19,903.57
		Mulch Delivery - Parks	
810	19/01/2022	Toll Transport Pty Ltd	\$160.71
		Courier Services - Stores	
811	19/01/2022	Rates Refund	\$525.00
812	19/01/2022	Triton Electrical Contractors Pty Ltd	\$198.00
		Halesworth Park	
813	19/01/2022	Tutaki Unit Trust	\$1,567.60
		Marquee, Chairs And Trestle Hire Hocking - Twilight Markets 04.12.2021	
814	19/01/2022	Wanneroo Business Association Incorporated	\$1,045.00
••••		Workshop Delivery 26.11.2021	<i><i><i>ϕ</i>,<i>ϕ</i>,<i>ϕ</i>,<i>ϕ</i>,<i>ϕ</i>,<i>ϕ</i>,<i>ϕ</i>,<i>ϕ</i>,<i>ϕ</i>,<i>ϕ</i></i></i>
815	19/01/2022	Water Corporation	\$61.00
010	10/01/2022	Water Supplies	φ01.00
816	19/01/2022	Western Tree Recyclers	\$148,527.94
010	19/01/2022	Waste Disposal 01.11.2021 - 30.11.2021	φ140,321.9 ²
047	19/01/2022	Waste Disposar 01.11.2021 - 30.11.2021 Wilson Security	¢407.00
817	19/01/2022		\$197.68
010	40/04/0000	Security Services For The City	<u> </u>
818	19/01/2022	Yanchep Beach Joint Venture	\$8,920.51
		Rent, Variable Outgoings, Rates & Taxes - December 2021 - Property	
819	20/01/2022	Acclaimed Catering	\$8,736.75
		Catering - Freedom Of Entry Event	
820	20/01/2022	BE Projects (WA) Pty Ltd	\$62,361.77
		Variation - Dalvik Park Sports Amenities Building	
821	20/01/2022	Rates Refund	\$14,154.03
822	20/01/2022	TJ Depiazzi & Sons	\$57,443.06
		Mulch Delivery	
823	20/01/2022	TJ Depiazzi & Sons	\$3,491.40
		Mulch Delivery	+-) -
824	20/01/2022	WEX Australia Pty Ltd	\$4,004.75
		Fuel Issues	¢ .,•• (
825	24/01/2022	Activ Foundation Incorporated	\$6,480.32
020		Planting Of Tubestock	ψ0,+00.02
826	24/01/2022	Assetic Australia Proprietary Limited	\$55,968.1 ²
020	24/01/2022		φ00,900. I
007	24/04/2022	Key Management Integration - ICT	<u>Ф</u> АОА А.
827	24/01/2022	Binley Fencing Temporary Fencing - Wanneroo Showgrounds	\$404.14

		OF ORDINARY COUNCIL MEETING 15 MARCH, 2022	305
		Uniforms - Health & Compliance	
829	24/01/2022	Centaman Systems Pty Ltd	\$3,960.00
		Commissioning Turnstile And Door Readers And	
		Relays	
830	24/01/2022	Clark Equipment Sales Pty Ltd	\$2,851.77
		Vehicle Spare Parts	
831	24/01/2022	Converge International Pty Ltd	\$10,153.00
		Quarterly EAP Retainer	
832	24/01/2022	Cooldrive Distribution	\$120.93
		Vehicle Spare Parts	
833	24/01/2022	CS Legal	\$18,593.92
		Court Fees	
834	24/01/2022	Data #3 Limited	\$250.12
		Yubikey 5 NFC - ICT	
835	24/01/2022	Department of Local Government Sport & Cultural Industries	\$2,400.93
		Local Government Standards Panel Fees 2020 / 2021	
836	24/01/2022	Department of Planning, Lands and Heritage	\$41,495.00
		Application Fee Accepted By City Of Wanneroo - Applicant: Woolworth C/- Urbis - Reference: DAP/21/02117 - Property Address: Lot 9702 (10) Enterprise Avenue Two Rocks - Proposal: Application For Retail Development	
837	24/01/2022	Dowsing Group Pty Ltd	\$1,375.00
		Kerbing Repairs - Polygala Way	¢ : , c : c : c :
838	24/01/2022	Drainflow Services Pty Ltd	\$1,287.00
		Sweeping Of Carparks Aquamotion, Wanneroo Library And Cultural Centre, And Civic Centre	<i>,</i>
839	24/01/2022	Rates Refund	\$2,541.45
840	24/01/2022	Fitzgerald Photo Imaging	\$1,474.00
		Photobooks - Corporate Support	. ,
841	24/01/2022	Fleet Network	\$179.64
		Input Tax Credits For Salary Packaging	
842	24/01/2022	Gemmill Homes Pty Ltd	\$798.97
		Refund - Street & Verge Bond	
843	24/01/2022	Greenway Turf Solutions Pty Ltd	\$15,620.00
		Supply And Deliver Broadwet Wetting Agent	. ,
844	24/01/2022	Guardian Doors	\$374.00
		Door Service - Wangara Recycling Facility	
845	24/01/2022	Hays Personnel Services	\$15,936.70
		Casual Labour	+ -)
846	24/01/2022	Heavy Automatics Pty Ltd	\$185.57
		Vehicle Spare Parts	
847	24/01/2022	Hitachi Construction Machinery Pty Ltd	\$308.29
		Vehicle Spare Parts	+ <b>-</b>
848	24/01/2022	Homebuyers Centre	\$1,450.00
		Refund - Street & Verge Bond	÷.,
849	24/01/2022	Houspect WA	\$7,669.20
0.0		Aquamotion & Kingsway Indoor Stadium Building	<i>.,</i>
		Inspection	

		OF ORDINARY COUNCIL MEETING 15 MARCH, 2022	306
850	24/01/2022		\$5,621.0
		Wave Grate Covers	
851	24/01/2022	,	\$1,661.0
		Equipment Hire - Houghton Park	
852	24/01/2022	Integrity Industrial Pty Ltd	\$6,810.6
		Casual Labour	
853	24/01/2022	Iron Tech Industries	\$2,112.0
		Disabled Access Beach Mats - Engineering	
854	24/01/2022	Isentia Pty Ltd	\$3,503.5
		Media Services Fee - December 2021	
855	24/01/2022	Isentia Pty Ltd	\$10,103.5
		Media Analysis Report - April - June 2021	
856	24/01/2022	J Blackwood & Son Ltd	\$127.1
		PPE Issues	
857	24/01/2022	Rates Refund	\$1,247.4
858	24/01/2022	Jamie Ferguson	\$2,000.0
		Refund - Street & Verge Bond	Ŧ )
859	24/01/2022	Kenneth Hodgson	\$75.0
000	2 ., 0 ., 2022	Refund Animal Licence	<i></i>
860	24/01/2022		\$10.7
000	24/01/2022	Gas Supplies	φτο.7
861	24/01/2022		\$3.1
001	24/01/2022	Gas Supplies	ψ0.1
862	24/01/2022		\$1,252.6
002	24/01/2022		φ1,252.0
000	24/04/2022	Weed Control Services For The City	¢14.002.4
863	24/01/2022	LD Total	\$14,903.4
004	04/04/0000	Slashing - Russell / Bobcastle - Parks	<b>*</b> 45 0
864	24/01/2022	Leah Osborne	\$15.0
0.05	04/04/0000	Refund Animal Licence	¢40.000.0
865	24/01/2022	Living Turf	\$19,360.0
	0.1/0.1/0.000	Turfing Works	<b>*</b> 4 0 0 <b>-</b>
866	24/01/2022	Major Motors	\$128.5
		Vehicle Spare Parts	
867	24/01/2022	Mastec Australia Pty Ltd	\$32,271.2
		Waste Bin Supplies	
868	24/01/2022	Maxxia Pty Ltd	\$744.6
		Input Tax Credits For Salary Packaging	
000	04/04/0000	November 2021	¢ 40,005,7
869	24/01/2022	Mayday Earthmoving	\$46,235.7
070	0.1/0.1/0.000	Excavator Hire	<u> </u>
870	24/01/2022	Midland Sand & Soil Supplies	\$1,600.0
		Baseball Mix	
871	24/01/2022	Mindarie Regional Council	\$216,418.1
		Refuse Disposal	
872	24/01/2022	Miracle Recreation Equipment Pty Ltd	\$11,008.8
		Repairs To Bridge - Highview Park	
873	24/01/2022	Mr Damian Grover	\$2,000.0
		Refund - Street & Verge Bond	
	24/01/2022	Navman Wireless Australia Pty Ltd	\$500.5

		Deinstall / Reinstall Equipment	
875	24/01/2022	Paperbark Technologies Pty Ltd	\$5,863.20
		Quantified Tree Risk Assessment - 1 X Eucalyptus - Tortorici Avenue	
876	24/01/2022	Prestige Alarms	\$270.05
		Safer Suburbs Monitoring	• • • • •
877	24/01/2022	Quinns Rock Bush Fire Brigade	\$3,062.02
		Reimbursement - Honour Boards & Lettering	. ,
878	24/01/2022	Reliable Fencing WA Pty Ltd	\$1,953.70
		Fencing Works - Alexander Drive	
879	24/01/2022	RW Quantity Surveyors	\$1,760.00
		Contract Administration - Aquamotion Family	
880	24/01/2022	Changeroom Sammy Aldo De Vita	\$11,453.20
000	24/01/2022	Legal Fees	ψ11, <del>1</del> 00.20
881	24/01/2022	Shellee Eades	\$350.00
001	24/01/2022	Bond Refund	φ000.00
882	24/01/2022	Skyline Landscape Services (WA)	\$1,139.60
002	2-7/01/2022	Landscape Maintenance	φ1,100.00
883	24/01/2022	Softfallguys National	\$830.50
000	2-7/01/2022	Softfall Maintenance	φ000.00
884	24/01/2022	Supreme Shades Pty Ltd	\$2,970.00
001	2 1/0 1/2022	Repair Shade Sails - Deeside Park & Forestay	φ2,070.00
		Park	
885	24/01/2022	Synergy	\$4,691.34
		Power Supplies	
886	24/01/2022	Synergy	\$507.97
		Power Supplies	
887	24/01/2022	Truck Centre WA Pty Ltd	\$1,802.63
		Vehicle Spare Parts	
888	24/01/2022	Trustee for the TCF Trust	\$1,408.00
		Raising Fund Beyond Government Grants 30.11.2021	
889	24/01/2022	Turf Care WA Pty Ltd	\$14,346.42
		Renovation Services - Kingsway Cricket East	
890	24/01/2022	Two Rocks SES Unit	\$9,362.38
		LGGS Operating Grant - Quarter 3 Payment For SES Unit	
891	24/01/2022	Two Rocks Volunteer Bush Fire Brigade	\$166.20
		Reimbursement - Printer Ink	
892	24/01/2022	Urban Resources	\$75,927.83
		Claim 6 - Resource Extraction November 2021	
893	24/01/2022	Wanneroo Business Association Incorporated	\$1,045.00
		Workshop - Recruiting Staff In A Tough Market	
894	24/01/2022	Wanneroo Electric	\$9,309.50
		Electrical Maintenance	
895	24/01/2022	Wanneroo Fire Support Brigade	\$842.42
		Reimbursement - Eye Shields Safety Glasses And Clear Overspecs Safety Glasses	
896	24/01/2022	Wanneroo Fire Support Brigade	\$82.33

		Reimbursement - Consumables And Ky-Deb	500
897	24/01/2022	<b>.</b>	\$865.47
001	2 1/0 1/2022	Water Supplies	<b>Q</b> 000.17
898	24/01/2022	Western Power	\$10,741.00
000	21/01/2022	Install UMS - Lunkin Drive Butler	φ10,711.00
899	24/01/2022	Western Tree Recyclers	\$129.58
		Collect Debris - Bert Tonga Park	÷0.00
900	24/01/2022	Workpower Incorporated	\$4,247.95
		Planting And Maintenance - Clarecastle Retreat	+ /
961	27/01/2022	AARCO Environmental Solutions Pty Ltd	\$3,410.00
		Remove Asbestos - Poinciana Park	
962	27/01/2022	Access Without Barriers Pty Ltd	\$7,004.80
		Variation 2 - Kingsway Olympic Soccer Clubrooms	
963	27/01/2022	Alexander House of Flowers	\$250.00
		6 Table Centre Pieces	
964	27/01/2022	Alinta Gas	\$144.85
		Gas Supplies	
965	27/01/2022	AP Spano t/as Exotic Homes	\$2,000.00
		Refund - Street & Verge Bond	
966	27/01/2022	Aust-Weigh Pty Ltd	\$2,145.00
		Annual Testing / Verification Of Weighbridge	
967	27/01/2022	AV Truck Service Pty Ltd	\$349.02
		Vehicle Spare Parts	
968	27/01/2022	Azure Painting Pty Ltd	\$5,302.00
		Metal Equipment Painting - Rotary Park	
969	27/01/2022	Banhams WA Pty Ltd	\$10,985.70
		Supply / Install FIP & EWS - Wangara Recycling Centre	
970	27/01/2022	BE Projects (WA) Pty Ltd	\$78,706.06
		Progress Claim - Dalvik Park Sports Amenities Building	
971	27/01/2022	Ben Adamson	\$1,000.00
		Refund - Street & Verge Bond	
972	27/01/2022	Bladon WA Pty Ltd	\$1,567.50
		500 Book Lights - Libraries	
973	27/01/2022	Blueprint Homes (WA) Pty Ltd	\$8,000.00
		Refund - Street & Verge Bond	
974	27/01/2022	Blueprint Homes (WA) Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
975	27/01/2022	Boral Construction Materials Group Ltd	\$520.74
		Concrete Mix - Deeside Road	
976	27/01/2022	Boru Badolicha	\$1,000.00
		Refund - Street & Verge Bond	
977	27/01/2022	Bronwyn Gregg	\$360.00
		Vehicle Crossing Subsidy	
978	27/01/2022	Candy Kiddie	\$2,000.00
		Refund - Street & Verge Bond	
979	27/01/2022	Car Care (WA) Mindarie	\$269.50

	IEROU AGENDA	OF ORDINARY COUNCIL MEETING 15 MARCH, 2022	309
		Cleaning Of Community Buses	
980	27/01/2022	Carolina Giraldo Correa	\$2,000.00
		Refund - Street & Verge Bond	
981	27/01/2022	Celebration Homes Pty Ltd	\$6,000.00
		Refund - Street & Verge Bond	
982	27/01/2022	Celebration Homes Pty Ltd	\$4,000.00
		Refund - Street & Verge Bond	+ ,
983	27/01/2022	Cherry's Catering	\$13,801.50
		Catering Services	<i>,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,</i>
984	27/01/2022	Christopher Bradley	\$1,000.00
		Refund - Street & Verge Bond	+ ,
985	27/01/2022	City of Wanneroo	\$15,751.00
	21/01/2022	Payroll Deductions	<i>\\\\\\\\\\\\\</i>
986	27/01/2022	Coca Cola Amatil Pty Ltd	\$442.22
500	21/01/2022	Beverages - Kingsway Indoor Stadium	ψ-+2.22
987	27/01/2022	Commercial Aquatics Australia	\$123.75
907	21/01/2022	Reactive Maintenance - Blocked Filter -	φ123.73
		Aquamotion	
988	27/01/2022	Committee for Perth	\$6,600.00
000	21/01/2022	Annual Bronze Membership - February 2022 -	\$0,000.00
		January 2023	
989	27/01/2022	Converge International Pty Ltd	\$2,953.50
		Training Services - OSH	
990	27/01/2022	Corsign (WA) Pty Ltd	\$176.00
		Renewal Of Mary Street Beach Access Way Sign	,
991	27/01/2022	CS Legal	\$13,629.96
		Court Fees	+ - ,
992	27/01/2022	CS Legal	\$1,216.65
		Court Fees	÷,
993	27/01/2022	Daimler Trucks Perth	\$153.07
	21701/2022	Vehicle Spare Parts	<i><i><i>ϕ</i></i> 100101</i>
994	27/01/2022	Dale Alcock Homes Pty Ltd	\$2,000.00
	21/01/2022	Refund - Street & Verge Bond	φ2,000.00
995	27/01/2022	Daniel Theophil	\$1,000.00
000	2170172022	Refund - Street & Verge Bond	φ1,000.00
996	27/01/2022	Dowsing Group Pty Ltd	\$1,375.00
550	21/01/2022	Concrete Works - Celeste Street	ψ1,070.00
997	27/01/2022	Duratec Australia	\$3,366.00
997	21/01/2022	Roof Inspection - Aquamotion	φ3,300.00
998	27/01/2022	ELM Estate Landscape Maintenance	¢0 222 00
990	21/01/2022		\$8,233.06
000	07/04/0000	Landscape Maintenance	<b>\$</b> \$\$\$\$
999	27/01/2022	Emerg Solutions Pty Ltd	\$600.00
4000	07/04/00000	Bart Direct SMS Numbers Annual Fee	<b>#0.000</b>
1000	27/01/2022	Emma McMurray	\$2,000.00
		Refund - Street & Verge Bond	
1001	27/01/2022	External Works	\$14,465.00
		Landscape Maintenance	
1002	27/01/2022	Geoff's Tree Service Pty Ltd	\$3,631.22
		Pruning Works	

	•	OF ORDINARY COUNCIL MEETING 15 MARCH, 2022	¢1 000 00
1003	27/01/2022		\$1,000.00
1001	07/04/0000	Refund - Street & Verge Bond	<b>*</b> 0 <b>5</b> 0 <b>5</b> 00
1004	27/01/2022	Green Options Pty Ltd	\$6,535.00
		Rotary Mowing - Active Parks	
1005	27/01/2022	Greens Hiab Service	\$665.50
		Truck / Crane Hire	
1006	27/01/2022	Guiseppe Algeri	\$50.00
		Animal Registration Refund	
1007	27/01/2022	Haoxiang Xie	\$360.00
		Vehicle Crossing Subsidy	
1008	27/01/2022	Heatley Sales Pty Ltd	\$2,007.72
		PPE Issues	
1009	27/01/2022	Home Group WA Pty Ltd	\$16,286.93
		Refund - Street & Verge Bond	
1010	27/01/2022	Home Group WA Pty Ltd	\$10,000.00
		Refund - Street & Verge Bond	
1011	27/01/2022	Homebuyers Centre	\$11,324.19
		Refund - Street & Verge Bond	
1012	27/01/2022	Imagesource Digital Solutions	\$2,262.70
	21/01/2022	Advocacy Campaign Signage And Banners	<i>\</i>
1013	27/01/2022	Integrity Industrial Pty Ltd	\$2,405.15
1010	2110112022	Casual Labour	φ2,100.10
1014	27/01/2022	Integrity Staffing	\$857.86
	21/01/2022	Casual Labour	φ007.00
1015	27/01/2022		\$857.86
1013	21/01/2022	Casual Labour	φ007.00
1016	27/01/2022	JBS & G Australia Pty Ltd	¢4 562 00
1010	27/01/2022	Contaminated Sites Audit - Landfill - Motivation	\$4,563.90
		Drive	
1017	27/01/2022	JCorp Pty Ltd	\$2,000.00
1017	2110112022	Refund - Street & Verge Bond	φ2,000.00
1018	27/01/2022	Jeremy Coffey	\$2,000.00
1010	21/01/2022	Refund - Street & Verge Bond	ψ2,000.00
1019	27/01/2022	JL Grant & CA McDiarmid	\$360.00
1013	21/01/2022	Vehicle Crossing Subsidy	φ300.00
1020	27/01/2022	JS & SC Glass	\$50.00
1020	21/01/2022	4	φ50.00
1021	27/01/2022	Animal Registration Refund Keith Brady	¢1 000 00
1021	27/01/2022		\$1,000.00
4000	07/04/0000	Refund - Street & Verge Bond	¢ 1 000 00
1022	27/01/2022	Keogh Bay People Pty Ltd	\$4,290.00
		Delivery Of Peer / Leaders Program	
1023	27/01/2022	KIB Homes PL t/a Cedar Homes	\$2,000.00
		Refund - Street & Verge Bond	
1024	27/01/2022	Kieran Rafferty	\$360.00
		Vehicle Crossing Subsidy	
1025	27/01/2022	Kompan Playscape Pty Ltd	\$30,714.75
		Playground Equipment - Brightlands Park	
1026	27/01/2022	LD Total	\$22,842.46
		Landscape Maintenance	

	•	DF ORDINARY COUNCIL MEETING 15 MARCH, 2022	311 #100.00
1027	27/01/2022		\$120.00
	07/04/0000	60 Mini Cake Slices	<u> </u>
1028	27/01/2022	5	\$4,840.00
		Turfing Works	
1029	27/01/2022	Major Motors	\$228.6
		Vehicle Spare Parts	
1030	27/01/2022	Materon Investments WA Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
1031	27/01/2022	Megan Lindley	\$2,000.00
		Refund - Street & Verge Bond	
1032	27/01/2022	Michael David Borg	\$2,000.00
		Refund - Street & Verge Bond	
1033	27/01/2022	Mindarie Regional Council	\$103,387.08
		Mattress Verge Collection	
1034	27/01/2022	Minuteman Press - Wanneroo	\$211.35
		Program Flyers - Yanchep National Park Pass	
1035	27/01/2022	MNG Pty Ltd	\$28,087.20
		Beach Survey & Structure Monitoring - October 2021	
1036	27/01/2022	Mr Kyle Potter	\$150.00
		Animal Registration Refund	
1037	27/01/2022	Mr Nathan McMahon	\$1,000.00
		Refund - Street & Verge Bond	
1038	27/01/2022	Rates Refund	\$3,400.00
1039	27/01/2022	Mr Paul Harnett	\$2,000.0
		Refund - Street & Verge Bond	
1040	27/01/2022	Ms Alison Ascough	\$2,000.00
		Refund - Street & Verge Bond	
1041	27/01/2022	Ms Christine Advic	\$1,000.0
		Refund - Street & Verge Bond	
1042	27/01/2022	Nicole Doick	\$350.0
		Vehicle Crossing Subsidy	
1043	27/01/2022	OEM Group Pty Ltd	\$4,501.6
		Cold Water Electric Pressure Cleaner	
1044	27/01/2022	On Tap Plumbing & Gas Pty Ltd	\$550.99
		Plumbing Maintenance	
1045	27/01/2022	Perth Heavy Tow	\$693.00
		Towing Service - Vehicle Iveco	
1046	27/01/2022	Perth Patio Magic Pty Ltd	\$171.6
		Refund - Building Application - Duplication	
1047	27/01/2022	Philip & Shantel Green	\$50.0
		Animal Registration Refund	
1048	27/01/2022	Pierre-Yves Flore	\$360.00
		Vehicle Crossing Subsidy	
1049	27/01/2022	Professional Search Group Pty Ltd	\$2,837.1
		Casual Labour	
1050	27/01/2022	Quinns Rock Bush Fire Brigade	\$1,100.00
		Reimbursement - Driving School	. ,
1051	27/01/2022	Rajnesh Vithal	\$2,000.00

27/01/2022	Refund - Street & Verge Bond Redink Homes Pty Ltd	
27/01/2022	Podink Homos Dty Ltd	<b>*</b>
	Redink homes Fly Llu	\$2,000.00
	Refund - Street & Verge Bond	
27/01/2022	Ruairi McCarron	\$2,000.00
		+ )
27/01/2022		\$2,000.00
21/01/2022		φ2,000.00
27/01/2022	Ĵ.	\$2,183.50
21/01/2022	-	ψ2,100.00
27/01/2022	•	\$2,475.00
21/01/2022		ψ2,475.00
27/01/2022	-	\$531.3
21/01/2022		φ031.30
07/04/0000		<u><u></u><u></u></u>
27/01/2022		\$1,000.00
07/04/0000	•	<u> </u>
27/01/2022		\$880.0
	•	
27/01/2022		\$6,160.0
	<u> </u>	
27/01/2022		\$5,327.5
	Payroll Deductions	
27/01/2022	Solargain Pv Pty Ltd	\$4,000.0
	Refund - Street & Verge Bond	
27/01/2022	Solargain Pv Pty Ltd	\$4,000.0
	Refund - Street & Verge Bond	
27/01/2022	SPORTENG	\$1,980.0
	Irrigation Design & Consultancy - Jindalee Foreshore & Maritime Park	
27/01/2022	Sports Medicine Australia	\$500.0
	-	+
27/01/2022	· · ·	\$3,049.7
21/01/2022		<i><b>Q</b></i> <b>QQQQQQQQQQQQQ</b>
27/01/2022	<u> </u>	\$171.6
21/01/2022		φ171.0
27/01/2022	<b>C</b>	\$41.8
21/01/2022		φ41.0
07/04/0000		¢140.4
27/01/2022		\$146.4
07/04/0000	-	<b>*</b> 005 <b>-</b>
27/01/2022		\$865.7
07/04/0000		<b>*</b> ====
27/01/2022		\$705.3
27/01/2022		\$12,000.0
07/04/0000	Ĵ.	<b>M4 = 0 0</b>
27/01/2022		\$150.0
	<u> </u>	<b>A</b> 1
27/01/2022	The Hire Guys Wangara	\$495.0
	27/01/2022 27/01/2022 27/01/2022 27/01/2022 27/01/2022 27/01/2022 27/01/2022 27/01/2022 27/01/2022 27/01/2022 27/01/2022 27/01/2022 27/01/2022 27/01/2022	Refund - Street & Verge Bond27/01/2022Ryan MatthewsRefund - Street & Verge Bond27/01/2022Satamy Aldo De VitaLegal Fees27/01/2022Satalyst Pty LtdProject Services - ICT27/01/2022Scott PrintChristmas Cards27/01/2022Sean SmithRefund - Street & Verge Bond27/01/2022Ste Environmental & Remediation Services Pty LtdLandscape Maintenance27/01/2022Skyline Landscape Services (WA)Mulching - Golf Links Road - Parks27/01/2022SharaslaryPayroll Deductions27/01/2022Solargain Pv Pty LtdRefund - Street & Verge Bond27/01/2022Solargain Pv Pty LtdRefund - Street & Verge Bond27/01/2022Solargain Pv Pty LtdRefund - Street & Verge Bond27/01/2022Sports Medicine AustraliaCourse - Introduction To Sports Massage27/01/2022Stephen KlarichRefund - Building Application27/01/2022Stephen KlarichRefund - Building Application27/01/2022Supreme Shades Pty LtdRepairs To Shade Sail - Fred Stubbs Park27/01/2022SynergyPower Supplies27/01/2022Street & Verge Bond27/01/2022Street & Verge Bond27/01/2022Stephen KlarichRefund - Street & Verge Bond27/01/2022

1075	27/01/2022	The Trustee for UDLA Unit Trust	\$3,300.0
		Landscape Architectural Consultancy -	
		Relocation Of Wanneroo BMX Club To Edgar Griffiths Park	
1076	27/01/2022	TJ Depiazzi & Sons	\$5,176.7
		Mulch Delivery	
1077	27/01/2022	Toro Australia Group Sales Pty Ltd	\$6,302.0
		Vehicle Spare Parts	
1078	27/01/2022	Tree Planting & Watering	\$18,029.0
		Tree Watering Services	. ,
1079	27/01/2022	Triton Electrical Contractors Pty Ltd	\$330.0
		Reticulation Electrical Works	
1080	27/01/2022	Truck Centre WA Pty Ltd	\$351.3
		Vehicle Spare Parts	<i><b></b></i>
1081	27/01/2022	Truck Centre WA Pty Ltd	\$384.4
		Vehicle Spare Parts	<b>\$55</b>
1082	27/01/2022	Turf Care WA Pty Ltd	\$64,974.2
		Broadleaf Application - Jenolan Way Community	<i> </i>
		Centre	
1083	27/01/2022	Ventura Home Group Pty Ltd	\$2,000.0
		Refund - Street & Verge Bond	
1084	27/01/2022	Vescon Australia Pty Ltd	\$2,000.0
		Refund - Street & Verge Bond	
1085	27/01/2022	Vraj Patel	\$360.0
		Vehicle Crossing Subsidy	
1086	27/01/2022	Wanneroo Agricultural Machinery	\$360.3
		Vehicle Spare Parts	
1087	27/01/2022	Wanneroo Central Bushfire Brigade	\$2,971.6
		Reimbursement - Trailer Towing & Accessories	
1088	27/01/2022	Wanneroo Electric	\$6,112.9
		Electrical Maintenance	
1089	27/01/2022	Wanneroo Fire Support Brigade	\$1,941.8
		Reimbursement - Name Badges Magnetic And	
		Pin Fittings	
1090	27/01/2022	Water Corporation	\$7,831.1
		Water Supplies	
1091	27/01/2022	Western Tree Recyclers	\$2,200.0
		Remove Green Waste	
1092	27/01/2022	Westview Builders	\$2,000.0
		Refund - Street & Verge Bond	
1093	27/01/2022	Wow Group (WA) Pty Ltd	\$2,000.0
		Refund - Street & Verge Bond	
1094	27/01/2022	Zenien	\$737.0
		Eset Protect - Endpoint Protection	
1095	27/01/2022	Amani Kowero	\$3,000.0
		Reimbursement - Relocation Expenses	
1096	27/01/2022	Fung Kuen Lucia Lam	\$745.0
		Reimbursement - CPA Membership Renewal	
1097	28/01/2022	Kennedys (Australasia) Partnership Law Practice	\$16,000.0
		Trust Account	

		Legal Fees	
1098	28/01/2022	Australia Post	\$2,665.64
		Billpay Transaction Fees	
1099	28/01/2022	Australia Post	\$19,727.60
		Monthly Mail	
1100	31/01/2022	Acurix Networks Pty Ltd	\$17,491.10
		Monitoring, Licencing & Support - December 2021	
1101	31/01/2022	AE Hoskins Building Services	\$35,140.59
		Progress Claim No.1 - Toilets And Changerooms At Kingsway Stadium	
1102	31/01/2022	Allaboutxpert Australia Pty Ltd	\$32,175.79
		Labour Hire - FMIS Project	
1103	31/01/2022	Anthony Durrant	\$1,271.65
		Refund - Incorrect Application Fee Paid	
1104	31/01/2022	Australian Airconditioning Services Pty Ltd	\$42,842.09
		Airconditioning Maintenance	
1105	31/01/2022	AV Truck Service Pty Ltd	\$390.54
		Vehicle Spare Parts	
1106	31/01/2022	Axiell Pty Ltd	\$17,001.60
		Emu Consultancy - Branding, Education & Training	
1107	31/01/2022	Banksia Grove Development Nominees PL	\$76,822.00
		Bond Refund - Banksia Grove Stage 51B WAPC 158983	
1108	31/01/2022	Bladon WA Pty Ltd	\$3,155.08
		Uniform Issues	
1109	31/01/2022	Bollig Design Group Ltd	\$22,440.00
		Consultancy Services - Landsdale	
1110	31/01/2022	BP Australia Ltd	\$122,418.64
		Fuel Issues - December 2021	
1111	31/01/2022	Bridgestone Australia Limited	\$59.40
		Tyre Fitting Services	
1112	31/01/2022	Canning & Associates Cost Consulting Pty Ltd	\$3,300.00
		Southern Suburbs Library	
1113	31/01/2022	Contra-Flow Pty Ltd	\$918.78
		Road Median Maintenance	
1114	31/01/2022	Cossill & Webley Consulting Engineers	\$31,213.36
		Engineering Consultancy Services - Flynn Drive	
4445	24/04/2022	Duplication	¢1 000 1 1
1115	31/01/2022	CW Brands Pty Ltd Stock - Stores Issues	\$1,009.14
1110	24/04/2022		<u> </u>
1116	31/01/2022	Data #3 Limited	\$1,111.11
4447	24/04/2022	5 Acrobat Pro Licences	<b>\$</b> 50.00
1117	31/01/2022	Dennis Hayes Animal Registration Refund	\$50.00
1110	31/01/2022	Donna Townsend	¢42.50
1118	31/01/2022		\$42.50
1110	31/01/2022	Animal Registration Refund	\$16,814.71
1119	31/01/2022	Dowsing Group Pty Ltd	φι0,014.71
1120	31/01/2022	Install Footpath - Welwyn Avenue Drainflow Services Pty Ltd	\$4,301.00
1120	31/01/2022	Diaminuw Services Ply Llu	<b>Φ4,301.00</b>

		Sweeping - Kingsway Netball Courts	
1121	31/01/2022	Edge People Management	\$2,775.74
		Case Management Return To Work Monitoring	
1122	31/01/2022	ELM Estate Landscape Maintenance	\$31,561.24
		Footpath Cleanup - Jindalee	. ,
1123	31/01/2022	Emerge Associates	\$3,300.00
		Cycling Facility - Splendid Park	+-)
1124	31/01/2022	Emineo Engineering Services	\$880.00
	0.00.0000	Maintenance - Yanchep & Quinns Beach	<b>+····</b>
1125	31/01/2022	Environmental Industries Pty Ltd	\$252,921.14
		Halesworth Park - September 2021	<b>~</b> _~, <b>~</b> _
1126	31/01/2022	Rates Refund	\$2,976.06
1127	31/01/2022	External Works	\$1,749.00
1121	01/01/2022	Landscape Maintenance - Marmion Avenue	φ1,7 +0.00
1128	31/01/2022	Geared Construction Pty Ltd	\$96,816.49
1120	31/01/2022	Progress Claim 2 - Changing Place Facility &	ψ <b>30,010.</b> <del>1</del> 3
		Acrod Parking Bay	
1129	31/01/2022	Gillmore Electrical Services	\$49,975.20
	0.00.0000	Progress Claim 1 - Pathway Lights - Jindinga Park	¢.0,0.0.20
1130	31/01/2022	Global Marine Enclosures Pty Ltd	\$24,335.04
	01/01/2022	Shark Net - Summer Maintenance	<i>\\</i>
1131	31/01/2022	Gordon Stacey	\$463.45
1101	01/01/2022	Hire Fee Refund	φ100.10
1132	31/01/2022	GPC Asia Pacific Pty Ltd	\$88.70
1102	31/01/2022	Vehicle Spare Parts	φ00.70
1133	31/01/2022	Grand Toyota	\$81,244.80
1100	31/01/2022	New Vehicle Purchase - Prado	ψ01,244.00
1134	31/01/2022	Hays Personnel Services	\$10,381.18
1134	31/01/2022	Casual Labour	φ10,301.10
1135	31/01/2022	Hilary Steenson	¢20.00
1135	31/01/2022		\$30.00
4400	24/04/2022	Animal Registration Refund	¢4,004,00
1136	31/01/2022	Hose Right	\$1,221.96
4407	24/04/2022	Vehicle Hoses	¢000.00
1137	31/01/2022	Imagesource Digital Solutions	\$869.00
4400	04/04/0000	Coreflute A-Frame Inserts - Overflow Parking	<b></b>
1138	31/01/2022	Integrity Industrial Pty Ltd	\$3,767.86
1100	0.1/0.1/0.000	Casual Labour	<u> </u>
1139	31/01/2022	Integrity Industrial Pty Ltd	\$4,587.78
		Casual Labour	
1140	31/01/2022	Integrity Staffing	\$1,661.99
		Casual Labour	
1141	31/01/2022	Integrity Staffing	\$11,114.37
		Casual Labour	
1142	31/01/2022	Iron Mountain Australia Group Pty Ltd	\$9,658.48
		Document Management Services	
1143	31/01/2022	J Blackwood & Son Ltd	\$2,254.47
		Gloves - Stores Stock	
1144	31/01/2022	Jadu Software Pty Ltd	\$9,900.00

		Emergency Announcement Module & Tenders Directory Widget	
1145	31/01/2022	James Bennett Pty Ltd	\$64.40
1145	31/01/2022	Books - Library Stock	ψ0+.+0
1146	31/01/2022	Joseph Clarke	\$360.00
1140	51/01/2022	Vehicle Crossing Subsidy	φ300.00
1147	31/01/2022	Karen Fletcher-Grieve	\$30.00
1147	51/01/2022	Animal Registration Refund	ψ30.00
1148	31/01/2022	Kyocera Document Solutions	\$4,175.83
1140	31/01/2022	Photocopier Charges	ψ+,170.00
1149	31/01/2022	LD Total	\$23,273.54
1140	01/01/2022	Landscape Maintenance	φ20,270.04
1150	31/01/2022	Leamac Picture Framing	\$928.00
1150	51/01/2022	Council Photos	ψ920.00
1151	31/01/2022	Ligna Construction	\$951.50
1101	51/01/2022	Repair Limestone Wall & Removal Of Steel Fencing - Mindarie Surf Life Saving Club	φ331.30
1152	31/01/2022	Major Motors	\$831.09
		Vehicle Spare Parts	· · · · · ·
1153	31/01/2022	Mindarie Regional Council	\$174,345.08
		Refuse Disposal	<i>•••••••••••••••••••••••••••••••••••••</i>
1154	31/01/2022	Miracle Recreation Equipment Pty Ltd	\$4,917.00
		Replace Infant Seat - Huntington Park	<i> </i>
1155	31/01/2022	NEWest Alliance	\$184.00
	01,01,2022	Hire Fee Refund	<i><i><i>ϕ</i>¹⁰ <i>i</i>⁰⁰</i></i>
1156	31/01/2022	On Tap Plumbing & Gas Pty Ltd	\$1,902.62
	01,01,2022	Plumbing Maintenance	<i><i><i>ϕ</i></i>,,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i></i>,<i><i>ϕ</i>,<i>ϕ</i>,</i></i></i>
1157	31/01/2022	Patricia Galloway	\$20.00
1101	01/01/2022	Animal Registration Refund	¢20.00
1158	31/01/2022	Rates Refund	\$400.00
1159	31/01/2022	Philip & Shantel Green	\$150.00
1100	01/01/2022	Animal Registration Refund	<b>Q100.00</b>
1160	31/01/2022	Porter Consulting Engineers	\$39,950.63
1100	01/01/2022	Consultancy Services - Neerabup Industrial Estate - Assets	\$00,000.00
1161	31/01/2022	Prestige Alarms	\$160.60
		Alarm / CCTV Services	
1162	31/01/2022	Reliable Fencing WA Pty Ltd	\$550.00
		Fencing Repairs	
1163	31/01/2022	Roads 2004	\$438,455.78
		Repair Footpath – Studmaster Park	
1164	31/01/2022	Roxanne Vigar	\$42.50
		Animal Registration Refund	
1165	31/01/2022	Sammy Aldo De Vita	\$7,801.86
		Legal Services	
1166	31/01/2022	Simsai Construction Group Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
1167	31/01/2022	Social Pinpoint	\$440.00
		Project / Map Updates - Advocacy Campaign 2021 / 2022	

	•	OF ORDINARY COUNCIL MEETING 15 MARCH, 2022	317 #0.070.00
1168	31/01/2022		\$2,376.00
		Softfall Repairs - Rotary Park	
1169	31/01/2022	St John Ambulance Western Australia Ltd	\$1,270.83
		First Aid Training / Supplies	
1170	31/01/2022	StrataGreen	\$44.61
		Manutec Sulphur 3Kg	
1171	31/01/2022	5	\$935.00
		Conflict Management Training	<u> </u>
1172	31/01/2022	Sunny Industrial Brushware	\$1,355.11
4.470	0.4.10.4.10.0.00	Stock - Stores Issues	<u> </u>
1173	31/01/2022	3 83	\$2,929.53
		Power Supplies	<b>*</b> • <b>-</b>
1174	31/01/2022	The Distributors Perth	\$274.80
	0.4.10.4.10.0.00	Confectionary Supplies	<u> </u>
1175	31/01/2022	The Grove Church Inc	\$81.90
		Hire Fee Refund	
1176	31/01/2022	The Trustee for Hayto Trust	\$275.00
		Photography - Wanneroo Concert 21.11.2021	
1177	31/01/2022	TJ Depiazzi & Sons	\$6,982.80
		Mulch Delivery	
1178	31/01/2022	Toro Australia Group Sales Pty Ltd	\$397.07
		Vehicle Spare Parts	
1179	31/01/2022	Total Landscape Redevelopment Service Pty Ltd	\$31,278.50
		Park Shelter & Picnic Setting - Donnelly Park -	
1180	31/01/2022	Assets Triton Electrical Contractors Pty Ltd	\$3,470.50
1100	51/01/2022	Reticulation Electrical Works - Hainsworth Park	ψ3,470.30
1181	31/01/2022		\$13.70
1101	51/01/2022	Name Badge - Amanda - Assets	φ13.70
1182	31/01/2022	Turf Care WA Pty Ltd	\$1,693.10
1102	31/01/2022	Turfing Works	φ1,000.10
1183	31/01/2022	Victoria Waller	\$10.00
1105	51/01/2022	Animal Registration Refund	φ10.00
1184	31/01/2022	Vietnamese Full Gospel Church Inc	\$861.80
1104	51/01/2022	Hire Fee Refund	φ001.00
1185	31/01/2022	WA Hino Sales & Service	\$445.19
1105	51/01/2022	Vehicle Spare Parts	φ <del>44</del> 0.18
1186	31/01/2022	WA Library Supplies	\$679.16
1100	31/01/2022	Label & Barcode Protectors	φ079.10
1187	31/01/2022	Wanneroo Business Association Incorporated	\$15,800.00
1107	31/01/2022	· · · · ·	φ15,800.0C
1100	31/01/2022	Business Workshop Wanneroo Electric	¢7 201 20
1188	31/01/2022	Electrical Maintenance	\$7,391.36
1100	21/01/2022	Wanneroo Electric	¢4.264.24
1189	31/01/2022		\$4,364.24
1100	21/01/2022	Electrical Maintenance	¢525.00
1190	31/01/2022	Western Australian Local Government Association	\$525.00
1191	31/01/2022	Training - Professionally Speaking	Ф <u>т</u> 00 <u>т</u> г/
1141	31/01/2022	Western Tree Recyclers	\$7,837.50

1192	31/01/2022	OF ORDINARY COUNCIL MEETING 15 MARCH, 2022	¢7 1 4 9 0
	31/01/2022	Workpower Incorporated Beach Access Maintenance	\$7,148.9
1100	24/04/2022		\$000 F
1193	31/01/2022	Zeplin Pty Ltd	\$896.5
		Pronester Display Room Annual Licence Fee	
		Total EFT Payments	\$19,033,213.4
		Total Cheque & EFT Payments	\$19,464,919.2
		MANUAL JOURNAL	
		EFT Reversal REV 4308-12652-01	¢297.656.5
		Returned Creditors Reject Fees January 2022	-\$387,656.5 \$7.5
		Lodgement Fee 15.12.2021 - 5 Unpaid Infringements	\$397.5
		Lodgement Fee 11.01.2022 - Unpaid Infringements	\$874.5
		Lodgement Fee 14.01.2022 - Unpaid Infringements	\$1,669.5
		Correct EFTs 01 - 07.01.2022 Incorrect GL 11011 To 11014	\$10,061,034.5
		Correct Cheques 01 - 07.01.2022 Incorrect GL 11011 To GL 11014	\$115,183.8
		Total Journals	\$9,791,510.8
	CA	NCELLED CHEQUES FROM PREVIOUS PERIOD	
122264	05.10.2021	Rex Popham	-\$1,000.0
		Total Cancelled Payments	-\$1,000.0
		General Fund Bank Account	
		Payroll Payments - January 2022	\$1,002,0
		Payroll Payments - January 2022 11.01.2022	
		Payroll Payments - January 2022           11.01.2022           11.01.2022	\$1,820,831.3
		Payroll Payments - January 2022           11.01.2022           11.01.2022           11.01.2022	\$1,820,831.3 \$66,300.0
		Payroll Payments - January 2022           11.01.2022           11.01.2022           25.01.2022	\$1,902.0 \$1,820,831.3 \$66,300.0 \$497.3 \$10,262.0
		Payroll Payments - January 2022           11.01.2022           11.01.2022           25.01.2022           25.01.2022	\$1,820,831.3 \$66,300.0 \$497.3 \$10,362.9
		Payroll Payments - January 2022           11.01.2022           11.01.2022           25.01.2022           25.01.2022           25.01.2022	\$1,820,831.3 \$66,300.0 \$497.3 \$10,362.9 \$10,525.2
		Payroll Payments - January 2022           11.01.2022           11.01.2022           25.01.2022           25.01.2022	\$1,820,831.3 \$66,300.0 \$497.3 \$10,362.9 \$10,525.2
		Payroll Payments - January 2022           11.01.2022           11.01.2022           25.01.2022           25.01.2022           25.01.2022	\$1,820,831.3 \$66,300.0 \$497.3 \$10,362.9

# Consultation

Nil

# Comment

The list of payment (cheques and electronic transfers) and the end of month total of outstanding creditors for the month of January 2022 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 2021 – 2031:

7 ~ A well governed and managed City that makes informed decisions, provides strong community leadership and valued customer focused services

# 7.2 - Responsibly and ethically managed

# **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 January 2022, as detailed in this report.

Attachments: Nil

# CS04-03/22 Mid Year Statutory Budget Review Report July to December 2021

File Ref:	42309V03 – 22/44536
Responsible Officer:	Director, Corporate Strategy & Performance
Disclosure of Interest:	Nil
Attachments:	7

# Issue

To consider the Mid-Year Review (**MYR**) of the Annual Budget for 2020/21 (Annual Budget) and the Corporate Business Plan 2020/21 - 2023/24.

# Background

Regulation 33A of the *Local Government (Financial Management) Regulations 1996* requires a local government to carry out a review of its Annual Budget for that year between 1 January and 31 March in each year. Within 30 days after the review is carried out, the review will be submitted to Council, for consideration. Council is to consider the review and determine whether or not to adopt. The Revised Budgets resulting from the MYR are detailed in **Attachments 1 to 7** and are inclusive of endorsed amendments from Council up to September 2021, first quarter review of the adopted budget 2021/22 (Q1) and MYR recommendations.

The Corporate Business Plan **(CBP)** 2021/22 - 2024/25 was reviewed in conjunction with the legislated mid-year budget review and it was considered that no changes to the plan were required.

# Detail

# Mid-Year (Q2) Budget Review 2021/22

The Q2 of the Annual Budget was undertaken for the period to 31 December 2021. Commentaries on Revised Budgets as a result of the Q2, are provided below.

The overall adjustments captured through the Q2 reflect a favourable impact to the Result from Operations of a surplus of \$2.8m, with a further net \$8.4m in Non-Operating Revenue and Expenses. The Operating Budget has improved from the original deficit of \$7.9m to a deficit of \$5m, a turnaround of \$2.8m.

Per the Rate Setting Statement, the cash deficit reported at the time of the adoption of the 2021/22 Annual Budget was \$2.4m, which has improved to reflect a surplus of \$12.6m after taking into account the 2020/21 financial year end adjustments and MYR adjustments to 2021/22 Annual Budget. This includes total carried forward adjustments of \$14.7m as adopted by Council at the Ordinary Council Meeting held on 12 October 2021 (CS01-10/21).

# Consultation

## Statement of Comprehensive Income (Attachment 1)

Operating Income (+\$484K)

## Rates (-130K)

The full year Rating income forecast has reduced slightly by \$130k mainly due to successful objections granted by Landgate. Operating Grants, Subsidies and Contributions (-\$92K) The City expects a decrease in government-funded grants, contributions and reimbursements income of \$92k. The major accounts affecting this increase are:

- **Operating Grant Income** State Government grant for bus stop improvement and maintenance increased by \$207k offset by unavailability of \$150k beach renourishment grant and decreased graffiti removal contribution by \$10K.
- **Contributions** Reduced by \$132k as midge season is over and decrease of \$13k in Rating and Accounts services income.
- **Reimbursement Income** Increased by \$13k as Active and Amana Livings now contribute towards Utility costs for the leased area.

## Fees and Charges (+\$366K)

The full year Fees and Charges income forecast has been revised upwards by \$366k with the categories being:

- **Planning Income** Building Permits (\$212k increase) due to continuing high level of activity post Housing Stimulus Packages and increase in search fee income (\$138k) due to continuing demand. Search fee adopted budget was 15% less than the previous year.
- **Facility Booking Fee Income** has decreased by \$151k with facility booking impacted by the COVID-19 Stage 4 health restrictions in place and increased competition from a new gym (Aquamotion booking and user entry fees have decreased by \$124K and Kingsway Stadium income decreased by 27K);
- Other fees has gone up by \$175k with \$152k in property services golf fee income and \$50k for increase in Lease and rental income and re-forecasted decrease in rates instalment admin fee by \$27k; and
- Waste Wangara green waste gate entry fee income has reduced by \$10k.

## Interest Earnings (+352K)

The budget forecast has increased by \$352k as a result of higher holding of portfolio investment balance with significant increase in the amount of ratepayers having either paid up their rates account or taken up an instalment option so they are not deemed at default. In addition, the Capital spend has been at a lower rate than envisaged which allowed more money to be invested than planned. Another contributor for the upward revision is increasing trend of interest rates.

## Other Revenue (-\$12K)

Decrease in sale of products at Aquamotion and Kingsway and attendance numbers at club development workshops have been less than expected.

## Operating Expenses (+2.3M)

## Employee Costs

The actual results to date show a favourable position due to higher vacancy rates due to extended border closures. Savings of the first half of the year are retained to meet expected cost escalations of the remainder of the year.

It is expected to source full staffing requirement in the second half of the year with borders reopening in March 2022. Further, increase in COVID-19 case numbers in WA may also have adverse impact on the Employee Costs in the second half of the financial year.

## Materials and Contracts (+\$2.2M)

The full year Materials and Contracts budget has been revised to \$71.5m, being a decrease of \$2.2m compared to current Revised Budget. Explanations of the larger areas of change are outlined below:

- The main contributor being Waste services worth \$2.9m due to savings identified from revised gate fees (\$150 x 40,000 tonnes) and reduced volumes captured by the Green Organic (GO) collection system;
- \$44k lower forecast for Consultancy fees: mainly due to decrease in number of valuations, lower town planning, concept planning, Yanchep Foreshore Management Plan consultancy fees;
- \$43k lower lease/rental fee expense at Aquamotion due to delay in the tender process;
- \$30K reduction in membership and subscription expenses; and
- \$35K less postage expenses mainly due to lower local government election expenses (non-use of priority post).

Offset by increases in the following:

- \$419k increase in contract expenses mainly due to additional funding requirement for beach renourishment program;
- \$150k higher forecast in legal expenses to cover legal costs of various pending ligations;
- \$100k increased consultancy costs for Neerabup development works review;
- \$73k of higher equipment hire expenses mainly due to two way radio system; and
- \$48K forecast increase mainly due to COVID related expenses such as Personal Protective Equipment, temporary security cameras for parking waste vehicles due to COVID and additional funds required due to increase in the number of dog-waste disposal bags.

# Utility Charges (+\$29K)

A decrease forecast budget in utility charges is mainly due to a reduction in electricity needs at Aquamotion. The proposed variation of electricity costs at Aquamotion (\$24k) is driven by less operational requirements than anticipated.

Other Revenues & Expenses (+\$8.4M)

# Non-Operating Grants, Subsidies & Contributions (-1.3M)

The forecast end of year figure represents an overall decrease of \$1.3m, being the net result of grant downward adjustments as detailed below:

- \$2.3m rebudget requirement due to delay in Halesworth Park new sports facilities construction;
- \$150k contributions for Two Rocks New Beach Acessway has been proposed to rebudget in 2022/23; and
- \$30k reduction in one Project due to identified savings. The funds will be redirected in future periods.

Offset by increase in Grants:

- Local Roads and Community Infrastructure Program (LRCIP) Phase 3 Grant totalling \$620k and redirected partially funded from State Government grants primarily due to savings identified or reduced scope; and
- \$150k brought forward grant funding for services relocation (PR-4347 Flynn Drive, Neerabup – upgrade from Wanneroo Road to Old Yanchep Road; and

#### CITY OF WANNEROO AGENDA OF ORDINARY COUNCIL MEETING 15 MARCH, 2022

• \$200k grant funding for "All Accessibility All Ages Playground" as per Council report CP04-12/21. The City is to receive \$2.6m grant funding with planning and consultation to take place in 2021/22.

# Capital Projects (-\$14M total change)

Review of the Capital Program has produced various adjustments to projects as detailed in **Attachment 2**. These adjustments have resulted in a net reduction in Municipal funded capital works of \$4.0m, with the post Q2 Revised Capital Projects Budget projected to be now \$71.2m.

With particular attention paid to the timing of the spending on large projects, in 2021/22, there have been a number of projects relinquishing funds amounting to \$892k (Attachment 7), several projects requiring additional funding of \$2.4m (Attachment 6) and \$15.5m has been earmarked to carry forward/re-budget in the 2022/23 financial year (Attachment 5).

It has been identified \$362k of savings in Municipal funds and \$968k of additional Municipal funding requirement. Therefore, the overall deficit in Municipal funds is \$606k.

## Rate Setting Statement

The Rate Setting Statement outlined in **Attachment 3** represents a composite view of the finances of the City. It is based on the movement of Operations and Capital Works revenue and expenditure, providing an indication of the required Rating income. After 2020/21 statutory audit, the opening surplus position of \$33m has now been reflected. This includes total carried forward adjustments of \$14.7m as adopted by Council at the Ordinary Council Meeting held on 12 October 2021 (CS01-10/21).

This resulted an improvement in closing surplus position to \$12.6m, a net increase of \$17.2m from the revised position, which was a deficit of \$4.5m. The main contributors for the improvement are due to decrease in Material and Contracts of \$2.2m and decrease in Capital Expenditure of \$15.5m.

## Reserves Movements (Attachment 4)

It should be noted that the opening balances have now been adjusted in line with the 2020/21 Financial Statements, which are now audited and adopted by Council in February 2022.

The main proposed changes to the Transfers to Reserves amounting to \$31.6m surplus position reported at 2020/21 audited Financial Statements as per the reserve policy and amounts to be re-budgeted.

The main proposed changes to the Transfers from Reserves amounting to \$6.6m are as follows:

• Whilst the re-budget amounts are reported as \$6.57m the savings (\$500k) and additional reserve-funding requirement (\$525k) negates each other.

Additional reserve funding requirements are as follows:

- \$50K additional funding requirement for asbestos investigation and management of the Quinns Beach Caravan Park new development project;
- \$300k for additional funding requirements of new finance system; and
- \$175k additional funding requirement for the renewal of CCTV network infrastructure.

#### CITY OF WANNEROO AGENDA OF ORDINARY COUNCIL MEETING 15 MARCH, 2022

The composition of Reserves for the re-budget, savings and additional items are as follows:

Description	Reserve Changes \$	Savings Amount \$	Re-budget Amount \$	Additional Required \$
Reserve - Asset Replacement/Enhancement	409,000	90,000	794,000	(475,000)
Reserve - Domestic Refuse	50,000	0	50,000	0
Reserve - Neerabup Development	496,451	58,000	438,451	0
Reserve - Plant Replacement	1,436,374	327,228	1,109,146	0
Reserve - Strategic Projects/Initiatives	3,233,745	25,000	3,258,745	(50,000)
Reserve - Yanchep/Two Rocks District Community Facilities (DCF)	925,882	0	925,882	0
Total	6,551,452	500,228	6,576,224	(525,000)

# Comment

# Mid-Year Annual Budget Review Summary of Changes

# **Operating and Non-Operating**

Total operating changes submitted through the MYR equate to a favourable movement of \$11.2m (\$2.8m from Operations and \$8.3m from Other Non-Operating movements) which is summarised as follows:

- Increase in Fees & Charges of \$366k mainly due increased building applications and planning assessments;
- Increase in Interest Income by \$352k due to increase in investment portfolio holding and upward trending rates of return;
- A decrease in Materials and Contracts by \$2.2m mainly due to lower infrastructure maintenance costs and waste disposal expenses;
- \$1.3m decrease in Non-Operating Grants, Contributions, Reimbursements and Donations is due to delays in projects totalling \$2.2m, which will be re-budgeted in the 2022/23 financial year, offset by additional projects (\$620k) funded from LRCIP (AS02-09/21), brought forward Grants (\$150k) and forecasted grant funding (\$200k) (AP04-12/21); and
- TPS revenue and expenses have been reduced by \$9.6m due to delays in activities and will be re-budgeted in 2022/23.

# <u>Capital</u>

Of the \$14.0m reduction in the Capital Program budget, a large proportion has been deferred for consideration in 2022/23 and future years. With regard to the financial impact on Municipal Funds, there is a deficit of \$606k due to \$968k additional funding requirement and savings of \$362k. Municipal funds to be re-budgeted reported as \$4.5m. The other major funding contributor of the re-budget is Reserves which is reported as \$6.5m

# **Statutory Compliance**

Regulation 33A of the Local Government (Financial Management) Regulations 1996 requires a local government to carry out a review of its Annual Budget for that year between 1 January and 31 March in each year. Within 30 days after the review is carried out, the review is to be submitted to Council for consideration. Council is to consider the review and determine whether or not to adopt.

## Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2021 – 2031:

7 ~ A well governed and managed City that makes informed decisions, provides strong community leadership and valued customer focused services

7.1 - Clear direction and decision making

# **Risk Management Considerations**

The tables below outline the Strategic and Corporate risks within the City's existing risk registers, which relate to the issues contained in this report.

Risk Title	Risk Rating
Financial Management	Moderate
Accountability	Action Planning Option
Executive Management Team	Manage

Risk Title	Risk Rating
Integrated Planning and Reporting	Low
Accountability	Action Planning Option
Executive Leadership Team	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 SCP, 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**

The MYR Review has been undertaken in accordance with the requirements detailed in the City's Accounting Policy and Strategic Budget Policy.

# **Financial Implications**

As outlined above and detailed in Attachments 1, 2, 3, 4, 5, 6 and 7.

#### Voting Requirements

Absolute Majority

## Recommendation

That Council APPROVES BY ABSOLUTE MAJORITY the Mid-Year Statutory Budget Review and the proposed changes of the Annual Budget for the 2021/22 financial year in accordance with Regulation 33A (3) of the *Local Government (Financial Management) Regulations 1996 and section 6.8(1)(b)* of the *Local Government Act 1995*, as shown in Attachments 1, 2, 3, 4, 5, 6 and 7.

#### Attachments:

1,.	Attachment 1 - Statement of Comprehensive Income 2021/22 MYR	22/71539
2 <mark>.]</mark> .	Attachment 2 - Capital Summary Final 2021/22 MYR	22/71556
3 <mark>.</mark>	Attachment 3 - Rate Setting Statement 2021/22 MYR	22/71566
4 <mark>.</mark> .	Attachment 4 - Reserves 2021/22 MYR	22/71580
5 <mark>.</mark>	Attachment 5 - Proposed Rebudget 2021/22 MYR	22/81814
6 <mark>.]</mark> .	Attachment 6 - Proposed Additional Funding Requirement 2021/22 MYR	22/81843
7 <mark>.</mark> .	Attachment 7 - Proposed Relinquished Funds 2021/22 MYR	22/81861

# STATEMENT OF COMPREHENSIVE INCOME By Summary Nature or Type

	Year-to-	Date 31 Decemb	oer 2021		Annual Buc	lget 2021/22	
Description	Budget	Actual	Variance	Original Adopted	Revised	Proposed Q2 Changes	Proposed Revised
	\$	\$	\$	\$	\$	\$	\$
Operating Revenues							
Grants, Contributions, Reimbursements & Donations	3,829,631	3,889,776	(60,145)	8,015,370	8,067,170	(92,257)	7,974,913
Fees & Charges	41,053,581	40,770,232	283,349	50,296,054	50,296,054	365,661	50,661,715
Interest Earnings	1,372,322	1,824,325	(452,003)	2,283,458	2,283,458	352,100	2,635,558
Other Revenue	344,872	353,979	(9,107)	725,295	725,295	(12,061)	713,234
Rates	139,067,680	138,836,832	230,848	141,191,680	141,191,680	(129,600)	141,062,080
	185,668,086	185,675,144	(7,058)	202,511,857	202,563,657	483,843	203,047,500
Operating Expenses							
Employee Costs	(39,838,447)	(37,980,748)	(1,857,699)	(77,092,475)	(77,142,475)	84,956	(77,057,519)
Materials & Contracts	(36,143,321)	(26,510,331)	(9,632,990)	(73,738,173)	(73,739,973)	2,222,175	(71,517,798)
Utilities	(4,768,217)	(4,283,740)	(484,477)	(9,755,555)	(9,755,555)	28,522	(9,727,033)
Depreciation	(22,205,712)	(19,764,834)	(2,440,878)	(44,411,424)	(44,411,424)	-	(44,411,424)
Interest Expense	(2,058,017)	(2,175,811)	117,794	(4,115,430)	(4,115,430)	-	(4,115,430)
Insurance	(593,774)	(672,623)	78,849	(1,285,633)	(1,285,633)	13,000	(1,272,633)
	(105,607,488)	(91,388,087)	(14,219,401)	(210,398,690)	(210,450,490)	2,348,653	(208,101,837)
Result from Operations	80,060,598	94,287,056	(14,226,458)	(7,886,833)	(7,886,833)	2,832,496	(5,054,337)
Other Revenues & Expenses							
Grants, Contributions, Reimbursements & Donations	13,273,032	10,776,172	2,496,860	19,076,024	18,994,033	(1,260,000)	17,734,033
Contributed Physical Assets	-	-	-	12,180,000	12,180,000	-	12,180,000
Contract Expenses	-	(14,168,717)	14,168,717	(15,000,000)	(15,000,000)	-	(15,000,000)
Profit on Asset Disposals	4,110,037	1,125,447	2,984,590	4,945,035	4,945,035	-	4,945,035
Loss on Asset Disposal	(1,013,273)	-	(1,013,273)		(1,013,273)		(1,013,273)
TPS & DCP Revenues	4,059,794	4,372,659	(312,865)		25,630,638	(3,200,000)	22,430,638
TPS & DCP Expenses	(14,199,513)	(1,119,775)	(13,079,738)	(19,907,771)	(19,907,771)		(7,086,646)
	6,230,077	985,786	5,244,291	25,910,653	25,828,662	8,361,125	34,189,787
Total Comprehensive Income	86,290,675	95,272,843	(8,982,168)	18,023,820	17,941,829	11,193,621	29,135,450

#### 2021/22 Capital Mid Year Review - Proposed Changes

							Funding Adj	ustments			
Project No	Project Name	Revised Budget	Revised Budget (Post MYR)	Adjustment (Increase) / Decrease	Grants	Contribut.	Reserves	Loan	TPS	Municipal	Financial Comments
PR-1006	Neerabup Industrial Area, Neerabup, New Sites for Environmental Offset Requirements	222,000	164,000	58,000			58,000				Savings due to a scope reduction of outstanding offset works, to be undertaken under another future project.
PR-1010	Quinns Beach Caravan Park, Quinns Rocks, New Development	93,738	143,738	(50,000)			(50,000)				Additional funds required for asbestos investigation and management plan.
PR-1015	Recurring Program, Upgrade Community Buildings - Minor Works	125,000	205,000	(80,000)						(80,000)	Additional funds required for Portofinos toilet time locks, mirrors and ventilation and Clarkson Library customer counter works.
PR-1037	Recurring Program, Renew Domestic Waste Vehicles	8,786,299	8,159,150	627,149			627,149				Rebudget \$586,299 to 22/23 due to the deferral of the replacement of two vehicles. Savings of \$40,850 identified.
PR-1658	Recurring Program, Renew Plant	711,983	488,771	223,212			223,212				Rebudget to 22/23 due to the deferral of the replacement of five mowers.
PR-1659	Recurring Program, Renew Light Vehicles	1,267,528	1,180,582	86,946			86,946				Rebudget \$53,757 to 22/23 due to delays in the delivery of light vehicles as a result of Covid. Savings of \$33,189 identified.
PR-1660	Recurring Program, Renew Heavy Trucks	2,002,444	1,503,377	499,067			499,067				Rebudget \$245,878 to 22/23 awaiting decisions on truck design for Parks mower transport, with savings of \$253,189 due to the non replacement of two trucks.
PR-1904	Recurring Program, Renew Community Building Assets	320,000	230,000	90,000			90,000				Savings due to partial deferral of Anthony Waring renewal works to align with LRCIP Phase 2 ventilation/HVAC upgrades.
PR-1910	Recurring Program, Renew Park Assets	1,418,618	1,318,618	100,000						100,000	Savings identified on completed program of works.
PR-2016	Recurring Program, Renew Foreshore	103,000	123,000	(20,000)						(20,000)	Additional funds required for windbreak fencing repairs / installation and additional erosion matting.
PR-2088	Badgerup Reserve, Wanneroo, Renew Site for Environmental Offset Various Requirements	117,000	127,000	(10,000)						(10,000)	Additional funds required for fence removal at Badgerup Reserve due to trapping fauna.
PR-2094	Recurring Program, New CCTV Network and Supporting Infrastructure	288,346	328,346	(40,000)						(40,000)	Additional funds required for upgrade of key hardware (not cameras) at CCTV sites currently undergoing VMS (video management system) migration.
PR-2098	Recurring Program, New Corporate Business Systems	631,558	674,393	(42,835)						(42,835)	Funds transferred from PR-4030.
PR-2368	Gnangara Rd, Wangara, Upgrade and Realignment from Wanneroo Rd to Hartman Dr	300,000	50,000	250,000					250,000		Rebudget to 22/23 due to delay in formalising scope and presenting to Council.
PR-2455	Clarkson Youth Centre, Clarkson, Upgrade Building and Open Space	601,756	71,756	530,000						530,000	Rebudget to 22/23 due to delayed construction.
PR-2484	Recurring Program, New Installation of Shade Structures	246,000	197,000	49,000	30,000					19,000	Savings identified on completed work packages and budget reduction due to grant being redirected to another site for alternate works.
PR-2602	Gnangara Rd, Wangara, Upgrade from Hartman Dr to Mirrabooka Ave	100,000	10,000	90,000					90,000		Rebudget to 22/23 due to delay in formalising scope and presenting to Council.
PR-2619	Recurring Program, Upgrade Kingsway Indoor Stadium - Minor Works	36,700	51,700	(15,000)						(15,000)	Additional funds required to cover market escalation.
PR-2622	Recurring Program, Upgrade Wanneroo Aquamotion - Minor Works	75,000	120,000	(45,000)						(45,000)	Additional funds required to cover cost escalation based on RFQ price for 24/7 gym conversion.
PR-2664	Landsdale Library and Youth Innovation Hub, New Building	1,793,991	293,991	1,500,000			105,272	1,394,728			Rebudget to 22/23 due to delays in the construction schedule.
PR-2707	Recurring Program, New Minor Pathways and End of Trip Facilities	150,000	200,000	(50,000)							Additional funds required for increased costs and partial scope substitution.
PR-2749	Recurring Program, New Major Pathways	1,032,400	1,285,400	(253,000)						(253,000)	Additional funds required for works on Marmion Ave, Church St, Hudson Ave and Yanchep Beach Rd due to higher costs than anticipated.

#### CITY OF WANNEROO AGENDA OF ORDINARY COUNCIL MEETING 15 MARCH, 2022

							Funding Adju	ustments			
Project No	Project Name	Revised Budget	Revised Budget (Post MYR)	Adjustment (Increase) / Decrease	Grants	Contribut.	Reserves	Loan	TPS	Municipal	Financial Comments
	Dalvik Park, Merriwa, New Sports Amenities Building and Carpark	1,592,780	1,542,780	50,000						50,000	Savings identified.
PR-2955	Halesworth Park, Butler, New Sports Facilities	6,236,464	1,086,464	5,150,000	2,250,000		2,900,000				Rebudget required due to delay in construction.
PR-2990	Leatherback Park, Alkimos, New Sports Amenities Building	8,269	28,269	(20,000)						(20,000)	Additional funds required for remedial work to ventilation grills.
PR-2999	City Entry Statement Signage, Various Locations, New Installations	75,000	50,000	25,000			25,000				Savings identified.
PR-4030	New Enterprise Integration Solution	42,835	0	42,835						42,835	Savings identified, to be transferred to PR-2098
PR-4034	Hudson Park, Girrawheen, Upgrade Dennis Cooley Pavilion	14,690	34,690	(20,000)						(20,000)	Additional funds required for structural investigation into minor building cracks.
PR-4055	Renew Finance System	2,035,230	2,335,230	(300,000)			(300,000)		1 1		Additional funds required.
PR-4068	Renew Assets Management System	1,719,307	1,419,307	300,000					1 1	300.000	Rebudget to 22/23 due to delays in the project.
	Renew Customer Request Management System	1,141,609	347,609	794,000			794,000				Rebudget to 22/23 due to delays in the project.
PR-4074	Renew Facilities Management System	33,166	7,740	25,426						25,426	Savings realised on completion of project. Funds to be transferred to operating for next stage.
PR-4075	New Enterprise Project Management System	59,890	9,890	50,000			50,000				Rebudget to 22/23 to allow for evaluation of options.
PR-4077	New Human Resources Systems	190,899	0	190,899					1 1	190,899	Rebudget to 23/24 as project placed on hold.
PR-4088	Neerabup Industrial Area, Neerabup, New Development	1,766,982	1,408,531	358,451			358,451			,	Rebudget to 22/23 to allow for revised cashflow of multi-year project.
PR-4140	Marmion Ave Upgrade to Dual Carriageway from Butler Blvd to Yanchep Beach Rd	0	8,259	(8,259)						(8,259)	Additional funds required for payment of delayed invoice for line marking.
PR-4158	Marmion Avenue, Upgrade Street Landscaping	152,648	127,648	25,000						25,000	Savings realised on completed project.
PR-4161	Bin Stores, Upgrade Store Roofs and Enclosures	211,493	181,493	30,000						30,000	Savings due to deferral of one site (Oldham Park, Yanchep).
PR-4180	Alexander Drive, Landsdale, New Shared Pathway from Gnangara Rd to Hepburn Ave	1,544,234	1,294,234	250,000					250,000		Rebudget to 22/23 due to delays with Western Power on forward work utility adjustments.
	Wanneroo Animal Care Centre, Wanneroo, New Building	261,025	131,025	130,000			104,622				Rebudget to 22/23 due to delays in site selection finalisation.
	Montrose Park, Girrawheen, Upgrade Changeroom	648,619	108,619	540,000						540,000	Rebudget to 22/23 required as construction has been deferred.
PR-4216	East Wanneroo Cell 3, Wanneroo, Upgrade Infrastructure	100,000	50,000	50,000					50,000		Rebudget to 22/23 for construction.
PR-4228	Kingsway Dog park, Madeley, Upgrade infrastructure	0	17,000	(17,000)						(17,000)	It is proposed to undertake design for this project in 21/22, with funds for construction in the 22/23 draft budget.
PR-4231	East Wanneroo Cell 2, Sinagra, Upgrade Infrastructure	205,000	65,000	140,000					140,000		Rebudget to 22/23 for construction.
PR-4234	Two Rocks Beach (South), Two Rocks, New Beach Accessway	389,149	51,149	338,000		150,000	98,851			89,149	Rebudget to 22/23 for deferred construction to suit clearing permit timing.
	Abbeville Park, Mindarie, Upgrade Oval Extension	293,971	323,971	(30,000)						(30,000)	Additional funds required for out of scope items, goal post sleeves and line marking.
	Kingsway Regional Sporting Complex, Madeley, New Car Park	470,134	50,134	420,000						420,000	Rebudget to 22/23 due to delay in site lease negotiations and servicing costs definition.
PR-4263	Recurring Program, Upgrade Streetscape Infrastructure	70,000	130,000	(60,000)						(60,000)	Additional funds required due to increased scope within the program for 21/22.
PR-4267	Wanneroo BMX, Pearsall, Upgrade Existing Facilities	105,700	355,700	(250,000)	(250,000)						As per Council report AS02-09/21, new funds allocated under the Local Roads and Community Infrastructure Program (LRCIP Phase 3).
PR-4270	Libraries Carpet Renewal, Various locations, Renew Library Carpet	216,527	176,527	40,000						40,000	Rebudget to 22/23 to suit multi-year project.
PR-4271	Splendid Park, Yanchep, Upgrade Splendid Park Cycling Path	2,274,690	594,690	1,680,000						1,680,000	Rebudget to 22/23 due to tender delays.

							Funding Adju	ustments			
Project No	Project Name	Revised Budget	Revised Budget (Post MYR)	Adjustment (Increase) / Decrease	Grants	Contribut.	Reserves	Loan	TPS	Municipal	Financial Comments
	Santa Barbara Parade, Marmion Avenue, Quinns Rocks, Upgrade Intersection	150,000	200,000	(50,000)							Additional funds required to replace budget transferred in error in November Financial Activity Statement.
PR-4277	Alkimos, New Alkimos Aquatic and Recreation Centre	3,449,452	3,449,452	0	(200,000)						Change of funding sources to enable earlier spend of grant funding.
PR-4280	Ashby Operations Centre, Ashby, Upgrade Insulation in Main Mechanical Workshop	75,000	95,000	(20,000)						(20,000)	Additional funds required for the painting of the fascia, not included in original scope.
PR-4281	Capricorn Coastal Node, Yanchep, New Recreation and Amenity Facilities	2,193,923	750,000	1,443,923			925,882			518,041	Rebudget to 22/23 as per developer timeframe.
PR-4288	New Occupational Safety and Health Management System	160,000	180,000	(20,000)						(20,000)	Additional funds required due to higher than anticipated costs.
PR-4302	Neerabup Industrial Area, Neerabup, New Renewable Energy Delivery	150,000	70,000	80,000			80,000				Rebudget to 22/23 for multi-year project.
PR-4304	Sheffield Park, Wanneroo, New Security Lighting	163,000	143,000	20,000						20,000	Savings identified due to no requirement from Western Power for services connection.
PR-4305	Kingsbridge Park, Butler, New Security Lighting	70,000	67,500	2,500						2,500	Savings identified.
PR-4314	Various Locations, New Pathways	653,615	753,615	(100,000)						(100,000)	Additional funds required due to increased costs on Lisford Ave and Ocean Reef Road works.
PR-4317	Kingsway Indoor Stadium, Madeley, Renew Changerooms and Toilets	140,000	240,000	(100,000)	(100,000)						As per Council report AS02-09/21, additional grant funds (LRCIP Phase 3) to commence ground floor (Stage 2) works.
	Various Locations, New Drone Program	40,000	23,000	17,000							Savings identified in the procurement process.
PR-4339	Cafaggio Crescent, Wanneroo, Upgrade parking	30,000	40,000	(10,000)						(10,000)	Additional funds required for new car parking bays.
PR-4340	North Coast, New Community Drop Off Site	20,000	0	20,000			20,000				Rebudget to 23/24 due to delay in site selection.
PR-4341	Wangara, New Community Drop Off Site	30,000	0	30,000			30,000				Rebudget to 23/24 due to delay in site selection.
PR-4343	Various Locations, Renew CCTV Network Infrastructure	200,000	375,000	(175,000)			(175,000)				Additional funds required for camera renewals at 7 sites identified by recent CCTV audit.
PR-4347	Flynn Drive, Neerabup, Upgrade from Wanneroo Rd to Old Yanchep Rd	464,397	614,397	(150,000)	(150,000)						Grant funds brought forward for services relocation.
PR-4348	Yanchep Surf Life Saving Club, Yanchep, Upgrade Building - Minor Works	50,000	80,000	(30,000)							additional scope item.
PR-4349	Yanchep Lagoon Precinct, Yanchep, New Street Furniture and Artwork	30,000	0	30,000						30,000	Savings on deferred project.
PR-4356	Rotary Park, Wanneroo, Upgrade Rotary Park	100,000	50,000	50,000						50,000	Rebudget to 22/23 due to extended concept design consultation period with external stakeholders.
PR-4359	Gumblossom Park, Quinns Rocks, New Nature Playground	0	8,000	(8,000)						(8,000)	As per Council report CE01-07/21, the City is to receive \$50K in grant funding for this project with the internal project management costs to be funded by the City.
PR-4360	Ridgewood, Ridgewood Park, Upgrade to Facilities	0	5,000	(5,000)						(5,000)	As per Council report CE01-07/21, the City is to receive \$120K in grant funding for this project with the design costs to be funded by the City in 21/22.
PR-4361	All Accessibilities, All Ages Playground	0	200,000	(200,000)	(200,000)						As per Council report CP04-12/21, the City is to receive grant funding of \$2.6M for this project, with planning and consultation to take place in 21/22.
PR-4363	Liddell Park, Girrawheen, Upgrade park with fitness equipment	0	-,	(6,000)							As per Council report CE01-07/21, the City is to receive \$37K in grant funding for this project with the design costs to be funded by the City in 21/22, and construction to take place in 22/23.
PR-4371	Wanneroo Amateur Football Club - new solar panels	0	4,100	(4,100)						(4,100)	As per Council report CP01-11/21, the City is to receive \$45K in grant funding for this project with the internal project management costs to be funded by the City.

							Funding Adj	ustments			
Project No	Project Name	Revised Budget	Revised Budget (Post MYR)	Adjustment (Increase) / Decrease	Grants	Contribut.	Reserves	Loan	TPS	Municipal	Financial Comments
PR-4372	Wanneroo Cricket Club - kiosk canopy	0	3,500	(3,500)						(3,500)	As per Council report CP05-12/21, the City is to receive \$35K in grant funding for this project with the internal project management costs to be funded by the City.
PR-4373	Splendid Park, Yanchep, Upgrade Floodlighting at both ovals	0	30,000	(30,000)	(30,000)						As per Council report AS02-09/21, new project funded under LRCIP Phase 3, with design to be undertaken in 21/22.
PR-4374	Hinckley Park, Pearsall, New Toilet Block	0	30,000	(30,000)	(30,000)						As per Council report AS02-09/21, new project funded under LRCIP Phase 3, with design to be undertaken in 21/22.
PR-4375	Edgar Griffiths Park, Wanneroo, New Lighting to Dog Exercise Park	0	10,000	(10,000)	(10,000)						As per Council report AS02-09/21, new project funded under LRCIP Phase 3, with design to be undertaken in 21/22.
PR-4376	Ocean Reef Road, Wangara, New Pathway from Brady St to Hartman Dr	0	200,000	(200,000)	(200,000)						As per Council report AS02-09/21, new project funded under LRCIP Phase 3, with construction to commence in 21/22.
Sub Total	s for Mid Year Review	50,453,059	36,489,345	13,963,714	1,110,000	150,000	6,551,452	1,394,728	780,000	3,977,534	

#### **Budget Summary**

Original Adopted Budget	82,213,708
Endorsed Changes (prior to MYR)	2,919,816
Proposed MYR Adjustments	(13,963,714)
Capital Program Post MYR	71,169,810

Municipal Contribution Summary	
Municipal Funds to be Rebudgeted	4,583,467
Municipal Funds Declared as Savings	361,761
Additional Municipal Funds Required	(967,694)
Net Municipal Funds	3,977,534
Municipal Funds Declared as Savings	361,761
Additional Municipal Funds Required	(967,694)
Net Municipal Deficit	(605,933)

#### CITY OF WANNEROO AGENDA OF ORDINARY COUNCIL MEETING 15 MARCH, 2022

RATE SETTING STATEMENT By Summary Nature or Type

	Year-to-	Date 31 Decemb	er 2021		Annual Bud	Annual Budget 2021/22					
Description	Budget	Actual	Variance	Original Adopted	Revised	Proposed Q2 Changes	Proposed Revised				
	\$	\$	\$	\$	\$	\$	\$				
Opening Surplus/(Deficit)	1,373,000	32,998,793	(31,625,793)	1,373,000	1,373,000	31,625,793	32,998,793				
Operating Activities											
Revenues											
Grants, Contributions, Reimbursements & Donations	3,829,631	3,889,776	(60,145)	8,015,370	8,067,170	(92,257)	7,974,913				
Fees & Charges	41,053,581	40,770,232	283,349	50,296,054	50,296,054	365,661	50,661,715				
Interest Earnings	1,372,322	1,824,325	(452,003)	2,283,458	2,283,458	352,100	2,635,558				
Other Revenue	344,872	353,979	(9,107)	725,295	725,295	(12,061)	713,234				
	46,600,406	46,838,312	(237,906)	61,320,177	61,371,977	613,443	61,985,420				
Expenses											
Employee Costs	(39,838,447)	(37,980,748)	(1,857,699)	(77,092,475)			(77,057,519)				
Materials & Contracts	(36,143,321)	(26,510,331)	(9,632,990)	(73,738,173)		2,222,175	(71,517,798)				
Utility Charges	(4,768,217)	(4,283,740)	(484,477)	(9,755,555)		28,522	(9,727,033)				
Depreciation	(22,205,712)	(19,764,834)	(2,440,878)	(44,411,424)		-	(44,411,424)				
Interest Expenses	(2,058,017)	(2,175,811)	117,794	(4,115,430)		-	(4,115,430)				
Insurance	(593,774)	(672,623)	78,849	(1,285,633)		13,000	(1,272,633)				
	(105,607,488)	(91,388,087)	(14,219,401)	(210,398,690)	(210,450,490)	2,348,653	(208,101,837)				
Non-Cash Amounts Excluded											
Depreciation	22,205,712	19,764,834	2,440,878	44,411,424	44,411,424	-	44,411,424				
	(36,801,370)	(24,784,942)	(12,016,428)	(104,667,089)	(104,667,089)	2,962,096	(101,704,993)				
Investing Activities											
Grants, Contributions, Reimbursements & Donations	13,273,032	10,776,172	2,496,860	19,076,024	18,994,033	(1,260,000)	17,734,033				
Contributed Physical Assets	-	-	-	12,180,000	12,180,000	-	12,180,000				
Non-Op Contract Expenses	-	(14,168,717)	14,168,717	(15,000,000)	(15,000,000)	-	(15,000,000)				
Profit on Asset Disposals	4,110,037	1,125,447	2,984,590	4,918,000	4,945,035	-	4,945,035				
Loss on Assets Disposals	(1,013,273)	-	(1,013,273)	(1,013,273)	(1,013,273)	-	(1,013,273)				
TPS & DCP Revenues	4,059,794	4,372,659	(312,865)	25,630,638	25,630,638	(3,200,000)	22,430,638				
TPS & DCP Expenses	(14,199,513)	(1,119,775)	(13,079,738)	(19,907,771)	(19,907,771)		(7,086,646)				
Capital Expenditure	(35,700,000)	(18,016,001)	(17,683,999)	(82,213,708)	(85,133,524)	13,963,714	(71,169,810)				
Proceeds from Disposal of Assets	4,320,000	(741,783)	5,061,783	8,640,000	8,640,000	-	8,640,000				
	(25,149,923)	(17,771,998)	(7,377,925)	(47,690,090)	(50,664,862)	22,324,839	(28,340,023)				
Non-Cash Amounts Excluded											
Contributed Physical Assets	-	-	-	(12,180,000)	(12,180,000)	-	(12,180,000)				
Profit on Asset Disposals	(4,110,037)	(1,125,447)	(2,984,590)	(4,918,000)	(4,945,035)	-	(4,945,035)				
Loss on Assets Disposals	1,013,273	-	1,013,273	1,012,919	1,013,273	-	1,013,273				
Movement in Equity Accounted Investments	-	(1,269,803)	1,269,803	-	(1,269,803)	-	(1,269,803)				
Movement in Non-Current Deferred Pensioner Rates	-	209,228	(209,228)	-	209,228	-	209,228				
Movement in Non-Current Leave Liability Provision		(25,805)	25,805	-	(25,805)	-	(25,805)				
	(3,096,764)	(2,211,827)	(884,937)	(16,085,081)	(17,198,142)	-	(17,198,142)				
Financian Activities	(28,246,687)	(19,983,825)	(8,262,862)	(63,775,171)	(67,863,004)	22,324,839	(45,538,165)				
Financing Activities				15 000 000	15 000 000		15 000 000				
Contributions from New Loans	-	-	-	15,000,000	15,000,000	- (1.204.720)	15,000,000				
Transfers from Restricted Grants, Contributions & Loans	854,717	68,700	786,018	1,709,434	1,752,832	(1,394,728)	358,104				
Transfers to Restricted Grants, Contributions & Loans Transfers from Reserves	- 21,708,735	- 5,980,096	-	-	45 220 449	(6 554 450)	29 669 000				
Transfers to Reserves	· · ·	5,980,096	15,728,638	43,417,469	45,220,418	(6,551,452)	38,668,966 (70,724,751)				
Cash Backed Employee Provisions Transfers	(19,549,656)	- 70,881	(19,549,656) (70,881)	(39,098,958)	(39,098,958) 70,881	(31,625,793)	70,881				
Transfers from Trust Fund-Cash Paid in Lieu of POS	1,234,540	70,001	1,234,540	- 2,469,079	2,469,079		2,469,079				
Transfers from Schemes	10,955,712	- 842,649	10,113,063	21,911,423	21,935,657	- (16,801,125)	5,134,532				
Transfers to Schemes	(10,955,712)	2,152,527	(13,108,239)	(21,911,423)	(21,935,657)	16,801,125	(5,134,532)				
	4,248,335	9,114,853	(4,866,518)	23,497,024	25,414,252	(39,571,973)	(14,157,721)				
Pudget Deficiency	(59,426,722)	(2,655,120)	(56,771,602)	(143,572,236)		17,340,755	(128,402,086)				
		(2,000,120)									
Budget Deficiency Amount to be raised from Rates	139.067.680	138,836,832	230,848	141,191,680	141.191.680	(129,600)	141.062.080				

#### CITY OF WANNEROO AGENDA OF ORDINARY COUNCIL MEETING 15 MARCH, 2022

RESERVES SCHEDULE

Summary

	Original	Annual Bud	get 2021/22 Proposed Q2	Proposed
Details	Adopted \$	Revised \$	Changes	Revised \$
Alkimos/Eglinton Coastal Corridor Community Facilities Reserve				
Dpening Balance Fransfers In	<b>17,180,292</b> 3,021,574	<b>17,399,405</b> 3,021,574	<b>0</b> 0	<b>17,399,40</b> 3,021,57
Fransfers Out	(1,551,418)	(1,551,418)	0	(1,551,41
Closing Balance	18,650,448	18,869,561	0	18,869,50
Asset Replacement/Enhancement Reserve Dpening Balance	59,830,019	63,907,204	o	63,907,20
Fransfers In	12,021,714	12,021,714	0	12,021,7
Fransfers Out Closing Balance	(3,159,165)	(3,159,165)	409,000 <b>409,000</b>	(2,840,16
Carry Forward - Capital Works Reserve	64,872,568	68,727,097	409,000	69,136,09
Dpening Balance	3,728,681	3,728,681	0	3,728,68
Fransfers In	0	0	0	(2 7 2 0 6 0
Fransfers Out Closing Balance	(3,728,681) <b>0</b>	(3,728,681) <b>0</b>	0 0	(3,728,68
Cash Paid in Lieu of Public Open Space Prior to 10 April 2006 Reserve				
Opening Balance	0	2,554,736	0	2,554,73
Fransfers In Fransfers Out	2,469,079	2,469,079 0	0	2,469,0
Closing Balance	2,469,079	5,023,815	0	5,023,8
Coastal Management Reserve				
Dpening Balance	15,708,579	15,872,524	0	15,872,5
Fransfers In Fransfers Out	61,186 (228,300)	61,186 (228,300)	0 0	61,1 (228,30
Closing Balance	15,541,465	15,683,671	0	15,683,6
Domestic Refuse Reserve	10 700 00	49 450 40-		40.450
<b>Dpening Balance</b> Fransfers In	<b>10,769,391</b> 41,947	<b>13,156,108</b> 41,947	<b>0</b> 0	<b>13,156,1</b> 41,9
Fransfers Out	(3,672,659)	(3,279,061)	50,000	(3,229,06
Closing Balance	7,138,679	9,918,994	50,000	9,968,9
Golf Course Reserve Dpening Balance	1,150,162	1,311,425	0	1,311,4
Fransfers In	557,881	557,881	0	557,8
Transfers Out	(420,000)	(420,000)	0	(420,00
Closing Balance Strategic Land Reserve	1,288,043	1,449,306	0	1,449,3
Dening Balance	6,025,480	6,029,093	0	6,029,0
Fransfers In	5,921,470	5,921,470	0	5,921,4
Fransfers Out	(20,000)	(20,000)	0 <b>0</b>	(20,00
Closing Balance Leave Liability Reserve	11,926,950	11,930,563	0	11,930,5
Dpening Balance	15,806,887	15,006,085	0	15,006,0
Fransfers In	61,569	61,569	0	61,5
Fransfers Out Closing Balance	0 <b>15,868,456</b>	0 15,067,654	0 <b>0</b>	15,067,6
oan Repayment Reserve		, ,		
Dpening Balance	56,461,381	56,450,457	0	56,450,4
Fransfers In Fransfers Out	1,889,920	1,889,920	0	1,889,9
Closing Balance	58,351,301	58,340,377	0	58,340,3
Neerabup Development Reserve				
Dpening Balance Fransfers In	<b>3,882,211</b> 1,015,121	<b>4,387,201</b> 1,015,121	<b>0</b> 0	<b>4,387,2</b> 1,015,1
Fransfers Out	(2,312,059)	(2,312,059)	496,451	(1,815,60
Closing Balance	2,585,273	2,983,340	496,451	3,479,7
Plant Replacement Reserve Opening Balance	17,858,008	16,802,775	0	16,802,7
Fransfers In	3,760,857	3,760,857		3,760,8
Fransfers Out	(12,621,624)	(12,621,624)	1,436,374	(11,185,25
Closing Balance	8,997,241	7,795,378	1,436,374	9,231,7
Regional Open Space Reserve Dpening Balance	18,356,759	18,415,711	0	18,415,7
Fransfers In	6,071,501	6,071,501	0	6,071,5
Fransfers Out	0	0	-	
Closing Balance Section 152 (formerly 20A) Land Reserve	24,428,260	24,487,212	0	24,487,2
Dpening Balance	784,255	740,388	0	740,3
Fransfers In	3,055	3,055	0	3,0
Fransfers Out Closing Balance	0 <b>787,310</b>	0 <b>743,443</b>	0 <b>0</b>	743,4
Strategic Projects/Initiatives Reserve	707,510	7-10,440	U	743,4
Opening Balance	24,996,872	167,516		167,5
Fransfers In Fransfers Out	1,470,364 (10,098,268)	1,470,364 (11,796,867)		33,096,1 (8,563,12
Closing Balance	(10,098,288) <b>16,368,968</b>	(11,790,007)	34,859,538	24,700,5
IPS 20 - District Distributor Road Headworks Reserve				
Opening Balance	7,345,829	7,364,620	0	7,364,6
Fransfers In Fransfers Out	28,612 0	28,612 0	0 0	28,6
Closing Balance	7,374,441	7,393,232	Ő	7,393,2
(anchep Bus Reserve				
Opening Balance Fransfers In	<b>119,794</b> 5,467	<b>117,187</b> 5,467	<b>0</b> 0	<b>117,1</b> 5,4
Fransfers Out	5,467	5,467		5,4
Closing Balance	125,261	122,654	0	122,6
Anchep/Two Rocks Coastal Corridor Community Facilities Reserve				
Dpening Balance Fransfers In	<b>1,764,218</b> 697,641	<b>1,519,196</b> 697,641	<b>0</b>	<b>1,519,1</b> 697,6
Fransfers Out	(1,785,295)	(1,785,295)	925,882	(859,41
Closing Balance	676,564	431,542	925,882	1,357,4
-				
CONSOLIDATED SUMMARY	004 700 0/0	044 000 01-		044 000 -
CONSOLIDATED SUMMARY Depening Balance	<b>261,768,818</b> 1,005,737	<b>244,930,312</b>	<b>0</b>	<b>244,930,3</b>
CONSOLIDATED SUMMARY	<b>261,768,818</b> 1,005,737 38,093,221	<b>244,930,312</b> 1,005,737 38,093,221	0	<b>244,930,3</b> 1,005,7 69,719,0

# 2021/22 Capital Mid Year Review - Proposed Rebudget Projects

Project No	Project Name	Adjustment (Increase) / Decrease	Grants	Contribute.	Reserves	Loan	TPS	Municipal	Financial Comments
PR-1037	Recurring Program, Renew Domestic Waste Vehicles	586,299			586,299				Rebudget \$586,299 to 22/23 due to the deferral of the replacement of two vehicles. Savings of \$40,850 identified.
PR-1658	Recurring Program, Renew Plant	223,212			223,212				Rebudget to 22/23 due to the deferral of the replacement of five mowers.
PR-1659	Recurring Program, Renew Light Vehicles	53,757			53,757				Rebudget \$53,757 to 22/23 due to delays in the delivery of light vehicles as a result of Covid. Savings of \$33,189 identified.
	Recurring Program, Renew Heavy Trucks	245,878			245,878				Rebudget \$245,878 to 22/23 awaiting decisions on truck design for Parks mower transport, with savings of \$253,189 due to the non replacement o two trucks.
	Gnangara Rd, Wangara, Upgrade and Realignment from Wanneroo Rd to Hartman Dr	250,000					250,000		Rebudget to 22/23 due to delay in formalising scope and presenting to Council.
	Clarkson Youth Centre, Clarkson, Upgrade Building and Open Space	530,000						530,000	Rebudget to 22/23 due to delayed construction.
	Gnangara Rd, Wangara, Upgrade from Hartman Dr to Mirrabooka Ave	90,000					90,000		Rebudget to 22/23 due to delay in formalising scope and presenting to Council.
	Landsdale Library and Youth Innovation Hub, New Building	1,500,000			105,272	1,394,728			Rebudget to 22/23 due to delays in the construction schedule.
	Halesworth Park, Butler, New Sports Facilities	5,150,000	2,250,000		2,900,000				Rebudget required due to delay in construction.
	Renew Assets Management System	300,000						300,000	Rebudget to 22/23 due to delays in the project.
	Renew Customer Request Management System	794,000			794,000				Rebudget to 22/23 due to delays in the project.
	New Enterprise Project Management System	50,000			50,000				Rebudget to 22/23 to allow for evaluation of options.
	New Human Resources Systems	190,899						190,899	Rebudget to 23/24 as project placed on hold.
PR-4088	Neerabup Industrial Area, Neerabup, New Development	358,451			358,451				Rebudget to 22/23 to allow for revised cashflow of multi-year project.
PR-4180	Alexander Drive, Landsdale, New Shared Pathway from Gnangara Rd to Hepburn Ave	250,000					250,000		Rebudget to 22/23 due to delays with Western Power on forward work utility adjustments.
PR-4194	Wanneroo Animal Care Centre, Wanneroo, New Building	130,000			104,622			25,378	Rebudget to 22/23 due to delays in site selection finalisation.
PR-4202	Montrose Park, Girrawheen, Upgrade Change room	540,000						540,000	Rebudget to 22/23 required as construction has been deferred.
PR-4216	East Wanneroo Cell 3, Wanneroo, Upgrade Infrastructure	50,000					50,000		Rebudget to 22/23 for construction.
PR-4231	East Wanneroo Cell 2, Sinagra, Upgrade Infrastructure	140,000					140,000		Rebudget to 22/23 for construction.
PR-4234	Two Rocks Beach (South), Two Rocks, New Beach Accessway	338,000		150,000	98,851			89,149	Rebudget to 22/23 for deferred construction to suit clearing permit timing.
PR-4262	Kingsway Regional Sporting Complex, Madeley, New Car Park	420,000						420,000	Rebudget to 22/23 due to delay in site lease negotiations and servicing costs definition.
PR-4270	Libraries Carpet Renewal, Various locations, Renew Library Carpet	40,000						40,000	Rebudget to 22/23 to suit multi-year project.
PR-4271	Splendid Park, Yanchep, Upgrade Splendid Park Cycling Path	1,680,000						1,680,000	Rebudget to 22/23 due to tender delays.
PR-4277	Alkimos, New Alkimos Aquatic and Recreation Centre	0	(200,000)					200,000	Swap of funding sources between 21/22 and 22/23.
	Capricorn Coastal Node, Yanchep, New Recreation and Amenity Facilities	1,443,923			925,882			518,041	Rebudget to 22/23 as per developer timeframe.
PR-4302	Neerabup Industrial Area, Neerabup, New Renewable Energy Delivery	80,000			80,000				Rebudget to 22/23 for multi-year project.
PR-4340	North Coast, New Community Drop Off Site	20,000			20,000				Rebudget to 23/24 due to delay in site selection.
PR-4341	Wangara, New Community Drop Off Site	30,000			30,000				Rebudget to 23/24 due to delay in site selection.
PR-4356	Rotary Park, Wanneroo, Upgrade Rotary Park	50,000						50,000	Rebudget to 22/23 due to extended concept design consultation period with external stakeholders.
			2,050,000			1,394,728	780.000	I	

# CITY OF WANNEROO AGENDA OF ORDINARY COUNCIL MEETING 15 MARCH, 2022

2021/22 Capital Mid Year Review - Proposed Additional Funding Requirement

Project No	Project Name	Adjustment (Increase) / Decrease	Grants	Contribute.		Loan	TPS	Municipal	Financial Comments
PR-1010	Quinns Beach Caravan Park, Quinns Rocks, New Development	(50,000)			(50,000)				Additional funds required for asbestos investigation and management plan.
PR-1015	Recurring Program, Upgrade Community Buildings - Minor Works	(80,000)						(80,000)	Additional funds required for Portofinos toilet time locks, mirrors and ventilation and Clarkson Library customer counter works.
PR-2016	Recurring Program, Renew Foreshore	(20,000)						(20,000)	Additional funds required for windbreak fencing repairs / installation and additional erosion matting.
PR-2088	Badgerup Reserve, Wanneroo, Renew Site for Environmental Offset Various Requirements	(10,000)						(10,000)	Additional funds required for fence removal at Badgerup Reserve due to trapping fauna.
PR-2094	Recurring Program, New CCTV Network and Supporting Infrastructure	(40,000)						(40,000)	Additional funds required for upgrade of key hardware (not cameras) at CCT∨ sites currently undergoing VMS (video management system) migration.
PR-2098	Recurring Program, New Corporate Business Systems	(42,835)						(42,835)	Funds transferred from PR-4030.
PR-2619	Recurring Program, Upgrade Kingsway Indoor Stadium - Minor Works	(15,000)						(15,000)	Additional funds required to cover market escalation.
PR-2622	Recurring Program, Upgrade Wanneroo Aquamotion - Minor Works	(45,000)						(45,000)	Additional funds required to cover cost escalation based on RFQ price for 24/ gym conversion.
PR-2707	Recurring Program, New Minor Pathways and End of Trip Facilities	(50,000)						(50,000)	Additional funds required for increased costs and partial scope substitution.
PR-2749	Recurring Program, New Major Pathways	(253,000)						(253,000)	Additional funds required for works on Marmion Ave, Church St, Hudson Ave and Yanchep Beach Rd due to higher costs than anticipated.
PR-2990	Leatherback Park, Alkimos, New Sports	(20,000)						(20,000)	Additional funds required for remedial work to ventilation grills.
PR-4034	Amenities Building Hudson Park, Girrawheen, Upgrade Dennis	(20,000)						(20,000)	Additional funds required for structural investigation into minor building cracks
PR-4055	Cooley Pavilion Renew Finance System	(300,000)			(300,000)				Additional funds required.
PR-4140	Marmion Ave Upgrade to Dual Carriageway from Butler Blvd to Yanchep Beach Rd	(8,259)						(8,259)	Additional funds required for payment of delayed invoice for line marking.
PR-4228	Kingsway Dog park, Madeley, Upgrade infrastructure	(17,000)						(17,000)	It is proposed to undertake design for this project in 21/22, with funds for construction in the 22/23 draft budget.
PR-4249	Abbeville Park, Mindarie, Upgrade Oval Extension	(30,000)						(30,000)	Additional funds required for out of scope items, goal post sleeves and line marking.
PR-4263	Recurring Program, Upgrade Streetscape Infrastructure	(60,000)						(60,000)	
PR-4267	Wanneroo BMX, Pearsall, Upgrade Existing Facilities	(250,000)	(250,000)						As per Council report AS02-09/21, new funds allocated under the Local Roads and Community Infrastructure Program (LRCIP Phase 3).
PR-4273	Santa Barbara Parade, Marmion Avenue, Quinns Rocks, Upgrade Intersection	(50,000)						(50,000)	Additional funds required to replace budget transferred in error in November Financial Activity Statement.
PR-4280	Ashby Operations Centre, Ashby, Upgrade Insulation in Main Mechanical Workshop	(20,000)						(20,000)	Additional funds required for the painting of the fascia, not included in original scope.
PR-4288	New Occupational Safety and Health Management System	(20,000)						(20,000)	
PR-4314	Various Locations, New Pathways	(100,000)						(100,000)	change. Additional funds required due to increased costs on Lisford Ave and Ocean
PR-4317	Kingsway Indoor Stadium, Madeley, Renew Changerooms and Toilets	(100,000)	(100,000)						Reef Road works. As per Council report AS02-09/21, additional grant funds (LRCIP Phase 3) to commence ground floor (Stage 2) works.
PR-4339	Cafaggio Crescent, Wanneroo, Upgrade parking	(10,000)						(10,000)	Additional funds required for new car parking bays.
PR-4343	Various Locations, Renew CCTV Network	(175,000)			(175,000)				Additional funds required for camera renewals at 7 sites identified by recent
PR-4347	Infrastructure Flynn Drive, Neerabup, Upgrade from	(150,000)	(150,000)						CCTV audit. Grant funds brought forward for services relocation.
PR-4348	Wanneroo Rd to Old Yanchep Rd Yanchep Surf Life Saving Club, Yanchep, Upgrade Building - Minor Works	(30,000)						(30,000)	Additional funds required for increased costs and additional scope item.
PR-4359	Gumblossom Park, Quinns Rocks, New Nature Playground	(8,000)						(8,000)	As per Council report CE01-07/21, the City is to receive \$50K in grant funding for this project with the internal project management costs to be funded by the City.
PR-4360	Ridgewood, Ridgewood Park, Upgrade to Facilities	(5,000)						(5,000)	As per Council report CE01-07/21, the City is to receive \$120K in grant fundin for this project with the design costs to be funded by the City in 21/22.
PR-4361	All Accessibilities, All Ages Playground	(200,000)	(200,000)						As per Council report CP04-12/21, the City is to receive grant funding of \$2.6N for this project, with planning and consultation to take place in 21/22.
PR-4363	Liddell Park, Girrawheen, Upgrade park with fitness equipment	(6,000)						(6,000)	As per Council report CE01-07/21, the City is to receive \$37K in grant funding for this project with the design costs to be funded by the City in 21/22, and
PR-4371	Wanneroo Amateur Football Club - new solar panels	(4,100)						(4,100)	construction to take place in 22/23. As per Council report CP01-11/21, the City is to receive \$45K in grant funding for this project with the internal project management costs to be funded by the
PR-4372	Wanneroo Cricket Club - kiosk canopy	(3,500)						(3,500)	City. As per Council report CP05-12/21, the City is to receive \$35K in grant funding for this project with the internal project management costs to be funded by the city.
PR-4373	Splendid Park, Yanchep, Upgrade Floodlighting at both ovals	(30,000)	(30,000)						City. As per Council report AS02-09/21, new project funded under LRCIP Phase 3, with design to be undertaken in 21/22.
PR-4374	Hinckley Park, Pearsall, New Toilet Block	(30,000)	(30,000)						As per Council report AS02-09/21, new project funded under LRCIP Phase 3, with design to be undertaken in 21/22.
PR-4375	Edgar Griffiths Park, Wanneroo, New Lighting to Dog Exercise Park	(10,000)	(10,000)						As per Council report AS02-09/21, new project funded under LRCIP Phase 3, with design to be undertaken in 21/22.
PR-4376	Ocean Reef Road, Wangara, New Pathway from Brady St to Hartman Dr	(200,000)	(200,000)						As per Council report AS02-09/21, new project funded under LRCIP Phase 3, with construction to commence in 21/22.

#### 2021/22 Capital Mid Year Review - Proposed Savings

Project No	Project Name	Adjustment (Increase) / Decrease	Grants	Contribut.	Reserves	Loan	TPS	Municipal	Financial Comments
	Neerabup Industrial Area, Neerabup, New Sites for Environmental Offset Requirements	58,000			58,000				Savings due to a scope reduction of outstanding offset works, to be undertaken under another future project.
	Recurring Program, Renew Domestic Waste Vehicles	40,850			40,850				Rebudget \$586,299 to 22/23 due to the deferral of the replacement of two vehicles. Savings of \$40,850 identified.
PR-1659	Recurring Program, Renew Light Vehicles	33,189			33,189				Rebudget \$53,757 to 22/23 due to delays in the delivery of light vehicles as a result of Covid. Savings of \$33,189 identified.
PR-1660	Recurring Program, Renew Heavy Trucks	253,189			253,189				Rebudget \$245,878 to 22/23 awaiting decisions on truck design for Parks mower transport, with savings of \$253,189 due to the non replacement of two trucks.
	Recurring Program, Renew Community Building Assets	90,000			90,000				Savings due to partial deferral of Anthony Waring renewal works to align with LRCIP Phase 2 ventilation/HVAC upgrades.
	Recurring Program, Renew Park Assets	100,000						100,000	Savings identified on completed program of works.
	Recurring Program, New Installation of Shade Structures	49,000	30,000						Savings identified on completed work packages and budget reduction due to grant being redirected to another site for alternate works.
	Dalvik Park, Merriwa, New Sports Amenities Building and Carpark	50,000						50,000	Savings identified.
	City Entry Statement Signage, Various Locations, New Installations	25,000			25,000				Savings identified.
PR-4030	New Enterprise Integration Solution	42,835						42,835	Savings identified, to be transferred to PR-2098
	Renew Facilities Management System	25,426							Savings realised on completion of project. Funds to be transferred to operating for next stage.
PR-4158	Marmion Avenue, Upgrade Street Landscaping	25,000						25,000	Savings realised on completed project.
	Bin Stores, Upgrade Store Roofs and Enclosures	30,000						30,000	Savings due to deferral of one site (Oldham Park, Yanchep).
	Sheffield Park, Wanneroo, New Security Lighting	20,000							Savings identified due to no requirement from Western Power for services connection.
PR-4305	Kingsbridge Park, Butler, New Security Lighting	2,500							Savings identified.
PR-4334	Various Locations, New Drone Program	17,000						17,000	Savings identified in the procurement process.
	Yanchep Lagoon Precinct, Yanchep, New Street Furniture and Artwork	30,000						30,000	Savings on deferred project.
		891,989	30,000	0	500,228	0	0	361,761	

# **Council & Corporate Support**

CS05-03/22	<b>Review of Council Member Continuing Professional Development</b>
	Policy

File Ref:	2410 – 22/69879
Responsible Officer:	Director, Corporate Strategy & Performance
Attachments:	1

## Issue

To consider the required review of the Council Member Continuing Professional Development Policy (the **Policy**).

# Background

Section 5.128 (1) of the Local Government Act 1995 (the Act) requires that:

(1) A local government must prepare and adopt* a policy in relation to the continuing professional development of Council Members.

## * Absolute majority required.

Following each ordinary election, a local government must review the Policy in accordance with clause 5(a) of Section 5.128 of the Act.

# Detail

The Policy was adopted by Council at its meeting held 20 October 2020 (Attachment 1). It provides a framework for delivery of continuing professional development and includes identifying categories of professional development and relevant organisations to equip Council Members with the knowledge, skills and competencies needed by a Council Member to perform their role as community leaders and determine the City's strategic direction.

The policy describes the City of Wanneroo's approach to enable Council Members to meet their statutory obligations to undertake training and gives effect to the requirement to adopt a continuing professional development Policy.

Since the Policy was adopted in 2020, the following professional development opportunities have been accessed by Council Members:

- Mandatory Essential Council Member Training (conducted through WALGA);
- Governance Institute of Australia professional courses;
- Urban Development Institute of Australia (UDIA) conference and other various industry information sessions;
- PC Essentials Training Course;
- Professional Speaking Course (WALGA);
- WALGA Local Government Convention; and
- Strategic Risk Workshop.

Continuing professional development reflects the Council's ongoing determination to positively represent the best interests of the City of Wanneroo community.

# Consultation

Nil.

# Comment

No changes are proposed to the Policy.

# **Statutory Compliance**

Review of the Policy following each ordinary local government election is a legislative requirement. The Policy is required to be submitted to an ordinary Council meeting to fulfil compliance.

# **Strategic Implications**

The proposal aligns with the following objective within the Strategic Community Plan 2021 – 2031:

- 7 ~ A well governed and managed City that makes informed decisions, provides strong community leadership and valued customer focused services
  - 7.1 Clear direction and decision making

# **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**

Annual funding to support Council Members' professional development is submitted annually for Council's budget considerations.

## Voting Requirements

Simple Majority

## Recommendation

That Council, in accordance with clause 5(a) of Section 5.128 of the *Local Government Act 1995*, ACCEPTS the review of the Council Member Continuing Professional Development Policy, with no changes.

Attachments:

 <sup>1
 .</sup> Attachment 1 - Final Version adopted by Council 20/10/2020 - Attachment 1 - Council Member
 20/231812

 Continuing Professional Development Policy
 20/231812



Policy Manual

## **Council Member Continuing Professional Development Policy**

Policy Owner: Contact Person: Date of Approval: Council and Corporate Support Manager Council and Corporate Support 20 October 2020 (CS07-10/20)

# **POLICY STATEMENT**

The City of Wanneroo is committed to supporting Council Members to fulfil their role as leaders. This Policy describes the City of Wanneroo's approach to enable Council Members to meet their statutory obligations to undertake training and gives effect to the requirement to adopt a continuing professional development Policy.

## POLICY OBJECTIVE

Council Members are required to make important decisions on a diverse range of matters. They must also understand relevant legislation and comply with meeting procedures, conflicts of interest and codes of conduct.

The Local Government Act 1995 requires that:

"s5.126 –

1. Each Council Member must complete training in accordance with regulations."

and

"s5.128 –

(1) A local government must prepare and adopt* a policy in relation to the continuing professional development of Council Members.

* Absolute majority required."

#### SCOPE

This policy provides a framework for delivery of continuing professional development. It includes identifying categories of professional development and relevant organisations to equip Council Members with the knowledge, skills and competencies needed by a Council Member to perform their role as community leaders and determine the City's strategic direction.

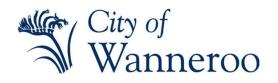
The policy applies to all Council Members of the City of Wanneroo.



# Policy Manual

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# DEFINITIONS

CEO	Chief Executive Officer of the City of Wanneroo
Council	Council of the City (the elected body)
Council Member	A person elected under the Local Government Act 1995 as a member of the council of the local government and includes the Councillors and Mayor of the local government
Act	Local Government Act 1995
City	City of Wanneroo Administration
Regulations	Local Government (Administration) Regulations 1996
Registered training organisation	An organisation providing Education and Training courses, resulting in qualifications or statements of attainment that are recognised and accepted by industry and other institutions throughout Australia.

#### **IMPLICATIONS** (Strategic, Financial, Human Resources)

The financial cost of implementing this Policy will be considered in the City's annual budget process.

Training paid for in accordance with this Policy is to relate to the role of a Council Member and is required to have benefit to the City of Wanneroo and the community.

# IMPLEMENTATION

## 1. Commitment to Continuing Professional Development

# 1.1 Commitment Statement

The Council is committed to providing continuing professional development to Council Members with consideration for the strategic direction of local government, skills gap among Council as a whole and the needs of individual Council Members.

Continuing professional development reflects the Council's ongoing determination to positively represent the best interests of the City of Wanneroo community.

Council Members have a unique and challenging role. Each Council Member is encouraged to seek the assistance of the Chief Executive Officer (and for Councillors - in conjunction with the Mayor) to identify their particular development requirements and appropriate courses, education and/or conferences to improve their skills and knowledge.



#### 1.2 Categories of Professional Development

The following professional development categories are recognised as relevant to the role of Council Member:-

- a) Leadership and Management;
- b) Corporate Governance
- c) Risk Management;
- d) Policy and Evaluation;
- e) Town Planning;
- f) Emergency Management;
- g) Environmental Management;
- h) Strategic Planning and monitoring;
- i) Financial Management Understanding and application of financial policy and budgeting processes;
- j) Information & Communications Technology (including Social Media);
- k) Community Consultation;
- I) Public Speaking;
- m) Chairing Meetings;
- n) Time Management;
- o) Conflict Resolution; and
- p) Legislative Framework within which the City operates including but not limited to Codes of Conduct, Standards Panel, State Administrative Tribunal, Public Interest Disclosures, *Corruption and Crime and Misconduct Act 2003*.
- 1.3 Professional development is to be completed through a registered training organisation or recognised industry body, unless approved otherwise by the Chief Executive Officer.

## 2. Mandatory Training for Council Members

- 2.1 Commencing from October 2019, in accordance with Regulation 35 of the *Local Government (Administration) Regulations 1996*, a Council Member is to complete the course titled 'Council Member Essentials' within 12 months from the day on which the Council Member is elected.
- 2.2 The Council Member Essentials Course consists of five core modules:
  - a) Understanding Local Government;
  - b) Serving on Council;
  - c) Meeting Procedures;
  - d) Conflicts of Interests; and
  - e) Understanding financial reports and budgets.



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- 2.3 The Council Member Essentials Course may be undertaken at any of the following Training Providers:
  - a) North Metropolitan TAFE; or
  - b) South Metropolitan TAFE; or
  - c) WALGA.

#### 2.4 Exemptions

- a) Council Members will not have to undertake "Council Member Essentials" if, in the previous five years, they have passed the:
  - i. Council Member Essentials course, or
  - ii. 52756WA Diploma of Local Government (Elected Member), or
  - iii. course titled LGASS00002 Elected Member Skill Set before 1 July 2019 and within the period of 5 years ending immediately before the day on which the Council Member is elected;
- b) A person who was a Council Member on the day on which the Local Government Regulations Amendment (Induction and Training) Regulations 2019 regulation 8 came into operation is exempt from the requirement in section 5.126(1) until the end of their term of office.
- 2.5 Mandatory training for Council Members will not be subject to CEO approval.

#### 2.6 Cost of Mandatory Training

Costs to undertake mandatory training are determined by the Training Providers. The City shall meet the costs of all mandatory training courses for Council Members, including reasonable travel and parking expenses (if required), as determined by the Chief Executive Officer (or nominee).

## 3. **Professional Conferences**

#### 3.1 Attendance at Professional Conferences

- a) Council recognises that attendance at professional conferences support Members continuing professional development. For the purposes of this policy, conference includes seminars and industry meetings.
- b) To enable members to develop and maintain skills and knowledge relevant to their role as a Member, the CEO (or nominee) may authorise attendance of a Member at a professional conference (including interstate and international) which is:
  - i. considered by the CEO to be directly relevant to the City's affairs; and/or
  - ii. is attended by employees of the City; and/or



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- iii. is convened by the Western Australian Local Government Association (WALGA) including the Convention; and/or
- iv. the ALGA National Congress, and/or
- v. the LGMA National Congress; and/or
- vi. the National Roads Forum; and/or
- vii. relevant to the National Growth Area Alliance; and/or
- viii. as part of the Western Australian Local Government Week; and/or
- ix. a study tour/official delegation.
- c) In relation to study tours or official delegations, the CEO will refer all such proposals to a Council Forum for information first, prior to confirming any arrangements.
- d) Professional conference attendance is subject to sufficient funds being available in the Member Professional Conference Allowance.

#### 3.2 **Council Member Professional Conference Allowance**

- a) Attendance by a Member at conferences or meetings listed in 3.1(iii) through 3.1(vii) inclusive will not be subject to CEO approval or the Member Professional Conference Allowance (CMPCA). For clarity, the City will meet costs associated with Members attending those conferences and/or meetings.
- b) A maximum annual CMPCA of \$5,000 per Councillor and \$10,000 for the Mayor, is available for professional development as outlined in this Policy (allowance amount set July 2013 and is to be inflated by the Consumer Price Index (All Groups Perth) Rate on 1 July each year and rounded to the nearest \$100).
- c) If the maximum annual CMPCA is not spent in any financial year then the difference is to be carried forward to the maximum annual allowance for the next financial year. To avoid doubt, the total maximum annual accumulative CMPCA is not to exceed \$10,000 per Councillor or \$20,000 for the Mayor in any financial year.
- d) The CMPCA may be used to meet the following costs subject to the conditions outlined in this Clause:
  - i. Registration for the conference dinner and welcome reception for the Member and one person accompanying the Member;
  - ii. Accommodation for the Council Member being in a standard room at a reasonably priced hotel near the conference venue for the duration of the conference;
  - iii. Food and beverages consumed by the Council Member during the conference;
  - iv. Taxi fares incurred as a result of the Council Member attending the conference;
  - v. Airfares to attend the conference if required;



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- vi. Costs associated with the attendance of a Council Member at any meetings or forums with other government bodies or associations, at the discretion of the CEO (or nominee).
- e) Where a Council Member takes private leave immediately before, during or after any professional conference attendance that exceeds four (4) business days in total, then only a one-way airfare (or 50% of a return airfare) will be funded by the CMPCA. For clarity, a Council Member will be required to personally meet the remaining costs of the airfare.
- f) An advance of \$130 per day for interstate travel and \$200 per day for overseas travel will be made available for food, beverages and travel costs during the conference. The cash advances per day will be inflated annually from 1 July based on the Consumer Price Index (All Groups Perth) Rate, and rounded to the nearest \$10.00. Original receipts must be provided for the acquittal of all advances and are to be received by the City within one (1) week of returning from the conference. Authorised expenditure over and above the daily advance will be refunded to the Council Member.
- g) Where necessary a hire car may be organised to enable attendance at a conference at the discretion of the CEO.
- h) Where a Council Member chooses to travel interstate by private motor vehicle instead of by air, then the costs incurred for accommodation and vehicle mileage (calculated in accordance with the Local Government mileage allowance) up to an equivalent amount that would have been expended had the travel occurred by air, may be claimed through the CMPCA.
- i) The costs incurred for meals and beverage may be claimed where it is reasonable for the Council Member to have incurred the expense as a result of Professional Conference attendance. Claims for costs will not be accepted where meals are provided as part of the event or activity or where the expense is incurred outside of reasonable travelling times, for example, more than one day in advance of, or after the end of, the event or activity. Council Members will generally not be reimbursed for the cost of meals or refreshments for other people.
- j) The extent to which the costs to attend a professional conference and/or professional meeting are to be reimbursed is the actual cost supported by original receipts or other sufficient information for the total cost to support the claim.
- k) All conference papers, Council Member reports on the event and/or other relevant materials will be published on the HUB Portal. Documents are to be forwarded to Council Support.



## 4. Education

## 4.1 Council Member Education Session

a) The CEO (or nominee) is authorised to arrange one or more Council Member Education Sessions in any financial year, to which all Members are to be invited, to a maximum total annual cost of \$20,000. (allowance amount set July 2013 and is to be inflated by the Consumer Price Index (All Groups Perth) Rate on 1 July each year and rounded to the nearest \$100).

#### 4.2 **Council Member Education Attendance**

- a) Education can include formal qualifications, short-courses, or training sessions.
- b) The CEO (or nominee) is authorised to arrange the registration for a Council Member's attendance at any education course conducted by:
  - i. Western Australian Local Government Association (WALGA) including the Elected Member Development Program and the Diploma of Local Government (Elected Member).
  - ii. The Australian Institute of Company Directors; or
  - iii. The Institute of Public Administration Australia.
  - iv. Any training session considered by the CEO to be directly relevant to the City's affairs.
- c) The CEO (or nominee) is authorised to arrange at the request of a Council Member, the registration for a Council Member's attendance at an educational course of study which course is:
  - i. Conducted by a Western Australian university, tertiary educational institution or registered training organisation; and
  - ii. Considered by the CEO (or nominee) to be directly relevant to the performance of the City and/or its functions including financial management, corporate governance and social infrastructure.
- d) Education Attendance is subject to sufficient funds being available in the Member Education Allowance.

#### 4.3 **Council Member Education Allowance**

- a) A maximum annual amount of \$5,000 per Councillor and \$10,000 for the Mayor, is available for Council Member Education Attendance (**CMEA**). (allowance amount set July 2013 and is to be inflated by the Consumer Price Index (All Groups Perth) Rate on 1 July each year and rounded to the nearest \$100).
- b) The costs of education attendance by a Council Member:-



- i. will not be subject to the CMEA when the Member has been requested by either the CEO or Council to attend the training session or education course or for Mandatory Training for Council Members as detailed in this Policy. For clarity, the City will meet costs applicable under these circumstances.
- ii. **will be** subject to the CMEA when the Member has requested to attend the training session or education course.
- c) If the maximum annual CMEA is not spent in any financial year then the difference is to be carried forward to the maximum annual allowance for the next financial year. To avoid doubt, the total maximum allowance is not to exceed \$10,000 per Councillor or \$20,000 for the Mayor in any financial year.
- d) A Council Member is not entitled to any subsidy where education attendance is subsidised through other means.
- e) Council Members will be required to reimburse any payments made in accordance with this Policy if the Council Member does not successfully complete the relevant education course.

## 5. Speaking Engagements

- 5.1 At the request of a Member, the CEO (or nominee) is authorised to arrange the registration of the Member to attend and listen to any speaking engagement which the CEO considers is directly relevant to the City's affairs.
- 5.2 Speaking Engagements may also include (at the discretion of the CEO or nominee) Corporate Breakfasts/ Luncheons/ Dinners, Awards/ Ceremonies.
- 5.3 Speaking Engagements that are aligned/ perceived to be aligned to any political party are not authorised under this Policy.
- 5.4 A maximum Speaking Engagement Allowance of \$250 per Council Member per engagement is available for Member attendance at Speaking Engagements. (allowance amount set July 2014 and is to be inflated by the Consumer Price Index (All Groups Perth) Rate on 1 July each year and rounded to the nearest \$10).
- 5.5 If the maximum Speaking Engagement Allowance is not spent in any financial year, then the funds are not carried forward.

## 6. Council Member Registration

- 6.1 Requests from Members to attend professional conferences, education or speaking engagements are to be submitted in writing to Council Support at least ten (10) working days before the event. All requests are to address the following criteria:
  - a) Relevance to the Members role as an Council Member; and
  - b) Relevance to the Council Members continuing professional development; and



- c) Relevance to the City's strategic direction; and
- d) Relevance to the Council Members committee representation.
- 6.2 All requests are subject to approval by the CEO (or nominee).
- 6.3 Requests received from the Mayor will be processed as first priority. Other requests will be processed in the order of receipt. If more than three (3) requests are received for the same opportunity or event, then those requests received after the first three (not including the Mayor), will be referred to Council for consideration.
- 6.4 Where any request received exceeds the Council Members available allowance as outlined in this Policy, the request will be referred to Council for consideration.
- 6.5 Any requests from Council Members to attend professional conferences, education or speaking engagements that will be held within the last three months of a Council Members term of office, will be referred to Council for consideration. To clarify, the date for which this clause shall take effect will be the date for which the professional conferences, education or speaking engagement commences.
- 6.6 Members should not accumulate benefits associated with customer loyalty programs (such as frequent flyer points) while travelling on Council business. The City will not provide customer loyalty details to any organisation when booking and paying for travel.
- 6.7 The City will not pay for additional persons accompanying Council Members on Council business other than in accordance with this Policy or otherwise authorised by the CEO. Partners and spouses may accompany Council Members at other times at a Members' own expense.
- 6.8 Requests to register for training, professional conference, education or speaking engagements outside of this policy are to be referred to the CEO who may refer the request to Council for approval.

## APPROVALS, DELEGATIONS OR AUTHORISATIONS

- a) The CEO (or his nominee) is authorised to arrange attendance at training, professional conference, education or speaking engagements that meet the intent of this Policy.
- b) The CEO (or his nominee) is authorised to approve requests from Council Members for training as per the criteria in this Policy.
- c) Subject to budgeted funds, the CEO (or his nominee) is authorised to approve associated travel, accommodation and reimbursement of approved expenses necessary for a Council Member to attend training, professional conference, education or speaking engagements with consideration for the timing (start and



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finish times) of the event, the location, the practicality of travel time and any other circumstances considered relevant to the event.

- d) A Council Member, with the approval of the CEO (or his nominee), may make their own arrangements for travel and accommodation, and reimbursement will be made on presentation of appropriate receipts in accordance with this Policy.
- e) Approval should be obtained from Council where:
  - i. Training is requested after 30 June in the year a Council Members term of office ends; or
  - ii. Where the Council Member does not have sufficient funds available in their allocation to meet all training and associated costs.

## REPORTING

In accordance with section 5.127 of the Act, the local government is to prepare a report for each financial year on the training completed by Council Members in that financial year.

The report is to list each Council Member and the training each has completed in the financial year. Training is defined in Regulation 35 of the *Local Government (Administration) Regulations 1996* which refers to the Council Member Essentials Course.

The report on training must be posted on the City's official website within one month of the end of a financial year.

## **ROLES AND RESPONSIBILITIES**

In accordance with section 5.128 of the Act:

- the policy in relation to the continuing professional development of Council Members is required to be adopted by Council by an absolute Majority and;
- the CEO must publish an up-to-date version of the policy on the local government's official website.

This policy will be administered by Council and Corporate Support:.

## **DISPUTE RESOLUTION**

All disputes concerning this policy will be referred to the Manager Council and Corporate Support in the first instance, and if unresolved, to the Director Corporate Strategy and Performance and finally escalated to the CEO for arbitration.

## **EVALUATION AND REVIEW PROVISIONS**

Section 5.128(5) of the Act requires that a local government —

(a) must review the policy after each ordinary election; and



#### (b) may review the policy at any other time

Any amendment to the policy is to be adopted by Council by an absolute majority.

# **RELEVANT POLICIES/MANAGEMENT OR PROCEDURES/DOCUMENTS**

- Council Members Fees, Allowances, Reimbursements and Benefits Policy; and
- Attendance at Events Policy (Council Members and CEO).

# **REFERENCES/LEGISLATION**

- Part 5, Division 10 of the Act describes provisions relating to the universal training of Council Members.
- Under Section 5.126 of the Act, each Council Member must complete training in accordance with the Regulations.
- Under Section 5.127 of the Act, the CEO must publish a report on the local government's website within one (1) month of the end of the financial year detailing the training completed by Council Members.
- Under Section 5.128 of the Act, a local government must prepare and adopt a Policy (by Absolute Majority) in relation to the continuing professional development of Council Members.
- Part 10 of the Local Government (Administration) Regulations 1996 provides the legal framework for Council Member statutory training.

# **RESPONSIBILITY FOR IMPLEMENTATION**

Manager Council and Corporate Support

Version	Next Review	Record No:
1	October 2021	20/231812

# CS06-03/22 Appointment of Delegate to Heritage Services Advisory Group

File Ref:	14553V012 – 22/71623
Responsible Officer:	Director, Corporate Strategy & Performance
Attachments:	1

# Issue

To consider the appointment of a Council Member delegate to the Heritage Services Advisory Group.

# Background

At the Special Council Meeting held on 26 October 2021, Council resolved to appoint the following delegates to the Heritage Services Advisory Group (SCS03-10/21):

"5. APPOINTS the following Council Members to City of Wanneroo Advisory Groups

as per their Terms of Reference:

• • •

d) Heritage Services Advisory Group:

Nominations for Delegate

Nomination in writing received prior to the meeting from Cr Sangalli for delegate.

Nomination from the floor received from Cr Berry for delegate.

Nomination from the floor received from Cr Miles for delegate.

There being three nominations for the three vacant positions of delegate, Cr Sangalli, Cr Miles and Cr Berry were endorsed as the successful nominees.

Three Delegates	
Councillor : Helen Berry	
Councillor: Paul Miles	
Councillor: Natalie Sangalli	

On 8 February 2022, Cr Berry advised the City that she would unfortunately be unable to attend meetings for this appointment and therefore, has requested to step down in the role of Delegate to this Group.

As a result, the City is seeking a new Delegate as the representative for this appointment.

# Detail

The following details information regarding the group for the consideration of Council Members:

<u>Heritage Services Advisory Group</u> – Meetings are held as required on Tuesdays at 4:00pm at the Civic Centre, Leschenaultia Room, 23 Dundebar Road, Wanneroo. The purpose of the group is to recommend to Council on policy matters pertaining to the heritage of the City of Wanneroo.

The current terms of reference are provided in Attachment 1.

# Consultation

Nil

# Comment

Council is requested to consider the appointment of a Council Member delegate as detailed in this report.

Where there are more nominations than the available vacancy for representation, a vote by a show of hands will be conducted.

# **Statutory Compliance**

Nil

# **Strategic Implications**

The proposal aligns with the following objective within the Strategic Community Plan 2021 – 2031:

- 7 ~ A well governed and managed City that makes informed decisions, provides strong community leadership and valued customer focused services
  - 7.1 Clear direction and decision making

## **Risk Management Considerations**

Risk Title	Risk Rating
CO-O26 Heritage	Low
Accountability	Action Planning Option
Chief Executive Officer	manage

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

# **Policy Implications**

Nil

## **Financial Implications**

Nil

**Voting Requirements** 

Simple Majority

## Recommendation

That Council APPOINTS ______ as delegate to the Heritage Services Advisory Group.

Attachments:

1. Attachment 1 - Heritage Services Advisory Group - Terms of Reference 20/89184



# **TERMS OF REFERENCE**

# Heritage Services Advisory Group

# (Date of Council Adoption)

Name:	Heritage Services Advisory Group	
Role/ Purpose:	To recommend to Council on policy matters pertaining to the heritage of the City of Wanneroo.	
Definition:	Choose the definition to insert for either an Advisory or Working Group:	
	<b>Advisory Group:</b> The role of an Advisory Group is to act in an Advisory capacity, providing the City's Administration and the Council with its views and/or proposals relevant to the objectives for which the group was established.	
	It is put together to get opinions and make Recommendations and/ or provide key information and materials to the Council, usually of a strategic nature. It may be ongoing (standing) or ad hoc (one-time) in nature. In operation, the Advisory Group cannot direct City Employees, expend monies, direct Volunteers or do anything, which is the responsibility of the City.	
Aims & Functions:         1.1 Advise and make recommendations to Council on the stratege direction for the development and provision of heritage service and facilities in the City of Wanneroo.		
	1.2 Recommend policies to council in relation to the management of the heritage collections of the City of Wanneroo.	
	1.3 Provide advice on a program of events that enhance and promote a positive image of the City.	
	1.4 Provide input to Council's decision making process on development or demolition applications concerning places identified in the Local Heritage Survey.	
	1.5 Provide input to Council on places nominated for inclusion in the Local Heritage Survey.	

2.	Mambarahini	01	The Haritage Carvings Advisory Crown shall consist of the	
<b>∠</b> .	Membership:	2.1.	The Heritage Services Advisory Group shall consist of the following representation:	
			Three Council representatives appointed by Council;	
			<ul> <li>Director, Community &amp; Place</li> </ul>	
			Manager, Cultural Development	
			Coordinator, Cultural Services	
			• A maximum of four community representatives.	
			• Representatives of other agencies as appropriate by	
			invitation for specific meetings/issues	
		2.2.	Community representatives are to be approved by the	
			appropriate Director;	
		2.3.	Membership shall be for a period of up to two years terminating on the day of the Ordinary Council Elections, with retiring	
			members eligible to reapply;	
			Members must comply with the City's Code of Conduct;	
		2.5.	The Heritage Services Advisory Group have authority to second	
			individuals from outside of the Heritage Services Advisory Group	
		26	on a voluntary basis, for their expert advice; Consideration will not be given to any nomination received from	
		2.0.	a person who is currently serving as an Elected Member of a	
			neighbouring Council.	
3.	Operating	3.1.	Chairperson:	
	Procedures:		a) The members of <i>Heritage Services Advisory Group</i> are to	
			elect a Chairperson and Deputy Chairperson from amongst	
			themselves at the first meeting of the Group.	
			b) The Chairperson should be an Elected Member.	
			c) The Chairperson will preside at all meetings.	
			d) In the absence of the Chairperson, the Deputy Chairperson	
			will assume the Chair, and in their absence, a person is to	
			be elected by the Heritage Services Advisory Group	
			present to assume the Chair.	
			e) The Chairperson is responsible for the proper conduct of	
			the Heritage Services Advisory Group.	
		3.2.	Meetings:	
			a) The Heritage Services Advisory Group shall meet on a	
			regular basis as determined by the nominated Group	
			members.	
			b) All meeting dates are to be provided in the Elected	
			Members Diary in the 'Wanneroo Wrap' and in the City's	
			Corporate Calendar.	
			c) A Notice of Meetings including an Agenda to be circulated to the Group members at least 72 hours prior to each	
			meeting where possible.	
			d) The Chairperson shall ensure that detailed Minutes of all	
			meetings are kept and that copies are made available to all	
			Group members as soon as practicable after the meeting.	
			The Minutes are to be available for public inspection.	
			e) Copies of all Minutes are to be forwarded electronically,	
			through HPE Content Manager (the City's electronic record	
			keeping system), to Council Support for filing in the Elected	
			Members' Reading Room, and a copy placed on the Elected Members Hub Portal.	

		<ul> <li>f) All Agenda and Minute documentation to be generated through Council's InfoCouncil software reporting system.</li> <li>g) A Group Recommendation does not have effect, unless it has been made by simple majority. A simple majority is the agreement of not less than half of the votes present at the meeting.</li> <li>h) All endorsed members of the Group will have one vote. The Chairperson will have the casting vote and simple majority will prevail.</li> </ul>	
	3.3.	<ol> <li>Quorum: A meeting can be conducted without a quorum if necessary. However, every endeavour should be made to achieve a quorum (50% of voting Delegates) or at least to ensure a reasonable spread of representation in the Group. Particularly in circumstances where Recommendations will be made for Councils consideration.</li> </ol>	
	3.4.	<ul> <li>Administration:</li> <li>3.4.1. <u>Administrator Support:</u> <i>Heritage Services Advisory Group</i> Administrator for the Group will be provided by the City of Wanneroo. That support person will be the Community History Librarian.</li> <li>3.4.2. <u>Motions on Notice:</u> A Group member may raise at a meeting any business that the member considers appropriate and which is relevant to the purpose of the Committee, in the form of a Motion, of which seven days' notice has been given in writing to the Group Administrator prior to the compilation of the Agenda for that meeting.</li> </ul>	
		An Administration Comment is to be added at the end of Motions on Notice and signed off by the appropriate Director.	
Authority:	4.2.	The Heritage Services Advisory Group has no delegated power and has no authority to implement its recommendations without approval of Council. The Heritage Services Advisory Group has no delegated authority to commit Council to the expenditure of monies.	
	4.3.	Matters requiring Council consideration will be subject to separate specific reports to Council.	

# CS07-03/22 Consideration of Minutes and Decisions of the Annual Electors' General Meeting held 22 February 2022.

File Ref:	5153 – 22/74929
Responsible Officer:	Director, Corporate Strategy & Performance
Attachments:	1

# Issue

To consider the Minutes and Decisions for the Annual Electors' General Meeting (**EGM**) held on 22 February 2022.

# Background

Section 5.33(1) of the *Local Government Act 1995* requires that all decisions made at an EGM are to be considered at the next Ordinary Council Meeting or, if that is not practicable, at the first Ordinary Council Meeting after that meeting or at a Special Council Meeting called for that purpose, whichever occurs first. The City of Wanneroo Annual Electors' General Meeting was held on 22 February 2022.

# Detail

Five submissions of proposed motions were received in writing prior to the EGM held on 22 February 2022.

	Submitter	Brief Summary of Proposed Motion	Admin Ref.
1	Paul Latimer	End vaccine passports	22/54504
2	Scott Wilkinson	Request more parks	22/65881
3	Shaun Salisbury	Seek discount on rates due to prohibition on event 22/68019 attendance Put Wanneroo events on hold due to prohibition on event attendance	
4	Adrian Lippi	Seek reimbursement on rates due to prohibition on event attendance Put Wanneroo events/places/spaces on hold due to prohibition on event attendance	22/68022
5	Angela Rayson	No Vaccination passport requirements	22/68099

A summary of the submissions received is as follows:

The first and the fifth submissions contained similar or the same wording, substance and intent; and the third and the fourth submissions contained similar or the same wording, substance and intent.

To eliminate repetition and for the purposes of efficiency in accordance with clause 23 (g) of the Procedure of the EGM, the first received Motion was the only motion of that substance that was put to the EGM. The Submitters of the duplicate Motions were contacted and advised personally of this process prior to the meeting. The content of the proposed motions are detailed in the Minutes of the meeting.

All proposed motions were displayed on the public screen in the Council Chamber, to ensure that everyone present was clear about what they were voting on. The Presiding Person requested a mover and a seconder for each motion that was put to the EGM. At the meeting, the first proposed motion was put to the vote and was lost. The remaining motions lapsed for a want of a Mover. As a result, no decisions were carried at the EGM.

In accordance with 5.33(2) of the Act -

If at a meeting of the council a local government makes a decision in response to a decision made at an electors' meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.

Council is requested to accept the minutes as detailed in **Attachment 1**, and consider the decisions from the EGM held on 22 February 2022.

# Consultation

Nil

# Comment

Nil

# **Statutory Compliance**

*Local Government Act* 1955 – Part 5 – Administration. Division 2 – Council meetings, committees and their meetings and electors' meetings. Subdivision 4 — Electors' meetings.

# **Strategic Implications**

The proposal aligns with the following objective within the Strategic Community Plan 2021 – 2031:

- 7 ~ A well governed and managed City that makes informed decisions, provides strong community leadership and valued customer focused services
  - 7.1 Clear direction and decision making

# **Risk Management Considerations**

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

# **Policy Implications**

Nil

# **Financial Implications**

Nil

# **Voting Requirements**

Simple Majority

# Recommendation

That Council, in regards to the Annual Electors' General Meeting held on 22 February 2022:

- 1. ACCEPTS the Minutes of the Meeting as detailed in Attachment 1;
- 2. NOTES that no decisions were carried at the Meeting; and
- 3. CONFIRMS that no further decision by the Local Government has been made on the decisions for that meeting.

#### Attachments:

 11.
 Attachment 1 - Minutes Electors AGM 22/02/2022 - Minutes of Annual General Meeting of Electors 22/80997

 Tuesday, 22 February 2022
 Tuesday, 22 February 2022

# MINUTES Unconfirmed Minutes Annual Electors' General Meeting

5:30pm, 22 February, 2022 Council Chamber (Level 1), Civic Centre, 23 Dundebar Road, Wanneroo

wanneroo.wa.gov.au





# INFORMATION AND PROCEDURE ON HOW THE ANNUAL ELECTORS' GENERAL MEETING WILL BE CONDUCTED

Welcome to the City of Wanneroo Annual Electors' General Meeting.

In accordance with Regulation 15 of the *Local Government (Administration) Regulations 1996* (the **Regulations**), the matters to be discussed at a general electors' meeting are, firstly, the contents of the annual report for the previous financial year and then any other general business.

Regulation 18 of the Regulations states that the procedure to be followed at a general or special meeting of electors is to be determined by the Person Presiding at the meeting.

In accordance with clause 5.30 of the *Local Government Act 1995* (the **Act**), the Mayor is to preside at electors meetings.

The Mayor has determined the procedure to be followed (HPE 22/64954).

# PROCEDURE FOR THE ANNUAL ELECTORS' GENERAL MEETING 22 FEBRUARY 2022

#### Part 1 - Attendance at an Electors' Meeting

- 1. All attendees must:
  - a. register their attendance including name and address, on the attendance register provided by City of Wanneroo staff. The attendance register is for internal record purposes only and will not be published or distributed; and
  - b. remain seated at all times during the meeting, unless invited by the Presiding Person to address the meeting at the lectern;
  - c. wear a mask at all times, even whilst speaking, in accordance with the State Government public health directives;
  - d. not cause any disturbance or disrupt the meeting proceedings in any way; and
  - e. comply with this Procedure and the direction of the Presiding Person at all times.
- 2. Attendees who are verified electors of the City of Wanneroo will be provided first priority to access the Council Chamber, subject to seating capacity.
- 3. Attendees who are not verified electors of the City of Wanneroo will be required to remain in the designated overflow areas (as determined by City staff), unless, at the commencement of the AGM, there is sufficient capacity within the Council Chamber for those attendees to enter the Council Chamber. Should there be sufficient capacity, then staff will direct attendees to the Chamber.
- 4. Attendees who do not adhere to the Procedure, may be requested by the Presiding Person to leave the meeting and/or the building, and that person (or persons) are required to comply with the direction of the Presiding Person.

Part 2 – Participants at an Electors' Meeting (ref. Act clauses 5.26)

- 5. All participants at an Electors' Meeting must be verified electors of the City of Wanneroo.
- 6. A verified elector is:
  - a. an elector whose name and address is recorded on the
    - i. City of Wanneroo district electoral roll from the last ordinary Council election held; or
    - ii. City of Wanneroo Owner and Occupier electoral roll; or
    - iii. Western Australian Electoral Commission or Australian Electoral Commission website at 'check your enrolment eligibility' and which confirms electoral eligibility for the district of Wanneroo; or
  - b. a ratepayer of the City of Wanneroo.
- 7. All attendees who wish to participate as a verified elector must be registered by the City staff as a verified elector. Proof of identity or other evidence may be requested.
- 8. All verified electors will be provided a 'Voting Card'. Upon request, the 'Voting Card' must be shown to evidence a person is a verified elector.
- 9. For clarity, a person who is not a verified elector may not participate in an Electors' Meeting.

#### Part 3 - Recording and Live Broadcast of an Electors' Meeting

- 10. The proceedings will be audio recorded only, for the purpose of production of the minutes and speakers are requested to use the microphones each time they speak.
- 11. The Electors' Meeting will be audio broadcast live online. To access a live stream of the proceedings please click below. The live stream will commence at the scheduled time and date of the Electors' Meeting.

Live stream audio of Council Proceedings

12. No other audio or visual recording is to be undertaken without the permission of the Presiding Person.

#### Part 4 – Order of Proceedings

- 13. The order of proceedings will firstly be reference to these procedures by the Presiding Person followed by Attendances, Apologies and Leave of Absence, confirmation of Minutes of the previous Annual General Meeting of Electors', presentation of the contents of the 2021/22 Annual Report and General Business.
- 14. During General Business, statements may only relate to matters that affect the local government and will be accepted at the discretion of the Presiding Person.

#### Part 5 - Putting a Motion to an Electors' Meeting

- 15. Proposed motions must be provided in writing to Administration by 12 noon on the day of the meeting. Forms are available from Council Support (phone 9405 5000) or on the City's website <u>Motion to Annual General Meeting - City of</u> <u>Wanneroo</u>
- 16. "Motions from the Floor" will only be accepted at the discretion of the Person Presiding.

- 17. Motions will be presented to the meeting in the order they have been received by the City. To clarify, motions received in writing prior to the meeting will be presented first in the order of receipt.
- 18. Motions from electors will be read aloud by the Person Presiding and displayed on the public screen in the Council Chamber, to ensure that everyone is clear about what they are voting on.
- 19. The Presiding Person will request a mover and a seconder for a motion.
- 20. No motion or amendment is open to debate until it has been seconded. Only one amendment on any one motion shall be received at a time and such amendment shall be disposed of before any further amendment can be received; but any number of amendments may be proposed.
- 21. Upon a motion being proposed, the Presiding Person will call for speakers to address the meeting.

#### Part 6 – Speakers at an Electors' Meeting

#### 22. Only verified electors may address an Electors' Meeting.

- 23. When speaking at the meeting, a speaker must:
  - a. rise and move to the lectern unless unable to do so by reason of sickness or disability;
  - b. use the microphone provided and wear a mask at all times, even whilst speaking;
  - c. state his or her name and address for recording in the minutes;
  - d. address the meeting through the Presiding Person;
  - e. limit statements to fact, not opinion or supposition
  - f. not reflect adversely on Council Members or City employees;
  - g. refrain from making repetitive comments on matters that have already been discussed, to ensure the meeting can progress effectively.
- 24. A speaker will have a maximum of three minutes to make their statement or to ask a question(s) to clarify any matters related to the motion under discussion.
- 25. The mover of a motion will be invited to speak first, and the seconder will be provided the opportunity to speak next. The Presiding Member will then call for other verified electors who wish to speak.
- 26. The mover of a motion (but not the mover of an amendment) has the right of reply, and this closes the debate. All other speakers may speak once on a motion or an amendment.
- 27. The right of reply is limited to a maximum of three minutes.
- 28. A verified elector may rise and move without discussion, "That the motion be now put", which, on being duly seconded and carried by a simple majority, will result in submission of the motion at once to the meeting.
- 29. The Presiding Person will manage the time allocated for speakers to ensure that all verified electors are given a fair and equal opportunity to speak.
- 30. If the Presiding Person determines that sufficient and fair debate has occurred on a motion or amendment then the Presiding Person, after inviting the mover to exercise the right of reply (but not the mover of an amendment), will put that motion to the vote.

Part 7 - Voting at an Electors' Meeting (ref. Regulation 17)

- 31. The Presiding Person will ask for a vote on the motion.
- 32. Each verified elector is entitled to one vote on each matter to be decided at the meeting. An elector does not have to vote.
- 33. Voting is determined by raising the Voting Card either for or against a motion, at the time the Presiding Member calls for the vote.
- 34. Voting at a general or special meeting of electors is to be conducted so that no voter's vote is secret.
- 35. All decisions at a general or special meeting of electors are to be made by a simple majority of votes.

Part 8 - Minutes and Decisions of an Electors' Meeting (ref. Act clauses 5.32 and 5.33)

- 36. The Presiding Person is to determine questions of order and procedure not stated above.
- 37. Minutes of this meeting will be available for inspection for members of the public as soon as practicable after the meeting and before the Council meeting at which decisions made at the Electors' Meeting are considered.
- All decisions made at an Electors' Meeting are to be considered at the next Ordinary Council meeting.
- 39. The decisions of an Electors' Meeting are not binding on the Council, but as required by the Act, the reasons for any Council decision on a decision of this meeting are to be recorded in the minutes of the Council meeting.



# UNCONFIRMED MINUTES OF ANNUAL ELECTORS' GENERAL MEETING

HELD ON TUESDAY 22 FEBRUARY, 2022

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# MINUTES

The Mayor opened the meeting at 5:30pm.

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

Lord

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

Amen

#### Item 1 Attendances

TRACEY ROBERTS, JP

#### Mayor (Presiding Person)

#### **Councillors**:

CHRIS BAKER SONET COETZEE LINDA AITKEN, JP GLYNIS PARKER JACQUELINE HUNTLEY PAUL MILES HELEN BERRY NATALIE SANGALLI FRANK CVITAN, JP JORDAN WRIGHT NATALIE HERRIDGE VINH NGUYEN JAMES ROWE BRETT TREBY

## Officers:

DANIEL SIMMS MARK DICKSON HARMINDER SINGH DEBBIE TERENICK NOELENE JENNINGS KATE OOSTERHOF NATASHA SMART North Ward North-East Ward North-East Ward Central-East Ward Central-East Ward Central-West Ward Central-West Ward Central Ward South-West Ward South-West Ward South Ward South Ward

Chief Executive Officer Director, Planning and Sustainability Director, Assets Director, Community & Place Director, Corporate Strategy & Performance Executive Manager Governance and Legal Manager Council and Corporate Support

JACKIE KALLEN	Manager Communications & Brand
MADONNA ILIFFE	Minute Officer
YVETTE HEATH	Council Support Officer
BASIA LAMB	Council Support Officer
Guest:	

MITCH TOLMAN

Grant Thornton

#### Members of the Public:

There were 17 members of the public present at the meeting. Verified electors who had registered their attendance were provided with a Voting Card in accordance with the Procedure of the Meeting.

#### Item 2 Apologies and Leave of Absence

Nil

#### Item 3 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.

#### 3.1 2020/21 Annual Report

File Ref: Responsible Officer: Attachments: 42416V02 – 22/61092 Director, Corporate Strategy & Performance

#### lssue

To present the City of Wanneroo Annual Report 2020/21 (Annual Report) and the Annual Audited Financial Statements (Audited Financial Statements) for the City of Wanneroo for the year ended 30 June 2021.

#### Background

Section 5.53(1) of the *Local Government Act 1995* (the Act) requires local governments to develop and publish an Annual Report for each financial year. Section 5.27 of the Act requires that a general meeting of electors be held once every financial year and not more than 56 days after the local government accepts the annual report.

#### Detail

Regulation 15 of the *Local Government (Administration) Regulations 1996* prescribes that the matters to be discussed at a general electors' meeting are, firstly, the contents of the annual report for the previous financial year and then any other general business.

The Annual Report was considered at an Audit and Risk Committee meeting held on 23 November 2021 and the Audited Financial Statements, as audited by the Office of the Auditor General, were considered at a special Audit and Risk Committee meeting held on 14 December 2021. The Audit and Risk Committee recommended that the Council adopt the Annual Report and the Audited Financial Statements.

At the Council meeting held on 15 February 2021, the Council adopted the Annual Report and the Audited Financial Statements.

The Annual Report and Audited Financial Statements have been published on the City's website in accordance with Section 5.55A of the Act and hard copies made available for members of the public at the General Meeting of Electors.

#### Consultation

Section 5.55 of the Act requires that the CEO give local public notice of the availability of the Annual Report once accepted by the Council. Notices were placed on the City's website and public noticeboards on Friday 17 February 2022 following acceptance by Council.

#### Comment

The Annual Report provides a comprehensive account of the City's activities over the twelve months from 1 July 2020 to 30 June 2021. It outlines the progress made towards the strategic objectives as set out in the City's Strategic Community Plan 2017/18-2026/27, and details achievements and performance against the 2020/21 commitments made in the Corporate Business Plan 2020/21-2023/24.

The Annual Report has been developed in accordance with good practice guidelines and feedback from the Australasian Reporting Awards, for which the City has been a recipient of silver and four gold awards for the annual reports over the past five years. The City also received the inaugural Best in Public Administration Local Sector award for the 2019/20 Annual Report. By entering the Awards, the City is endeavouring to improve the quality of reporting year on year to enhance transparency and the quality of communication to Electors and the wider community.

The Audited Financial Statements are included in the designed version of the Annual Report.

#### **Statutory Compliance**

The preparation and publication of the Annual Report is in accordance with the Local Government Act 1995.

#### Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2021 – 2031:

7 ~ A well governed and managed City that makes informed decisions, provides strong community leadership and valued customer focused services

7.2 - Responsibly and ethically managed

#### **Risk Management Considerations**

Risk Title	Risk Rating
Integrated Reporting	Low
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage

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

367

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 manage this risk to support existing management systems.

#### **Policy Implications**

Nil

#### **Financial Implications**

The cost of development and production the 2020/21 Annual Report has been included within the City's operating budget.

#### **Voting Requirements**

Not applicable

Moved Cr Treby, Seconded Cr Cvitan

That the Electors AGM NOTE the contents of the City of Wanneroo 2020/21 Annual Report and the Audited Financial Statements as presented to the Electors of the City of Wanneroo.

CARRIED

Votes For the Motion: 15 Votes Against The Motion: 0

Attachments: 1.1. Attachment 1 - 2020/21 Annual Report 22/63196

Attachment 1 – City of Wanneroo Annual Report 2020/21

Due to the size of this attachment, it has been prepared under separate cover for distribution. The attachment is available on the <u>Annual Report page</u> of the City's website and the official record of the Agenda.

Administration Use only

Attachment 1 - HPE #22/39329

3.1 – Attachment 1

#### Item 4 General Business

#### **Motions Received Prior to the Meeting**

Five submissions of proposed motions were received in writing prior to the meeting from the following electors:

	Submitter	Brief Summary of Proposed Motion	Admin Ref.
1	Paul Latimer	End vaccine passports	22/54504
2	Scott Wilkinson	Request more parks	22/65881
3	Shaun Salisbury	Seek discount on rates due to prohibition on event attendance which is subject to requirement to check vaccination status Put Wanneroo events on hold due to prohibition on event attendance which is subject to requirement to check vaccination status	22/68019
4	Adrian Lippi	Seek reimbursement on rates due to prohibition on event attendance which is subject to requirement to check vaccination status Put Wanneroo events/places/spaces on hold due to prohibition on event attendance which is subject to requirement to check vaccination status	22/68022
5	Angela Rayson	No Vaccination passport requirements	22/68099

Announcement by Manager Council and Corporate Support:

"Madam Mayor in relation to the 5 Motions received in writing prior to the meeting:

- The first and the 5th motion contained similar or the same wording, substance and intent.
- The 3rd and the 4th motion contained similar or the same wording, substance and intent.

In these circumstances, to eliminate repetition and for the purposes of efficiency in accordance with clause 23 (g) of the Procedure, the first received Motion is the only motion of that substance that will be put to the Electors Meeting.

The submitters of the duplicate Motion have been contacted and advised personally of this process."

All proposed motions were displayed on the public screen in the Council Chamber, to ensure that everyone present was clear about what they were voting on. The Presiding Person requested a mover and a seconder for each motion that was put to the Meeting.

## 4.1 Proposed Motion submitted by Mr Paul Latimer, ALKIMOS

Moved Angela Rayson, Seconded Lee Rayson

To end all vaccine passports which are needed to enter any building within the Wanneroo area.

LOST

Votes For The Motion: 4 Votes Against The Motion: 11 370

4.2 Proposed Motion submitted by Mr Scott Wilkinson, CARRAMAR

Request more parks after rezoning of Quinn Rocks.

# LAPSED FOR WANT OF A MOVER

4.3 Proposed Motion submitted by Mr Shaun Salisbury, QUINNS ROCKS

If rate paying electors are prohibited from attending events that they have in part contributed too, then we propose that these rate payers are given a reimbursement or discount on their rates to reflect this.

LAPSED FOR WANT OF A MOVER

# 4.4 Proposed Motion submitted by Mr Shaun Salisbury, QUINNS ROCKS

In line with the current Wanneroo plan and objectives for inclusion of all for example ref 1.1: "Consistently improve access to services and events and ensure they are inclusive of all community members" that all Wanneroo events that are not able to include all the community, are put on hold until such time as they can be fully inclusive.

# LAPSED FOR WANT OF A MOVER

## Item 5 Closure

There being no further business, the Mayor closed the meeting at 5:55pm.

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# **Chief Executive Office**

# Governance & Legal

# CE01-03/22 Annual Compliance Audit Return

File Ref: Responsible Officer: Attachments: 2887V02 – 22/53871 Executive Manager Governance & Legal

# Issue

To consider the City of Wanneroo's (**City**) Audit and Risk Committee's recommendation to adopt the Annual Compliance Audit Return (**CAR**) for the period 1 January 2021 to 31 December 2021.

## Background

Local government authorities are required to carry out an annual compliance audit against specific requirements of the *Local Government Act 1995* and relevant regulations that are set out in the CAR which must then be submitted to the Department of Local Government, Sport and Cultural Industries (the **Department**) by 31 March each year.

The Audit and Risk Committee reviewed the completed CAR (**Attachment 1**) and the Internal Audit Report provided by the City's Auditors (William Buck) (**Auditors**) to support management responses on 22 February 2022. The Audit and Risk Committee recommends Council adopt the CAR for submission to the Department.

# Detail

#### Compliance Audit Return

The Department released the CAR on its Smart Hub, a secure and centralised portal for all Western Australian local governments to connect to and interact with the Department, on 2 January 2022. The 2021 CAR comprises 97 questions (9 of which are optional) under 11 categories.

Relevant sections of the CAR were allocated to Managers for completion using the City's compliance software, with responses collated by Governance and provided to the Auditors for review.

## Internal Audit

The Auditors undertook a review of 86 of the 97 requirements presented in the CAR.

The objective of the Audit was to consider the adequacy and effectiveness of key controls within the City to meet its compliance obligations. Based on the limited testing performed on the requirements in the CAR, there were no areas identified where management responses contradicted the supporting evidence provided.

There was one area of non-compliance and two performance improvement opportunities identified.

# Consultation

CAR questions were assigned to relevant administrative service units with approval and signoff by the Director responsible for the function prior to being amalgamated into the final CAR.

Consultation with the relevant stakeholders to review the processes supporting the CAR responses and any management concerns were discussed and documented.

The Audit and Risk Committee reviewed the CAR and the Audit report, and recommends Council adopt the CAR for submission to the Department. As part of the internal audit process, two performance improvement opportunities were identified as detailed below.

# Comment

One instance of non-compliance is indicated in the CAR responses and this is shown below.

## Non Compliance

#### **Disclosure of Interest** – Question 4

Section 5.75 of the Local Government Act 1995 states

(1) A relevant person other than the CEO must lodge with the CEO a primary return in the prescribed form within 3 months of the start day.

One Employee did not complete their primary return within the required timeframe. This occurred due to an administrative oversight and actions are being undertaken to remedy internal procedures to ensure this does not happen again for future similar situations. Two opportunities for performance improvement were noted and shown below.

## **Performance Improvement Opportunities**

#### **Disclosure of Interest** – Question 4

Section 5.75 of the Local Government Act 1995 states:

(1) A relevant person other than the CEO must lodge with the CEO a primary return in the prescribed form within 3 months of the start day.

The timeline applied by the City for the lodgement of Primary Returns did not comply with the requirements of the *Interpretation Act 1984*, resulting in a miscalculation of one day, in one instance.

The definition provided under section 62 (2) stipulates that - "If a period of one month indicated in a written law begins on any date other than the first day of any of the 12 months of the calendar, it shall be reckoned from the date on which it begins to the date in the next month numerically corresponding, less one, or if there is no corresponding date, to the last day of that month".

The City's guidelines and task procedures will be amended to provide for clear interpretations and examples of the timeline applicable to submitting Primary Returns.

## **Delegation of Power** – Question 4

Section 5.18 of the Local Government Act 1995 states:

"A local government is to keep a register of the delegations made under this Division and review the delegations at least once every financial year."

The Auditor observed that although there are no delegations to committees, a register should still be maintained to support the audit and review process.

Administration will add this requirement to the City's current Delegated Authority Register.

# **Statutory Compliance**

The compliance programs of a local government are a strong indication of attitude towards meeting legislative requirements. A function of the Audit and Risk Committee in regard to monitoring compliance programs typically includes monitoring compliance with legislation and regulations, reviewing the CAR and reporting to Council the results of that review.

Local Government (Audit) Regulations 1996 refer:-

- "14. Compliance audits by local governments
  - (1) A local government is to carry out a compliance audit for the period 1 January to 31 December each year.
  - (2) After carrying out compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.
  - (3A) The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.
  - (3) After the audit committee has reported to the council under subregulation (3A), the compliance audit return is to be –
    - (a) presented to the council at a meeting of the council; and
    - (b) adopted by the council; and
    - (c) recorded in the minutes of the meeting at which it was adopted."

# **Strategic Implications**

The proposal aligns with the following objective within the Strategic Community Plan 2021 – 2031:

- 7 ~ A well governed and managed City that makes informed decisions, provides strong community leadership and valued customer focused services
  - 7.2 Responsibly and ethically managed

## **Risk Management Considerations**

Risk Title	Risk Rating
CO-C01 Compliance Framework	Moderate
Accountability	Action Planning Option
Executive Manager Governance and Legal	Manage

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

The City places a high priority on the importance of maintaining good governance and under the Civic Leadership objective of the existing Strategic community Plan, Council should consider the following risk appetite statement:

<u>Good Governance</u> – the City accepts low or As Low As Reasonably Practicable (**ALARP**) of compliance and governance risk.

# **Policy Implications**

Nil

# **Financial Implications**

Nil

# **Voting Requirements**

Simple Majority

# Recommendation

That Council:-

- 1. ACCEPTS the recommendation of the Audit and Risk Committee and ADOPTS the Local Government Annual Compliance Audit Return for the period 1 January 2021 to 31 December 2021 as shown in Attachment 1;
- 2. NOTES that the Chief Executive Officer and the Mayor will certify the Local Government Compliance Audit Return for the period 1 January 2021 to 31 December 2021; and
- 3. NOTES that Administration will submit the completed Local Government Annual Compliance Audit Return for the period 1 January 2021 to 31 December 2021 to the Department of Local Government, Sport and Cultural Industries by 31 March 2022.

Attachments: 10. Attachment 1 - 2021 Compliance Audit Return - Complete 22/44143



# Wanneroo - Compliance Audit Return 2021

#### **Certified Copy of Return**

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of the relevant minutes.

No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a) F&G Regs 7,9,10	Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2021?	N/A	No major land undertakings were entered into in 2021.	Daniel Simms
2	s3.59(2)(b) F&G Regs 7,8A, 8, 10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2021?	N/A	No major land undertakings were entered into in 2021.	Daniel Simms
3	s3.59(2)(c) F&G Regs 7,8A, 8,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2021?	N/A	No major land undertakings were entered into in 2021.	Daniel Simms
4	s3.59(4)	Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2021?	N/A	No major land undertakings were entered into in 2021.	Daniel Simms
5	s3.59(5)	During 2021, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?	N/A	No major land undertakings were entered into in 2021.	Daniel Simms



Department of Local Government, Sport and Cultural Industries

No	Reference	Question	Response	Comments	Respondent
1	s5.16	Were all delegations to committees resolved by absolute majority?	N/A	There are no Committees that have been allocated delegated authority.	Daniel Simms
2	s5.16	Were all delegations to committees in writing?	N/A	There are no Committees that have been allocated delegated authority.	Daniel Simms
3	s5.17	Were all delegations to committees within the limits specified in section 5.17?	N/A	There are no Committees that have been allocated delegated authority.	Daniel Simms
4	s5.18	Were all delegations to committees recorded in a register of delegations?	N/A	There are no Committees that have been allocated delegated authority.	Daniel Simms
5	s5.18	Has council reviewed delegations to its committees in the 2020/2021 financial year?	N/A	There are no Committees that have been allocated delegated authority.	Daniel Simms
6	s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the Act?	Yes		Daniel Simms
7	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	Yes		Daniel Simms
8	s5.42(2)	Were all delegations to the CEO in writing?	Yes		Daniel Simms
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes		Daniel Simms
10	s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the council to amend or revoke a delegation made by absolute majority?	Yes		Daniel Simms
11	s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?	Yes		Daniel Simms
12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2020/2021 financial year?	Yes		Daniel Simms
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Admin Reg 19?	Yes		Daniel Simms
Discl	osure of Interest				
No	Reference	Question	Response	Comments	Respondent



Department of Local Government, Sport and Cultural Industries

No	Reference	Question	Response	Comments	Respondent
1	s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69, did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?	Yes		Daniel Simms
2	s5.68(2) & s5.69 (5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by Admin Reg 21A, recorded in the minutes of the relevant council or committee meeting?	Yes		Daniel Simms
3	s5.73	Were disclosures under section sections 5.65, 5.70 or 5.71A(3) recorded in the minutes of the meeting at which the disclosures were made?	Yes		Daniel Simms
4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	No	One Primary Return was not received within the required timeframe. This has been dealt with appropriately.	Daniel Simms
5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2021?	Yes		Daniel Simms
6	s5.77	On receipt of a primary or annual return, did the CEO, or the mayor/president, give written acknowledgment of having received the return?	Yes		Daniel Simms
7	s5.88(1) & (2)(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76?	Yes		Daniel Simms
8	s5.88(1) & (2)(b) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A, in the form prescribed in Admin Reg 28?	Yes		Daniel Simms
9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76, did the CEO remove from the register all returns relating to that person?	Yes		Daniel Simms
10	s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?	Yes		Daniel Simms
11	s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B, in the form prescribed in Admin Reg 28A?	Yes		Daniel Simms
12	s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website?	Yes		Daniel Simms



Department of Local Government, Sport and Cultural Industries

No	Reference	Question	Response	Comments	Respondent
13	s5.89A(6)	When a person ceases to be a person who is required to make a disclosure under section 5.87A or 5.87B, did the CEO remove from the register all records relating to that person?	Yes		Daniel Simms
14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A (6) been kept for a period of at least five years after the person ceases to be a person required to make a disclosure?	Yes		Daniel Simms
15	Rules of Conduct Reg 11(1), (2) & (4)	Where a council member had an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person, did they disclose the interest in accordance with Rules of Conduct Reg 11(2)?* *Question not applicable after 2 Feb 2021	Yes		Daniel Simms
16	Rules of Conduct Reg 11(6)	Where a council member disclosed an interest under Rules of Conduct Reg 11(2) was the nature of the interest recorded in the minutes?*	Yes		Daniel Simms
		*Question not applicable after 2 Feb 2021			
17	s5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report?	Yes		Daniel Simms
18	s5.71A & s5.71B (5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under s5.71A(1) relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?	N/A	No applications were made to the Minister.	Daniel Simms
19	s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under subsection 5.71B(6) recorded in the minutes of the council meeting at which the decision was considered?	N/A	No applications were made to the Minister.	Daniel Simms
20	s5.103 Admin Regs 34B & 34C	Has the local government adopted a code of conduct in accordance with Admin Regs 34B and 34C to be observed by council members, committee members and employees?*	Yes		Daniel Simms
		*Question not applicable after 2 Feb 2021			
21	Admin Reg 34B(5)	Has the CEO kept a register of notifiable gifts in accordance with Admin Reg 34B(5)?*	Yes		Daniel Simms
		*Question not applicable after 2 Feb 2021			

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Department of Local Government, Sport and Cultural Industries

No	Reference	Question	Response	Comments	Respondent
22	s5.104(1)	Did the local government prepare and adopt, by absolute majority, a code of conduct to be observed by council members, committee members and candidates within 3 months of the prescribed model code of conduct coming into operation (3 February 2021)?	Yes		Daniel Simms
23	s5.104(3) & (4)	Did the local government adopt additional requirements in addition to the model code of conduct? If yes, does it comply with section 5.104(3) and (4)?	Yes		Daniel Simms
24	s5.104(7)	Did the CEO publish an up-to-date version of the adopted code of conduct on the local government's website?	Yes		Daniel Simms
25	s5.51A(1) & (3)	Did the CEO prepare, and implement and publish an up-to-date version on the local government's website, a code of conduct to be observed by employees of the local government?	Yes		Daniel Simms

#### **Disposal of Property**

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) (unless section 3.58(5) applies)?	Yes		Daniel Simms
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	Yes		Daniel Simms



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Department of Local Government, Sport and Cultural Industries

Elections							
No	Reference	Question	Response	Comments	Respondent		
1	Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate?	Yes		Daniel Simms		
2	Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years?	Yes		Daniel Simms		
3	Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with Elect Reg 30G(6)?	Yes		Daniel Simms		

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Department of Local Government, Sport and Cultural Industries

No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act?	Yes		Daniel Simms
2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority?	N/A	The Audit and Risk Committee has no delegated authority.	Daniel Simms
3	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2021 received by the local government by 31 December 2021?	Yes		Daniel Simms
4	s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?	Yes		Daniel Simms
5	s7.12A(4)(a) & (4) (b)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters? Was a copy of the report given to the Minister within three months of the audit report being received by the local government?	Yes		Daniel Simms
6	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under s7.12A(4)(b), did the CEO publish a copy of the report on the local government's official website?	N/A	No reports have been submitted to the Minister in this timeframe.	Daniel Simms
7	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June received by the local government within 30 days of completion of the audit?	Yes		Daniel Simms

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Department of Local Government, Sport and Cultural Industries

No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes		Daniel Simms
2	Admin Reg 19DA (1) & (4)	Has the local government adopted by absolute majority a corporate business plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes		Daniel Simms
3	Admin Reg 19DA (2) & (3)	Does the corporate business plan comply with the requirements of Admin Reg 19DA(2) & (3)?	Yes		Daniel Simms

#### Local Government Employees

No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve a process to be used for the selection and appointment of the CEO before the position of CEO was advertised?	N/A	The CEO position was not advertised during 2021.	Daniel Simms
2	s5.36(4) & s5.37 (3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with Admin Reg 18A?	N/A	The CEO position was not advertised during 2021.	Daniel Simms
3	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?	N/A	The CEO position was not advertised during 2021.	Daniel Simms
4	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4)?	N/A	The City did not appoint a new CEO during 2021	Daniel Simms
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?	Yes	At its meeting of 16 March 2021 (CR03- 03/21) Council approved the reemployment of a Senior Employee.	Daniel Simms
6	s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so?	N/A	Council did not reject the CEO's recommendation to reemploy a Senior Employee.	Daniel Simms



Department of Local Government, Sport and Cultural Industries

No	Reference	Question	Response	Comments	Respondent
1	s5.120	Has the local government designated a senior employee as defined by section 5.37 to be its complaints officer?	Yes		Daniel Simms
2	s5.121(1) & (2)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a)? Does the complaints register include all information required by section 5.121 (2)?	Yes		Daniel Simms
3	s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website?	Yes		Daniel Simms

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Department of Local Government, Sport and Cultural Industries

0	Reference	Question	Response	Comments	Respondent
1	Financial Management Reg 5 (2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with Financial Management Reg 5(2)(c) within the three years prior to 31 December 2021? If yes, please provide the date of council's resolution to accept the report.	Yes		Daniel Simms
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Audit Reg 17 within the three years prior to 31 December 2021? If yes, please provide date of council's resolution to accept the report.	Yes		Daniel Simms
3	s5.87C	Where a disclosure was made under sections 5.87A or 5.87B, was the disclosure made within 10 days after receipt of the gift? Did the disclosure include the information required by section 5.87C?	Yes		Daniel Simms
4	s5.90A(2) & (5)	Did the local government prepare, adopt by absolute majority and publish an up-to-date version on the local government's website, a policy dealing with the attendance of council members and the CEO at events ?	Yes		Daniel Simms
5	s5.96A(1), (2), (3) & (4)	Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4)?	Yes		Daniel Simms
6	s5.128(1)	Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?	Yes		Daniel Simms
7	s5.127	Did the local government prepare a report on the training completed by council members in the 2020/2021 financial year and publish it on the local government's official website by 31 July 2021?	Yes		Daniel Simms
8	s6.4(3)	By 30 September 2021, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2021?	Yes		Daniel Simms
9	s.6.2(3)	When adopting the annual budget, did the local government take into account all it's expenditure, revenue and income?	Yes		Daniel Simms



Department of Local Government, Sport and Cultural Industries

ю	Reference	Question	Response	Comments	Respondent
1	F&G Reg 11A(1) & (3)	Did the local government comply with its current purchasing policy [adopted under F&G Reg 11A(1) & (3)] in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?	Yes		Daniel Simms
2	s3.57 F&G Reg 11	Subject to F&G Reg 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in F&G Reg 11(1)?	Yes		Daniel Simms
3	F&G Regs 11(1), 12(2), 13, & 14(1), (3), and (4)	When regulations 11(1), 12(2) or 13 required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with F&G Reg 14(3) and (4)?	Yes		Daniel Simms
4	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than a single contract?	Yes		Daniel Simms
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer notice of the variation?	Yes		Daniel Simms
6	F&G Regs 15 & 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Regs 15 and 16?	Yes		Daniel Simms
7	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?	Yes		Daniel Simms
8	F&G Reg 18(1)	Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender?	Yes		Daniel Simms
9	F&G Reg 18(4)	Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept?	Yes		Daniel Simms
10	F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?	Yes		Daniel Simms



Department of Local Government, Sport and Cultural Industries

No	Reference	Question	Response	Comments	Respondent
11	F&G Regs 21 & 22	Did the local government's advertising and expression of interest processes comply with the requirements of F&G Regs 21 and 22?	Yes		Daniel Simms
12	F&G Reg 23(1) & (2)	Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice?	Yes		Daniel Simms
13	F&G Reg 23(3) & (4)	Were all expressions of interest that were not rejected under F&G Reg 23 (1) & (2) assessed by the local government? Did the CEO list each person as an acceptable tenderer?	Yes		Daniel Simms
14	F&G Reg 24	Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with F&G Reg 24?	Yes		Daniel Simms
15	F&G Regs 24AD(2) & (4) and 24AE	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with F&G Reg 24AD(4) and 24AE?	N/A	No panel arrangements were commenced or entered into.	Daniel Simms
16	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation?	N/A	No panel arrangements were commenced or entered into.	Daniel Simms
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application?	N/A	No panel arrangements were commenced or entered into.	Daniel Simms
18	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of F&G Reg 24AG?	N/A	No panel arrangements were commenced or entered into.	Daniel Simms
19	F&G Reg 24AH(1)	Did the local government reject any applications to join a panel of pre- qualified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications?	N/A	No panel arrangements were commenced or entered into.	Daniel Simms
20	F&G Reg 24AH(3)	Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept?	N/A	No panel arrangements were commenced or entered into.	Daniel Simms
21	F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application?	N/A	No panel arrangements were commenced or entered into.	Daniel Simms

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No	Reference	Question	Response	Comments	Respondent
22	F&G Regs 24E & 24F	Where the local government gave regional price preference, did the local government comply with the requirements of F&G Regs 24E and 24F?	N/A		Daniel Simms

I certify this Compliance Audit Return has been adopted by council at its meeting on

Signed Mayor/President, Wanneroo

Signed CEO, Wanneroo

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#### CE02-03/22 Updated Strategic 3 Year Internal Audit Plan

File Ref:	7312V05 – 22/68204
Responsible Officer:	Executive Manager Governance & Legal
Attachments:	1

#### Issue

To consider the recommendation of the Audit and Risk Committee to adopt the updated Strategic 3 Year Internal Audit Plan (2021/22-2023/24) prepared by the City's Internal Audit Service Provider – William Buck Consulting (WA) Pty Ltd (**William Buck**).

#### Background

The Strategic 3 Year Internal Audit Plan (**Plan**) is required to be reviewed and updated on an annual basis or when considered necessary by the Audit and Risk Committee to ensure that internal audit reviews are aligned with any critical strategic, corporate and operational risks identified within the City. The review of the Plan considers the following:

- the City's strategic and corporate risk registers;
- the City's strategic community plan 2017/18 2026/27;
- the City's corporate business plan 2017/18 2020/21; and
- review of the previous 3 year rolling and annual plan.

The reviewed and proposed amended Plan as set out in **Attachment 1** was presented to the Audit and Risk Committee on 22 February 2022 for review and consideration, with Audit and Risk Committee recommending Council to adopt the Plan.

#### Detail

The Plan was reviewed by William Buck in conjunction with the City's in-house internal audit function and management through performance of the following steps:

- the previous 3 year rolling plan presented to the Audit and Risk Committee being considered in this plan's formulation;
- the latest updated strategic and corporate risk registers were reviewed to determine if there were any changes in the updated risk registers;
- revising the current plan in accordance with emerging risks (for example: COVID-19, etc) as well as reprioritising reviews in the 2021/22 year due to changes in management's priorities and feedback received from directors; and
- The already identified auditable areas identified in the previous rolling 3 year internal audit plan were then reviewed by the risk rating along with consideration of other factors such as regulatory requirements, resourcing and priorities within the specific business areas and the date of last review, to ensure that the priority areas are still aligned within the previous strategic internal audit plan, refer to pages 8-11

At its meeting on 22 February 2022, the Audit and Risk Committee noted the following amendments to the plan:

- 1. Approval Services internal audit review to be reschedule from August 2021 to May/June 2022;
- Emergency Services levy internal audit review to be reschedule from November 2021 to April 2022;
- 3. Compliance Audit Return review to be undertaken by William Buck in January 2022;

- 4. Stakeholder Relationship Management audit review to be deferred from 2021/22 to 2022/23; and
- 5. People and Culture (included culture audit and excluding payroll) to be scheduled in 2022/23.

The Plan details scheduled internal audit reviews to be performed in 2021/22 and delivered in approximately 340 hours. Additional internal audit services relating to reporting and attendance at Audit and Risk Committee, Fraud Risk Assessment, Compliance Audit Return Review, Audit Log and the City's 3 year rolling internal audit are to be provided by William Buck within 375 hours. In total 715 hours of internal audit services are expected to be provided by William Buck in 2021/22.

In considering the above and the current review, the proposed amended Plan is set out in **Attachment 1**.

#### Consultation

The amendments were made on discussions held between William Buck, in consultation with relevant management, the CEO and the Executive Leadership team.

Internal audit services detailed within the City's Strategic 3 Year Plan to be performed in 2021/22, including the number of internal audit reviews and approximate hours of internal audit services to be performed aligns with internal audit reviews undertaken by comparable Local Governments based on the benchmarking results above.

The City will continue to liaise with the OAG, to the extent that the OAG can divulge their planned audit areas for local government, noting their local government audit plan is confidential.

#### Comment

The Plan is developed and prioritised by internal audit in consultation with the City's management based on a consideration of the City's risk management framework, strategic objectives and priorities, the development of policy and frameworks and outcomes from previous internal audits.

#### **Statutory Compliance**

Nil

#### **Strategic Implications**

The proposal aligns with the following objective within the Strategic Community Plan 2021 – 2031:

- 7 ~ A well governed and managed City that makes informed decisions, provides strong community leadership and valued customer focused services
  - 7.1 Clear direction and decision making

#### **Risk Management Considerations**

Risk Title	Risk Rating
CO-C01 Compliance Framework	Moderate
Accountability	Action Planning Option
Executive Manager Governance and Legal	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 these risks to improve the existing management systems. Amendments to the Plan were made using a risk-based approach with consideration towards targeting areas of high risk and where there was a need to improve management of risks, internal control and compliance, hence assist in providing overall good governance.

#### **Policy Implications**

The findings and recommendations as a result of completing an audit may recommend development of policy and procedures (or review) to improve internal controls.

#### **Financial Implications**

The cost of implementing the Plan will be met through the City's operating budget for contracted internal audit services.

#### Voting Requirements

Simple Majority

#### Recommendation

That Council ACCEPTS the recommendation of the Audit and Risk Committee and ADOPTS the revised updated Strategic 3 Year Internal Audit Plan (2021/22-2023/24) as set out in Attachment 1.

Attachments: 10. Attachment 1 - Strategic 3 Year Internal Audit Plan 21/504027



### City of Wanneroo Strategic 3 Year Internal Audit Plan February 2021

Preparation of the Strategic 3 Year Internal Audit Plan	3
Strategic 3 Year Rolling and Annual Internal Audit Plan	8
Indicative Scopes for 2021/22	13
Other Risk Areas	15

#### Introduction

The Institute of Internal Auditors' International Professional Practices Framework requires Internal Audit to produce a risk-based plan, which takes into account the City of Wanneroo's ("City") risk management framework, knowledge of operations and internal controls derived from previous audits, its strategic objectives and priorities and the views of the City's Management, the Audit & Risk Committee ("ARC") and Council.

The objective of the Strategic 3 year and annual rolling plan is to direct audit resources in an efficient manner to provide assurance that key risks are being managed effectively.

This document addresses these requirements by setting out a proposed and detailed Annual Internal Audit Plan for 2021/22 year and to realign the Strategic 3 Year Internal Audit Rolling Plan (the "Plan") for the period 1 July 2021 to 30 June 2024, where applicable, based on the changes on the Strategic, Corporate and Operational Risk Registers and in consultation with Senior Management for the consideration of the ARC.

This Annual Detailed and Rolling 3-year Internal Audit Plan is required to be reviewed and updated on an annual basis or when considered necessary by the ARC to ensure that Internal Audit Reviews are still aligned with any critical strategic, corporate and operational risks identified within the City.

The nature, timing and extent of resources necessary to perform the engagements should be taken into account.

#### **Role of Internal Audit Services**

The aim of the City's Internal Audit Service ("Internal Audit") is to assist the ARC and the City's Management to manage risk by providing an innovative, responsive, proactive and effective value-added Internal Audit function. The objectives of Internal Audit are to:

- Provide independent consideration of risks, controls and processes across the City;
- Promote mechanisms that encourage a culture, which is conscious of risk, control and processes; and
- Assist and support the City in its drive for process improvement.

These objectives are achieved by:

- Assisting Management in evaluating their processes for identifying, assessing and managing the key
  operational, financial and compliance risks of the City;
- Assisting Management in evaluating the effectiveness of internal control systems, including compliance with internal policies and their alignment with legislation and regulation;
- Recommending improvements in efficiency and effectiveness to the internal control systems established by Management;
- Keeping abreast of new developments affecting the City's activities and in matters affecting Internal Audit; and
- Being responsive to the City's changing needs and striving for continuous improvement.

Our internal audit activities typically include amongst others the following as guided by the Local Government Operational Guidelines Number 09 – Revised September 2013:

- the review of the internal control structure, monitoring the operations of the information system and internal controls and providing recommendations for improvements;
- a risk assessment with the intention of minimising exposure to all forms of risk on the local government;
- examination of financial and operating information that includes detailed testing of transactions, balances and procedures;
- a review of the efficiency and effectiveness of operations and services including non-financial controls of a local government;
- a review of compliance with management policies and directives and any other internal requirements;
- review of the annual Compliance Audit Return, if requested;

- assist in the Chief Executive Officer's reviews of the appropriateness and effectiveness of the local government's systems and procedures in regard to risk management, internal control and legislative compliance to ensure the CEO's compliance with Regulation 17 of the Local Government (Audit) Regulations 1996 within every 3 years; and
- other specific tasks requested by management and the ARC.

# Review of the current year's Internal audit Plan as well as the Strategic 3 Year Rolling Internal Audit Plan

The current Internal Audit Plan, Strategic 3 Year Rolling and next year's Annual Internal Audit Plan was reviewed by William Buck in conjunction with the City's In-house Internal Audit Function and Management through performance of the following steps:

- The previous 3 year rolling plan presented to the ARC being considered in this plan's formulation;
- The latest updated Strategic and Corporate risk registers were reviewed to determine if there were any changes in the updated risk registers;
- Revising the current plan in accordance with emerging risks (for example: COVID-19, etc) as well as reprioritising reviews in the 2021/22 year due to changes in Management's priorities.
- The already identified auditable areas identified in the Previous Rolling 3-year Internal Audit Plan were then reviewed by the risk rating along with consideration of other factors such as regulatory requirements and the date of last review, to ensure that the priority areas are still aligned within the previous Strategic Internal Audit Plan, refer to pages 8-11.

There are a number of risks which are not tested or tested to a limited extend within the Plan, as set out on page 15. This can arise for a number of reasons such as risks do not lend themselves to the provision of assurance by internal audit, the risk rating may be low, assurance is provided by other parties or there is insufficient resource for internal audit to review them.

The 10 Strategic and 20 Corporate Risks identified in accordance with the City's risk registers are covered to a certain extend in the following reviews:

Risk	RISK DESCRIPTION	Inherent Risk Rating	RRR	Reviews
Strategic Risks				
ST-G09 Long Term Financial Plan	Ineffectiveness in long term financial planning leads to a poor financial position including efficiency and timing of service and asset provision impacting the City's sustainability.	Moderate	Low	<ol> <li>Finance Review</li> <li>Long Term Planning &amp; Budgeting</li> </ol>
ST-S04 Integrated Infrastructure & Utility Planning	Infrastructure is not delivered in a timely and coordinated way leading to issues with access and service levels and/or additional expenses. (Not City)	Moderate	Low	1. Long Term Planning & Budgeting
ST-S05 Water Availability	Ineffective City preparedness for potential reduced water availability impacts business and community service delivery.	Moderate	Moderate	<ol> <li>Land Development and Strategic Land Use Planning and Environment</li> </ol>
ST-S06 Climate Change	Lack of preparedness to respond and adapt to climate change impacts leading to community and financial implications.	High	Moderate	1. Land Development and Strategic Land Use Planning and Environment
ST-S12 Economic Growth	Ineffective economic development intervention results in limited opportunity to create local employment opportunities	Moderate	Moderate	<ol> <li>Stakeholder Relationship Management</li> <li>Land Development and Strategic Land Use Planning and Environment</li> </ol>

Risk	RISK DESCRIPTION	Inherent Risk Rating	RRR	Reviews
	impacting on the City's vision to create sustainable communities.			
ST-S20 Strategic Community Plan	Inadequate strategic community planning results in misaligned strategies between the City and the Community.	Moderate	Low	1. Long Term Planning & Budgeting
ST-S23 Stakeholder Relationships	Ineffective engagement with stakeholders leads to, lost opportunities and negatively impacts on the quality of the relationship.	Moderate	Low	<ol> <li>Customer Relationship and Complaints Management</li> <li>Stakeholder Relationship Management</li> </ol>
ST-S24 Strategic Asset Management	Inadequate asset management processes and systems impacts on the City's ability to manage assets strategically.	Moderate	Moderate	<ol> <li>Land Development and Strategic Land Use Planning and Environment</li> <li>Property Management</li> <li>Strategic Asset Management</li> </ol>
ST-S25 Legislative Reform or Changes	Lack of preparedness to accommodate Legislative reform changes impacts on the City's ability to deliver the CBP, stakeholder commitments, operational effectiveness requires diversion of resources from current priorities and activities.	Moderate	Moderate	<ol> <li>Delegated Authority</li> <li>Compliance Annual Return Review ("CAR")</li> <li>Regulation 17 review</li> </ol>
ST-S26 Resilient and Productive Communities	Lack of planning to deliver healthy, safe, vibrant and connected communities impacts on the ability of the Community to have productive lives and (respond) recover from adversity.	Moderate	Moderate	No reviews currently scheduled however the following suggested for future considerations: Economic Development; and Community and Place Management.
Corporate Risks				
CO-O02 Technological Advancement	Ineffective maximisation of technological opportunities leads to inefficient systems impacting on service planning, delivery and productivity.	Moderate	Moderate	<ol> <li>Payroll Review</li> <li>Information, Communication and Technology</li> <li>Finance Review</li> <li>Records Management</li> </ol>
CO-O03 Strategic Land	A lack of strategic land management results in lost opportunities and leads to a poor return on investment.	Moderate	Low	1. Land Development & Contributions
CO-O06 Data and Information Management	Ineffective data collection and management of information leads to data analysis that results in inefficient service delivery.	High	Moderate	<ol> <li>Records Management</li> <li>Information, Communication and Technology</li> </ol>
CO-O07 Purchasing	Non-compliance with the City's Purchasing Policy and Procurement framework leads to potential reputational impacts and inability to demonstrate achievement of delivering on value for money outcomes.	Moderate	Low	<ol> <li>Procurement &amp; Contract Management</li> </ol>
CO-O08 Contract Management	Ineffective Contract Management leads to potential financial and other business impacts, project delays and possible organisational reputational damage.	Moderate	Low	<ol> <li>Procurement &amp; Contract Management</li> </ol>
CO-O09 Integrated Reporting	Insufficient integrated reporting processes/systems leads to poor	Moderate	Moderate	1. Long Term Planning & Budgeting

Risk	RISK DESCRIPTION	Inherent Risk Rating	RRR	Reviews
	decision making and impacts the delivery of SCP & CBP.			
CO-O10 Workforce Planning	Ineffective Workforce Planning, Long Term Financial Planning and Corporate Business Planning are not aligned may lead to negative impacts on delivery of service delivery and corporate projects.	Moderate	Low	<ol> <li>People and Culture Review (People and Culture excluding payroll)</li> </ol>
CO-O11 People Management	The City's people management is inconsistent resulting in potential industrial action and impacting on workplace morale and service delivery.	Low	Low	<ol> <li>People and Culture Review (People and Culture excluding payroll)</li> </ol>
CO-O12 Fraud and Misconduct	Prevention, detection and control processes and systems are insufficient which provide the opportunity for Fraud & Misconduct to occur, leading to reputational damage, financial loss and legal consequences.	Moderate	Moderate	<ol> <li>Regulation 17 review</li> <li>Fraud Risk Assessment Review</li> <li>International Organization for Standardisation Review (ISO) Review</li> <li>(All IA reviews will consider possible fraud in the specific topic being tested)</li> </ol>
CO-O13 Workplace Health and Safety	Ineffective workplace health and safety systems and training leads to lack of safety awareness and control, resulting in increased risk of injury and possible breach of OHS obligations.	Moderate	Low	<ol> <li>Occupational Health and Safety</li> <li>International Organization for Standardisation Review (ISO) Review</li> </ol>
CO-O15 Project Management	Ineffective project management leads to delays in project delivery that negatively impacts the City's Long Term Financial Plan and asset management.	Moderate	Low	1. Project Management
CO-O16 Risk Management	Ineffective risk management system results in poor decision making impacting reputation, finances, services and infrastructure.	Moderate	Low	<ol> <li>Business Continuity Planning and Disaster Recovery and Crisis Management Plan</li> <li>Regulation 17 review</li> <li>Fraud Risk Assessment</li> <li>International Organization for Standardisation Review (ISO) Review</li> </ol>
CO-O17 Financial Management	Ineffective financial management leads to poor reporting and budgeting that impacts sustainability for long term financial planning.	Moderate	Moderate	<ol> <li>Marmion Road Duplication Project</li> <li>Approval Services</li> <li>Finance Review</li> <li>Fraud Risk Assessment</li> </ol>
CO-C01 Compliance Framework	The City's compliance framework is ineffective resulting in increased non compliance impacting on the City's reputation and exposure to Legal consequence.	Moderate	Low	<ol> <li>Marmion Road Duplication Project</li> <li>Approval Services</li> <li>Aquatic Centre</li> <li>Emergency Services Levy</li> <li>Regulation 17 review</li> <li>Delegated Authority</li> <li>Swimming Pool Inspections</li> <li>Compliance Annual Return Review ("CAR")</li> <li>International Organization for Standardisation Review (ISO) Review</li> </ol>
O-O18 Inherited Asset	Ineffective controls and planning when approving assets impacts the City's ability to manage and	High	Moderate	1. Strategic Asset Management

Risk	RISK DESCRIPTION	Inherent Risk Rating	RRR	Reviews
	maintain those assets when inherited by the City.			
CO-O21 Competitive Service Costing	Lack of understanding of service cost limits ability to improve efficiency and raise fees.	High	Moderate	<ol> <li>Marmion Road Duplication Project</li> <li>Approval Services</li> <li>Aquatic Centre</li> <li>Customer Relationship including Complaints and Stakeholder Relationship Management</li> <li>Finance Review</li> <li>Land Development and Strategic Land Use Planning and Environment</li> </ol>
CO-O22 Environmental Management	Ineffective environmental management systems leads to lack of environmental awareness, control and possible breach of environmental obligations resulting in financial losses, irreparable damage to the environment and the City's reputation.	High	Moderate	<ol> <li>Environmental Management</li> <li>International Organization for Standardisation Review (ISO) Review</li> </ol>
CO-O23 Safety of Community	Ineffective management of Community Safety (within the City's jurisdiction) leads to increase in incidents resulting in injury or loss of life, community dissatisfaction, financial losses and liability exposure.	Moderate	Moderate	<ol> <li>Aquatic Centre</li> <li>Emergency Services Levy</li> <li>Events Management</li> <li>Swimming Pool Inspections</li> <li>International Organization for Standardisation Review (ISO) Review</li> </ol>
CO-O25 System Security	Inadequate ICT security leads to significant business interruption.	High	Moderate	<ol> <li>Information, Communication and Technology</li> <li>Records Management</li> <li>International Organization for Standardisation Review (ISO) Review</li> </ol>
CO-O26 Heritage	Lack of appropriate identification, planning and land development management leads to damage or loss of Aboriginal and/or European Heritage.	High	High	<ol> <li>Environmental Management</li> <li>Land Development and Strategic Land Use Planning and Environment</li> </ol>

We have also reviewed the current operational risk registers for each division and based on the current registers and based on these registers, we did not identify any additional moderate the high rated risk which can not be linked to any of the already identified strategic and corporate risks.

The Proposed Internal Audit Reviews (2021/22 to 2023/24) are as follow:

#### Internal Audit Reviews:

Description	Related Risks	Previous review performed by William Buck	Highest Risk Rating (Inherent Risk)	21/22 (hours)	22/23 (hours)	23/24 (hours)
Emergency Services Levy	CO-C01: Compliance Framework CO-O23: Safety of Community	2016/17	Moderate	120		
Customer Services & Relationship Management	CO-021 Competitive Service Costing ST-S24 Stakeholder Relationships	Not yet performed	High	100		
Approval Services (*Due to COVID this review was originally postponed from 2019/20 to 2020/21 and further postponed to 2021/22 in the 2020/21 internal audit plan because of the original reprioritising the OSH Review to be performed for 2020/21)	CO-O21 Competitive Service Costing CO-C01 Compliance Framework CO-O17 Financial Management	Not yet performed	High	120		
Stakeholder Relationship Management (Including Media, Public Relations (Including Advocacy) and Communications) (This has been deferred from 21/22)	ST-S12 Economic Growth ST-S24 Stakeholder Relationships	Not yet performed	Moderate		80	
People and Culture (excluding payroll)	CO-O10 Workforce Planning CO-O11 People Management CO-O02: Technological Advancement	Not yet performed	Moderate		150	
Information, Communication and Technology (Deferred from 18/19 to 22/23 due to ICT Security aspects in the	CO-O02: Technological Advancement	2015/16 (OAG Review 2019/20)	High		80	

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Description	Related Risks	Previous review performed by William Buck	Highest Risk Rating (Inherent Risk)	21/22 (hours)	22/23 (hours)	23/24 (hours)
process of being implemented as well as OAG performance review performed in 2019/20. (Review will commence after implementation of all action items)	CO-O06 Data and Information Management CO-O25 System Security					
Land Development & Contributions (This review to be postponed, Cell reviews completed 2019/20 and 2020/21 for each Cell and Findings Identified during our previous Review is still in the progress of being implemented)	CO-O03: Strategic Land	2017/18	Moderate		120	
Finance Review (This review will be split into a 2- phased approach and will be performed before the 22/23 Regulation 17 review)	CO-O17: Financial Management ST-G09: Long Term Financial Planning CO-O02: Technological Advancement CO-O21: Competitive Service Costing	2018/19	High		220	
Regulation 17 review	CO-O12: Fraud and Misconduct CO-O16: Risk Management CO-C01: Compliance Framework ST-S25 Legislative Reform or Changes	2016/17; 2019/20	Moderate		100	
Occupational Health and Safety (* Originally scheduled for 2020/21 but postponed due to the Review and findings noted by LGIS)	CO-O13: Workplace Health and Safety	2016/17	Moderate			120
Environmental Management (Deferred from 19/20 to 21/22 due to system implementations in accordance with the internal audit log. Review will commence after finalisation of the implementations)	CO-O22: Environmental Management CO-O26: Heritage	2016/17	High			120

Description	Related Risks	Previous review performed by William Buck	Highest Risk Rating (Inherent Risk)	21/22 (hours)	22/23 (hours)	23/24 (hours)
Land Development and Strategic Land Use Planning and Environment	CO-021 Competitive Service Costing ST-S24 Strategic Asset Management ST-S12 Economic Growth	Not yet performed	High			100
	ST-S05 Water Availability ST-S06 Climate Change CO-O26: Heritage					
Procurement & Contract Management	CO-O07: Purchasing CO-O08: Contract Management	2016/17	Moderate			80
Project Management	CO-O15: Project Management	2018/19	Moderate			80
Business Continuity Planning and Disaster Recovery and Crisis Management Plan	CO-O16: Risk Management	Completed (2020/21)	Moderate			80
International Organisation for Standardisation (ISO) Standards Review	CO-O13 Workplace Health and Safety CO-O16 Risk Management	Not yet performed	High			180
	CO-O12 Fraud and Misconduct CO-C01 Compliance Framework					
	CO-O23 Safety of Community CO-O25 System Security					
Property Management (Planned for the 24/25 financial year onwards)	ST-S24: Strategic Asset Management	2017/18	Moderate			
Events Management (Planned for the 24/25 financial year onwards)	CO-O23: Safety of Community	2016/17	Moderate			

Description	Related Risks	Previous review performed by William Buck	Highest Risk Rating (Inherent Risk)	21/22 (hours)	22/23 (hours)	23/24 (hours)
Delegated Authority (Planned for the 24/25 financial year onwards)	ST-S25: Local Government Act Review (review of function & purpose of LG)	2015/16	Moderate			
	CO-C01: Compliance Framework					
Strategic Asset Management (Planned for the 24/25 financial	ST-S24 Strategic Asset Management	2018/19	High			
year onwards)	CO-O18: Inherited Assets					
Long Term Planning & Budgeting (Planned for the 24/25 financial	CO-O09: Integrated Reporting	2018/19	Moderate			
year onwards)	ST-G09: Long Term Financial Planning ST-S04: Integrated Infrastructure & Utility Planning					
	ST-S20: Strategic Community Plan					
Records Management (Planned for the 24/25 financial year onwards)	CO-O06: Data and Information Management CO-O02: Technological	2015/16; 2019/20	High			
	Advancement CO-O25 System Security					
Swimming Pool Inspections (Planned for the 24/25 financial year onwards)	CO-C01: Compliance Framework	2015/16; 2018/19	Moderate			
	CO-O23: Safety of Community					
				340	750	760

Note: Items planned for the 24/25 financial year onwards will be evaluated and considered when the Internal Audit Plan is reviewed annually.

#### **Other Services**

Description	Frequency	21/22 (hours)	22/23 (hours)	23/24 (hours)
Fraud Risk Assessment	Every 2 years	140	-	140
Compliance Annual Return Review ("CAR")	Every 2 years	60*	60	-
Audit & Risk Committee Reporting & Attendance	Quarterly	25	25	25
Audit log (Budgeted for 2 times a year)	Continuously	120	120	120
Strategic 3 Year Rolling Internal Audit plan	Annually	20	20	20
Annual Internal Audit Plan	Annually	10	10	10
		375	235	315

*Special request due to capacity constrains in the City inhouse Internal Audit function to complete this review inhouse in 2021/22.

#### **Total Internal Audit Hours**

Description	21/22 (hours)	22/23 (hours)	23/24 (hours)
Internal Audit Reviews	340	750	760
Other Services	375	235	315
	715	985	1075

Other administrative functions which include the review and updating of the Audit and Risk Committee and Internal Audit Charters, Terms of References, the Internal Audit Methodology and Internal Audit Procedural Manuals are performed by the City In-house Internal Audit Function (Audit and Assurance Officer). Ad-hoc internal audits are also performed by either the City In-house Internal Audit Function or contracted firm based on requests from Management or the Audit and Risk Committee.

Internal Audit aims to be responsive to the City's needs, given the environment of change that exists both within and external to the City. Consequently, the Strategic 3 Year Rolling and Annual Internal Audit Plan are reviewed each year to meet the changing needs of the City and any proposed changes will be re-presented.

The impact of newly identified corporate and strategic risks will be considered throughout the financial year and the annual internal audit plan will be amended if required.

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Set out within the table below is the 2021/22 Annual Audit Plan with indicative scopes for the proposed reviews. The scopes will be further refined through discussion with Management during the scoping process.

Area of Review	Timing & Status	Indicative Scope
Audit Log (Already reported to the ARC in September 2021)	September 2021	Updating and following up of outstanding audit log items.
Compliance Annual Return Review	January 2022	<ul> <li>Consideration of applicable local government legislation and regulations relating to the CAR;</li> <li>Consideration of processes used to complete the CAR; and</li> <li>Limited risk-based sample testing across a selection of applicable CAR questions.</li> </ul>
Customer Services & Relationship Management	March/April 2022	<ul> <li>Regular review of the City's commitments, policies, procedures and processes for customer relationship management and customer services culture;</li> <li>Controls and systems around monitoring and improvement of Customer Services and Relationship Management which include dealing with commitments, compliments, and complaints, use and evaluation of customer satisfactory surveys;</li> <li>Controls in place to monitor for fraud in relation to customer service activity;</li> <li>Controls are in place to comply with legislation and regulation surrounding customer service, such as the protection of data and the consumer rights;.</li> <li>Customer accessibility – controls in place to make it easy for customers to raise and resolve any issues they may have;</li> <li>Quality and consistency – appropriate controls are in place around ability to ensure that the quality and consistency of customer service interactions, particularly where the customer is raising a concern are addressed;</li> <li>Controls around effective crisis management to deal with adverse publicity leading to reputational damage; and</li> <li>Staff training around customer services and Relationship Management commitments, compliments, and complaints.</li> </ul>
Audit Log	March 2022	Updating and following up of outstanding audit log items.
Emergency Services Levy	April/May 2021	<ul> <li>Documented procedures and processes are implemented for Emergency Services Levies which are in compliance with relevant legislations and the prescribed Local Government Grants Scheme manual issued by DFES;</li> <li>Budgeting and planning processes, including authorities, are implemented which include the review, approval and submission of an emergency services operating and capital budget to DFES which include obligations of DFES and the City;</li> <li>Procurement processes are implemented for the spending of funds by the Emergency Services Unit and that correct procurement processes are followed for the spending of Emergency Services Levies as well as the spending of City funds;</li> <li>Monitoring processes are implemented to ensure regular review of spending of Emergency Services Operational and Capital Grants as well as the Unit's expenses not funded through the Emergency Services Levy (ie council funding);</li> <li>Recordkeeping processes are implemented with regard to Emergency Services Grants and Unit expenses not covered through the Grant including the maintenance of Emergency Services Grant and Non Grant Capital Assets;</li> </ul>

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Area of Review	Timing & Status	Indicative Scope
		<ul> <li>Acquittal processes are implemented to ensure that acquittals are accurate and timely completed, reviewed and submitted;</li> <li>Appropriate processes exist for any additional services performed by the Unit and these processes are appropriately authorised by the City; and</li> <li>Reporting and communication processes are implemented between the City, the Community Emergency Services Manager and the DFES.</li> </ul>
Approval Services       May 2022       processes of all Building & Plannir         Planning development applie       Subdivisions of land;         Detailed area plans;       Structure plans and amendri         Licences, Permits and Levie       Variations;		<ul> <li>Detailed area plans;</li> <li>Structure plans and amendments;</li> <li>Licences, Permits and Levies</li> <li>Variations;</li> <li>Service Authority Approvals; and</li> </ul>

### **Other Risk Areas**

Risk	Risk Title	Inherent Risk Rating	Reason for Non-Inclusion
Strategic Risk	S		
ST-S05	Water Availability	Moderate	Limited assurance could be provided
ST-S06	Climate Change	Moderate	Limited assurance could be provided
ST-S12 Economic Growth		Moderate	Limited assurance could be provided
ST-S23	Stakeholder Relationships	Moderate	Relatively low rating
ST-S25	Local Government Act Review (review of function & purpose of LG)	High	Limited assurance could be provided
Corporate Ris	ks		
CO-001	Relationship Management	Moderate	Relatively low rating
CO-011	People Management	Low	Relatively low rating
CO-O20	Productive Communities	Moderate	Limited assurance could be provided

Set out below are the risks not explicitly covered within the strategic internal audit plan detailed on pages 8-11.

#### Other suggested reviews to be considered

Review	Linked Risks
Integrated Reporting	CO-009: Integrated Reporting
	CO-021 Competitive Service Costing
Community and Place Management	CO-O23 Safety of Community
	CO-021 Competitive Service Costing
	CO-O20 Productive Communities
Health and Compliance Review	CO-O23 Safety of Community
	CO-021 Competitive Service Costing
Community Safety and Emergency	CO-O23 Safety of Community
Management Review	CO-021 Competitive Service Costing
Asset Maintenance (incl. Parks, Buildings,	CO-018 Inherited Assets
Roads, Pathways and Storm Water Drains,	ST-S04 Integrated Infrastructure & Utility Planning
Engineering, Conservation, Plant and Fleet)	ST-S24 Strategic Asset Management
Economic Development	ST-S12 Economic Growth
	ST-S05 Water Availability
	ST-S06 Climate Change
	CO-O20 Productive Communities
Corporate Governance Review	(Including Committees and Terms of References, Code of
	Conduct, Gifts, PID, Compliance, Policies and Procedures, etc.
	Can also be included in Reg 17 as other Corporate
	Governance areas are already included)
Fleet and Inventory Management	ST-S24 Strategic Asset Management
	CO-018 Inherited Assets

CITY OF WANNEROO AGENDA OF ORDINARY COUNCIL MEETING 15 MARCH, 2022

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CE02-03/22 - Attachment 1

#### CE03-03/22 Functions and Operations of the Audit and Risk Committee -Terms of Reference

File Ref:	7312V05 – 22/70680
Responsible Officer:	Chief Executive Officer
Attachments:	1

#### Issue

To consider the recommendation of the Audit and Risk Committee (the **Committee**) to adopt the updated Terms of Reference (**ToR**), in accordance with the *Local Government (Audit) Regulations 1996* (the **Regulations**) and *Local Government Amendment (Auditing) Act 2017*, issued by the Department of Local Government, Sport and Cultural Industries (**DLGSC**), and reporting in alignment with the City's updated policy and procedure.

#### Background

In August 2021, the Town of Cambridge sought legal advice concerning potential payments to External Independent Audit Committee members of the Town's Audit Committee. It was determined that pursuant to section 5.100 of the *Local Government Act 1995* (**LGA**), independent committee members *could not* be paid.

This advice was shared by the Town of Cambridge with other local governments, in the hope that the industry could work together to advocate to the Department of Local Government Sport and Cultural Industries to provide a prompt resolution.

The updated ToR for the City's Audit and Risk Committee was presented to the Audit and Risk Committee on 22 February 2022 for review and consideration, with Audit and Risk Committee recommending Council to adopt the updated ToR.

#### Detail

Section 5.100 (1) of the LGA prohibits a local government from paying to a committee member who is not a Council member or an employee a "fee" for attending any committee meeting as stated below:

5.100 Payments for certain committee members

- (1) A person who is a committee member but not a council member or an employee is not to be paid a fee for attending any committee meeting
- (2) Where
  - a. A local government decides that any person who is a committee member but who is not a council member or an employee is to be reimbursed by the local government for any expense incurred by the person in relation to a matter affecting the local government and
  - b. A maximum amount for reimbursement of expense has been determined for the purposes of section 5.98(3)(b); The local government must ensure that the amount reimbursed to that person does not exceed that maximum"

In view of this and the legal advice provided to the Town of Cambridge, the City's ToR for the Audit and Risk Committee has been amended accordingly to remove reference to the remuneration of external members.

Therefore the following has been included in the City's updated ToR:

"Reimbursement of expenses can be made to External Independent members in accordance with legislation" as indicated in **Attachment 1.** 

#### Consultation

The City consulted with the Town of Cambridge in relation to the terms of 'Payment to Audit Committee Members.'

#### Comment

The ToR has been amended to reflect that external members will be reimbursed for expenses rather than receiving a remuneration.

#### **Statutory Compliance**

The Local Government Act 1995.

#### **Strategic Implications**

The proposal aligns with the following objective within the Strategic Community Plan 2021 – 2031:

- 7 ~ A well governed and managed City that makes informed decisions, provides strong community leadership and valued customer focused services
  - 7.1 Clear direction and decision making

#### **Risk Management Considerations**

Risk Title	Risk Rating
CO-C01 Compliance Framework	Moderate
Accountability	Action Planning Option
Executive Manager Governance and Legal	Manage

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

Reviewing and updating the ToR will reduce the relevant compliance risks and further enhance the Committee's governance and oversight of the City's operations.

#### **Policy Implications**

Nil

**Financial Implications** 

Nil

#### **Voting Requirements**

Simple Majority

#### Recommendation

# That the Audit and Risk Committee recommend that Council ADOPT the updated Terms of Reference of the Audit and Risk Committee, as detailed in Attachment 1

Attachments:

1. Attachment 1 - Terms of Reference Audit and Risk Committee December 2020 19/265363[v2]



#### **TERMS OF REFERENCE**

#### Audit and Risk Committee

GS06-11/05; July 2008; August 2009; May 2011; February 2015; March 2017; May 2020; December 2020

Name:	Audit and Risk Committee
1. Purpose:	The purpose of the Audit and Risk Committee ("Committee") is to support the Council in fulfilling its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management, internal and external audit functions and ethical accountability.
	<ul> <li>The primary objectives of the Committee are to:</li> <li>Accept responsibility for the annual external audit; and</li> <li>Liaise with the City of Wanneroo ("City") internal and external auditors so that Council can be satisfied with the performance of the City in managing its affairs.</li> </ul>
	Reports from the Committee will assist Council in discharging its legislative responsibilities and provide oversight of the City's affairs, determining the City's policies and overseeing the allocation of the City's finances and resources. The Committee will ensure openness in the City's financial reporting and will liaise with the Chief Executive Officer ("CEO") to ensure the effective and efficient management of the City's financial accounting systems and compliance with legislation.
	<ul> <li>The Committee facilitates:</li> <li>The enhancement of the credibility and objectivity of internal and external financial reporting;</li> <li>Effective management of enterprise risks and the protection of Council assets;</li> <li>Compliance with laws and regulations as well as use of best practice guidelines relative to audit, risk management, internal control and legislative compliance;</li> <li>Regular review of reports on the internal audit function and the Strategic Internal Audit Plan; and</li> <li>The provision of an effective means of communication between the external auditor, internal auditor, the CEO and the Council.</li> </ul>
2. Powers	<ul> <li>The Committee is a formally established committee of the Council and is responsible to the Council.</li> <li>The Committee reports to Council and provides appropriate advice and recommendations in accordance with these Terms of Reference to facilitate informed decision-making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the CEO.</li> </ul>
	<ul> <li>The Committee does not have:</li> <li>Executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility.</li> </ul>

	<ul> <li>Any management functions and cannot involve itself in management processes or procedures.</li> </ul>	
3. Membership:	Council determines by absolute majority the membership of the Committee considering the nature, size, scale, diversity and complexity of the City's activities and systems. The Committee as a whole should have: • at least one member with financial qualifications and experience • skills and experience relevant to discharging responsibilities, including experience in business, financial and legal compliance, risk management • local government background and experience as applicable	
	The membership of the Committee must comprise a minimum of three members, the majority to be Elected Members with one position to be occupied by the Mayor. Council may determine to appoint one or more persons to the Committee who are external and independent to the Council.	
	Committee Members (Members) should keep themselves informed and demonstrate they have the skills and experience to effectively discharge their responsibilities as detailed in section "Duties and Responsibilities" of these Terms of Reference.	
	<b>Elected Members</b> Membership shall be for a period of up to two years terminating on the day of the Ordinary Council elections, with retiring members eligible to apply.	
	An absolute majority decision of Council is required to remove an Elected Member.	
	Elected Members who are Members of the Committee must comply with the City's Council Members Code of Conduct.	
	<b>External Independent Members</b> External Independent Members (if appointed) must have senior business, financial management or requisite knowledge and skills to benefit the Committee. All recommendations to appoint an external independent member must be made by the Committee to Council.	
	Current serving Elected Members of other local governments will not be considered as members of the Committee.	
	Expressions of interest for appointment of any External Independent Member shall be publicly advertised by Council. Appointment of any External Independent Member will be for a maximum period of two years.	
	Council must give written notice to any External Independent Member that Council proposes to remove them from the Committee and must provide the External Independent Member the opportunity to make a deputation at the relevant Council Briefing or Meeting as applicable.	
	Remuneration will be paid to each External Independent member on the basis of an annual payment.	Formatted: Strikethrough
	Reimbursement of expenses can be made to External Independent member in accordance with legislation.	Formatted: Font: 10 pt, Expanded by 0.15 pt
	External Independent Members must comply with the City's Code of Conduct.	
	Administration The CEO and the City's employees are not members of the Committee.	

	The CEO or his/her nominee is to attend all Committee meetings to provide advice and guidance to the Committee.
	The CEO shall provide secretarial and administrative support to the Committee.
4. Operating Procedures:	<ul> <li>Presiding Member:</li> <li>The Committee is to elect a Presiding Member and Deputy Presiding Member who must be Members of the Committee at the first meeting of the Committee following an Ordinary Local Government Election and in accordance with the Local Government Act 1995, Schedule 2.3, Division 1.</li> <li>The CEO or delegated nominee will attend the first meeting of the Committee following an Ordinary Local Government Election to conduct the election of the Presiding Member and Deputy Presiding Member.</li> <li>The Presiding Member will preside at all meetings.</li> <li>In the absence of the Presiding Member, the Deputy Presiding Member will preside over the meeting, and in their absence, a person is to be elected by the Committee to preside over the meeting.</li> <li>The Presiding Member is responsible for the proper conduct of the Committee.</li> </ul>
5. Meetings:	<ul> <li>Schedule <ul> <li>The Committee shall meet on a regular basis but at least quarterly.</li> <li>All meeting dates are to be provided in Councillor's Clipboard and in the City's diary.</li> <li>An agenda will be circulated to the Members at least 7 days prior to each meeting where possible.</li> <li>The CEO shall ensure that detailed minutes of all meetings are kept.</li> <li>Copies of all agendas and minutes are to be forwarded electronically, through the City's electronic record keeping system, to Council and Corporate Support for filing in the Elected Members reading room.</li> <li>All agenda and minute documentation to be generated through Council's InfoCouncil software reporting system.</li> <li>The Chairman and CEO may invite members of management, internal and external auditors or others to attend meetings as observers and/or to provide pertinent information and/or answer queries of the committee.</li> </ul> </li> </ul>
	<ul> <li>Voting <ul> <li>Committee recommendations have no effect unless it has been made by simple majority. A simple majority is not less than half of the votes of Members present at the meeting.</li> <li>All Members have one vote. The Presiding Member will have the casting vote and simple majority will prevail.</li> <li>The quorum for a meeting shall be at least 50% of the number of Members.</li> </ul> </li> <li>Administration</li> </ul>
	Administration support for the Committee will be provided by the City. That support person will be Director Corporate Strategy & Performance or Executive Manager Legal and Governance.
6. Reporting:	<ul> <li>Reports and recommendations of each Committee meeting requiring Council endorsement shall be presented to the next Ordinary Council Meeting.</li> <li>The committee shall report annually to the Council summarizing its activities during the previous financial year.</li> </ul>

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7. Duties and	Audit:	
Responsibilities:	To provide guidance and assistance to Council in carrying out functions of the City in relation to audits.	
	• To develop and recommend to Council an appropriate process for the selection and appointment of a person as the City's internal auditor.	
	To recommend to Council the person or persons to be appointed as the City's internal auditor.	
	NOTE: Appointment of an external auditor cannot take place	
	after the commencement day as stated in Section 7.3 (1A) of	
	the Local Government Act. Therefore the Auditor General of	
	Western Australia is responsible in accordance to Section 1.4	
	of the Local Government Act     To develop and recommend to Council:	
	<ul> <li>To develop and recommend to Council:</li> <li>a list of those matters to be audited: and</li> </ul>	
	The scope of the audit to be undertaken.	
	To address issues brought to the attention of the Committee, including	
	responding to requests from Council for advice that are within the	
	parameters of these Terms of Reference.	
	To seek information or obtain expert advice through the CEO on matters of concern within the scope of these Terms of Reference	
	following authorisation from Council.	
	External Audit	
	The Auditor General is mandated to be the external auditor and the Committee should therefore develop and recommend to Council the	
	agreement between the Council and the Auditor General. The	
	agreement is to include:	
	<ul> <li>the objectives of the audit;</li> </ul>	
	<ul> <li>the scope of the audit;</li> <li>a plan of the audit:</li> </ul>	
	<ul> <li>a plan of the audit;</li> <li>details of the remuneration and expenses to be paid to the</li> </ul>	
	auditor; and	
	<ul> <li>the method to be used by the local government to communicate with, and supply information to, the auditor.</li> </ul>	
	To meet with the external auditor at least once in each year, without	
	management being present and recommend to Council on the matters	
	<ul> <li>discussed and outcome of those discussions.</li> <li>To liaise with the CEO to ensure that the City does everything in its</li> </ul>	
	power to:	
	assist the auditor to conduct the audit and carry out his or her other duties under the Local Government Act 1995; and	
	ensure that audits are conducted successfully and expeditiously.	
	To examine the reports of the auditor after receiving a report from the CEO on the matters and:	
	determine if any matters raised require action to be taken by the City;     and	
	ensure that appropriate action is taken in respect of those matters.	
	To review the report prepared by the CEO on any actions taken in	
	respect of any matters raised in the report of the auditor and	
	presenting the report to Council for adoption prior to the end of the next financial year or six months after the last report prepared by the	
	auditor is received, whichever is the latest in time.	
	<ul> <li>To review the City's draft annual financial report, focusing on:</li> </ul>	
	accounting policies and practices;	
	changes to accounting policies and practices;	
	the process used in making significant accounting estimates;	
	<ul> <li>significant adjustments to the financial report (if any) arising from the audit process;</li> </ul>	

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•	compliance	with	accounting	standards	and	other
	reporting requir significant varia					
:	0		nmend adoptior	of the annual	financial	report to
-	Council, and to	o review any suc	any significant h recommendat	changes that n	nay arise	
•	To discuss the	e extern	al audit plan in		ed audit	strategies
•	To extend a s Committee mee	standing etings as	ate to identified invitation to th required to dis ments and the	ne external au cuss the exterr	nal audit p	
	al Audit					
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•	To review the level of its authority.	vel of re	sources allocate	ed to internal au	idit and th	e scope
•	To review repor recommendation Council and ma	ns made	by the audit a	nd review the e		
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•	To consider the on the appropri procedures in re compliance; req the Council the	e CEO's ateness egard to uired to	and effectiven risk manageme be provided to	ess of the City ent, internal cor the Committee	s systems	s and legislative
	To provide the c internal auditor a To monitor and r	pportun as the ne	ity for Committ ed arises witho	ee Members to ut managemen	t being pre	esent.
	To oversee implerecommendation biannual basis.	ementat	ion and progres	s of the Interna	l Audit	
	and Misconduc Oversight of risk control.					corruption
•	Review the City' monitoring and r fraud, miscondu	nanagin	g business risk,			
•	Review the Strat misconduct and	tegic Inte	ernal Audit Plan	annually to en	sure it cov	ers fraud,
Risk N	lanagement					
•	To review and c biannually.	versee	progress and up	odates on all St	rategic Ri	sks
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•	To consider an		e the Contract			
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<ol> <li>Delegated Authority:</li> </ol>	The only powers and duties that can be delegated to a Committee are any of the powers and duties of the local government under Part 7 of the Local
	Government Act; that is, those relating to audit. The Committee cannot on delegate the powers and duties delegated to it. The delegation from Council must be formally documented.

#### CE04-03/22 Criteria for selecting an External Independent Committee Member

File Ref:	7312V05 – 22/71475
Responsible Officer:	Chief Executive Officer
Attachments:	1

#### Issue

To consider a selection criteria for the appointment of an external independent member to the Audit and Risk Committee in accordance with the Terms of Reference.

#### Background

The Audit and Risk Committee (the **Committee**) is one of five established Committees in accordance with Section 5.8 of the Local Government Act 1995 (the **Act**) to assist with the functions of the City of Wanneroo.

The role of the Committee is to support Council in fulfilling its governance and oversight responsibilities relating to financial reporting, internal control structure, risk management, internal and external audit functions and ethical accountability.

In accordance with the Terms of Reference (**ToR**) of the Committee, Council determines the membership by absolute majority with consideration given to the nature, size, scale, diversity and complexity of the City's activities and systems. The Committee as a whole should have:

- At least one member with financial qualifications and experience;
- Skills and experience relevant to discharging responsibilities, including experience in business, financial, legal compliance and risk management; and
- Local government background and experience as applicable.

The membership of the Committee must comprise of:-

- The Mayor; and
- A minimum of three members of which the majority are to be Council members.

In addition, Council may determine to appoint one or more persons to the Committee who are external and independent to the Council.

The Audit and Risk Committee, at its meeting of 22 February 2022, considered a proposed selection criteria to appoint external independent members and resolved as follows:

"That Audit and Risk Committee recommends that Council:

- 1. ADOPT the following selection criteria for appointment of external independent members to the Audit and Risk Committee:
  - The person has not previously been employed and has no business or other material relationships with the City within the last three years;
  - The person must have suitable qualification, experience and/or knowledge in business, financial management, risk management and/or auditing;
  - The person does not have a direct or indirect material financial interest with the City;
  - The person is sufficiently impartial and disconnected from City's operations;
  - The person must be a ratepayer of the City;

#### CITY OF WANNEROO AGENDA OF ORDINARY COUNCIL MEETING 15 MARCH, 2022

- The person is free of any interest, position, or relationship that might influence or be perceived to influence - their capacity to exercise independent judgement; and
   The person is not a current serving Council Member of other Local Government.
- 2. AUTHORISE THE CEO to seek expressions of interest from suitable persons to be appointed as external independent members to the Council's Audit and Risk Committee in accordance with the selection criteria: and
- 3. AUTHORISE the Audit and Risk Committee short listed nominees and provide a recommendation to Council on preferred candidates.

#### Detail

Changes to the *Local Government (Audit) Regulations 1996* (the **Regulations**) introduced additional requirements under clauses 16(c) and 17 relative to risk management, internal controls and legislative compliance.

A report incorporating the new legislative requirements and possible amendments in terms of the structure, membership, delegations, representation, functions and reporting requirements of the Committee was presented at the 19 March 2013 Committee meeting, where it was noted that a review of the Terms of Reference for the Audit Committee would be undertaken for Council consideration.

Administration presented a report to a Special Audit Committee meeting of 3 June 2014 presenting a proposed approach for meeting the new requirements of Clause 17 of the Regulations. The revised ToR was presented to Council Forum on 26 August 2014 for consideration and to provide an opportunity for further discussion particularly in relation to the role, membership, reporting and responsibilities of the Audit Committee and guidelines provided by the Australian National Audit Office (**ANAO**).

ANAO recommends that it is better practice for audit committees to include one or more external members as this is the most visible and practical way to give substance to the principle of the committee's objectivity and independence; it can enhance the quality of the Committee's oversight and scrutiny. It can also provide an objective view regarding how audit resources should be allocated to ensure that those resources are directed to the areas of the highest risk and to ensure that decisions are made without regard to a Committee member's area of responsibility.

In February 2015, February 2017 and March 2020, the Committee and Council reviewed and adopted a revised ToR for the Committee arising from amendments to legislation and in accordance with the Model Terms of Reference included within the Local Government Operational Guidelines – Number 09 (revised September 2013) issued by the Department of Local Government, Sport and Cultural Industries. This publication provides clear guidelines on the appointment, function, membership and responsibilities of a Local Government Audit Committee, which was translated through to the Committee's ToR.

In December 2020, the ToR was reviewed and updated to reflect changes to meet the internal reporting requirements frequency for the internal audit log and the Fraud and Misconduct Control and Resilience Framework and a report was presented to the Audit and Risk Committee with Council adopting the updated the ToR.

The Committee currently comprises of 15 Council Members with no external independent member.

Administration conducted a review across other Local Governments in relation to the Committee membership and the selection criteria applied to appoint external members. The following comparison table is provided:-

Local Government	No of Councillors	No of Councillors in Audit Committee	External member
City of Melville	13	7 and 6 deputies	1
City of Joondalup	13	7	1
City of Rockingham	11	4 and 1 deputy	Nil
City of Perth	9	5	1
City of Stirling	16	8	1
City of Wanneroo	15	15	Nil
City of Swan	15	5 and 2 deputies	1

The Committee ToR requires that external independent members (if appointed) must have senior business, financial management or requisite knowledge and skills to benefit the Committee and must not be current serving Council Members of other local governments.

The ToR further requires that expressions of interest for the appointment of external independent members shall be publicly advertised by Council and recommendations for appointment to be made to Council through the Committee.

A report including selection criteria and appointment of independent external committee member was presented to Audit and Risk Committee on 22 February 2022 for consideration.

The following proposed criteria has been amended to reflect the changes for the appointment of external independent members:-

- The person has not previously been employed and has no business or other material relationships (material relationships mean a significant commercial relationship between an individual and the City including but not limited to one under which the individual receives from the City, payment of remuneration by fees or rent or otherwise) with the City within the last three years;
- The person must have suitable qualification, experience and/or knowledge in business, financial management, risk management and/or auditing;
- The person does not have a direct or indirect material financial interest with the City;
- The person is sufficiently impartial and disconnected from City's operations;
- The person must be a ratepayer of the City;
- The person is free of any interest, position, or relationship that might influence or be perceived to influence their capacity to exercise independent judgement; and
- The person is not a current serving Council Member of other local government.

#### Consultation

Administration has reviewed the *Local Government Act 1995* and consulted with other local governments and the City's Internal Auditors, William Buck in providing the information contain within this report.

### Comment

If Council determine to seek to appoint an external independent person, Administration will progress to seek the expression of interest to for the appointment of the external independent members. Short listed nominees will be presented to the Audit and Risk Committee for consideration and recommendation will be made to council on preferred candidates.

### **Statutory Compliance**

Nil

#### Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2021 – 2031:

7 ~ A well governed and managed City that makes informed decisions, provides strong community leadership and valued customer focused services

7.1 - Clear direction and decision making

#### **Risk Management Considerations**

Risk Title	Risk Rating
CO-C01 Compliance Framework	Moderate
Accountability	Action Planning Option
Executive Manager Governance and Legal	Manage

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

#### **Policy Implications**

Nil

#### **Financial Implications**

Nil

#### **Voting Requirements**

Simple Majority

#### Recommendation

That the Audit and Risk Committee recommend that Council:

- 1. ADOPT the selection criteria presented in this report, as follows
  - a) The person has not previously been employed and has no business or other material relationships with the City within the last three years;
  - b) The person must have experience and /or knowledge in business, financial management, risk management and auditing;
  - c) The person does not have a direct or indirect material financial interest with the City;
  - d) The person is sufficiently impartial and disconnected from City's operations;
  - e) The person must be a ratepayer of the City;
  - f) The person is free of any interest, position, or relationship that might influence or be perceived to influence their capacity to exercise independent judgement; and
  - g) The person is not a current serving Council Member of any other local government.
- 2. AUTHORISE the CEO to seek expressions of interest from suitably qualified and experienced persons to be appointed as external Independent members to the Council's Audit and Risk Committee in accordance with the selection criteria; and
- 3. AUTHORISE the Audit and Risk Committee to consider short listed nominees and provide a recommendation to Council on preferred candidates.



#### **TERMS OF REFERENCE**

#### Audit and Risk Committee

GS06-11/05; July 2008; August 2009; May 2011; February 2015; March 2017; May 2020; December 2020

Name:	Audit and Risk Committee
1. Purpose:	The purpose of the Audit and Risk Committee ("Committee") is to support the Council in fulfilling its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management, internal and external audit functions and ethical accountability.
	<ul> <li>The primary objectives of the Committee are to:</li> <li>Accept responsibility for the annual external audit; and</li> <li>Liaise with the City of Wanneroo ("City") internal and external auditors so that Council can be satisfied with the performance of the City in managing its affairs.</li> </ul>
	Reports from the Committee will assist Council in discharging its legislative responsibilities and provide oversight of the City's affairs, determining the City's policies and overseeing the allocation of the City's finances and resources. The Committee will ensure openness in the City's financial reporting and will liaise with the Chief Executive Officer ("CEO") to ensure the effective and efficient management of the City's financial accounting systems and compliance with legislation.
	<ul> <li>The Committee facilitates:</li> <li>The enhancement of the credibility and objectivity of internal and external financial reporting;</li> <li>Effective management of enterprise risks and the protection of Council assets;</li> <li>Compliance with laws and regulations as well as use of best practice guidelines relative to audit, risk management, internal control and legislative compliance;</li> <li>Regular review of reports on the internal audit function and the Strategic Internal Audit Plan; and</li> <li>The provision of an effective means of communication between the external auditor, internal auditor, the CEO and the Council.</li> </ul>
2. Powers	<ul> <li>The Committee is a formally established committee of the Council and is responsible to the Council.</li> <li>The Committee reports to Council and provides appropriate advice and recommendations in accordance with these Terms of Reference to facilitate informed decision-making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the CEO.</li> </ul>
	<ul> <li>The Committee does not have:</li> <li>Executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility.</li> </ul>

3. Membership:       Council determines by absolute majority the membership of the Committee considering the nature, size, scale, divership of the City's activities and systems. The Committee as a whole should have: <ul> <li>a teas fore members with financial quadifications and experience.</li> <li>skills and experience relevant to discharging responsibilities, including experience in business, financial and feggi compliance, risk management.</li> <li>local goverment background and experience as applicable</li> </ul> <li>The membership of the Committee must comprise a minimum of three members, the majority to be Elected Members with one papering to the Council. Committee Members (Members) should keep themselves informed and demonstrate they have the skills and experience to featurely discharge their responsibilities as detailed in section 'Duties and Responsibilities' of these Terms of Reference.</li> <li>Elected Members</li> <li>Elected Members of to Council is required to remove an Elected Members disclose of conduct.</li> <li>Elected Members who are Members of the Committee must comply with the City's Council Members Council. Appointment of any External Independent Members (Elected Members will not be accurated by the Committee.</li> <li>External Independent Members (Elected Members and external Independent Members that committee.</li> <li>Expressions of interest for appointment of any External Independent Member the Committee.</li> <li>Expressions of interest for appointment of any External Independent Member that Council Brokers when then the Committee.</li> <li>Expressions of interest for appointment of any External Independent Member that Council Brokers then for an Accountie and when the appoint of any External Independent Member the formattee.</li> <li>Expressions of interest for appointment of any External Independent Member that Coun</li>		Any management functions and cannot involve itself in management	7	
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accordance with legislation. External Independent Members must comply with the City's Code of Conduct. Administration		or an annual payment.		
Administration			F	ormatted: Font: 10 pt, Expanded by 0.15 pt
		External Independent Members must comply with the City's Code of Conduct.		

	The CEO or his/her nominee is to attend all Committee meetings to provide advice and guidance to the Committee.
	The CEO shall provide secretarial and administrative support to the Committee.
4. Operating Procedures:	<ul> <li>Presiding Member:</li> <li>The Committee is to elect a Presiding Member and Deputy Presiding Member who must be Members of the Committee at the first meeting of the Committee following an Ordinary Local Government Election and in accordance with the Local Government Act 1995, Schedule 2.3, Division 1.</li> <li>The CEO or delegated nominee will attend the first meeting of the Committee following an Ordinary Local Government Election to conduct the election of the Presiding Member and Deputy Presiding Member.</li> <li>The Presiding Member will preside at all meetings.</li> <li>In the absence of the Presiding Member, the Deputy Presiding Member will preside over the meeting, and in their absence, a person is to be elected by the Committee to preside over the meeting.</li> <li>The Presiding Member is responsible for the proper conduct of the Committee.</li> </ul>
5. Meetings:	<ul> <li>Schedule <ul> <li>The Committee shall meet on a regular basis but at least quarterly.</li> <li>All meeting dates are to be provided in Councillor's Clipboard and in the City's diary.</li> <li>An agenda will be circulated to the Members at least 7 days prior to each meeting where possible.</li> <li>The CEO shall ensure that detailed minutes of all meetings are kept.</li> <li>Copies of all agendas and minutes are to be forwarded electronically, through the City's electronic record keeping system, to Council and Corporate Support for filing in the Elected Members reading room.</li> <li>All agenda and minute documentation to be generated through Council's InfoCouncil software reporting system.</li> <li>The Chairman and CEO may invite members of management, internal and external auditors or others to attend meetings as observers and/or to provide pertinent information and/or answer queries of the committee.</li> </ul> </li> </ul>
	<ul> <li>Voting <ul> <li>Committee recommendations have no effect unless it has been made by simple majority. A simple majority is not less than half of the votes of Members present at the meeting.</li> <li>All Members have one vote. The Presiding Member will have the casting vote and simple majority will prevail.</li> <li>The quorum for a meeting shall be at least 50% of the number of Members.</li> </ul> </li> <li>Administration <ul> <li>Administration support for the Committee will be provided by the City. That support person will be Director Corporate Strategy &amp; Performance or Executive</li> </ul> </li> </ul>
	Manager Legal and Governance.
6. Reporting:	<ul> <li>Reports and recommendations of each Committee meeting requiring Council endorsement shall be presented to the next Ordinary Council Meeting.</li> <li>The committee shall report annually to the Council summarizing its activities during the previous financial year.</li> </ul>

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7. Duties and	Audit:
Responsibilities:	To provide guidance and assistance to Council in carrying out functions of the City in relation to audits.
	<ul> <li>To develop and recommend to Council an appropriate process for the selection and appointment of a person as the City's internal auditor.</li> <li>To recommend to Council the person or persons to be appointed as the City's internal auditor.</li> <li>NOTE: Appointment of an external auditor cannot take place after the commencement day as stated in Section 7.3 (1A) of the Local Government Act. Therefore the Auditor General of Western Australia is responsible in accordance to Section 1.4 of the Local Government Act</li> <li>To develop and recommend to Council:         <ul> <li>a list of those matters to be audited; and</li> <li>The scope of the audit to be undertaken.</li> <li>To address issues brought to the attention of the Committee, including responding to requests from Council for advice that are within the parameters of these Terms of Reference.</li> <li>To seek information or obtain expert advice through the CEO on</li> </ul> </li> </ul>
	matters of concern within the scope of these Terms of Reference following authorisation from Council.
	External Audit
	<ul> <li>The Auditor General is mandated to be the external auditor and the Committee should therefore develop and recommend to Council the agreement between the Council and the Auditor General. The agreement is to include:         <ul> <li>the objectives of the audit;</li> </ul> </li> </ul>
	<ul> <li>the scope of the audit;</li> <li>a plan of the audit;</li> <li>details of the remuneration and expenses to be paid to the auditor; and</li> </ul>
	<ul> <li>the method to be used by the local government to communicate with, and supply information to, the auditor.</li> <li>To meet with the external auditor at least once in each year, without</li> </ul>
	management being present and recommend to Council on the matters discussed and outcome of those discussions.
	<ul> <li>To liaise with the CEO to ensure that the City does everything in its power to:</li> </ul>
	<ul> <li>assist the auditor to conduct the audit and carry out his or her other duties under the Local Government Act 1995; and</li> </ul>
	<ul> <li>ensure that audits are conducted successfully and expeditiously.</li> <li>To examine the reports of the auditor after receiving a report from the CEO on the matters and:</li> </ul>
	<ul> <li>determine if any matters raised require action to be taken by the City; and</li> </ul>
	<ul> <li>ensure that appropriate action is taken in respect of those matters.</li> <li>To review the report prepared by the CEO on any actions taken in</li> </ul>
	respect of any matters raised in the report of the auditor and presenting the report to Council for adoption prior to the end of the next financial year or six months after the last report prepared by the auditor is received, whichever is the latest in time.
	To review the City's draft annual financial report, focusing on:
	accounting policies and practices;
	changes to accounting policies and practices;
	<ul> <li>the process used in making significant accounting estimates;</li> </ul>
	<ul> <li>significant adjustments to the financial report (if any) arising from the</li> </ul>

•	compliance reporting requir	with ements	accounting	standards	and	other
•	significant varia					
•	To consider ar	nd recor	nmend adoption any significant			report to
	subsequent to report is signed		h recommendat	ion but before t	he annual	financial
•			al audit plan in ate to identified		ed audit	strategies
•	Committee me	etings a	invitation to the required to dis ments and the	cuss the extern	nal audit p	
Interna	al Audit					
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	To review the ap undertaken by i the circulation or circulation.	nternal	auditor at the re	equest of Cour	ncil or CE	O unless
	To review the le of its authority.	vel of re	sources allocate	ed to internal au	idit and th	e scope
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Fraud	and Misconduc	t Contr	ol and Resilien	ce Framework	ζ	
	Oversight of risk control.	manag	ement, including	g fraud, miscon	duct and o	corruption
	Review the City' monitoring and r fraud, miscondu	nanagin	g business risk,			
•	Review the Stra misconduct and	tegic Int	ernal Audit Plan	annually to en	sure it cov	ers fraud,
Risk N	lanagement					
•	To review and o biannually.	versee	progress and up	odates on all St	rategic Ri	sks
•	To oversee the quarterly basis		ement of Risks	rated extreme a	and high o	n a
Corpo	rate Reporting					
•	To oversee the Plan quarterly.	manag	ement and prog	ress of the Cor	porate Bu	siness
•	To consider an To consider an		ee the Contract			

19/265363

8. Delegated Authority:	The only powers and duties that can be delegated to a Committee are any of the powers and duties of the local government under Part 7 of the Local
Autionty.	Government Act; that is, those relating to audit. The Committee cannot on
	delegate the powers and duties delegated to it. The delegation from Council must be formally documented.

19/265363

#### Item 9 Motions on Notice

MN01-03/22	Cr Brett Treby – Wanneroo Sports and Social Club Building and	
	Facility - Functionality and Condition Audit	

File Ref:	27285V05 – 22/80909
Author:	Councillor Brett Treby
Action Officer:	Director Assets
Attachments:	Nil
Previous Items:	CB06-03/15 - Proposed Surrender of Lease and new
	Lease to the Wanneroo Sports and Social Club (Inc.) over Lot 502 (22) Crisafulli Ave, Wanneroo - Ordinary Council - 31 Mar 2015 7.00pm

#### Issue

To consider a condition and building functionality audit for the Wanneroo Sports and Social Club Building and Facility.

# Background

The Wanneroo Sports and Social Club building was built in around 1978 and has been used by the Wanneroo Sports & Social Club (Inc.). An aerial view of the facility is shown below.



## Detail

The user groups of this building have requested a review of the infrastructure which appears to give a worn down look and may not be fit for purpose for the ongoing operation of the facility.

In order to understand the current and future needs of the user groups and how these can be accommodated at this facility, a building functionality audit is required.

It is also important to understand that the facilities are sound in the short to medium term, or if there is any potential for additional uses that could be accommodated. This would require a condition audit of the existing infrastructure at this location.

It is therefore proposed to undertake a functionality and condition audit of the existing infrastructure at Wanneroo Sports and Social Club facility. The proposed audit will also include stakeholder consultations which will highlight improvement opportunities for the future of the Wanneroo Sports and Social Club Building and Facility. This will also help inform future infrastructure changes at other facilities in the vicinity.

As part of this process, the City will work with the Wanneroo Sports and Social Club for the development of a business plan for the medium to long-term use of the facility. This will enable the City and the WSSC to provide an overall master plan for this precinct and its future potential use.

The proposed audit will require the services of a specialist consultant and is estimated to cost in the order of \$50,000.

## Consultation

No formal consultation has been undertaken on this matter. It is expected that the building functionality and condition audit will include consultation with relevant stakeholders of the facility.

## Comment

In conjunction with the Feasibility Study undertaken for future upgrade opportunities to the Wanneroo Recreation Centre, it is considered that it is an opportune time to undertake a building functionality and condition audit for the Wanneroo Sports and Social Club Building and Facility.

## **Statutory Compliance**

Nil

## **Strategic Implications**

The proposal aligns with the following objective within the Strategic Community Plan 2021 – 2031:

- 5 ~ A well planned, safe and resilient City that is easy to travel around and provides a connection between people and places
  - 5.3 Responsibly managed and maintained assets

#### **Risk Management Considerations**

Risk Rating
Moderate
Action Planning Option
Manage

Risk Title	Risk Rating
ST-S04 Integrated Infrastructure and Utility Planning	Moderate
Accountability	Action Planning Option
Executive Leadership team	Manage

#### **Policy Implications**

The City's Asset Management Policy is applicable to this matter. The City's Leasing Policy also applies in relation to the administration of the lease arrangements between the City and Wanneroo Sports and Social Club.

#### **Financial Implications**

The estimated consultancy cost to undertake a building functionality and condition audit for a building of this nature would be in the order of \$50,000 and require an allocation in the 2022/23 Operating Budget.

## Voting Requirements

Simple Majority

#### Recommendation

That Council:

- 1. REQUESTS Administration to engage a consultant to undertake a building functionality and condition audit for Wanneroo Sports and Social Club Facility; and
- 2. LISTS an amount of \$50,000 in the 2022/2023 Operating Budget to undertake a condition and building functionality audit for the Wanneroo Sports and Social Club Facility.

#### **Administration Comment**

#### Site Information

The Wanneroo Sports and Social Club (Inc.) (WSSC) currently leases the site at 22 Crisafulli Avenue, Wanneroo. The site is Crown land (Reserve 27744), also described as in Lot 503 on Deposited Plan 415200 and being the whole of the land comprised in Certificate of Title Volume LR3171 Folio 265 (Attachment 1 refers). The site area is approximately 1.969 hectares.

Reserve 27744 is a category 'C' reserve vested in the City for the purpose of "Club and Club Premises" under a Management Order with power to lease for any term not exceeding 21 years, subject to the consent of the Minister for Lands.

The land is currently zoned as 'Urban' under the MRS and 'Centre' under the City's DPS2.

WSSC (previously known as the Wanneroo Country Club (Inc.)) has occupied the site since 1966, for the most part, under lease arrangements with the City.

The current lease commenced on 2 June 2015 for a term of 5 years, with one option for a further term of 5 years. WSSC has subsequently extended the lease for the option term, which is due to expire on 1 June 2025.

#### Previous building assessments

Administration, as part of the ongoing condition assessments of City buildings, conducted a visual assessment of the Wanneroo Sports and Social Club building three years ago. A building valuation assessment was also conducted by an external consultant in June 2021. These assessments identified that the building was in overall fair condition but the lessee was requested to investigate the cause of, and rectify the apparent rising damp in the male change rooms at the time. Administration has been working with the tenant regarding roof repairs.

A building condition and BCA compliance audit was also conducted by an external consultant in December 2021. Condition assessments include the visual assessment of the following items:

- Buildings internal and external structure & fabric
- Building services, including hydraulic, electrical, HVAC equipment
- Grounds and external areas, including retaining walls, sumps, stormwater drainage, footpaths, parking, lighting, signage, and site fencing

Upgrades and repairs are recommended to ceilings and doors and while the buildings and surrounding areas may have complied with the relevant requirements at the time of construction due to the evolving nature of Building Codes, there are now some non-compliances with the provisions of the current NCC Vol.1 2019 (Amdt.1); and requires consideration for rectification.

Council considered an item MN01-09/21 *Cr Dot Newton – Wanneroo Sports and Social Club Accessibility Improvements* at its meeting on 7 September 2021 and resolved:

## That Council:-

- 1. REQUESTS Administration investigate the need for accessibility improvements at the Wanneroo Sports and Social Club; and
- 2. REQUESTS that works resulting from the above investigation be prioritised and listed for Council's consideration as part of 2022/2023 Budget discussions.

Administration has undertaken preliminary investigations on the need for accessibility improvements which has identified the need to engage a professional disability access consultant to assess the non-compliances and recommend staged/ planned upgrades to bring the building into compliance on a performance basis.

#### Summary

Subject to Council's decision on the recommendations made in this motion, all work identified as a result of previous audits can be included in the overall building functionality and condition audit for Wanneroo Sports and Social Club Facility.

Administration supports the motion to undertake a building functionality and condition audit for the Wanneroo Sports and Social Club building in consultation with relevant stakeholders. The consultation will need to have regard to works which may already be scheduled or planned by Wanneroo Sports and Social Club to minimise the potential that works are duplicated or become sacrificial.

# MN02-03/22 Councillor Jacqueline Huntley – Kangaroo Management

File Ref:
Author:
Action Officer:
Attachments:

30192V02 – 22/59819 Councillor Jacqueline Huntley Director Planning and Sustainability Nil

#### Issue

To request state government advice on: (i) identification of confirmed relocation sites for Macropods and wildlife for displacement due to urban development; (ii) introducing and approving Macropod contraception techniques into the state, based on proven experience from the eastern states of Australia.

#### Background

The clearing of native bushland for urban development in the City is resulting in remnant Macropod, and native wildlife populations facing an ever-decreasing natural habitat. Macropods ('Macropodidae') is a family of pouched animals with tall hind legs, including kangaroos, wallabies, tree-kangaroos, wallaroos, quokkas etc. Remaining habitat is already at beyond carrying-capacity levels (i.e. unable to support current Macropod populations due to landlocking). Our Macropods and other native wildlife are under increasing stress (e.g. for food, water, habitat), subject to further pressure from development, and vulnerable to in-breeding and diminishing physiological condition.

Directly related is the issue of Macropod 'movement' from habitat on private property, into road reserves, parks and urban streets. A repeating pattern of Macropod conflict with community and urban activities is occurring. A comprehensive solution to the Macropod problem is needed.

Council/local government is limited in the actions it can take and is not empowered to manage or interfere with protected native fauna on privately owned land. The City's adopted LPP 3.3 Fauna Management Plan places responsibility for kangaroo 'protection' on private landowners and developers (in accordance with the provisions of Biodiversity Conservation Act (BC Act)). While a good step forward, and now being copied by other local governments, LPP 3.3 cannot provide a comprehensive solution to the total problem (i.e., unsustainable Macropod population and ever-diminishing habitat across the City).

It is now time to approach the state government to identify and implement new approaches that can contribute to a comprehensive region wide solution. There are situations where new approaches to Macropod management could be investigated.

One in particular involves the Ingham property development which is owned by Stockland and currently being planned for future development, and the adjacent land owned by the Servite Order. Combined these land holdings represent a substantial habitat with a sizeable kangaroo population (exact numbers unknown).

This development site and landlocked Macropods on golf courses are good examples of where fertility implants should be used to assist reduction in numbers and relocation efforts to reduce stress levels and provide better recovery post relocation. It is also more humane than culling to make way for development.

Stockland has indicated an interest in an improved solution – specifically to relocate and prevent kangaroos returning when development activities commence.

If this matter is not addressed sympathetically and humanely then there will likely be significant objections from the local community and reputational damage to both the developer and the City.

We have the opportunity to lead the way in addressing situations such as this in a humane and sympathetic manner and therefore endorse our reputation as an environmentally responsible council who values its wildlife.

# Detail

Therefore, two issues on which Council should approach the state government and request action. They are:

- 1. Exploring the potential for fertility control for managing peri-urban macropod populations, and
- 2. The confirmation of relocation sites for Macropods occurring on land to be developed.

Locating suitable sites for displaced Macropods and other wildlife who will lose their habitat due to land clearing within the same city or shire they originally come from.

# Fertility Control

Documented experience in the eastern states demonstrates fertility control of Eastern Grey Kangaroos can provide an additional management tool that works with discrete populations, potentially reducing the amount and frequency of culling or relocations. The method involves administering an immune-contraceptive vaccine by either dart or injection to female kangaroos, sometimes in conjunction with male castration, to achieve a notable drop in fecundity levels, and eventual reduction in population or population growth thereafter.

Fertility control on western grey kangaroos was the subject of a doctoral research program in 2011, which concluded that "*management of isolated populations of western grey kangaroos*... *by pharmaceutical control of female fertility through a capture, mark and treat approach deslorein is a practical alternative to culling*." (Ref: 'Management of isolated populations of western grey kangaroos through fertility control, in south-western Australia', C Mayberry, UWA 2011). Local fauna management experts confirm there is definitely potential benefit in the techniques, particularly for relatively small and isolated populations. The cost per animal is unknown at this stage but will only be slightly higher than the present cost for relocation. For the right location and context this could be a very justifiable expenditure to achieve a permanent and humane outcome.

## Identification of Relocation Sites

In considering or advising on relocation of Macropods as a management option, both the City and voluntary wildlife care-groups (e.g. Wildlife Care WA, Perth Wildlife Rescue Network) require confirmation of practical relocation sites. The experience to date is that the Department of Biodiversity Conservation and Attractions (DBCA) has not provided comprehensive advice.

There is now, an urgent need to identify a wildlife and domestic rehabilitation managed conservation corridors in Wanneroo and other local authorities experiencing similar problems.

## Approach WALGA to Assist

It is suggested Council approach WALGA requesting assistance in discussions with state government to find a metropolitan wide solution to the Macropod problem. Individual councils can only achieve so much on their own. Given that Macropods are a regional issue WALGA could provide a more effective negotiating front with state government on behalf of all growth councils.

# Consultation

Consultation has taken place with Wildlife Care WA and Mr Matt Swan (DBCA).

# Comment

Given the limit to actions the City can take, and given the provisions of the BC Act, this Motionon-Notice is for Council support to obtain confirmation on effective action state government can take. The DBCA has not yet provided advice on a comprehensive or truly effective solution to the metropolitan wide kangaroo problem.

It is recommended that the City write to the Minister for Environment to consider introducing fertility control into the state and advise on the potential provision of suitable relocation sites as well as requesting WALGA develop a coordinated approach to Macropod management resulting from displacement caused by urban development.

# **Statutory Compliance**

Nil

# **Strategic Implications**

The proposal aligns with the following objective within the Strategic Community Plan 2021 – 2031:

4 ~ A sustainable City that balances the relationship between urban growth and the environment

4.2 - Manage and protect local Biodiversity

# **Risk Management Considerations**

Risk Title	Risk Rating
ST-S26 Resilient and Productive Communities	Moderate
Accountability	Action Planning Option
Director Planning and Sustainability	Manage

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

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

# **Policy Implications**

The proposed action to approach the state government may lead to opportunities to modify existing Local Planning Policies (e.g. LPP 3.3: Fauna Management), but this would be subject to the outcomes of discussions with state government.

# **Financial Implications**

Nil

#### Voting Requirements

Simple Majority

#### Recommendation

That Council:-

- 1. Requests the Mayor to write to the Minister for Environment, requesting consideration of fertility control on kangaroos and smaller Macropod populations as a potential solution to the native wildlife population challenges in the Perth Metropolitan Region, and to request comprehensive advice on suitable relocation sites for wildlife affected by land clearing.
- 2. Authorise the CEO to write to WALGA to request the development of a coordinated approach to the Metropolitan wide native wildlife and macropod population challenge.

# **Administration Comment**

Administration supports the initiatives outlined in this report, and for all measures that would contribute to dealing appropriately with the Macropod population and displacement issues occurring on a continual basis.

Administration sees this as not only a problem throughout the City but is aware that Macropods are a Perth Metropolitan Region-wide issue, and particularly for outer metropolitan Councils.

On the basis of the above, Administration considers engaging the assistance and leadership of WALGA as important, as it is hoped that would lead to a coordinated metropolitan wide approach to the problem.

All these recommended approaches could contribute not only to more effective Macropod population management but could provide clarity and certainty to all Councils on how to proceed, and in so doing provide consistent guidelines and greater certainty to developers and landowners on how to manage kangaroo populations affecting their legitimate activities.

Attachments: Nil

# MN03-03/22 Cr Jordan Wright – Amendment to the Terms of Reference for the Wanneroo BMX Raceway Relocation Working Group

File Ref: Author: Action Officer: Attachments: 3892V02 – 22/84546 Councillor Jordan Wright Director Community and Place 2

#### Issue

To consider amending the Terms of Reference for the Wanneroo BMX Raceway Relocation Working Group.

## Background

The Wanneroo BMX Club (the Club) has an established headquarters and BMX track on City owned land at 276 Shiraz Boulevard, Pearsall (**Attachment 1**).

#### Existing site

The existing site leased by the Club occupies an approximately 1.77ha portion of Lot 1100 (276) Shiraz Boulevard, Pearsall (formerly 176 Mary Street, Pearsall). The existing site is owned in freehold by the City and zoned 'Urban' under the MRS and 'Urban Development' under the City's DPS2.

#### Working Group

Due to the freehold status of the existing site and the growth of residential activity in the vicinity (which will increase further with the development of East Wanneroo), the City has noted the potential benefits in relocating the Club to a purpose-built alternative site.

The process for investigating the potential relocation of the Club was first confirmed by Council in 2009 (item CS06-06/09), which resolved 'APPROVES as a matter of priority the formation of a working group consisting of the Mayor, Ward Councillors, two representatives of the BMX Club plus Council Officers from Leisure Services and Contracts and Property, to progress the relocation of this sporting club'.

#### <u>Leases</u>

The Club occupies the existing site under a lease dated 11 June 2019 for a term of 5 years, expiring on 10 June 2024. The lease was approved by Council on 5 December 2017 (item CS05-12/17).

The current lease follows a series of relatively short term leases between the City and the Club, ranging in term from one to five years.

Administration is currently progressing with lease negotiations with the Club, intended to provide a longer term tenure and greater certainty whilst alternative sites are investigated. This matter will be the subject of a future report to Council.

## Detail

In accordance with the current Terms of Reference (**Attachment 2**), the purpose of the Working Group is to progress the relocation of the Club from Lot 21 (176) Mary Street, Wanneroo, with the aim being to identify a suitable site to accommodate the Club.

Following the most recent Working Group meeting on 2 March 2022, it has become apparent that the current Terms of Reference do not reflect what the Working Group is trying to achieve. Therefore, it is suggested that consideration be given to amending the Terms of Reference as per below:

Current Form	
Name:	Wanneroo BMX Raceway Club Relocation
	Working Group
Role/Purpose:	To progress the relocation of the Wanneroo
	BMX Raceway Club Inc. from Lot 21 (176)
	Mary Street, Wanneroo
Aims & Functions:	1.1 To identify a suitable site to
	accommodate the Wanneroo BMX Raceway
	Club Inc. prior to the expiration of the Club's
	current lease over portion of Lot 21 (176)
	Mary Street Wanneroo.

#### Proposed Form

Name:	Wanneroo BMX Club Working Group
Role/Purpose:	To progress with current and potential future site works in the short to medium term and provide a long-term vision with the intent to relocate the Wanneroo BMX Club Inc. from Lot 21 (176) Mary Street, Wanneroo.
Aims & Functions:	<ul> <li>1.1 To identify a suitable site to accommodate the Wanneroo BMX Club Inc. from the current lease location over portion of Lot 21 (176) Mary Street Wanneroo.</li> <li>1.2 To progress the relocation of the Wanneroo BMX Club Inc. from Lot 21 (176) Mary Street, Wanneroo in the long term.</li> <li>1.3 To progress and allow for potential upgrades to the facilities and track in the short to medium term until 1.2 is met.</li> </ul>

## Consultation

No external consultation has occurred. Based on the conversations held at the most recent Working Group meeting, the Club has implied the terms of reference limit them from progressing their facility upgrades.

## Comment

Following the March 2022 meeting of the Working Group, it was apparent that there is a need for the Club to be provided a forum in which they can seek outcomes to the infrastructure challenges they face at their current site.

While it is acknowledged that there is support from both the Club and Council Members that the relocation of the club is a good outcome, it is apparent that even once a new site is identified the time period for relocation is likely to be at least five to ten years. It has been reported by the Club that their current infrastructure will not be suitable for this amount of time.

As such, it is recommended that that Terms of Reference reflect the evolved purpose of the Working Group, which is to not only source an acceptable site for the Club's relocation, but also to review and progress the current site to ensure that it is fit for purpose for the period of time that the Club remains there.

# **Statutory Compliance**

Nil.

# **Strategic Implications**

The proposal aligns with the following objective within the Strategic Community Plan 2021 – 2031:

1 ~ An inclusive and accessible City with places and spaces that embrace all

1.3 - Facilities and activities for all

## **Risk Management Considerations**

Risk Title	Risk Rating
ST-S23 Stakeholder Relationships	Moderate
Accountability	Action Planning Option
Executive Leadership Team	Manage

Risk Title	Risk Rating
ST-G09 Long Term Financial Planning	Moderate
Accountability	Action Planning Option
Director Corporate Strategy	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 are in place to manage these risks.

## **Policy Implications**

The City's Leasing Policy (**Policy**) provides the context for the investigations concerning the future status and potential relocation of the Club.

The Club is categorised as a Category 6 (Sporting or Recreational) lessee under the Policy, which further specifies 'Wherever practicable Categories 3-5 should be the only Tenants who lease Freehold land (unless that Freehold land is a dedicated Community Purpose Site). All other categories will be leased on Crown Land, managed by the City in order to realise the economic value of the land, unless under a full commercial rental arrangement.'

A relocation of the Club, if supported by Council, would also be consistent with the requirements of the City's Strategic Land Policy to '*Create property based income streams*' and '*Encourage the 'highest and best' use of City Land*'.

Accordingly, the Working Group and Administration have progressed with site investigations over a sustained period to secure a viable long term future for the Club, preferably at a modern, purpose-built site, located on Crown land.

# **Financial Implications**

There are works planned for the current site in order to make it a more suitable space for the Club for the term of their current lease. These works include connection of the site to sewer (ready for future works) and works relating to the shade structure adjacent to the kiosk area.

There are no further funds allocated, including within the City's Long Term Financial Plan, for works at the existing site, noting that additional works would likely require significant levels of funding.

## Voting Requirements

Simple Majority

#### Recommendation

That Council:-

1. APPROVES the Terms of Reference for the Wanneroo BMX Raceway Relocation Working Group be amended to:

Neme	Warners DMV Club Warking Croup
Name:	Wanneroo BMX Club Working Group
Role/Purpose:	To progress with current and potential
	future site works in the short to
	medium term and provide a long-term
	vision with the intent to relocate the
	Wanneroo BMX Club Inc. from Lot 21
	(176) Mary Street, Wanneroo.
Aims & Functions:	1.1 To identify a suitable site to
	accommodate the Wanneroo BMX
	Club Inc. from the current lease
	location over portion of Lot 21 (176)
	Mary Street Wanneroo.
	1.2 To progress the relocation of the
	Wanneroo BMX Club Inc. from Lot
	21 (176) Mary Street, Wanneroo in
	the long term.
	1.3 To progress and allow for potential
	upgrades to the facilities and track
	in the short to medium term until 1.2
	is met.
	is met.

## **Administration Comment**

Administration notes the amended Terms of Reference outlined in the Motion on Notice, and acknowledges the significant work and time taken to find a suitable location to relocate the Wanneroo BMX Club. Notwithstanding, there are concerns held by Administration in regards to the proposed amendments.

Under the terms of the Club's current lease (agreed on a ground lease basis), the Club is responsible for the site, and this would extend to any upgrades. This position was confirmed in the report to Council when it approved the current lease (item CS05-12/17) and is consistent

with the City's Leasing Policy. The City is providing support for some smaller upgrades, but it should be noted that this is not standard practice, and any additional works would need to be considered in line with the current lease, the City's Leasing Policy and the City's Long Term Financial Plan. Should the City provide large-scale upgrades to the site, this would set a precedent for other community groups on a similar lease to request the same, noting that previous requests of this nature have not been supported.

Council's original intent for the Working Group was to ensure the Club not only has a facility for its long term future, but is also intended to allow the City to ensure the land at the current site is able to be utilised in the most appropriate manner. The Strategic Land Policy, subsequently adopted by Council, provides that City owned land should be used for its highest and best use.

Further, while it is recognised that the use of the site for the BMX facility is currently supported by the local community, future development of East Wanneroo may impact this support on an ongoing basis.

Noting that the Club has identified that upgrades are required to the facility in the short to medium term, under the provisions of the lease and the City's Leasing Policy, these upgrades would need to be funded by the Club and be sacrificial in nature given the ultimate intent is to relocate the facility. The City is able to provide advice and support to the Club in their fundraising efforts.

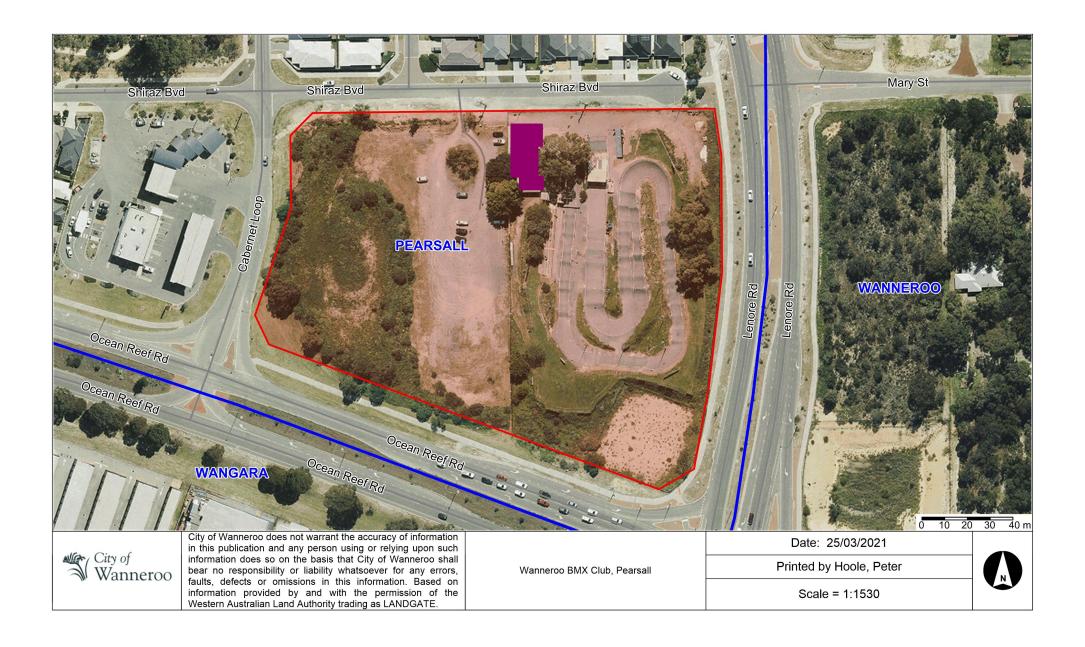
City Working Groups are not decision making bodies, and the expansion of the Working Group's intent may raise the expectations of the Club, particularly considering that there has been no due diligence to date by the City in planning the current site for upgrade works. Should this planning indicate the funding requirements are excessive and not of a sacrificial nature, there may be cause to withdraw support for the upgrade works.

It should be noted that the City has not previously formed Working Groups to enable the lessees to plan for a site in circumstances where City managed land is subject to a ground lease. The management of ground leases, once adopted by Council is undertaken administratively.

For the reasons outlined above, Administration does not support the amendments to the Terms of Reference. The City will continue to work with the Club to progress with the lease negotiations in advance of an anticipated report to Council in the first half of 2022.

 Attachments:
 1.1.
 Attachment 1 - Site Map - Wanneroo BMX Club, Pearsall
 21/124134

 2.1.
 Attachment 2 - Terms of Reference Wanneroo BMX Raceway Club Relocation Group
 17/220459





#### TERMS OF REFERENCE

#### Wanneroo BMX Raceway Club Relocation Working Group

June 2009; May 2011

Name:	Wanneroo BMX Raceway Club Relocation Working Group		
Role/Purpose:	To progress the relocation of the Wanneroo BMX Raceway Club Inc from Lot 21 (176) Mary Street Wanneroo		
Aims & Functions:	1.1 To identify a suitable site to accommodate the Wanneroo Raceway Club Inc prior to the expiration of the Club's current over portion of Lot 21 (176) Mary Street, Wanneroo.		
Membership:	<ul> <li>The Working Group shall consist of the following representation:</li> <li>Mayor</li> <li>Central Ward Councillors</li> <li>Manager Program Services;</li> <li>Property and Leasing Officer; and</li> <li>A maximum of two representatives from the Wanneroo BMX Raceway Club Inc.</li> </ul>		
		day of the Ordinary Council elections, with retiring members eligible	
	2.3 Members must comply with the City's Code of Conduct.		
	The Working Group has authority to second individuals from outside of the Working Group, on a voluntary basis, for their expert advice.		
	2.5 Consideration will not be given to any nomination received fr person who is currently serving as an elected member neighbouring council.		
Operating	3.1 Chairperson:		
procedures:	a) The members of a Working Group are to elect a Chairp and Deputy Chairperson from amongst themselves at th meeting of the Group. (For transparency and account Council officers should not be appointed to the positi Chairperson and Deputy Chairperson.	e first ability	
	b) The Chairperson will preside at all meetings.		
	c) In the absence of the Chairperson, the Deputy Chairperson assume the chair, and in their absence, a person is elected by the Working Group members present to assum Chair.	to be	
	<ul> <li>The Chairperson is responsible for the proper conduct of Working Group.</li> </ul>	of the	
	3.2 Meetings:		
	<ul> <li>The Working Group shall meet on a regular basis as detern by the nominated Group members.</li> </ul>	nined	

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		All meeting dates are to be provided in Councillors' Clipboard and in the City of Wanneroo diary.
		A Notice of Meetings including an agenda will be circulated to the Working Group members (including deputy delegates) at least 72 hours prior to each meeting where possible.
		The Chairperson shall ensure that minutes of all meetings are kept and that copies are made available to all Working Group members (including deputy delegates) as soon as is practicable after the meeting. The minutes are to be available for public inspection.
		Copies of all agendas and minutes are to be forwarded electronically through TRIM the City's electronic record keeping system to Governance for filing in the Elected Members' Reading Room.
		All agenda and minute documentation is to be generated through Council's Infocouncil software reporting system.
		A Working Group outcome or recommendation will have effect if it is supported by general consensus of the meeting, or through a vote made by simple majority. A simple majority is the agreement of not less than half of the votes present at the meeting.
	,	In the event that a vote is taken, all endorsed members of the Working Group will have one vote. The Chairperson will have the casting vote and simple majority will prevail.
3.3	Quoru	um:
Howe least circur	ever, to ens nstand	eeting can be conducted without a quorum if necessary. every endeavour should be made to achieve a quorum or at sure a reasonable spread of representation, particularly in ces where recommendations will be made for Council's on.
3.4	Admi	inistration:
3.4.1	Adm	inistration Support
	City	inistration support for the Working Group will be provided by the of Wanneroo. That support person will be the Projects and ning Officer - South.
3.4.2	Moti	ons on Notice
	the purp days prior Adm	orking Group member may raise at a meeting any business that member considers appropriate and which is relevant to the ose of the Working Group in the form of a motion of which 7 a notice has been given in writing to the Administration Officer to the compilation of the Agenda for that meeting. An inistration Comment is to be added at the end of Motions on ce and signed off by the appropriate Director.
4.1		Vorking Group has no delegated power and has no authority to ment its recommendations without approval of Council.
4.2		Norking Group has no delegated authority to commit Council to xpenditure of monies.
4.3		rs requiring Council consideration will be subject to separate fic reports to Council.
	Howe least circur consi 3.4 3.4.1 3.4.2 4.1 4.2	c) d) d) e) f) g) h) 3.3 Quoru A mo However, least to ensiderated 3.4 Adm 3.4.1 Adm City Plan 3.4.2 Moti A W the purp days prior Adm Notice 4.1 The V imple 4.2 The V the exidential 4.3 Matter

# MN04-03/22 Cr Jordan Wright – Request for Traffic Management Scheme in Kemp Street, Pearsall

File Ref:
Author:
Action Officer:
Attachments:

3120V09 – 22/40866 Councillor Jordan Wright Director Assets 2

#### Issue

To consider the installation of a traffic management scheme on Kemp Street, Pearsall to address the issue of speeding traffic on the road.

#### Background

A number of residents of Kemp Street Pearsall have approached me regarding the number of vehicles speeding along the road, requesting the installation of traffic calming devices.

#### Detail

Kemp Street is a straight residential road with long uninterrupted downhill sections. **Attachment 1** shows a location plan of the area.

I understand that houses on Kemp Street and in the adjoining streets are home to many young families with young children and seniors with motor vehicles travelling at excessive speed is a real and present danger for these members of the community.

There have been reports on excessive speeding by residents causing safety concerns and creating dangerous conditions to locals as this is one of the very few roads within Pearsall that stretches from one side of the suburb to the other. The speeding traffic makes it difficult for residents to back out of their driveways and pedestrians find crossing the road unsafe.

Ms Margaret Quirk, Member for Landsdale also wrote to the City in November 2021 on behalf a constituent requesting traffic treatments in Kemp Street.

#### Consultation

I conducted a survey of all residents on Kemp Street, seeking feedback regarding the extent of speeding on the road and if they would support the installation of traffic management devices along the road. A total of 56 responses were received and the survey results are provided as **Attachment 2**. The survey has indicated that a majority of respondents support the installation of traffic treatments in Kemp Street to slow down traffic.

#### Comment

The overwhelming number of responses indicated that speeding vehicles were an issue along the entire length of the road and that they would support the installation of a traffic management scheme.

This Motion seeks Council support to request Administration to undertake detailed analysis of traffic issues in Kemp Street and list funding in the forthcoming year(s) budget for Council's consideration.

#### **Statutory Compliance**

Nil

# **Strategic Implications**

The proposal aligns with the following objective within the Strategic Community Plan 2021 – 2031:

5 ~ A well planned, safe and resilient City that is easy to travel around and provides a connection between people and places

5.4 - People can move around easily

## **Risk Management Considerations**

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

Risk Title	Risk Rating
CO-O23 Safety of Community	Moderate
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/Corporate risk register. Action plans are in place to manage this risk.

## **Policy Implications**

City's Local Area traffic Management Policy provisions are applicable to this matter.

#### **Financial Implications**

The cost estimates for any proposed traffic treatments will be known only after Administration undertakes a detailed analysis of the traffic issues and a suitable traffic treatment plan is prepared.

## Voting Requirements

Simple Majority

## Recommendation

That Council:-

- 1. NOTES the traffic safety issue faced by residents on Kemp Street, Pearsall caused by vehicles travelling at excessive speed on this long stretch of road;
- 2. Requests Administration to:
  - a) undertake a traffic assessment of Kemp Street as per the Local Area Traffic Management Policy (LATMP); and
  - b) if supported by LATMP assessment, prepare traffic management options and cost estimates for Kemp Street for discussion with Council Members by the end of 2022.

#### **Administration Comment**

A previous assessment undertaken in November 2021 indicated that traffic treatments were not warranted in Kemp Street at that time.

Mayor's office recently received a communication from a local resident raising traffic safety concerns in Kemp Street. Administration advised the resident that in order to assist the City in appropriately considering this matter, traffic counts are required to be carried out and the results assessed in line with the City's Local Area Traffic Management Policy (LATMP).

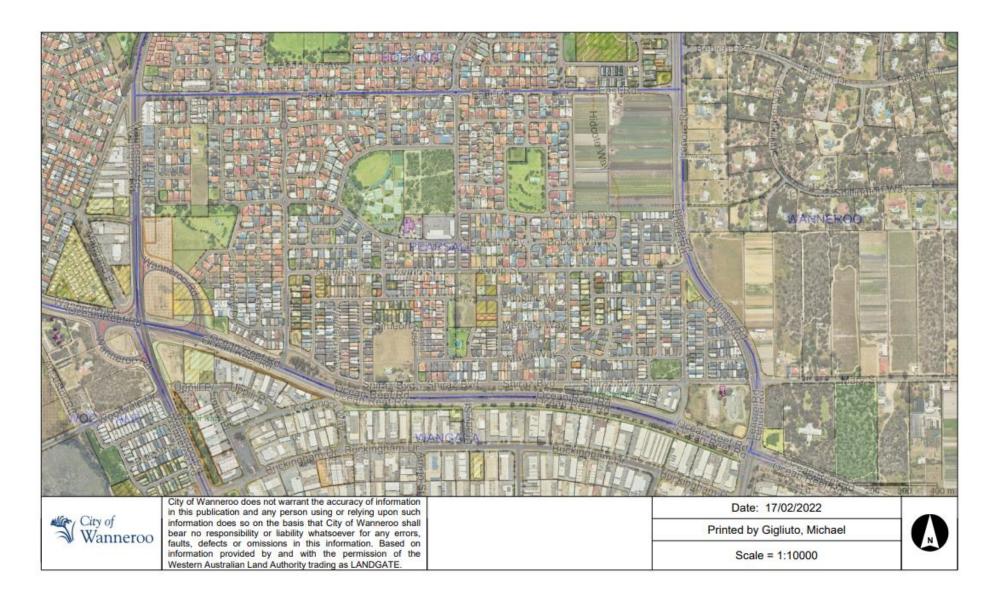
Some traffic counts for a section of Kemp Street have already been collected and the remaining have been scheduled to be collected after the April school holidays.

New traffic counts will assist Administration to undertake an assessment as per the City's Local Area traffic Management Policy. As per the provision of this policy, streets which are assessed with a score more than 60 qualify for the provisions of suitable traffic treatments.

Administration expects to undertake this assessment by September 2022 and should Kemp Street assessment result in a score more than 60, Council will be requested to consider allocation of funds in 2023/2024 Capital Works Budget to undertake a further analysis to identify suitable traffic treatments; and develop concept plans suitable for cost estimation and community consultation.

Attachments:

11Attachment 1 - Kemp Street Locality Map22/6406421Attachment 2- Survey Kemp Street Traffic Calming22/62485



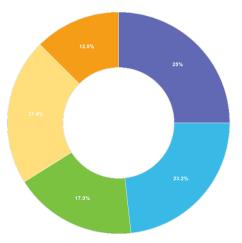
# Kemp Street Feedback

Welcome to Councillor Wright's Kemp Street Speeding Feedback Survey.

# Q1 How long have you lived on the street for?

**Responses** 56 **Answered** 56

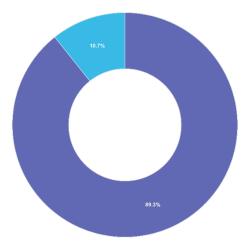
Choice	Total	%
10+ years	14	25%
5-10 years	13	23.2%
3-5 years	10	17.9%
1-3 years	12	21.4%
Less than a year	7	12.5%



# Q2 Would you support the installation of traffic instalments on Kemp Street to slow down traffic?

**Responses** 56 **Answered** 56

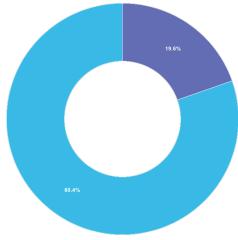
Choice	Total	%
Yes	50	89.3%
No	6	10.7%



# **Q3** Have you previously contacted the City of Wanneroo about this issue?

Responses 56	Answered 56
Responses of	

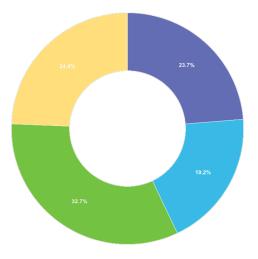
Choice	Total	%
Yes	11	19.6%
No	45	80.4%



# Q4 What times are the speeding occurring?

**Responses** 56 **Answered** 56

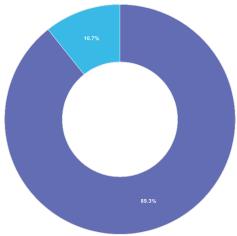
Choice	Total	%
Morning (6am-11am)	37	23.7%
Afternoon (11am-3pm)	30	<b>19.2%</b>
Evening (3pm-11pm)	51	32.7%
Night (11pm-6am)	38	24.4%



# Q5 Depending on the feedback of this survey, would you be willing to start or sign a petition?

**Responses** 56 **Answered** 56

Choice	Total	%
Yes	50	89.3%
No	6	10.7%



MN04-03/22 - Attachment 2

# Q6 What suggestions would you like to see?

# **Responses** 56 **Answered** 50 **Unanswered** 6

Date	<u>Response</u>	Position
Jan 25, 2022	Speed humps and islands that stop people from speeding and cutting corners. Particular on the corner to Higginsville Pde where cars obstruct the view	SUPPORT
Jan 25, 2022	Speed management on Higginsville parade. Where I live with my young kids,!!!!!	General Comments
Jan 18, 2022	Roundabouts to slow traffic down	SUPPORT
Jan 11, 2022	Maybe islands or something like that, that cars must slow down to navigate through	SUPPORT
Jan 11, 2022	Roundabout at cnr Kemp and Brooklyn to stop skids and burnouts at that intersection	SUPPORT
Jan 11, 2022	My sister lives on Kemp Street, my children walk from her house to the school across the road so even the traffic calming things on the road will help	SUPPORT
Jan 8, 2022	We live opposite Park- continual speeding down our street past playground. Very scary with so many kids around. Also parking required at Covent Park.	General Comments
Jan 7, 2022	Speed reduction with street trees	SUPPORT
Jan 7, 2022	Speed bumps, my kids often walk down Kemp to get to iga and people are constantly speeding which is scary as a parent	SUPPORT
Jan 7, 2022	50 zone signage throughout the suburb, speed bumps or chicanes along the street	SUPPORT
Jan 7, 2022	Speed bumps or roundabouts	SUPPORT
Jan 7, 2022	Round about Speed bumps	SUPPORT
Jan 7, 2022	Speed signage (as a reminder) Permanent camera on Archer / Kemp Active law enforcement	SUPPORT
Jan 7, 2022	Roads around the IGA are used to get to School & shops. Kemp, archer & east are all bad, but Brooklyn & Boboli see speeding etc	SUPPORT
Jan 7, 2022	More speed bumps on cabernet loopespecially at the site where the road makes the loop	General Comments
Jan 7, 2022	Possible road Bumps or rumble strips	SUPPORT
Jan 7, 2022	Speed humps	SUPPORT

Date	<u>Response</u>	Position
Jan 7, 2022	Anything to slow people down and perhaps make it more difficult to do their burnouts! Someone's had a field day lately	SUPPORT
Jan 7, 2022	The intersection Archer and Kemp needs an island to stop people speeding and cutting the corner. It would make it safer for children walking to school	SUPPORT
Jan 7, 2022	Speed humps as suggested. A speed camera. Signage - 50kms an hour.	SUPPORT
Jan 6, 2022	Slow down points rather than speed humps	SUPPORT
Jan 5, 2022	1. close the end of kemp street how it used to be it's know used as a speed track waiting for a death to happen 2. Speed humps 3. Islands	SUPPORT
Jan 5, 2022	More signage	SUPPORT
Jan 5, 2022	CCTV for the hoons doing burnouts Speed humps.	SUPPORT
Jan 5, 2022	Speed humps or islands in place to restrict speeding.	SUPPORT
Jan 3, 2022	Speed control and monitoring system should be used more often on Kemp Street.	SUPPORT
Jan 2, 2022	Speed bumps	SUPPORT
Dec 31, 2021	Roundabouts or speed bumps or both	SUPPORT
Dec 30, 2021	Islands as in Craigie Drive	SUPPORT
Dec 30, 2021	Hello, we do not want to have speed humps on Kemp Street as this will create just as much noise. We would like to have slow points. Thank you	SUPPORT
Dec 30, 2021	Speed humps or islands	SUPPORT
Dec 29, 2021	Traffic doing 50 kph.	SUPPORT
Dec 28, 2021	Unsure what would stop the speeding as it is mainly from cars turning left onto Kemp Street from Lenore Rd. 70 speed limit, turn fast.	SUPPORT
Dec 27, 2021	A roundabout at Brooklyn Ave	General Comments
Dec 27, 2021	Installations that slow traffic. More than one as it is a long street. Stop sign or roundabout at intersection of Kemp/Brooklyn. Speed bumps	SUPPORT
Dec 27, 2021	Round about is the preferred option, however If a speed bump is put it, it should be smoothly traversed unlike those found at shopping centres.	SUPPORT
Dec 26, 2021	Speedbumps or traffic circles to slow down traffic	SUPPORT

Date	<u>Response</u>	Position
Dec 24, 2021	Restrict Kemp St to residential traffic only.	SUPPORT
Dec 23, 2021	Speed humps More police cameras	SUPPORT
Dec 23, 2021	Installation of Speed Ramps	SUPPORT
Dec 23, 2021	Roundabouts at Brooklyn Ave, Albana Grove and Higginsville Pde intersections. Alternatively numerous speed humps.	General Comments
Dec 23, 2021	We'd like to see slow points or speed humps as, though there's not constant traffic, hooners in cars or on motorcycles at any time-of-day speed FAST	SUPPORT
Dec 23, 2021	Speeding bumps put in place	SUPPORT
Dec 23, 2021	Speed humps	SUPPORT
Dec 23, 2021	People are mainly doing donuts around the areas where is a T junction such as the front of my house. A fixed speed cam or police would be helpful	SUPPORT
Dec 22, 2021	Any sorts slow down points / small roundabouts at some of the intersections on Kemp Street to prevent drivers speeding.	SUPPORT
Dec 22, 2021	Maybe put up a 50-road speed sign as a reminder what the speed is to see if that helps, I find that it's generally early morning and hoon at night	SUPPORT
Dec 22, 2021	Slow points on Kemp, speed bumps on Albana Gr and both on Willespie near the school.	SUPPORT
Dec 22, 2021	Something to slow traffic but not affect the bus route or movement of buses	SUPPORT
Dec 22, 2021	I live on the cnr of Kemp & Tocai way and there have been many accidents and cars go Speeding around the corner maybe a speed bump or a mini roundabout	SUPPORT

# Item 10 Urgent Business

Nil

# Item 11 Confidential

Nil

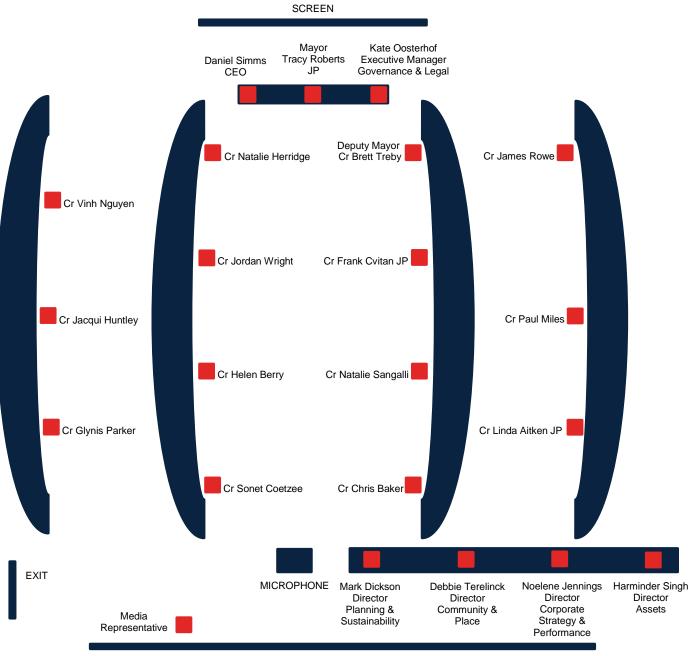
# Item 12 Date of Next Meeting

The next Council Members' Briefing Session has been scheduled for 6:00pm on 5 April 2022, to be held at the Council Chamber, Level 1, Civic Centre, 23 Dundebar Road, Wanneroo.

## Item 13 Closure



# COUNCIL CHAMBER SEATING DIAGRAM



PUBLIC GALLERY